



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Borough Assembly Regular Meeting

Monday, August 03, 2026

6:00 PM

Assembly Chambers

Zoom Information

When: August 3, 2026 6:00 PM Alaska

Topic: Regular Assembly Meeting

<https://petersburgak-gov.zoom.us/j/82149362126?pwd=11YoKRjeOK1XOXImbjncTTCchDkYkYB.1>

Webinar ID: 821 4936 2126

Passcode: 170453

Call-in (Audio Only) (253) 215-8782

1. **Call To Order/Roll Call**
2. **Voluntary Pledge of Allegiance**
3. **Approval of Minutes**
 - A. Regular Assembly Meeting Minutes July 20, 2026**
4. **Amendment and Approval of Meeting Agenda**
5. **Public Hearings**
 - A. Ordinance #2026-15: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Amending Title 3 of the Petersburg Borough Code to Establish Nepotism Standards for Elected Officials**
 - B. Ordinance #2026-16: An Ordinance Amending the Petersburg Municipal Code to Provide a Senior Sales Tax Exemption to Qualified Residents of the Borough 70 Years of Age or Older**
 - C. Ordinance #2026-17: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Establishing the Thomas Bay Service Area of the Borough, Providing for Its Governance and Financing, And Authorizing Use of Local Improvement Districts Within the Service Area**

D. Ordinance #2026-18: An Ordinance Amending Chapters 4.13, 4.16, 4.20, 4.27, and 14.18 of the Former City of Petersburg Code to Account for Borough Formation

6. Bid Awards

7. Persons to be Heard Related to Agenda

Persons wishing to share their views on any item on today's agenda may do so at this time.

8. Persons to be Heard Unrelated to Agenda

Persons with views on subjects not on today's agenda may share those views at this time.

9. Boards, Commission and Committee Reports

10. Consent Agenda

11. Report of Other Officers

A. Petersburg Medical Center

PMC CEO Hofstetter will update the Assembly on Medical Center activities.

B. Petersburg School District

Petersburg School Superintendent Taylor will provide a report on school district activities.

C. Clerk Election Report

Clerk Regula will update the Assembly on the October 6, 2026 election.

12. Mayor's Report

A. Mayor's Report August 3, 2026

13. Manager's Report

A. Manager's Report August 3, 2026

14. Unfinished Business

A. Ordinance #2026-15: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Amending Title 3 of the Petersburg Borough Code to Establish Nepotism Standards for Elected Officials - Second Reading

If approved in three readings, this ordinance will amend Title 3 of the Petersburg Borough Code to establish nepotism standards for elected officials, as required by the Borough Charter. The ordinance creates disclosure and recusal requirements when an elected official's family member has a substantial financial interest in a matter before the Borough and prohibits participation in certain employment-related decisions involving family members.

Ordinance #2026-15 was unanimously approved in its first reading.

B. Ordinance #2026-16: An Ordinance Amending the Petersburg Municipal Code to Provide a Senior Sales Tax Exemption to Qualified Residents of the Borough 70 Years of Age or Older - Second Reading

The Borough has received and certified an initiative petition proposing a senior sales tax exemption for qualified Borough residents 70 years of age and older. Pursuant to PMC 2.44.080, this ordinance is being presented to the assembly for its consideration.

Adoption of this ordinance would not affect the existing senior sales tax exemption available to qualified Borough residents age 65 and older who participate in the Alaska Senior Benefits Program. Those residents would remain eligible for the current exemption. The proposed ordinance would create an additional exemption for qualified Borough residents age 70 and older.

If the assembly adopts a substantially similar measure, the initiative petition is void and the initiated matter is not put on the ballot, however, because this ordinance would create a sales tax exemption, it would still require voter ratification under Borough charter section 12.02B. If this ordinance is not adopted, the initiated matter will be submitted to the voters.

Ordinance #2026-16 was unanimously approved in its first reading.

C. Ordinance #2026-17: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Establishing the Thomas Bay Service Area of the Borough, Providing for Its Governance and Financing, And Authorizing Use of Local Improvement Districts Within the Service Area - Second Reading

If approved in three readings, Ordinance #2026-17 establishes the Thomas Bay Service Area within the Petersburg Borough and creates a new chapter in the Borough Code defining its boundaries, services, and financing. The service area would include all property within ASLS 81-235, excluding the federally owned parcel, and would authorize the provision of services, such as fire and EMS, police, road construction and maintenance, and parks and recreation.

The ordinance does not mandate a specific level of service; the level and form of services, if any, will be determined subsequently by the Assembly through the annual budgeting process.

Because no voters reside within the proposed service area, its creation is based on the consent of the Borough and the State of Alaska as the sole property owners within the area.

A memo from Director Cabrera, a Letter of Consent from DNR and a map of the area are attached to this agenda item.

Ordinance #2026-17 was unanimously approved in its first reading.

D. Ordinance #2026-18: An Ordinance Amending Chapters 4.13, 4.16, 4.20, 4.27, and 14.18 of the Former City of Petersburg Code to Account for Borough Formation - Second Reading

If approved in three readings, this ordinance will update the Petersburg Municipal Code by removing outdated provisions, consolidating utility extension requirements into a single chapter, and updating Cabin Creek Road use fees. The changes are intended to modernize code language, clarify utility extension procedures, and better reflect current Borough operations and costs.

Ordinance #2026-18 was unanimously approved in its first reading.

E. Land Purchase Application
(Postponed from July 20, 2026 meeting)

The Borough has received an application from Brian Newman to purchase Borough- owned property at 1205 Lake Street. The Planning Commission held a public hearing on June 9, 2026, as required by PMC § 16.12.080, and recommends approval of the sale of the property. The assessed value of the property is \$15,000. The Planning Commission's Report is attached to this agenda item.

During this meeting, the Assembly shall determine whether the application shall move forward in the application process or be denied. If the application is to move forward, the Assembly shall schedule a public sale or exempt the application and disposal from public sale.

If public sale, the Assembly shall determine if the sale shall be by Outcry Auction or Sealed Bid and shall choose a date/time for the sale. If exempted from public sale, the Assembly shall establish the alternative method, terms and conditions of disposal.

F. Special Use Permit - Lake Street Right of Way
(Postponed from July 20, 2026 meeting)

If approved, this Special Use Permit will allow Brian Newman to use a portion of the undeveloped Lake Street right-of-way for access to 1205 Lake Street. The Planning Commission recommended approval, contingent upon conveyance of the property to the applicant.

If someone other than Mr. Newman purchases the property; the new owner will need to submit an application for a special use permit to access the lot.

15. New Business

A. Resolution #2026-22: A Resolution Approving the Sole-Source Procurement of Advanced Metering Infrastructure Equipment from Eaton in the Amount Of \$372,035.62, Approving the Use of DOE Grant Funds Provided Through the Petersburg Indian Association and Power & Light Capital Funds, And Authorizing the Borough Manager to Execute All Necessary Purchase Documents

If approved, this resolution will authorize the purchase of equipment needed to complete the Borough's AMI deployment project. Utility Director Harbour has provided a memo with more information which is attached to this agenda item.

Suggested motion: I move to approve Resolution No. 2026-22 authorizing the sole-source procurement of Advanced Metering Infrastructure equipment from Eaton in an amount not to exceed \$372,035.62, approving the use of DOE grant funds and Power & Light Capital Funds, and authorizing the Borough Manager to execute all necessary purchase documents.

B. Approval of Contract Amendment for Scow Bay Generator No. 2 Project, Phase 2 Part A

Assembly approval is requested for a contract amendment with Dawson Construction, LLC for Phase 2, Part A of the Scow Bay Generator No. 2 Project. The amendment establishes a Guaranteed Maximum Price of \$1,492,844 for construction of the generator building, foundations, concrete work, and installation of major owner-furnished equipment.

Funding is currently available for this phase, which will protect the Borough's existing investment, maintain project momentum, and secure current construction pricing while financing for the remaining project work moves forward. A memo from Utility Director Harbour is attached.

Suggested Motion: I move to approve the contract amendment with Dawson Construction, LLC for Phase 2, Part A of the Scow Bay Generator No. 2 Project, establishing a Guaranteed Maximum Price of \$1,492,844.

C. Skylark Development Agreement Amendment

Skylark LLC has requested relief from the Development Agreement's 40' right-of-way requirement for certain road segments within the proposed subdivision. Rather than platting a full 40' right-of-way throughout, the developer is proposing a 30-33' right-of-way supplemented by slope easements on the adjoining lots, which would achieve the functional equivalent of a 40' width.

Borough Public Works and Petersburg Municipal Power & Light have reviewed the proposal and have no objection to the reduced right-of-way widths as proposed.

The preliminary plat, a letter from Aaron Brown, who is the surveyor for the project, and the original conveyance agreement are attached to this agenda item.

Suggested Motion: I move to authorize the Borough Manager to execute an amendment to Section 5(b)(i) of the Development Agreement dated October 31, 2025, between the Petersburg Borough and Skylark LLC, in a form approved by the Borough Attorney, clarifying that the 40' right-of-way width requirement is subject to the Planning Commission's existing authority to grant a platting variance under Borough code.

16. Communications

A. Correspondence Received Since July 16, 2026

17. Assembly Discussion Items

A. Assembly Member Comments

B. Recognitions

18. Adjourn



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Borough Assembly Regular Meeting

Monday, July 20, 2026

6:00 PM

Assembly Chambers

1. Call To Order/Roll Call

The meeting was called to order by Mayor Lynn at 6:00 pm.

PRESENT

Mayor Bob Lynn

Assembly Member Jeff Meucci

Assembly Member Bob Martin

Assembly Member Scott Newman

EXCUSED

Assembly Member Rob Schwartz

Vice Mayor Jeigh Stanton Gregor

Assembly Member James Valentine

2. Voluntary Pledge of Allegiance

The Pledge was recited.

3. Approval of Minutes

A. Regular Assembly Meeting Minutes, July 6, 2026

The minutes of the July 5, 2026 meeting were unanimously approved as submitted.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

4. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

5. Public Hearings

There were no public hearings.

6. Bid Awards

There were no bid awards.

7. Persons to be Heard Related to Agenda

Persons wishing to share their views on any item on today's agenda may do so at this time.

Becky Knight, representing herself, expressed concern that the wireless communication ordinance does not reflect feedback from the public. She asked the Assembly to consider a moratorium for more time to revise the ordinance. She also expressed support for strengthening conflict of interest procedures and recommended adding a disclosure section to the beginning of every meeting.

Mika Cline, representing herself, spoke about her concern that the wireless communication ordinance does not protect neighborhoods and families. She requested that the Assembly consider local family's needs when making their decision.

Lindsey Jensen with GCI outlined GCI's plans to improve wireless coverage in Petersburg. GCI will be constructing a tower on Nordic Drive to help with coverage gaps. She requested that the Assembly consider GCI's proposed ordinance amendment and stated that they are available to answer any questions.

Judy Ohmer, representing herself, expressed concern about opposition letters submitted by telecommunications companies regarding the wireless ordinance. She also spoke in support of allowing voters to decide the proposed senior sales tax exemption changes by placing the matter on the ballot.

Susan Martinez, representing herself, spoke in support of the proposed senior sales tax exemption ballot measure and requested that it be presented to voters in the same form as the petition language.

David Beebe, representing himself, stated that the nepotism ordinance should have clearer standards and the wireless communications ordinance should include the concerns of the public regarding health and safety.

Kirsten Dupree relayed her son's support for a 1500-foot setback requirement and concerns about the proximity to a daycare of the proposed tower. Speaking for herself, she said she was disappointed with the ordinance process and that public concerns were not reflected in the ordinance.

8. Persons to be Heard Unrelated to Agenda

Persons with views on subjects not on today's agenda may share those views at this time.

No testimony was given.

9. Boards, Commission and Committee Reports

There were no reports.

10. Consent Agenda

There were no consent agenda items.

11. Report of Other Officers

There were no reports.

12. Mayor's Report

A. Mayor's Report July 20, 2026

Mayor Lynn read his report into the record.

13. Manager's Report

A. Manager's Report July 20, 2026

There was no Manager's report.

14. Unfinished Business

A. Ordinance 2026-13: An Ordinance Authorizing the Borough to Issue Electric Utility Revenue Bonds in the Aggregate Principal Amount of Not-to-Exceed Three Million Three Hundred Fifteen Thousand Dollars (\$3,315,000) to Finance the Scow Bay Standby Generation Project and Directing That This Matter Be Submitted to the Qualified Voters for Consideration at the Next Regular Election to Be Held on October 6, 2026 - Third Reading

PMPL is requesting approval of Ordinance #2026-13 authorizing the issuance of revenue bonds in the amount of \$3,315,000 for the completion of the Scow Bay Standby Generation project. Construction cost increases since the project's initiation caused a dramatic budget shortfall that would be funded through this bond issuance. If approved by the Assembly in three readings, the question of issuing the revenue bond debt will be placed on the October 6, 2026, local ballot for consideration by Petersburg voters.

Ordinance #2026-13 was unanimously approved in its first and second readings.

By unanimous roll call vote, Ordinance #2023-13 was approved in its third reading.

Motion made by Assembly Member Newman, Seconded by Assembly Member Meucci.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

B. Ordinance #2026-14B: An Ordinance Amending Title 19 Zoning, of the Petersburg Municipal Code to Regulate Wireless Communication Facilities (WCF) and Other Towers and Transmitters - Third Reading

If approved in three readings, this ordinance would establish zoning and permitting standards for wireless communication facilities and other towers. It requires these facilities to be reviewed as conditional uses, providing public notice and Planning Commission review and approval, while remaining consistent with the Federal Telecommunications Act of 1996 and related regulations.

Three amendments were made to Ordinance #2026-14B.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

Amendment One: 19.58.030(E) To the end of section E, add *"unless such modification qualifies as an Eligible Facility Request under paragraph F below."*

Amendment Two: 19.58.030(F) In the first sentence, strike through 'any existing' and replace with 'all other'.

Amendment Three: 19.58.050(F)2 Strike through the last sentence *"For new construction, proposed height should consider required collocations under paragraph C above."*

Ordinance #2026-14B was approved in its third reading as amended.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

15. New Business

A. Ordinance #2026-15: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Amending Title 3 of the Petersburg Borough Code to Establish Nepotism Standards for Elected Officials - First Reading

If approved in three readings, this ordinance will amend Title 3 of the Petersburg Borough Code to establish nepotism standards for elected officials, as required by the Borough Charter. The ordinance creates disclosure and recusal requirements when an elected official's family member has a substantial financial interest in a matter before the Borough and prohibits participation in certain employment-related decisions involving family members.

By unanimous roll call vote, Ordinance #2026-15 was approved in its first reading.

Motion made by Assembly Member Newman, Seconded by Assembly Member Meucci.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

B. Ordinance #2026-16: An Ordinance Amending the Petersburg Municipal Code to Provide a Senior Sales Tax Exemption to Qualified Residents of the Borough 70 Years of Age or Older - First Reading

The Borough has received and certified an initiative petition proposing a senior sales tax exemption for qualified Borough residents 70 years of age and older. Pursuant to PMC 2.44.080, this ordinance is being presented to the assembly for its consideration.

By unanimous roll call vote, Ordinance #2026-16 was approved in its first reading.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

C. Ordinance #2026-17: An Ordinance of the Assembly of the Petersburg Borough, Alaska, Establishing the Thomas Bay Service Area of the Borough, Providing for Its Governance and Financing, And Authorizing Use of Local Improvement Districts Within the Service Area - First Reading

If approved in three readings, Ordinance #2026-17 establishes the Thomas Bay Service Area within the Petersburg Borough and creates a new chapter in the Borough Code defining its boundaries, services, and financing. The service area would include all property within ASLS 81-235, excluding the federally owned parcel, and would authorize the provision of services, such as fire and EMS, police, road construction and maintenance, and parks and recreation.

By unanimous roll call vote, Ordinance #2026-17 was approved in its first reading.

Motion made by Assembly Member Newman, Seconded by Assembly Member Meucci.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

D. Ordinance #2026-18: An Ordinance Amending Chapters 4.13, 4.16, 4.20, 4.27, and 14.18 of the Former City of Petersburg Code to Account for Borough Formation - First Reading

If approved in three readings, this ordinance will update the Petersburg Municipal Code by removing outdated provisions, consolidating utility extension requirements into a single chapter, and updating Cabin Creek Road use fees. The changes are intended to modernize code language, clarify utility extension procedures, and better reflect current Borough operations and costs.

By unanimous roll call vote, Ordinance #2026-18 was approved in its first reading.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

E. Resolution #2026-19: A Resolution of the Petersburg Borough Assembly Approving the Sale of a Borough- Owned Parcel to Robert Funk

If approved, Resolution #2026- 19 would authorize the sale of a Borough- owned parcel at 503 Lumber Street to Robert Funk under the negotiated Contract of Sale.

The Planning Commission recommended approval after a public hearing, and the Assembly later authorized direct negotiations. The parcels are not needed for municipal use, and PMC 16.12.160(C) requires Assembly approval by resolution for their disposal.

The Contract of Sale is attached to this agenda item.

Resolution #2026-19 was approved by unanimous roll call vote.

Motion made by Assembly Member Newman, Seconded by Assembly Member Meucci.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

F. Resolution #2026-20 A Resolution Authorizing the Application for, and Execution of, a State Revolving Fund Loan for a Wastewater Disinfection Study

If approved, this resolution will authorize the Borough Manager to apply for and execute a State Revolving Fund loan of up to \$150,000 through the Alaska Clean Water Fund to complete a Wastewater Disinfection Study. The study will evaluate wastewater disinfection alternatives, develop preliminary engineering recommendations, and identify improvements needed to meet current and future regulatory requirements.

Resolution #2026-20 was unanimously approved.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

G. Resolution #2026-21: A Resolution Authorizing the application for, and Execution of, a State Revolving Fund Loan for an Industrial Pretreatment Program

If approved, this resolution will authorize the Borough Manager to apply for and execute a State Revolving Fund loan of up to \$150,000 through the Alaska Clean Water Fund to develop and implement an Industrial Pretreatment Program for the Borough's wastewater treatment system.

The program will help the Borough meet state and federal wastewater pretreatment requirements by evaluating industrial discharges, developing local limits, and establishing monitoring and enforcement procedures.

Resolution #2026-21 was unanimously approved.

Motion made by Assembly Member Newman, Seconded by Assembly Member Meucci.

Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman

H. Land Purchase Application

The Borough has received an application from Brian Newman to purchase Borough- owned property at 1205 Lake Street. The Planning Commission held a public hearing on June 9, 2026, as required by PMC § 16.12.080, and recommends approval of the sale of the property to the applicant. The assessed value of the property is \$15,000. The Planning Commission's Report is attached to this agenda item.

Member Newman recused himself for this agenda item, stating that even though he does not have a significant financial interest, the applicant is his nephew.

This agenda item postponed to the August 3, 2026 meeting.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Martin.
Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin,
Assembly Member Newman

I. Special Use Permit - Lake Street Right of Way

If approved, this Special Use Permit will allow Brian Newman to use a portion of the undeveloped Lake Street right-of-way for access to 1205 Lake Street. The Planning Commission recommended approval, contingent upon conveyance of the property to the applicant.

This agenda item was postponed to the August 3, 2026 meeting.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Martin.
Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin,
Assembly Member Newman

J. Letter of Support for PIA Transit Vehicle Replacement Grant

The Petersburg Indian Association is seeking Federal Transit Administration funding through the FY26 Tribal Transit Competitive Program for replacement of a transit vehicle. The attached letter provides the Borough Assembly's endorsement of the application and support for continued transit services in Petersburg.

The letter in support of the PIA transit vehicle replacement grant was unanimously approved.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.
Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin,
Assembly Member Newman

16. Communications

A. Correspondence Received Since July 2, 2026

Correspondence received since July 2, 2026.

17. Assembly Discussion Items

A. Assembly Member Comments

Member Meucci asked about the Planning and Zoning Commission's action on Tidal Network's proposed subdivision request near the fire hall. Community Development Director Cabrera explained that the motion failed at the Planning Commission meeting due to the lack of a second. Tidal Network, like any applicant, may appeal the decision within 10 days, and any appeal would come before the Assembly acting as the Board of Appeals.

B. Recognitions

Mayor Lynn recognized State Representative Rebecca Himschoot and thanked her for attending the meeting.

18. Adjourn

The meeting was adjourned at 7:27 pm.

Motion made by Assembly Member Meucci, Seconded by Assembly Member Newman.
Voting Yea: Mayor Lynn, Assembly Member Meucci, Assembly Member Martin, Assembly Member Newman



Petersburg
MEDICAL CENTER

Petersburg Medical Center Executive Summary August 2026

Mission Statement: Excellence in healthcare services and the promotion of wellness in our community.

Guiding Values: Dignity, Integrity, Professionalism, Teamwork, and Quality

Workforce Wellness: *Goal: To create a supportive work environment and promote the physical and mental well-being of hospital staff to improve retention and overall productivity.*

- **July 13:** Conducted full scale fire drill and evacuation exercise
- **July 16:** CEO office hours open to employees
- **Ongoing:** Employee Meals
- **Ongoing:** Employee Recognition and Rewards



KH

Katherine Holmlund gave recognition
on June 12, 2026



Dakota Caples has been recognized for Team Player

Your initiative this week has not gone unnoticed. I appreciate you going above and beyond to support the goals of summer training week, also super appreciate the dance sessions!



Sarah Larson has been recognized for Team Player

Thanks so much for assisting with statement preview over the past few weeks! Your help is truly appreciated.

1 Comment

React

Copy Link



Add a comment



Thanks!

Congrats!

Well deserved!

Thank you!



Carmen Lantlegne

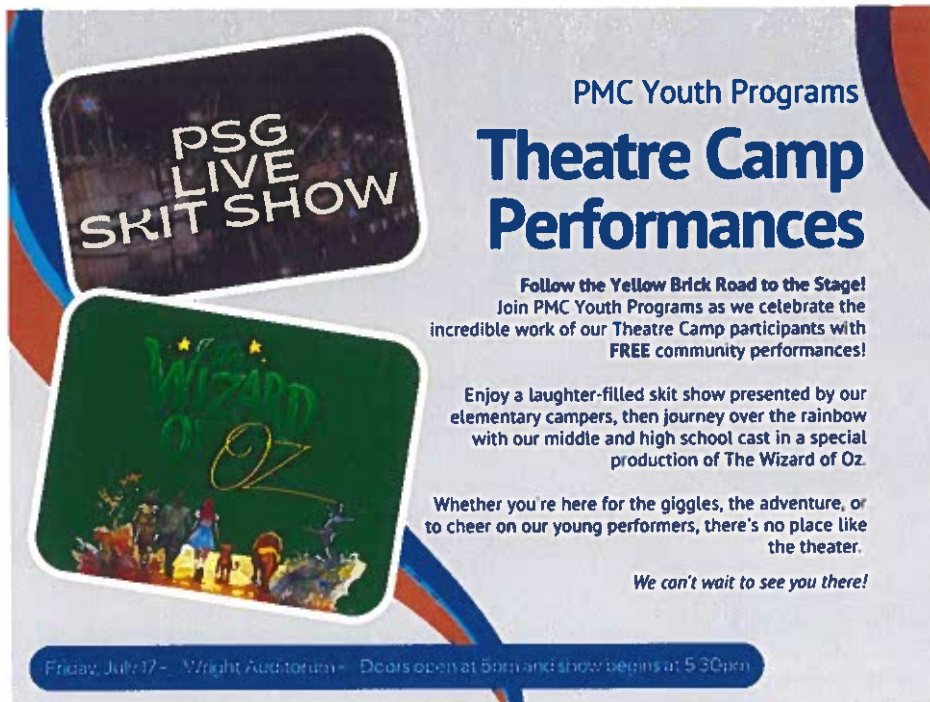
Well deserved!

Community Engagement: Goal: To strengthen the hospital's relationship with the local community and promote health and wellness within the community.

- **July 6:** Submitted written report for Borough Noon Assembly Meeting.
- **July 13:** Conference rooms and computer room at WERC building are available to reserve at no cost to community: [Facility Use - PETERSBURG MEDICAL CENTER](#)
- **July 13:** Community newsletter published: [PMC Community Newsletter](#)
- **July 14:** WERC building open house



- **July 17:** PMC Youth Programs put on free community performances.

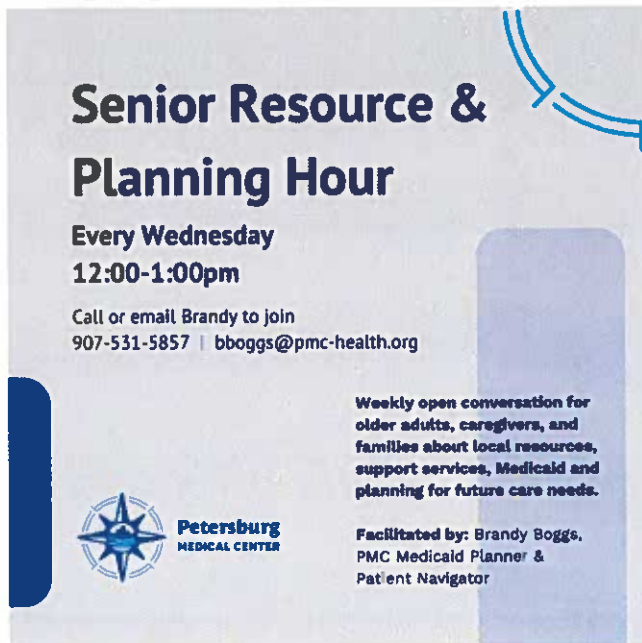


- **July 19-28:** PMC Youth Programs in conjunction with Onward & Upward conducted 3rd annual Kayak Expedition.



- **July 30:** PMC Live on KFSK at 12:30
- **July 30:** Hospital Board Meeting open to the public

- **Ongoing:** Bingocize and Tai Chi Programs- Tai Chi has a Wednesday at noon class for beginners at the WERC building.
- **Ongoing:** Senior Resource and Planning Hour



Senior Resource & Planning Hour

Every Wednesday
12:00-1:00pm

Call or email Brandy to join
907-531-5857 | bboggs@pmc-health.org

Weekly open conversation for older adults, caregivers, and families about local resources, support services, Medicaid and planning for future care needs.

 **Petersburg**
MEDICAL CENTER

Facilitated by: Brandy Boggs,
PMC Medicaid Planner &
Patient Navigator

- **Ongoing:** PMC is currently in the process of developing a new website designed to enhance usability and improve access to information for our patients and the community we serve.
- **Adult Day-** Cedar Social Club offered to eligible persons 60 and older, please call 772-5716 to learn more about this program.
- **Upcoming:** August 8th: Pedal/Paddle Battle



 **08.08.26**
MARK YOUR CALENDARS!

Pedal/Paddle Battle

SCOW BAY TO SANDY BEACH

Saturday, August 8th

Register at www.pmcak.org

 **Petersburg**
MEDICAL CENTER
FOUNDATION

Patient Centered Care: Goal: To provide high-quality, patient-centered care, and promote wellness for patients.

- **July 1:** Launched Direct Primary Care for patients



Direct Primary Care is healthcare made simple:

- Flat monthly fee
- No insurance billing
- No co-pays or per-visit charges
- Access to most clinic services

Adult
Monthly
\$125
(\$1,500 annually)

Child
Monthly
\$80
(\$960 annually)

- **July:** MRI services available- As of July 15th, there have been over 30 MRIs conducted.
- **July:** Full Pyxis implementation



- **July 15:** Quality Meetings (LTC & Critical Access Hospital)
- **Joy Janssen Clinic** Access to Primary Care: We are currently staffed with 3 Physicians and 3 mid-level practitioners. Locums staffed as needed.
 - We are actively looking for a provider to fill the 4th position available.
 - As of July 17, 2026, average patient access across all present providers reflects a 6-day wait for the next available appointment and 13 days for the third next available
 - Locum coverage through August to cover provider PTO.
 - Same day acute care appointments remain consistently available.
 - Sports physicals available, call 772-4299 then press 0.
 - Clinic is open and available M-F 8AM-5PM, and Saturday 8AM-12, 1PM-4:30PM. Same day appointments for urgent or acute care are readily available.
- **Audiology:** Phil Hofstetter continues to see patients in the Specialty Clinic. Call 772-5792 to schedule.
- **Psychiatry:** Dr. Sonkiss continues to provide ongoing services via telehealth and has a planned site visit for August.
- **Integrative Medicine:** Integrated Medicine with Dr. Hyer is offered via telehealth, email Dr. Hyer directly at jhyer@pmc-health.org to schedule.
- **Optometry Clinic:** Dr. Kamey Kapp, Optometrist with Last Frontier Eye Care, regularly visiting Petersburg in the Specialty Clinic. Please call 907-434-1554 to schedule appointments.
- **Scopes Clinic:** Dr. Taggart and CRNA Jenilyn Lo will have their next clinic in September.
- **Dermatology:** Cameron French will be conducting clinic Aug. 31st- Sept 4th
- **Endocrinology:** Dr. Harrison plans to host endocrinology clinic September 18th.
- **Orthopedic Clinic:** Discussions are ongoing to explore options for bringing ortho clinic specialty to Petersburg.
- **Cardiology-** Exploring options for cardiac testing locally, have started discussions regarding workflows.

New Facility: *Goal: To expand the capacity and capabilities of the community borough-owned rural hospital through the construction of a new facility, while considering the needs and priorities of the local community.*

- Phase 1 – Sitework, completed.
- Phase 2 – WERC Building, completed. The WERC building Open House occurred on July 14th, 2026, from 3pm-6pm.
 - Art Proposals have been received and reviewed by art subcommittee.
- Phase 3 – Long-Term Care (LTC) concept design and renderings complete, awaiting funds to advance the design.
- Phase 4 – Hospital, awaiting funds to advance design.

Financial Wellness: *Goal: To achieve financial stability and sustainability for the hospital.*
FY25 Benchmarks for Key Performance Indicators (KPIs): Gross A/R days to be less than 55, DNFB < then 5 days, and 90 Days Cash on Hand

- Accounts Receivables (AR) Update: 58
- Max Kamp with our Continental Investors Services reported out at our Resource Committee Meeting held on 7/27/2026.



Submitted by: Phil Hofstetter, CEO

2026 Municipal Election Report August 3, 2026 Assembly Meeting

The annual Municipal Election will be held on Tuesday, October 6, 2026 in the Parks and Recreation Activity Room. Early voting will begin on September 16th downstairs in the Municipal Building from 11:00 am to 3:00 pm. Absentee voting by mail and electronic transmission will also be available to qualified voters.

This year's ballot includes the election of twenty-three positions.

