#### Haines Borough Borough Assembly Meeting #482 AGENDA

Feburary 13, 2024 - 6:30pm Location: In Assembly Chambers and on ZOOM

**Thomas Morphet** *Mayor* 

**Natalie Dawson** Assembly Member

**Gabe Thomas**Assembly Member

**Kevin Forster** Assembly Member

**Debra Schnabel** Assembly Member

**Ben Aultman-Moore** Assembly Member

**Craig Loomis** Assembly Member

**Annette Kreitzer** Borough Manager

**Alekka Fullerton** Borough Clerk

Kiersten Long Deputy Clerk Haines Borough ZOOM information (You must download Zoom first)

Webinar ID: 842 7550 2842

Passcode: 514845

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 <u>asterisk</u> (\*) and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]

Consent Agenda:

3 - Approve Minutes from 1/23/24 Regular Assembly Meeting

11A1 - Resolution to Accept 2023 Independent Audit Findings

11A2 - Resolution for FY25 Commuity Assistance Program

11A3 - Resolution Supporting HB 201

11B1 - Introduction and Scheduling of Public Hearings for Ordinance 24-02-664

11C1 - Alcohol Liquor License Renewal- Outfitter Liquor Store

**\*3. APPROVAL OF MINUTES -**Approve the 1/23/24 Regular Assembly Meetings minutes

- **4. PUBLIC COMMENTS** [For any topics <u>not</u> scheduled for public hearing. Individual comments are limited to 3 minutes unless another yields 3 minutes to the speaker in advance] *Note: during this section of the agenda, the assembly will listen and take notes. No official action will be taken at this time.*
- 5. ASSEMBLY COMMENTS
- 6. MAYOR'S REPORT AND COMMENTS
- 7. PUBLIC HEARINGS None
- 8. STAFF/FACILITY REPORTS
  - A. Borough Manager Report February 8, 2024
  - **B.** Finance Director Report FY24 Second Quarter Financial Report
  - C. Clerk's Report re Census
  - D. Borough Attorney Status Update
- 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES -
  - A. Assembly Standing Committee Referred Topics
  - B. Port and Harbor Advisory Committee 12/28/23 Minutes
  - C. Tourism Advisory Board 11/9/23 Minutes
  - **D.** Chilkat Center Advisory Board 1/12/24
  - **E.** Property Tax Assessment Ad Hoc Advisory Board 1/3/24 Minutes
- 10. UNFINISHED BUSINESS None
- 11. NEW BUSINESS
  - **A. Resolutions** (Individual comments are limited to 3 minutes unless another yields 3 minutes to the speaker in advance)
    - \*1. Resolution 24-02-1088

A Resolution of the Haines Borough Assembly accepting the 2023 Independent Auditor's Report and Report on Financial Statements and Auditor's Letter submitted by the Borough's Independent Auditor, Max Mertz of Mertz CPA & Advisors. Proposed Motion: Adopt Resolution 24-02-1088

Haines Borough, Alaska Agenda: February 13, 2024

#### 11. NEW BUSINESS

#### A. Resolutions - Continued

#### \*2. Resolution 24-02-1089

A Resolution of the Haines Borough Assembly approving certain unincorporated communities and their respective nonprofit entity for participation in the FY25 Community Assistance Program.

**Proposed Motion**: Adopt Resolution 24-02-1089

#### \*3. Resolution 24-02-1090

A Resolution of the Haines Borough Assembly Supporting the Passage of House Bill 201: An Act Changing the Residency Requirements for Hunting, Trapping and Sport Fishing Privileges.

Proposed Motion: Adopt Resolution 24-02-1090

#### 4. Resolution 24-02-1091

A Resolution of the Haines Borough Assembly delegating to an appointed Board of Equalization for 2024 per HBC 3.72.110. Proposed Motion: Adopt Resolution 24-02-1091

#### 5. Resolution 24-02-1092

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an engineering contract with Reid Middleton for the Portage Cove (Cruise Ship) Floating Dock Concept Design project for an amount not to exceed \$29,500.

**Proposed Motion:** Adopt Resolution 24-02-1092

#### 6. Resolution 24-02-1093

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Bore Tide Construction for the School Roof Replacement Phases II and III project for an amount not to exceed \$579,900.00.

**Proposed Motion:** Adopt Resolution 24-02-1093

#### 7. Resolution 24-02-1094

A Resolution of the Haines Borough Assembly adopting FY2025 Alaska Capital Project Submission and Information System (CAPSIS) priorities, additional Haines Borough capital project priorities, and State funding priorities.

Proposed Motion: Adopt Resolution 24-02-1094

#### 8. Resolution 24-02-1095

A Resolution of the Haines Borough Assembly Supporting the Continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.

**Proposed Motion:** Adopt Resolution 24-02-1095

#### **B.** Ordinances for Introduction

#### \*1. Ordinance 24-02-664

An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 10.09.090 Prohibiting the Use of Jake Brakes in the Townsite.

This ordinance is being introduced by Assembly Member Loomis. **Motion**: Introduce Ordinance 24-02-664 and set a first public hearing for 2/27/24 and a second public hearing for 3/12/24.

#### 11. NEW BUSINESS

#### **B.** Ordinances for Introduction - Continued

#### 2. Ordinance 24-02-665

An Ordinance of the Haines Borough, Providing for the Addition or Amendment of Specific Line Items to the FY24 Budget.

This ordinance is being introduced by the Mayor.

**Motion**: Introduce Ordinance 24-02-665 and set a first public hearing for 2/27/24 and a second public hearing for 3/12/24.

#### C. Other New Business

#### \*1. Alcohol License Renewal- Outfitter Liquor Store

The Alcohol and Marijuana Control Office (AMCO) has notified the borough of a pending alcohol license renewal for a package store for the Outfitter Liquor Store. AMCO, prior to its final renewal approval, is giving the local government an opportunity to make a statement, if desired. The Haines Borough Police Department has no objection to the reissuance of the license. **Proposed Motion**: The Haines Borough has no objection to the renewal of the alcohol license for Outfitter Liquor Store.

2. <u>Discussion and proposed comment to BLM Public Land Order</u> <u>environmental impact statement.</u> Comment deadline February 14, 2024.

#### 3. Reconsideration of Resolution 24-01-1087

A Resolution of the Haines Borough Assembly Authorizing the Borough Manager to Enter into a Contract with Reid Harris, Harris Advocacy to Provide State Lobbying Services for \$36,000.

Assembly Member Kevin Forster notified the Clerk that he intends to make a motion pursuant to Haines Borough Code Section 2.10.170 to reconsider the employment of Reid Harris as a state lobbyist representing the Haines Borough. Since Assembly Member Forster voted against the Resolution (which prevailed since the Resolution was not adopted), this is the next succeeding meeting, and the matter has not passed out of the hands of the assembly, such request is in order. The first motion must be a motion to reconsider Resolution 24-01-1087; and the second motion (if the first passes) may be a motion to adopt Resolution 24-01-1087.

#### 4. Property Tax Assessments Ad Hoc Advisory Board Requests:

- A. Membership and Duties HBC 3.72.110
- **B.** Assessment Notices
- C. BOE Procedures
- D. Exchange of Information
- E. Full and True Value
- 5. Lutak Dock Replacement Update verbal
- 6. Request for Assembly Action LCC Presentation

#### 12. CORRESPONDENCE

- A. Letter to Jesse Kiehl re Chilkat Bald Eagle Preserve Advisory Council
- **B.** Southeast Conference Energy Shed
- C. Comprehensive Plan Update flyer- Upcoming Meetings

#### 13. SET MEETING DATES

- A. Joint School Board Meeting Wednesday, March 6 at School Library.
- B. Property Tax Assessments Committee-of-the-Whole Feb. 20 at 6:30 pm
- 14. PUBLIC COMMENT
- 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO OFFICERS
- 16. ADJOURNMENT

# Haines Borough Borough Assembly Meeting #481 January 23, 2024 MINUTES Draft

**1.** <u>CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL</u>: Mayor **MORPHET** called the meeting to order at 6:30 pm in the Assembly Chambers and led the pledge to the flag.

<u>Present</u>: Mayor Thomas **MORPHET**, Assembly Members Gabe **THOMAS**, Debra **SCHNABEL**, Kevin **FORSTER**, Craig **LOOMIS**, Natalie **DAWSON** and Ben **AULTMAN-MOORE**.

<u>Staff Present</u>: Annette KREITZER/Manager, Alekka FULLERTON/Clerk, Kiersten LONG/Deputy Clerk, Jila STUART/Finance Director, Reba HYLTON/Tourism Director

<u>Visitors Present</u>: Don TURNER, Blythe CARTER, Kim ROSADO, Glenda GILBERT, Emma BEGLEY, Patty KERMOIAN, Brenda JOSEPHSON, Lori SMITH, Eric HOLLE and others on zoom.

#### 2. APPROVAL OF AGENDA & CONSENT AGENDA

**Motion: THOMAS** moved to "approve the agenda and the consent agenda" and the motion carried unanimously.

- \*3. APPROVAL OF MINUTES: Approve the following Minutes
  - A. 1/9/24 Regular Assembly Meeting Minutes

<u>Note</u>: The Minutes were approved by approval of the consent agenda: "Approve minutes from 1/9/24 Regular Assembly Meeting Minutes".

#### 4. PUBLIC COMMENTS:

**SHOVE:** Support subsistence rights, support Lutak Dock

**ROSADO:** Support changes to the BOE and Tax Assessment Ad Hoc committees

recommendations

**CARTER:** Support changes to the BOE and Tax Assessment Ad Hoc committees

recommendations

**BEGLEY:** Support changes to the BOE and Tax Assessment Ad Hoc committees

recommendations

TURNER: Please appeal Porcupine Road FEMA deobligation; sought to correct the record

**JOSEPHSON**: Support changes to the BOE and Tax Assessment Ad Hoc committees

recommendations

**KERMOIAN:** In Support of Chilkat Bald Eagle Foundation Advisory Committee **SMITH:** Support changes to the BOE and Tax Assessment Ad Hoc committees

SHITTI. Support changes to the BOL and Tax Assessment Ad Not committee

recommendations

#### 5. ASSEMBLY COMMENTS:

**SCHNABEL:** Questions about the Property Tax Ad Hoc Committee

**THOMAS:** Be careful of infringing upon First Amendment rights of citizens commenting

**DAWSON:** UA land selections

#### 6. MAYOR'S REPORT and COMMENTS:

Mayor took responsibility for Property Tax Assessment Ad Hoc committee recommendations not being on the agenda.

#### A. Chilkat Bald Eagle Preserve Advisory Council Governor's Executive Order

Absent objection, he will convey to our legislators that the Haines Borough opposes the elimination of the Chilkat Bald Eagle Foundation Advisory Council.

#### 7. **PUBLIC HEARINGS** - None

#### 8. STAFF/FACILITY REPORTS

- A. Borough Manager Report January 18, 2024
- **B. CFO Report** *January 18, 2024* 
  - 1. Max Mertz Presentation Regarding the FY23 Financial Audit
- C. Tourism Director Report

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

- **A. Planning Commission** 12/14/23 Minutes
- **B.** Property Tax Assessment Ad Hoc Advisory Committee 12/13/23 and 12/20/23 Minutes
- **C.** Commerce Committee 11/16/23 Minutes

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

#### 11. NEW BUSINESS

#### A. Resolutions

#### 1. Resolution 24-01-1084

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a Professional Services Agreement with Appraisal Company of Alaska LLC, to provide contract Assessor Services for the Haines Borough.

The following members of the public chose to speak with respect to this Resolution: **CARTER**, **BEGLEY**, **ROSADO** 

<u>Motion:</u> **SCHNABEL** moved to "Adopt Resolution 24-01-1084 entering into a Professional Services Agreement with Appraisal Company of Alaska LLC," and the motion carried unanimously.

#### 2. Resolution 24-01-1085

A Resolution of the Haines Borough Assembly Authorizing the Borough Manager to Enter into a Contract with Windward Strategies to Provide Federal Lobbying Services for \$36,000.

No member of the public chose to speak with respect to this Resolution.

<u>Motion</u>: **THOMAS** moved to "Adopt Resolution 24-01-1085 with Windward Strategies for \$36,000" and the motion carried 4-2 with **LOOMIS** and **DAWSON** in opposition.

#### 3. Resolution 24-01-1086

A Resolution of the Haines Borough Assembly Authorizing the Borough Manager to Enter into a Contract with Theodore W. Popely, PC to Provide State Lobbying Services for \$48,000.00

The following members of the public chose to speak with respect to this Resolution: **BEGLEY** 

<u>Motion</u>: **THOMAS** moved to "Adopt Resolution 24-01-1086 with Ted Popley for \$48,000" and the motion FAILED 3-3 with the Mayor joining **FORSTER**, **LOOMIS** and **DAWSON** in opposition.

#### 11. **NEW BUSINESS**

#### A. Resolutions - Continued

#### 4. Resolution 24-01-1087

A Resolution of the Haines Borough Assembly Authorizing the Borough Manager to Enter into a Contract with Reid Harris, Harris Advocacy to Provide Sate Lobbying Services for \$36,000.

**Motion: SCHNABEL** moved to "Adopt Resolution 24-01-1087 with Reid Harris for \$36,000" and the motion FAILED 4-2 with **SCHNABEL** and **LOOMIS** in support.

- B. Ordinances for Introduction None
- C. Other New Business
  - 1. Porcupine Trail FEMA Appeal.

<u>Motion</u>: **SCHNABEL** moved to that "Following a response from CIV regarding engaging, **DAWSON**, **KREITZER**, **FORSTER** and **GLADSJO** convene a meeting to redraft the appeal letter," and the motion carried unanimously.

<u>Motion</u>: **SCHNABEL** moved to "Direct the manager to seek competent consultants to evaluate and advise regarding our appeal," and the motion carried unanimously.

#### \*2. <u>Marijuana License Renewal – Flower Mountain Farms</u>

<u>Note</u>: The following motion was approved by approval of the consent agenda: "The Haines Borough has no objection to the renewal of the marijuana cultivation license for Flower Mountain Farms".

#### 12. CORRESPONDENCE - None

#### 13. SET MEETING DATES -

- A. Comprehensive Plan joint Planning Commission meeting February 26 at 5:30 pm
- B. Board and Committee Training on January 29, 2024 at 5:30 pm

#### **14. PUBLIC COMMENT:**

**CARTER:** Ad Hoc committee's recommendations **ROSADO:** Ad Hoc committee's recommendations

**HOLLE**: Porcupine Road

**SMITH**: Rebuilding community trust

#### 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO OFFICERS

**SCHNABEL:** Wants to understand more about the Executive Order **THOMAS**: Sorry we have no state lobbyist

16. ADJOURNMENT at 10:00 pm.

ATTEST:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

## MANAGER'S REPORT

February 14 – Valentine's Day

February 19 - President's Day (Borough Offices Closed)

DATE: February 8, 2024

TO: Mayor and Borough Assembly FROM: Annette Kreitzer, Borough Manager

#### Assembly Follow-up:

- 1) Work with the Friends of Mosquito Lake School & Community Center/Four Winds Resource Center to produce a new MOU for administration of the Borough facility known as the Mosquito Lake School. I have included funding in the budget amendment on the February 13 Assembly agenda to plow the Mosquito Lake facility to ensure access for school bus turnaround, garbage collection, and fuel delivery. We currently have an MOU with the FOMLSCS/FWRC, which requires them to pay for snowplowing. If the Assembly desires the Borough to undertake snowplowing it must direct me to do that and approve the budget amendment to pay for it.
- 2) Heliskiing and InfoEx: Meeting with Heliski operators Friday, February 9 to discuss the issue of InfoEx membership and the best way to provide the information to the Haines Avalanche Center. (Forster- 1/9/24)
- 3) Porcupine Trail FEMA Appeal: Have seen no response from CIV; have contacted federal lobbyist regarding consultant/attorney to evaluate and advise regarding appeal; awaiting list from Assembly Member Dawson (Schnabel -1/23/24)
- 4) Grant List Update Attached to Manager Report (Loomis request)

#### Administration

#### **HUMAN RESOURCES:**

- Public Facilities Director position is being advertised locally and with AML – it will be advertised more broadly within the State.
   Director Ed Coffland's last day with the Borough will be February 29.
- We are advertising for a Planning & Zoning Technician, the Assembly approved funding for previously.
- I am working with Local 71 and the Borough negotiating team before advertising the Assistant Harbormaster position.
- Police Chief position Met with Sgt. Dryden on contract terms, he is reviewing a draft contract.
- IT support for the Library and potentially some position restructuring – this is still a work in progress.
- Fire Chief position Had an introductory Zoom meeting February 7 with contractor AP Triton to begin the Operational Audit-Fire Department Strategic Planning project this month. Project Team

is Assistant Fire Chief Darwin Feakes, Contract and Grants Administrator Annelise Silk and Borough Manager. The Public Safety Advisory Board will be contacted to determine how they wish to be included (Feakes is a member); per Assembly action 11/28/23 - SCHNABEL moved to add a "Condition that the project team identified includes the Public Safety Advisory Board," and the motion carried unanimously. Contractor will be sending questionnaires and contact information requests as next steps.

#### **UPCOMING PUBLIC EVENTS/MEETINGS:**

February 12: Haines Sheldon Museum

February 12: Rescheduled Advisory Board & Committee Training (Clerk)

February 13: Finance Committee

February 13: Assembly Meeting

February 14: Property Tax Assessment Ad Hoc Advisory Board

February 20-22: Alaska Municipal League (AK attending)

February 20: Commerce Committee

February 20: Proposed Property Tax Assessments COW

February 22: Ports & Harbors Advisory Committee

February 22: Parks & Rec Advisory Council (Tentative)

February 26: Comprehensive Plan Jt. Work Session Planning Commission & Assembly

#### **UPCOMING MANAGER MEETINGS:**

Haines Borough Comp Plan (standing meeting every Friday)

Heliski Operator Pre-Season meeting

Assembly Member Schnabel (standing meeting)

#### REQUIRED REPORTING TO ASSEMBLY:

1) 16.16.060 Failure to pay – Harbormaster's report is attached. ... "The harbormaster shall submit a report to the borough assembly of all such delinquencies and such report shall include the description of the vessel, the name and address of its owner and the type and value of such fees as are delinquent."

#### **COMPREHENSIVE PLAN:**

Here is the revised project schedule:

- Week of February 12th Public Review Draft is released for a 45-day Comment Period.
- Week of February 26th Consultant Team visits Haines to launch and get initial feedback on the Public Review Draft. Joint work session with the Planning Commission and Assembly, open houses in the Upper Valley and Townsite, and many other small group or community events to get feedback on the Draft Plan.
- **Mid-February through end of March/early April** 45-Day Comment Period Opens and Closes. During this time, Agnew::Beck is planning

- topic-specific dialogues, in-person discussions, and other outreach to get robust and representative feedback from Haines residents and partners.
- Mid-April through May Plan is Revised, Finalized, and Moves through Adoption Process (with additional opportunities for community feedback). During this time, all community input received on the Public Review Draft, will be published along with how the team is addressing those comments in the revised/Final Plan.

#### **MAJOR PROJECT ISSUES:**

- Lutak Dock- MARAD Response- MARAD's legal team has received input from all internal groups (Engineering, Environmental, Section 106, etc.) and anticipates a response to the Borough by February 16.
- O Porcupine Road/potential appeal of FEMA Determination Memo: ProHNS and State Emergency Management personnel have been working with FEMA to clarify facts regarding FEMA's determination memo. We have 60 days from January 4 to provide an appeal to the State, which has 60 days to respond to us before the appeal would be sent to FEMA. FEMA has 90 days to respond to an appeal.

#### **LEGISLATIVE ISSUES:**

Meet with State legislative delegation re: EO 132/CBEP Advisory Council and matching funds for Public Safety Building replacement (during AML).

#### **LEGAL ISSUES:**

- As the Ad Hoc Board which is working on issues related to property tax assessments has put a tremendous amount of effort into the work, I wanted to ensure the recommendations will withstand legal scrutiny and have referred some recommendations to the Borough Attorney.
- I've asked for guidance on several human resource issues.
- Producing responses to a number of Public Records Requests.

#### DEPARTMENT REPORTS

#### Lands/Assessment/Permitting

- Planning Commission will be considering three Conditional Use Permits related to resource extraction at its March meeting.
- Appraisal Company of Alaska staff are expected to make a first visit to meet with Assessment staff the week of February 20. Staff have been directed to:
  - o Compile lease information and enter it into MARS.
  - Manually enter Senior Exemptions, as a mass import from the spreadsheet is not currently feasible due to inconsistent data entry.
  - o Finalize ownership information.
  - o Update changes from recent field inspections.

o Enter and update new plats.

#### **Tourism**

- Tourism Director Rebecca (Reba) Hylton's report from the Pacific Northwest Cruise Symposium (Seattle) is attached. This meeting was an opportunity to focus solely on West Coast tourism. This was a good opportunity to take advantage of more targeted conversations with cruise lines in our market niche, and an opportunity to get feedback on a proposed floating dock.
- O Shuttle request for proposals closed with one response. A Resolution will be forthcoming to enter into a contract to provide this service for visitors.
- Working with Haines Huts & Trails by supporting a subscription to Nordic Pulse, which is a real time Nordic Ski trail app showing conditions of ski trails. The app is popular in the Yukon and we believe will be popular with Haines' residents as well. The app should be available by next month. We are looking to see if we can import the information into Cityworks, which catalogs all of the Borough's streets.
- o Winterfest, the Alcan 200, Kat 2 Koot Adventure Race and more are taking place February 16-17. Check the Tourism web page for more info.

#### Public Facilities/Public Works/Grants Administration

 Public Facilities Director Ed Coffland was unavailable for input for this report in time for publication. I will have a supplemental report for Public Facilities/Public Works.

#### **Ports & Harbors**

- Letnikof Harbor We have requested an estimate from one of the three grant writing companies on contract with the Borough to prepare a Port Infrastructure Development Program (PIDP) grant to replace the Letnikof float.
- Electricians have finished most of the work required for the capstan installation on the Port Chilkoot dock.

#### Library

 Library Director Reba Heaton reports that 28 people turned out for the Exploring Horizons program on wildlife sketching.

#### Parks & Rec

o Pool Manager Jae McDermaid reports that 5<sup>th</sup>-8<sup>th</sup> grade Cold Water Safety class begins a 4-week run February 12. High school water safety will follow with assistance of the USCG and Alaska State Troopers.

#### Police/Fire/Ambulance

- o There have been several structure fires this week. One resulted in a citizen putting to use fire extinguisher training.
- o Fire and Ambulance statistics are attached to this report.
- o Two staff are attending EMT II training in Juneau.

0	Interim Police Chief Josh Dryden is working to bring training related to mental health interactions and de-escalation; and Crisis Intervention Training to Haines in April.

Name: Care-a-Van

Funding Agency: DOT

Status: Applied

Total Amount Requested: \$125,037.00

Name: Brownfields

Funding Agency: DEC

Status: Adopted by the Planning Commission 1/11/24.

Total Amount Requested: This is not a typical grant in that no money will be directly awarded to the Borough, rather if the grant is awarded, the Borough property will be cleaned up by DEC on behalf of the Borough.

Name: **BRIC Grant** 

Funding Agency: FEMA

Status: In the application process.

Total Amount Requested: \$149,548.30

Name: Energy Efficiency and Conservation Block Grant (EECBG)

Funding Agency: DOE

Status: In the application process.

Total Amount Requested: TBD

Name: Lead Service Line Inventory Grant (LSLI)

Funding Agency: DEC

Status: Submitted.