Position Title	Term
Assembly Members	Two - 3 year terms; One -1 year term
School Board	One - 3 year terms; One – 2 year term
Hospital Board	Two - 3 year terms
Planning Commissioners	Three - 3 year terms; One – 2 year term; One – 1 year term
Harbor & Ports Advisory Board	Three - 3 year terms
Library Advisory Board	Three - 3 year terms
Parks & Recreation Advisory Board	Two- 3 year terms
Public Safety Advisory Board	Two - 3 year terms; One – 3 year term

Election Highlights

1. **Candidate Filing Period:** Candidate filing opens on July 28, 2026, and closes at 4:30 p.m. on August 25, 2026. Candidate filing packets are available at the Municipal Building front desk and on the Borough website.
2. **Ballot Propositions:** Voters will consider three propositions:
 - **Proposition 1:** Authorization of Revenue Bonds for the Scow Bay Standby Generator Project.
 - **Proposition 2:** Increase the maximum single-transaction sales tax cap from \$1,200 to \$5,000.
 - **Proposition 3:** Establish an additional Senior Sales Tax Exemption for qualified residents 70 years of age and older.
3. **Absentee Voting:** Applications to request absentee ballots are currently available on the Borough website.
4. **Election Workers:** Thank you to all of the election workers serving during the 2026 Municipal Election. Training for election workers will be conducted on August 7, 2026 from 10:00 to 11:00 am in the Assembly Chambers.

Rebecca Regula
Borough Clerk

Mayor's Report For August 3, 2026 Assembly Meeting

Filing for Candidacy for the October 7, 2025 Municipal Election: The filing period to run for an Assembly, Board or Commission seat for the Petersburg Borough began on July 28th and ends at 4:30 p.m. on August 25, 2026. Paperwork to file for candidacy is available on the Borough website or at the front desk of the Municipal Building.

Please consider serving your community by running for one of the seats up for election.

Borough Assembly & Elected Positions Information Session

Community members interested in learning more about serving on the Borough Assembly or in other elected positions are invited to attend an informational meeting presented by the Borough Manager and Clerk.

This session will provide an overview of the roles, responsibilities, and expectations of elected officials, as well as information about the candidacy and election process.

The meeting will be held in the Assembly Chambers on Thursday, August 6, 2026, from 1:00 pm to 2:00 pm. For additional information contact the Clerk's Office at 907-772-5405.

For election information, visit www.petersburgak.gov, select Departments, and then Borough Clerk.



**Borough Manager's Report
Assembly Meeting 3 August 2026**

- ❖ Thank you to Apex Refrigeration and Mattingly Electric for wrapping up the upgrades on our Elderly Housing walk-in cooler and freezer project.
- ❖ Assisted Living successfully passed both an AHFC physical inspection of the facility in June and a surprise State of Alaska Food Establishment inspection in May.
- ❖ The library's 2026 Great Summer Challenge was the library's most successful summer reading program in recent years. A total of 170 children registered, and 99 completed all six weeks—a 29% increase over last year and the highest six-week completion total in the years compared. The program received record grant funding and community support, with every program dollar spent locally. Thank you to our generous donors, community partners, and families for making this year's program such a success.
- ❖ Contractors and engineers have been steadily working on the Aquatic Center sewer repair, finding many pipes plugged and sheared off/broken during excavation. They are now working in the men's locker room with continued cutting of concrete. Power and therefore internet will be down intermittently as a safety precaution. Continue to look for updates via Petersburg Pilot, KFSK, Facebook, and around the facility.
- ❖ Parks and Rec would like to thank Joey Boggs & USFS, DOT, P-Wrangell Insurance, Pat Blair at Wheelhouse Bikes, and PVFD/EMS for their assistance with the first annual Trekking Through the Tongass Gravel Bike Race - they helped make it a great success.
- ❖ The Scow Bay Generator #2 project is in contract amendment review with the borough lawyer and should be presented to the assembly in August.
- ❖ The new streetlights and poles were received and will be installed in the next few weeks.
- ❖ Steve is working on finalizing some ordinances Karl was revising prior to his retirement, in addition he has been moving the large commercial changes along to deal with any new big consumers, ensuring our current customers are protected.
- ❖ PMPL Line Crew and Frontier Tree have been clearing trees that are threatening contact with the lines.
- ❖ PMPL is taking advantage of our relationships built through SEAPA to gain some training for our operators and mechanics as the opportunities arise. Recently we had the opportunity to have our mechanic share in the generator governor training in Ketchikan.
- ❖ PMPL also wants to remind the community to never dig without a dig permit, they are free and done quickly by PMPL, Public Works, GCI and APT – These can be set up on the website or at Public Works office. This not only protects you physically, but also financially.

- ❖ Dust-control work continues. The current supply of dust-control product has been exhausted, but additional material is expected next week.
- ❖ Public Works is scheduled to replace planks on the Sing Lee Alley bridge.
- ❖ Motor Pool Division replaced the drag chain in the large sander and straightened the spinner chute. The sander unit still needs to be installed in the dump truck for testing and confirmation that the repairs are complete. Remaining sander work includes installing new wiring for the lights and backup alarm.
- ❖ Repairs to snow-removal equipment damaged last winter are continuing. Considerable work remains before the equipment is ready for the upcoming season.
- ❖ Sanitation staff have focused primarily on rebuilding computer files following restoration of the computer systems so customer billing can resume accurately.
- ❖ APEX Refrigeration was contacted to begin handling refrigerant recovery from refrigerators delivered to the facility.
- ❖ Staff are now coordinating directly with Republic Services for ordering empty shipping containers, a task that AML has provided for many years.
- ❖ New door hardware has been ordered for the Greens Camp vault toilets.
- ❖ The municipal building's air handlers are operational again following repairs to wiring issues. The remaining parts for the HVAC units have arrived, and installation work has been scheduled.
- ❖ Wastewater staff took advantage of the dry weather to grind most of the wood-waste stockpile. The grinder performs better when the material is dry.
- ❖ Two RFP's have been released for Wastewater Disinfection and Industrial Pretreatment Studies with a closing date of August 17, 2026.
- ❖ Over the past several weeks, water staff have remained busy with water deliveries, training a new operator, and performing brush control at the reservoirs.
- ❖ Water production is currently at a seasonal average of 1.3 million gallons per day (MGD).
- ❖ The Banana Point Breakwater Improvements project began Wednesday, July 29. Western Dock and Bridge of Ketchikan is installing a new breakwater system that matches the original layout. Construction is expected to take approximately two to three weeks.

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-15**

**AN ORDINANCE OF THE ASSEMBLY OF THE PETERSBURG BOROUGH,
ALASKA, AMENDING TITLE 3 OF THE PETERSBURG BOROUGH CODE TO
ESTABLISH NEPOTISM STANDARDS FOR ELECTED OFFICIALS**

WHEREAS, Borough Charter Section 19.03C provides that the Assembly shall adopt standards and procedures addressing nepotism; and

WHEREAS, the Borough Assembly recognizes the importance of maintaining public confidence in the integrity, fairness, and transparency of borough governance; and

WHEREAS, this ordinance is to apply to all elected officials of the Borough, excepting the School Board, which has its own adopted conflict of interest provisions; and

WHEREAS, the purpose of this ordinance is to establish clear standards regarding nepotism, disclosure, and recusal in order to prevent conflicts of interest and the appearance of impropriety in official actions; and

WHEREAS, the Assembly finds that adopting these standards provides guidance to elected officials, promotes ethical decision-making, and serves the best interests of the Petersburg Borough and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Petersburg Borough, Alaska, as follows:

Section 1. Classification.

This ordinance is of a general and permanent nature and shall be codified in the Petersburg Municipal Code.

Section 2. Purpose.

The purpose of this ordinance is to establish nepotism standards for elected officials of the Borough, excepting the School Board.

Section 3. Substantive Provisions.

The Petersburg Borough Code is amended by adding a new section 3.04.070, to read as follows:

3.04.070 – Nepotism

A. Purpose. The purpose of this section is to promote public confidence in the integrity of borough elected officials and to prevent nepotism and the appearance of conflicts of interest in employment decisions and official actions taken by elected officials.

B. Definitions. For purposes of this section:

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-15**

1. **“Elected Official”** means a member of the Borough Assembly, including the Mayor, Planning Commission, and any other elected borough board or commission. This does not include a member of the Borough School Board.
2. **“Family Member”** means an elected official’s spouse or domestic partner; children, including step-children, adopted children, and foster children; grandchildren; parents, including step-parents; grandparents; siblings, including half-siblings or step-siblings; and in-laws, including mother-in-law, father-in-law, brother-in-law, and sister-in-law.
3. **“Official Action”** means any decision, recommendation, approval, disapproval, discussion, or vote on a matter before the body on which the elected official serves.
4. **“Substantial Financial Interest”** means a direct financial, employment, contractual, or ownership interest that could reasonably be expected to result in a material financial or economic benefit or detriment to a family member of an elected official. The term does not include interests that are minimal, remote, or speculative.

C. Prohibitions.

1. An elected official shall not participate in, influence or attempt to influence, or vote on, any decision regarding the hiring, promotion, compensation, discipline, supervision, evaluation, or termination of a family member for any position of employment with the borough. This is not intended to prohibit a member of the Assembly from participating in proceedings related to, and voting on, the Borough budget or union contracts.
2. An elected official shall not participate in, influence or attempt to influence or vote on, any official action in which a family member has a substantial financial interest, unless the action is generally applicable legislation affecting a broad class of persons to substantially the same degree or affecting the community as a whole.

D. Disclosure and Recusal. An elected official shall disclose any substantial financial interest involving a family member prior to discussion or official action on the matter. If an interest is declared, the official shall refrain from participating, debating, or voting on the issue, unless after disclosure of the interest the official's participation is approved in a public meeting by the majority of the body on which the elected official sits.

Section 4. Severability: If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected.

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-15**

Section 5. Effective Date: This ordinance will take effect immediately upon adoption.

PASSED and APPROVED by the Assembly of the Petersburg Borough, Alaska this 17th day of August, 2026.

Robert Lynn, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

**PETERSBURG BOROUGH
ORDINANCE #2026-16**

**AN ORDINANCE AMENDING THE PETERSBURG MUNICIPAL CODE TO PROVIDE A
SENIOR SALES TAX EXEMPTION TO QUALIFIED RESIDENTS OF THE BOROUGH 70
YEARS OF AGE OR OLDER**

(Submitted to the Assembly by the Borough Clerk under PMC 2.44.080, Assembly Action on Initiative)

Whereas, a citizen's initiative petition to amend the Petersburg Municipal Code (PMC), to provide a senior sales tax exemption to qualified residents of the Borough 70 years of age or older, was filed with the Borough on July 2, 2026, and thereafter certified by the Borough Clerk on July 7, 2026 under PMC section 2.44.050 as proper in form and sufficient with 356 verified Borough voter signatures; and

Whereas, as the petition was filed and certified more than 90 days before the date of the next regular election on October 6, 2026, it can be placed on the ballot for that election;

Whereas, as required under Borough Code section 2.44.090A, the Borough Clerk is presenting to the Petersburg Borough Assembly the ordinance to be enacted; and

Whereas, under PMC 2.44.080, the Assembly has the opportunity to adopt substantially the same measure, in which case the initiative petition is void and the matter initiated is not placed on the ballot, however voter ratification of this ordinance would still be required under Borough Charter section 12.02B. If this ordinance is not adopted, the matter initiated will be placed before the voters.

Therefore, the Petersburg Borough Ordains, as follows:

Section 1. Classification: This ordinance is of a permanent nature if approved by the voters and shall be codified in the Petersburg Borough Code.

Section 2. Purpose: The purpose of this ordinance is to provide a Senior Sales Tax Exemption to qualified residents of the Petersburg Borough that are 70 years of age or older. This does not affect or change the current Low-Income Senior Sales Tax Exemption.

Section 3. Substantive Provisions:

A. Amendment: Section 4.28.130 of the Petersburg Municipal Code, entitled *Senior Citizen Exemption*, is hereby amended as follows. All language proposed for addition is in **bold and underlined** and the language proposed for deletion is in [brackets] and ~~struck through~~.

4.28.130. Senior Citizen Exemption. A sale to a qualified Senior citizen is exempt from the Borough sales tax in accordance with the provisions of this section.

A. For the purpose of this section **a qualified Senior citizen is a person who has obtained and maintained a senior citizen exemption card under paragraph (1) or (2) below:**

1. ~~[A qualified senior citizen is a person who has obtained and maintained a senior citizen tax exemption card.]~~ A person is eligible to receive a Senior Sales Tax Exemption Card if the person (i) is 65 years of age and older, (ii) has their permanent place of abode within the Petersburg Borough, (iii) has resided within the Petersburg Borough for at least one year immediately preceding the date of application and intends to remain in the Petersburg Borough indefinitely and to make a home in the Petersburg Borough, (iv) was physically present in the Borough a minimum of 185 days in the 12-month period immediately

preceding the date of application, and (v) meets the eligibility requirements for the State of Alaska Senior Benefits Payment Program, as set out in Alaska Statute 47.45.301 - 47.45.309 and 7 AAC Chapter 47, Article 3. If the State of Alaska discontinues the Senior Benefits Payment Program, the Assembly shall, by resolution, establish alternative low income eligibility requirements. A person demonstrates residency under this subsection by maintaining a principal place of abode in the borough, by maintaining a valid driver's license or valid voter registration card with a residence within the borough, or by providing other proof of residency within the borough boundaries acceptable to the finance director, including demonstrating eligibility for a permanent fund dividend under AS 43.23.005 at a residence within the borough. A person demonstrates eligibility under paragraph (v) above by presenting to the borough the program eligibility notification received from the State of Alaska, or other documents deemed acceptable by Assembly resolution.

2. A person is eligible to receive a Senior Sales Tax Exemption Card if the person (i) is 70 years of age or older, (ii) maintains his or her permanent place of residence within the Petersburg Borough, (iii) has resided within the Petersburg Borough for at least one year immediately preceding the date of application and intends to remain in the Petersburg Borough indefinitely and to make a home in the Petersburg Borough, (iv) was physically present in the Borough a minimum of 185 days in the previous 12-month period, and (v) has met the qualifications of the Alaska Permanent Dividend Fund for the immediately preceding calendar year. A person demonstrates permanent residency in the Petersburg Borough by maintaining a valid Alaska Driver's License or Alaska Identification Card, or a valid Alaska voter registration card, with a street address within the Borough boundaries acceptable to the Finance Director or the Director's designee, as well as proof of eligibility for the Alaska Permanent Fund Dividend.

A one-time, non-refundable application fee of \$50.00 shall be collected by the Finance Director or the Director's designee from those applying for a Senior Sales Tax Exemption Card under this paragraph. Once an application is approved, the card remains valid for the lifetime of the Senior, and the Senior shall not be required to file an application for subsequent years, as long as the Senior continues to meet the requirements of (ii) through (v) above, however the Director may require additional information or documents, at the Director's discretion, to verify continued eligibility. If the Senior no longer meets the requirements of this paragraph, then he or she must surrender their card to the Finance Director or the Director's designee.

3 [2]. A qualified Senior citizen with a Senior Sales Tax Exemption Card entitles the Senior citizen card holder to be exempted from Borough sales tax subject to the limitations in the balance of this section.

4 [3]. It is the responsibility of the Senior citizen to present his or her Senior Sales Tax Exemption Card to the local merchant prior to each exempt sale being finalized. It is the responsibility of the merchant to keep a record of all Senior citizen tax exempt sales.

[There are no changes to sections B through F]

Section 4. Submittal to Voters:

- A. In accordance with subsection 12.02B of the Borough Charter, the Borough Clerk shall submit this ordinance to the voters of the borough at the next regular election to be held on October 6, 2026.**
- B. The proposition to be submitted to the voters shall read substantially as follows:**
Proposition # _____

Shall Section 4.28.130, *Senior Citizen Exemption*, of the Borough Code be amended to provide a Senior Sales Tax Exemption to qualified residents of the Petersburg Borough 70 years of age or older. This would not affect or change the current Low-Income Senior Sales Tax Exemption.

() YES

() NO

A "YES" vote would add a provision to the borough code providing for a senior sales tax exemption to residents of the Borough 70 years of age or older meeting the residency eligibility requirements.

A "NO" vote would maintain the current limitation of the senior sales tax exemption to low-income residents of the Borough 65 years of age or older meeting the residency eligibility requirements.

Section 5. Classification and Severability: This ordinance is of a permanent nature if approved by the voters and shall be codified in the Petersburg Borough Code. If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of the ordinance and application to any person and circumstances shall not be affected.

Section 6. Effective Date: This ordinance, if approved by the voters, shall become effective November 1, 2026.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this 17th day of August, 2026.

Robert Lynn, Mayor

ATTEST:

Rebecca Regula, Clerk

Approval:
Published:
Effective: Upon Voter
Approval and Certification
of Election Results

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-17**

**AN ORDINANCE OF THE ASSEMBLY OF THE PETERSBURG BOROUGH, ALASKA,
ESTABLISHING THE THOMAS BAY SERVICE AREA OF THE BOROUGH, PROVIDING FOR
ITS GOVERNANCE AND FINANCING, AND AUTHORIZING USE OF LOCAL IMPROVEMENT
DISTRICTS WITHIN THE SERVICE AREA.**

WHEREAS, Sections 14.03 and 14.04 of the Petersburg Borough Home Rule Charter authorize the creation of service areas within the borough to provide services not provided on an areawide basis, based upon need and economic operating efficiency; and

WHEREAS, the Assembly wishes to create a service area encompassing ASLS 81-235 in the area of Thomas Bay, excluding the federally owned parcel, as further shown on Exhibit A; and

WHEREAS, as required under Section 14.04, the Assembly has determined that the services anticipated to be provided within the Thomas Bay Service Area cannot be reasonably provided by an existing service area or by the alteration of an existing service area; and

WHEREAS, under subsection 14.03A(2) of the Charter, a service area is created by Assembly ordinance approved by voters residing within the proposed new service area or by consent of all real property owners within the area if no voters reside in the area; and

WHEREAS, no voters reside in the proposed service area, and the entirety of real property located within the proposed service area is owned by the Petersburg Borough or the State of Alaska; and

WHEREAS, the Alaska Department of Natural Resources, on behalf of the State of Alaska, has granted written consent to include the state-owned parcels within the proposed Thomas Bay Service Area (see, Exhibit B);

WHEREAS, a public hearing was conducted on August 3, 2026, in accordance with the Petersburg Borough Code; and

WHEREAS, the Assembly has determined that providing essential fire, emergency response, and police services, road maintenance, the construction, repair, and/or upgrade of local roads, and opportunities for public recreation constitute services necessary for the development and use of the area.

**NOW, BE IT ORDAINED BY THE ASSEMBLY OF THE PETERSBURG BOROUGH, ALASKA,
AS FOLLOWS:**

Section 1. Classification:

This ordinance is of a general and permanent nature and shall be codified in the Petersburg Municipal Code.

Section 2. Purpose:

The purpose of this ordinance is to establish a service area, known as Thomas Bay Service Area, within the Petersburg Borough, Alaska, for the purpose of providing certain municipal services within its boundaries that are not provided on an areawide basis.

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-17**

Section 3. Substantive Provisions: The Petersburg Borough Municipal Code is hereby amended as follows. The language proposed for addition is bold and underlined:

A. Amendment. Section 4.12.010 of Chapter 4.12, *Local Improvement Districts*, is hereby amended to add and/or modify the following:

4.12.010 - Applicability.

A. Provisions of this chapter shall apply to the creation of a local improvement district (hereinafter "LID") to provide for a property owner-funded capital improvement project within the LID for extensions of borough streets, curbs and sidewalks, paving, utilities, or any combination thereof in the borough-controlled public rights-of-way, at the request of the owners of land benefited by the proposed project, where such project may be done by borough personnel or under contract let by the borough. This chapter shall also have application to other types of capital improvements upon a specific resolution adopted by the borough assembly which authorizes the procedures of this chapter, subject to such limitations, if any, as may be recited in the resolution.

B. The assembly may assess against the properties within an LID all or a portion of the cost of the capital improvement. All such capital improvements shall be owned by the borough, regardless of whether the project was wholly or partially property owner-funded under this chapter.

C. This chapter shall apply within Service Area 1 **and the Thomas Bay Service Area** only.

B. New Chapter. Title 4 *Revenue and Finance*, is hereby amended to add a new Chapter 4.85, entitled *Thomas Bay Service Area*, to read as follows:

Chapter 4.85 – THOMAS BAY SERVICE AREA

4.85.010. Creation and Boundaries. **The Thomas Bay Service Area within the Petersburg Borough is created with boundaries incorporating all real property located within Alaska State Land Survey No. 81-235, recorded on October 21, 1982 in the Petersburg Recording District as Plat No. 82-16, excepting the federally owned parcel described as Tract B-2, Plat No. 93-2.**

4.85.020. Services.

A. The borough services that may be provided within the Thomas Bay Service Area are as follows:

1. Fire and Emergency Medical Services;

2. Police Services;

3. Road Construction (which may also be provided by creation of a local improvement district under Article 16 of the Borough Charter);

4. Road Repair and Maintenance; and

5. Parks and Recreation.

**PETERSBURG BOROUGH
ORDINANCE NO. 2026-17**

B. Creation of the service area does not guarantee the provision of the services set out above, or any specific level of service, which shall be determined subsequently by the Assembly through the budgeting process.

4.85.030. Financing.

A. Authority to Levy Tax. Under Petersburg Borough Charter Section 14.03, the Assembly is authorized to levy taxes, assessments, or other charges to pay for the costs of the Thomas Bay Service Area. The rate of tax levy shall not cause the taxes on real property to exceed the maximum established under Section 12.03 of the Borough Charter.

B. Use of Revenue. Revenue generated through taxes, assessments, and other charges under paragraph A above shall be segregated and used exclusively to pay the costs of the Thomas Bay Service Area, including capital, operating, and administrative costs, and for performance of services, including construction and maintenance.

Section 4. Consent to Creation of Thomas Bay Service Area

The Borough Assembly, on behalf of the Petersburg Borough, hereby consents to the creation of the Thomas Bay Service Area. In conjunction with the consent of the State of Alaska, this meets the requirements of Borough Charter, Subsection 14.03A(2), for creation of the service area.

Section 5. Effective Date

This ordinance will take effect immediately upon adoption.

PASSED and APPROVED by the Assembly of the Petersburg Borough, Alaska this 17th day of August, 2026.

Robert Lynn, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

MEMORANDUM

Thomas Bay Service Area | Ordinance No. 2026-17

TO:	Petersburg Borough Assembly
FROM:	Liz Cabrera, Community Development Director
DATE:	June 22, 2026
RE:	Ordinance No. 2026-17 - Establishment of the Thomas Bay Service Area

Purpose & Background

This memorandum supports the Assembly's review of Ordinance No. 2026-17, which establishes the Thomas Bay Service Area (TBSA) within the Petersburg Borough. The ordinance creates the legal and fiscal framework necessary for the Borough to respond to future service needs in Thomas Bay as parcels are considered for sale, conveyed into private ownership or as public use increases. Establishing the service area now preserves the Assembly's ability to authorize, fund, or coordinate services such as emergency response, access improvements, road maintenance, and recreation-related improvements if future conditions warrant. Adoption of the ordinance does not itself require immediate service delivery, set a tax rate, or obligate Borough expenditures absent later Assembly appropriation.

The proposed service area encompasses all real property within Alaska State Land Survey No. 81-235 (Plat No. 82-16, recorded October 21, 1982, Petersburg Recording District), excluding the federally owned Tract B-2 (Plat No. 93-2). The Petersburg Borough currently owns 154 lots, while the State of Alaska owns 4 parcels. No voters currently reside within the proposed service area.

The Thomas Bay subdivision was conveyed to the Borough in 2023, and the Borough has received public interest in purchasing parcels within the area. Establishing the TBSA before parcel sales occur allows the Assembly to address future emergency response, access, road maintenance, and recreation-related needs within a defined service-area structure. This approach preserves future options while leaving service levels, funding methods, and expenditures subject to later Assembly action.

Legal Authority & Consent Requirements

The ordinance derives authority from the Petersburg Borough Home Rule Charter, Sections 14.03 and 14.04, which authorize the Assembly to create service areas to provide services not delivered on an areawide basis, provided two conditions are met:

- Need and economic operating efficiency justify creation of a distinct service area; and
- The proposed services cannot reasonably be provided by an existing or altered service area.

Because no voters reside within the proposed area, Charter subsection 14.03A(2) permits creation by Assembly ordinance with written consent of all real property owners in lieu of a public election. The Petersburg Borough (as property owner) consents through the ordinance itself. The Alaska Department of Natural Resources has provided written consent on behalf of the State of Alaska (Exhibit B). Consent is thereby legally complete.

Proposed Services

If adopted, the Thomas Bay Service Area would be authorized — subject to annual Assembly appropriation — to provide the following services:

- Fire and Emergency Medical Services

- Police Services
- Road Construction (anticipated to be accomplished primarily through contracts with private-sector contractors; may also be provided through Local Improvement Districts under Charter Article 16)
- Road Repair and Maintenance (anticipated to be accomplished primarily through private-sector contracts)
- Parks and Recreation

Assembly Discretion Preserved

What this Ordinance Does and Does Not Require

Authorization of services listed does not mandate or guarantee any specific response model in Thomas Bay. The level and form of services — if any — is determined subsequently by the Assembly through the annual budgeting process (§ 4.85.020.B). The authorization simply ensures the Borough has the proper service-area authority to fund and direct fire, EMS, law-enforcement assistance when emergency response in Thomas Bay makes it necessary, as well as providing the other services listed in the ordinance.

Rationale for Including Services in the TBSA

A. Fire and EMS Services

The Thomas Bay subdivision is newly acquired Borough property and may transition into private ownership over time; the Borough should establish service-area authority before parcel sales and development create new emergency-response expectations. Including fire and EMS authority gives the Borough a lawful structure to support emergency response when needed, while preserving the Assembly's discretion over whether, when, and how any service is funded.

B. Police Services

Including police services in the TBSA authorization recognizes that some fire and EMS responses may require law-enforcement support before responders can safely proceed. EMS personnel must assess whether a scene is safe before initiating patient contact and may need to wait for law-enforcement assistance if a scene presents safety concerns or if a criminal matter becomes apparent during the response. Examples may include domestic violence and assault calls, intoxicated or combative patients, weapons on scene, death investigations and unattended deaths and calls initially reported as medical that turn out to involve criminal activity.

Authorizing police services does not require the Borough to establish a specific law-enforcement response model for Thomas Bay. Rather, it preserves the Assembly's ability to fund or coordinate law-enforcement support if future fire, EMS, or public-safety needs make that appropriate.

Because Thomas Bay is remote, timely outside law-enforcement support may not always be available. The closest blue-shirt Alaska State Trooper patrol posts in Southeast Alaska are in Juneau, Sitka, and Ketchikan. Petersburg has Alaska Wildlife Troopers, but their availability and role may differ from a local AST patrol post for general law-enforcement backup. Including police services in the TBSA therefore gives the Borough flexibility to evaluate and coordinate appropriate support if service needs develop.

C. Road Construction

Road construction authority is needed because the subdivision includes existing roads, but not all lots have practical road access. As parcels are sold or considered for sale, the Borough should have authority to address future access needs through private-sector contracts and, where appropriate, Local Improvement Districts so benefited property owners can help fund capital improvements without requiring immediate general service-area expenditures.

D. Road Repair and Maintenance

Road repair and maintenance authority is included to allow the Borough to address access, safety, drainage, and preservation needs as public use, parcel ownership, and development interest evolve. Work is expected

to be contracted as needed, rather than supported by Borough equipment staged in Thomas Bay, which keeps the authorization flexible and cost-conscious.

E. Parks and Recreation

Parks and recreation authority is appropriate because Thomas Bay is used primarily for outdoor recreation, including hiking, fishing, hunting, and related low-impact activities. The authorization would allow the Borough to consider future trails, picnic areas, signage, or other modest recreational improvements if future demand and funding justify them.

Financing Structure

Under Charter Section 14.03 and the proposed Chapter 4.85.030, the Assembly would be authorized to levy taxes, assessments, or other charges to fund TBSA operations and capital needs. Fiscal safeguards include:

- Tax levy rates may not cause real property taxes to exceed the maximum set under Charter Section 12.03.
- All TBSA revenue must be segregated and used exclusively for TBSA costs — capital, operating, and administrative.
- Local Improvement Districts may now be created within the TBSA for property owner-funded capital projects under the amended § 4.12.010 — an expansion of LID authority beyond its current scope. Currently, LID authority under Chapter 4.12 is limited to Service Area 1. The amendment to § 4.12.010.C expands that authority to include the Thomas Bay Service Area, giving the Borough a new tool to fund capital improvements — such as road construction — through assessments on benefited properties rather than general TBSA taxation alone.

Governance Structure

The assembly may provide an appointed or elected board to supervise the furnishing of services in a service area or may exercise such supervision by itself. The assembly or board shall determine the cost and levels of service, the means, methods and facilities for providing the service and all requirements for receiving the service. Long-term governance of the TBSA (e.g., service area board) is not addressed and may warrant future action.

Sectional Analysis

The table below summarizes each section of Ordinance No. 2026-17 and its significance for Assembly decision-making.

Section	Title	Key Provision	Decision Impact
Sec. 1	Classification	Declares the ordinance general and permanent; requires codification in the Petersburg Municipal Code.	Permanent legal effect — not temporary or administrative.
Sec. 2	Purpose	Establishes the TBSA to provide services not available on an areawide basis within the defined boundary.	Sets the statutory rationale and geographic scope.
Sec. 3.A (§ 4.12.010)	LID Applicability Amendment	Expands Local Improvement District (LID) authority — currently limited to Service Area 1 — to include the Thomas Bay Service Area. LIDs enable property owner-funded capital improvements such as road construction.	Provides a financing tool for TBSA capital projects.
Sec. 3.B (§ 4.85.010)	Creation & Boundaries	Creates the TBSA within ASLS 81-235, excluding federally owned Tract B-2.	Defines the legal boundary. See Exhibit A map.
Sec. 3.B (§ 4.85.020)	Authorized Services	Lists five service categories: fire/EMS, police services, road construction, road	Assembly retains full budget discretion — no

		maintenance, and parks and recreation. No service level is guaranteed; all subject to Assembly appropriation.	expenditure is required by adoption of the ordinance alone.
Sec. 3.B (§ 4.85.030)	Financing Authority	Authorizes taxes, assessments, and charges; mandates revenue segregation; caps levy per Charter § 12.03.	Mechanism exists but no rate is set for area services.
Sec. 4	Consent	Borough consents on behalf of itself; combined with State of Alaska consent, satisfies Charter § 14.03A(2).	Legally completes the consent requirement — no voter election is required.
Sec. 5	Effective Date	Ordinance takes effect immediately upon adoption.	

Prepared by Borough Administration



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Natural Resources

DIVISION OF MINING, LAND & WATER
Director's Office

550 West 7th Avenue, Suite 1070
Anchorage, Alaska 99501-3579
Main: 907.269.8600
TTY: 711 or 800-770-8973
Fax: 907.269.8904

May 28, 2026

Petersburg Borough Assembly
PO Box 329
Petersburg Alaska, 99833

Subject: Non-Objection to the Creation of a Service Area in Thomas Bay region, Petersburg, AK

To: Petersburg Borough Assembly

The Department of Natural Resources, Division of Mining, Land and Water (DMLW) has reviewed the Petersburg Borough's request for written consent to create a service area in the Thomas Bay region in Petersburg, Alaska. The request was submitted to satisfy requirements under Section 14.03(A)(2) of the Petersburg Borough Charter, which authorizes the assembly to establish new service areas when the ordinance describes the boundaries and specifies the powers to be exercised, and obtains written consent from all real-property owners when no voters reside within the proposed area.

Based on the materials provided and DMLW's review of the state-managed lands within the proposed boundaries, DMLW confirms that the State of Alaska is the owner of real property located within the proposed Thomas Bay Service Area. After evaluating the proposed boundary and powers to be exercised in the proposed service area, DMLW has no objection to the Petersburg Borough's creation of a service area as described.

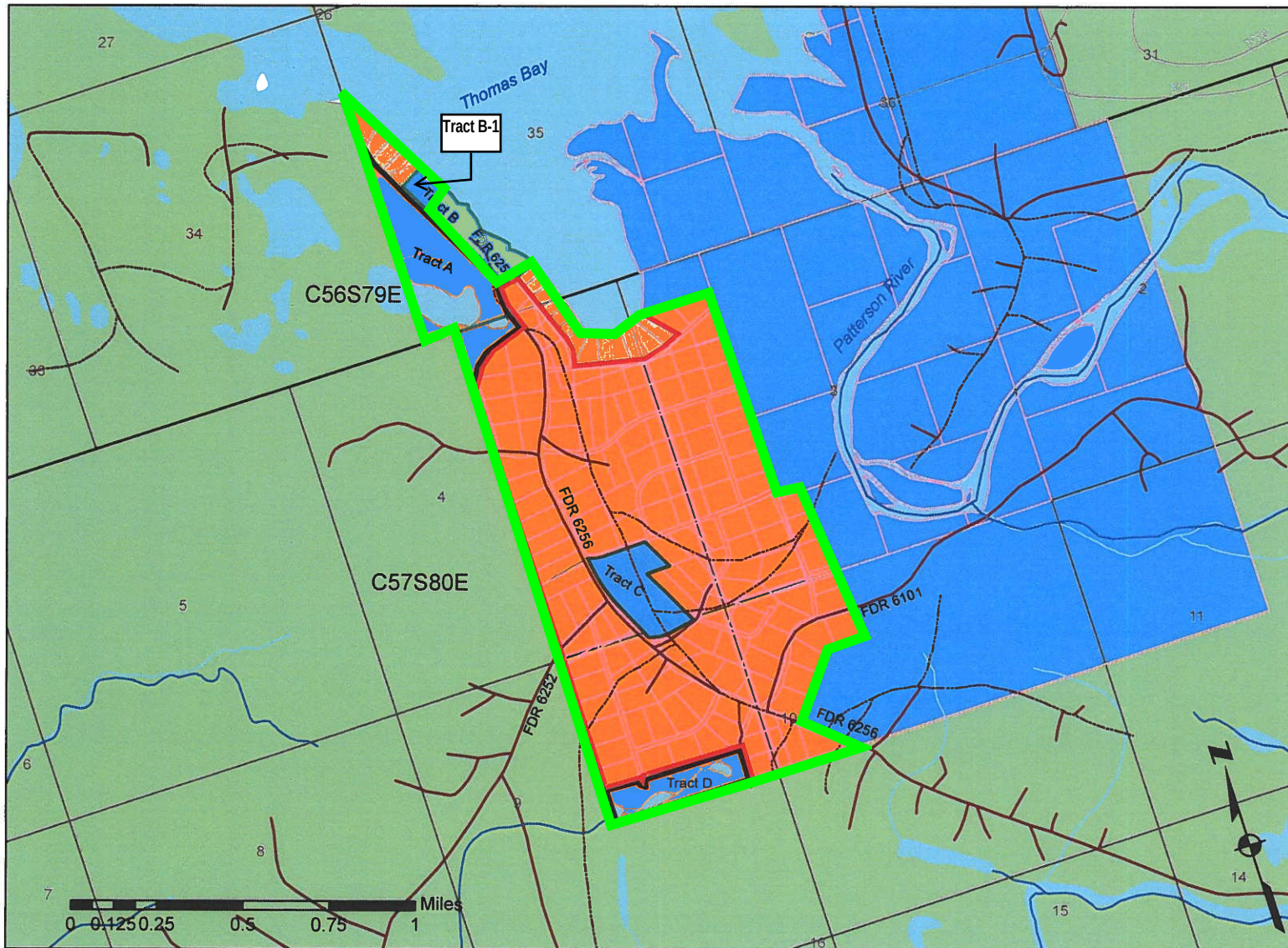
This letter constitutes DMLW's written consent for the purposes of the Petersburg Borough Charter Section 14.03(A)(2). This consent is limited to the establishment of the service area and does not authorize any specific land use activity or approval of any project, permit, or development that may subsequently be proposed within the service area. Under Alaska law, state-owned land is exempt from municipal property taxation because the State of Alaska is not a taxable entity. All future activities on state land remain subject to applicable state laws and regulations.

Sincerely,

A handwritten signature in cursive script that reads "Christy Colles".

Christy Colles
DMLW Director

Cc: Rachel Longacre, Chief of Operations
Hannah Uher-Koch, Section Chief



This map is for graphic representation only. It is intended to be used as a guide only and may not show the exact location of existing surveyed parcels or show all easements and reservations. Source documents remain the official record.

Petersburg Borough Proposed Thomas Bay Service Area

Thomas Bay Subdivision
ADL 108981



PETERSBURG BOROUGH

ORDINANCE #2026-18

AN ORDINANCE AMENDING CHAPTERS 4.13, 4.16, 4.20, 4.27, AND 14.18 OF THE FORMER CITY OF PETERSBURG CODE TO ACCOUNT FOR BOROUGH FORMATION

Whereas, on January 3, 2013, the Election Division for the State of Alaska certified the election results of the December 18, 2012 incorporation election for the Petersburg Borough; and

Whereas, the certified election confirmed the incorporation of the Petersburg Borough and dissolved the City of Petersburg; and

Whereas, Petersburg Borough Charter, Section 19.06 requires all ordinances, resolutions, regulations, orders and rules in effect for the former City of Petersburg to continue in full force and effect within the Petersburg Borough, Service Area 1, until expressly reaffirmed, revised or repealed by the Assembly; and

Whereas, Chapters 4.13 (*Local Improvements by Private Contractor*), 4.16 (*Street Extensions by City*), and 4.20 (*Utility Extension by City*) are outdated or their contents are addressed in the updated version of Chapter 14.18, and thus they can be deleted in their entirety; and

Whereas, Chapters 4.27 (*Road Use Fees*) and 14.18 (*Municipal Utility Extensions*) of the former City of Petersburg Code, require changes in order to move them into the current municipal code.

Therefore, the Petersburg Borough Ordains, Chapters 4.13 (*Local Improvements by Private Contractor*), 4.16 (*Street Extensions by City*), 4.20 (*Utility Extension by City*), 4.27 (*Road Use Fees*) and 14.18 (*Municipal Utility Extensions*) of the Petersburg Municipal Code are hereby amended, as follows:

Section 1. Classification: This ordinance is of a general and permanent nature and shall be codified in the Petersburg Municipal Code.

Section 2. Purpose: The purpose of this ordinance is to update the language to the municipal code to consolidate water, sewer, and electric utility extensions in one chapter, and to update road use fees regarding Cabin Creek Road, which have not been updated since 1999.

Section 3. Substantive Provisions:

A. **Amendment.** Chapter 4.13, *Local Improvements by Private Contractor*, of the Petersburg Municipal Code is hereby deleted in its entirety:

~~Chapter 4.13 LOCAL IMPROVEMENTS BY PRIVATE CONTRACTOR~~

~~4.13.010 Contract with landowners.~~

~~The owner or owners of land adjacent to a city owned right of way may contract with a private contractor for the construction of streets, water and/or sewer in the right of way.~~

~~4.13.020 Dedicated street.~~

~~The proposed street must have been dedicated as a city owned right of way from a plat approved by the city council of the city of Petersburg.~~

~~4.13.030 Submission of plans.~~

~~Engineering plans for the project shall be submitted to the city public works superintendent. The public works superintendent shall review the plans, and within thirty days, approve or disapprove of the plans. Upon approval by the public works superintendent, the engineering plans shall be submitted to the Department of Environmental Conservation in accordance with Alaska State Statute 46.03.070 and~~

PETERSBURG BOROUGH

ORDINANCE #2026-18

comply with the regulations set forth therein and with Sections 72.060 and 80.100 of Title 18 of the Alaska Administrative Code.

~~4.13.040 Valid contractor's license required.~~

~~The contractor for the project will hold a valid contractor's license for the state of Alaska and all appropriate permits and licenses necessary for contractual construction in the state of Alaska.~~

~~4.13.050 Contractual agreement.~~

~~The contractual agreement between the property owner(s) and the contractor is expressly between those parties and does not involve the city in any way except for the following stipulations:~~

- ~~A. — A bond for ten percent of the total project cost must be posted with the city to guarantee timely and satisfactory completion of the project.~~
- ~~B. — The city council shall specify the date for completion of the project.~~
- ~~C. — The public works superintendent shall inform the contractor of the specifications of installation of water and sewer lines and construction of streets which are acceptable to the city.~~
- ~~D. — The contractor will pay the city for the services of a city inspector who will be at the job site at the direction and discretion of the superintendent of public works. The fee/salary of the inspector shall be set by the superintendent of public works.~~

~~4.13.060 Bond and fines.~~

~~The ten percent bond will be refunded to the contractor upon satisfactory and timely completion of the project. The city will have the right to impose a five percent of the contract, per day, fine for each day of incompletion after the date set for completion. The contractor will have the right to apply for additional contract days due to weather, unavailability of materials or machinery breakdown.~~

~~4.13.070 Nonliability of city.~~

~~The city cannot be held responsible for nonpayment or failure of either party (owner(s) or contractor) of the contract.~~

~~4.13.080 City designated owner of street, water and sewer installation.~~

~~Upon successful completion of the street, water and/or sewer project, and within the specifications of the construction of same, the city will accept the street, water and/or sewer installation as owner, and maintain same as otherwise provided in this chapter.]~~

B. Amendment. Chapter 4.16, *Street Extensions by City*, of the Petersburg Municipal Code is hereby deleted in its entirety:

~~[Chapter 4.16 STREET EXTENSIONS BY CITY~~

~~4.16.010 Applicability.~~

~~Provisions of this chapter shall apply to construction of streets by the city in those areas where the city owns all of the adjacent property, and the streets are being extended in the course of the city's comprehensive growth and development program, undertaken unilaterally by the city. "Streets" may include curb and sidewalk.~~

4.16.020 Intent.

It is the intent of this chapter to establish incremental improvement valuation for prospective sale purposes on the properties receiving the benefit from the extension.

4.16.030 Calculation of assessment.

A rate per foot will be determined by taking the as-built cost of the street extension and dividing it by the total front footage of all the adjacent properties on both sides of the street extension. This rate per foot will then be used to determine the assessment to each property by multiplying the rate per foot by the front footage of each property.

4.16.040 Treatment of adjacent properties.

The city shall apply the adjacent property rule to city extensions as is expressed in Section 4.12.130 by following the same procedures.

4.16.050 Reference to utility extension provisions.

See also Chapter 4.20 of the city code, which deals with the extension of sewer and water during the course of the city's comprehensive growth and development program, and the assessments resulting therefrom.]

C. Amendment. Chapter 4.20, *Utility Extensions by City*, of the Petersburg Municipal Code is hereby deleted in its entirety:

[Chapter 4.20 UTILITY EXTENSIONS BY CITY4.20.010 Applicability.

Provisions of this chapter shall apply to the extension of water and/or sewer services by the city in those areas where the city owns all of the adjacent property and the utilities are being extended in the course of the city's comprehensive growth and development program, undertaken unilaterally by the city. The provisions of this chapter shall supersede the terms of any agreements between the city and other parties which may have been entered into pursuant to Resolution No. 584 R, adopted May 17, 1976. This chapter may apply to other utilities in addition to water and sewer.

4.20.020 Intent.

It is the intent of this chapter to establish incremental improvement valuation for prospective sale purposes on the properties receiving the benefit from the extension.

4.20.030 Calculation of assessment.

A rate per foot will be determined by taking the as-built cost of the utility extension and dividing it by the applicable front footage of all properties adjacent to and receiving benefit from the utility extension. This rate per foot will then be used to determine the assessment of each property by multiplying the rate per foot by the applicable front footage of each property.

4.20.040 Determination of applicable front footage.

A. — Properties bordered on more than one side with streets where utilities are being extended shall have included in the calculation of the rate per foot cost only one side, which side shall be the longest side of the property bordering the extension; this side of the property shall be considered the applicable front footage of the subject property.

~~B. The front footage of properties having only one side adjacent to a utility extension shall have that front footage considered as the applicable front footage for purposes of assessment basis.~~

~~4.20.050 Reference to street extension provisions.~~

~~See also Chapter 4.16 of the city code, which deals with the extension of streets during the course of the city's comprehensive growth and development program, and the assessments resulting therefrom.]~~

D. Amendment. Chapter 4.27, *Road Use Fees*, of the Petersburg Municipal Code is hereby amended as follows: The language proposed for addition is underlined and in **bold**, and the language proposed for deletion is in [brackets] and ~~struck through~~:

Chapter 4.27 ROAD USE FEES

4.27.010 Purpose.

The purpose of this chapter is to establish a method of appraising road use, surface rock replacement and road maintenance fees to resource recovery activities using the Cabin Creek Road.

4.27.020 Definitions.

"Cabin Creek Road" means the road which originates at the intersection of Reservoir Road and Sound Drive and terminates at 6.1 mile, a route of approximately 6.1 mile. Sound Drive, being the first 2.7 miles of the Cabin Creek Road, is subject to surface rock replacement.

"Resource ~~[recovery]~~ **extraction** activities" means the commercial **extraction**, recovery, or removal of any natural resource which is then transported on the Cabin Creek Road.

"Road maintenance fee" is charged to cover the cost of road maintenance over the entire haul route.

"Road use fee" is a charge for the use of the road based on the percentage of the current replacement value of the road cost. The road use fee is assessed when a single timber sale exceeds one million board feet or if resource extraction exceeds 16.5 million pounds annually.

"Surface rock replacement fee" is a fee charged for use of that portion of a road which has a surface rock overlay.

"Timber removal activities" mean the commercial removal of any timber which is then transported on Cabin Creek Road.

4.27.030 Fees for timber removal activities.

A. The road use fee shall be calculated at the rate of ~~[one dollar and twenty cents]~~ **two dollars and fifty cents** for each thousand board feet per mile traveled.

B. The surface rock replacement fee shall be calculated at the rate of ~~[sixty-eight cents]~~ **two dollars and fifty cents** for each thousand board feet per mile traveled.

C. The road maintenance fee shall be calculated and assessed at the rate of ~~[forty-nine cents]~~ **two dollars** for each thousand board feet per mile traveled.

4.27.040 Fees for resource ~~[removal]~~ **extraction** activities (non-timber).

A. The road use fee shall be calculated at the rate of ~~[one dollar and twenty cents]~~ **two dollars and fifty cents** for each sixteen thousand five hundred pounds (gross vehicle weight) per mile traveled.

B. The surface rock replacement fee shall be calculated at the rate of ~~[sixty-eight cents]~~ **two dollars and fifty cents** for each sixteen thousand five hundred pounds (gross vehicle weight) per mile traveled.

C. The road maintenance fee shall be calculated and assessed at the rate of ~~[forty-nine cents]~~ **two dollars** for each sixteen thousand five hundred pounds (gross vehicle weight) per mile traveled.

4.27.050 Payment of fees.

Payment of fees shall be made by prior arrangement with the public works director.

E. Amendment. Chapter 14.18, *Municipal Utility Extensions*, of the Petersburg Municipal Code is hereby deleted in its entirety and replaced with the following:

CHAPTER 14.18 – MUNICIPAL UTILITY EXTENSIONS

14.18.005 Applicability.

A. This chapter applies on an areawide basis to:

1. extension of the municipal water distribution mains and sewer collection mains, and associated water and sewer service lines to each lot, to a previously unserved area or subdivision;

2. extension of a municipal primary electrical distribution feeder (greater than 600 volts) from existing infrastructure to an unserved area or lot meeting one or more of the following criteria:

a. primary extension to a singular property and meter;

b. upgrades from an existing secondary service to a primary service for a singular property and meter; or

c. a primary backbone extension to multiple properties and meter locations; and

3. secondary electrical service extensions (less than 600 volts) over one hundred feet to provide service to a single meter location, within or outside of established service areas.

B. Individual installations of new services from existing water and sewer mains to property lines along Borough-owned rights-of-way are codified in Sections 14.04.220 (Water) and 14.08.220 (Sewer). Individual installations of secondary electrical service extensions (less than 600 volts) 100 feet or less are codified at Sections 14.16.260 (above ground) and 14.16.550 (underground). Underground electrical installations within a trailer court or subdivision are codified in Chapter 14.16.540 (Electric).

C. An extension of a utility is subject to the Service Area provisions of Section 14.02(A)(4) of the Borough Charter or, in the case of a Local Improvement District (LID), Article 16 of the Charter.

D. If the extended water, sewer, or electrical utility is not located in a service area providing street maintenance, performance of on-going utility maintenance is subject to adequate and safe street access being provided by those who requested the extension. Without such access, the Borough may, at its sole discretion, discontinue utility maintenance until such time as adequate and safe access is restored by the responsible parties. The Borough may discontinue utility service in the event that continuation of service presents a health or safety hazard.

14.18.010 Standard requirements for all extensions.

A. Any property owner(s) or applicant desiring an extension of a municipal utility service shall apply to the department head in charge of the utility. Applications for all water and sewer main extensions and primary electric backbone extensions to major subdivisions involving 5 or more lots shall include engineered plans of the utility extension, approved and stamped by an Alaska-licensed professional engineer having demonstrated experience in design of the utility in question, and meeting all applicable standard specifications of the Borough. All costs associated with utility extension work covered in this chapter are the responsibility of the property owner(s) and/or applicant.

B. Applicants for water and sewer extensions shall file an application with Alaska Department of Environmental Conservation (ADEC) to construct and operate the improvements and adhere to all conditions and requirements of the State of Alaska. ADEC Approval to Construct must be granted prior to construction. ADEC Approval to Operate, both Interim and Final, must be obtained within 90 days of project completion.

C. Municipal utility extensions shall only be made along and over lands on which the Borough has a legal right to construct, maintain and operate municipal utilities and related facilities. All costs associated with obtaining easements and rights-of-way necessary for utility extension shall be a part of the project costs and shall be paid by the property owner(s) and/or applicant. It is the applicant's responsibility to provide suitable cleared easements, rights-of-way and access streets meeting minimum Borough standards for utility construction. Streets, easements and rights-of-way will not be maintained by the Borough unless located within a service area providing street maintenance, the streets were built to Borough standard specifications, and dedicated and accepted for public use by the Borough Assembly. Streets, easements and rights-of-way not dedicated and accepted for public use by the Assembly are the responsibility of the property owner(s) to maintain. The Borough reserves the right to refuse maintenance, and discontinue service, of any utility if the street access does not meet minimum requirements to perform work safely.

D. Extensions to be constructed by the Borough shall be made at the convenience of the Borough departments in charge of each municipal utility and only after approval of proper design and feasibility by the Borough, or the Borough's appointed representative.

E. Ownership of all utility extensions shall be transferred to the Borough and shall become and remain the property of the Borough only when the following requirements are met:

1. A utility extension has been built per all applicable borough standard specifications and inspected and approved in writing by the Borough, or the Borough's appointed representative;
2. The property owner(s) or applicant demonstrates full payment of all extension project costs;
3. A complete set of as-built plans, with valid Professional Engineer stamp of the Engineer of Record, for water and sewer extensions have been submitted to the Borough;
4. Approvals to Construct and Operate have been received from ADEC and provided to the Borough, if applicable;
5. All provisions of this chapter have been addressed to the Borough's satisfaction, and the owner(s) of the improvements has made a formal request to the Borough, in the form of a signed and notarized letter;
6. Upon final approval of the work, in the case of electrical extensions that are installed by the Borough or a licensed contractor over and along legal easements or rights-of-way and fully paid by the applicant; and
7. Upon final plat approval by the Platting Board, for a new subdivision, or, in the case of a water or sewer utility extension to an existing subdivision or unsubdivided area, upon adoption of a resolution by the Borough Assembly approving and accepting the extension as borough-owned infrastructure.

F. In the event that the Borough is required to perform maintenance or repair on utility extensions that have not been excepted under paragraph E above, all expenses and costs for such maintenance and repair work shall be borne by the owner(s) or applicant and immediately due and payable.

G. A property owner(s) and/or applicant may contract with a licensed contractor to install municipal water, sewer or electric utility extensions; have the Borough install the water, sewer or electric extension, or the Borough may contract with a licensed contractor to install a specific utility

extension. In all installations, the utility extension shall be inspected by the Borough, or a Borough representative, to ensure compliance with all applicable codes, regulations, standards, specifications and policies. The utility extension shall not be opened or energized without payment of all applicable fees or costs and written approval from the department head of the utility being extended.

H. If, due to lack of adequate and safe street access, it is not feasible for the Borough to continue to maintain a utility, the Borough may elect, at its discretion, to terminate said maintenance until such time as adequate and safe access is restored by the responsible parties. The Borough may discontinue utility service in the event that continuation of service presents a health or safety hazard.

14.18.020 Borough installation of utility extensions – electric, water and sewer.

A. In the event the Borough is to install a utility extension hereunder, the applicable Borough department shall provide a written cost estimate of the extension. The estimate shall include all costs including but not limited to easement and right-of-way acquisition, surveying, design, engineering, administrative costs, materials, labor and equipment. The written cost estimate shall be sent to the property owner(s) or applicant and shall remain valid for a period of thirty days from the date of submission. The validity of the cost estimate may be extended beyond thirty days by mutual written agreement between the Borough and the property owner(s) or applicant.

B. Upon the acceptance of the cost estimate by the owner(s) or applicant and final approval of engineered plans, if required, the parties shall enter into a written agreement. The terms of the agreement shall include an estimated completion date, a cost estimate of the utility extension, a clear commitment by the owner(s) or applicant to pay, in full and in advance, all costs and expenses of the extension and dedicate the improvements to the Borough, and such other provisions as may be required and deemed necessary. Any deviation from previously approved engineered plans shall require a written change order signed by all parties.

C. Full payment for the actual costs and expenses of a utility extension is the property owner(s) or applicant's responsibility. Prior to the start of construction, the owner(s) or applicant shall deposit with the Borough the full estimated cost of the project as described in paragraph A of this Section. The Borough shall deposit the funds in the appropriate enterprise fund during construction and maintain an accounting of all actual project costs. At completion, all costs will be totaled and compared to the deposited amount. If the cost of the project is less than the deposit, the Borough shall return the excess deposit to the owner(s) or applicant. If the deposit falls short of actual costs, the owner(s) or applicant is required to pay the remaining balance of actual costs.

14.18.030 Property owner's installation of utility extensions by contractor.

A. The owner(s) of land adjacent to a borough owned and platted easement or right-of-way may contract with a private contractor, licensed in the State of Alaska, for the construction of streets, electric, water, and/or sewer in the easement or right-of-way. The owner(s) shall be responsible for obtaining all appropriate permits for the work and providing copies to the borough prior to any work.

B. The installation shall be inspected and approved by the Borough. The Borough shall provide a written estimate of the project inspection costs and the property owner(s) shall pay in full to the Borough the estimated costs of inspection prior to start of construction. At the completion of the work, and prior to approval, any additional costs over the estimated amount shall be immediately paid by the property owner(s). Any excess from the estimated amount shall be returned to the property owner(s).

C. The owner(s) shall comply with all construction and operational requirements of section 14.18.010 of this chapter.

D. The owner(s) shall post a bond with the borough for ten percent (10%) of the total project cost to guarantee timely and satisfactory completion of the project. The owner(s) must obtain the

consent of the utility department head to the proposed dates for commencement and completion of the portion of the work to be performed within the easement or right-of-way.

E. The bond will be refunded to the owner(s) upon full, satisfactory and timely completion of the project. The borough will have the right to impose a penalty on the owner(s) of up to Two Hundred Dollars (\$200.00) for each calendar day, or partial day, of unexcused delay beyond the scheduled completion date. The owner(s) will have the right to request an extension of the completion date in the event that completion was delayed due to weather, unavailability of materials not caused by the contractor, or machinery breakdown.

F. The borough is not responsible for nonpayment or other failure of either party (owner(s) or contractor) to the contract.

G. Upon successful completion of the project, and within the specifications of the construction of same, the borough will accept the street, electric, water, and/or sewer installation, excepting that the Borough will not accept streets for maintenance unless the project is located within a service area providing street maintenance. Acceptance is not a guarantee of maintenance or any specific level of maintenance, which is subject to Assembly appropriation.

14.18.040 Utility extensions to subdivisions – water, sewer and overhead electric.

A. No municipal utility will be available to an undeveloped subdivision unless and until the developer and the Borough reach written agreement concerning the subdivision's utility infrastructure and street construction.

B. When the developer elects to construct the utilities, it is the responsibility of the developer to provide the municipal utility infrastructure from existing locations to the subdivision and to the edge of each lot within the subdivision prior to sale of any subdivision lots.

C. It is the individual lot owner(s)' responsibility for the utility service from the edge of the lot to the house or other point of service.

D. The developer will not be reimbursed for any infrastructure costs in the event a utility is extended to others beyond the subdivision.

E. Underground electrical extensions to subdivisions or mobile home parks shall adhere to the requirements of chapter 14.16.540.

~~[14.18.005 – Applicability.~~

~~This chapter applies to extension of the municipal water distribution mains and sewer collection lines from existing systems to individual property lines; and extension of the municipal electrical distribution system from existing facilities to a meter location. This chapter also applies to requests for extensions over one hundred feet to provide a municipal utility service to a single location.~~

~~Individual service line installations from existing water and sewer mains to property lines along city owned rights-of-way are codified in Chapter 14.04 (Water) and Chapter 14.08 (Sewer).~~

~~14.18.010 – Standard requirements for all extensions.~~

~~A. Any person desiring an extension of a municipal utility service shall apply to the city building official. Applications for all water and sewer extensions and applications for large commercial electrical extensions shall include engineered plans of the utility extension, approved by a registered engineer.~~

~~B. Municipal utility extensions shall only be made along and over lands on which the city has a legal right to construct, maintain and operate municipal utilities and related facilities. All costs associated with obtaining easements and rights-of-way necessary for utility extension shall be a part of the project costs and shall be paid by the property owner. It is the property owner's responsibility to provide suitable cleared easements and rights-of-~~

way for utility construction. The city will maintain utility easements and rights of way after construction for the purpose of access to the utilities and for maintenance. Easements and rights of way will not be maintained for public use unless accepted and dedicated for public use.

C. Extensions shall be made at the convenience of the city departments in charge of each municipal utility and only after approval of proper design and feasibility by the city, or the city's appointed representative.

D. Ownership of all utility extensions shall be transferred to the city and shall become and remain property of the city only when:

1. A utility extension has been inspected and approved by the city, or the city's appointed representative;
2. A property owner demonstrates full payment of all extension project costs; and
3. Two complete sets of Mylar as-built plans for water and sewer extensions have been submitted to the city.

E. A property owner may contract with a licensed contractor qualified to install specific municipal utility extensions; have the city install the utility extension, or the city may contract with a licensed contractor qualified to install a specific utility extension. In all installations, the utility extension shall be inspected by the city, or city's representative, to insure compliance with all applicable codes, regulations, standards, specifications and policies. The utility extension shall not be opened or energized without written approval from the department head of the utility extended.

14.18.020 – City installation of utility extensions.

A. The city department in charge of a utility to be extended shall provide a written cost estimate of the extension. The estimate shall include all costs including but not limited to easement and right-of-way acquisition, surveying, design, engineering, administrative costs, materials, labor and equipment. The written cost estimate shall be sent to the property owner by certified mail and shall remain valid for a period of thirty days from the date of mailing. The validity of the cost estimate may be extended beyond thirty days by mutual written agreement between the city and the property owner.

B. Upon the property owner's acceptance of the cost estimate, final approval of engineered plans and agreement by the property owner and the city to proceed, both parties shall enter into a written agreement. The terms of the agreement shall include a completion date; a cost estimate of the utility extension and such other provisions as may be required and deemed necessary. Any deviation from previously approved engineered plans shall require a written change order signed by the property owner and the city.

C. Full payment for the actual expense of a utility extension is the property owner's responsibility and must be made prior to opening or energizing an extension. Prior to the start of construction, the property owner shall deposit with the city the full estimated cost of the project as described in subsection A of this section. The city shall hold the deposit until the extension is complete. If there is a balance of deposited funds remaining after the actual cost of the extension, the city shall return the excess deposit to the property owner. If the estimated cost and deposit falls short of actual costs by ten percent or less, the property owner is required to pay the balance of actual cost, less deposit.

14.18.030 – Property owner's installation of utility extensions by contractor.

If a property owner contracts to install a utility extension, the installation shall be inspected and approved by the city and all associated costs for inspection shall be paid in full to the city prior to the start of utility construction. The city shall provide a written estimate of the project inspection costs and the property owner shall pay in full to the city the estimated costs of inspection. Any additional costs over the estimated amount shall be billed to the property owner and any excess from the estimated amount shall be returned to the property owner.

14.18.040 – Cost participation in extensions.

It is city policy to encourage property owners along the route of a utility extension to participate in the cost of the project. To that end, the city shall:

~~A. Protect the original property owner's share of construction costs for up to five years from the date of completion in the event the amount paid to the city exceeds three thousand five hundred dollars and others connect to the line;~~

~~B. Provide for a refund of that portion of the cost that is in excess of two thousand five hundred dollars when new customers take service from the same extension. For each of the next three new customers taking service from the same basic extension, the original customer will receive a refund of twenty-five percent of the original cost over two thousand five hundred dollars. The city will collect the sums from the new customers and refund the sums to the original customer. Refunds will be made only to the original customer and are not transferable.~~

~~14.18.050—Hardship.~~

~~It is not the intent of the city to place an undue financial hardship on property owners affected by a utility extension. Affected property owners may apply to the city for hardship assistance as provided in Chapter 4.26 of this code.~~

~~14.18.060—Utility extensions to subdivisions.~~

~~No municipal utility will be available to a subdivision until the owner and/or developer and the city reach written agreement concerning the utility's infrastructure. It is the responsibility of a property owner and/or developer to provide the municipal utility infrastructure from existing locations to the subdivision and to the edge of each lot within the subdivision. It is the individual lot owner's responsibility for the utility service from the edge of the lot to the house or other point of service. The owner and/or developer will not be reimbursed for any infrastructure costs in the event a utility is extended to others beyond the subdivision.]~~

Section 4. Severability: If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected.

Section 5. Effective Date: This Ordinance shall become effective immediately upon final passage.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this ____ day of _____, 2026.