Total Amount Requested: \$74,072.00

Name: Safe Streets for All (SS4A)

Funding Agency: DOT

Status: Awarded

Total Amount Requested: \$198,768.00

Name: Pink Salmon Disaster Relief

Funding Agency: NOAA

Status: Seeking Extension

Total Amount Requested: \$90,140.00

Name: Basic Enhancement Grant (Library)

Funding Agency: IMLS

Status: Yearly non-competitive

Total Amount: \$10,000.00

Name: PLA Grant (Library)

Funding Agency: IMLS

Status: Yearly non-competitive

Total Amount: \$7,000.00

Name: Local Government Lost Revenue Grant (LGLR)

Funding Agency: ARPA

Status: Awarded

Total Amount Awarded: \$617,267.07

Name: Commercial Passenger Vessel Grant (CPV)

Funding Agency: ARPA

Status: Awarded

Total Amount: \$285,790.00

Name: Commercial Passenger Vessel Grant (CPV)

Funding Agency: ARPA

Status: Awarded

Total Amount: \$285,790.00

Name: Lutak Dock RAISE Grant

Funding Agency: MARAD

Status: Awarded

Total Amount: \$20,000,000.00

Name: Lutak Dock Legislative Grant

Funding Agency: Department of Commerce

Status: Awarded

Total Amount: \$3,211,284.00

Name: State and Local Cybersecurity Grant Program (SLCGP)

Funding Agency: FEMA

Status: Awarded

Total Amount \$9,469.65

Name: Port Infrastructure Development Program (PIPD)

Funding Agency: MARAD

Status: Exploratory phase

Name: Wastewater Influent and Lift Station Pump Upgrades (LOAN)

Funding Agency: DEC

Loan Amount: \$579,867.00

Disbursed Amount: \$184,633.80

Principle Forgiveness: \$289,934.00

Name: Sanitary Sewer Master Plan

Funding Agency: DEC

Loan Amount: \$100,000.00

Disbursed Amount: \$74,997.00

Principle Forgiveness: \$75,000.00

Name: Water System Master Plan

Funding Agency: DEC

Loan Amount: \$100,000.00

Disbursed Amount: \$75,000.00

Principle Forgiveness: \$75,000.00

Name: Lily Lake Water Treatment Plant Upgrade

Funding Agency: DEC

Loan Amount: \$1,300,000.00

Disbursed Amount: \$0

Principle Forgiveness: \$1,300,000.00

Name: Sanitary Sewer I&I Study Phase I (in process of becoming a loan agreement)

Funding Agency: DEC

Loan Amount: \$75,000.00 (Pending Confirmation)

Disbursed Amount: \$

Principle Forgiveness: \$75,000.00

Name: FEMA Beach Road Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$1,778,405.26

Name: FEMA Totem Street Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$580,905.46

Name: FEMA Porcupine Trail Road

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded- Deobligated, appeal in progress

Total funds expended to date: \$1,475,631.52

Name: FEMA Lily Lake Road Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$571,050.00

Name: FEMA Second Avenue Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$3,009,526.00

Name: FEMA Cathedral View Drive Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$1,234,865.00

Name: FEMA Soap Suds Alley Area Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$1,382,816.13

Name: FEMA Dalton Street Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$1,323,567.09

Name: FEMA Haines Wastewater Treatment Plant

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$24,675.70

Name: FEMA Chilkat Center for the Arts

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded- Closing out

Total Amount: \$10,000.00

Name: FEMA Boat Harbor

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$45,055.35

Name: FEMA HB Citywide Culverts and Minor Road Repairs

Funding Agency: Division of Homeland Security and Emergency Management

Status: Awarded

Total Amount: \$1,078,949.25

Name: Treasury Local Tribe Funds SLRF DCRA

Funding Agency: ARPA U.S. Department of Treasury

Status: Awarded

Total Amount: \$617,267

Name: Local Assistance & Tribal Consistency Fund

Funding Agency: ARPA U.S. Department of Treasury FY22

Status: Awarded

Total Amount: \$621,300.00

Name: Local Assistance & Tribal Consistency Fund

Funding Agency: ARPA U.S. Department of Treasury FY23

Status: Awarded

Total Amount: \$621,300.00

Name: Online With Libraries (OWL) (Library)

Funding Agency: State Funded

Status: Yearly non-competitive

Total Amount: \$7,003

Name: Universal Service Administrative Co. (USAC) (Library)

Funding Agency: Government

Status: Awarded

Total Amount: \$6,216

#### **DEC Priority List 2024:**

Name:

Wastewater

Construction WWTP Influent Upgrades 2024 (currently 100% design)

Construction Recondition Clarifier and Tank (apply for design and construction?)- \$560,000

Construction Replace Main 50+ years old (will do more research with spreadsheet)

Planning Secondary Treatment Plant Conceptual Design / Study

Planning Recondition Clarifier and Tank Design

Water

Construction W4 Piedad WTP Upgrades

Construction Small Tracts Waterline Extension

Construction Lily Lake WTP Upgrade ONLY IF BIDS COME BACK HIGHER THAN \$1.3 MILLION

Construction Replace Main 50+ years old

Planning Small Tracts Waterline Extension



# Report Ports & Harbors

Date: February 1, 2024

To: Borough Manager / Borough Assembly

From: Shawn Bell, Harbormaster

Re: Harbor Report/Impounded Vessels

#### **Current Impounded Vessel:**

Owner: Darin Barnes

Vessel: Sailboat "Demeter"

Address:

2521 E. Mtn. Village Drive Suite B PMB #323 Wasilla, AK 99654

Current Account Balance: \$283.22

Reason for impound: Vessel has been unable to motor and is in dead storage. The owner has been contacted repeatedly to either repair the engine or remove it from the harbor. Harbor staff has had to pump water out of the boat several times and the vessel is now considered a nuisance. The owner has a right to redeem the vessel at any point prior to the sale. If the vessel was redeemed, the owner would be required to remove it from the harbor.

Intent to Impound: Feb. 6th

Owner: John Upton

Vessel: Fishing Boat "Nancy K"

Last Known Address: PO Box 1481 Haines, AK 99827

Current Balance: \$1,442.11

Reason for impound: Past due unpaid moorage and lack of owner care/upkeep of the boat. Harbor staff has been unable to make contact with the owner. The owner has a right to redeem the vessel at any point prior to the sale.

#### **PNW Cruise Symposium Report**

Conference: PNW Cruise Symposium. Host: CLIA (Cruise Lines International Association)

Location: Seattle, WA. Dates: January 31st - February 1st, 2024

The PNW Cruise Symposium served as a crucial gathering for industry stakeholders, providing a platform for valuable discussions and networking opportunities. Events like these are paramount for communities like Haines, especially considering the anticipated influx of over 90,000 cruise ship passengers in 2024. As the Tourism Director, having face time with three top cruise line executives representing a total of nine different cruise ship brands proved invaluable, offering insights and potential partnerships to further enhance Haines' position in the cruise industry.

Participation in symposiums of this caliber is essential for communities reliant on tourism, as it not only fosters collaboration and innovation but also ensures that their voices are heard on a larger stage. With Governor Dunleavy and various elected officials and city managers from across SE Alaska, Vancouver, Whittier, Seward, Anchorage, and Seattle in attendance, the symposium provided a unique opportunity for Haines to showcase its offerings and engage with key decision-makers.

The intimate setting of the symposium facilitated meaningful interactions and discussions, allowing for deeper connections and the exploration of potential opportunities for growth and collaboration. Moving forward, it is imperative for Haines to continue its presence at such events, recognizing their significance in shaping the future of tourism and economic development in the region.

#### Attendees Met:

Sandra Weis - Itinerary Planner for NCL, Oceania, and Regent

Racheal Roy - Executive Director of the Sitka Chamber of Commerce

Alexandra Pierce - CBJ's Tourism Manager

Wendy Lindskoog - RCCL (Royal Caribbean Cruises Ltd.)

Robert Morgenstern - Vice President of Shore Operations for Holland America, Princess

Bill Fletcher - Senior Director, Consumer Programs at Holland America Line & Seabourn

Others (Allen Marine, Manager Ryan from Skagway, Bonnie Weslund from HAP/Carnival)

#### Key Meetings and Discussion Highlights:

#### Meeting with Sandra Weis:

Discussion on floating dock, possible growth strategies, and plans for 2025 NCL's willingness to assist with planning the Floating Dock

Insights into Regent's absence in Haines and plans for Klawock in 2025

#### Meeting with Racheal Roy:

Insights into Sitka's community discussions regarding limiting cruise growth Collaboration efforts with the cruise ship industry and stakeholders

#### Meeting with Alexandra Pierce:

Discussion on MOUs with cruise lines and managing cruise ships in SE Port communities Invitation for a zoom call with Haines Borough to discuss industry collaboration and shared experiences

#### Meeting with Wendy Lindskoog:

Overview of floating dock conceptual designs and desire for sustainable growth

No developments in deployment for the foreseeable future

Agreement to provide contacts within Celebrity Cruise Lines and Silversea

#### Meeting with Robert Morgenstern:

Capacity concerns in other ports and the need for industry growth Port Development Fee, with a request for implementation delay until 2025 Identification of ships to court for increased berthing in Haines Discussion on Klawock development, CVP grant funds, and Skagway

#### State of the Industry:

Alaska ranks as the 3rd strongest cruise market globally.

Demand for Alaska cruises is at an all-time high.

Expedition cruising is the fastest-growing sector within the cruise industry.

Vancouver has plans to start on a new cruise terminal.

#### Additional Connections Made:

Allen Marine's land purchase in Haines for potential port development.

Manager Ryan from Skagway's inquiry about collecting sales tax from onboard ship purchases.

Invitation from Bonnie Weslund from HAP/Carnival to bring kids onboard Carnival Ships in Haines.

HVFD YEAR 2024															
2 MONTH	AMBULANCE	DEATH	AMBULANCE TRANSPORT	MEDEVAC	MEDEVAC CANCELLED	STANDBY	VEHICLE ACCIDENT	FIRE CALLS	FIRE ALARM WITH  AMBULANCE  RESPONSE	HAZMAT WITH AMBULANCE RESPONSE	FIRE ALARM	HAZMAT	SAR	HVFD COMBINED TOTAL CALL OUTS FROM ALL CALLS:	
3 JANUARY	12	0	1	8	0	0	0	0	0	C	0	0	0		
4 FEBRUARY	45	6			95										
5 MARCH	100	6			90				8			ė			
6 APRIL	68		1		32		8		8		8	á	S		
7 MAY	66	6	9		32		68	6	6		8	e	8		
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0 AUGUST	100	6	8	-	99		8	0 0	8			è	S		
1 SEPTEMBER	100	6	8		35		8	0 0	6		8	ė	8		
2 OCTOBER	100	6	1		30			8	8			ė	8		
3 NOVEMBER	100	9	8	9	35		8	0 0	8			ė	S		
4 DECEMBER	100	6	8		35			8	8			ė			
5															
6 TOTAL	12	0	1	8	0	0	0	0	0	C	0	0	0	21	
7	81		10				6								
8 Total Ami	bulance Calls:	21			3-1										
9 Total	Fire Calls:	0			32										
20															
21															
22															
2							X 9								

# Memo

**To:** February 7, 2024 Mayor, Assembly

**Cc:** Annette Kreitzer, Borough Manager

From: Jila Stuart, Chief Fiscal Officer

**RE:** FY24 2<sup>nd</sup> Quarter General Fund Financial Report



The accompanying financial statements show the Haines Borough's general funds (Areawide and Townsite) actual revenues and expenditures for the first 6 months of the fiscal year as compared to the previous fiscal year and as compared to the FY24 Budget amended as of 01/09/2024.

#### 01 Areawide General Fund

Generally, Areawide General Fund revenues are tracking at or above budget. With 50% of the fiscal year elapsed revenues are at 65% of budget. Revenues are tracking higher than budget primarily due to several large intergovernmental revenues received in lump sum payments during the first half of the year including \$408,273 of Community Assistance from the State of Alaska and \$430,148 of Payment in Lieu of Taxes from the federal government. Sales tax revenues are roughly flat from the previous year and tracking close to budget. Revenues from the State of Alaska are down compared to the previous year because FY23 had a one-time revenue of \$2,120,669 to reimburse the Borough for prior years of unfunded school debt reimbursement payments. Investment income is higher than the previous year and higher than budget due primarily to higher interest rates.

Expenditures in the Areawide General Fund are generally tracking at or below budget.

#### **02 Townsite Service Area General Fund**

Revenues for the Townsite Service Area (TSA) Fund are tracking at or slightly above budget. Expenditures are generally tracking close to budget.

# HAINES BOROUGH FY24 GENERAL FUND Preliminary Revenue & Expenditures SUMMARY by FUND

#### FOR THE SIX MONTHS ENDING December 31, 2023



#### 01 AREAWIDE GENERAL FUND

	FY23 Q2		FY24 Q2		Yr to Yr			FY24	BUDGET		% OF
		ACTUAL	ACTUAL		VARIANCE*			BUDGET	١	ARIANCE*	BGT
REVENUE											
Property Tax Revenue	\$	1,007,793	\$	1,074,850	\$	67,057	\$	2,134,000	\$	(1,059,150)	50%
Sales Tax		420,343		422,622		2,279		770,000		(347,378)	55%
Sales Tax Lodging		111,309		100,204		(11,104)		160,000		(59,796)	63%
Tobacco & Marijuana Excise Taxes		52,992		54,391		1,399		152,000		(97,609)	36%
State Revenue - Community Assistance		436,883		408,273		(28,610)		406,854		1,419	100%
State Revenue - Raw Fish Tax		60,511		86,803		26,292		86,000		803	101%
State Revenue - Other		2,185,561		63,776		(2,121,786)		122,300		(58,524)	52%
Federal Revenue - P.I.L.T.		401,458		430,148		28,690		430,148		-	100%
Federal Revenue - Timber Receipts/SRS		337,072		201,300		(135,773)		201,300		(0)	100%
Federal Revenue - Library		-		-		-		10,000		(10,000)	0%
Investment Income		(3,175)		240,833		244,008		200,000		40,833	120%
Rents		43,732		39,052		(4,680)		81,000		(41,948)	48%
User Fees		30,184		20,079		(10,105)		68,000		(47,921)	30%
e911 Surcharge		16,245		16,035		(210)		42,000		(25,965)	38%
Penalty & Interest - Tax Payments		56,771		41,207		(10,564)		60,000		(18,793)	69%
Business Licenses		8,560		6,988		(1,573)		22,000		(15,013)	32%
Miscellaneous Fines & Fees		17,712		29,440		11,727		43,500		(14,060)	68%
	\$	5,183,952	\$	3,235,999	\$	(1,947,953)	\$	4,989,102	\$	(1,753,103)	65%
EXPENDITURES											
Salaries and wages	\$	837,605	\$	874,413	\$	(36,807)	\$	1,821,383	\$	946,970	48%
Employee Burden	,	232,291	,	276,574	,	(44,284)	•	555,853	·	279,279	50%
PERS "On Behalf" Pd by State		42,498		45,000		(2,502)		96,000		51,000	47%
Health Insurance		172,002		204,848		(32,846)		429,216		224,368	48%
Supplies & Postage		28,142		25,998		2,144		54,700		28,702	48%
Material & Equipment		27,085		4,362		22,724		73,382		69,020	6%
Computers and Peripherals		104,299		77,346		26,953		109,890		32,544	70%
Professional & Contractual		260,735		318,140		(57,406)		613,190		295,050	52%
Dues, Subscriptions & Fees		8,207		7,144		1,063		9,525		2,381	75%
Travel & Per Diem		10,616		8,290		2,326		35,300		27,010	23%
Training		3,707		5,706		(1,999)		25,125		19,419	23%
Advertising		6,121		6,582		(461)		12,850		6,268	51%
Banking & Insurance		49,455		63,705		(14,250)		128,390		64,685	50%
Vehicle Expense		4,436		3,869		567		8,560		4,691	45%
Utilities		163,142		133,686		29,456		299,700		166,014	45%
School District - Instructional		802,500		902,500		(100,000)		1,805,000		902,500	50%

		FY23 Q2	FY24 Q2		Yr to Yr	FY24		BUDGET	% OF
		ACTUAL	ACTUAL	V	ARIANCE*	BUDGET	V	ARIANCE*	BGT
School District - Activities		112,194	120,447		(8,254)	220,000		99,553	55%
Appropriations from the Assembly		187,207	158,250		28,957	248,000		89,750	64%
Building Maintenance & Repairs		38,564	21,836		16,728	49,500		27,664	44%
Discretionary Expense		391	236		156	2,300		2,064	10%
Work Orders		(71,539)	(52,297)		(19,242)	(156,000)		(103,703)	34%
Allocations		(508,061)	(570,583)		62,523	(1,141,169)		(570,586)	50%
Operating Transfers - OUT fr General		1,356,732	95,562		1,261,170	714,271		618,709	13%
Operating Transfers - In fr Other Funds		(48,000)	 (158,025)		110,025	 (316,050)		(158,025)	50%
TOTAL AREAWIDE EXPENDITURES		3,820,329	2,573,589		1,246,740	5,698,916		3,125,327	45%
NET REVENUE OVER EXPENDITURES	\$	1,363,623	\$ 662,410	\$	(701,213)	\$ (709,814)	\$	1,372,224	
02 TOWNSITE SERVICE AREA									
REVENUE									
Property Tax Revenue	\$	362,887	\$ 384,198	\$	21,311	\$ 758,000	\$	(373,802)	51%
Sales Tax		559,833	546,211		(13,623)	1,052,000		(505,789)	52%
State Revenue - Police		113,650	213,656		100,006	452,813		(239,157)	47%
Interest Earnings		13,519	18,240		4,721	15,000		3,240	122%
Miscellaneous Fines & Fees		5,454	4,479		(975)	 4,500		(21)	100%
TOTAL TOWNSITE REVENUES	\$	1,055,344	\$ 1,166,784	\$	111,440	\$ 2,282,313	\$	(1,115,529)	51%
EXPENDITURES									
Salaries & Wages	\$	359,194	\$ 382,176	\$	(22,982)	\$ 717,279	\$	335,103	53%
Employee Burden		117,080	116,965		115	236,635		119,670	49%
Health Insurance		79,738	84,252		(4,514)	178,416		94,164	47%
Supplies & Postage		2,077	723		1,354	6,000		5,277	12%
Material & Equipment		73,639	46,894		26,745	165,000		118,106	28%
Computers & Peripherals		6,876	11,740		(4,865)	8,350		(3,390)	141%
Professional & Contractual		56,539	64,363		(7,824)	146,154		81,791	44%
Dues & Subscriptions		2,778	2,704		74	6,400		3,696	42%
Travel & Per Diem		3,256	1,861		1,395	11,000		9,139	17%
Training		6,521	5,950		571	23,000		17,050	26%
Advertising		189			189	1,250		1,250	0%
Banking & Insurance		25,899	29,611		(3,712)	59,070		29,459	50%
Vehicle Expense		76,308	87,027		(10,720)	136,000		48,973	64%
Utilities		46,004	45,726		278	86,210		40,484	53%
Work Orders		(2,501)	(1,607)		(895)	(27,000)		(25,393)	6%
Allocations		258,632	295,768		(37,136)	591,536		295,768	50%
Operating Transfers		(109,961)	(96,636)		(13,326)	(193,271)		(96,635)	50%
TOTAL TOWNSITE EXPENSES		1,002,268	1,077,519		(75,251)	2,152,029		1,074,510	50%
NET REVENUE UNDER EXPENDITURES	\$	53,076	\$ 89,265	\$	36,189	\$ 130,284	\$	(41,019)	

<sup>\*</sup>Positive variance is favorable. Negative variance is unfavorable.



## Memo from the Borough Clerk

Date: February 7, 2024

To: Haines Borough Assembly and Mayor

From: Alekka Fullerton Re: 2020 Census

In January, I contacted the Census Bureau regarding our timely filed 2020 Census Count Question Resolution operation (CQR) challenge since I had not heard any results from the challenge.

The Census challenge was not taken lightly and represented many hours of work by me, Planner Conrad and our GIS Advisor, Gary Greenberg. We were very convinced our position was compelling. Apparently the Census Question committee agreed that we validly pointed out mistakes in the Census but that the mistakes found did not change the population determination.

Apparently, they sent the attached email only to the former Mayor (dolerud@haines.ak.us) at the end of last November (even though we asked them to correspond with the Clerk). That letter provided that "Our research found errors within the legal boundaries of your governmental unit, and we have made the corrections; however, the corrections did not change the counts for your total housing and population, so there is no change to your official 2020 Census counts."

The State of Alaska determined (\*information provided in the census challenge)

\*2020 population was 2,516

\*2021 population was 2,520

\*2022 population was 2,614

2023 population was 2,530

If the assembly would like to challenge the State of Alaska 2023 population determination, a challenge must be submitted by April 2, 2024 (attached).

From: DCMD 2020 CQR Submissions

To: <u>Alekka Fullerton</u>

Subject:Fw: 2020 Census CQR Determination LetterDate:Tuesday, January 9, 2024 10:50:53 AMAttachments:2020CQR-L05 Haines CO02100 A.pdf

CAUTION: This email originated from outside of the Haines Borough. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Thank you for your email. The determination letter is attached as part of this forwarded message from when we closed the case. We are hoping to have the detailed errata posted to our website next month.

Please let us know if you have any further questions,

- Bob

2020 Census CQR Staff

U.S. Census Bureau

Email: dcmd.2020.cqr.submissions@census.gov

census.gov | @uscensusbureau

From: DCMD 2020 CQR Submissions

Sent: Monday, November 27, 2023 8:15 AM

**To:** dolerud@haines.ak.us <dolerud@haines.ak.us>

**Cc:** liz.brooks@alaska.gov (CENSUS/ OTHER) liz.brooks@alaska.gov>; david.howell@alaska.gov

<david.howell@alaska.gov>; DIR Redistricting Data Office (CENSUS/DIR)

<dir.redistricting.data.office@census.gov>

Subject: 2020 Census CQR Determination Letter

Dear Mayor Olerud,

Thank you for your submission to the 2020 Census Count Question Resolution operation (CQR). Please see the attached official determination letter for 2020 Census CQR Case Number CO02100\_A.

We will be updating your case status as "Complete" in the Check Case Status list this afternoon on our website: <a href="https://www2.census.gov/programs-surveys/decennial/2020/program-management/cqr/cqr-cases-received.pdf">https://www2.census.gov/programs-surveys/decennial/2020/program-management/cqr/cqr-cases-received.pdf</a>.

Please contact us if you have questions by email at dmcd.2020.cqr.submissions@census.gov.

Sincerely, Bob Nowak

#### 2020 Census CQR Staff

U.S. Census Bureau

Email: dcmd.2020.cqr.submissions@census.gov

census.gov | @uscensusbureau



Haines Borough CO02100

November 27, 2023

The Honorable Douglas Olerud Mayor PO Box 1209 Haines, AK 99827

RE: 2020 Census CQR Case Number CO02100\_A

Dear Mayor Olerud:

Thank you for your submission to the 2020 Census Count Question Resolution operation (CQR). This letter serves as the official determination for your submission.

We reviewed the documentation you provided in conjunction with official 2020 Census records as part of our research to resolve your questions. Our research found errors within the legal boundaries of your governmental unit, and we have made the corrections; however, the corrections did not change the counts for your total housing and population, so there is no change to your official 2020 Census counts. The revised housing counts by block, introduced by the correction(s), will be available in the coming months in the errata document located on <a href="https://www.census.gov/programs-surveys/decennial-census/decade/2020/planning-management/evaluate/cqr.html">https://www.census.gov/programs-surveys/decennial-census/decade/2020/planning-management/evaluate/cqr.html</a>.

Thank you for sharing your concerns, and for your efforts to ensure that the 2020 Census counts are accurate. If you have questions, please contact the CQR Help Desk by email at <<a href="mailto:dcmd.2020.cqr.submissions@census.gov">dcmd.2020.cqr.submissions@census.gov</a>>. Please cite your 2020 Census CQR case number in your communication.

Sincerely,

Deborah M. Stempowski Associate Director for Decennial Census Programs

Deborah M. Stempusy





# Department of Commerce, Community, and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS
Anchorage Office

550 West Seventh Avenue, Suite 1640 Anchorage, Alaska 99501

Main: 907.269.4581 Fax: 907.269.4539

RECEIVED

JAN 2 2 2024

HAINES BOROUGH

**CLERK'S OFFICE** 

January 16, 2024

Annette Kreitzer, Manager Haines Borough P.O. Box 1209 Haines, AK 99827

SUBJECT: Population Determination for FY2025 DCCED Financial Assistance Programs

Dear Ms. Kreitzer:

Pursuant to 3 AAC 180.050(d), the Commissioner of the Department of Commerce, Community, and Economic Development annually certifies the population of each municipality, community, and reserve in the State of Alaska for use in various financial assistance programs based upon population determinations made pursuant to 3 AAC 180.030. For the **Haines Borough** the following population will be used for all FY25 programs the department administers.

#### The population of Haines Borough has been determined to be 2530

If you do not agree with the population determination, you may request a population adjustment by submitting a written request and substantiate the request by completing either of the two approved methods: Head Count Census Method or Housing Unit Method. The request must include a resolution from the governing body proposing a corrected population total.