Robert Lynn, Mayor

ATTEST:

Rebecca Regula, Clerk

Adopted:
Noticed:
Effective:

PLANNING COMMISSION REPORT

Action #	2026-604
Meeting Date:	6/9/2026
Applicant(s):	Brian Newman
Property Owner(s):	Petersburg Borough
Agent/Representative:	-
Property Address:	1205 LAKE ST
Legal Description:	Lot 9, Block 258, Northeast Subdivision
Parcel ID	01-002-458
Acreage/Lot Size	10,000 sf
Current Zoning	Single-family Residential
Comp Plan Designation:	
Request Type:	Sale of borough property

A. EXECUTIVE SUMMARY

Applicant Request	Purchase 10,000 sf of borough-owned property
Commission Recommendation	Recommend Assembly Approve Sale
Key Issues	Utilities are located approximately 100' away. They will need to be extended prior to development.

B. PROJECT DESCRIPTION

Intended Use	Shop or ADU
Building/Development	-
Site Improvements	-
Operations Plan	-
Timeline	-

C. Site Characteristics

Topography:	Muskeg
Existing Structures:	None
Legal Access:	Lake St
Utilities:	Located on Lake St; would need to be extended to parcel
Flood Zone:	N/A

D. Zoning and Land Use

Zoning District: Single-family Residential	Actual Land Use: Residential
District Purpose:	SFR provides a sound and attractive residential neighborhood.

PLANNING COMMISSION REPORT

Principal Uses:	Uses outlined in Section 19.20.020 for SFR, include, but are not limited to, single-family homes, two-family homes, and accessory buildings.
Conditional Uses:	Conditional uses outlined in Section 19.20.040 for SFR include, but are not limited to, home occupation, private schools, church, public buildings.

Surrounding Area	Zoning District	Actual Land Use
North	Single-family Residential	Vacant
South	Single-family Residential	Residential
East	Single-family Residential	Vacant
West	Single-family Residential	Residential

E. Lot Development Standards

	Standard	Conforms?
Minimum Lot Size	8,000 sf	Yes
Minimum Road Frontage	80 ft	Yes

F. Standards Analysis (PMC 16.12.050-16.12.080)

1. Disposal of borough property shall not be approved unless the property involved has been zoned by the borough.

Subject property is zoned single-family residential.

2. Planning commission may require an applicant to state the nature, extent, size and general specifications of improvements the applicant intends to construct upon the real property and the time when the improvements will be completed. The planning commission may also require an applicant to furnish development plans.

Applicant provided general plans but there are no specifics as to time when improvements will be completed.

G. DEPARTMENT REVIEWS

Department	Comments
Public Works	No Comments
PMP&L	No Comments
Fire	No Comments

H. Public Notice. The borough provided public notice consistent with PMC 19.80.040. Notice was mailed by first class mail to the owner of record of the property within a distance of six hundred feet

PLANNING COMMISSION REPORT

of the exterior boundary of the property that is the subject of the application. See Attachment D for notification list.

I. Findings

Finding 1: Subject property is owned by the borough and not needed for public purpose.

Finding 2: Subject property is zoned as required by code.

Finding 3: Legal access is Lake St.

Findings 4: Utilities are located about 100' away on Lake St.

K. Attachments

A. Maps	C. Public Comments
B. Applicant Materials	D. Public Notice

Attachment A. Maps

Petersburg Borough Land Purchase
1205 Lake Street
01-002-458



Zoning Classification

	C1 - Commercial 1
	C2 - Commercial 2
	C3 - Commercial 3
	I - Industrial
	MIO - Marine Industrial Overlay
	MHP - Mobile Home Park
	SFM - Single Family Mobile Home
	MF - Multi-Family Residential
	RR - Rural Residential
	SF - Single Family Residential
	SF2 - Single Family Special Use
	PU - Public Use
	OSR - Open Space Recreational
	U - Undeveloped Land Pending Future Classification



Petersburg Borough, Alaska

Land Disposal Application

(\$500.00 non-refundable filing fee required)

Form must be completed in its entirety to be considered

Office Use:

Rec'd. by:

Fee: \$

Date Rec'd:

Date: 05/04/2026

This is a request for land disposal via (circle one):
 Lease Purchase Exchange Other

Parcel ID #(s) of Subject Property:

01-002-458

Proposed term of lease: _____
 (total years)

1205 Lake St.

Legal Description of Property:

Lot 9, Plat #69-53 Block 258
Section 27, T58S, R79E,
Survey USS 1252A

Current Zoning of Property:

Single-Family
Residential

Applicant Name:

Brian Adam Newman

Applicant Mailing Address:

P.O. Box

Petersburg, AK 99833

Applicant Contact Info:
 (phone and/or email)

- Size of Area requested (identify the minimum area necessary in square feet): 10,000 ft²
- Attach a map showing the location of the land requested. Map must show surrounding area with the land requested clearly marked with bolded borders or highlighted color.

3. Narrative on use of property: Explain proposed use of land and when use is expected to begin and end. Include any planned new construction or renovation, including time-frame when construction or renovation will be completed and type of materials to be used. Provide the estimated dollar value of proposed improvements. Explain the value of the proposal to the economy of the borough and any other information you feel should be considered. (attached additional sheet if necessary)

we are looking to put a dwelling and or
consolidate and put a shop/garage on the lot

4. Name and address of all adjacent land owners or lessees, including upland owner(s) if applicable: (attach additional sheet if necessary)

Petersburg Borough Eveni Mamoe (201 Galveston)
Brian & Marlena Newman (us)
(205 Galveston)

5. Are there any existing permits or leases covering any part of the land applied for?

 Yes X No

If yes, please check one: (Lease X Permit)

Describe the type of permit or lease, if applicable, and the name and last known address of the permittee or lessee: Building permit

6. What local, state or federal permits are required for the proposed use? (list all)

Will request a special use permit to construct a driveway
for access to lot.

7. If applicant is a corporation, provide the following information:

A. Name, address and place of incorporation: _____

B. Is the corporation qualified to do business in Alaska?: Yes No

Name and address of resident agent: _____

8. Why should the Planning Commission recommend Assembly approval of this request?

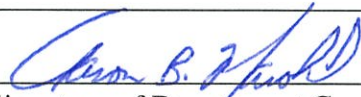
Born and raised in Petersburg, AK. We plan on raising our family here. We own the lot in front of the proposed lot to purchase.

9. How is this request consistent with the Borough's comprehensive plan?

Looking to expand without having borough utilities or infrastructure. Also adding rental or housing.

10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase or exchange is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments: PUBLIC WORKS HAS NO PUBLIC USE FOR THIS PROPERTY

 PW DIRECTOR
Signature of Department Commenter

Department Comments: ComDev has no public use for the property.

Liz Cabrera
Signature of Department Commenter

Department Comments:

Signature of Department Commenter

Department Comments:

Signature of Department Commenter

NOTICE TO APPLICANT(s):

Applicant will be required to pay a non-refundable filing fee with the Borough of \$500 to cover estimated costs of: a title report, survey, legal fees, postage, recording fees, public noticing and advertising and other costs incidental to the processing of this application.

I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.

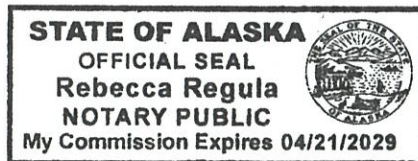
Please sign application in the presence of a Notary Public.

Brian A. Newman
Applicant/Applicant's Representative

Subscribed and sworn to by Brian Newman, who personally appeared
before me this 24th day of May, 2020.

Rebecca Regula
Notary Public

Notary Public in and for the State of Alaska. My Commission Expires: 4/21/2029



**Map of 1205 Lake Street
Lot 9, Plat #69-53 Block 258**



From: [Dave Ohmer](#)
To: [Anna Caulum](#)
Subject: Brian Newman Special Use Permit
Date: Monday, May 25, 2026 11:56:52 AM

External Email! Use Caution

Hello Anna and Planning Commission Members,

I am writing to offer my support for Brian Newman's Borough Land Acquisition and Special Use Permit request, at 1205 Lake Street. This kind of development is great news for the Borough. An unneeded Borough lot will help Brian and his family improve their home and property while adding another taxable lot and new development to the Borough's collection list. This is a perfect win-win, and I hope more property owners will follow Brian's lead, and where possible, further pursue their property dreams. I hope that the Planning Commission and then the Assembly will fully support Brian in these requests.

Sincerely,

Dave Ohmer



May 22, 2026

PO BOX
PETERSBURG AK 99833

NOTICE OF SCHEDULED PUBLIC HEARINGS

The Petersburg Borough Planning Commission has scheduled a public hearing to consider:

A recommendation to the Borough Assembly regarding an application from Brian Newman to purchase borough property at 1205 Lake St (PID: 01-002-458)

The public hearing and consideration of the application will be held:	Tuesday, June 9, 2026, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

Interested persons desiring to present their views on the applications, either in writing or verbally, will be given the opportunity to be heard during the above-mentioned hearing. Said hearing may be continued from time to time as necessary. If the Planning Commission is unable to meet at the date and time stated above, this application will be considered at a future meeting with no further notice provided except for the general notice provided to the public.

TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	acaulum@petersburgak.gov
Hand-Deliver:	Petersburg Municipal Building, 12 S. Nordic Dr.

The Petersburg Municipal Code (PMC) provides for an appeal of a Planning Commission decision to the Borough Assembly by the property owner or a governmental agency, or any property owner within 600' of the applicant property and requires that such an appeal be filed within 10 consecutive calendar days of the date the decision is made. For more information regarding appeal requirements, please see PMC Chapter 19.92.

Sincerely,

Liz Cabrera
Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JIM FLOYD	
THOMAS KOWALSKE	
JOSHUA ADAMS	
MIKA CLINE	
NEWMAN BRIAN A	NEWMAN MARLENA
BENNETT LYLE E	BENNETT CAROL L
BIRCHELL CURTIS W	BIRCHELL KRISTI A
CARIELLO JAMES	
ESPOSITO GINA S	OLSON PAUL D
GELHAUS MARK	GELHAUS MARCELLA
GILLEN GEOFFREY	
GREINIER ANDREW C	
HOFSTAD KAREN J	KAREN HOFSTAD REVOCABLE TRUST
JENSEN MARK L	
KASTAMA SHARON	KASTAMA COREY
KETTEL HAROLD	BOULTON JANET
KRAVITZ MARY	KRAVITZ GARRETT
KUBO MASAHIRO	KUBO ELISE K
KVERNVIK JERALD A	KVERNVIK JANICE K
MAMOE EVENI	MAMOE SHARLAY N
MARTENS JENNY L	
MARTINSEN JAMES H	MARTINSEN DONNA
MARTINSEN JUDINE M	BISSET GEORGE J
MATHENY LARRY	MATHENY SHIRLEY
MCINTOSH MICHAEL R	MCINTOSH VICKI L
NELSON PATRICIA A	PATRICIA A NELSON REVOCABLE TRUST
NESS JEANETTE	
NILSEN MATT J	NILSEN VALAREE J
NILSEN ROBERT	NILSEN CARROL
NORDGREN OLE	NORDGREN KANDI
NORHEIM TAYLOR	
O'GARA DEBRA	
OHMER DAVE	
PHILLIPS JEB	
RANDRUP JOEL	RANDRUP KIM
RICE JEFFREY R	CABRERA ELIZABETH
RIEMER DAVID	RIEMER SALLY
SAMUELSON GAINHART	SAMUELSON AUDREY
SCHRAMMEK KAREN	
SIMBAHON KIMBERLEY A	
SIMBAHON TIARE R	
SMITH MARTHA N	
TAGABAN EDWARD J	TAGABAN JESSIELEA M
TAYLOR KATHRYN ALWYN	
THOMPSON THOMAS L	
US COAST GUARD	
WALLACE GEORGE	WALLACE CAROL
WARE RON	
WEAVER PAT ELAINE	
WELCH JERRY L	WELCH TERRY A
WESTRE BRUCE	WESTRE WENDY

Planning Commission Report

Action #	2026-605
Meeting Date:	6/9/2026
Applicant(s):	Brian Newman
Property Owner(s):	Petersburg Borough
Agent/Representative:	-
Property Address:	LAKE ST ROW
Legal Description:	Portion of Lake St ROW
Parcel ID	
Acreage/Lot Size	10,000 sf
Current Zoning	Single-family Residential
Comp Plan Designation:	
Request Type:	Use of platted right-of-way for access

A. EXECUTIVE SUMMARY

Applicant Request	Use 10,000 sf of borough-owned right-of-way
Commission Recommendation	Recommend Assembly approval of the SUP, contingent upon conveyance of 1205 Lake St. to the applicant. (Note: If the property is subsequently conveyed to another party, the new owner would be required to apply for a new special use permit.)
Key Issues	Applicant seeks access to 1205 Lake St, which he has applied to purchase.

B. PROJECT DESCRIPTION

Intended Use	Access to 1205 Lake St
Building/Development	-
Site Improvements	Intends to construct an access road.
Operations Plan	-
Timeline	-

C. Site Characteristics

Topography:	Muskeg
Existing Structures:	None
Legal Access:	Lake St
Utilities:	N/A
Flood Zone:	N/A

D. Zoning and Land Use

Planning Commission Report

Zoning District: Single-family Residential	Actual Land Use: Residential
District Purpose:	SFR provides a sound and attractive residential neighborhood.
Principal Uses:	Uses outlined in Section 19.20.020 for SFR, include, but are not limited to, single-family homes, two-family homes, and accessory buildings.
Conditional Uses:	Conditional uses outlined in Section 19.20.040 for SFR include, but are not limited to, home occupation, private schools, church, public buildings.

Surrounding Area	Zoning District	Actual Land Use
North	Single-family Residential	Vacant
South	Single-family Residential	Residential
East	Single-family Residential	Vacant
West	Single-family Residential	Residential

E. Standards Analysis (PMC 19.76.050)

1. Impact on proposed site and surrounding properties, if any, of proposed activity:

Proposed activity is consistent with use of a right-of-way.

F. DEPARTMENT REVIEWS

Department	Comments
Public Works	No Comments
PMP&L	No Comments
Fire	No Comments

G. Public Notice. The borough provided public notice consistent with PMC 19.80.040. Notice was mailed by first class mail to the owner of record of the property within a distance of six hundred feet of the exterior boundary of the property that is the subject of the application. See Attachment D for notification list.

H. Findings and Proposed Motion

Finding 1: Application is consistent with intent of Special Use Permits.

Finding 2: Proposed use has no negative impact on proposed site.

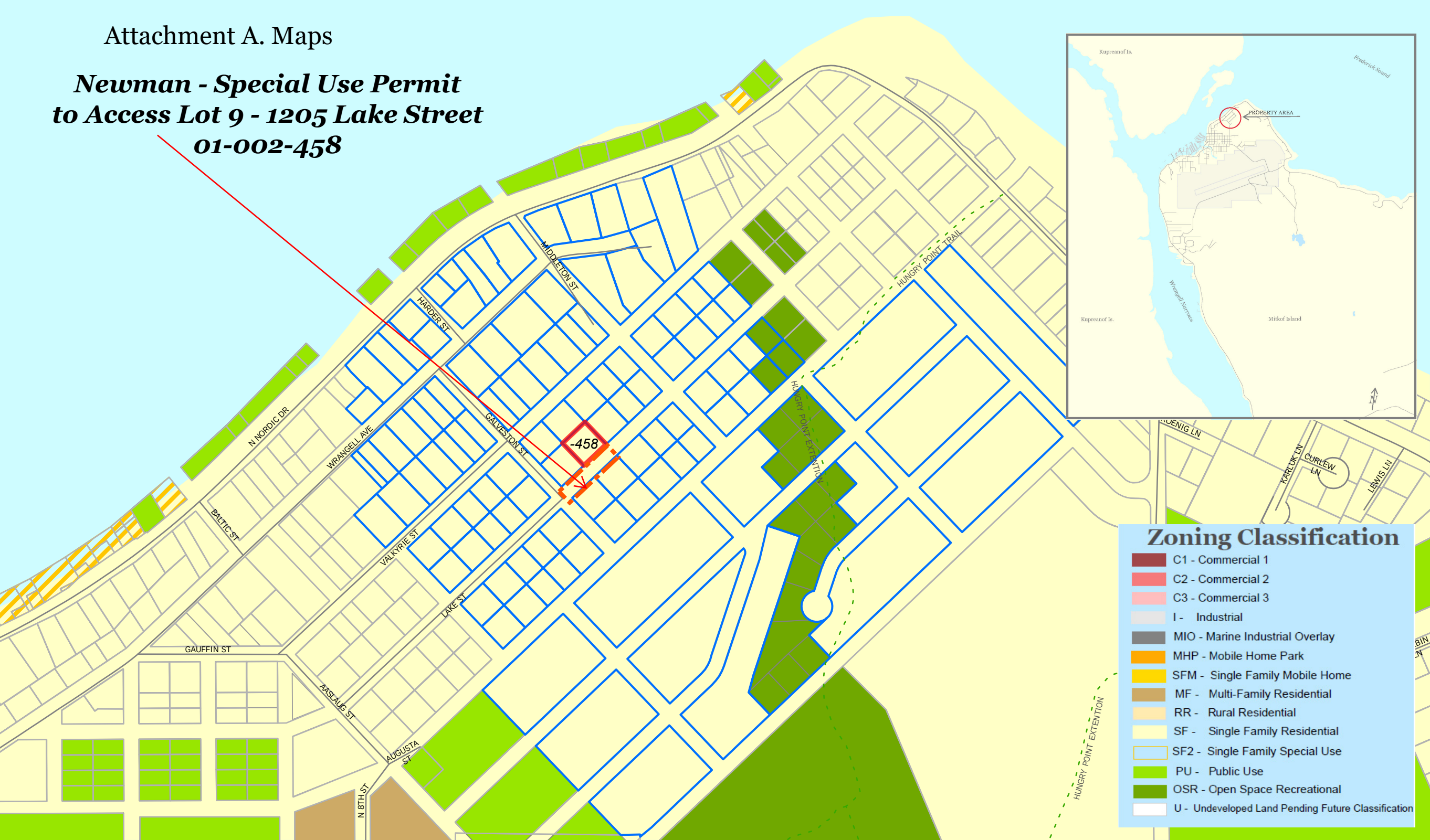
Finding 3: Proposed use is compatible with surrounding area and uses.

I. Attachments

A. Maps	C. Public Comments
B. Applicant Materials	D. Public Notice

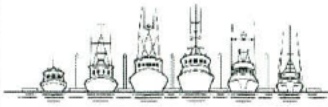
Attachment A. Maps

**Newman - Special Use Permit
to Access Lot 9 - 1205 Lake Street
01-002-458**



Zoning Classification

[Dark Red Box]	C1 - Commercial 1
[Red Box]	C2 - Commercial 2
[Light Red Box]	C3 - Commercial 3
[Light Gray Box]	I - Industrial
[Dark Gray Box]	MIO - Marine Industrial Overlay
[Orange Box]	MHP - Mobile Home Park
[Yellow Box]	SFM - Single Family Mobile Home
[Brown Box]	MF - Multi-Family Residential
[Light Orange Box]	RR - Rural Residential
[Light Yellow Box]	SF - Single Family Residential
[Blue Outline Box]	SF2 - Single Family Special Use
[Green Box]	PU - Public Use
[Dark Green Box]	OSR - Open Space Recreational
[White Box]	U - Undeveloped Land Pending Future Classification

 PETERSBURG BOROUGH SPECIAL USE PERMIT APPLICATION		CODE TO:	110.000.404110
		BASE FEE:	\$50.00
		PUBLIC NOTICE FEE:	\$70.00
		TOTAL:	\$120.00
DATE RECEIVED:		RECEIVED BY:	CHECK NO. or CC: cc 5/14/2026
APPLICANT/AGENT		LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)	
NAME Brian Newman		NAME	
MAILING ADDRESS P.O. Box [REDACTED]		MAILING ADDRESS	
CITY/STATE/ZIP Petersburg, AK 99833		CITY/STATE/ZIP	
PHONE (907) [REDACTED]		PHONE	
EMAIL [REDACTED]		EMAIL	
PROPERTY INFORMATION			
PHYSICAL ADDRESS or LEGAL DESCRIPTION: Access to 1205 Lake street lot			
PARCEL ID:	ZONE:	OVERLAY:	
CURRENT USE OF PROPERTY: unused/ undeveloped extension of Lake street			LOT SIZE:
PROPOSED USE OF PROPERTY (IF DIFFERENT): Access to 1205 Lake street lot. Parcell ID: 01-0002-458			
WASTEWATER SYSTEM: Is there a wastewater system on the property? ☐ YES ☒ NO			
What is current or planned system? ☒ Municipal ☐ DEC-approved on-site system			
WATER SOURCE: ☒ Municipal ☐ Cistern/Roof Collection ☐ Well			
LEGAL ACCESS TO LOT(S) (Street Name): Lake street			
TYPE OF APPLICATION			
☒ Use of Borough Right-of-Way.			
☐ Other:			
SUBMITTALS:			
Please submit site plan of the area you will be developing/using and additional information as required below.			
SIGNATURE(S):			
I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner or authorized agent thereof for the property subject herein.			
Applicant(s): Brian A. Newman		Date: 10/20/23	
Owner(s):		Date:	
Owner(s):		Date:	

19.76 SPECIAL USE APPLICATION

(SUBMIT WITH SITE PLAN)

Applicant(s): Brian Adam Newmman

Address or PID: Extension of Lake street at the corner of Galveston and Lake street

Project Summary:

If I aquire 1205 Lake street Lot from the borough, then i would float a road in to access 1205 Lake off of the off the cornewr of Galveston and Lake street.

Conditions of approval as required in Petersburg Municipal Code 19.76.020:

(Note that all regulations and requirements of Title 19 must be satisfied in order to qualify for a special use permit.)

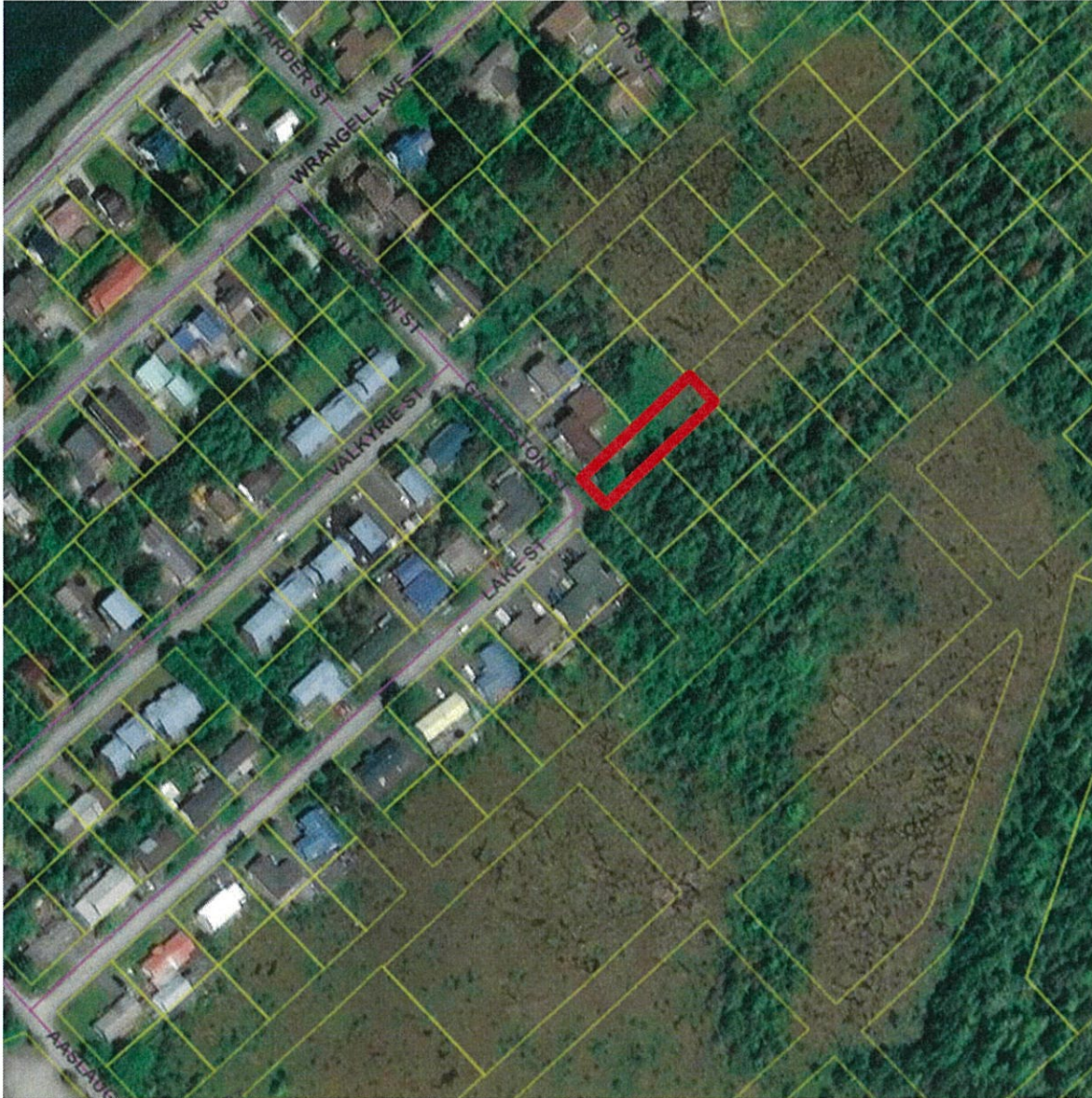
1. The Borough Assembly may issue the permit if the request, as approved by the Planning Commission, is found to be of beneficial nature to the community and that adjacent and surrounding property will not be adversely impacted.

There are instances when the private sector needs to use borough property for uses other than what the property was initially intended for. An example would be to use a platted, but undeveloped, right-of-way for private access to private property.

Explain how your application meets these conditions:

I would like to use a platted, undeveloped, right-of-way for private access to the private property.

Special Use Permit Application – Access to 1205 Lake Street Lot



From: [Dave Ohmer](#)
To: [Anna Caulum](#)
Subject: Brian Newman Special Use Permit
Date: Monday, May 25, 2026 11:56:52 AM

External Email! Use Caution

Hello Anna and Planning Commission Members,

I am writing to offer my support for Brian Newman's Borough Land Acquisition and Special Use Permit request, at 1205 Lake Street. This kind of development is great news for the Borough. An unneeded Borough lot will help Brian and his family improve their home and property while adding another taxable lot and new development to the Borough's collection list. This is a perfect win-win, and I hope more property owners will follow Brian's lead, and where possible, further pursue their property dreams. I hope that the Planning Commission and then the Assembly will fully support Brian in these requests.

Sincerely,

Dave Ohmer



May 22, 2026

PO BOX [REDACTED]
PETERSBURG AK 99833-[REDACTED]

NOTICE OF SCHEDULED PUBLIC HEARINGS

The Petersburg Borough Planning Commission has scheduled a public hearing to consider:

A recommendation to the Borough Assembly regarding an application from Brian Newman for a special use permit to fill a portion of the undeveloped Lake St right-of-way for access to 1205 Lake St.

The public hearing and consideration of the application will be held:	Tuesday, June 9, 2026, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

Interested persons desiring to present their views on the applications, either in writing or verbally, will be given the opportunity to be heard during the above-mentioned hearing. Said hearing may be continued from time to time as necessary. If the Planning Commission is unable to meet at the date and time stated above, this application will be considered at a future meeting with no further notice provided except for the general notice provided to the public.

TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	acaulum@petersburgak.gov
Hand-Deliver:	Petersburg Municipal Building, 12 S. Nordic Dr.

The Petersburg Municipal Code (PMC) provides for an appeal of a Planning Commission decision to the Borough Assembly by the property owner or a governmental agency, or any property owner within 600' of the applicant property and requires that such an appeal be filed within 10 consecutive calendar days of the date the decision is made. For more information regarding appeal requirements, please see PMC Chapter 19.92.

Sincerely,

Liz Cabrera
Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JIM FLOYD	
THOMAS KOWALSKE	
JOSHUA ADAMS	
MIKA CLINE	
NEWMAN BRIAN A	NEWMAN MARLENA
BENNETT LYLE E	BENNETT CAROL L
BIRCHELL CURTIS W	BIRCHELL KRISTI A
CARIELLO JAMES	
ESPOSITO GINA S	OLSON PAUL D
GELHAUS MARK	GELHAUS MARCELLA
GILLEN GEOFFREY	
GREINIER ANDREW C	
HOFSTAD KAREN J	KAREN HOFSTAD REVOCABLE TRUST
JENSEN MARK L	
KASTAMA SHARON	KASTAMA COREY
KETTEL HAROLD	BOULTON JANET
KRAVITZ MARY	KRAVITZ GARRETT
KUBO MASAHIRO	KUBO ELISE K
KVERNVIK JERALD A	KVERNVIK JANICE K
MAMOE EVENI	MAMOE SHARLAY N
MARTENS JENNY L	
MARTINSEN JAMES H	MARTINSEN DONNA
MARTINSEN JUDINE M	BISSET GEORGE J
MATHENY LARRY	MATHENY SHIRLEY
MCINTOSH MICHAEL R	MCINTOSH VICKI L
NELSON PATRICIA A	PATRICIA A NELSON REVOCABLE TRUST
NESS JEANETTE	
NILSEN MATT J	NILSEN VALAREE J
NILSEN ROBERT	NILSEN CARROL
NORDGREN OLE	NORDGREN KANDI
NORHEIM TAYLOR	
O'GARA DEBRA	
OHMER DAVE	
PHILLIPS JEB	
RANDRUP JOEL	RANDRUP KIM
RICE JEFFREY R	CABRERA ELIZABETH
RIEMER DAVID	RIEMER SALLY
SAMUELSON GAINHART	SAMUELSON AUDREY
SCHramek KAREN	
SIMBAHON KIMBERLEY A	
SIMBAHON TIARE R	
SMITH MARTHA N	
TAGABAN EDWARD J	TAGABAN JESSIELEA M
TAYLOR KATHRYN ALWYN	
THOMPSON THOMAS L	
US COAST GUARD	
WALLACE GEORGE	WALLACE CAROL
WARE RON	
WEAVER PAT ELAINE	
WELCH JERRY L	WELCH TERRY A
WESTRE BRUCE	WESTRE WENDY

**PETERSBURG BOROUGH
RESOLUTION # 2026-22**

A RESOLUTION APPROVING THE SOLE-SOURCE PROCUREMENT OF ADVANCED METERING INFRASTRUCTURE EQUIPMENT FROM EATON IN THE AMOUNT OF \$372,035.62, APPROVING THE USE OF DOE GRANT FUNDS PROVIDED THROUGH THE PETERSBURG INDIAN ASSOCIATION AND POWER & LIGHT CAPITAL FUNDS, AND AUTHORIZING THE BOROUGH MANAGER TO EXECUTE ALL NECESSARY PURCHASE DOCUMENTS

WHEREAS, Petersburg Municipal Power & Light is completing deployment of an Advanced Metering Infrastructure (AMI) system to improve outage detection, system visibility, meter-reading efficiency, billing accuracy, and overall electric grid resiliency; and

WHEREAS, the Petersburg Indian Association is the recipient of a United States Department of Energy Grid Resilience Formula Grant, Grant No. GD0000436, and the Department of Energy has approved the Petersburg Municipal Power & Light AMI deployment project as Subaward Project ID GD436-001; and

WHEREAS, the approved project has a total cost of \$389,005, consisting of a federal share of \$258,233 and a required match of \$130,772; and

WHEREAS, Eaton quotation No. 24359312, dated January 28, 2026, provides 1,200 residential AMI meters, 45 commercial AMI meters, 20 network relays, one gateway collector, and related freight for a total amount of \$372,035.62; and

WHEREAS, Petersburg Municipal Power & Light currently has approximately 1,020 Eaton AMI meters in service, and the quoted equipment is the same meter and communications platform already deployed throughout the Borough electric system; and

WHEREAS, the existing AMI system operates through Eaton proprietary Yukon software, firmware, communications protocols, network relays, and gateway equipment, and additional Eaton meters are required to communicate with and become part of the existing AMI mesh network; and

WHEREAS, meters from another manufacturer would not be compatible with the existing Eaton AMI network and proprietary software and would require replacement or duplication of existing meters, communications equipment, software, data interfaces, training, spare parts, and operational procedures, resulting in substantial additional cost and disruption; and

WHEREAS, standardizing on the existing Eaton AMI platform preserves the Borough's prior investment, allows the new meters to integrate with the approximately 1,020 meters already installed, and provides the only practical means of completing the planned systemwide deployment; and

WHEREAS, Petersburg Borough Code Section 4.04.040(C) provides an exception to competitive bidding when there is a single supplier of goods or product to be purchased, the assembly may waive the bid procedure by resolution. This may occur when it is believed that a product is uniquely suitable, only a specific brand is compatible with an existing borough supply or system, is specified in capital construction contracts or manufacturer's warranties, or when it is determined to be in the borough's best interest and most cost-effective to purchase from a single supplier; and

WHEREAS, the full approved project match is \$130,772, with the portion not applied to this equipment purchase available for other eligible project costs, subject to the approved grant budget and Borough appropriation;

NOW, THEREFORE, BE IT RESOLVED BY THE PETERSBURG BOROUGH ASSEMBLY AS FOLLOWS:

Section 1. The Assembly finds that Eaton is the single practical supplier of the AMI meters, relays, gateway equipment, and related components required to expand and complete the Borough's existing

**PETERSBURG BOROUGH
RESOLUTION # 2026-22**

Eaton AMI system, and that sole-source procurement is justified under Petersburg Borough Code Section 4.04.040(C).

Section 2. The Assembly approves the sole-source purchase of AMI equipment from Eaton under quotation No. 24359312 in an amount not to exceed \$372,035.62, including quoted freight.

Section 3. Funding for the purchase is authorized as follows: up to \$258,233 from DOE Grid Resilience Formula Grant funds provided through the Petersburg Indian Association, and \$113,802.62 from the Power & Light Capital Fund, account number 763, subject to final grant eligibility and accounting allocation.

Section 4. The Borough Manager is authorized to execute all purchase orders, agreements, certifications, grant documents, and other documents necessary to complete the procurement and project.

Section 5. This resolution becomes effective immediately upon adoption.

PASSED AND APPROVED by the Petersburg Borough Assembly on August 3, 2026.

Robert Lynn, Mayor

ATTEST:

Rebecca Regula, Borough Clerk

PETERSBURG MUNICIPAL POWER & LIGHT

MEMORANDUM

TO: Mayor and Borough Assembly
FROM: Stephan Harbour, Utility Director
DATE: July 27th, 2026
SUBJECT: Sole-Source Purchase of Eaton Advanced Metering Infrastructure Equipment
ACTION: Approve Resolution #2026-22 and authorize purchase in the amount of \$372,035.62

Recommendation

Approve the attached resolution authorizing the sole-source purchase of Eaton Advanced Metering Infrastructure equipment under quotation No. 24359312 for \$372,035.62. The purchase would be funded with up to \$258,233 in Department of Energy grant funds passed through the Petersburg Indian Association and \$113,802.62 from the Power & Light Capital Fund, account number 763.

Project Background

Petersburg Municipal Power & Light began installing Advanced Metering Infrastructure meters in 2021, initially focusing on the harbor system and then expanding installations throughout the electric distribution system as annual budgets allowed. Approximately 1,020 Eaton AMI meters are now in service.

The Petersburg Indian Association received funding through the U.S. Department of Energy Grid Resilience Formula Grant program. DOE has reviewed and approved the Petersburg Municipal Power & Light project, titled "Advanced Metering Infrastructure (AMI) Deployment," as Subaward Project ID GD436-001. The approved project cost is \$389,005, with a federal share of \$258,233 and a required match of \$130,772.

The purpose of the project is to complete the Borough-wide AMI deployment by purchasing the remaining meters, relays, gateway equipment, and related components. PMPL employees will perform the meter installations and system deployment using in-house labor and equipment.

Equipment Purchase

Quantity	Equipment	Unit Price	Extended Price
1,200	Residential AMI meters	\$249.00	\$298,800.00
20	AMI network relays	\$893.00	\$17,860.00
1	Gateway 801 collector	\$2,592.00	\$2,592.00
45	Commercial AMI meters	\$705.00	\$31,725.00
	Product subtotal		\$350,977.00
	Freight, 6%		\$21,058.62
	Total purchase		\$372,035.62

The quotation is dated January 28, 2026, and is valid through August 15, 2026. Quoted lead times range from approximately 8 to 16 weeks after receipt of order and completion of required meter profiles.

Sole-Source Justification

The requested purchase is not a brand preference or a convenience purchase. It is an expansion of an installed and operating utility system. PMPL currently uses Eaton meters, relays, gateway equipment, firmware, and Eaton Yukon software as one integrated AMI platform.

The Eaton meters communicate through a radio-frequency mesh network. Each meter can transmit data directly to a collector or through neighboring Eaton meters and relays. The system then transfers the data into Eaton's proprietary Yukon software, where PMPL can read meters, monitor communications, identify outages, receive notifications, and manage the meter network.

Meters and communications equipment from another manufacturer would not join the existing Eaton mesh network or operate through the existing proprietary software. Selecting another manufacturer would require PMPL to replace or duplicate the approximately 1,020 Eaton meters already deployed, purchase a second software platform and communications network, develop new interfaces and operating procedures, maintain separate inventories and training programs, and potentially operate two incompatible meter systems for many years.

Those additional costs would be substantially greater than completing the existing Eaton system and would undermine the purpose of the grant-funded project. Eaton is therefore the single practical supplier capable of providing equipment that is fully compatible with the Borough's existing AMI infrastructure. The procurement qualifies as a single-supplier exception under Petersburg Borough Code Section 4.04.040(C).

Need for Meter Replacement and Revenue Protection

A significant portion of the meters remaining in service are older, non-digital electromechanical meters. These meters are aging, have moving internal components, and become less accurate as they wear. Field experience has shown that many older meters under-register customer usage not over-register it.

When a meter under-registers, the utility still incurs the full cost of purchasing or generating the electricity delivered to the customer, but it does not bill for all of the energy used. The resulting revenue loss does not disappear. It must ultimately be recovered through the utility's overall rate structure, reserves, or future rate increases, which shifts costs to other customers and reduces rate equity.

Replacing the remaining older meters with modern AMI meters will improve measurement accuracy, reduce unbilled energy, support fair and consistent billing, and protect utility revenue. Better revenue recovery helps reduce pressure for future rate increases and ensures customers are charged more accurately for the electricity they actually use.

Operational and Resiliency Benefits

- **Automatic and more frequent meter reads, reducing manual reading time and estimated bills.**
- **Faster identification of outages, including the location and number of affected meters.**
- **Improved outage response and restoration verification without waiting for customer calls.**
- **Better voltage and usage information for system planning, load analysis, and troubleshooting.**
- **Improved billing accuracy and earlier identification of stopped, failing, or tampered meters.**
- **A complete and consistent AMI platform across residential, commercial, and harbor services.**

Funding

Funding Source	Amount
DOE grant funds through Petersburg Indian Association	\$258,233.00
Power & Light Capital Fund No. 763	\$113,802.62
Total Eaton equipment purchase	\$372,035.62

The DOE-approved project budget totals \$389,005, including a \$130,772 match. After applying the full \$258,233 federal share to the Eaton purchase, \$113,802.62 of Borough match is required for this

purchase. The remaining \$16,969.38 of the approved match may be used for other eligible project expenses, subject to the final subaward agreement, approved budget, and Finance Department accounting.

Requested Assembly Action

Approve the attached resolution, authorize the sole-source procurement from Eaton in an amount not to exceed \$372,035.62, and authorize the Borough Manager to execute the necessary purchase and grant documents.

MEMORANDUM

To: Petersburg Borough Assembly

From: Stephan P. Harbour, Utility Director

Date: 07/30/2026

Subject: Scow Bay Generator No. 2 Project, Phase 2 Part A Contract Amendment

Recommendation

I recommend that the Borough Assembly approve the contract amendment with Dawson Construction, LLC for Phase 2, Part A of the Scow Bay Generator No. 2 Project.

The amendment establishes a Guaranteed Maximum Price of **\$1,492,844** for the core and shell portion of the project. The contract identifies Part A as the core and shell construction, with substantial completion scheduled for December 31, 2026, and final completion scheduled for March 1, 2027.

Purpose of This Work

This phase is primarily for construction of the generator building, foundations, concrete slabs, and equipment pads. It also includes setting and securing the major owner-furnished equipment that the Borough has already purchased or contracted to purchase.

The Borough has approximately **\$3.5 million worth of generation, electrical, fuel, cooling, and related equipment** already sourced for this project. This includes the generator, transformer, switchgear, radiator, fuel tank, starting-air equipment, and other major components. The Part A work includes the heavy lifting and setting of this owner-furnished equipment, including setting the generator and installing certain associated supports and components.

Moving forward with the building and concrete work will allow this equipment to be placed on its permanent foundations and protected within the building and connected pads. This will significantly reduce the risk of damage caused by extended outdoor storage, handling, weather exposure, or movement while the remainder of the project is being funded and completed. Moving forward now will protect us from further inflation on the building portion.

Project Funding

The Borough currently has sufficient funds available to complete Phase 2, Part A. Approval of this amendment does not depend upon issuance of the proposed revenue bond.

The anticipated revenue bond will provide the additional funding needed to complete Phase 2, Part B, including the remaining mechanical, electrical, piping, controls, and commissioning work necessary to place the generator into full operation. Under the amendment, the Borough may request a proposal for the Part B contract price upon 90 days' notice.

Separating the work into these two parts allows the Borough to continue making meaningful progress with currently available funding while the revenue bond process moves forward.

Benefits of Proceeding Now

Proceeding with Part A now will:

- Protect approximately \$3.5 million in equipment already sourced by the Borough.
- Place the equipment on its permanent foundations and reduce unnecessary handling.
- Enclose and protect critical equipment from weather and potential damage.
- Maintain the project schedule while the revenue bond is finalized.
- Secure the current Guaranteed Maximum Price for the building and structural work.
- Reduce the Borough's exposure to future increases in labor, materials, freight, mobilization, and construction costs.
- Avoid delaying the entire project solely because funding for the final mechanical and electrical completion is not yet available.

Construction costs have historically increased over time, particularly in Southeast Alaska where freight, mobilization, labor availability, and seasonal construction limitations can significantly affect pricing. Using the funds currently available allows the Borough to advance the project at the negotiated price rather than waiting and assuming the risk that the same work will cost more in a later construction season.

Conclusion

The Borough has already made a substantial investment in the Scow Bay Generator No. 2 Project and has approximately \$3.5 million in major equipment sourced for installation. The proposed amendment allows the Borough to use funds currently available to construct the building and concrete pads, set and protect the equipment, and continue advancing the project.

The revenue bond will be used to fund the remaining mechanical, electrical, controls, and commissioning work necessary to complete the project. In my judgment, proceeding with Part A now is the most responsible approach. It protects the Borough's existing investment, takes advantage of the current Guaranteed Maximum Price, maintains project momentum, and helps hedge against inflation and future construction cost increases.

REVISED Design-Build Contract Amendment

For Use with DBIA Document No. 525, *Standard Form of Agreement Between Owner and Design-Builder – Lump Sum* (2022 Edition), DBIA Document No. 530, *Standard Form of Agreement Between Owner and Design-Builder – Cost Plus Fee with an Option for A Guaranteed Maximum Price* (2024 Edition) and with DBIA Document No. 544, *Progressive Design-Build Agreement* (2024 Edition)

Amendment Number: 01	Amendment Effective Date: Date of last signature (if blank, use the date when below executed by both parties)
Project: Scow Bay Generator #2 Design-Build Project 329 Mitkof Highway Petersburg Alaska 99833	Date of Agreement: December 2, 2025
Owner: Petersburg Borough dba Petersburg Municipal Power and Light PO Box 329 Petersburg Alaska 99833	Design-Builder: Dawson Construction, LLC 405 32 nd St., Suite 110 Bellingham, WA 98225

Owner and Design-Builder agree that Phase 2 Services shall be divided into two parts, as follows :

Part A: Core and Shell only.

Part B: Completion of Project Construction in accordance with Design Documents.

Scope of this Amendment: To establish the Contract Price for Phase 2, Part A of Project Construction, including a Guaranteed Maximum Price (GMP), per Design-Build Agreement dated December 2, 2025 (“the Agreement”).

The Contract Price for Phase 2, Part A shall be Design-Builder’s Fee and Cost of the Work, with a GMP of **One Million Four Hundred Ninety Two Thousand Eight Hundred Forty-Four & 00/100 Dollars (1,492,844.00)**. In accordance with Subsection 6.6.1 of the Agreement, Design-Builder does not guarantee any specific line item provided as part of the GMP and has the sole discretion to apply payment due to overruns in one line item to savings due to underruns in any other line item. Design-Builder agrees, however, that it will be responsible for paying all costs of completing Part A which exceed the GMP, as adjusted in accordance with the Contract Documents.

The Contract Price set forth in this Amendment is based on the following:

Document	Title	Date	Pages
Attachment 1	GMP Estimate	7/14/2026	1
Attachment 2	Clarifications	7/14/2026	3
Attachment 3	Billing Rates	7/14/2026	3
Attachment 4	Design Documents Drawings List	7/14/2026	2

Date of Commencement of Part A: 9/1/2026

Substantial Completion of Part A: 12/31/2026

Final Completion of Part A: 3/1/2027

Liquidated Damages: \$1,000/Day, per Section 5.4 of the Agreement.

Change Order Mark-ups:

Labor: 10%

Materials: 10%

Equipment: 10%

Subcontractors: 8%

Warranty Reserve for Part A: \$25,000

Owner's permit list: Not Applicable

At Owner's request and upon ninety (90) days' notice, Design-Builder will provide Owner a proposal for a Contract Price Amendment for Phase 2, Part B.

By executing this Amendment, Owner and Design-Builder agree to modify the Agreement as stated above. Upon execution, this Amendment becomes a Contract Document issued in accordance with DBIA Document No. 535, *Standard Form of General Conditions of Contract Between Owner and Design-Builder*, (2010 Edition).

OWNER:

By: _____
 Printed Name: _____
 Title: _____
 Date: _____

DESIGN-BUILDER:

By: _____
 Printed Name: Todd Rawls
 Title: CFO
 Date: _____



Estimate Sub-Division Report

Project: Scow Bay Generator #2 - Core & Shell						Estimate Date: April 16, 2026		
Estimate: 95% - Core & Shell						Estimate Revision: 20260416 - Core & Shell		
Sub Division	Description	Labor	Materials	Equipment	Subcontract	Current Estimate	Cost / SF	Comments
3.1	Concrete Formwork	\$22,746	\$8,370	\$0	\$0	\$31,116	21.31	
3.2	Concrete Reinforcing	\$16,830	\$18,150	\$0	\$0	\$34,980	23.96	
3.3	Cast-In-Place Concrete	\$26,418	\$66,599	\$0	\$0	\$93,017	63.71	
5.1	Structural Steel	\$8,568	\$45,500	\$0	\$0	\$54,068	37.03	
6.1	Rough Carpentry	\$77,928	\$69,880	\$0	\$0	\$147,808	101.24	
7.2	Thermal Protection and Weather Barriers	\$7,650	\$8,200	\$0	\$0	\$15,850	10.86	
7.3	Roofing	\$17,238	\$23,500	\$15,000	\$0	\$55,738	38.18	Includes roof seamer rental.
7.4	Siding	\$13,362	\$19,000	\$0	\$0	\$32,362	22.17	
7.6	Flashing and Sheet Metal	\$24,582	\$4,500	\$0	\$0	\$29,082	19.92	
7.9	Joint Protection	\$2,040	\$1,500	\$0	\$0	\$3,540	2.42	
8.1	Doors and Frames	\$3,672	\$13,000	\$0	\$0	\$16,672	11.42	
8.3	Specialty Doors and Frames	\$0	\$0	\$0	\$30,000	\$30,000	20.55	
9.2	Plaster and Gypsum Board	\$0	\$0	\$0	\$0	\$0	-	No drywall in Core & shell Price
9.9	Painting and Coating	\$0	\$0	\$0	\$0	\$0	-	No tape and paint in core & shell price
10.0	Specialties	\$102	\$150	\$0	\$0	\$252	0.17	1 Fire Extinguisher
41.0	Equipment	\$4,488	\$151,661	\$0	\$57,111	\$213,260	146.07	Exhaust stack and stand, Radiator stand mobile gantry, Isolator installation
21.0	Fire Suppression	\$0	\$0	\$0	\$0	\$0	-	
23.0	Mechanical (Plumbing, Piping, HVAC)	\$0	\$0	\$0	\$53,188	\$53,188	36.43	
26.0	Electrical	\$0	\$0	\$0	\$226,097	\$226,097	154.86	Underslab conduits/piping only.
Building Subtotal:		\$225,624	\$430,010	\$15,000	\$366,396	\$1,037,030	710.29	
						\$0		
31.0	Earthwork	\$612	\$1,800	\$0	\$54,100	\$56,512	38.71	
33.0	Utilities	\$0	\$0	\$0	\$0	\$0	-	See EPC Breakdown
Sitework Subtotal:						\$56,512	\$ 38.71	
1.3	Travel, Housing, & Per Diem	\$0	\$49,580	\$0	\$0	\$49,580	33.96	
1.31	Project Management and Admin	\$0	\$58,660	\$0	\$0	\$58,660	40.18	
1.32	Site Supervision, Quality Control, & Safety	\$0	\$30,450	\$0	\$0	\$30,450	20.86	
1.5	Temporary Utilities and Controls	\$6,936	\$19,479	\$0	\$0	\$26,415	18.09	
1.6	Freight and Material Handling	\$4,896	\$74,300	\$0	\$0	\$79,196	54.24	
1.7	Mobilization	\$8,160	\$0	\$0	\$0	\$8,160	5.59	
0.0	Insurance, Bonds, Permits	\$0	\$36,260	\$0	\$0	\$36,260	24.84	Builder's Risk insurance not included.
Total Estimated Construction Costs		\$245,616	\$698,739	\$15,000	\$366,396	\$1,382,263	\$ 947	
Estimate Contingency						\$0	-	
Contractor Construction Contingency						\$0	-	
Fee						\$110,581	75.74	
Estimate Total						\$1,492,844	\$ 1,022	

dawson



May 29, 2026

Karl Hagerman
Utility Director
Petersburg Borough
khagerman@petersburgak.gov
PO Box 329
Petersburg, Alaska 99833
Phone 907-772-4203

Karl,

We are pleased to present the 95% Pricing Estimate for the Scow Bay Generator #2 Project – Core and Shell. This estimate reflects our continued commitment to providing accurate and comprehensive cost assessments as we progress towards the successful completion of this critical project.

95% - Core & Shell Price Estimate - \$1,492,844

Below is a summary including inclusions, exclusions, and clarifications for the above pricing.

- **Exclusions**
 - Builder's Risk insurance
 - Electronic access controls
 - Industrial pipe coatings
 - NACE II inspector (not anticipated)
 - Engine oil
 - Fuel for generator testing and commissioning
 - See notes in division sections below.
 - Third Party Testing and Lab Services
- **Bonds & Insurance**
 - General Liability and performance/payment bond included.
 - Building Permit included
 - Builder's Risk insurance is excluded and assumed to be provided by PP&L
- **General Conditions & Overhead**
 - Includes general project management, crew housing, per diem, travel, site supervision and administration, equipment, vehicles.
- **Division 3 – Concrete**
 - Footings, foundations, slabs, equipment pads as shown on the 95% design drawings.
 - Includes under slab vapor barrier.
 - Foundation insulation as shown on 65% design drawings.

P.O. Box 35825 / 8401 Airport Blvd. / Juneau, AK 99801 / 907-247-1500

www.dawson.com

- **Division 5 – Metals**
 - Steel columns, posts, beams, headers, and braces as shown on the 65% design drawings.
- **Division 6 – Carpentry**
 - Wood framed construction as shown on the 65% design drawings.
 - LVL wall framing, BCI roof joists, 2x6 outlookers for roof overhang, wall sheathing, roof sheathing, backing/blocking as required and called out.
 - No finish carpentry is shown.
- **Division 7 – Thermal & Moisture Protection**
 - Roof and exterior wall insulation and vapor barrier is not included in the Core & shell pricing.
 - Metal Roofing
 - Span-Lok hp Metal Roofing – 22 Ga – 16” – Standard Colors
 - Standard flashing profiles
 - Full length roof panels included per AEP Span.
 - Metal Siding
 - AEP Span PBR siding Panel – 22 GA – 36” – Standard Color
 - AEP Span Standard flashing profiles and installation details.
- **Division 8 – Openings**
 - Pricing includes an overhead coiling door in lieu of panel door. This is by recommendation of the supplier. We can discuss this option.
 - 3 man-doors to be Hollow Metal frames and doors.
 - Hardware included
 - Standard Lockset
 - Closer
 - Thresholds
 - Electronic access controls are not included.
- **Division 9 – Finishes**
 - No finishes included in core & shell pricing.
- **Division 41 – Equipment**
 - Includes installation of generator Isolators.
 - Includes (1) Mobile Gantry Crane supply and installation
 - Includes exhaust stack and outlet adapter supply
 - Includes exhaust stack mounting frame supply.
 - Includes the radiator support frame.
 - All heavy lifting of owner provided equipment is already included in the preconstruction contract.
 - Excludes industrial pipe coatings.
 - Excludes NACE II inspector.
 - We don’t anticipate needing this.
 - The Following equipment will be purchased by PP&L. Installation included only for the items noted.
 - Generator -Setting Included
 - Generator vibration isolators - Installation Included
 - Radiator
 - Expansion tank
 - Air start-tanks
 - Air start-compressors
 - 11 kV Switchgear
 - 25 kV Trident Switch
 - 5 MVA Transformer
 - 10k Gallon Fuel Tank
 - Fluids

P.O. Box 35825 / 8401 Airport Blvd. / Juneau, AK 99801 / 907-247-1500

www.dawson.com

- **Division 22/23 – Mechanical**
 - Under-slab piping only included in the Core & Shell Pricing.
 - All other mechanical, plumbing, and piping is excluded.
- **Division 26 – Electrical**
 - Under-slab conduit only included in the Core & Shell Pricing.
 - All other electrical, controls, conduit, wire, equipment installation is excluded.

Should you have any questions or require further clarification, please do not hesitate to contact us. We look forward to your feedback and continued collaboration as we move forward with the Scow Bay Generator #2 Project.

Thank you for your attention and support.
Yours sincerely,



Nate Katschke
Sr. Project Manager
Dawson Construction

Attachment: *Scow Bay Generator #2 95% Estimate – 20260529 Core & Shell*

1. Labor will be billed at the following rates:

Description	Hourly Rate	Overtime Rate
Project Executive	\$135	N/A
Sr. Project Manager	\$130	N/A
Project Manager	\$110	N/A
Assistant Project Manager	\$85	N/A
Project Engineer	\$80	N/A
Project Administrator	\$70	N/A
Project Accountant	\$100	N/A
Contract Administrator	\$80	N/A
Sr. Estimator	\$110	N/A
Estimator	\$90	N/A
Safety	\$100	N/A
Quality Control	\$80	N/A
Yard Labor	\$90	\$105
Superintendent	\$120	N/A
Carpenter Foreman	\$110	\$143
Carpenter	\$106	\$137
Laborer	\$102	\$127
Ironworker	\$112	\$142
Operator	\$112	\$146
Dump Truck	\$106	\$137
Flagger	\$102	\$127
Metal Fabrication	\$115	N/A

2. Payment & Performance bonds will be billed at a rate of 0.70% of the Contract Value.
3. Liability Insurance will be billed at a rate of 0.90% of the Contract Value
4. Builders Risk Insurance will be provided by Owner.
5. IT Systems will be billed at a rate of 0.50% of the Contract Value.
6. Project Safety & Quality Control will be billed at a rate of 0.45% of the Contract Value.

BILLING RATES

7. Contractor Owned Equipment will be billed at the following rates:

	Monthly Rate	Weekly Rate	Daily Rate
Boom Lifts			
30-45' Z Boom	\$ 2,800	\$ 930	\$ 310
60-70' Boom Lift	\$ 5,495	\$ 1,830	\$ 610
85' Boom Lift	\$ 11,500	\$ 3,830	\$ 1,280
MEC Titan 60S	\$ 14,000	\$ 4,670	\$ 1,560
Scissor Lifts			
30-40' RT Scissor Lift	\$ 4,200	\$ 1,400	\$ 470
53' RT Scissor Lift	\$ 5,120	\$ 1,710	\$ 570
20' Interior Scissor Lift	\$ 1,080	\$ 360	\$ 120
26-32' Interior Scissor Lift	\$ 1,400	\$ 470	\$ 160
Concrete			
Concrete Coring Kit	\$ 4,180	\$ 1,390	\$ 460
Electric Cornet Saw Walk behind	\$ 550	\$ 180	\$ 60
Concrete Scanner Kit	\$ 4,180	\$ 1,390	\$ 460
Concrete Forms Symons	\$ 8,800	\$ 2,930	\$ 980
Cranes			
Tower Crane Potain T-130	\$ 20,000	\$ 6,670	\$ 2,220
Tower Crane Potain HDT85	\$ 11,190	\$ 3,730	\$ 1,240
Crane Hopper	\$ 375	\$ 130	\$ 40
Crane Rigging Box	\$ 900	\$ 300	\$ 100
Glass Picker	\$ 3,000	\$ 1,000	\$ 330
Crane Flying Forks	\$ 275	\$ 90	\$ 30
Trailers			
Trailer - Medium Duty Under 10k	\$ 1,450	\$ 480	\$ 160
Trailer - Heavy Duty Over 10k	\$ 1,240	\$ 410	\$ 140
Dump Trailers 10k	\$ 2,100	\$ 700	\$ 230
14 K Tilt Deck Equipment Trailer	\$ 1,240	\$ 410	\$ 140
30 Ton Equipment Trailer	\$ 2,500	\$ 830	\$ 280
Misc.			
Mega Deck	\$ 5,940	\$ 1,980	\$ 660
Fuel Cell, 250 and 500 Gallon	\$ 665	\$ 220	\$ 70
Knack Data Vault Work Center	\$ 450	\$ 150	\$ 50
Forklift/Telehandlers			
Telehandler - 5,000 lbs, 19' Reach	\$ 3,500	\$ 1,170	\$ 390
Telehandler -10,000 lbs, 55' Reach	\$ 5,550	\$ 1,850	\$ 620
Telehandler - 12,000 lbs, 55' Reach	\$ 6,995	\$ 2,330	\$ 780
Forklift - Industrial 5K	\$ 2,500	\$ 830	\$ 280
Trash Hopper	\$ 275	\$ 90	\$ 30
Picking Devices - Truss Boom	\$ 310	\$ 100	\$ 30

BILLING RATES

	Monthly Rate	Weekly Rate	Daily Rate
Heaters			
Whacker E3000 Ground Thaw	\$ 8,490	\$ 2,830	\$ 940
Frost fighter Heater	\$ 1,400	\$ 470	\$ 160
Indirect Fire (Temp Heat Package)	Get Quote		
Office/Storage			
Storage Container 8'x20'	\$ 330	\$ 110	\$ 40
Office/Breakroom Container 8'x20'	\$ 730	\$ 240	\$ 80
Container Roof 20'x40'	\$ 500	\$ 170	\$ 60
Job Van - 40 to 48 ft	\$ 3,000	\$ 1,000	\$ 330
Office Trailer -16ft	\$ 1,250	\$ 420	\$ 140
Office Trailer - 32ft	\$ 3,000	\$ 1,000	\$ 330
Office Trailer - 40 to 56ft	\$ 3,300	\$ 1,100	\$ 370
GPS			
Trimble Total Station w/Data Collector	\$ 4,180	\$ 1,390	\$ 460
Trimble GPS Rover	\$ 4,180	\$ 1,390	\$ 460
Lights			
LED Site Lights	\$ 880	\$ 290	\$ 110
Vehicles			
F150/SUV/Car	\$ 2,400	\$ 800	\$ 270
F250/F350	\$ 2,400	\$ 800	\$ 270
Passenger Van/ Large SUV	\$ 2,400	\$ 800	\$ 270
F350/F450 Flatbed	\$ 4,000	\$ 1,330	\$ 440
F550 Flatbed	\$ 5,370	\$ 1,790	\$ 600
Service Trucks	\$ 2,100		
Security			
Security Trailer	\$ 3,000	\$ 1,000	\$ 340
Security Package	\$ 1,100	\$ 370	\$ 120
Generators			
GenSet - 55kva and under	\$ 2,600	\$ 870	\$ 290
GenSet - 70kva and over	\$ 3,200	\$ 1,070	\$ 350
Welders			
Big Blue 400	\$ 450	\$ 150	\$ 50
Miller XMT 350	\$ 400	\$ 200	\$ 40
Miller X12 Suitcase	\$ 300	\$ 100	\$ 30