If you choose to request a population adjustment, please review the Head Count Census and Housing Unit Method manuals the department has published to assist you with this process. These manuals are available at <a href="https://www.commerce.alaska.gov/web/dcra/MappingAnalyticsandDataResources/PopulationAdjustment.aspx">https://www.commerce.alaska.gov/web/dcra/MappingAnalyticsandDataResources/PopulationAdjustment.aspx</a> or you may also contact the department for a copy of the manuals.

The request for adjustment and completed census documentation must be postmarked no later than April 3, 2024, and submitted to:

Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs Attn: Grace Beaujean 550 West 7<sup>th</sup> Avenue, Suite 1640 Anchorage, AK 99501

Please refer to 3 AAC 180.040 for requirements governing requests for adjustments to population determinations.

FY2024 DCCED Population Estimates January 16, 2024 Page 2

For additional information, please contact Grace Beaujean, Research Analyst 4, at 907.269.4521 or <a href="mailto:DCRAResearchAndAnalysis@alaska.gov">DCRAResearchAndAnalysis@alaska.gov</a>.

Sincerely

Sandra Moller Director

cc: Division of Community and Regional Affairs, Research and Analysis Section Division of Community and Regional Affairs, Grant & Funding Section

#### CHANDLER, FALCONER, MUNSON & CACCIOLA, LLP

ATTORNEYS AT LAW
SUITE 302
911 WEST EIGHTH AVENUE
ANCHORAGE, ALA SKA 99501
TELEPHONE: (907) 272-8401

FACSIMILE: (907) 274-3698 bcf@bcfaklaw.com

February 8, 2024

Hon. Tom Morphet Haines Borough Mayor Haines Borough P.O. Box 1209 Haines, AK 99827

Re: Legal Services Status Update

Dear Mayor Morphet:

This is a status report on significant work we have done for Haines Borough since October 1, 2023, also identifying matters we are currently working on or anticipate may soon require further work.

#### **General Counsel**

We advised the manager on the borough's participation in the AP&T rate-setting matter pending before the Regulatory Commission of Alaska and, with the manager, met with Skagway officials to discuss the borough's participation. We worked with the planner on easement agreements for a stormwater drainage project. We advised on public records, assembly authority when meeting as a committee of the whole, and several open meetings questions.

#### **Board of Equalization and Property Tax**

In October, we advised on several property tax assessment issues, including several assessments that were appealed to the board of equalization. We have not received notice that any of the board of equalization's decisions have been appealed to the superior court and for that reason view this work as concluded.

An ad hoc committee's recommendations to the assembly for code amendments that restructure the board of equalization and the appeal procedure were referred to us. We advised that the assembly may delegate appeal hearing authority to a board composed of borough residents (as opposed to the assembly sitting as the board under the current ordinances). We re-drafted the committee's proposed code changes for clarity and consistency with other code provisions. We are not presently working on any ad hoc committee's recommendations, but anticipate that this overall work will be ongoing.

Hon. Tom Morphet February 8, 2024 Page 2 of 3

Haines Borough Code calls for periodic property tax foreclosures. The one-year redemption period for the pending foreclosure action ends on February 23. We are working with Ms. Fullerton and Ms. Lambert on this matter. Following publication of the end of redemption period notices, we will request the court to issue a tax deed to any foreclosed property that has not been redeemed. This will likely occur in late March or early April.

We also advised on the refund of property taxes that were overpaid as a result of taxpayer error.

#### **Charter Amendment**

On January 22, we were asked if we could prepare an ordinance to amend the Haines Borough Charter to prohibit ore storage and shipment at Lutak Dock and to put this amendment before Haines Borough voters for ratification. We advised that we could not prepare a charter amendment ordinance by February 6. We recommended that an ordinance be developed with the assembly during work sessions or with a subcommittee over several meetings before introducing a charter amendment ordinance at a regular assembly meeting. Issues that should be addressed in that process include the text of the proposed charter amendment (which must be carefully drafted and examined for potential legal conflicts), legislative findings that explain the basis for the assembly seeking the charter amendment, whether the proposition should go before the voters at a regular or special election, and how the question will be presented on the ballot.

We are not actively working on a charter amendment ordinance. We are prepared to work with the assembly, a committee, or borough officials on the ordinance as the assembly may direct.

#### **Lutak Dock Project**

We have advised the assembly, mayor, and manager on numerous issues relating to the borough's contract with Turnagain Marine Construction as well as MARAD grant funding of the Lutak Dock project. We are not presently working on Lutak Dock Project assignments. Further legal work on Lutak Dock Project issues is likely as the project progresses.

#### Planning & Zoning Issues

We have advised on procedural matters relating to the assembly remanding a conditional use permit back to the planning commission for rehearing.

Three planning and zoning appeals are pending before the Superior Court at Juneau. Our work on these appeals has related to review and preparation of the record on appeal, communicating with the appellants regarding the record and procedural issues, and procedural court pleadings and notices.

The first appeal was brought by Lynette and George Campbell and relates to the borough ordering the Campbells to cease and desist from heliport activities unless they obtain a condition use permit. This case had been stayed. The court dissolved the stay at the Campbells' request. The Campbells' opening brief is currently due on March 4, though that deadline can be extended by 30 days upon the Campbells' request. The borough's brief will be due in early spring.

Hon. Tom Morphet February 8, 2024 Page 3 of 3

The second and third appeals relate to the heliport conditional use permit granted to the Campbells. One appeal was brought by numerous borough residents referring to themselves as Chilkat Valley Rural Citizens ("CVRC"). The other appeal was brought by the Campbells. Because the CVRC appeal and the Campbell appeal are both appeals of the same conditional use permit decisions, we moved to consolidate these two CUP appeals consolidated into a case. The court granted that motion, and the Campbells' CUP appeal has been consolidated into the CVRC CUP appeal. The record on appeal for the consolidated case has been transmitted to the Juneau court. CVRC identified that the transmitted record contains materials that were not before the assembly as part of appeal to the assembly. We are working to resolve CVRC's concerns. We anticipate the court will issue a briefing schedule soon. The appellants' briefs will likely be due in late March and, absent any extensions of time, the borough's brief in late April. Thirty-day extensions of time are granted by right, so this timeline may be pushed back a month or two.

We are presently working on a question relating by-right uses in the Mud Bay Rural Residential and Lutak Inlet Planning and Zoning districts referred to us by the manager earlier this week.

#### Personnel

We advised the mayor on matters related to the borough manager's evaluation and employment agreement. A question relating to collective bargaining referred to us by the manager yesterday is pending and is expected to be answered today.

So that this update is suitable for distribution to the assembly in its meeting packet, we omit sensitive attorney-client communications. Upon your request, we will provide further information regarding any of the work summarized above. Please let us know if you have any questions.

Very truly yours,

CHANDLER, FALCONER, MUNSON & CACCIOLA LLP

By:

Charles A. Cacciola

<sup>&</sup>lt;sup>1</sup> As example, a Haines Economic Development Corp. report that was before the assembly at the same meeting but for an unrelated agenda was incorrectly included in the approximately 1,200 pages transmitted to the court.

Committee	Tues	Date	Topic	Priority	Staff Support
Govt. Affairs & Services	1st	02/06/24	Manager Report Template Anti-Bullying Policy AI Policy		
Finance	2nd	02/13/24	Budget 101		
Commerce	3rd	02/20/24	Port Development Fee Severance Tax		
Personnel	4th	02/27/24	Police Chief Moving Reimbursement Policy Training Reimbursement Policy		
Govt. Affairs & Services	1st	03/05/24	Anti-Bullying Policy AI Policy		
Finance	2nd	03/12/24	Alaska Permanent Management Fund presentation		
Commerce	3rd	03/19/24			
Personnel	4th	03/26/24			
Govt. Affairs & Services	1st	04/02/24	Anti-Bullying Policy AI Policy		
Finance	2nd	04/09/24	Manager's Budget Review		
Commerce	3rd	04/16/24	Business related budget review		
Personnel	4th	04/23/24			

Approved

### **MINUTES**

## **Port and Harbor Advisory Committee**

Meeting Date: December 28, 2023 Date of Approval: January 18, 2024



1. <u>Call to Order</u>: A meeting of the Haines Borough Ports and Harbors Advisory Committee took place at 10:33 am, December 28, 2023, Jake Eckhardt as Chair.

#### 2. Roll Call:

Members in Attendance: Turner, Gray, Hughes, Ackerman, Eckhardt, Dunbar Members Not in Attendance:

Others in Attendance: Kiersten Long/Deputy Clerk, Annette Kreitzer/Borough Manager, Shawn Bell/Harbormaster, Assembly Member Gabe Thomas, Margaret Friedenauer/Agnew::Beck, Kathleen Menke, Eric Holle

#### 3. Approval of Agenda:

<u>Motion</u>: **Turner** moved to "amend the agenda to add election of chair and to hear item 8A before item 6" and the motion carried unanimously

#### 4. Approval of Minutes:

**Motion**: **Turner** moved to "approve the November 16, 2023 minutes," and the motion carried unanimously.

#### 5. Public Comment: None

\*Clerk's note: Item 8Ai and 8B was heard at this point in the meeting

<u>Motion</u>: **Turner** moved to "elect Jake Eckhardt as chair and Norman Hughes as vice chair" and the motion carried unanimously

#### 6. <u>Harbormaster's Report</u>:

- A. Port Tariff Status
- B. Harbor Gangway Float Water Line
- C. Lutak Dock Design Progress
- D. Oil Waste Processing Shed Update
- E. Letnikof Harbor Float Replacement Update
- F. PC Dock Conceptual Float Design Update
- G. Aging Report
- 7. <u>Unfinished Business</u>: None
- 8. New Business:

- A. Comp Plan discussion with Agnew::Beck
  - i. Recommendations from Committee
- B. Election of Chair and Vice Chair
- 9. Public Comments: None
- 10. <u>Committee Comments:</u> Hughes, Ackerman, Turner
- 11. Set Meeting Dates: Next PHAC Meeting January 25, 2023 at 10:30 a.m.
- 12. Adjournment: 11:46am

# MINUTES Tourism Advisory Board (TAB)

**Meeting Date: November 16, 2023** 

<u>Call to Order</u>: A meeting of the Haines Borough Tourism Advisory Board was held in the Assembly Chambers and on Zoom on November 16, 2023. The meeting convened at 12:01 pm.

<u>Members in Attendance</u>: Sean Gaffney, Lori Smith, George Hoffman, Carol Tuynman, Rebecca Hylton/Tourism Director, Kiersten Long/Deputy Clerk, Kiara Hylton/Tourism Department,

Members Not in Attendance: Rhonda Hinson,

Motion: Smith moved to "excuse Rhonda Hinson" and the motion carried unanimously.

<u>Motion</u>: Gaffney moved to "amend the agenda to add the election of vice chair under new business" and the motion carried unanimously

<u>Motion:</u> Hoffman moved to "approval of the amended agenda and the minutes" and the motion carried unanimously.

Others in Attendance: Zach Wentzel, HEDC

**Approval of Minutes:** September 13, 2023 Minutes

**Public Comment: None** 

### **Reports:**

Tourism Director **R. Hylton** gave a verbal update on the tourism department.

### **New Business:**

1. Election of Vice Chair

Motion: Gaffney moved to "elect George Hoffman as vice Chair" and the motion carried unanimously.

### **Unfinished Business:**

1. Haines Tourism Best Management Practices DRAFT

### **Discussion Item:**

1. Floating Dock

**Announcements / Member Comments:** Gaffney – good job Hoffman

**Public Comment:** R. Hylton - Thank you Tammy Piper

Next Meeting: The next meeting is scheduled for Thursday, January 18, 2024 at noon.

Motion: Gaffney moved to "adjourn the meeting" and the motion carried unanimously.

**Adjournment:** The meeting was adjourned at 12:42pm.

Minutes taken by Kiersten Long – Deputy Clerk Tourism Advisory Board

# Chilkat Center Advisory Board January 12, 2024

A meeting of the Chilkat Center Advisory Board was held Friday, January 12, 2024 in the Chilkat Center Conference Room. President Lorrie Dudzik called the meeting to order at 4:05 p.m.

<u>PRESENT</u>: Annette Smith, Angie Papas and via Zoom, Tresham Gregg, Lorrie Dudzik. Absent: Roger Gentry, JoJo Goerner. Also present, KHNS Manager Kyle Clayton and KHNS Program Director Marley Horner and via Zoom, Assembly Liason Ben Aultmanmoore.

APPROVAL OF THE AGENDA: The agenda was approved as presented.

MINUTES: The minutes of September 20, 2023 were approved as presented.

<u>FINANCIAL REPORT:</u> The Treasurer presented a print out of income and expenses for the first 6 months of FY 23-24, but it was noted not all items have been posted yet.

<u>Manager's Report</u>: Kyle introduced himself as the new Manager of KHNS. He said he and Angie Pappas will share the duties of managing the Center. Angie handles the scheduling, invoicing, reports. Issues related to the building should go to Kyle.

<u>OLD BUSINESS:</u> Attic Insulation Project. A representative from the Borough Facilities Dept. was unable to attend because 4:00 p.m. was past their workday. However, Marley reported what he knew of the project. The Borough contracted with Henry Construction to remove the batt insulation from two sections of the attic – above KHNS offices, the light booth and above the stage – and spray above the ceiling 15,000 cu.ft. of spray foam. The foam is rigid, so we are now able to walk on the attic floor. KHNS employees feel the area is much warmer as a result.

The section over the lighting patch panel where leakage occurred was difficult to access, but they cut through the dividing wall and believe they reached the area that may be the area of water intrusion. The theory is the water was not the result of a roof leak, but of condensation.

Much of the wiring running through the attic was encased in the foam insulation, but it is believed most of it is wiring that is inactive. However, the wiring for the ClearCom System is encased forever in the rigid foam. A 2 inch PVC pipe was installed from the Tech Booth for future wiring.

<u>Disposition of the CCA Board</u>. Annette reported the Borough Assembly did not pass the ordinance eliminating the CCAB, so we are still in business. However, we need two new members. We were already one short, and we have a resignation from JoJo Goerner who has moved from Haines. MOTION: On motion of Annette, seconded by Angie, the Board accepted JoJo's resignation.

Kyle Clayton expressed he would like to serve on the CCAB. MOTION: On motion of Tresham, seconded by Angie, it was agreed to recommend Kyle to the Borough.

NEW BUSINESS: Auditorium Seats Repair. Many seats in the auditorium are in need of repair. The Lynn Canal Players has been spearheading an effort to repair as many as possible. Dena Selby and Roger Gentry made an exhaustive inventory of each seat and what needs to be done. Annette presented their report and the report has been given to Ed Bryant. The most critical seats were repaired by an individual doing community service. Ed Bryant also repaired some of the others. There are still a large number that need servicing including upholstery repair. There are no spare seats. The LCCP is searching for similar upholstery fabric. Annette mentioned the chairs in both the Lobby and the Basement are in need of cleaning and also repair.

<u>Infra Red Listening System.</u> Several audience members have reported the Infra Red Listening System does not seem to work. Marley said it works through the speaker system. He said there are a couple of speakers hanging over the stage but the speakers do not work.

Other Areas Needing Attention. Annette presented a list of areas that have been needing attention for some time. In addition to the chairs in the auditorium and the lobby, it is primarily drywall patching and painting. Lorrie suggested bringing this list to Ed Bryant's attention.

<u>Bitchin' Kitchen Project</u>. Lorrie reported the FCCA's Kitchen upgrade project has been languishing since the Borough did not come through with the \$90,000 that had been earmarked for this project. However, the FCCA is planning to pursue at least some improvements to the kitchen starting with a dishwasher.

There being no further business to come before the Board, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Annette Smith, Secretary/Treasurer

### Property Tax Assessments Ad Hoc Advisory Board January 3, 2024 5:30 pm

Members: Glenda Gilbert, Stacey Prior, Dan Humphrey, Paul Rogers, Scott Hansen

Absent: Kevin Forster

Others present: Deputy Clerk Kiersten Long, Kim Rosado, Blythe Carter, Katey Emma Begly, CFO Jila

Stuart, Mayor Morphet, and Scott Hansen

On zoom: Donna Lambert, Billy O'Brien, Brenda Josephson

1. Roll Call

<u>Motion</u>: Forster moved to "approve the agenda and consent agenda" and the motion carried unanimously.

2. Approval of the Agenda and Consent Agenda

\*Minutes of 12-13-23 and 12-20-23

- 3. Minutes of 12-13-23 and 12-20-23
- 4. Public Comment

**Begly** – Subsistence

**Hansen** – Producing of the body

**Carter** – Structure Exemptions

Rosado – 2023 Tax Assessments

- 5. Old Business
  - a. Corrected Notices Amend 3.72.090 Corrections

<u>Motion</u>: Forster moved to "approve the additional language of 3.72.090 corrections and postpone until we have a chance to look at long term planning" and the motion carried unanimously.

b. Back Tax Assessments - New Ordinance

<u>Motion</u>: Forster moved to "ask staff to research state statue and borough code about back taxing and potential examples of back taxing at the municipal level" and the motion carried unanimously

c. Reconsideration of 2023 Assessments – Continued from 12-20-23

Motion: Gilbert moved to "postpone until after a survey is performed and reviewed"

<u>Amendment</u> Forster moved to "add until we are done with the rest of the review process" and the amendment carried unanimously.

And the motion, as amended, carried unanimously.

### 6. New Business

# **Approved**

### a. **Assessor Licensing Requirement**

Motion: Gilbert moved to "postpone 6A until a later date" and the motion carried unanimously.

### b. Subsistence Exemptions & Exempt Structures

Motion: Gilbert moved to "postpone indefinitely" and the motion carried unanimously.

### c. **Senior Exemptions – 3.70.030**

**Motion**: **Prior** moved to "postpone indefinitely" and the motion carried unanimously.

### 7. Public Comment:

**Rosado** – Licensing of the assessor, 2023 property assessment

**Carter** – 2023 assessment postponing, survey, licensing of the assessor

Hansen – Assessor qualifications, more discussion

Begly – back taxes, valuing of the borough,

**Josephson** – back taxing, licensing of the assessor, ethics in code

Mayor Morphet – There are people that are working on this question in other places in Alaska

- 8. Committee Member Comments: Rogers, Forster
- 9. Set Meeting Dates: Wednesday, January 17, 2024 at 5:30 pm

Adjourned 8:05 pm

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 23-1348

**Assembly Meeting Date:** <u>02/13/2024</u>

<b>Business Item Description:</b>	Attachmen	ts:
Subject:		
FY23 Independent Audit Report	1. Resolu	ution 24-02-1088
Originator:		
Chief Fiscal Officer		
Originating Department:		
Finance		
Date Submitted:		
1/23/24		
Full Title/Motion:		
Motion: Adopt Resolution 24-02-1088		
Administrative Recommend		
The Borough Manager and the CFC	O recommend adoption.	
Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
None	None	None
Comprehensive Plan Consis	stency Peview:	
Comp Plan Policy Nos.:	Consistent:	□Yes □No
	Consistent.	Lifes Lino
Summary Statement:		
At the 1/23/24 Assembly meeting	J. Max Mertz of Mertz, CPA & A	dvisor, our independent auditor.
presented his findings from the 2		•
complete audit findings may be fo		
fileattachments/borough_assemb	ly/meeting/33075/8b1fy23	_financial_audit_report.pdf
Referral:	Data	
Sent to:	Date:	Mosting Date
Recommendation:	Refer to:	Meeting Date:
Assembly Action:		
Workshop Date(s):	Public Hearin	ng Date(s):
WOLKSHOP Date(S):		

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1088



A Resolution of the Haines Borough Assembly accepting the 2023 Independent Auditor's Report and Report on Financial Statements and Auditor's Letter submitted by the Borough's Independent Auditor, Max Mertz of Mertz CPA & Advisors.

**WHEREAS**, Max Mertz of Mertz CPA & Advisors conducted the annual audit and submitted the 2023 Independent Auditor's Report with Financial Statements, 2023 Federal and State Single Audit Report, and Audit Letter regarding Fiscal Year ended June 30, 2023 on or about December 11,2023; and

**WHEREAS**, Max Mertz made a public presentation to the Assembly on January 23, 2024 and was available to answer any questions,

**NOW, THEREFORE, BE IT RESOLVED** by the Haines Borough Assembly, Alaska, that the 2023 Independent Auditor's Report with Financial Statements and the 2023 Federal and State Single Audit Report are accepted and that the Letter is acknowledged as submitted by Max Mertz, of Mertz CPA & Advisors, the Borough's independent auditor.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1349
Assembly Meeting Date: 02/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: FY25 Unincorpo	<del>-</del>	nue	1. Resolution 24-02-	1089
Sharing	·			
Originator:				
Borough Clerk				
Originating Department	t:			
Finance Date Submitted:				
02/6/24				
Full Title/Motion:				
Motion: Adopt Resolution	24_02_1089			
Wotton: Adopt Nesolation	24-02-1003			
Administrative Dec				
Administrative Rec This resolution is recomm		ol Offic	nor.	
This resolution is recomm	ended by the Chief Fisc	ai Oilic	ei.	
Fiscal Impact:				
Expenditure Required	Amount Budgeted	Appr	opriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$ 0		See Attached
<b>40</b>	<b>J V O</b>	¥ 0		Oce Attached
Comprehensive Pla		eview	<b>:</b>	
Comp Plan Goals/Object	ctives:		Consistent: Ves	□Na
Objective 2C, Page 57			Consistent: Yes	□No
Summary Statemer	ntı			
Summary Stateme				
				municipality to annually adopt a
				licipal boundaries that the assembly tablished under AS 29.60.865, AS
29.60.879, and 3 AAC 180	.110. The unincorporate	ed comi	munities have an incorp	porated nonprofit entity that will agree
				enefit of the unincorporated
				and their respective incorporated aring Program: Haines Townsite
(Haines Volunteer Fire Dep				
Referral:				
Referred to:			Referral Date:	
Recommendation:			N	leeting Date:
Assembly Action:				
Meeting Date(s): 02/13/	24		Public Hearing Dat	. ,
			Postponed to Date	e:

Draft

### HAINES BOROUGH RESOLUTION No. 24-02-1089

A Resolution of the Haines Borough Assembly approving certain unincorporated communities and their respective nonprofit entity for participation in the FY25 Community Assistance Program.

**WHEREAS**, AS 29.60.865 and 3 AAC 180.070 require the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Community Assistance Program eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3 AAC 180.110; and

**WHEREAS**, the unincorporated community has an incorporated nonprofit entity that will agree to receive and spend the Community Assistance payment for the public benefit of the unincorporated community; and

**WHEREAS**, the unincorporated community has 25 or more residents residing as a social unit; and

**WHEREAS**, the incorporated nonprofit entity will receive and spend the Community Assistance payment for operating or capital expenditures directly related to the provision of one or more of the services listed below; and

**WHEREAS**, at least three of the following services: fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue are generally available to all residents of the unincorporated community and each of the three services, in any combination, are provided by one or more qualifying incorporated nonprofit entity or are substantially paid for by the residents of the unincorporated community through, taxes, charges, or assessments levied or authorized by the borough or unified municipality,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly hereby certifies that the following unincorporated communities and their respective incorporated nonprofit entity are eligible for funding under the FY25 Community Assistance Program:

Jnincorporated Community	Native Village Council or Nonprofit Entity
HAINES TOWNSITE	HAINES VOLUNTEER FIRE DEPARTMENT
(inc. Lutak and Mud Bay)	

KLEHINI VALLEY (Mosquito Lake) KLEHINI VALLEY VOLUNTEER FIRE DEPARTMENT

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

	Thomas C. Morphet, Mayor
Attest:	
Alekka Fullerton, MMC, Borough Clerk	

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1347
Assembly Meeting Date: 02/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: Support for HB 2	-		1. Resolution 24-02- 2. HB 201 Update Re	1090 epresentative Rebecca Himschoot
Originator:				
Manager Originating Department	t:			
Administration Date Submitted:				
01/30/24				
Full Title/Motion:				
Motion: Adopt Resolution	24-02-1090			
Administrative Rec	ommendation:			
Fiscal Impact:				
Expenditure Required	Amount Budgeted	Appropriation Required		Projected Impact to Future Operating Budgets
\$0	\$0	\$ 0		N/A
Comprehensive Pla		eview	<b>:</b>	
Comp Plan Goals/Object	tives:		Consistent: ■Yes	□No
Summary Stateme	nt:			
The Assembly previous aligns the residency require dividend eligibility. From the House Bill second purpose of obtaining a hunder prohibit out-of-state hunters fisheries. Under this legislation, the important g	ly requested that the adement for hunting, trappetional analysis and the ting, trapping or sportfiss or fishermen from contion, visitors will still be uided hunting and fishir dent hunting, trapping,	sponso hing lice ning to able to ng indus or spor	d sport fishing licenses or's statement: The existense is broad and difficult Alaska to participate in obtain non-resident pestries will not be impact this hing license are in factors.	n supporting House Bill 201 which with those of permanent fund sting definition of residency for the cult to enforce. HB 201 does not the state's well-managed hunts and ermits without additional restrictions. ted by this bill. HB 201 ensures that act year-round residents of Alaska
Referral:				
Referred to:			Referral Date:	
Recommendation:			M	leeting Date:
Assembly Action:				
Meeting Date(s): 02/13/	24		Public Hearing Dat	ce(s):

Postponed to Date:

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1090



A Resolution of the Haines Borough Assembly Supporting the Passage of House Bill 201: An Act Changing the Residency Requirements for Hunting, Trapping and Sport Fishing Privileges.