Corporate Jet Charges	
Destination - Per Person	One Way
Petersburg	\$1,900

Drawing Description	Drawing No.	Sheet	Revision
COVER SHEET	PR-001	1	C
DRAWING INDEX	PR-002	1	A
OVERALL SITE PLAN	CE-001	1	C
ENLARGED SITE PLAN	CE-002	1	C
SITE FOUNDATION PLAN	CE-004	1	A
ABBREVIATIONS, LEGEND, GENERAL NOTES, AND SHEET LIST	G-002	1	3
CODE PLAN AND NOTES	G-003	1	3
CONSTRUCTION ASSEMBLIES	G-100	1	3
FLOOR PLAN	A-101	1	3
REFLECTED CELING PLAN	A-120	1	3
ROOF PLAN	A-130	1	3
EXTERIOR ELEVATIONS	A-201	1	3
BUILDING SECTIONS	A-301	1	3
LONGITUDINAL BUILDING SECTION	A-302	1	3
WALL SECTIONS	A-310	1	3
EXTERIOR DETAILS	A-501	1	3
AIR BARRIER SEQUENCE	A-502	1	3
DETAILS	A-503	1	3
DETAILS	A-512	1	3
DOOR AND FINISH SCHEDULES	A-601	1	3
SHEET SPECIFICATIONS	A-701	1	3
REFERENCE 3D ISOMETRIC	A-801	1	3
GENERAL NOTES & KEY PLAN	S-100	1	B
FOUNDATION PLAN	S-200	1	B
ROOF FRAMING PLAN	S-201	1	B
BUILDING SECTION	S-300	1	B
BUILDING SECTIONS & DETAILS	S-301	1	B
DETAILS	S-400	1	B
DETAILS	S-500	1	A
DETAILS	S-501	1	A
STRUCTURAL RADIATOR FOUNDATION DETAILS	S-510	1	A
STRUCTURAL 10,000 GALLON FUEL TANK FOUNDATION DETAILS	S-511	1	A
STRUCTURAL EXHAUST SILENCER FOUNDATION DETAILS	S-512	1	A
STRUCTURAL 5 MVA XFMR FOUNDATION DETAILS	S-513	1	A
STRUCTURAL ELECTRICAL EQUIPMENT FOUNDATION DETAILS	S-514	1	A
MECHANICAL PROCESS FLOW DIAGRAM	ME-100	1	A
MECHANICAL LEGENDS AND ABBREVIATIONS	ME-101	1	A
MECHANICAL EQUIPMENT SCHEDULE	ME-102	1	A
MECHANICAL SPECIFICATIONS	ME-103	1	A
MECHANICAL EQUIPMENT PLAN	ME-200	1	B
MECHANICAL ENGINE COOLING PLAN	ME-201	1	A
MECHANICAL ENGINE EXHAUST PLAN	ME-202	1	A
MECHANICAL STARTING AIR PLAN	ME-203	1	A
MECHANICAL FUEL OIL PLAN	ME-204	1	A

Drawing Description	Drawing No.	Sheet	Revision
MECHANICAL VENTILATION PLAN	ME-205	1	A
MECHANICAL NORTH BUILDING SECTION	ME-300	1	B
MECHANICAL WEST BUILDING SECTION	ME-301	1	B
MECHANICAL ENGINE COOLING WEST	ME-302	1	A
MECHANICAL ENGINE COOLING NORTH	ME-303	1	A
MECHANICAL ENGINE COOLING EAST	ME-304	1	A
FUEL OIL SUPPLY & STARTING AIR P&ID	ME-400	1	B
COOLING P&ID	ME-401	1	B
MECHANICAL HVAC DETAILS	ME-500	1	A
GENERAL ARRANGEMENT ELECTRICAL EQUIPMENT SITE PLAN VIEW	SBPP-SS-3000	1	B
GENERAL ARRANGEMENT ELECTRICAL EQUIPMENT BUILDING PLAN VIEW	SBPP-SS-3001	1	B
120VAC LIGHTING & RECEPTACLE PLAN	SBPP-SS-3002	1	B
120VAC LIGHTING & RECEPTACLE SCHEDULE	SBPP-EL-3002	2	B
SITE UNDERGROUND CONDUIT PLAN	SBPP-SS-3010	1	B
SITE CONDUIT SCHEDULE SUB-GRADE	SBPP-EL-3010	2	B
UNDERGROUND CONDUIT PLAN	SBPP-SS-3011	1	B
CONDUIT SCHEDULE SUB-GRADE	SBPP-EL-3011	2	B
CONDUIT SCHEDULE SUB-GRADE	SBPP-EL-3011	3	B
11 KV SWITCHGEAR ONE-LINE DIAGRAM	SBPP-EL-0010	1	B
11 KV / 25 KV SCOW BAY EXISTING DEMO SWITCHING DIAGRAM	SBPP-EL-0011	1	B
11 KV / 24.9 KV SYSTEM SWITCHING DIAGRAM	SBPP-EL-0011	2	B
STATION SERVICE ONE-LINE DIAGRAM	SBPP-EL-0012	1	B
48 VDC & 24VDC CONTROL POWER ONE-LINE DIAGRAM	SBPP-EL-0013	1	B
SCADA & MIRRORED BITS NETWORK TOPOLOGY	SBPP-EL-0020	1	B
120VAC LIGHTING SCHEMATIC	SBPP-EL-2010	1	B
120VAC RECEPTACLES SCHEMATIC	SBPP-EL-2011	1	B
RADIATOR FAN #1 STARTER SCHEMATIC	SBPP-EL-2030	1	B
RADIATOR FAN #2 STARTER SCHEMATIC	SBPP-EL-2031	1	B
RADIATOR FAN #3 STARTER SCHEMATIC	SBPP-EL-2032	1	B
RADIATOR FAN #4 STARTER SCHEMATIC	SBPP-EL-2033	1	B
EMD CONTROL PANEL WIRING DIAGRAM	SBPP-EL-3100	1	B
5 MVA 24.94/11KV POWER TRANSFORMER MARSHALLING BOX WIRING DIAGRAM	SBPP-EL-3101	1	B
11 Kv SWITCHGEAR & EMD CONTROL PANEL INTERCONNECT WIRING DIAGRAM	SBPP-EL-3500	1	B
5 MVA TRANSFORMER AUXILIARY & CONTROL INTERCONNECT WIRING DIAGRAM	SBPP-EL-3501	1	B
CABLE SCHEDULE AC POWER CABLES	SBPP-EL-4000	1	B
CABLE SCHEDULE DC POWER CABLES	SBPP-EL-4001	1	B
CABLE SCHEDULE COMMUNICATIONS, CT & ANALOG CABLES	SBPP-EL-4002	1	B
CABLE SCHEDULE COMMUNICATIONS, CT & ANALOG CABLES	SBPP-EL-4003	1	B



PO BOX 156
SOLDOTNA, ALASKA 99669
(907)-519-4553

07/27/2026

Petersburg Borough Assembly
Honorable Mayor Lynn and Members of the Assembly
c/o Liz Cabrera, Director PEDC
P.O. Box 329
Petersburg, Alaska 99833

RE: Burrell Subdivision – Request to Amend Conveyance and Improvement Agreement (Skylark LLC)

Honorable Mayor Lynn and Members of the Assembly:

I am writing regarding the Conveyance and Improvement Agreement between the Petersburg Borough and Skylark Park LLC, approved by the Assembly on October 20, 2025, and incorporated into Resolution 2025-20. As the Assembly is aware, the Agreement specifies that all roads within the development must be constructed within a platted forty-foot (40') right-of-way, as set out in Paragraph 5(b)(i) of Exhibit A.

During the platting process, Skylark Park LLC has requested consideration of a reduced right-of-way width. While the Planning Commission has authority under Petersburg Municipal Code to grant variances from Borough code requirements, it does **not** have authority to modify or waive terms contained in an Assembly-approved agreement. Because the 40' platted right-of-way requirement is a contractual obligation—not merely a code standard—the Planning Commission cannot act on the requested variance unless the Assembly first authorizes an amendment to the Agreement.

Accordingly, I respectfully request that the Assembly consider an authorization which will allow the Borough Manager to execute an amendment to the Conveyance and Improvement Agreement allowing the Planning Commission to consider and, if appropriate, approve a platting variance from the 40' platted right-of-way requirement.

This amendment would not alter the public-benefit findings, development obligations, or performance requirements established by the Assembly, and would solely permit the Planning Commission to evaluate a narrower right-of-way under its existing variance authority.

If approved, the amendment will allow the platting process to proceed without conflict between Borough code, Planning Commission authority, and the terms of the Agreement.

Respectfully submitted,

Aaron T. Brown

Aaron Brown, PLS

For,

Vector Surveying LLC

AaronBrown.AK@gmail.com

(907) 519-4553

**PETERSBURG BOROUGH
RESOLUTION #2025-20**

**A RESOLUTION APPROVING THE SALE OF BOROUGH LAND TO
SKYLARK PARK, LLC FOR A PUBLIC BENEFIT PURPOSE**

WHEREAS, the Petersburg Borough owns the following described seven parcels of real property:

Lots 1, 2, 3, 5, and 6, Block A, Skylark II Subdivision, per Plat #90-14;
Lot 5A, Block 221, Skylark II Subdivision, per Plat #90-14; and
Government Lot 21, Section 33, T58S, R79E, C.R.M. ("the Lots"); and

WHEREAS, on July 31, 2024, application was made by Skylark Park, LLC, to purchase the Lots for a public benefit purpose under Petersburg Municipal Code (PMC) 16.12.030; and

WHEREAS, the stated public benefit purpose was to further subdivide the Lots and install roads and utilities, in order to provide reasonably priced housing within the Borough ("the project"); and

WHEREAS, on October 7, 2024, the Borough Assembly received the land sale application and moved it forward to the Petersburg Borough Planning Commission for review and recommendation; and

WHEREAS, on November 12, 2024 a duly noticed public hearing was held by the Planning Commission on the application; and

WHEREAS, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments, and made recommendation to the Assembly to sell the Lots for a public benefit purpose; and

WHEREAS, on December 2, 2024, pursuant to PMC Section 16.12.030C(2), the Borough Manager submitted a report and recommendation to the Assembly on the application, containing the information required under subsections .030C(2)(a.-d.), including a fair market value appraisal, a descriptive summary of the economic benefits of the development, and the recommended land disposal method and requirements; and

WHEREAS, the Assembly thereafter determined that the project would result in a long term public benefit to the Borough by developing unimproved land into reasonably-priced housing units available for purchase; and

WHEREAS, the Assembly further determined that the sale would proceed by direct negotiations and authorized the Borough Manager to commence negotiations for the disposal, with the final terms subject to Assembly approval; and

WHEREAS, thereafter the Borough Manager negotiated the terms of sale with Skylark Park, LLC, memorialized in a proposed Conveyance and Improvement Agreement , attached hereto as Exhibit A, setting out the terms and conditions for conveyance of the Lots; and

WHEREAS, on October 20, 2025, pursuant to PMC Section 16.12.060(D), the Assembly held a duly noticed public hearing; and

**PETERSBURG BOROUGH
RESOLUTION #2025-20**

WHEREAS, pursuant to PMC 16.12.030E, notice of this hearing was provided by certified mail to the owners of property immediately adjacent to the Lots, at least ten (10) days prior to the public hearing; and

WHEREAS, considering all materials, comments and testimony provided by the applicant and the public, the Assembly determined, pursuant to PMC 16.12.030B(1) and (2), that the project provides a significant long-term positive economic impact to the community, in the form of providing a minimum of twenty (20) reasonably priced residential lots with utilities not otherwise readily available in Petersburg, that outweighs maximizing direct monetary payment of the Borough of the full assessed or appraised value of the Lots; and

WHEREAS, the Assembly further determined that the terms and conditions set out in the attached Conveyance and Improvement Agreement are sufficient to ensure provision of the anticipated public benefit of the project; and

WHEREAS, the Assembly further determined that the Lots are not required for a municipal purpose; and

WHEREAS, the Lots have a total FY 2025 assessed value of \$188,300, and a total appraised value of \$111,000, as determined by an October 25, 2024 appraisal conducted by Ramsey Appraisal Resource, as further set out below:

<u>Lot #</u>	<u>Appraisal Value</u>	<u>Assessed Value (2025)</u>
1	\$ 15,000	\$ 23,400
2	\$ 13,000	\$ 17,900
3	\$ 14,500	\$ 24,600
5	\$ 13,000	\$ 17,800
6	\$ 14,000	\$ 17,800
5A	\$ 15,000	\$ 25,800
21	<u>\$ 26,500</u>	<u>\$ 61,000</u>
<u>Total</u>	\$111,000	\$188,300; and

WHEREAS, the applicant has proposed a sale price for the Lots equal to one-half of the appraisal value, for a total sale price of \$55,500, and the Assembly is agreeable to that sale price under the terms and conditions set out in the attached Conveyance and Improvement Agreement; and

WHEREAS, estimated expenses relating to the land sale are due and will be collected from the buyer per PMC 16.12.090; and

WHEREAS, PMC 16.12.160C, provides that the disposal of borough property with an assessed value of \$250,000 or less be authorized by resolution of the Assembly.

**PETERSBURG BOROUGH
RESOLUTION #2025-20**

THEREFORE, BE IT RESOLVED by the Assembly of the Petersburg Borough, as follows:

Section 1. The Assembly hereby authorizes the sale of the following parcels of real property by quitclaim deed to Skylark Park, LLC, subject to all terms and conditions set forth in this Resolution and in the Conveyance and Improvement Agreement, attached hereto as Exhibit A and incorporated herein by reference:

Lots 1, 2, 3, 5, and 6, Block A, Skylark II Subdivision, per Plat #90-14
Lot 5A, Block 221, Skylark II Subdivision, per Plat #90-14
Government Lot 21, Section 33, T58S, R79E, C.R.M.

The Assembly finds that the terms and conditions of sale are sufficient to ensure provision of the anticipated public benefit purpose of the project.

Section 2. The sale price of the real property is \$55,500.00 (constituting one-half of the appraised value of the Lots) plus expenses of sale in a precise amount to be determined at closing of the sale, but including, at a minimum, the following:

Title Report and Escrow Fees	\$ 483
Legal Fees	\$ 500
Recording of Deed	\$ 25
Advertising twice for public hearing in local paper	\$ 297
Mailing of Public Notices to Adjacent Property Owners	\$ 163
Total Costs Due	\$ 1468

Section 3. The Assembly finds that the sale of the Lots for a public benefit purpose provides a significant positive long-term economic impact on the community that outweighs maximizing the direct monetary payment to the Borough of the full assessed or appraised value of the property, by providing needed reasonably priced housing in the community, and that the Lots are not needed for a municipal purpose.

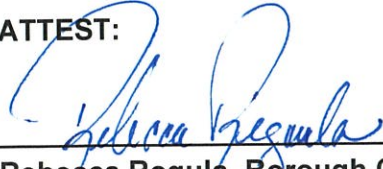
Section 4. The Borough Manager is hereby authorized to execute all deeds, contracts or other documents necessary to complete the purchase and sale transaction authorized under this Resolution.

PASSED and APPROVED by the Assembly of the Petersburg Borough, Alaska this 20th day of October, 2025.



Bob Lynn, Mayor

ATTEST:



Rebecca Regula, Borough Clerk

REAL PROPERTY CONVEYANCE AND IMPROVEMENT AGREEMENT

Exhibit A

This Real Property Conveyance and Improvement Agreement (the "Agreement") is made by and between the Petersburg Borough, PO Box 329, Petersburg, Alaska 99833 (the "Borough") and Skylark Park LLC, PO Box 2070, Petersburg, Alaska 99833 ("Skylark"), collectively referenced herein as the "Parties". This Agreement shall be effective upon the date of the last signature below (the "Effective Date").

Recitals

- A. The Borough, as successor-in-interest to the City of Petersburg, is the owner of the following described seven (7) parcels, all located in the Petersburg Recording District, First Judicial District, State of Alaska:

Lots 1, 2, 3, 5, and 6, Block A, Skylark II Subdivision, per Plat #90-14
Lot 5A, Block 221, Skylark II Subdivision, per Plat #90-14
Government Lot 21, Section 33, T58S, R79E, C.R.M. (collectively, the "Lots")
- B. Skylark has requested to purchase the lots, at less than assessed value, in order to develop a large residential housing development, as provided for under Petersburg Municipal Code (PMC) 16.12.030B.
- C. Through one or more plats, Skylark would subdivide Government Lot 21, in conjunction with Government Lot 14, already owned by Skylark, to develop a minimum of twenty (20) residential lots, with a minimum lot size of 75' by 100' (referred to herein, together with the Skylark II Subdivision lots, as the "development"), with at least fourteen (14) of the twenty (20) new lots created located within the current boundaries of Government Lot 21. Skylark is to install and construct improvements to the development.
- D. The improvements would consist of new road construction, commencing at the corner of Odin and Wesley Streets, onto and through Government Lots 14 and 21, and installation of electric, water, sewer and storm drainage utilities along the same route, as more specifically described in paragraph 5 below (cumulatively, the "Improvements" or the "Lot Improvements").
- E. The Improvements shall be constructed and installed in accordance with Borough standards, as set out further in paragraph 5 below. The construction/installation plans shall be reviewed and accepted by the Borough prior to commencement of the work by Skylark, and said construction/installation shall be inspected and accepted by the Borough upon completion of the work.

F. The Borough has agreed to sell the Lots to Skylark at fifty percent (50%) of their Appraisal Value, as established under the October 25, 2024 appraisals performed by Ramsey Appraisal Resource (File Names. 24-32 and 24-33)

G. The Appraisal Values, Sale Prices, and Assessed Values are as follows:

<u>Lot #</u>	<u>Appraisal Value</u>	<u>Sale Price</u>	<u>Assessed Value (2025)</u>
1	\$ 15,000	\$ 7,500	\$ 23,400
2	\$ 13,000	\$ 6,500	\$ 17,900
3	\$ 14,500	\$ 7,250	\$ 24,600
5	\$ 13,000	\$ 6,500	\$ 17,800
6	\$ 14,000	\$ 7,000	\$ 17,800
5A	\$ 15,000	\$ 7,500	\$ 25,800
21	<u>\$ 26,500</u>	<u>\$ 13,250</u>	<u>\$ 61,000</u>
<u>Total</u>	\$111,000	\$ 55,500	\$ 188,300

H. The development would be of substantial public benefit, as the community of Petersburg is currently experiencing a severe shortage of available housing, including available parcels of land with borough utilities.

Agreement

NOW THEREFORE, upon the following terms and conditions, and those set out in Petersburg Borough Assembly Resolution #2025-20, incorporated herein by reference, the Borough hereby agrees to sell and convey, and Skylark agrees to purchase, the Lots:

1. Recitals Incorporated. The Recitals above are incorporated here as though fully restated.
2. Sale Price. The total sale price for the parcels is \$55,500.00 ("the sale price").
3. Payment of Sale Price. The full amount of the sale price shall be paid at closing of this transaction. At the closing, title to the Lots shall be conveyed by the Borough to Skylark, via one Quitclaim Deed, subject to all easements, rights-of-way and reservations, of record or not of record, including but not limited to matters which would have been disclosed by a survey or physical inspection of the Lots. The Parties acknowledge and agree that the seven parcels will not be conveyed separately, and that Skylark is required under this Agreement to purchase all Lots together in a single transaction. The Borough is

not providing title insurance for the Lots. If Skylark desires to obtain title insurance, Skylark may do so at its own expense.

4. Platting Process. At its discretion, Skylark shall promptly proceed with the development through either a single or multi-phase platting process, as follows:

a. Single Plat:

- i. In accordance with the Borough's platting ordinances and procedures, Skylark shall submit a preliminary plat to the Petersburg Platting Board for the development on or before six (6) months following the date of Assembly approval of the purchase of the lots, and thereafter diligently pursue approval of that plat.
- ii. Promptly upon approval of the preliminary plat, Skylark shall commence construction and installation of the improvements set out below, at its sole expense, and submit a final plat to the Platting Board within twelve (12) months of said approval, unless an extension for submission of the final plat is granted by the Platting Board. Once the final plat is submitted to the Board, Skylark will thereafter diligently pursue approval of that plat.
- iii. The Platting Board may approve, at its discretion, a written subdivision agreement under PMC 18.26.020A for installation and construction of the improvements set out below on Government Lot 21, with Skylark posting improvement security under PMC 18.26.060. If that election is made, those improvements shall be completed by Skylark and approved by the Borough within the time required under PMC 18.26.040.
- iv. All improvements as set out below must be completed and approved within six (6) years of the date of approval of the preliminary plat.
- v. If Skylark fails to timely submit a preliminary or final plat, diligently pursue a preliminary or final plat once submitted to the Board, or timely complete improvements under a subdivision agreement/financial guarantee, then Skylark is required to pay to the Borough the difference between the price paid hereunder (50% of appraisal value) and the 2025 assessed value of the Lots, equal to One Hundred Thirty Two Thousand, Eight Hundred Dollars and No Cents (\$ 132,800.00). If a final plat is not timely approved, or improvements not timely completed and approved, this shall be deemed conclusive proof of a failure of diligence. The sum due hereunder shall be paid within thirty (30) days of request for payment to Skylark by the Borough.

b. Multiple Plats: In the alternative, Skylark may elect to pursue the development in two or more separate phases, under multiple separate plats. If Skylark makes this election, the following conditions shall apply:

- i. Skylark shall make a cash deposit to the Borough in the amount of One Hundred Thirty Two Thousand Eight Hundred Dollars and No Cents (\$132,800.00), constituting the difference between the sale price and the 2025 assessed value of the lots, to be held by the Borough to ensure that the development is completed ("the guarantee funds"). The guarantee funds will be deposited by the Borough in an interest-bearing account at a financial institution of the Borough's choosing, with the accrued interest payable to Skylark. The fees charged by the financial institution for this account will be borne by Skylark.
- ii. The development must be fully completed, with all required improvements to all lots installed, constructed and approved by the Borough and all final plat approvals obtained, within six (6) years of the date of Assembly approval of the purchase of the lots.
- iii. Upon subdivision of the following parcels, and completion of Lot Improvements by Skylark and approval of those improvements by the Borough, the principal amount of eighty five Thousand fifty Dollars and No Cents (\$85,050.00) shall be released to Skylark from the guarantee funds.

The lots located in Skylark II Subdivision (Lots 1, 2, 3, 5, and 6, Block A, and Lot 5A, Block 221) and Government Lot 14

- iv. This amount may also be released in the event that the Platting Board approves, at its discretion, a written subdivision agreement under PMC 18.26.020A for installation and construction of the required improvements to these specified lots, with Skylark posting improvement security under PMC 18.26.060. If that election is made, those improvements shall be completed by Skylark and approved by the Borough within the time required under PMC 18.26.040.
- v. The remaining principal amount of the guarantee funds shall be returned to Skylark upon
 - i) timely recording of the final plat for the development and
 - ii) either the completion and acceptance by the Borough of all required improvements for the development or approval of a subdivision agreement and posting of improvement security for all uncompleted required improvements.

vi. If Skylark fails to timely complete the development, and has not posted improvement security under an approved subdivision agreement to guarantee completion of all required but uncompleted improvements, then Skylark is required to pay to the Borough the difference between the price paid hereunder (50% of appraisal value) and the 2025 assessed value of the Lots, equal to One Hundred Thirty Two Thousand, Eight Hundred Dollars and No Cents (\$132,800.00) provided that if funds have been released under paragraph (iii) or (iv) above, the amount due is Forty Seven Thousand Seven Hundred Fifty Dollars and No Cents (\$ 47,750.00). This payment shall be made, in whole or in part, by the immediate release to the Borough of all remaining guarantee funds, without restriction and without further consent of Skylark.

5. Required Improvements. A lot purchased or developed hereunder may not be sold by Skylark until the final plat has been approved by the Platting Board and recorded with the State of Alaska Recorder's Office and improvements to the lot have been completed and accepted by the Borough. Skylark agrees to design, construct and install the Improvements to the Lots, at its sole expense, in accordance with the terms and conditions of this Agreement, including the following:

a. Prior to commencement of construction and installation of improvements, Skylark shall present the design plans to the Borough for review and approval ("the plans"). The plans shall be prepared, stamped, and signed by a professional engineer holding a registered professional civil engineer license issued by the State of Alaska. The plans should include and address any required permitting or other mandatory review and approval by governmental or regulatory agencies. Skylark cannot commence construction and installation work until all plans have been accepted and approved, in writing, by the Borough and any required regulatory permitting and approvals have been obtained. Any subsequent amendments or revisions to the plans require Borough approval.

b. The plans shall comply and conform with the Petersburg Borough 2012 Standard Specifications for Streets, Drainage, Utilities and Parks ("2012 Standard Specifications"), Petersburg Municipal Code (PMC) Chapters 14.04 (Water Utility), 14.08 (Sewer Utility), 14.16 (Electric Utility) and Section 18.24.070 (Major Subdivision - Streets), Rural Utility Service (RUS) standards, all other applicable laws, regulations, and ordinances, and including the following (cumulatively "the standards"):

i. Roads: The roads shall be 28' in width (12' lanes with 2' shoulders), within a platted 40' right-of-way, dug to hard pan and then back-filled with rock, and otherwise designed to meet Local Access Street standard criteria set out in PMC 18.24.070F(7) and the 2012 Standard Specifications, Division 20 Earthwork, Standard Detail 20-1. Chip seal is optional.

Driveway culverts shall be included in the plans and installed as appropriate, at the discretion of the Public Works Director, to maintain free drainage throughout the development.

- ii. Water and sewer mains: The water and sewer facilities must be approved for construction by the Alaska Department of Conservation (ADEC). Upon successful completion of water and sewer mains, Approvals to Operate the systems shall be secured from ADEC prior to dedication of these utilities to the Borough. Sewer laterals shall be installed to each of the platted lots and cleanouts installed at the property line. Water service lines shall be extended to each of the platted lots with curb stop valves located at the property line. The placement and spacing of fire hydrants is to be approved by Petersburg Fire Department.
- iii. Extension of the primary electrical distribution system shall be designed, stamped and constructed to RUS standards, and submitted to the Borough and constructed pursuant to the provisions of PMC 14.18.020. The electrical distribution system shall be capable of providing electrical service drops to each of the platted lots. Electrical service drops and/or service transformers are not part of this development and will be arranged between the subsequent property owners of each of the platted lots and Petersburg Municipal Power and Light when service is desired to structures built.
- c. Skylark's work at the development, and the work of any contractor or subcontractor of Skylark, shall be performed in conformance with all federal, state and local laws and regulations applicable to and governing that work.

6. Inspections and Testing.

- a. The Borough is free to inspect work on the development as it deems necessary, at Skylark's sole expense. The Borough will provide an estimate of all costs associated with Borough inspections¹, and costs shall be paid in full to the Borough by Skylark prior to commencement of utility construction, pursuant to the provisions of PMC 14.18.030. Prior to the covering of any utility improvements installed by Skylark, said improvement must first be inspected by the Borough. Skylark must notify Borough in writing at least two (2) business days in advance of when such inspection will be required so that the Borough has an opportunity to schedule personnel. Any work covered without notice to, and inspection by, the Borough shall be uncovered at the

¹ If Skylark is utilizing a multiple plat process (see, paragraph 4(b) above), the cost estimate shall only address the inspections necessary for the lots contained on the plat then pending.

Borough's discretion, and at Skylark's sole expense, so that an inspection may occur. While work on the Improvements is ongoing, the Borough shall have free and unimpeded access to the site for inspection purposes.

b. Skylark may elect to provide an onsite inspector at Skylark's sole expense, who will document the work daily (while work on the Improvements is ongoing) and provide written inspection reports to the Borough Public Works Director, with photographs of the progress of the work and documentation as to the work accomplished. Additional inspections by the Borough shall be at the Borough's discretion. While work on the Improvements is ongoing, the Borough shall have free and unimpeded access to the site for inspection purposes.

c. The engineer hired by Skylark to design the development shall perform, at a minimum and at Skylark's sole expense, quarterly inspections and testing, including acceptance and startup testing, during installation and construction of the Improvements, and a final inspection upon completion of the improvements², to ensure that the work is performed properly and in full accord with the plans and any approved amendments or revisions thereto. The engineer's inspection reports, including photographs, shall be promptly provided to the Borough Public Works Director following each inspection.

d. The Borough has the right to attend and witness any acceptance testing of the water lines (including without limitation pressure testing, chlorinating, flushing, bacterial testing, and final flushing) and sewer lines (pressure/leakage testing), and any pump station startup testing. Skylark shall provide written notice to the Borough Public Works Director at least three (3) business days in advance of any acceptance or startup testing.

e. Skylark shall notify the Borough, in writing, upon completion of the Improvements, and the Borough shall review and inspect the improvements to ensure conformance with the approved plans, including any approved amendments or revisions, and standards. In the event that the Borough determines that the completed improvements do not fully conform, written notice of the deficiencies shall be provided to Skylark, containing the corrections required to bring the improvements into compliance. Skylark shall thereafter promptly take action to correct the deficiencies; upon completion of that work, Skylark shall notify the Borough in writing that the corrections have been completed, and the Borough may re-inspect the improvements for

² If Skylark is utilizing a multiple plat process (see, paragraph 4(b) above), "completion of the improvements" or "completion of construction and installation of the improvements" means the completion of the required Improvements for the lots contained on the plat then pending.

compliance. The Borough shall notify Skylark in writing when the improvements have been accepted hereunder.

7. As-built Drawings. Within six (6) months of completion of construction and installation of the Improvements, one (1) complete hard copy and one (1) complete electronic copy of record drawings of the completed improvements, prepared and certified by Skylark's contractor and engineer, shall be delivered to the Borough Public Works Director. The engineer must certify that the work has been constructed and installed in accordance with the plans, including any approved amendments or revisions, and standards.

8. Warranty. Pursuant to PMC 18.26.085, Skylark shall warrant and guarantee for a period of one (1) year after acceptance by the Borough that the improvements constructed and installed hereunder will remain in good condition and will meet operating specifications. Such warranty includes defects in design, workmanship, and materials.

9. Soil Disposal. During active construction of Improvements at the development, Skylark will be given a fifty percent (50%) reduction in fees due to the Borough to dump soil materials from the development at the Borough waste soil disposal site. Prior to commencement of work on the development, Skylark and the Borough will meet to discuss and agree upon the estimated volume of soil that will be deposited at the soil disposal site pursuant to the development. Any amount in excess of that volume will be discussed with the Borough prior to disposal.

10. Conditions of Sale due to Public Benefit. The Borough and Skylark acknowledge that this sale of Borough land is being made at less than assessed or appraised value due to the public benefit of development of improved lots within the Borough to address the severe shortage of local affordable housing. As a result, the following conditions apply to the sale of lots purchased or developed by Skylark hereunder:

a. No person may purchase more than one (1) lot in the development, excluding lots located wholly on Government Lot 14. Skylark shall make reasonable inquiry to verify that sales are not being made to a relative or friend of a buyer, or other third party, with an intent to circumvent this limitation. Copies of all earnest money or purchase/sale agreements shall be provided to the Borough promptly upon execution.

b. A lot may be sold only to an individual who is a current resident of the Petersburg Borough, or who intends to become a resident of the Borough within ninety (90) days. The purchaser must sign a sworn statement, on a form provided by the Borough, attesting that purchaser meets the residency requirement and that purchaser intends to construct a residence on the lot and use that residence as purchaser's primary residence. This form shall be on Borough

letterhead, and state that the form is being required by the Petersburg Borough and not affiliated with Skylark. A copy of this statement shall be provided to the Borough prior to closing of any sale.

c. Prior to the acceptance and execution of any earnest money agreement or other purchase/sale agreement for the sale of a lot purchased or developed under this Agreement, Skylark must advertise the lot for sale by publishing a notice of sale in the Petersburg Pilot, at least once a week for three weeks. Multiple lots may be advertised for sale in the same notice. Upon request, Skylark shall provide a proof of publication to the Borough.

d. If any lot purchased hereunder is sold in violation of these conditions of sale, Skylark is required to pay to the Borough the difference between the price paid hereunder for that lot (50% of appraisal value) and the lot's 2025 assessed value. If a lot developed hereunder by subdivision of Government Lot 21 is sold in violation of these conditions of sale, Skylark is required to pay to the Borough the sum of Eight Thousand Two Hundred Dollars and No Cents (\$8,200.00). The sum due shall be paid over to the Borough at the closing of the non-compliant sale.