**WHEREAS**, Alaska residents rely on the resources of the State consistent with the Constitutional promise that "fish, wildlife, and waters are reserved to the people for common use"; and

**WHEREAS,** the residents of the Haines Borough rely heavily on the fish, wildlife and the waters of the area for subsistence, personal and commercial uses; and

**WHEREAS,** the existing definition of residency for the purpose of obtaining a hunting, trapping or sport fishing license is broad and difficult to enforce due to the low threshold for residency; and

**WHEREAS**, Alaskans who invest in their communities by maintaining residency most of the year should reap the benefit of access to fish and game resources; and

**WHEREAS**, House Bill 201 aligns the residency requirements for fishing, hunting and trapping with the permanent fund dividend eligibility requirements and will help protect the opportunities for harvest for residents, while still allowing access for those who cannot or do not meet the residency requirements,

**NOW, THEREFORE, BE IT RESOLVED BY THE HAINES BOROUGH ASSEMBLY** supports the passage of House Bill 201 by the Alaska State Legislature.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

 From:
 Kurt Whitehead

 To:
 Dg clerk

 Subject:
 HB 201 Update

Date: Thursday, February 1, 2024 8:15:23 AM

Attachments: image003.png

CAUTION: This email originated from outside of the Haines Borough. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Subject: HB 201 Update

Dear HB 201 stakeholders,

Thank you very much for following HB 201.

RESIDENCY REQ: HUNTING, TRAPPING, FISHING
as it moves through the legislative process. As
many of you know we had two hearings on HB
201 last week in the House Resources
Committee and I write with an update. During
these hearings committee members had an
opportunity to learn more about the bill, ask
questions and hear from Alaskans about the
problem we are trying to fix with this bill. It is
typical for a committee to have an introductory
hearing followed by a hearing for public
testimony before they take any action on the
bill.

On Wednesday, January 24, 2026 the House Resources Committee had its first hearing on HB 201. I introduced the bill, Fish and Game Commissioner Vincent-Lang and Department of Public Safety Major Frenzel both did an excellent job answering questions and we had some great invited testimony from Alaskans who have been impacted by individuals taking advantage of the current residency requirements loophole. Committee members asked some really good questions and I think we were able to alleviate many of their concerns. However, a couple of members still seemed to be worried that changing the

definition of residency requirements would prevent some individuals, who currently qualify for a resident license, from continuing to get a resident license because they work or vacation out of state for more than six months a year.

The House Resources Committee heard HB 201 again on Friday, January 26, 2024. This time the committee took public testimony on the bill. The testimony from around the state was almost entirely in support of the bill and testifiers made some great points. Thank you to those of you who called in and/or submitted letters of support! Personal testimony is often the most effective way to convince legislators to change a law.

Following the public testimony on Friday, the committee set the bill aside. Now it is up to the chair of the committee, Representative McKay, to decide when to schedule the bill again. The next hearing would typically be for the purpose of allowing committee members an opportunity to amend the bill. The amendment process is usually followed by the committee voting on whether or not they want to move the bill from the committee. At this time there has not been an amendment deadline set by the committee.

After the bill moves out of the House Resources Committee the bill will need to go through the same process in the House Judiciary Committee before it is scheduled for a House Floor vote. After it passes the House, the bill goes through the committee and floor process in the Senate before the Governor has an opportunity sign (or veto) the bill.

We are fortunate to get a hearing so early in session and that Senator Bjorkman has introduced the same bill (SB 171) in the Senate. While HB 201 works its way through the process in the House, Senator Bjorkman's bill can advance in the Senate and the two bills can meet up. This can significantly speed up

the legislative process.

Next, I will be meeting individually with members of the House Resources Committee to see if they have any outstanding questions or concerns about the bill and to see if there is support to move the bill from the committee. Alaskans who have not already submitted testimony can support the bill by writing the chair and members of the House Resources Committee. We have an amazing amount of support for this bill from Southeast Alaska and especially Prince of Wales Island and we need to continue to build support across the state. If you live outside Southeast Alaska or have a friend outside Southeast Alaska who supports this bill, please contact your legislators and write to the committee members or encourage your friends to contact their legislators and write to the committee. I will continue to keep you updated and let you know if the Senate bill is scheduled for a hearing or if HB 201 moves from the Resources.

Thank you to all of you for your letters of support, thoughtful testimony and great questions and comments on this piece of legislation. There were a number of stories published last week on the bill including a piece on Alaska Public Media's Alaska News Nightly on Friday, January 26, 2026 and articles in the Anchorage Daily News and Ketchikan Daily News.

Sincerely,

Rebecca

Representative Rebecca Himschoot Alaska House of Representatives House District 2 907-465-3732



Sign up for my newsletter - Southeast

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1350
Assembly Meeting Date: 02/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: 2024 Board of E	qualization		1. Resolution 24-02-	1091
Sharing				
Originator:				
Borough Clerk Originating Department	<u> </u>			
Administration				
Date Submitted: 02/1/24				
Full Title/Motion:				
Motion: Adopt Resolution	24-02-1091			
Administrative Rec	commendation:			
Figure 1 Tours and				
Fiscal Impact:				Projected Impact to Future
Expenditure Required	Amount Budgeted	Appr	opriation Required	Operating Budgets
\$0	\$0	\$ 0		See Attached
Comprehensive Pla	n Consistency Re	eview	<b>7</b> :	
Comp Plan Goals/Object				_
			Consistent: Yes	s □No
Summany Stateme	nt.			
Summary Stateme				
				hority to an appointed Board of Advisory Board (PTAAHAB) to advise
				e time is of the essence, while the
				on allows for delegation under the
				24 BOE board. Discussion of members AAHAB recommendations under
agenda item 11C5.	3			
Deferrel				
Referral: Referred to:			Referral Date:	
Recommendation:				Meeting Date:
Assembly Action:				
Meeting Date(s): 02/13/	24		Public Hearing Da	te(s):
			Postponed to Date	٥٠

### HAINES BOROUGH RESOLUTION No. 24-02-1091

# **Draft**

A Resolution of the Haines Borough Assembly delegating to appointed Board of Equalization Board for 2024 Board of Equalization per HBC 3.72.110.

**WHEREAS,** Haines Borough Code Section 3.72.110 allows the Assembly to delegate its authority to a board of equalization appointed by it; and

**WHEREAS,** the Haines Borough Assembly has appointed a Property Tax Assessment Ad Hoc Advisory Board (PTAAHAB) to advise them with respect to proposed changes to the property tax process and procedures in the Haines Borough; and

**WHEREAS,** the Haines Borough is currently reviewing recommendations from the PTAAHAB; and

**WHEREAS,** time is of the essence and the Haines Borough would like to begin recruiting for a Board of Equalization for the 2024 Property Tax appeals immediately,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly delegates its authority under Haines Borough Code Section 3.72.110 to a board to complete the 2024 Haines Borough Board of Equalization.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1351
Assembly Meeting Date: 02/13/24

<b>Business Item Des</b>	cription:		<b>Attachments:</b>	
Subject: Contract with Re	eid Middleton for plans f	or	1. Resolution 24-02-	1092
PC floating dock Originator:			2. Reid Middleton Pr	oposal
Originating Departmen	t:			
Date Submitted: 1/23/23				
Full Title/Motion:				
Motion: Adopt Resolution	24-02-1092			
Administrative Rec This resolution is recomm		aster		
	ionada by the Harbenne	401011		
Fiscal Impact:  Expenditure Required	Amount Budgeted	Annr	opriation Required	Projected Impact to Future
			opriation Required	Operating Budgets
\$ 29,500	\$0	\$ 0		N/A
Comprehensive Pla		eview	<b>/:</b>	
Comp Plan Goals/Object	ctives:		Consistent: Yes	s  □No
Summary Stateme	nt:			
The Harbormaster has req a new Portage Cove (cruis	uested an engineering ( e ship) floating dock to	provide	supplemental passen	al from Reid Middleton for designs for ger loading/unloading space for cruise of small commercial tour vessels.
Referral:				
Referred to:			Referral Date:	4 .: 6 .
Recommendation:			<u> </u>	Meeting Date:
Assembly Action:				
Meeting Date(s): 02/13/	24		Public Hearing Date Postponed to Date	

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1092

# Draft

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an engineering contract with Reid Middleton for the Portage Cove (Cruise Ship) Floating Dock Concept Design project for an amount not to exceed \$29,500.

**WHEREAS**, a new floating dock is needed to provide supplemental passenger loading/unloading space for cruise ships and support cruise ship tendering and to aid in the berthing and mooring of small commercial tour vessels; and

**WHEREAS**, the replacement dock will include utilities, lighting, and a fire protection system; and

**WHEREAS**, Reid Middleton was contacted by the Haines Borough Ports and Harbors Department to provide professional engineering services; and

**WHEREAS**, the design development includes information review and kickoff meetings, stakeholder meetings, and concept development with three conceptual design alternatives for the floating dock facility; and

**WHEREAS**, the Borough has \$30,000 budgeted in the Commercial Passenger Vessel Tax Funds for the 2024 Fiscal Year,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly authorizes the Borough Manager to enter into a contract with Reid Middleton for the Conceptual Design Development of the Portage Cove (Cruise Ship) Floating Dock Facility project for an amount not to exceed \$29,500.00.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13<sup>th</sup> day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

January 23, 2024 File No. 242023.913.035

Mr. Shawn Bell Ports and Harbors, Haines Borough Small Boat Harbor 32 South, Front St., P.O. Box 1209 Haines, AK 99827

Subject: Scope of Services

Conceptual Design Development of Haines Cruise Ship Floating Dock Facility

Dear Mr. Bell,

Thank you for considering Reid Middleton to provide professional engineering services for the conceptual design development for the new cruise ship floating dock facility in Haines, Alaska. We look forward to working with you on this project.

### A. PROJECT UNDERSTANDING

- In early December 2023, Reid Middleton was contacted by the port and harbors department in the Haines Borough to provide a scope of services to develop conceptual design alternatives for the new cruise ship floating dock facility adjacent to the south side of the existing Port Chilkoot cruise ship dock.
- The new floating dock will provide supplemental passenger loading/unloading space for cruise ships and support cruise ship tendering. It will also be used for the berthing and mooring of small commercial tour vessels. The new floating dock facility would include utilities, including shore power, lighting, and fire protection system. The development of 3 conceptual design alternatives is requested for the installation of the new floating dock, which is approximately 300' to 500' in length, including the identification of constraints, design standards, and a Rough-Order-Magnitude (ROM) Engineer's Estimate.

#### B. SCOPE OF SERVICES

### 1. Information Review & Kickoff Meeting

Reid Middleton will review the existing documentation regarding the facility, including any drawings, as-builts, previous inspection reports or drawings, and/or geotechnical reports.

Reid Middleton will also attend a virtual kickoff meeting with the Haines Ports and Harbors staff for the project.

### 2. Stakeholder Meetings

• 3 remote online meetings, including value engineering to support the Haines Ports and Harbors to select the preferred design alternative.

### 3. Concept Development (3 Alternatives)

Reid Middleton will review the available information and evaluate the site-specific marine environmental loading to develop 3 conceptual design alternatives for the new floating dock facility.

- Design development, including the following:
  - o Consideration of the required operations, locations, environmental permits, long-term performance, and construction costs.
  - o Evaluation of the site-specific wind, current, and wave loads
  - o Evaluation of the vessel (non-cruise ship) berthing and mooring loads
  - o Preliminary engineering for float guide pile sizing and spacing
  - o Layout (plan view) for each conceptual design
  - o ROM opinion of probable construction cost (engineering estimate)
  - o Discuss constraints, requirements, and advantages/disadvantages.

### 4. Schedule

Reid Middleton will prepare and submit the engineering report with three draft concept designs within 6 weeks after the contract award. Reid Middleton will respond to the review comments collected from the stakeholder meetings and update the conceptual designs. Reid Middleton will complete and submit the final report with the three conceptual design alternatives within 3 weeks after the last stakeholder meeting.

All deliverables will be provided in PDF format.

### Report Deliverables:

- Final engineering report & 3 concept design alternatives (letter or engineering memo type). Separate pdf with layout will be provided for each alternative.
- 5. Additional services requested by the Haines Ports and Harbors

Reid Middleton can provide additional services that are beyond the scope of services described in Section B, Items 1 thru 3, at client request with contract amendment(s).

### 6. Assumptions

- No assessment is required of existing dock structures.
- ADA accessibility for the new dock is required.



- The new gangway system connecting to the new float will be restricted to passenger use only (max use by golf cart).
- Cruise ships will not berth and moor to the new float. The new cruise ship floating dock facility will be located adjacent to the south side of the existing Port Chilkoot cruise ship dock.
- Forklift(s) or lightweight truck(s) will be transported to the float by vessels or barges.

#### 7. Exclusions

- Topographic or hydrographic survey
- Above and underwater (dive) assessment or testing
- Destructive or partially destructive testing
- Feasibility study of environmental permitting
- Geotechnical engineering services
- Electrical engineering services

### C. PERIOD OF PERFORMANCE

Reid Middleton will begin services upon receipt of a signed agreement and will make every reasonable effort to complete the services in a timely manner considering the needs of the project.

### D. CLIENT'S RESPONSIBILITIES

The Haines Ports and Harbors shall provide available pertinent data, site access, documents, and other information to Reid Middleton as necessary to complete the services outlined in Section B above.

### E. COMPENSATION

1. For services described in Section B, Items 1 thru 4, Reid Middleton shall be paid the "lump sum" amount of Twenty-Nine Thousand Five Hundred Dollars, \$29,500.

### F. REID MIDDLETON STAFF

Willy Ahn will be the project manager primarily responsible for this job. However, other individuals at Reid Middleton will work on aspects of your project as required.

### G. CONDITIONS OF AGREEMENT

The terms and conditions of the attached Exhibit "B", Conditions of Agreement, are included as part of this agreement.



Mr. Shawn Bell Haines Ports and Harbors January 23, 2024 File No. 242023.913.035 Page 4

We appreciate the opportunity to submit this proposed agreement. The terms of this agreement will become effective when confirmed by your signature within 30 days. If you wish to pursue this project after that time, this agreement may then be renegotiated. If the terms are acceptable, please sign your acceptance below and return one executed copy to Reid Middleton.

If you have any questions or comments, please contact Blaine McRae, bmcrae@reidmiddleton.com, or me.

Sincerely,	ACCEPTED:
Reid Middleton, Inc.	Ports and Harbors, Haines Borough
Man )	Ву
Willy Ahn, Ph.D., PE	Title
Director, Waterfront Group	Date

kel\H:\24Wf\2023\913\035 Haines Cruise Ship Floating Dock Concept Design\Contract\Base Contract\RM Fee Est & Scope\20240122 Haines Cruise Ship Floating Dock LOA.docx\ bgm

# **ReidMiddleton**

### **Estimate of Professional Services**

**Haines Cruise Ship Floating Dock** 

728 134th Street SW, Suite 200 Everett, WA 98204 (425) 741-3800

PROJECT: Concept Design

CLIENT: **Haines Ports and Harbors** PROJ. NO: 242023.913.035

BY: WWA DATE: 12/22/23

Checked by:

(425) 741-3800 PROJ. NO: 242023.913.035 (425) 741-3900 FAX FILE: H:\24Wf\2023\\913\\0						23.913.035 Wf\2023\913\035 Haines Cruise Ship Floating Dock Concept Design\Contract\Base Contract\RM Fee Est & S								
(120)		Principal	Senior Engineer	Senior Designer	Project Engineer	Design Technician	Technical Writer II	Project Administrator	Total Labor hours	Total Labor Earnings	Expense (Travel)	Subs - Harbor Power	Fotal Reimb	Labor & Reimb
	Hourly Rate:	\$285	\$196	\$190	\$163	\$158	\$152	\$134			cost	cost	10%	
Task No.	Description	WWA	JJS	BGM	WPE	DJO	EHW	KL					10% Markup	
001	Kickoff Meeting, Info Review													
	Kickoff meeting (virtual)	1	1	1					3	671			0	671
00102	Information review, dwgs, reports, codes & requirements, etc.	1	2	2					5	1,057			0	1,057
	Subtotal Task 001	2	3	3	0	0	0	0	8	1,728	0	0	0	1,728
002	Stakeholder Meetings											-	0	
	Stakeholder meetings (3 remote online meetings) - 2hr/meeting		6	6					12	2,316			0	2,316
00201	Subtotal Task 002	0	6	6	0	0	0	0	12	2,316	0	0	0	2,316
													0	
003	Concept Design Development (3 Alternatives)												0	
	Conceptual design development (incl. coastal analysis for marine											ı		
00301	environmental loading & analysis for vessel mooring and berthing)	6	8	24	16				54	10,450			0	10,450
00302	Opinions of Probable Construction Costs			8	2				10	1,846			0	1,846
00303	Responses to client's comments and update draft report	2	4	12					18	3,634			0	3,634
00304	QA/QC	4							4	1,140			0	1,140
	Subtotal Task 003	12	12	44	18	0	0	0	86	17,070	0	0	0	17,070
004	Final Report									4.000				4.000
	Final Report	<u> </u>	4	16			3		23	4,280			0	4,280
	Update Opinions of Probable Construction Costs (for 3 alternatives	<u> </u>		4					4	760			0	760
00403	QA/QC Subtotal Task 004	4	4	20	0	0	3	0	4 31	1,140 <b>6,180</b>	0	0	0	1,140 <b>6,180</b>
	Subtotal Task 004	-	-	20	U		3	U	- 31	0,100	-	- 0	-	0,100
005	Project Management													
	Initial Project Setup & PM/PC	1		1				2	4	458			0	458
	Concept Design - PM/PC			2				1	3	514			0	514
	Final Report - PM/PC			1				1	2	324			0	324
	Project Closeout - PM/PC	1		1				1	3	609			0	609
	Subtotal Task 005	2	0	5	0	0	0	5	12	2,190	0	0	0	2,190
	TOTAL HOURS	20	25	78	18	0	3	5	149	29,484	0	0	0	29,484
	0.17.410.4	F 700	4.000	44.000	0.000		450	070		00.404				
	SubTotal Cost		4,900	14,820	2,938 12%	0	456 2%	670 3%		29,484	—			
۸۵۵۰۰۰	Percent of Total Hours	13% Project Du	17%	52% 16	Wks	\$1,844	2% 1	3%			1			
Assur	nptions	[F10]ect Dt	u ali UI I	1 10	VVKS	Φ1,044	1				0/ .		ion Factor	4%

% of Work after July 1

Hours and rates shown are for estimating purposes only. The actual number of hours charged to the project and personnel used may vary. Hours worked willInflation Adj. on Labor and Exp. be billed using the rates, personnel categories, and terms identified in Exhibit A.

Contingency/Rounding TOTAL 29,500

## Reid Middleton, Inc. Exhibit "A" Schedule of Charges Effective July 1, 2023 through June 30, 2024

I.	Personnel	<b>Hourly Rate</b>
	Principal Associate Principal/Principal Engineer/Principal Planner/Principal Surveyor Associate Senior Engineer/Senior Planner/Senior Surveyor Senior Designer Project Engineer/Project Designer/Project Surveyor/Project Planner Design Engineer/Designer II/Design Technician/Survey Crew Chief/ Technical Writer II/ Graphic Designer II Designer I/Planner/CAD Technician II Project Administrator CAD Technician I/Survey Technician/Technician/Technical Writer I  Survey Crew (1 Person/RTK/Robotic/Scanning) Survey Crew (2 Person/RTK/Robotic/Scanning) Survey Crew (3 Person/ RTK/Robotic/Scanning)  Expert Witness/Forensic Engineering  1.5 times usual hourly rate (4 Individuals not in the regular employ of Reid Middleton may occasionally be engaging project requirements. Charges for such personnel will be comparable to charges for Middleton personnel.  A premium may be charged if project requirements make overtime work necessary	.\$ 150.00 - \$ 170.00 .\$ 140.00 - \$ 150.00 \$ 130.00 - \$ 140.00 \$ 105.00 - \$ 130.00 .\$ 215.00 .\$ 215.00 .\$ 269.00 Thour minimum) ged to meet specific r regular Reid
П.	Equipment	Rate
11.	Design Software/Computer Aided Drafting	
	Design software Computer Macd Diarring	ψ 12.00/110ti
III.	Reimbursable Expenses	
	Local Mileage - Automobile	\$ 0.655/mile \$ 0.655/mile
	Expenses that are directly attributable to the project are invoiced at cost plus 15%.	These expenses

Expenses that are directly attributable to the project are invoiced at cost plus 15%. These expenses include, but are not limited to, subconsultant or subcontractor services, travel and subsistence, communications, couriers, postage, fees and permits, document reproduction, special instrumentation and field equipment rental, premiums for additional insurance where required, special supplies, and other costs directly applicable to the project.

A new schedule of charges is issued and becomes effective July 1 each year. Charges for all work, including continuing projects initiated in prior years, will be based on the latest schedule of charges.

### IV. Client Advances

Unless the parties agree otherwise in writing, charges for the following items shall be paid by the client directly, shall not be the responsibility of Reid Middleton, and shall be in addition to any fee stipulated in the agreement: government fees, including permit and review fees; soils testing fees and costs; charges for aerial photography; and charges for monuments. If Reid Middleton determines, in its discretion, to advance any of these costs in the interest of the project, the amount of the advance, plus a fifteen percent administrative fee, shall be paid by the client upon presentation of an invoice therefore.



### Reid Middleton, Inc. **Exhibit "B" Conditions of Agreement**

#### I. **Payments**

A. <u>Due Date</u>: Fees and all other charges are billed monthly as services progress. The full amount of each invoice is due and payable thirty (30) days after the date of such invoice.
B. <u>Default</u>: Any amount not paid within thirty (30) days of the billing date shall be considered delinquent and shall bear a delinquency charge of one percent (1%) per month (or, if lower, the maximum rate allowed by law) from the date of the invoice. Failure to make a payment by the due date is a substantial breach of a material term of the parties' agreement, and Reid Middleton may, at its option, suspend services or terminate this agreement in that event. The delinquency charge or payment thereof shall not extend the due date or affect the right to suspend services or terminate. Payments received on delinquent accounts will be applied first to accrued delinquency charges and then to the unpaid principal amount.

#### II. **Additional Services**

A. <u>Authorization</u>: Reid Middleton shall notify the client if it believes that any direction given by the client or any circumstance presented by the project requires the performance of services beyond the scope of the agreement. If the client disagrees that the services are beyond the scope of the agreement, or if the client prefers that the identified services not be performed, it shall notice is received, Reid Middleton within one week of its receipt of Reid Middleton's original notice. If no such notice is received, Reid Middleton shall be authorized to perform the identified services as Additional Services.

B. Definition: Additional Services shall include without limitation, the following:

<u>Definition</u>: Additional Services shall include, without limitation, the following:

 Replacing stakes unless destroyed by Reid Middleton;
 Making revisions to drawings, specifications, or other documents which are inconsistent with approvals or instructions previously given by the client, required due to changes in the law, or required due to changes in the overall project;

Providing services due to default or defective performance on the part of the construction contractor;
 Providing services to address unanticipated site conditions; or
 Providing other services beyond the scope of services described in the agreement.