11. Contingency of Sale. The Parties understand that this sale of the Lots will be contingent upon the Assembly adopting an ordinance rezoning Government Lot 21 from OSR to SFMH, with conditions, as set out in Ordinance #2025-14 ("the rezoning ordinance). If the Assembly fails to adopt the rezoning ordinance on or before 45 days following the effective date of this Agreement, and the parties do not agree to an extension, this Agreement shall terminate and be of no further force and effect. If the Assembly timely adopts the rezoning ordinance, the closing of this transaction shall occur within sixty (60) days of the date of enactment of the ordinance, but no sooner than January 5, 2026, unless extended by mutual agreement of the parties. If the purchase is not timely closed, this Agreement shall terminate and be of no further force and effect.

12. Parcels Sold in their Present Condition. The Lots are sold "as is, where is", in their current condition and with all faults as of the effective date. Skylark has entered into this Agreement relying solely upon information and knowledge obtained from Skylark's own investigation and/or inspection of the Lots. The Borough expressly makes no representations regarding, and disclaims any liability for, any of the Lots, and any improvements located thereon, including without limitation (1) the condition of any of the Lots and the existence or condition of any improvements located thereon; (2) the exact location or size of any of the Lots, the existence of markers on any of the Lots, or the ability or cost of surveying any of the Lots; (3) the status or insurability of title to any of the Lots, including the existence of any liens, encumbrances or conditions on any of the Lots; (4) the ability of Skylark to utilize any of the Lots or any improvements in any fashion and for any particular purpose or use; and (5) the existence, or the potential for installation, of any utility on or to any of the Lots. The Lots are sold subject to all platted

easements, rights-of-way and reservations, and all liens, encumbrances, and conditions, of record or not of record, including but not limited to matters which would have been disclosed by a survey or physical inspection of the parcels. The Borough makes no representations, warranty or guarantees, express or implied, as to quality, merchantability or suitability of any the Lots for a particular purpose or use. Closing of the purchase hereunder will constitute an acknowledgment by Skylark that the Borough is relieved from all responsibility and liability for the condition of the Lots.

13. Representations, Warranties and Disclaimers of the Parties. Each party represents and warrants as follows:

- a. All actions necessary for it to enter into and perform this Agreement and make this Agreement legally binding upon it have been obtained;
- b. The execution and delivery of this Agreement, and the consummation by it of the transactions contemplated by this Agreement, will not violate any contract, agreement, order or judgment of any nature by which it is bound; and
- c. There is no action, suit or proceeding pending or threatened against it which would prohibit it from completing the transaction contemplated by this Agreement.

14. Entire Agreement and Modification. This Agreement sets forth the entire understanding and agreement of the Parties with respect to the transactions contemplated hereunder. This Agreement supersedes any and all prior negotiations, discussions, agreements, and understandings between the Parties with respect to the subject matter hereof. This Agreement may not be modified or amended except by written agreement executed by the Parties.

15. Construction. Each party to this Agreement has had an opportunity for independent counsel to review and modify the Agreement. The rule of construction to the effect that any ambiguities are to be strictly construed against the drafter shall not apply to any interpretation of any provision of this Agreement.

16. Successors and Assignment. Skylark may not assign its rights, obligations or interest in this Agreement to any other person or entity without first obtaining the prior written consent of the Borough, which consent may be given or withheld in the Borough's sole discretion. Any change in ownership of Skylark shall constitute an assignment under this provision. This Agreement is binding on Skylark and its successors and approved assignees.

17. Counterparts; Electronic Mail Signatures. This Agreement may be executed and delivered in one or more counterparts. Each such counterpart hereof shall be deemed an original instrument, but all such

counterparts together shall constitute one agreement. Signatures on documents delivered by facsimile or in electronic format by email are intended to be the equivalent of original signatures.

18. Notices. Any notices or communications required or permitted to be given under this Agreement, including any written notice of termination of this Agreement, shall be given in writing and shall be delivered (i) in person, (ii) by certified mail, postage prepaid, return receipt requested, (iii) by a commercial overnight courier that guarantees next day delivery and provides a receipt, or (iv) by electronic mail. Such notices shall be addressed as follows:

To the Borough:

c/o Borough Manager
PO Box 329
Petersburg, Alaska 99833
Email: sgiesbrecht@petersburgak.gov

To Skylark:

c/o Manager
PO Box 2070
Petersburg, Alaska 99833
Email: ambre@rocknroadak.com

Any such notice or communication shall be considered given or delivered, as the case may be, on the date of personal delivery, three (3) days after deposit in the United States mail or with an overnight courier as provided above, or in the case of email transmission, upon the date sent, provided the party has proof of such sending. Rejection or other refusal to accept or inability to deliver because of changed address of which no notice was given shall be deemed to be receipt of the notice or communication. Either Party may at any time change its contact information by giving notice hereunder.

19. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall nonetheless remain in full force and effect so long as the intent of the parties can be reasonably accomplished thereby.

20. Captions. The captions in this Agreement are inserted for convenience of reference only and in no way define, describe or limit the scope or intent of this Agreement or any of the provisions of this Agreement.

21. Governing Law/Waiver of Jury Trial. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Alaska. The Borough and Skylark hereby waive any and all right

to a trial by jury in any action or proceeding brought in connection with this Agreement. The parties consent to the jurisdiction of the courts of the State of Alaska, located in Petersburg, Alaska.

22. No Joint Venture; No Third Party Beneficiaries. This Agreement shall not be construed or interpreted to create a partnership or joint venture between the Borough and Skylark. The provisions of this Agreement and of the documents to be executed and delivered under this Agreement, are and will be for the benefit of the Borough and Skylark only and are not for the benefit of any third party. Accordingly, no third party shall have the right to enforce any provision of this Agreement.

23. Attorney Fees. If either party shall commence a legal proceeding for any relief against the other, declaratory or otherwise, arising out of this Agreement, the prevailing party shall be awarded, in addition to any other relief, a reasonable sum as attorney fees.

IN WITNESS WHEREOF the parties have hereunto executed this Agreement.

Petersburg Borough:

By: Stephen Giesbrecht
Its: Borough Manager
Dated: October 30, 2025

Skylark Park LLC:

By: Ambre Burrell
Its: Member and Manager
Dated: October 31, 2025

By: Sigmund Burrell
Its: Member
Dated: October 31, 2025

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

SIGMUND BURRELL, MANAGING MEMBER
SKYLARK PARK LLC
P.O. BOX 2126
PETERSBURG, ALASKA 99833

DATED

AMBRE BURRELL, MANAGING MEMBER
SKYLARK PARK LLC
P.O. BOX 2126
PETERSBURG, ALASKA 99833

DATED

NOTARY ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____, 2026.

FOR: _____

NOTARY FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES: _____

PLAT APPROVAL

I, HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE PETERSBURG BOROUGH AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD AND THAT THEY PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE DISTRICT MAGISTRATE, EX OFFICIO, RECORDER, PETERSBURG, ALASKA.

CHAIRMAN, PETERSBURG PLATTING BOARD

DATED

CERTIFICATE OF PAYMENT OF TAXES

STATE OF ALASKA)
) SS
FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE PETERSBURG BOROUGH, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE PETERSBURG BOROUGH, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN

THE NAME OF: _____

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE PETERSBURG BOROUGH ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 2026 WILL BE DUE ON OR BEFORE

DATE: _____

DATED THIS ____ DAY OF _____
AT PETERSBURG, ALASKA.

FINANCE DIRECTOR, PETERSBURG BOROUGH

NOTES

1. DISTANCES ARE SHOWN IN US SURVEY AND DECIMALS THEREOF.

2. THE ERROR OF THIS SURVEY DOES NOT EXCEED 1:5000.

3. THE FRONT 5 FEET OF ALL LOTS ADJOINING A RIGHT OF WAY CREATED BY THIS SUBDIVISION ARE HEREBY DEDICATED AS SLOPE EASEMENTS, AS SHOWN.

4. PRIVATE ONSITE WATER AND SEWER TREATMENT SYSTEMS ARE NOT PERMITTED ON ANY LOT CREATED BY THIS SUBDIVISION . ALL LOTS ARE INTENDED TO BE SERVICED WITH PETERSBURG BOROUGH PUBLIC WATER AND PUBLIC SEWER SERVICES.

5. A TEMPORARY 50' RADIUS CUL-DE-SAK IS HEREBY GRANTED THROUGH THIS PLAT ALLOWING FOR EMERGENCY VEHICLE ACCESS AND TURN AROUND. ANY FUTURE DEVELOPMENT OF TRACT A WHICH ALLOWS FOR ADDITIONAL RIGHT-OF-WAY DEDICATIONS AND CONTINUATION OF SVEA CIRCLE MAY RESULT IN A NEW ACCESS CONFIGURATION AND THIS CUL-DE-SAK MAY BE VACATED UPON AN APPROVED PLATTING ACTION WITH THE PETERSBURG BOROUGH.

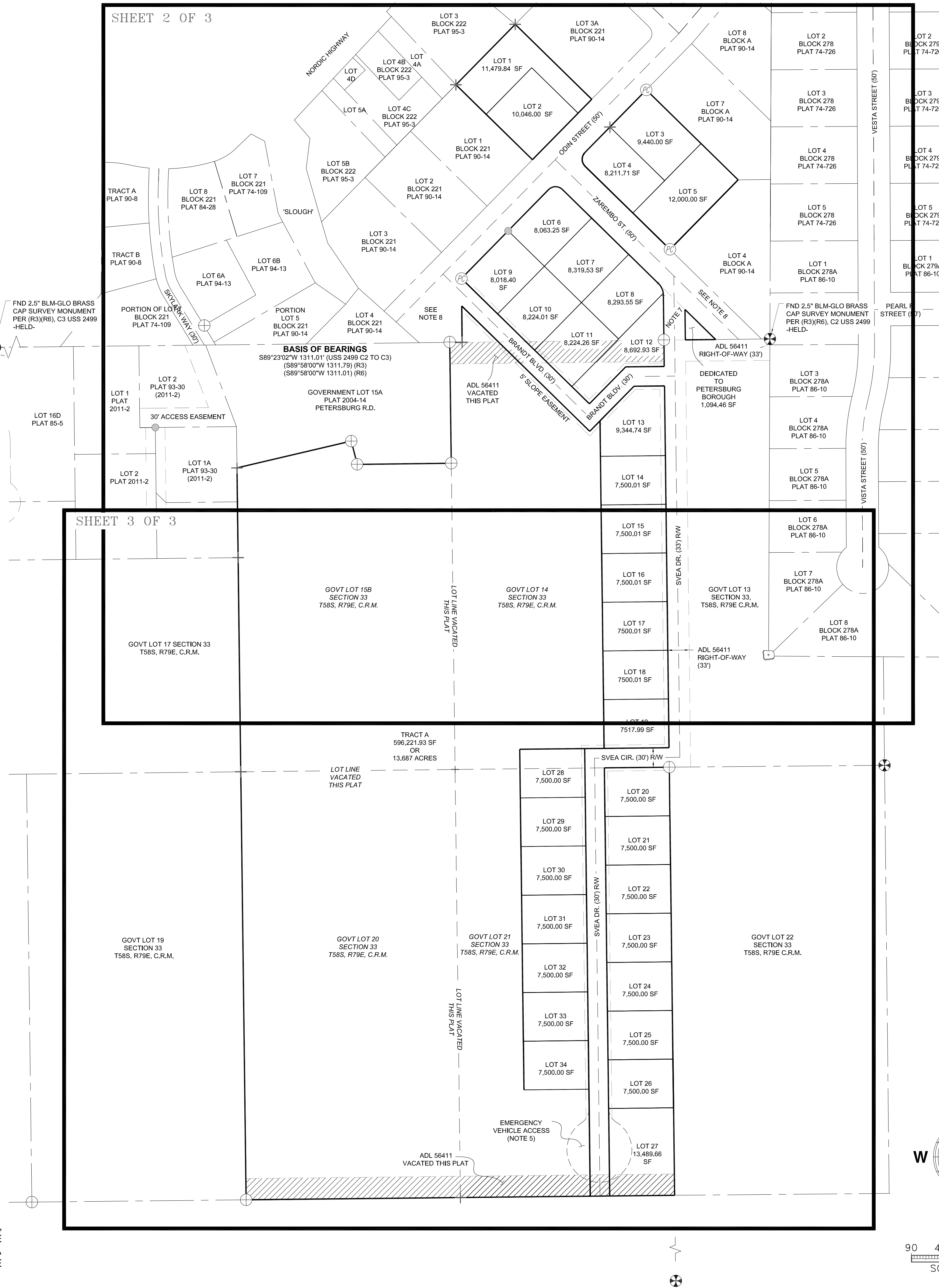
6. SET 5/8" REBAR WITH 1.5" ORANGE PLASTIC CAP AT ALL CORNERS CREATED BY THIS SUBDIVISION.

7. RIGHT OF WAY DEDICATED THIS PLAT, 1,094.46 SF SQUARE FEET OR 0.025 ACRES, MORE OR LESS.

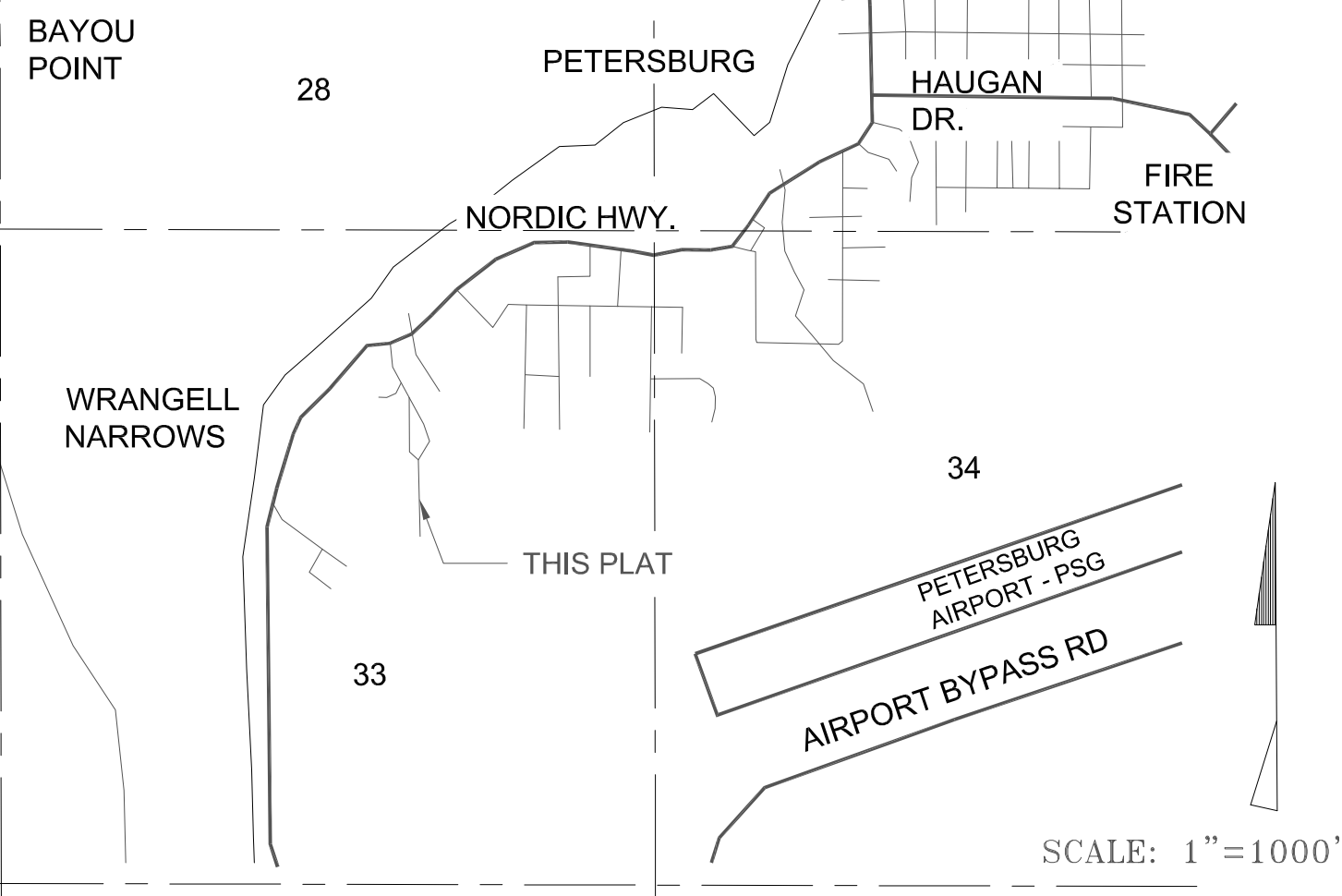
8. RIGHT OF WAY TO REMAIN FOR EMERGENCY VEHICLE ACCESS & CUL-DE-SAC DEVELOPMENT.

BASIS OF BEARING

THE BASIS OF BEARINGS IS S89°23'02"W BETWEEN C2 - C3 OF U.S. SURVEY 2499, DERIVED FROM GNSS OBSERVATIONS ON FOUND 2.5" BLM-GLO BRASS CAPS, THE CORRESPONDING RECORD BEARINGS FOR THIS LINE ARE S89°58'00"W (R3, R6). A ROTATION OF 0°34'58" HAS BEEN APPLIED TO ALIGN RECORD BEARINGS WITH THE GNSS-DERIVED GRID BASIS SHOWN HEREON.

**VICINITY MAP**

T59S, R79E, C.R.M.

**LEGEND**

	FOUND 3.25" BRASS CAP SURVEY MONUMENT, AS NOTED
	FOUND 1.5" ALUMINUM CAP SURVEY MONUMENT
	FOUND GRANITE STONE WITH CHISELED "X" SURVEY MONUMENT
	FOUND 5/8" REBAR SURVEY MONUMENT
	FOUND 5/8" REBAR WITH PLASTIC CAP SURVEY MONUMENT
	SET 3.25" ALUMINUM CAP PRIMARY MONUMENT (THIS SURVEY)
	SET ORANGE PLASTIC CAP ON 5/8" REBAR (THIS SURVEY)
	SURVEY MONUMENT SEARCHED FOR NOT FOUND
	MEASURED
	REFERENCED RECORD
	CALCULATED
	PETERSBURG R.D.
	STATE OF ALASKA DIVISION OF NATURAL RESOURCES
	BUREAU OF LAND MANAGEMENT - GENERAL LAND OFFICE
	BOUNDARY LINE
	ADJACENT BOUNDARY LINE
	REMOVED BOUNDARY
	CENTERLINE OF RIGHT OF WAY
	DEDICATED SLOPE EASEMENT

REFERENCES

(R1) U.S. RECTANGULAR SURVEY T58S, R79E, CRM BLM- GLO OFFICIAL RECORDS	(R5) FORT MAGILL SUBDIVISION PLAT 2004-14, P.R.D.
(R2) US SURVEY 283 BLM-GLO OFFICIAL RECORDS	(R6) SKYLARK II SUBDIVISION PLAT 90-14, P.R.D.
(R3) US SURVEY 2499 BLM-GLO OFFICIAL RECORDS	(R7) RECORD OF SURVEY PLAT 98-12, P.R.D.
(R4) RECORD OF SURVEY PETERSBURG AIRPORT BOUNDARY PLAT 2009-16, P.R.D.	(R8) WOODWORTH SUBDIVISION PLAT 93-30, P.R.D.
	(R9) R.B. SUBDIVISION PLAT 86-10, P.R.D.

SURVEYOR'S STATEMENT

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS SURVEY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE: _____ REGISTRATION No. 131102

PRELIMINARY PLAT_07/28/26

AARON T. BROWN, PLS, PSM
REGISTERED PROFESSIONAL LAND SURVEYOR

**BURRELL SUBDIVISION**

A SUBDIVISION OF LOT 15B, FORT MAGILL SUBDIVISION, RECORDED AS PLAT 2004-14, GOVERNMENT LOT 14, GOVERNMENT LOT 20, GOVERNMENT LOT 21 WITHIN SECTION 33, TOWNSHIP 58 SOUTH, RANGE 79 EAST, COPPER RIVER MERIDIAN AND LOTS 1, 2, 3, 5, AND 6, BLOCK A AND LOT 5A, BLOCK 221, WITHIN SKYLARK II ADDITION SUBDIVISION, ACCORDING TO PLAT 81-19 AND REVISED BY PLAT 90-14, PETERSBURG RECORDING DISTRICT, THUS CREATING LOTS 1-34, AND TRACT A, BURRELL SUBDIVISION, CONTAINING 873,725.05 SQUARE FEET OR 20.058 ACRES MORE OR LESS

PETERSBURG

1" = 90'

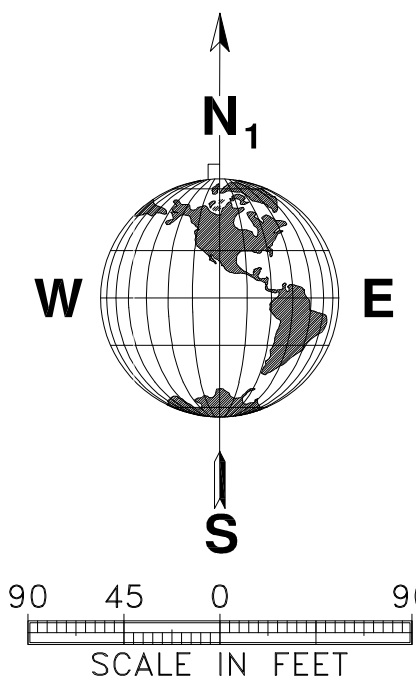
ALASKA

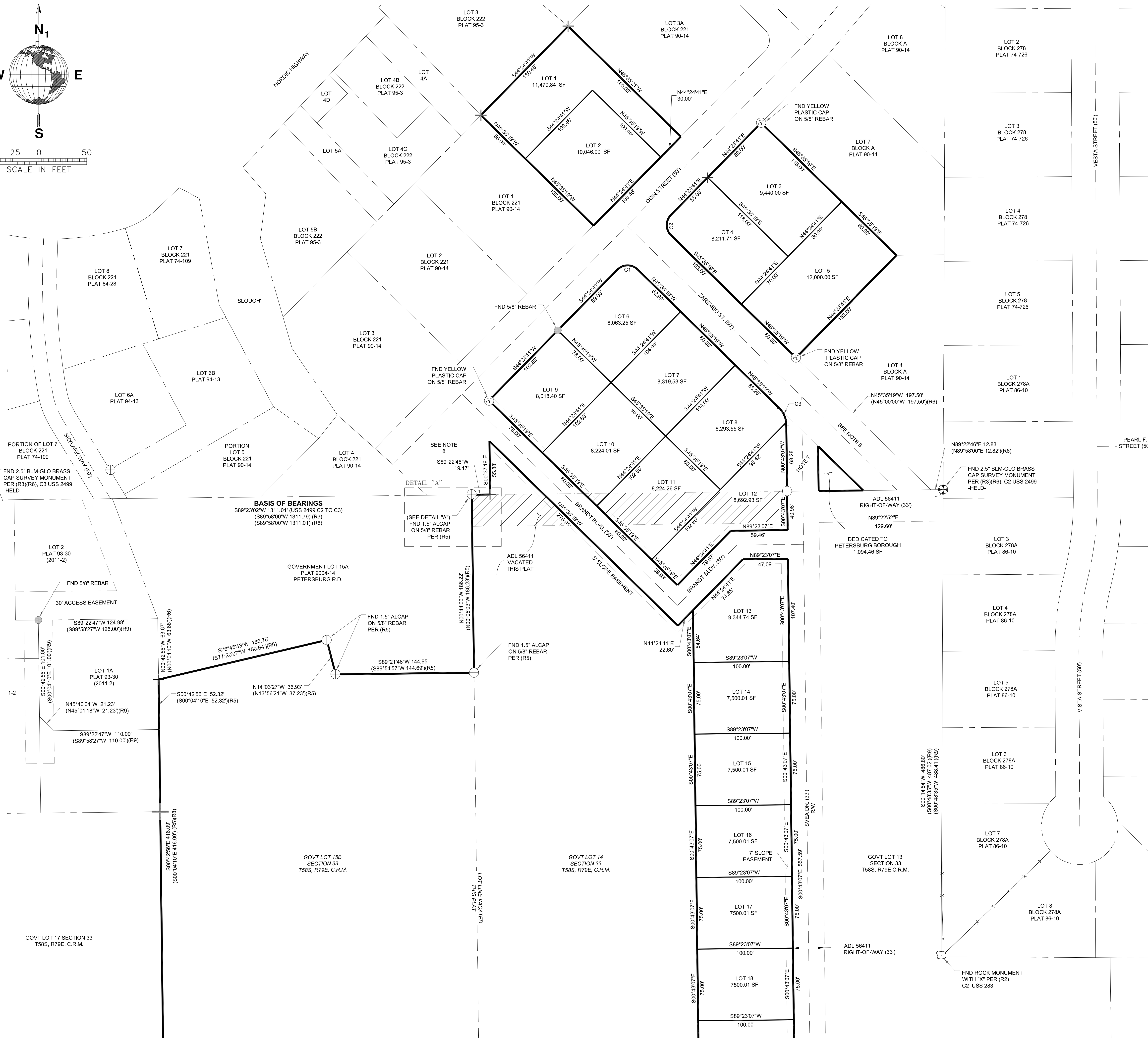
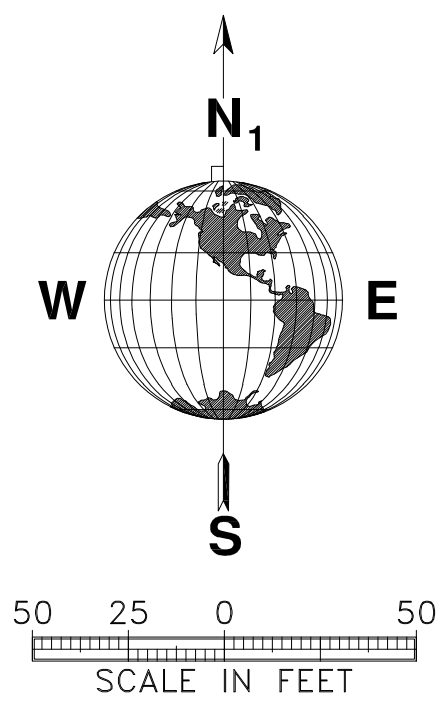
JULY 2026

VECTOR
SURVEYING LLC

PO BOX 156
SOLDOTNA, ALASKA 99669
(907)-519-4553

SHEET 1 OF 3





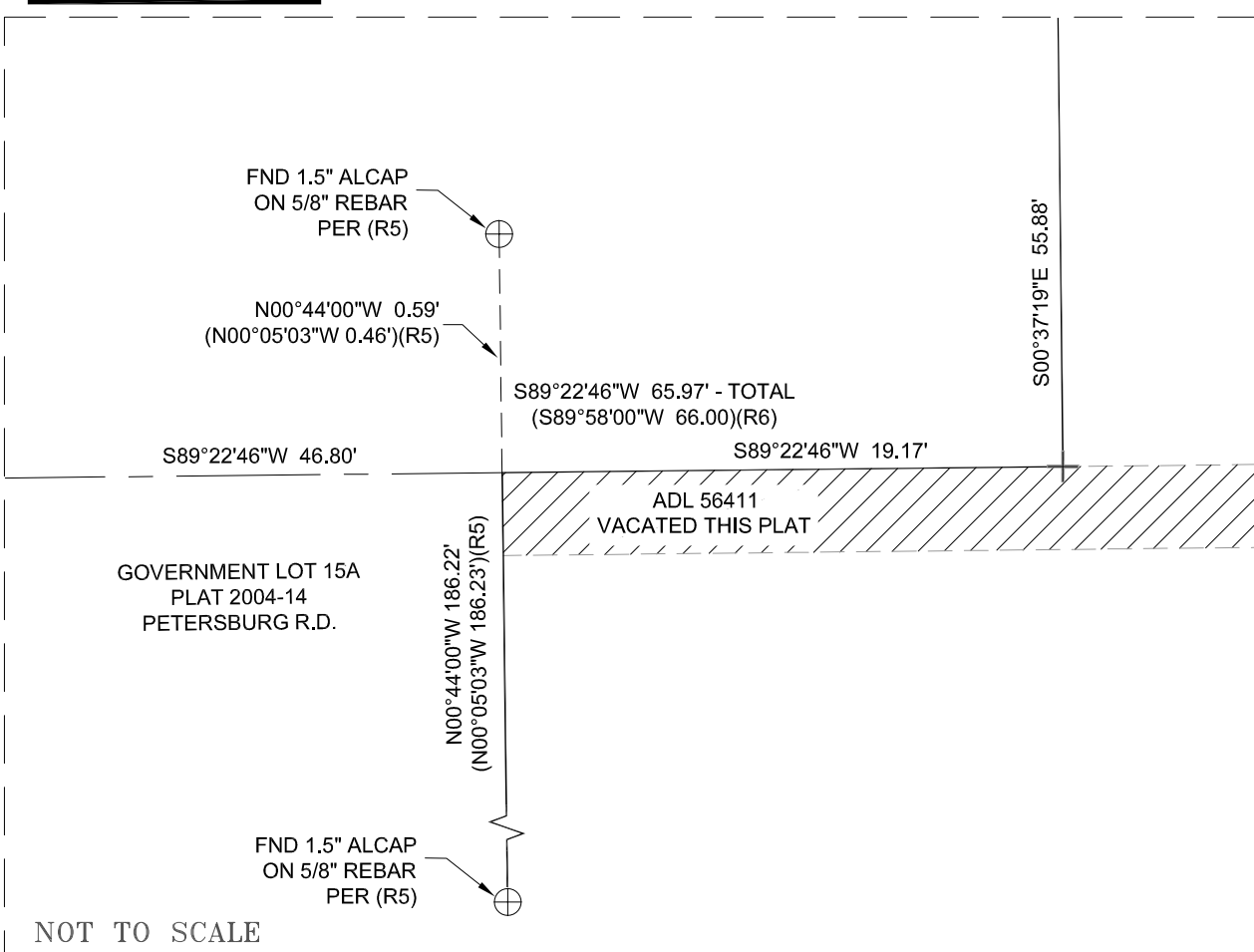
LEGEND

	FOUND 3.25" BRASS CAP SURVEY MONUMENT, AS NOTED		
	FOUND 1.5" ALUMINUM CAP SURVEY MONUMENT		
	FOUND GRANITE STONE WITH CHISELED "X" SURVEY MONUMENT		
	FOUND 5/8" REBAR SURVEY MONUMENT		
	FOUND 5/8" REBAR WITH PLASTIC CAP SURVEY MONUMENT		
	SET 3.25" ALUMINUM CAP PRIMARY MONUMENT (THIS SURVEY)		
	SET ORANGE PLASTIC CAP ON 5/8" REBAR (THIS SURVEY)		
	SURVEY MONUMENT SEARCHED FOR NOT FOUND		
M	MEASURED	MON	MONUMENT
(R1)	REFERENCED RECORD	S.F.	SQUARE FEET
(C)	CALCULATED	AC.	ACRES
P.R.D	PETERSBURG R.D.	DOC	DOCUMENT
DNR	STATE OF ALASKA DIVISION OF NATURAL RESOURCES		
BLM - GLO	BUREAU OF LAND MANAGEMENT - GENERAL LAND OFFICE		
	BOUNDARY LINE		
	ADJACENT BOUNDARY LINE		
	REMOVED BOUNDARY		
	CENTERLINE OF RIGHT OF WAY		
	DEDICATED SLOPE EASEMENT		

REFERENCES

(R1) U.S. RECTANGULAR SURVEY T58S, R79E, CRM BLM- GLO OFFICIAL RECORDS	(R5) FORT MAGILL SUBDIVISION PLAT 2004-14, P.R.D.
(R2) US SURVEY 283 BLM-GLO OFFICIAL RECORDS	(R6) SKYLARK II SUBDIVISION PLAT 90-14, P.R.D.
(R3) US SURVEY 2499 BLM-GLO OFFICIAL RECORDS	(R7) RECORD OF SURVEY PLAT 98-12, P.R.D.
(R4) RECORD OF SURVEY PETERSBURG AIRPORT BOUNDARY PLAT 2009-16, P.R.D.	(R8) WOODWORTH SUBDIVISION PLAT 93-30, P.R.D.
	(R9) R.B. SUBDIVISION PLAT 86-10, P.R.D.