#### III. **Construction Phase**

Submittal Review: If Reid Middleton's services include review of construction contractor's submittals, review is conducted only for the limited purpose of checking for conformance of information given with the design concept expressed in Reid Middleton's drawings and specifications. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of details such as dimensions and quantities. When professional certification of a submittal by others is required by the drawings or specifications, Reid Middleton is entitled to rely upon such certification.

Means and Methods: Reid Middleton shall not have control over, or charge of, and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction. Reid Middleton shall not be responsible for the construction contractor's acts.

for the construction contractor's acts, errors, or omissions or for its failure to perform the construction in

accordance with the drawings and specifications.

### **Ownership of Documents**

All drawings, specifications, electronic media, and other documents prepared by Reid Middleton for this project are instruments of Reid Middleton's service for use solely with respect to this project. Unless otherwise provided in writing, Reid Middleton shall be deemed to be the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The client shall be entitled to retain copies of the instruments of service for reference in connection with its use and occupancy of the project. Reid Middleton's drawings, specifications, electronic media, or other documents shall not be used by the client or by others on other projects or for additions to this project except by agreement in writing signed by Reid Middleton and with protection from liability for Reid Middleton. In addition, Reid Middleton's drawings, specifications, electronic media, or other documents shall not be used for completion of this project by others. specifications, electronic media, or other documents shall not be used for completion of this project by others unless Reid Middleton is adjudged to be in default under the agreement. Submission or distribution of documents to meet regulatory requirements or for similar purposes in connection with this project is not to be construed as publication in derogation of Reid Middleton's reserved rights.

### Reid Middleton, Inc. **Exhibit "B" Conditions of Agreement**

#### V. Allocation of Risk

The client agrees that, to the fullest extent permitted by law, the aggregate liability of Reid Middleton, its officers, directors, employees, and consultants to the client for any and all injuries, claims, losses, expenses, damages and claim expenses arising out of or related to the agreement, from any cause or causes, including but not limited to negligence, errors, omissions, strict liability, breach of contract or breach of implied or expressed warranty shall not exceed \$100,000 or the total compensation received by Reid Middleton under the agreement, whichever is greater. The parties acknowledge that this limitation has been negotiated and reflects, among other things, the potential rewards and benefits of the project and the amount of compensation to be

#### VI. **Dispute Resolution**

- A. Mediation: In the event of a dispute arising out of or related to the agreement, or the breach or alleged breach hereof, which dispute cannot be resolved through negotiations between the parties, the parties agree that the dispute shall be submitted to nonbinding mediation. Unless the parties subsequently agree upon a different mediation service or mediator, the dispute shall be submitted to the American Arbitration Association, Seattle Tribunal, acting under its construction industry mediation rules and procedures. Either party may make the initial submission. Each party shall pay its own costs (including, if applicable, its attorney and expert witness costs) and one-half of the charge levied by the mediation service and
- Litigation: If any dispute is not resolved through nonbinding mediation, venue for litigation arising under or related to this agreement, or the breach or alleged breach hereof, shall be in Snohomish County, Washington, Superior Court. The substantially prevailing party in litigation shall be awarded its costs, attorney fees and expert witness fees incurred for trial preparation, trial and, if applicable, any and all
- C. Arbitration: Nothing stated herein shall preclude the parties from later agreeing, by way of a document signed by both parties, to submit any such dispute to arbitration.
   D. Governing Law: The agreement shall be governed by the internal laws of the State of Washington.

### VII. Miscellaneous

- A. Standard of Care: Reid Middleton intends to render its services in accordance with standards of professional practice currently prevailing in the locale of the project and for the intended use of this project. Without limiting the generality of the foregoing, Reid Middleton makes no warranties and offers no opinions as to matters affecting title which do not appear in the public records.
   B. Government Entities: Reid Middleton shall not be liable for damages resulting from the actions or inactions of governmental agencies. Reid Middleton does not guarantee that requisite permits or
- authorizations will be issued
- authorizations will be issued.

  C. Pollution and Hazardous Materials: Unless specifically stated to the contrary in the agreement, Reid Middleton shall have no responsibility for the discovery, presence, handling, removal or disposal of pollutants or hazardous materials (including but not limited to asbestos, asbestos products, PCB, lead, or other toxic substances) in any form at the project site. In no event shall Reid Middleton (or its officers, directors, employees or consultants) be liable for costs, losses or damages -- including but not limited to delay costs or damages due to personal injury, sickness or death, or damage to property -- resulting from or related to the presence of pollutants or hazardous materials at the project site.

  D. Independent Contractor: Reid Middleton is an independent contractor. Reid Middleton is not an employee or agent of the client
- or agent of the client.
- Subconsultants: Reid Middleton shall have the right to retain subconsultants to perform portions of the services under the agreement. If the client reasonably objects in writing to a particular subconsultant, Reid Middleton shall replace the subconsultant if it is mutually agreed to be in the best interests of the project.

  Assignment: Subject to the right to retain subconsultants, neither party shall assign the agreement or any rights under or related to the agreement without the written consent of the other, which consent may be
- withheld for any reason.
- Accrual: Causes of action between the parties related to or arising out of the agreement shall be deemed to have accrued, and the applicable statute of limitations shall commence to run, no later than the date on
- which Reid Middleton last performs substantial services under the agreement.

  Entire Agreement: The agreement, including these Conditions of Agreement, represents the entire and integrated agreement between the parties with respect to its subject matter and supersedes all prior and contemporaneous negotiations, representations and agreements, whether written or oral.

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1352
Assembly Meeting Date: 02/13/24

Business Item Desc	cription:		Attachments:				
Subject: Contract with Bo	re Tide for	1. Resolution 24-02-1093					
High School Roof Replace	ement Phase II and Pha	se III	2. Bid Summary				
Originator:			3. Bore Tide Proposal				
Director of Public Facilities							
Originating Department: Facilities							
Date Submitted:							
2/6/24							
Full Title/Motion:							
Motion: Adopt Resolution 2	24-02-1093						
Administrative Rec	ommendation:						
This resolution is recomme		Manage	er.				
Fiscal Impact:				Projected Impact to Future			
Expenditure Required	Amount Budgeted	Appr	opriation Required	Operating Budgets			
\$ 579,900	\$0	\$ 0		N/A			
Comprohensive Pla	n Consistancy Ro	wiow					
Comprehensive Pla		eview	:				
Comprehensive Pla Comp Plan Goals/Object		eview	: Consistent: ■Yes	□No			
-		eview		□No			
	tives:	eview		□No			
Comp Plan Goals/Object  Summary Statemer  Request for proposals were	nt: e solicited by the Haines apparent low bidder w	s Borou as Bore	Consistent: Yes  gh for a contract for the Tide Construction and	□ No e High School Roof Replacement d the Director of Public Facilities			
Summary Statemer Request for proposals were Phase II and Phase III. The	nt: e solicited by the Haines apparent low bidder w	s Borou as Bore	Consistent: Yes	e High School Roof Replacement			
Summary Statemer Request for proposals were Phase II and Phase III. The recommends that the asser  Referral: Referred to:	nt: e solicited by the Haines apparent low bidder w	s Borou as Bore	Consistent: Yes	e High School Roof Replacement d the Director of Public Facilities			
Summary Statemer Request for proposals were Phase II and Phase III. The recommends that the asser  Referral: Referred to:	nt: e solicited by the Haines apparent low bidder w	s Borou as Bore	Consistent: Yes	e High School Roof Replacement d the Director of Public Facilities			

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1093

# Draft

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Bore Tide Construction for the School Roof Replacement Phases II and III project for an amount not to exceed \$579,900.00.

**WHEREAS**, a portion of the Haines School roof membrane system was replaced in Phase I of this project. Phase I included replacing the Haines School Gymnasium roof membrane (approximately 9,700 square feet). Phases II and III will replace the remainder of the Haines School roof membrane system (approximately 7,280 square feet); and

**WHEREAS**, the Haines Borough received three responsive bids. Coogan Construction Co. submitted a bid for \$758,000.00, Dawson Construction, LLC submitted a bid for \$656,000.00, and Bore Tide Construction submitted a bid for \$579,900.00;

**WHEREAS**, the project was advertised on 12/11/23 and the bids were opened on 1/16/24; and

**WHEREAS**, the Borough has \$500,000.00 available in the Capital Improvements projects budget for the FY24 Fiscal Year plus \$29,285 carry over from Phase I of the project; and and \$50,615 from the Facilities Deferred Maintenance account; and

**WHEREAS**, the administration will seek a budget amendment to replace the \$50,615 back into the Facilities Deferred Maintenance account,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly authorizes the Borough Manager to execute a contract with Bore Tide Construction for the School Roof Replacement Phases II and III project for an amount not to exceed \$579,900.00.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

Haines Borough

Location: Public Safety Building

Date/Time: 2:30 pm, 1/16/24

Bid Opening Record

# Project: School Roof Replacement Phases II and III HB 24-1

Bidder	Bid Rcvd by Deadline	Bid on Req. Form, Complete, & Signed	Proof of AK Business Licensing	Proof of AK Contractor's Cert. of Reg.	Bid Bond or Certf. Check of at least 5% of bid	Non- Collusion Affidavit	Addenda Noted (2)	Base Bid: WWTP Upgrade (\$)	Additive Alternate No. 1 (\$)	Additive Alternate No. 2 (\$)	Total (\$)
<b>Bore Tide Construction</b>	Х	Х	Х	Х	Х	Х	X	\$579,900			
							Modifications				
							Total	\$579,900			\$579,900
Coogan Construction Co.	Х	x	х	х	х	X	Х	758,00.00			
							Modifications				
							Total	\$758,000			\$758,000
Dawson Construction, LLC.	Х	х	x	x	x	X	х	\$656,000			
							Modifications				
							Total	\$656,000			\$656,000
							Modifications				
											<b>\$0</b>
							Modifications				
							Total	<b>\$0</b>			<b>\$0</b>

### Present:

Ed Coffland, Director of Public Facilities
Annelise Silk, Contracts & Grants Administrator
Jila Stuart, Chief Financial Officer
Annette Kreitzer, Borough Manager

### Project: School Roof Replacement- Phases II and III Bid Opening Date: 01/16/2024 2:30 PM

# HB: 24-1 BID SUMMARY

## **Bore Tide Construction**

Pay Item	Pay Item Description	Pay Unit	Quantity	Unit Price	Amount \$
1	Furnish and Install Phase II Roofing	LS	1	193,300	193300
2	Furnish and Install Phase III Roofing	LS	1	386,600	386600
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
		579900			

# Coogan Construction Co.

Pay Item	Pay Item Description	Pay Unit	Quantity	Unit Price	Amount \$
1	Furnish and Install Phase II Roofing	LS	1	339,000	339000
2	Furnish and Install Phase III Roofing	LS	1	419,000	419000
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
		В	id Total=\$		758000

Owner: Haines Borough Prepared By: Annelise Silk

# Present at Opening:

Ed Coffland - Director of Public Facilities

Annelise Silk - Contracts & Grants Administrator

Jila Stuart - Chief Financial Officer

Annette Kreitzer - Borough Manager

# **Dawson Construction, LLC.**

Pay Item	Pay Item Description	Pay Unit	Quantity	Unit Price	Amount \$
1	Furnish and Install Phase II Roofing	LS	1	229,000	229000
2	Furnish and Install Phase III Roofing	LS	1	427,000	427000
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
			656000		

### **General Info**

### Total:

\$579,900.00

Number

HB 24-1

**Deadline** 

01/16/2024 02:30 PM AKST

Vendor

Bore Tide Construction

**Submitted** 

01/15/2024 01:02 PM AKST

Signed by

Brad Rigdon Account Holder Brad Rigdon

Opened

01/16/2024 02:30 PM AKST By acfullerton@haines.ak.us

### **Description**

School Roof Replacement - Phases II and III

Allows zero unit prices and labor

No

Allows negative unit prices and labor

No

### SCOPE OF WORK

Haines Borough intends to replace a portion of the Haines School roof membrane system in the 2024 summer season. We expect to award a contract this winter. Phase II roof replacement area is approximately 7,280 square feet. Phase III roof replacement is approximately 16,000 square feet. The successful Contractor shall:

- 1. Remove and dispose of the existing membrane and cover-board.
- 2. Design, furnish, and install a new roofing system, including roof, curbs, parapets, and drainage, according to the attached asbuilt drawings and Duro-Last Roof Assembly Specification.
- 3. Issue submittals.
- 4. Perform testing and inspections.
- 5. Submit As-Built Drawings.
- 6. The successful bidder will inspect the roof drainage piping and submit a proposal for any needed repairs.

Please provide a project organization chart, experience with similar work, performance schedule, operating plan, safety plan, and lump sum price in your bid response.

The successful bidder will submit materials for approval within 14 days of the award of the contract. The successful bidder will purchase and store materials, ready for summer construction season, upon approval of submittals. The Borough will pay for stored materials.

The Borough will consider alternate, equal, or better products. If an alternate is proposed, it is the bidder's responsibility to provide a comparison to show how the product meets or exceeds project requirements.

If you would like to inspect the roof, please contact Gary Stigen at (907)314-0531 to arrange a showing.

The Work will be completed no later than August 10, 2024.

The Engineer's Estimate for all the WORK detailed herein is \$500,000.

School Roof Replacement, Phases II and III - Bid Opening

Join Zoom Meeting

https://us06web.zoom.us/j/85446282016?pwd=wOYxAO8kW5ExaVE1I8jSAUB3o1bK2a.1

Meeting ID: 854 4628 2016

Passcode: 184006

\_\_\_

### One tap mobile

- +13462487799,,85446282016#,,,,\*184006# US (Houston)
- +16694449171,,85446282016#,,,,\*184006# US

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### Dial by your location

- +1 346 248 7799 US (Houston)
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- · +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- · +1 564 217 2000 US
- +1 646 931 3860 US
- · +1 689 278 1000 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

Meeting ID: 854 4628 2016

Passcode: 184006

Find your local number: https://us06web.zoom.us/u/kwFUU8ZXV

Public Facilities is inviting you to a scheduled Zoom meeting.

### ATTACHMENT LIST

General and Architecural-1.pdf (72.7 MB)

Mechanical-1.pdf (23.5 MB)

Structural-1.pdf (8.93 MB)

Duro-Last Roof Assembly Specification(1).docx (93.5 KB)

Project Manual- HB 24-1 - School Roof Replacement - Phases II & III.pdf (1.23 MB)

Carlisle Roofing System.pdf (5.04 MB)

School Roof Replacement - Phases, REVISED JAN 2. 2024.pdf (182 KB)

Addendum 1.pdf (60.2 KB)

Addendum 2.pdf (113 KB)

### SECTION 00300 - BIDS

### **BID TO: THE HAINES BOROUGH**

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

School Roof Replacement Phase II & III

HB 24-1

- 2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the "Notice Inviting Bids" and "Instructions to Bidders," dealing with the disposition of the Bid Security.
- 3. This Bid will remain open for the period of time stated in the "Notice Inviting Bids" unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders" and will furnish insurance certificates, Payment Bond, Performance Bond, and any other documents as may be required by the Contract Documents.

- 4. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, the locality where the WORK is to be performed, the legal requirements (federal, state, and local laws, ordinances, rules, and regulations), and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.
- 5. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
- 6. To all the foregoing, and including all Bid Schedule and information required of Bidder contained in this Bid Form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment, therefore, the Contract Price based on the total bid price(s) named in the aforementioned Bid Schedule.

7. Bidder has examined copies of all the Contract Documen	nts including the following Addenda (receipt of all of
which is hereby acknowledged by the Undersigned)(click +	to add addenda or type "N/A" if no addenda have
been issued):	

Addenda No.: \*

1, 2

Date Issued: \*

(1)Jan 02 2024, (2)Jan 09 2024

Failure to acknowledge receipt of all Addenda may cause the Bid to be non-responsive and may cause its rejection.

8. The Bidder has read this Bid and agrees to the conditions as stated herein by signing his/hersignature in the space provided below.

Date: \*

1-15-2024

Bidder (Company Name): \*

Bore Tide Construction LLC

Alaska Contractor's Business License No.: \*

1009344

By (Signature): \*

Bradley Rigdon

Alaska Contractor's License No.: *
CONE397227
Printed Name: *
Bradley Rigdon
Telephone No.: *
(907) 982-6141
Title: *
Project Manager / Estimator
Fax:
(907) 357-6430
Address: *
1740 N Terrilou Ct, Palmer, Alaska, 99645
Email: *
brad@boretideconstruction.com
9. The apparent low Bidder is required to complete and submit the following documents by 4:30 p.m. on the <i>fifth business day</i> following the date of the Posting Notice.
>Subcontractor Report, Section 00360
The apparent low Bidder who fails to submit the completed Subcontractor Report within the time specified in Section 00360 – Subcontractor Report, may be found to be not a responsible Bidder and may be required to forfeit the Bid security. The OWNER may then consider the next lowest Bidder for award of the contract.

10. The successful Bidder will be required to submit, within ten Days (calendar) after the date of the "Notice of Intent to Award" letter, the following executed documents:

- >Agreement Forms, Section 00500
- >Performance Bond, Section 00610
- >Payment Bond, Section 00620
- >Certificates of Insurance, (CONTRACTOR) Section 00700 and Section 00800

# **SECTION 00310 - BID SCHEDULE**

\$579,900.00

Pay Item No	Pay Item Description	Unit	Quantity	Unit Price	Extension
1	Furnish and Install Phase II Roofing	LS	1.00	\$193,300.00	\$193,300.00
2	Furnish and Install Phase III Roofing	LS	1.00	\$386,600.00	\$386,600.00
					Total: \$579,900.00

#### **BID BOND**

#### **Bond Percentage**

5.00%

#### **Guarantee Method \***

Paper Bid Bond, Certified Check, or Cashier's Check

#### Paper Bid Bond, Certified Check, or Cashier's Check

Confirmation \*

I have provided a Paper Bid Bond for 5.00% of the bid total amount.

#### SECTION 00360 - SUBCONTRACTOR REPORT

#### **LIST OF SUBCONTRACTORS (AS 36.30.115)**

The apparent low Bidder must submit a list of Subcontractors that the Bidder proposes to use in the performance of this contract on the fifth business day following the Posting Notice of Bids. If the fifth day falls on a weekend or holiday, the report is due by close of business on the next business Day following the weekend or holiday. The Subcontractor Report list must include each Subcontractor's name, address, location, evidence of valid Alaska Business License, and valid Alaska Contractor's Registration under AS 08.18. If no Subcontractors are to be utilized in the performance of the WORK, opt-out of the following Subcontractor List section.

# **LIST OF SUBCONTRACTORS (AS 36.30.115)**

Subcontractor Name	Address	AK Contractor License No.	AK Business License No.	Contact Name	Contact Phone	Type of Work	Contract Amount (\$)	DBE (Y/N)
Optional: Vendor is	s not require	d to complete.						
LIST OF SUB	CONTRA	CTORS (AS 3	6.30.115)					
Optional: Vendor is	not required	to complete.						
		ted Alaska Busing opened for this Pi		nd CONTR	ACTOR RE	egistratio	on(s), if applica	able, were
Contractor, Print	ed Name: *							
Alpha Roofing INC								
Company: *								
Bore Tide Construc	tion							
SECTION 003	70 –CON	TRACTOR'S	INANCIAL R	ESPONS	SIBILITY			
To be considered, a	all bidders m	ust complete and ind	clude this form at t	he time of the	he deadline	for bids.		
As the General C	ontractor o	on this project, I in	ntend to subcon	tract		of the	e total value o	f this

contract: \*

30% A. EXPERIENCE 1. Have you ever failed to complete a contract due to insufficient resources?  $^{\star}$ 

No

If YES, explain. If NO, type "N/A": \*

N/A

2. Describe arrangements you have made to finance this work: \*

Bore Tide Construction LLC is in good financial standing and has the capitol on hand. Bore Tide Construction LLC also has an anytime use loan up to 1 million dollars, through First National Bank Of Alaska.

3. Have you had previous construction contracts or subcontracts with the Haines Borough?: \*

No

4. Describe your most recent or current contract, its completion date, and scope of work: \*

Golovin flood Damage Repair 6/01/21 to 10/01/23 \$1.7 Million

Work consists of repairing flood damaged properties in Golovin for BSSD. Demolition of damaged structures and new construction including lifting and stabilizing housing as well as foundation structures. Hazardous Abatement was required because of age of those structures. Logistically the work required the coordination of multiple barges from Seward, Anchorage, and Seattle as well as working with Airfreight companies for timely deliveries. Work included Demolition, Exterior and Interior finishes, GWB, Framing, Sheathing, New Vertical Construction, Electrical, Plumbing, and Roofing were required eliminates of the construction. BTC was able to work with the local community members to make it a great working relationship and provide the best service possible.

5. List below other construction projects you have completed, dates of completion, scope of work, and total contract amount for each project completed in the past twelve months:

Golovin Tiny Homes Golovin, AK • 8/20/23 - 9/20/23 \$300,000

BTC assisted BSSD in the construction of a site pad, driveway, utility connections, and home transport/ placement. Work required grubbing the site and haul off of overburden. Installation of borrow materials and 4" minus to create a living pad for the foundation. Arctic Pipe was installed for sanitary needs and the homes were transported from the landing craft to the site. Tundra mats, blocking, and building securement were set to level the homes onsite and provide the safety needed for the extreme weather of the community. BTC is proud to utilize local hire on this project.

Bentley Building/ UMV Buildout \$2.8 million

Fairbanks, AK • 8/01/22 - 9/13/23

Construction of a new office/retail building totaling 5,000 square feet, Project included clearing and grubbing the lot, all site work, city utility hook ups, power/data, mechanical, framing, and paving. BTC took into account the local climate and provided one of the most efficient buildings in Fairbanks. With the supply chain issues BTC was able to make design changes and use value engineering to limit inflation and supply chain cost increases.

Chepos Mexican Restaurant

Wasilla, AK • 9/01/21 - 3/13/23 \$5.6 million

Construction of a new restaurant building totaling 11,000 square feet, Project included clearing and grubbing the lot, all site work, city utility hook ups, power/data, mechanical, framing, commercial kitchen, and paving. Bore Tide Construction is proud to say that the project was completed on time and to the satisfaction of the owners. It is the newest restaurant in Wasilla and one of the nicest in Alaska.

Over Look UMV Building 7-15-23 to 8-1-23 \$280,000 Installed EPDM roofing membrane roughly 6000 square feet over existing roof. Raised curbs on RTU's. New parapet Metal flashing. Job was completed on time.

required

6. Per Alaska Statute 36.90.210, on previous public contracts, have you ever failed to pay a subcontractor within eight working days after receiving payment from the Owner (for projects occurring within the last 3 years)? If YES, please attach a detailed explanation of each occurrence.:

No

required

# SECTION 00370 -CONTRACTOR'S FINANCIAL RESPONSIBILITY - B. EQUIPMENT - 1. Describe below the equipment you have available and intend to use for this project.

Item	Quantity	Make	Model	Size/Capacity	Present Market Value (\$)
Fork lift	1	Genie	6063	6k	85,000

# SECTION 00370 -CONTRACTOR'S FINANCIAL RESPONSIBILITY - EQUIPMENT - CONTINUED

2. Do you propose to purchase any equipment for use on this project not listed on table B-1?: \*

If YES, describe type, quantity, and approximate cost. If NO, type "N/A": \*

N/A
3. Do you propose to rent any equipment for this work not listed on table B-1?: *
If YES, describe type and quantity. If NO, type "N/A": *
N/a
4. Is your bid based on firm offers for all materials necessary for this project?: * Yes
If NO, please explain. Or, type "N/A": *
N/A
✓I hereby certify that the above statements are true and complete.  *
Contractor's Printed Name: *
Bore Tide Construction LLC
Name and Title of Person Signing: *
Bradley Rigdon
Date: *
1-15-24
SECTION 00380 NON-COLLUSION AFFIDAVIT

UNITED STATES OF AMERICA)
STATE OF ALASKA)

I, (Printed Name of Signer): \*

Bradley Rigdon

Of (Printed Name of Business): \*

Bore Tide Construction LLC

Being duly sworn, so depose and state:

That I, or the firm, association or corporation of which I am a member, a bidder on the contract to be awarded by the Assembly of the HAINES BOROUGH for the contract services designated as:

School Roof Replacement - Phases II & III HB 24-1

Located in Haines, Alaska, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

Signature \*

**Bradley Rigdon** 

Date \*

1-15-2024

✓You must include a notorized copy of this Affidavit with your signed Agreement if awarded the contract.

#### CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting

to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### The Contractor (Company Name): \*

Bore Tide Construction LLC

certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative

#### Name and Title of Contractor's Authorized Official: \*

Bradley Rigdon Project Manager, Estimator

Date: \*

1-15-2024

#### REQUIRED DOCUMENT LIST

Name	Omission Terms	Submitted File
Paper Bid Bond, Certified Check, or Cashier's Check Upload a copy of your Paper Bid Bond. Please provide the original, wet-ink at the time of award.	I am verifying my Bid Bond electronically.	Signed copy of bid bond.pdf
Alaska Business License upload a copy of your license		SOA Business License 2023-2024.pdf
2 Required Documents		

#### SECTION 00320 BID BOND

KNOW ALL PERSONS BY THESE PRESE	ENI, thatt	sore ride Constitu	uction, LLC
as Principal, and Contractors Bonding at are held and firmly bound unto THE BOROUGH OF	nd Insurance C F HAINES herei	Company nafter called "OWN	as Surety, NER," in the sum of
Five Percent (5%) of the Total Amount Bid amount of the Bid) for the payment of which sum, we executors, administrators, successors, and assigns WHEREAS said Principal has submitted a under the Bid Schedule of the OWNER's Contract II.	vell and truly to b s, jointly and seve Bid to said OWN	oe made, we bind o erally, firmly by the NER to perform the	ourselves, our heirs, ese presents.
HB 24-1 - School Roof R	leplacement -	Phases II & III	
NOW THEREFORE, if said Principal is award and in the manner required in the "Notice Inviting B written Agreement on the form of Agreement bound certificates of insurance, and furnishes the required obligation shall be null and void; otherwise, it shall brought upon this bond by said OWNER and OWN said OWNER in such suit, including a reasonable as	ids" and the "Ins d with said Contr d Performance B remain in full for ER prevails, said	structions to Bidder ract Documents, fu Bond and Payment roe and effect. In the d Surety shall pay	rs," enters into a rnishes the required Bond, then this e event suit is all costs incurred by
SIGNED AND SEALED, this 12th day of Jan	nuary, 20 <u>2</u>	<u>4</u> .	
		x	
(SEAL) Bore Tide Construction, LLC (Principal)	(SEA		Bonding ce Company rety)
By: (Signature)	By:¸	(Siar	nature) kson, Attorney-in-Fac

# **POWER OF ATTORNEY**

### RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615 Phone: 800-645-2402

#### Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and In	surance Company, each an Illinois corporation, (separately and
together, the "Company") do hereby make, constitute and appoint:	W.B
Deanna M French, Susan B. Larson, Scott Fisher, Elizabeth R. Hahn, Jana Kaltenbach, John R. Claeys, Ronald J. Lange, Guy P. Armfield, Andrew P.	M. Roy, Scott McGilvray, Mindee Rankin, Roger R.
Charla M. Boadle, Katelyn Cooper, Justin Gwinn, Andrew Kerslake, jointly	v or severally
	7 0. 30 (0,317)
in the City of <u>Bellevue</u> , State of <u>Washingtor</u> full power and authority hereby conferred, to sign, execute, acknowledge bonds and undertakings in an amount not to exceed <u></u>	its true and lawful Agent(s) and Attorney(s) in Fact, with and deliver for and on its behalf as Surety, in general, any and all Twenty Five Million  Dollars
(_\$25,000,000.00) for any single obligation.	Twenty rive infinion Dollars
The acknowledgment and execution of such bond by the said Attorney in I executed and acknowledged by the regularly elected officers of the Compa	
RLI Insurance Company and/or Contractors Bonding and Insuran following is a true and exact copy of a Resolution adopted by the Board of	ce Company, as applicable, have each further certified that the Directors of each such corporation, and is now in force, to-wit:
"All bonds, policies, undertakings, Powers of Attorney or other obligation the Company by the President, Secretary, any Assistant Secretary, Treasure of Directors may authorize. The President, any Vice President, Sec Attorneys in Fact or Agents who shall have authority to issue bonds, policies are is not necessary for the validity of any bonds, policies, undertakings signature of any such officer and the corporate seal may be printed by fact	urer, or any Vice President, or by such other officers as the Board retary, any Assistant Secretary, or the Treasurer may appoint icies or undertakings in the name of the Company. The corporate, Powers of Attorney or other obligations of the corporation. The
IN WITNESS WHEREOF, the RLI Insurance Company and/or Confecused these presents to be executed by its respective	tractors Bonding and Insurance Company, as applicable, have dent with its corporate seal affixed this l1th day of
State of Illinois	RLI Insurance Company Contractors Bonding and Insurance Company  By: Barton W. Davis  Vice President
County of Peoria	CEDTIEICATE
On thislithday ofJuly,2023, before me, a Notary Public, personally appearedBarton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.  By:	I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this 12 day of January . 2024.  RLI Insurance Company Contractors Bonding and Insurance Company this 12 day of January . 2024.
CATHERINE D. GEIGER OFFICIAL SEAL PUBLIC F STATE OF My Commission Expires December 05, 2026	By: Jeffrey Dick Corporate Secretary

## Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing PO Box 110806, Juneau, AK 99811-0806

This is to certify that

# BORE TIDE CONSTRUCTION, LLC

1740 N TERRILOU CT, PALMER, AK 99645

owned by

BORE TIDE CONSTRUCTION, LLC

is licensed by the department to conduct business for the period

November 17, 2022 to December 31, 2024 for the following line(s) of business:

23 - Construction



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

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

Julie Sande Commissioner

BORE TIDE CONSTRUCTION, LLC 1740 N TERRILOU CT PALMER, AK 99645

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1354
Assembly Meeting Date: 2/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: FY 2025 State L	egislative Priorities (CA	PSIS)	1. Resolution 24-02-	1094
Originator:				
Manager Originating Department	+·			
Administration				
Date Submitted: 2/6/24				
Full Title/Motion:				
Motion: Adopt Resolution	24-02-1094			
Administrative Rec	commendation:			
Fiscal Impact:				
Expenditure Required	Amount Budgeted	Appr	opriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$ 0		N/A
Comprehensive Pla	ın Consistency Re	view	<b>':</b>	
Comp Plan Goals/Object	ctives:		Consistent: Nos	. □Na
Objective 2B, Page 56-57			Consistent: Yes	S □No
Summary Stateme	nt:			
for FY 2025 and to set add will be developed in prepar	itional priorities for future ration for submitting the I. The resolution list is p	e fundi project rioritize	ng. Complete project d requests through the S ed because that system	s for submission to the state of Alaska escriptions and funding level requests State of Alaska capital project requires a priority assignment. The eflect community priorities.
Referral:				
Referred to:			Referral Date:	
Recommendation:			N	leeting Date:
Assembly Action:				
Meeting Date(s): 2/13/2	4		Public Hearing Dat	
			Postponed to Date	2:

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1094

# Draft

A Resolution of the Haines Borough Assembly adopting FY2025 Alaska Capital Project Submission and Information System (CAPSIS) priorities, additional Haines Borough capital project priorities, and State funding priorities.

**WHEREAS,** the Haines Borough Assembly has determined to prioritize the Borough's FY2025 legislative priorities; and

**WHEREAS,** it is the intent of the Assembly to provide the Alaska Governor, Legislature, and state officials adequate information to represent the needs of the Borough concerning legislative requests, including necessary funding requirements,

NOW, THEREFORE, BE IT RESOLVED, by the Haines Borough Assembly, Haines, Alaska:

Section 1. The following capital budget priorities are identified as Haines Borough priorities for the State of Alaska for FY2025:

- 1. Public Safety Building Replacement
- 2. Administration Building Expansion
- 3. Small Boat Harbor Drive Down Workfloat and Harbormaster Office
- 4. Small Boat Harbor Moorage Floats
- 5. High School Locker Room Renovation
- 6. HVAC System for Pool

Section 2. The Borough identifies the following budget priorities for the State:

- 1. Alaska Marine Highway System
- 2. Full Funding for Education
- 3. Support for DNR- Division of Parks
- 4. Support Funding for Road Resurfacing or Reconstruction
- 5. Department of Environmental Conservation Municipal Matching Grant Program
- 6. Community Assistance Program
- 7. Alaska Department of Public Safety State Troopers/VPSO

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1355
Assembly Meeting Date: 02/13/24

Subject: Support for Alaska Chilkat Bald Eagle Preserve Advisory Council  Originator: Mayor Originating Department: Mayor Date Submitted: 2/7/24  Full Title/Motion:  Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact: Expenditure Required	<b>Business Item Des</b>	cription:		Attachments:	
Originator: Mayor Originating Department: Mayor Date Submitted: 2/7/24  Full Title/Motion: Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact: Expenditure Required	Subject: Support for Alas	ka Chilkat Bald Eagle		1. Resolution 24-02-	1095
Mayor Originating Department: Mayor Date Submitted: 2/17/24  Full Title/Motion: Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact: Expenditure Required	Preserve Advisory Counc	il			
Originating Department: Mayor Date Submitted: 277/24  Full Title/Motion: Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact: Expenditure Required Amount Budgeted Appropriation Required Operating Budgets \$0 \$0 \$0 N/A  Comprehensive Plan Consistency Review: Comp Plan Goals/Objectives: Consistent: Yes No  Summary Statement: The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral: Referred to: Referral Date: Recommendation: Meeting Date:  Assembly Action:	_				
Mayor Date Submitted: 2/7124  Full Title/Motion:  Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Expenditure Required Amount Budgeted Appropriation Required Operating Budgets \$0 \$0 \$0 N/A  Comprehensive Plan Consistency Review: Comp Plan Goals/Objectives: Consistent: ■Yes □No  Summary Statement:  The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral: Referred to: Referral Date: Recommendation: Meeting Date:  Assembly Action:		<u> </u>			
Full Title/Motion:  Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact:  Expenditure Required Amount Budgeted Appropriation Required Operating Budgets  \$0 \$0 \$0 N/A  Comprehensive Plan Consistency Review: Comp Plan Goals/Objectives:  Consistent: Yes No  Summary Statement:  The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral: Referred to: Recommendation: Referral Date: Recommendation: Meeting Date:	Mayor				
Full Title/Motion:  Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Fiscal Impact:  Expenditure Required					
Motion: Adopt Resolution 24-02-1095  Administrative Recommendation:  Expenditure Required Amount Budgeted Appropriation Required Operating Budgets  \$ 0 \$ 0 \$ 0 N/A   Comprehensive Plan Consistency Review: Comp Plan Goals/Objectives: Consistent: Yes No  Summary Statement:  The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral: Referred to: Referral Date: Recommendation: Meeting Date:  Assembly Action:					
Administrative Recommendation:  Fiscal Impact:  Expenditure Required		04.00.4005			
Fiscal Impact:  Expenditure Required	Motion: Adopt Resolution	24-02-1095			
Fiscal Impact:  Expenditure Required					
Fiscal Impact:  Expenditure Required					
Expenditure Required Amount Budgeted Appropriation Required Operating Budgets  \$ 0 \$ 0 \$ 0 N/A  Comprehensive Plan Consistency Review: Comp Plan Goals/Objectives:  The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral: Referred to: Recommendation:  Resolution: Resolution Required Projected Impact to Future Operating Budgets N/A  N/A  Projected Impact to Future Operating Budgets N/A  Referred: Resolution Required Projected Impact to Future Operating Budgets N/A	Administrative Rec	ommendation:			
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Summary Statement:  The Mayor has drafted this Resolution to support the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.  Referral:  Referred to: Recommendation: Resembly Action:			SVICV	•	
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Referred to: Recommendation: Referral Date: Meeting Date:  Assembly Action:	Advisory Council.				
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Assembly Action:				Referral Date:	
	Recommendation:			N	Meeting Date:
Meeting Date(s): U2/13/24 Public Hearing Date(s):		0.4		D 11: 11 : 5	
Postponed to Date:	Meeting Date(s): 02/13/	24		_	

# HAINES BOROUGH, ALASKA RESOLUTION No. 24-02-1095

# **Draft**

# A Resolution of the Haines Borough Assembly Supporting the Continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council.

**WHEREAS**, the creation of the Alaska Chilkat Bald Eagle Preserve ("Preserve") in 1982 was a delicately structured agreement between commercial, industrial, environmental, tribal, federal, state and municipal interests following years of heated debate over use of 48,000 acres of public land, including the bald eagle critical habitat area; and

**WHEREAS**, the creation of the Preserve balanced protection of America's symbol with protection of traditional uses including commercial guiding, hunting, trapping, fishing, rafting, boating, sightseeing, river-boating, flightseeing and hiking, and personal recreational activities including fish processing, sightseeing, photography, sport fishing, trapping, subsistence fishing, berry picking, mushroom-picking, hunting, power boating, gathering roots and bark for traditional uses, Native bartering, canoeing, kayaking, camping, cross-country skiing, snowshoeing, recreational mining, target-shooting, snow machining, picnicking, and cutting Christmas trees; and

**WHEREAS**, the Alaska Chilkat Bald Eagle Preserve Advisory Council ("Council"), created in legislation concurrently with the Preserve, has served for 40 years as a collective voice to the State of Alaska of local hunters, fishermen, subsistence and recreational users, as well as for state and federal biologists, commercial users, conservation interests, Alaska Natives, and municipal officials on preserve management issues; and

**WHEREAS**, the Council's 12 representatives include representatives of business/industry, conservation, U.S. Fish and Wildlife Service, Alaska Department of Fish and Game, Upper Lynn Canal Advisory Committee, Haines Borough Mayor, Haines Borough Assembly, Chilkat Indian Village, Chilkoot Indian Association, Klukwan, Inc., Alaska Divisions of Forestry and state Division of Parks; and

**WHEREAS**, the Council has proved itself for 40 years to be a successful arbiter of management questions and issues that have arisen since the creation of the Preserve, successfully resolving matters that would otherwise have led to protracted dispute and possible litigation; and

**WHEREAS**, the Council provides the State of Alaska with the invaluable knowledge and expertise of long-time residents and tribal members who understand the wildlife, uses and history of this area treasured by residents and visitors alike; and

**WHEREAS**, the work by the Council provides the State of Alaska with a consensus viewpoint on Preserve issues, thus saving state managers time and money that would otherwise be spent by the state in determining the consensus of local views; and

**WHEREAS**, the peaceful management of the Preserve relies on the sensitive administration of this unique preserve through the work of the Council; and

**WHEREAS,** the Preserve is not a park, but is a preserve with unique a legislative mandate unrelated to the other programs in the Division of Parks; and

**WHEREAS,** the Preserve has different management needs and requirements and objectives from any other unit under Division control; and

#### Haines Borough Resolution No. 24-02-1095 Page 2 of 2

**WHEREAS,** the Council was created as an independent council by the Legislature as an entity to ensure that the unique legislative purposes of the Preserve -- perpetual protection of the eagles and their habitat while protecting customary and traditional uses -- are maintained over time, and that area management remains consistent with advice of this council; and

**WHEREAS**, Governor Dunleavy has issued an executive order that would abolish the Council and terminate its vital work,

**NOW, THEREFORE, BE IT RESOLVED THAT THE HAINES BOROUGH ASSEMBLY** stands in strong support of the continuation of the Alaska Chilkat Bald Eagle Preserve Advisory Council as it is presently constituted and operates.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 13th day of February, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1353
Assembly Meeting Date: 02/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: Townsite Prohib	<del>-</del>	rakes	1. Ordinance 24-02-6	664
Originator:				
Assembly Member Craig I Originating Department				
Assembly	L.			
Date Submitted:				
12/12/23				
Full Title/Motion:				
Motion: Introduce Ordinar hearing 3/12/24.	ice 24-02-664 and sche	dule it	for its first public hearin	g 2/27/24 and its second public
Administrative Rec	ommendation:			
Eigenl Tunnett				
Fiscal Impact:				Projected Impact to Future
Expenditure Required	Amount Budgeted	Appr	opriation Required	Operating Budgets
\$	\$0	\$ 0		N/A
Comprehensive Pla	n Consistency Re	eview	<b>,</b> •	
Comp Plan Goals/Object		3,1,0,1	Consistent: ■Yes	□No
Summary Stateme	nt:			
Assembly Member Craig L	oomis has asked that th	nis Ordi	nance be introduced ar	nd scheduled for public hearing.
Deferrel				
Referral:			Poforral Dato:	
Referred to:			Referral Date:	leeting Date:
				leeting Date:
Referred to:				leeting Date:

Postponed to Date:

# HAINES BOROUGH, ALASKA ORDINANCE No. 24-02-664



An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 10.09.090 Prohibiting the Use of Engine (Jake) Brakes in the Townsite.

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

- Section 1. <u>Classification</u>. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.
- Section 2. <u>Severability</u>. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.
- Section 3. <u>Effective Date</u>. This ordinance is effective upon adoption.
- Section 4. <u>Addition of Section 10.09.090.</u> Section 10.09.090 shall be added as follows:

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

#### 10.09.090 Use of engine (or jake) brakes prohibited in the townsite.

No person may use engine or Jake brakes while operating a motor vehicle within the Townsite, except for emergency vehicles, unless the vehicle is equipped with a muffler or other effective noise-suppressing system in good working order and in constant operation, with no cutout, bypass, or similar device. For the purpose of this section, the term "engine brake" means a hydraulic engine attachment which converts a diesel engine into an air compressor and when engaged operates to slow the vehicle. The first violation of this section results in a \$100 fine; if there is a second violation within six months of the first violation, the fine shall be \$200 plus satisfactory commercial vehicle inspection; if there is a third violation within six months of any prior violation, the fine shall be \$300 plus proof of satisfactory commercial vehicle inspection.

Section 5. <u>Amendment of Section 10.06.030.</u> Section 10.06.030 shall be amended to add to the table:

10.09.090	Use of jake brake in townsite	100 200 300	first offense second offense within 6 months plus vehicle inspection third offense within six months plus vehicle inspection
ADOPTED BY DAY OF	A DULY CONSTITUTED QUORUM OF, 2024.	THE H	AINES BOROUGH ASSEMBLY THIS
ATTEST:		Thoma	s C. Morphet, Mayor

Alekka Fullerton, MMC, Borough Clerk

Date Introduced: 02/13/24
Date of First Public Hearing: 02/27/24
Date of Second Public Hearing: 03/12/24

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 24-1356

**Assembly Meeting Date:** 02/13/24

<b>Business Item Des</b>	cription:		Attachments:	
Subject: FY24 Budget Ar			1. Ordinance 24-02-6	665
Originator:				
Borough Manager				
Originating Department Administration	t:			
Date Submitted:				
2/8/24				
Full Title/Motion:				
Motion: Introduce Ordinar	nce 24-02-665 and sche	dule it 1	or two public hearings	2/27/24 and 3/12/24.
Administrative Dec				
Administrative Rec This resolution is recomm		Manage	er.	
Fiscal Impact:	, 3	<u> </u>		
Expenditure Required	Amount Budgeted	Annr	opriation Required	Projected Impact to Future
Experiulture Required		Appi	opriation Required	Operating Budgets
\$ As attached	\$	\$ As	attached	N/A
Comprehensive Pla		eview	:	
Comp Plan Goals/Object	ctives:		Consistent: ■Yes	□No
Summary Stateme	nt:			
Proposed FY 24 Budget A	mendment #4 attached.			
Defermely				
Referral:			Defermal Dates	
Referred to: Recommendation:			Referral Date:	Acating Data:
Recommendation:			Įv	leeting Date:
Assembly Action:				
Meeting Date(s): 2/13/2	4		Public Hearing Dat	te(s): 2/27/24 and 3/12/24
			Postponed to Date	

# **Draft**

# AN ORDINANCE OF THE HAINES BOROUGH, PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY24 BUDGET.

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

- Section 1. <u>Classification</u>. This ordinance is a non-code ordinance.
- Section 2. <u>Effective Date</u>. This ordinance shall become effective immediately upon adoption.
- Section 3. <u>Appropriation</u>. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2023 through June 30, 2024.
- Section 4. <u>Purpose</u>. To provide for the addition or amendment of specific line items to the FY24 budget as follows:
- (1) To appropriate \$56,400 for Phases II & III of the high school roof replacement. A total appropriation of \$585,700 is needed for construction and in-house administration and \$529,300 had already been appropriated. In the FY24 adopted budget \$500,000 was appropriated for this project from the \$2,120,669 of prior years' unfunded school debt reimbursement received from the State of Alaska in FY23. This amendment would appropriate additional funds from the same source.

		Current Budget	Proposed Budget	Fund Balance Increase / (Decrease)*
50-01-00-7392	Project Expense – High School Roof	\$529,300	\$585,700	(\$56,400)
01-98-00-8200	Transfer – OUT from General Fund	\$500,000	\$556,400	(\$56,400)
50-98-00-8200	Transfer – IN to CIP	\$500,000	\$556,400	\$56,400
	Total Increased Appro	priation for Hig	h School Roof	(\$56,400)

- (2) To appropriate \$1,000 of Areawide General Funds for FY24 lease payments for a new postage machine for the administration building.

  Current Budget
  Budget

  O1-01-10-7230 Material & Equipment

  \$1,000 \$2,000 (\$1,000)
- (4) To appropriate \$5,500 of Areawide General Funds for plowing the parking lot at the Mosquito Lake Facility.

  Current Budget Proposed Budget Increase / (Decrease)\*

  O1-04-20-7312 Contractual Services Plowing \$0 \$5,500 (\$5,500)

# Haines Borough Ordinance No. 24-02-665 Page 2 of 2

(5) To appropriate \$29,000 of Areawide General Funds to hire an Assistant to the Borough Manager beginning approximately March 1.					
		Current Budget	Proposed Budget	Fund Balance Increase / (Decrease)*	
01-01-10-61XX	Payroll Expense – Assistant to Manager	\$0	\$26,300	(\$26,300)	
01-01-10-7241	Computers & Peripherals	\$0	\$2,700	(\$2,700)	
	Total FY24 appropriation f	or Assistant to	the Manager	(\$29,000)	

$^st$ A positive amount in this column is favorab	ole. A negative am	nount is unfavorabl	e.	
ADOPTED BY A DULY CONSTITUTED Q DAY OF, 2024	•	HAINES BOROU	IGH ASSEMBLY	THIS
ATTEST:		Thomas C. Morp	bhet, Mayor	-
Alekka Fullerton, MMC, Borough Clerk				

Date Introduced: 02/13/24
Date of First Public Hearing: 02/27/24
Date of Second Public Hearing: 03/12/24



# Department of Commerce, G and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7<sup>th</sup> Avenue, Suite 1600 Anchorage, AK 99501

Main: 907.269.0350

January 17, 2024

City and Borough of Haines

Via Email: afullerton@haines.ak.us

Re: Notice of 2023/2024 Liquor License Renewal Application

License Type:	Package Store	License Number:	3179
Licensee:	M & D Ward, Inc.		
Doing Business As:	Outfitter Liquor Store		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director and the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Joan Wilson, Director

amco.localgovernmentonly@alaska.gov

an M. Wilson

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED 1/17/2023 ABC BOARD LIQUOR LICENSE 2023 - 2024

**TEMPORARY** 

3179

LICENSE RENEWAL APPLICATION DUE DECEMBER 31, 2024 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT FEBRUARY 28, 2025 UNLESS DATED BELOW

TYPE OF LICENSE: Package Store

LICENSE FEE: \$1,500.00

1150

Outfitter Liquor Store

Mile O Haines Highway

Mail Address:

D/B/A:

M & D Ward, Inc. PO Box 1709 Haines, AK 99827 CITY / BOROUGH: Haines

Haines, City & Borough

This license cannot be transferred without permission of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE ALCOHOLIC BEVERAGE CONTROL BOARD

DIRECTOR

04-900 (REV 10/20/22

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED 1/17/2023 ABC BOARD LIQUOR LICENSE

2023 - 2024

3179

LICENSE RENEWAL APPLICATION DUE DECEMBER 31, 2024 (AS 04.11.270(b))

# **TEMPORARY**

THIS LICENSE EXPIRES MIDNIGHT

TYPE OF LICENSE: Package Store

LICENSE FEE: \$1,500.00

CITY / BOROUGH: Haines

Haines, City & Borough

This license cannot be transferred without permission of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 5/9/22)

D/B/A:

Outfitter Liquor Store Mile O Haines Highway

Mailing Address:

M & D Ward, Inc.

PO Box 1709

Haines, AK 99827



[Master Checklist: Renewal] (rev 10/3/2022)

Alcohol and Marijuana Control Office 550 W 7th Avenue, Suite 1600 Anchorage, AK 99501 alcohol.licensing@alaska.gov

https://www.commerce.alaska.gov/web/amco

Phone: 907.269.0350

# Alaska Alcoholic Beverage Control Board

# 2023-2024 Master Checklist: Renewal License Application

Doing Business As:	Outfi	tter Liquor S	tore		License Number:	3179
License Type:	Pack	age Store				
Examiner:	CC	- / Bonya			Transaction #:	100513207
Document		Received	Completed	Notes		
AB-17: Renewal App	lication	12/19				
App and License Fee	s	12/19				
Supplemental Docui	ment	Received	Completed	Notes		
AB-25: Supplier Certific	cation					
AB-33: Restaurant Rec	eipts Aff					
AB-36: Rec Site Statem	ent					
AB-37: Tourism Statem	nent					
AB-39: Change of Off	icers	12/19				
COI / COC / 5 Star / FA	A Cert					
FP Cards & Fees / AB-0	)8a			micha	el T. Ward	d
Late Fee (after 12/31/	2022)					
Additional Documents:						· ·
Names on FP Cards:	M	ichal	Yes No	and 1	tps to 20	25499
CBPL Entity Printout inclu	ıded?					
Business License Copy in	cluded?		$\checkmark$			
Background(s) Complete	d & Date: _				,	
Special Consideration: _			Board Me	eting Date:	129-30/24	
LGB Sent Date:			LGB Deadline	Date:		
LGB 1 Name: Hav	nes		LGB 2 Name:			
Waive	Protest	Lapsed	☐ wa	ive Pr	otest Lapsed	

Alaska Alcoholic Beverage Control Board

1 AB-17: 2023/2024 License Renewal Application Marijuana Control Office 550 W 7 Avenue,

Suite 1600 Anchorage, AK 99501

alcohol.licensing@alaska.gov

https://www.commerce.alaska.gov/web/amco

Phone: 907.269.0350



Alaska Alcoholic Beverage Control Board

# Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540,3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- essing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will

	Section 1 - Es	tablishment Co	ntact Informat	ion	
Licensee (Owner):	M & D Ward, Inc.		Lice	nse #: 31	79
License Type:	Package Store		•		
Doing Business As:	Outfitter Liquor Store				
Local Governing Body:	Haines, City & Borough				
Community Council:					
your mailing address has	changed, write the NEW ad	dress below:			
Mailing Address:					
City:		State:		ZIP:	
		censee Contact			
	OCOLIOII Z		illioilliation		
Contact Licensee: The indivi				ection 1. Thi	s person
Contact Licensee: The indiving of the indiving the indivinging the indivinginging the indivinging the indivinginging the indivinginging the indivinging the indivinging the indivinginging the indivinginging the indivinging the indivinginging the indivinging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinging the indivinginging the indivinginging the indivinging the indivinginging the indivinging the indivinging the indivinging the indivinging the indivinginging the indivinging the indivinginging the indivinginging the indivinging the indivinging the indivinginging the indivinginging the indivinginging the indivinginging the indivinging the indivinginging the indivinging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinginging the indivinging the indivinginging the indivinginging the indivinginging the indivincing the indi	dual listed below must be part f contact regarding this license	of the ownership structure	of the licensee listed in S	ection 1. Thi	s person
Contact Licensee: The indivivill be the designated point of Contact Licensee:	dual listed below must be part f contact regarding this license	of the ownership structure, unless the Optional contac	of the licensee listed in S		s person 314-039
will be the designated point of	dual listed below must be part f contact regarding this license	of the ownership structure, unless the Optional contact	e of the licensee listed in S ct is completed.  Contact Phone:	907-	314-039
Contact Licensee:  Contact Email:  Optional: If you wish for AMO	dual listed below must be part f contact regarding this license	of the ownership structure, unless the Optional contact  Ward  icloud.com	contact Phone:	907-	314-039 laskanë
Contact Licensee:  Contact Email:  Optional: If you wish for AMO	dual listed below must be part f contact regarding this license  Michael D  mdward 500  mdward 500  co staff to communicate with	of the ownership structure, unless the Optional contact of the Optional Contac	contact Phone:	907- eapta al counsel) a	314-039 Laskane about your license
Contact Licensee: Contact Email: Dptional: If you wish for AMG ist their information below:	dual listed below must be part f contact regarding this license  Michael D  mdward 500  mdward 500  co staff to communicate with	of the ownership structure, unless the Optional contact of the Optional Contac	contact Phone:  Contact Phone:  Contact Phone:  Contact Phone:	907- eapta al counsel) a	314-039 laskanë
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[Form AB-17] (rev 9/27/2022)

DEL T SI TATE



#### Alaska Alcoholic Beverage Control Board

# Form AB-17: 2023/2024 License Renewal Application

# **Section 4 – Ownership Structure Certification**

	NO NO		
Die	d the ownership structure of the licensed business change in 2021/2022?		
if	Yes, and you have <b>NOT</b> notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your	renewal	application.
If i	No, certify the statement below by initialing the box to the right of the statement.		
	ertify that the ownership structure of the business who owns this alcohol license did not change in any way during e calendar years 2021 or 2022.	,	
	Section 5 – License Operation		
Cł	neck ONEBOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:	2021	2022
1.	The license was <b>operated for more than 240 hours</b> throughout each year. (Year-round)	X	
2.	The license was only operated during a specified time each year. (Not to exceed 6 months per year)		
	If your operation dates have changed, list them below:	VX	
	to		
3.	The license was only operated to meet the minimum requirement of 240 total hours each calendar year. <u>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</u>		
4.	hours each year, during one or both calendaryears. <u>A complete Form AB-29: Waiver of Operation Application</u> and corresponding fees must be submitted with this application for each calendar year during which the license was not		
	<u>operated.</u> If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason.		
	Section 6 - Violations and Convictions		
		YES	NO
Н	lave ANY Notices of Violation been issued for this license?		M
	las <b>ANY</b> person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance dopted under AS 04.21.010 in 2021 or 2022?		M
ij	f you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)		
I,	f you are unsure if you have received any Notices of Violation, contact the office before submitting this form.		
	Section 7 - Certifications		

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

AMCO

[Form AB-17] (rev 9/27/2022) DEC 1 9 2022 Page 2 of 3



#### **Alaska Alcoholic Beverage Control Board**

# Form AB-17: 2023/2024 License Renewal Application

 I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Signature of licensee

Signature of Notary Public

Notary Public in and for the State of Alous

Printed name of lice

My commission expires:

Subscribed and sworn to before me this 13 day of Decen

2027

Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
Recreational Site applications must include a completed AB-36: Recreational Site Statement
Tourism applications must include a completed AB-37: Tourism Statement
Wholesale applications must include a completed AB-25: Supplier Certification
Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online: https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx

FOR OFFICE USE ONLY

#100513207

License Fee:	\$ Application Fee:	\$ 300.00	Misc. Fee:	\$
			Total Fees Due:	\$

AMCO

Details

# **ENTITY DETAILS**

# Name(s)

Туре	Name
Legal Name	M & D WARD, INC.

**Entity Type:** Business Corporation

Entity #: 42158D

Status: Good Standing

**AK Formed Date: 5/18/1988** 

**Duration/Expiration:** Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2024

Entity Mailing Address: PO BOX 1709, HAINES, AK 99827-1709

Entity Physical Address: MILE ZERO HAINES HIGHWAY, HAINES, AK 99827

# **Registered Agent**

Agent Name: MICHAEL WARD

Registered Mailing Address: PO BOX 1709, HAINES, AK 99827

Registered Physical Address: 7.5 MILE HAINES HIGHWAY, HAINES, AK 99827

# **Officials**

Show Former

AK Entity #	Name	Titles	Owned
	ALASKA BUSINESS GROWTH CORPORATION	Shareholder, Director	100.00
	MICHAEL T WARD	Director, Vice President	
	MICHAEL WARD	Director, President	
	MIKE STUART	Director, Secretary, Treasurer	

# **Filed Documents**

Date Filed	Туре	Filing Certificate
5/18/1988	Creation Filing	
2/05/1990	Biennial Report	
1/10/1992	Biennial Report	
2/29/1992	Biennial Report	
1/11/1994	Biennial Report	Click to View
2/28/1996	Biennial Report	Click to View
1/21/1998	Biennial Report	Click to View

3/3 1/23, 2.49 FW			
Date Filed	Туре	Filing	Certificate
1/04/2000	Biennial Report	Click to View	
1/02/2002	Biennial Report	Click to View	
12/29/2003	Biennial Report	Click to View	
11/21/2005	Biennial Report	Click to View	
1/11/2010	Biennial Report	Click to View	
1/11/2010	Biennial Report	Click to View	
12/13/2011	Biennial Report	Click to View	
9/27/2012	Agent Change	Click to View	
1/03/2014	Biennial Report	Click to View	
11/30/2015	Biennial Report	Click to View	
10/05/2017	Biennial Report	Click to View	
10/30/2019	Biennial Report	Click to View	
10/18/2021	Biennial Report	Click to View	

**Close Details** 

Print Friendly Version

## Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing PO Box 110806, Juneau, AK 99811-0806

This is to certify that

# **OUTFITTER LIQUOR STORE**

PO BOX 1709, HAINES, AK 99827-1709

owned by

M AND D WARD, INC.

is licensed by the department to conduct business for the period

October 17, 2023 to December 31, 2025 for the following line(s) of business:

42 - Wholesale Trade; 44-45 - Retail Trade



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

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

Julie Sande Commissioner

# Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing PO Box 110806, Juneau, AK 99811-0806

This is to certify that

# **OUTFITTER LIQUOR STORE**

PO BOX 1709, HAINES, AK 99827-1709

owned by

M AND D WARD, INC.

#### **ENDORSEMENT: 143352 - 1**

Effective October 17, 2023 through December 31, 2025 This business license has an endorsement for the physical address shown below:

MILE ZERO HAINES HIGHWAY, HAINES, AK 99827



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

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

Julie Sande Commissioner





/ BLM seeks input on draft Public Land Order environmental impact statement

#### < All Press Releases

# BLM seeks input on draft Public Land Order environmental impact statement

# Analysis considers impacts of revoking protections on 28 million acres

### **Organization**

Bureau of Land Management

**BLM Office:** 

Anchorage Field Office

**Media Contact:** 

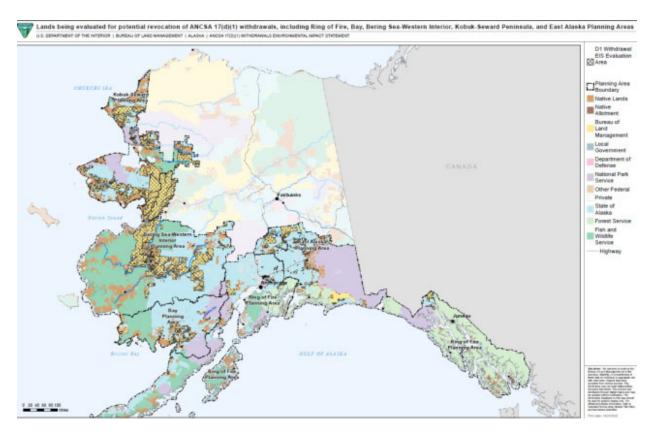
Emma Roach

eroach@blm.gov

907-931-0688

Dec 14, 2023

1 of 4 2/8/2024, 2:37 PM



Relevant areas within Alaska as outlined in this EIS.

**ANCHORAGE, Alaska**— The Bureau of Land Management is seeking public comment on a **draft environment impact statement** analyzing proposals developed by the previous administration to revoke long-standing protections on 28 million acres of public lands in Alaska. When finalized, this analysis will inform a decision by the Secretary of the Interior regarding whether to continue, alter, or end the protections.

The lands are often referred to as 17(d)1 lands, referencing a section of the Alaska Native Claims Settlement Act (ANCSA), and they are protected from mining claims and oil and gas development through a mineral withdrawal. The draft analysis considers whether opening the lands to development remains consistent with some of the purposes of ANCSA, which requires that "the public interest in these lands is properly protected," including factors such as subsistence hunting and fishing, habitat connectivity, protection of cultural resources, and protection of threatened and endangered species.

The lands under consideration stretch across the State, spanning the Bay, Bering Sea-Western Interior, East Alaska, Kobuk-Seward Peninsula, and Ring of Fire **BLM planning areas**. The draft analysis considers the impacts that may result from removing those protections, including changes to land use that could affect residents, wildlife, vegetation, and cultural, air, and water resources, and subsistence use.

2 of 4 2/8/2024, 2:37 PM

"The draft analysis takes another look at impacts of revoking or maintaining withdrawals across a vast area of BLM-managed lands in Alaska" said **BLM Alaska State Director Steve Cohn.** "We are grateful for the work of many—BLM staff, Alaska Native Tribes and Corporations, and others—who got us to this point. We look forward to engaging with the public over the coming months to ensure we provide a comprehensive analysis to the Secretary to inform her decision on these withdrawals."

Specifically, the 2021 Action under review is revocation of the ANCSA 17(d)(1) withdrawals as described in Public Land Orders 7899, 7900, 7901, 7902, and 7903. This analysis evaluates the resource conditions on these lands and incorporates and describes additional coordination with other Federal agencies, State and local governments, federally recognized Tribes, Alaska Native Corporations and other stakeholders to ensure that the environmental analysis previously conducted will be updated and expanded upon as appropriate. This additional analysis is necessary to ensure disclosure of the impacts of revocation of the ANCSA 17(d)(1) withdrawals; to correct errors in the previous decision-making process regarding these withdrawals; and to ensure that opening these lands is consistent with the purposes of ANCSA 17(d) (1),

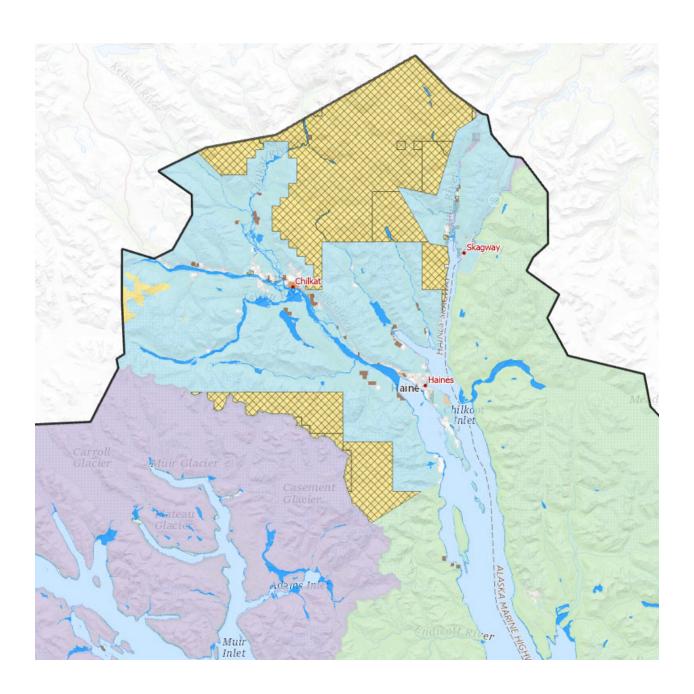
In 2022, Secretary of Interior Deb Haaland partially revoked the withdrawals on these lands to allow for land selection by **Alaska Native Vietnam-era Veterans**. That decision made an additional 27 million acres available to the approximately 1,900 Veterans eligible to select their 160-acre land entitlement under the Dingell Act.

The Bureau is initiating a 60-day public comment period that closes February 14, 2024. Please submit comments online through the Participate Now link at the **BLM National NEPA Register** (preferred) or deliver to "Attn: ANCSA 17(d)(1) Withdrawals EIS, Anchorage District Office, 4700 BLM Road, Anchorage, AK 99507." The **project webpage** includes maps, planning documents, and other information about the project and will house information about future public meetings, subsistence hearings and other engagement opportunities as they are scheduled.

-BLM-

The BLM manages more than 245 million acres of public land located primarily in 12 western states, including Alaska, on behalf of the American people. The BLM also administers 700 million acres of sub-surface mineral estate throughout the nation. Our mission is to sustain the health, diversity, and productivity of America's public lands for the use and enjoyment of present and future generations.

3 of 4 2/8/2024, 2:37 PM



- Alternative A: Retain the withdrawals on all lands.
- Alternative B: Revoke in part withdrawals in a manner that would allow only State top filed Priority 1 and 2 lands to convert to effective selections where conflicts with natural, cultural, subsistence, recreational resources, or proposed or existing areas of critical environmental concern (ACECs) would be minimized.
- Alternative C: Revoke in full those portions of the 17(d)(1) withdrawals that have high mineral potential, including State top filed Priority 1 and 2 lands. Revoke in part any remaining Priority 1 and 2 top filings outside of the high mineral potential areas for the limited purpose of opening those lands to selection under the Alaska Statehood Act selection.
- Alternative D: Revoke in full the withdrawals on all lands.

Alternative	Total Acres where 17(d)(1) Withdrawals Retained	Total Acres where 17(d)(1) Withdrawals Fully Revoked	Total Acres where 17(d)(1) Withdrawals Partially Revoked*
Alternative A	27,735,000	0	0
Alternative B	27,301,000	0	433,000
Alternative C	19,673,000	7,702,000	361,000
Alternative D	0	27,735,000	0

# New Biden administration report considers opening 28 million acres of Alaska lands to development

By Alex DeMarban
Anchorage Daily News
Updated: December 16, 2023
Published: December 15, 2023

The Biden administration has moved a step closer to determining whether 28 million acres of federal land in Alaska should remain protected or be opened to potential oil and gas development and mining claims.

On Thursday, the Bureau of Land Management issued a <u>draft report</u> analyzing the environmental impacts of unlocking the lands, which are scattered across broad swaths of the state. The lands were protected from such development in the 1971 Alaska Native Claims Settlement Act.

The Trump administration had taken steps to remove the protections, an effort supported by Republican <u>Gov. Mike Dunleavy</u> and U.S. Sens. Lisa Murkowski and Dan Sullivan. Doyon, an Alaska Native corporation and the state's largest landowner, also wants the land opened so the half-century-old process of conveying federal land to the corporation can be completed.

But the Biden administration said it found <u>legal flaws</u> in the previous administration's effort, <u>leading</u> to the new environmental review to determine the best use of the lands.

Conservation groups and dozens of Alaska tribes <u>say</u> the land should not be opened, with climate change raising new questions about the health of caribou and salmon that support traditional diets. One of their concerns is that unlocking the lands would allow an expansion of mining opportunities around the Donlin Gold mine prospect near the middle Kuskokwim River.

Calista Corp. has also expressed concerns about opening the lands unless certain criteria are met, including the conveyance of land promised to Calista and Alaska Native village corporations under the 1971 act. Calista says it's entitled to 330 square miles of land, much of which it hasn't selected, according to a <u>letter</u> the corporation sent last year to the BLM.

The lands that could be opened to future development are located in Western Alaska, such as the Western Interior, Seward Peninsula and Bristol Bay regions. They're also found in Southcentral Alaska and in eastern Alaska.

In addition to opening the door to mineral leasing, removing the protections could lead "to the conveyance of land out of federal ownership," which would remove the federal subsistence

priority from the lands, said Racheal Jones, a planning and environmental coordinator with the Bureau of Land Management, in an email.

The federal subsistence priority gives rural residents precedence for fish and wildlife.

The federal government could open some or all of the lands, or keep the protections in place, according to the 392-page draft report.

Last year, Interior Secretary Deb Haaland partially revoked the withdrawals on the lands to allow about 2,000 Alaska Native Vietnam-era veterans or their heirs to <u>select</u> 160-acre tracts under the Dingell Act, the agency said in a statement Thursday.

The Bureau of Land Management said the draft analysis considers whether opening the lands to development is consistent with some purposes of the Alaska Native Claims Settlement Act, which requires that "the public interest in these lands is properly protected." That includes factors such as subsistence hunting and fishing, habitat connectivity, protection of cultural resources, and protection of threatened and endangered species, the agency said in a <u>statement</u>.

The agency has planned <u>18 meetings</u> around the state on the topic in January and February, including four virtual meetings, plus in-person stops in Anchorage, Fairbanks and many rural communities.

A public comment period also opened this week, running through Feb. 14. Information on how to weigh in can be found at the agency's <u>project website</u>.

A final report leading to a decision on how the lands should be used is expected this summer, according to the draft report.

### 2.10.170 Motion to reconsider.

When a vote has been taken either passing or defeating any proposition or legislation, any assembly member who voted on the prevailing side may move for reconsideration at the same meeting or at the next succeeding meeting whenever motions are in order; provided, that the subject matter has not passed out of the control of the assembly. The term "prevailing side" includes the negative side which has prevailed because the affirmative side has failed to muster the requisite number of votes required for passage of the measure. A motion to reconsider requires a majority of affirmative votes and, if it prevails, the subject shall be open to debate and amendment in the same manner as the original question. Debates on motions to reconsider shall be limited to 25 minutes and no member shall speak for more than five minutes. No measure shall be reconsidered more than once.

#### The Haines Borough Code is current through Ordinance 23-09-652, passed October 12, 2023.

Disclaimer: The borough clerk's office has the official version of the Haines Borough Code. Users should contact the borough clerk's office for ordinances passed subsequent to the ordinance cited above.

Borough Website: www.hainesalaska.gov

Hosted by Code Publishing Company, A General Code Company.

### HAINES BOROUGH, ALASKA RESOLUTION No. 24-01-1087



A Resolution of the Haines Borough Assembly Authorizing the Borough Manager to Enter into a Contract with Reid Harris, Harris Advocacy to Provide State Lobbying Services for \$36,000.

**WHEREAS**, the Haines Borough is in need of a State Lobbyist for 2024 Reid Harris, Harris Advocacy has provided a proposal to provide lobbying services and advocate for the Haines Borough; and

WHEREAS, the previous contracts were annual; and

**WHEREAS**, the current proposal is for an annually renewable contract which would be renewed up to three times based upon a satisfactory review by the manager, and subject to available funding; and

**WHEREAS**, a contract to hire a lobbyist is exempt from the competitive sealed bid requirements of Haines Borough Code (HBC) section 3.60.090 since it is a contract involving the obtaining of professional or specialized services such as, but not limited to, services rendered by architects, attorneys, engineers, and other specialized; and

**WHEREAS**, there are sufficient, unbudgeted funds in the Economic Development Fund (Fund 23) to cover this professional services contract; and

**NOW, THEREFORE, BE IT RESOLVED BY THE HAINES BOROUGH ASSEMBLY** that the Borough Manager is hereby authorized to enter into an annually renewable contract with Harris Advocacy, to provide lobbying services to the Haines Borough in the amount of \$36,000.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 23th day of January, 2024.

Attest:	Thomas C. Morphet, Mayor
Alekka Fullerton, MMC, Borough Clerk	



Haines Borough Assembly P.O. Box 1209 Haines, AK 99827

January 17, 2024

Subject: Alaska Legislature Lobbying Proposal

Honorable Borough Assembly Members,

To help meet your government affairs objectives in Alaska I propose that the Haines Borough ("Borough") retain Reid Harris/Harris Advocacy as your lobbyist and government affairs consultant. The specific services I offer are:

### Legislative and Administrative Communication and Lobbying

I will work with the Borough to implement its legislative strategy and communicate directly with legislators to gain support and maximize results. I will remain in constant contact with the Borough's delegation during session to update them on Borough priorities and seek information on legislation that either helps or hinders the Borough. I will communicate with members of the Administration only as it pertains to legislation. I will communicate with the Borough as needed to share information and make strategic adjustments to react to new developments with the legislature and administration. I will not get "out in front" of the Borough in these efforts and will only directly lobby issues at the Borough's specific direction.

#### **Government Relations Strategy**

I will work with the Borough to implement a coordinated strategy to manage communications with the Alaska State Legislature and the administration. I will engage on agreed priorities—as directed by the Borough—including but not limited to:

- Capital projects (prior examples being the Borough's DPS building and small boat harbor)
- Regional priorities (examples: AMHS vessel replacement and continued operational funding, other DOT operating and capital budget items, DEED public school funding and base student allocation, DFG hunting, fishing, and subsistence regulations)
- Economic development (including recreational opportunities) that are in line with the Borough's most recent 5-Year Economic Development Plan.