DETAIL "A"



SEGMENT CURVE TABLE

SEGMENT	LENGTH	RADIUS	DELTA
C1	21.58'	15.00'	90.00
C2	23.56'	15.00'	90.00
C3	21.58'	25.02'	49.42

BURRELL SUBDIVISION

A SUBDIVISION OF LOT 15B, FORT MAGILL SUBDIVISION, RECORDED AS PLAT 2004-14, GOVERNMENT LOT 14, GOVERNMENT LOT 20, GOVERNMENT LOT 21 WITHIN SECTION 33, TOWNSHIP 58 SOUTH, RANGE 79 EAST, COPPER RIVER MERIDIAN AND LOTS 1, 2, 3, 5, AND 6, BLOCK A AND LOT 5A, BLOCK 221, WITHIN SKYLARK II ADDITION SUBDIVISION, ACCORDING TO PLAT 81-19 AND REVISED BY PLAT 90-14, PETERSBURG RECORDING DISTRICT, THUS CREATING LOTS 1-34, AND TRACT A, BURRELL SUBDIVISION, CONTAINING 873,725.05 SQUARE FEET OR 20.058 ACRES MORE OR LESS

PETERSBURG

ALASKA

1" = 50'

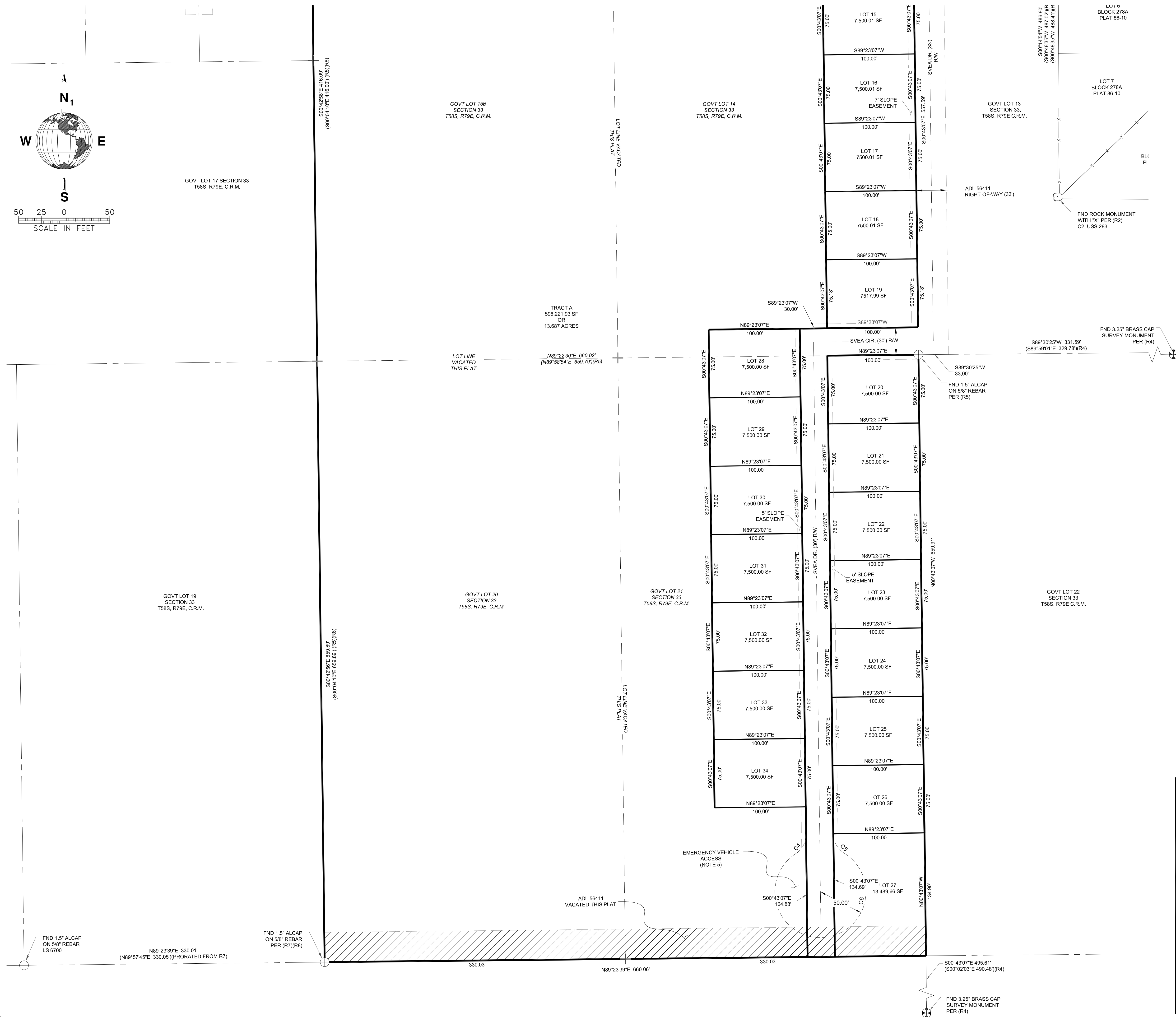
JULY 2026

VECTOR
SURVEYING LLC

PO BOX 156
SOLDOTNA, ALASKA 99669
(907)-519-4553

07/28/2026

SHEET 2 OF 3



LEGEND

	FOUND 3.25" BRASS CAP SURVEY MONUMENT, AS NOTED
	FOUND 1.5" ALUMINUM CAP SURVEY MONUMENT
	FOUND GRANITE STONE WITH CHISELED "X" SURVEY MONUMENT
	FOUND 5/8" REBAR SURVEY MONUMENT
	FOUND 5/8" REBAR WITH PLASTIC CAP SURVEY MONUMENT
	SET 3.25" ALUMINUM CAP PRIMARY MONUMENT (THIS SURVEY)
	SET ORANGE PLASTIC CAP ON 5/8" REBAR (THIS SURVEY)
	SURVEY MONUMENT SEARCHED FOR NOT FOUND
	MEASURED MONUMENT
	REFERENCED RECORD S.F. SQUARE FEET
	CALCULATED AC. ACRES
	PETERSBURG R.D. DOC. DOCUMENT
	STATE OF ALASKA DIVISION OF NATURAL RESOURCES
	BUREAU OF LAND MANAGEMENT - GENERAL LAND OFFICE
	BOUNDARY LINE
	ADJACENT BOUNDARY LINE
	REMOVED BOUNDARY
	CENTERLINE OF RIGHT OF WAY
	DEDICATED SLOPE EASEMENT

REFERENCES

(R1) U.S. RECTANGULAR SURVEY T58S, R79E, CRM BLM- GLO OFFICIAL RECORDS	(R5) FORT MAGILL SUBDIVISION PLAT 2004-14, P.R.D.
(R2) US SURVEY 283 BLM-GLO OFFICIAL RECORDS	(R6) SKYLARK II SUBDIVISION PLAT 90-14, P.R.D.
(R3) US SURVEY 2499 BLM-GLO OFFICIAL RECORDS	(R7) RECORD OF SURVEY PLAT 98-12, P.R.D.
(R4) RECORD OF SURVEY PETERSBURG AIRPORT BOUNDARY PLAT 2009-16, P.R.D.	(R8) WOODWORTH SUBDIVISION PLAT 93-30, P.R.D.
	(R9) R.B. SUBDIVISION PLAT 86-10, P.R.D.

SEGMENT CURVE TABLE

SEGMENT	LENGTH	RADIUS	DELTA
C4	25.22'	25.00'	57.80
C5	25.40'	25.00'	58.20
C6	257.91'	50.00'	295.55

BURRELL SUBDIVISION

A SUBDIVISION OF LOT 15B, FORT MAGILL SUBDIVISION, RECORDED AS PLAT 2004-14, GOVERNMENT LOT 14, GOVERNMENT LOT 20, GOVERNMENT LOT 21 WITHIN SECTION 33, TOWNSHIP 58 SOUTH, RANGE 79 EAST, COPPER RIVER MERIDIAN AND LOTS 1, 2, 3, 5, AND 6, BLOCK A AND LOT 5A, BLOCK 221, WITHIN SKYLARK II ADDITION SUBDIVISION, ACCORDING TO PLAT 81-19 AND REVISED BY PLAT 90-14, PETERSBURG RECORDING DISTRICT, THUS CREATING LOTS 1-34, AND TRACT A, BURRELL SUBDIVISION, CONTAINING 873,725.05 SQUARE FEET OR 20.058 ACRES MORE OR LESS

PETERSBURG

ALASKA

1" = 50'

JULY 2026

VECTOR
SURVEYING LLC

PO BOX 156
SOLDOTNA, ALASKA 99669
(907)-519-4553

07/28/2026

SHEET 3 OF 3

From: Sarah Fine <sarahfine90@gmail.com>

Sent: Friday, July 17, 2026 5:12 PM

To: Stephen Giesbrecht <sgiesbrecht@petersburgak.gov>; Assembly <assembly@petersburgak.gov>

Cc: Becky Regula <bregula@petersburgak.gov>; Liz Cabrera <lcabrera@petersburgak.gov>

Subject: Airport Subdivision Lots Manner of Sale

Dear Assembly & Borough Manager:

Thank you for discussing possibilities for the manner of sale for the Tlingit & Haida built Airport Subdivision lots.

I have a few ideas based in part on the Housing Needs Assessment and the Housing Workshop Presentation that I would like to contribute to the conversation.

https://www.petersburgak.gov/sites/default/files/fileattachments/community_development/page/19122/1.7.2026_housing_workshop_presentation.pdf

The unique providence of these lots gives the Borough an opportunity to prioritize affordability for full-time Borough residents and first time home owners.

Rather than selling to the highest bidder as has been done in the past, I'm hoping that the Borough might consider crafting a new approach, inspired in part by the Skylark Development:

- Lottery system, where only full-time Borough residents may put their name in the hat (PFD recipients)
- Price set at assessed value
- Prioritizing first-time homeowners
- One lot per family

This is one way to facilitate affordability and homeownership for more families.

Thank you for your consideration and your time.

Sarah Fine-Walsh

From: Harold Medalen <haroldmedalen@yahoo.com>
Sent: Wednesday, July 29, 2026 4:14 PM
To: Assembly <assembly@petersburgak.gov>
Cc: Liz Cabrera <lcabrera@petersburgak.gov>; Stephen Giesbrecht <sgiesbrecht@petersburgak.gov>
Subject: History of Papke's Landing

Mayor, Assembly members and Staff,

I am happy to hear that the borough is acquiring ownership of the Papke's Landing dock and tidelands. I am writing in regard to the history of the facilities there, as there is a lot of erroneous information about them circulating, and the actual history is important in establishing certain access claims we have to the uplands there.

The newspaper last week incorrectly reported that Herman Papke donated land from his homestead for the dock. Papke's homestead was located in Section 11, between the 1935 Mitkof Highway and Falls Creek. The dock and its upland facilities were built on unappropriated lands of the United States in Section 14, the next section to the south. Papke did grant a 33' easement along his south property line to the Bureau of Public Roads for construction of the Mitkof Highway and this may be the basis for the rumor of his donating land.

In the fall of 1935, The Petersburg Press reported that the contractor building the Mitkof Highway had reached Wrangell Narrows. The area of the dock was referred to as the end of the Mitkof Highway or the end of the road for nearly 20 years until the highway was extended from the junction south of Falls Creek on out to Blind Slough in the 1950s. Interestingly, the earliest reference in print that I have found anywhere to the dock area being called Papke's Landing was in the 1959 Alaska Omnibus Deed, in which the Mitkof Highway right of way includes the spur to Papke's Landing.

It was also reported in the Pilot that the State built the Papke's Landing dock in 1960, which might lead some to think that this was when a dock was first constructed there. The actual original dock on the Narrows was a part of the old Trading Union float from town. It was towed to the end of the road in the fall of 1936. The newspaper reported at the time that it was being prepared by the light department for city use. At that time, all access to the hydroelectric plant at Blind Slough was with river skiffs and small wooden scows through the Slough on high tides. The city had boathouses for their skiffs at the dock into the mid 1950s, when the highway was finally extended to the Blind Slough power plant.

The Civilian Conservation Corps was active in Petersburg beginning in 1933. They were managed by the US Forest Service and were involved in a number of road and trail jobs in the Petersburg area. The Forest Service also managed the Bureau of Public Roads in the region, so it is only natural that the CCC was put to work after 1935 putting the finishing touches on the Mitkof Highway at the Wrangell Narrows terminus. The road had been extended from Scow Bay in a series of two and three mile sections over about a five year period by contractors. It was logical to use the CCC to build the short addition to the road and various improvements there rather than to let another contract

for a relatively small amount of work. In the fall of 1938, Forester J.M. Wykcoff reported that a float had been built by the CCC at the end of the highway and that if the town would provide a telephone, the CCC would build a phone booth for it. In the spring of 1939, the phone booth was completed, as was an outhouse, both of which are still standing, close to 90 years later.

On page 2 of the November 1, 1940, Petersburg Press there is a summary of CCC accomplishments. The listed improvements made to the end of the Mitkof Highway include adding 1/10th of a mile to the highway to provide easy access to the small boat dock on Wrangell Narrows, 300 square yards of parking area, 150 cubic yards of fill, moving the phone booth and constructing a toilet. It is easy to see from this why the Omnibus Deed granted a part of the Mitkof Highway a right of way all the way to the landing or dock.

Over the years, many improvements were made to the facilities as public use grew. The original floating pier to the dock that the CCC built was replaced by the now existing pile trestle in 1962. The Forest Service built an A-frame log dump and a log storage there a few years later, and later the concrete ramp that we now use as a boat launch. The bottom line is that the improvements there were created from the beginning to benefit public access between the Mitkof Highway and Wrangell Narrows and have for all the years they have existed been the primary transportation interface along the Narrows outside of Petersburg itself.

A few years back, the Alaska Mental Health Trust Land office claimed ownership of the parking area within the Mitkof Highway right of way at Papke's and accused the public users of trespass there. This was notwithstanding the 1956 Mental Health Enabling Act granting lands to the Trust subject to all valid existing rights, which would include such things as highway rights of way built by public entities and accepted by public users. The Trust had their in house land title expert supposedly research the history of the property. His conclusion seemed to be based more on speculation and supposition than on actual research and he cited no sources. He found for the Trust, saying that while a right of way existed for the D.O.T. to access their dock, it wouldn't have extended to the public, whose use would have been in trespass for all the years it occurred. This is laughable considering the historical evidence of public construction for public use that a simple newspaper search provides. After raising a big fuss and stirring everybody up, the Trust Land Office traded the Papke's Landing property to the Department of Natural Resources. Consequently, the DNR now owns the parking lot parcel there that is fully encumbered by the right of way granted to the State in the Omnibus Deed.

A few years back, I visited the Right of Way office at the Southeast Division D.O.T Office in Juneau. The gentleman I talked to there was aware of the issues at Papke's Landing. He told me though, that he was of the understanding that higher ups in the department had acknowledged and accepted the Trust Land Office's claim of ownership. I can understand where a highway agency charged with the thorny issues of maintaining a parking lot at the end of a road might jump at the chance to wash their

hands of that responsibility if another entity claimed ownership. However, the vacation of a highway right of way deeded by Congress requires a formal process as outlined in AS 19.30.410, it cannot be done by any one official just allowing another party to annul public access. Highway rights of way are vested in the public, the government entities are only entrusted with management.

We have an extremely strong case that history shows the dock and road were built with public funds to create public access. I believe the DOT and the DNR have dropped the ball on defending the interests of public users of Papke's Landing from the depredations of the Mental Health Trust. We need to hold these agency's feet to the fire to get them to acknowledge the historical reality and to cooperate with our further development there.

I have more historical information about this matter and more to say about this, but I will leave that for another time. I can be contacted at 907-518-0506, at PO Box 821, or by return email if anyone has any questions. Once again, I am very happy that the dock and tidelands are now ours.

Sincerely,
Harold Medalen



U.S. Department
of Transportation

AIRPORTS DIVISION

222 W. 7th Avenue, Box 14
Anchorage, Alaska
99513-7587

**Federal Aviation
Administration**

In Reply Refer To:
Petersburg Airport Rehabilitation
State/Federal Project Number: SFAPT00594/Federal Number Pending
Consultation Initiation and Finding for Geotechnical and Contaminant Investigations

July 28, 2026

Bob Lynn
Mayor
Petersburg Borough
P.O. Box 329
Petersburg, AK 99833
bregula@petersburgak.gov; assembly@petersburgak.gov

Dear Mayor Lynn:

The Federal Aviation Administration (FAA) Alaskan Region Airports Division anticipates receiving an application for federal assistance from the Alaska Department of Transportation & Public Facilities (DOT&PF) proposing to rehabilitate the runway, blast pad, apron and safety area at the Petersburg James A. Johnson Airport (Project). The proposed rehabilitation would be located within the airport boundary on property belonging to DOT&PF, within Sections 34 and 35, Range 79 East, Township 58 South, Copper River Meridian, on USGS Quad Map Petersburg D-3 SW, AK (C058S079E) (Figure 1).

For purposes of the National Historic Preservation Act, 36 CFR § 800.3, the FAA is initiating this consultation with you to assist in identifying historic properties and places that may be of traditional, religious, and cultural importance to your community. Please note that we are requesting information only on such places that you believe may be impacted by the proposed project so that we may try to avoid impacts. We would be pleased to discuss project details with you or any confidential concerns you may identify. This letter also contains a Finding of Effect for the Geotechnical and Environmental Contaminant Investigations that are proposed prior to completion of the Project design. This submission provides documentation of this finding as required under 36 CFR § 800.11(d).

Project Description

The Project proposes to rehabilitate the sinking Runway 5-23 Safety Area, as well as settlement between the runway and blast pad, repairs would also be conducted on the Runway 5 Blast Pad

(Figures 2-4). It is anticipated that associated utilities and approach aid foundations would be reset. Construction elements of the Project would include:

- Mill, pave, and apply markings on the runway, taxiway, and General Aviation (GA) Expansion Area¹ (Figure 2).
- Replace high intensity runway edge and threshold lighting, medium intensity taxiway edge lighting, and medium intensity apron edge lighting (Figures 3-4).
- Replace ramp flood light poles with tip down poles and replace the light heads with LED fixtures (Figures 3-4).
- Replace underground utility lines for lighting, including the service line from the airfield to the DOT&PF Maintenance Facility (Figure 5).

More information about the proposed improvements is anticipated after the incorporation of geotechnical information into design. Geotechnical drilling and soil contamination sampling would consist of geotechnical drilling, environmental/soil testing and asphalt coring to depths ranging from 3 inches to 40 ft. Testing locations are represented in Figure 5, locations may be modified at the time of the investigation. The Geotechnical Testing plan is included as Figure 6, note that testing locations and methods have changed from the original plan following consultation with the Alaska Department of Environmental Conservation. The description below and the map in Figure 5 provide the current sampling plan and methods.

Geotechnical Testing and Environmental Sampling Description

Geotechnical Drilling

Drilling would be conducted with a hollow stem auger drill rig to depths of 15, 20 and 40 ft. Testing locations and depths are represented on Figure 5. The cores themselves would measure 2.5 inches in diameter, but the tooling would create holes measuring 8 inches in diameter. Approximately 20-35 geotechnical testing sites are anticipated within the APE, most would be concentrated near the Runway 5 Blast Pad, Main Apron and GA Expansion Area. Geotechnical and chemical samples for environmental analysis would be collected from the same borings. Dynamic Cone Penetrometer (DCP) testing would be conducted on the subgrade at select borings after the hollow stem auger has advanced through the pavement (Figures 5-6).

¹ The General Aviation (GA) Expansion Area is a term used at the Petersburg Airport to refer to the east side of the apron. The area is so named due to an addition to the east side of the Main Apron in 2004-2005. The 2004-2005 addition was intended to increase cargo capacity.

Soil Testing

Soil testing would be conducted with a Geoprobe drill rig to a depth of 2 ft. Cores would measure 1.5 inches in diameter, but the tooling would create holes measuring 2-3 inches in diameter. Approximately 10-20 soil testing sites are anticipated throughout the APE (Figures 5-6).

Environmental Surface Sampling

PFAS analytical samples would be collected north and south of the runway midpoint and west of the Runway 5 end. Testing would be conducted using hand trowels at a depth of 2 ft. below the ground surface, holes would measure approximately 4 inches in diameter. Approximately 5 surface samples would be collected (Figures 5-6).

Asphalt Coring

Cores would be collected from the existing runway, taxiway and apron pavement. Testing would be conducted with a drill rig to a depth of 3 inches, borings would measure 1.5 inches in diameter, but the tooling would create holes measuring 8 inches or smaller in diameter. Approximately 30-40 coring sites are anticipated throughout paved areas within the APE (Figures 5-6).

Upon completion of sampling, borings would be backfilled with drill cuttings, bentonite, imported gravel and compacted embankment fill cuttings as applicable. Asphalt surfaces would be repaired using cold-patch asphalt.

Preliminary Area of Potential Effect (APE)

The preliminary APE measures approximately 162 acres on airport property with a variable depth depending on project activities (Figure 5). Geotechnical and Environmental testing depths would range from 3 inches to 40 ft. below ground surface. The APE is delineated around the runway taxiway and apron, as well as a corridor to the DOT&PF Maintenance Building along Haugen Drive to account for utility line replacement.

Staging areas are to be determined but are anticipated to be on existing paved areas on airport property. Staging for geotechnical and environmental investigations would be minimal and contained within the APE, work would have no lasting impacts to the viewshed, noise or dust levels of the project area. All access roads are existing. The APE may be refined following the results of the geotechnical and environmental investigations and comments from your agency and other consulting parties.

Identification Efforts

DOT&PF Cultural Resource Specialist, Susannah Lemke, conducted the initial background research to identify cultural and paleontological resources in and near the proposed project.

Lemke meets the Secretary of the Interior's Professional Qualifications Standards (48 Federal Register 44738-44739) and the criteria of 43 Code of Federal Regulations 7.8. For the initial background research, Lemke reviewed the Alaska Heritage Resources Survey (AHRS) AHRSPortal Mapper and Advanced Search Modules in June of 2026. There are no AHRS sites or historic districts recorded within the preliminary APE or within a 0.25-mile radius.

Also considered was documentation from numerous DOT&PF Projects at the airfield from the 1970s to the present. One letter report, titled *SWPPP for 9 Airports in Southeast Alaska*, included a review for a DOT&PF Stormwater Pollution Prevention Plan at the Petersburg James A. Johnson Airport in 2004. No subsurface cultural resources were noted within the airfield (Oasis Environmental, 2004). A search of the Alaska Department of Natural Resources Revised Statute 2477 Trails database (RS 2477) indicates that there are no RS 2477 trails in the Petersburg area.

Based on an assessment of known documentation and construction records, FAA does not consider the airfield to be in an archaeologically sensitive area. The runway was constructed between 1967 and 1968 on muskeg. Contractors removed 56,300 cubic yards of muskeg and filled the gravel and dirt runway using material sourced from a nearby quarry (Federal Aviation Administration, 1968). Since that time, modifications to the runway have required removal of organic materials and the addition of fill material. A 2008 geotechnical data report, cited in the geotechnical exploration plan, indicates that the depth of fill within the Runway Safety Area varies from 11 to 30 ft., the fill overlays peat deposits ranging from 3.5 to 5 ft. deep (Figure 6).

There are several buildings and structures within the APE that are associated with the airfield. The airfield was constructed in 1968, the runway was paved and expanded in 1973 and repaved twice in the 1980s. Additional improvements have included expansion of the apron, lighting improvements and cyclic maintenance (Alaska Department of Transportation & Public Facilities, 2026). Associated buildings located on the apron were built between the 1970s and the present. Neither the buildings nor the runway have been evaluated for the National Register of Historic Places (NRHP), several are 50 years of age or older, the minimum requirement for consideration applying the Criteria for Evaluation for the NRHP 36 CFR § 60.4. A summary of the airport facilities and their ages is provided in the aerial photo and table below.

July 28, 2026



Aerial photograph showing buildings and structures at the Petersburg Airport

Construction Dates of Buildings and Structures within the Preliminary APE		
Date of Construction	Current Name	National Register of Historic Resources (NRHP) Status
1968	Runway 5/23	Unevaluated, meets minimum requirement for NRHP consideration
c. 1985	AK Seaplanes Terminal	Does not meet minimum requirement for NRHP consideration
c. 1974	Temsco Building	Unevaluated, meets minimum requirement for NRHP consideration
c. 1974	Alaska Airlines Terminal	Unevaluated, meets minimum requirement for NRHP consideration
c. 1974	Alaska Airlines Building	Unevaluated, meets minimum requirement for NRHP consideration
c. 1990	Nordic Air Terminal	Does not meet minimum requirement for NRHP consideration
c. 2015	Alaska Airlines Cargo	Does not meet minimum requirement for NRHP consideration
c. 1985	City Cargo Building	Does not meet minimum requirement for NRHP consideration
1993	DOT&PF Maintenance Building	Does not meet minimum requirement for NRHP consideration

Finding of Effect: Geotechnical and Environmental Sampling

Due to the nature of the geotechnical and environmental sampling and taking into account the supporting information provided above, FAA is proceeding directly to a Finding of Effect for this sampling effort. This Finding of Effect is only for the Project's geotechnical and environmental sampling.

Geotechnical and environmental sampling would take place within and around the runway, taxiway, apron and runway safety area at the Petersburg Airport. No buildings are within the footprint of the proposed sampling effort. The sampling areas have been previously disturbed by grading and adding of fill material during the initial construction and subsequent expansion of the airfield. Testing would reach depths that could penetrate undisturbed soils, however there are no known subsurface cultural resources within the testing footprint and the soils below the fill were muskeg, a low probability substrate for cultural resources. As a result, FAA does not consider the airport and runway to be in an archaeologically sensitive area and is not recommending archaeological monitoring for the geotechnical and environmental sampling.

Several structures within the airport property are over 50 years of age meeting the minimum requirement for application of the Criteria for Consideration for the NRHP, however FAA does not believe the geotechnical and environmental sampling effort would affect future evaluation of the properties or the defining characteristics of the airfield. Sampling efforts are similar in scope and scale to previous cyclic maintenance activities including paving and rehabilitation efforts.

For these reasons, FAA believes that a finding of **no historic properties affected** (36 CFR § 800.4[d][1]) is appropriate for the proposed geotechnical and environmental investigations.

The FAA will provide an APE and separate Finding of Effect for Project rehabilitation activities following the completion of geotechnical and environmental sampling. The subsequent Finding of Effect will incorporate any Project design revisions as well as comments received from consulting parties.

Consulting Parties

The following consulting parties are being contacted for the Project:

- Alaska State Historic Preservation Officer (SHPO)
- Clausen Memorial Museum
- Petersburg Indian Association
- Petersburg Borough
- Sealaska Corporation
- Central Council of the Tlingit and Haida Indian Tribes of Alaska

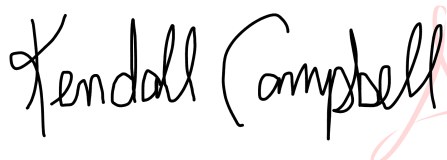
July 28, 2026

FAA Contact Information

For responses, comments or questions related to the proposed Project, please contact Kendall Campbell, Alaska Region Airports Division, at the address above, at 907-271-5030, or by e-mail at Kendall.D.Campbell@faa.gov.

FAA requests your input on our proposal so that we can incorporate your concerns into Project development. Your timely response will greatly assist us in incorporating your concerns into project development. For that purpose, we respectfully request that you respond within thirty days of your receipt of this correspondence.

Sincerely,

 Digitally signed by KENDALL
DIANNE CAMPBELL
Date: 2026.07.28 12:50:30
-08'00'

Kendall Campbell
Alaskan Region Tribal Consultation Official
Alaska Region Airports Division
Federal Aviation Administration
222 West 7th Avenue, MS #14
Anchorage, AK 99513
Phone: 907-271-5030
Fax: 907-271-2851
Email: Kendall.D.Campbell@faa.gov

Enclosures:

- Figure 1. Location and Vicinity Map
- Figure 2-4. Proposed Activities
- Figure 5. Preliminary APE
- Figure 6. Geotechnical Exploration Plan

Electronic cc w/ enclosures:

Christy Gentemann, DOT&PF Southcoast Region, Regional Environmental Manager
David Epstein, P.E., DOT&PF Southcoast Region, Project Manager
Joseph Galgano, DOT&PF Southcoast Region, Environmental Impact Analyst
Thomas A. Gamza, DOT&PF Statewide, Cultural Resource Manager-FAA/State

References:

Alaska Department of Natural Resources

2026 Office of History and Archaeology, Alaska Heritage Resources Survey, AHRS Portal.
<https://dnr.alaska.gov/ahrsportal>

2026 RS 2477 Open Data Geoportal, Web feature service depicting RS2477 Historic Trails and
 Historic DOT Trails Inventory 1973.
<https://gis.data.alaska.gov/maps/f97ec4306fb14ed59c71b02ee8cf0f47/about>

Alaska Department of Transportation and Public Facilities

2026 “Southcoast Region Asbuilts.” Alaska Department of Transportation and Public Facilities
 Southcoast Region. <https://dot.alaska.gov/sereg/asbuilts/index.shtml>

Federal Aviation Administration

1968 *Petersburg Airport Statistics*. Petersburg Press Newspaper. November 13, 1968 edition.
 Petersburg Public Library Digital Archive.

Loesch, R.J.

1981 *Airport Paving Ends Era of Rocky Petersburg Landings*. Petersburg Pilot Newspaper.
 October 7, 1981 edition. Petersburg Public Library Digital Archive.

Oasis Environmental

2004 *Letter Report: SWPPP for 9 Airports in Southeast Alaska*. Alaska Department of
 Transportation and Public Facilities