130 Seward St., Ste. 505, Juneau, Alaska 99801 206.465.7275 reid@harrisadvocacy.com • Relationship building, meeting coordination, and engagement on behalf of the Borough with key lawmakers (Southeast delegation, House and Senate leadership, Finance Committee members, other key committee members).

### **Regional Strategy**

If the Borough deems it beneficial, I will engage with other Southeast municipal and Tribal government lobbyists to create a regional workgroup that will meet periodically in Juneau—or at appropriate venues, such as Alaska Municipal League and Southeast Conference—to build a coalition that can promote the regional needs of Southeast communities on mutual goals including countering the amassing of political and economic power in the Railbelt region and collaborating on strategic issues specific to Southeast Alaska.

#### **Research and Analysis**

I can obtain and provide analysis on legislative history, bill files, legal opinions, letters of support, agency reports, copies of testimony, and other information that can be useful to gain information about particular legislation or policy.

#### **Political Advice**

I will keep the Borough informed regarding the political climate in Alaska. I will also provide updates on state-level legislative and gubernatorial elections as well as potential ballot measures that may affect the borough.

#### Cost

The price of this contract is \$36,000 for the 2024 calendar year (terminating on December 31, 2024). Payment can be made lump sum or quarterly.

Thank you for the opportunity to represent the Haines Borough before the Alaska State Legislature.

Sincerely,

Reid Harris/Harris Advocacy



DATE: December 14, 2023

TO: Borough Assembly

FROM: Property Tax Assessment Advisory Board

### **ACTION:**

Motion: Humphrey moved to "recommend proposed amendment to <u>HBC 3.72.110</u> to the Assembly for approval" and the motion carried unanimously.

### **RATIONALE:**

The Property Tax Assessment Advisory Board was charged with reviewing existing code, policy and procedures of the property tax assessment process and to recommend changes to improve the process for both citizens and the borough administration. One of the most troublesome issues during 2023 was that assembly members served as the board of equalization which denied appellants the ability to seek relief from due process concerns and code violation because BOE (assembly) members are prohibited from having ex parte communication with appellants. The attached amendment provides for a citizen board of equalization and relieves elected officials of this duty.

### **BOARD REQUEST:**

The advisory board requests that the assembly amend borough code 3.72.110 to update board of equalization membership and duties as detailed in the attached document.

SUBMITTED BY Paul Rogers

Paul Rogers, Chair

Property Tax Assessment Advisory Board

### **Amendment – Proposed to the Assembly**

### 3.72.110 Board of Equalization Membership & Duties.

- A. The borough assembly [sits as] shall appoint the board of equalization (BOE) for the purpose of hearing an appeal from a determination of the assessor. [or it may delegate this authority to a board appointed by it.]
  - 1. The assembly [, if it chooses to appoint a board,] shall [do so] make the appointments by [April]

    December 1st pursuant to HBC 2.60.030 or as soon as possible after amendment of 3.72.110.
  - 2. The BOE shall comprise a pool of no fewer than five, and up to nine members, not assembly members, appointed by the assembly. Terms of office shall be for three years and shall be staggered so that approximately one-third of the terms shall expire each year.
  - 3. <u>BOE members shall be selected based on experience relevant to property development, property management, construction, insurance, banking, or real estate by way of example only.</u>
  - 4. BOE members shall be residents of Haines Borough as defined in Charter Section 2.03.A.
  - 5. One BOE member shall be elected as the coordinator of the BOE and shall coordinate all BOE activities with the assessor including: Assignment of BOE Panel members and scheduling hearings. The coordinator shall also schedule training and perform any other BOE duties required by the assembly.
  - 6. The [appointed board] BOE hearing panel [may] shall be composed of not less than [five] three [persons] members and two alternates available for any BOE hearing.
  - 7. An appellant may request that a BOE member be excused for eause any reason if they provide a minimum of 48 hrs notice to the BOE coordinator and there is an alternate available.
  - 8. <u>The three members of a BOE hearing panel shall choose a hearing chair at the beginning of each hearing session.</u>
  - 9. Decisions of the BOE hearing panel are made by majority vote.
  - 10. Compensation for members shall be \$100.00 per meeting beginning January 1, 2024. Thereafter, compensation will be set pursuant to HBC 2.60.040. Board members may decline compensation by providing written notice to the municipal clerk.
- B. The board of equalization <u>BOE hearing panel</u> shall <u>begin meetings</u> meet on the second Monday in May unless otherwise changed by resolution <u>of the assembly</u>. The board shall adjourn over and continue its session as business requires.
- C. The board of equalization is governed in its proceedings by the same rules governing the assembly. The BOE shall propose reasonable rules and regulations governing proceedings before the board pursuant to HBC 2.60.080. These rules shall be reviewed by the BOE annually after the conclusion of all appeals with recommended changes submitted to the assembly for approval by December 1 of the assessment year.
- D. The board of equalization **BOE** may alter an assessment of a tract only pursuant to an appeal filed as to that particular tract.
- E. Notwithstanding other provisions in this section, a determination of the assessor as to whether property is taxable under law may be appealed directly to the superior court within 30 days after final decision, following the procedures set out in AS <u>44.62.560</u> through <u>44.62.570</u>. (Ord. 22-06-620 § 6)



DATE: December 29, 2023

TO: <u>Borough Assembly</u>

FROM: Property Tax Assessment Advisory Board

### **ACTION:**

Motion: Prior moved to "recommend proposed amendment of HBC 3.72.080 with changes to the Assembly for approval"

Amendment: Prior moved to "include the date of the properties' last field inspection, most recent valuation, date and initials of inspector" and the amendment to the motion carried unanimously.

And the motion as amended carried unanimously.

### **RATIONALE**:

The Property Tax Assessment Advisory Board was charged with reviewing existing code, policy and procedures of the property tax assessment process and to recommend changes to improve the process for both citizens and the borough administration. The post card notice used in the past contains very little useful information for the property owner. By including more detailed information on the initial notice we may be able to reduce the time spent by staff answering questions of concerned property owners. Also, the property owner may be able to determine more quickly if there are omissions or errors on the assessment notice and be able to resolve these prior to an appeal. More information may reduce the number of appeals.

### **BOARD REQUEST:**

The Property Tax Assessment Advisory Board requests that the assembly amend **3.72.080 Assessment Notice** as proposed by the Advisory Board.

SUBMITTED BY Paul Rogers

Paul Rogers, Chair Property Tax Assessment Advisory Board

#### 3.72.080 Assessment notice.

A. The assessor shall give each person named in the assessment roll a notice of assessment, showing the assessed value of the person's property. On the back of each notice shall be printed, for the information of the taxpayer, a brief summary of the dates when the taxes are payable, delinquent, and subject to penalty and interest; the dates when the board of equalization will meet; and any other particulars specified by the assembly.

### <u>Included in such notice shall be the following information in a separate and clearly blocked area on the notice:</u>

- 1. The current and previous six years' real property assessment data as data accrues or becomes available within the borough's system including:
  - a. Assessment year by chronological order starting with the current year.
  - b. <u>Land or buildings or other value listed separately, then totally for each listed year including detail such as the number of bedrooms and baths, the square footage, and other basic structural information.</u>
  - c. The difference expressed in a dollar amount and a percentage amount between the total valuation of each year and the total valuation of the preceding year.
  - d. The date the property was last field inspected and the date of the most recent valuation as well as the initials of the person(s) performing the field inspection or valuation.
  - e. <u>Electronic ink to additional information as it becomes available from the borough.</u> This may be in the form of a static report.
- 2. On each notice shall be printed, for the information of the taxpayer, a brief summary of the dates when the taxes are payable, delinquent, and subject to penalty and interest; the dates when the board of equalization will meet; and any other particulars specified by the assembly

### **Amendment Proposed to Assembly**

- B. Sufficient assessment notice is given if mailed by first class mail 30 days before <u>the</u> <u>deadline to appeal to</u> the board of equalization [hearings], to the address last known to the assessor. If the address is not known to the assessor, the notice may be addressed to the person at the post office nearest the property. Notice is effective on the date of mailing.
  - 1. All mailings shall be postmarked and mailed from Haines, Alaska.
  - 2. The deadline for the assessor's office to be ready to mail notices shall be March

    1 unless a different date is approved by resolution of the assembly.
  - 3. <u>Assessment notices may additionally be sent by email when an email address is on file with the assessor's office.</u>
- C. When all notices have been mailed, the assessor shall have published for two consecutive weeks a notice that the assessment roll has been completed. The notice shall state when and where the board of equalization hearings will be held.



DATE: December 14, 2023

TO: Borough Assembly

FROM: Property Tax Assessment Advisory Board

### **ACTION:**

Motion: Forster moved to "recommend proposed amendment to the <u>Board of Equalization</u> <u>Procedures</u> to the Assembly for approval" and the motion carried unanimously.

### **RATIONALE:**

The Property Tax Assessment Advisory Board was charged with reviewing existing code, policy and procedures of the property tax assessment process and to recommend changes to improve the process for both citizens and the borough administration. During 2023 the procedures for the board of equalization changed without notice to affected citizens. In addition, the rules were outdated and needed to be memorialized by the borough assembly so that they could not be changed without proper notice. The rules proposed incorporate most of the existing borough language as well as additions from other municipalities, and clarifications from the Haines Borough Attorney.

### **BOARD REQUEST:**

The advisory board requests that the assembly pass a resolution memorializing the procedures governing the board of equalization detailed in the attached document.

SUBMITTED BY Paul Rogers

Paul Rogers, Chair

Property Tax Assessment Advisory Board

## Resolution – Proposed to the Assembly (Source) [Deleted] new text

### **Board of Equalization Procedures**

### A. Board of equalization appeal packet.

- 1. The municipal assessor shall furnish the board of equalization (BOE) with copies of the appellant's appeal and a summary of assessment data relating to the appeal. Such material shall be considered part of the official record the board may consider. (Anchorage)
- 2. The appellant must submit to the assessor's office all documentary evidence in their possession which they wish to be considered and which is relevant to the resolution of the appeal. This evidence includes but is not limited to purchase and closing documents, appraisal reports, brokers opinion of value, engineers reports, estimates to repair, rent rolls, leases, and income and expense information. (Anchorage)
- Burden of Proof. [Appeals will be heard as listed on the meeting agenda, unless changed by Board decision.] The appellant bears the burden of proof. The only grounds for adjustment of assessment are proof by preponderance of the evidence of unequal, excessive, improper or under valuation based on facts presented during the appeal hearing. (Existing Haines Procedure for BOE Hearing)

**Exception:** (10-9-2023 Memorandum from Charles Cacciola Re J Geldhof Opinion)

- 1. If the assessor issues a corrected notice of assessment in accordance with AS 29.45.180(b), the owner has the burden of proving to the board of equalization that the corrected notice is in error. By not issuing a corrected notice of assessment, the assessor "loses" this burden of proof advantage. Without a corrected assessment notice, there is no presumption in favor of the assessor's position.
- 2. The assessor asserting an error in the assessment during an owner's appeal has an important effect: The owner has no burden of proof whatsoever. In any assessment appeal, the only burden on the appellant is to prove an error in the assessment. Once an error is proven, the burden shifts to the assessor to introduce credible evidence that substantiates the assessment.

## Resolution – Proposed to the Assembly (Source) [Deleted] new text

- C. <u>Conduct of hearings; decisions. Except as otherwise provided in this chapter, hearings shall be</u> conducted by each hearing panel in accordance with the following rules:
  - 1. The Borough Clerk, or designee shall be the ex officio clerk of the Board of Equalization (**BOE**) and shall make a recording of all proceedings before the hearing panel, shall mail a copy of the decision of the hearing panel to the appellant at the address on the appellant's appeal form, and shall record the date of mailing in the record. The Board of Equalization BOE shall certify its actions to the Assessor not more than seven days after the last appeal is heard. Except as to supplementary assessments, the Assessor shall enter the changes and certify the final assessment roll by June 1. (Haines Old Last Paragraph)
  - 2. Prior to each case the Chair will ask the board hearing panel whether any member has a conflict of interest or is required to make a disclosure statement. (Haines Old Item 2)
  - 3. Every appeal shall be assigned a case number which shall be read into the record along with the name of the appellant and the property tax identification number, at the commencement of the hearing on that appeal. (Anchorage)
  - 4. Rules of evidence. Evidence shall only be presented by the appellant and the assessor or their authorized representatives. (Anchorage)

### **Note:** All of the following are from Existing Haines BOE Procedure)

- 5. The Board hearing panel will determine whether the staff report was available to the Appellant at least [five] ten working days prior to the hearing, and whether the parties have exchanged all documentary evidence intended to be submitted to the hearing panel Board. Documents that were not previously copied and exchanged with the other party will be admitted over objection of the other party only if there is a good faith reason for its failure to be included. (Haines Old Item 3)
- 6. After being called by the chair, the Appellant shall have <u>a minimum of</u> 15 minutes to present the appeal. [unless]] The Board hearing panel may allow for additional time. (Haines Part of Old Item 4)
- 7. After conclusion of the appellant's presentation the Chair, the Board hearing panel & Assessor may ask questions intended to inform and clarify. Questions are not to be argumentative. (Haines Old Item 5)

## Resolution – Proposed to the Assembly (Source) [Deleted] new text

- 8. The Assessor [and] or the assessor's representative may then make a presentation and shall answer questions of the chair, members of the hearing panel Board, and the appellant. (Haines Old Item 6)
- 9. At the conclusion of the assessor's presentation, the appellant shall have an opportunity to rebut the Assessor's presentation, **except that new evidence shall not be presented**. When the appellant and the Assessor have completed their presentations, the chair shall close the hearing and no further evidence or argument shall be considered. The **hearing panel** Board shall then deliberate and may do so in executive session. (Haines Old Item 7)
- 10. Following the <u>hearing panel's</u> board's deliberations, its decision shall be announced in public session in the form of a motion and a roll call vote shall be recorded. (<u>Haines Old \*tem 8</u>)
- 11. The granting of any appeal or part thereof shall require the concurring vote of [at least four] a majority of the hearing panel members, and each hearing panel

  Board member will give a written statement for the record explaining their decision. (Haines Old Item 9)

### D. Representation

1. The appellant may be represented by counsel, an agent or other representative, and may call witnesses and submit exhibits. Any additional time is also allotted to the Assessor. (Portion of Old Item 4)

### E. Appellant Right to Know

1. All documents related to property tax assessment processes and appeals shall be conspicuously posted on the borough website under a link to Property Tax Assessments. Appellants shall be notified of this link upon filing of an appeal.



DATE: December 14, 2023

TO: <u>Borough Assembly</u>

FROM: <u>Property Tax Assessment Advisory Board</u>

### **ACTION:**

Motion: Gilbert moved to "recommend HBC 3.72.XXX <u>Exchange of Information</u> to the Assembly for approval" and the motion carried unanimously.

### **RATIONALE:**

The Property Tax Assessment Advisory Board was charged with reviewing existing code, policy and procedures of the property tax assessment process and to recommend changes and improvements to the process for both citizens and the borough administration. This proposed addition to code guarantees due process by requiring the exchange of information between the assessor's office and the appellant in a timely manner prior to the hearing date set for the appeal.

### **BOARD REQUEST:**

The advisory board requests that the assembly pass a new section of borough code detailing requirements for the exchange of information between an appellant and the assessor's office as detailed in the attached draft document. This change will insure due process for appellants and insure appellants have ample time to consider their course of action.

SUBMITTED BY Paul Rogers

Paul Rogers, Chair

Property Tax Assessment Advisory Board

### **Proposed New Ordinance to Assembly**

### 3.72.### Exchange of Information

- A. <u>Information to be presented to the board of equalization (BOE) by the assessor's office shall be made available to the appellant at least 10 working days prior to the BOE hearing date scheduled for the appeal.</u>
- B. The appellant shall be notified by email or first-class mail when the information is available and how to obtain it. A link to the information on the borough web site is permissible.
- C. The appellant must provide their information by first-class mail, email or by personally delivering it to the Haines Borough office five working days before the appeal hearing date scheduled.



DATE: December 29, 2023

TO: <u>Borough Assembly</u>

FROM: Property Tax Assessment Advisory Board

### **ACTION**:

Motion: Gilbert moved to "approve the proposed amendment to HBC 3.72.020 as written and recommend it to the Assembly for approval" and the motion carried 4-1 with Hansen opposed.

### RATIONALE:

The Property Tax Assessment Advisory Board was charged with reviewing existing code, policy and procedures of the property tax assessment process and to recommend changes to improve the process for both citizens and the borough administration. The definition of "full and True Value" has been the subject of much discussion and interpretation. The proposed amendment to borough code narrows the definition because "In an appeal, a complete defense does take on some elements of a single-property appraisal. Computer-assisted mass appraisal for all its strengths tends to retreat into the background during a protest. A protest, by nature of its focus on an individual property, often requires the skill of individual property appraisal." This quote is from page 229 of Assessment Administration published by the Internationale Association of Assessing Officers.

#### **BOARD REQUEST:**

The Property Tax Assessment Advisory Board requests that the assembly amend the definition of Full and True Value to bring our definition into alignment with the International Association of Assessing Officers.

SUBMITTED BY <u>Paul Rogers</u>

### 3.72.020 Full and true value.

The assessor shall assess property at its full and true value as of January 1st of the assessment year. The full and true value is the estimated price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels, anything to the contrary notwithstanding. An appeal pursuant to this section must be treated as a single-property appraisal. A property market sale or single-property appraisal shall be the preferred method of valuation.



### HAINES BOROUGH

## 11C6

## AGENDA REQUEST FOR ASSEMBLY ACTION

You may appear before the assembly during the "Public Comments" portion of any regular assembly meeting without making prior arrangements. However, if you want the assembly to take action on a matter, it must be on the agenda. To make a request to have an issue on an agenda, please provide the following information. (See Note below)

Name:	Date:February 5, 2024
Name of Group Represented (if applicable)Ly	ynn Canal Conservation
Address: PO Box 964, Haines, AK 99827	Phone:907-766-2295
Email Address: <a href="mailto:lynncanalconservation@gmail.com">lynncanalconservation@gmail.com</a>	Fax:
I request to be scheduled on the Borough Assem February , or as soon thereaf	
Purpose of Request: We would like the Assembly to c	onsider pursuing an alternative design for Lutak Dock.
Estimated Time Required (if a presentation) $\underline{}$	5 minutes or less
Action you wish the Assembly to take:	
We would like the assembly to pursue an alternative design for	r Lutak Dock.
We have a concept to propose to the Assembly that we believe over time, and be more agreeable to more community member complex, controversial project and alternative designs are reco	s while meeting our community's needs. This is a
	<del></del>

**Note:** The deadline for agenda topics is as noted on the most current assembly-adopted Agenda Preparation Calendar, available from the Clerk's Office or at www.hainesalaska.gov/borough assembly. Your request will either be placed on the next assembly agenda under "Other New Business: Requests" or will be referred by the Mayor to a committee for further development. Please be aware that we may ask for additional supportive and/or background information in order to assist the assembly in making an informed decision. The clerk will provide copies for them. Whenever possible, issues will be reviewed by the manager. Should the issue be resolved ahead of an assembly meeting, the person will have the option to decline to have it presented to the assembly.

Return this form to the Borough Clerk's Office in the Haines Borough Administrative Office Building, 103 S. Third Ave., P.O. Box 1209, or fax: 766-2716, or email: afullerton@haines.ak.us.

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### HAINES BOROUGH, ALASKA P.O. BOX 1209 HAINES, AK 99827 (907) 766-6400 \* FAX (907) 766-2716

Jan. 26, 2024

Sen. Kiehl:

The Haines Borough opposes elimination of the Alaska Chilkat Bald Eagle Preserve Advisory Council. For nearly 40 years, the council has helped resolve management issues in this 48,000-acre state preserve.

The preserve was a unique creation, forged in compromise 1982, to protect eagles but also to protect traditional uses. Subsistence hunting and fishing, cruise ship shore excursions, firewood cutting, and guided hunting and fishing all are permitted in the preserve, the state's only wildlife preserve.

The creation of the preserve also represented an historic balance of national, state and local interests in this unique place, the nation's home of the nation's symbol. (Prior to 1980, U.S. senators had proposed including the preserve's critical habitat area and environs in D-2 legislation regarding the Alaska National Interest Lands Conservation Act, suggesting creation of a federal wildlife refuge for eagles in Haines.)

The council's twelve members include federal, state and local officials working with conservation, business and tribal representatives to ensure the eagles and historic uses – including commercial ones – peacefully co-exist in this remarkable place. Recommendations from the council in recent years have included protecting and expanding hunting allowances and providing vehicle access by fishermen and hunters in streams that bisect the preserve.

Managing for such a diversity of uses and interests requires a delicate balance as well as an advisory council that can navigate a myriad of considerations. The council has achieved this balance admirably, easing management decisions by the State of Alaska and thus saving the state money, time and grief.

I am planning to secure a Haines Borough Assembly resolution on the importance of the Alaska Bald Eagle Preserve Advisory Council at the assembly's next meeting Feb. 13.

Here at Haines Borough, we are discussing other actions we can take to influence the Alaska Legislature to block this proposal, including letter-writing, inperson testimony, and cooperative efforts between the Haines Borough and concerned local groups such as Chilkat Indian Village, Chilkoot Indian Association, Haines Sportsman's Association and others.

We understand that there are upcoming hearings scheduled in the state Senate and state House where Haines citizens and officials can testify on this matter.

Can you help keep us apprised of such opportunities and advise us on strategy, including what other actions we can take to help save this critical piece of state administration?

Thank you in advance for your help on this matter and for your continued diligent service to our community.

Tom Morphet Haines Borough Mayor



### **ALASKA ENERGYSHED**

### **Community Expression of Interest**

Community Name: Haines Borough				
Name of Community Representative: Tom Morphet				
Role & Organization of Community Representative: Haines Borough Mayor				
Phone: 907 344-3193 Email of Representative:				
Statement of Interest – Briefly describe why your community is interested in being selected and list of renewable energy generation and/or resources currently in place:				
The community of Haines is very interested in renewable energy and is keenly aware of its dependence on an underwater cable to Skagway for the majority of its energy. Haines has renewable resources that could be developed but lacks an energy plan that could guide the community toward a more secure energy future (if that cable has an issue, Haines has to revert to fossil fuel electrical generation). The Borough also has vast forestry resources and a viable cottage industry of timber businesses that produce biomass waste streams that could be better utilized to displace fossil fuels. While Klukwan is not within the Haines Borough, the Borough strongly supports their energy priorities and would be open to any joint projects of mutual benefit.				
Alternative Energy Projects – List any energy projects your community would like to pursue (Thican include distribution infrastructure projects. This cannot include diesel-generated power.):				
Energy Efficiency Renewable energy generation within the Haines Borough (hydro, solar, etc.) Heat pump adoption Electric vehicle support (chargers, etc.)				
Signature of Community Representative: Date:				

C Zup

### Haines Comprehensive Plan Update

**Public Review Draft** 

## **Upcoming Events**



Date	Time	Event
Monday Feb 26 <sup>th</sup>	6:00 PM	Assembly and Planning Commission Joint Work Session on the Comp Plan At Haines Borough Assembly Chambers and via Zoom (visit the Haines Borough Calendar for details)
Tuesday Feb 27 <sup>th</sup>	6:30 PM	Haines Borough Assembly Meeting No Comp Plan events this evening - Haines Borough Assembly meets
Wednesday Feb 28 <sup>th</sup>	6:00-8:00 PM	Upper Valley Community Meeting At the Mosquito Lake School
Thursday Feb 29 <sup>th</sup>	6:00-8:00 PM	Haines Borough Community Meeting At the ANB/ANS Hall

If your community organization would like to meet with the project team the week of February 26-29, please contact the project team to arrange.

Community meetings will share and get initial feedback on the Public Review Draft of the Haines Comprehensive Plan update. We'll also share how to provide feedback and comments during the 45-day comment period.

Come and join us! Refreshments will be served.

### Contact us to share your ideas and questions

Visit the project website: www.HainesCompPlanRevision.com

Contact the Haines Comprehensive Plan Revision Project Consultant Team

- Margaret Friedenauer, Project Coordinator/Planner: 907-303-3768, meg@agnewbeck.com
- Shelly Wade, Consultant Project Manager/Planner: 907-242-5326, <a href="mailto:shelly@agnewbeck.com">shelly@agnewbeck.com</a>