



Tuesday, April 27, 2021
6:00 PM

Location: Borough Assembly Chambers

WORK SESSION (6:00 PM)

- [a.](#) Annual Investment Report by Alaska Permanent Capital Management

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Ryan Howe
b. CEREMONIAL MATTERS

2. ROLL CALL

3. PERSONS TO BE HEARD - *Section WMC 3.05.040 (C) states that: The chair may call to order any person who is breaching the peace or being disorderly by speaking without recognition, engaging in booing or catcalls, speaking vulgarities, name calling, personal attacks, or engaging in other conduct which is determined by the chair to be disruptive of the meeting. Any person so disrupting a meeting of the assembly may be removed and barred from further attendance at the meeting unless permission to return or remain is granted by a majority vote of the assembly.*

- [a.](#) CORRESPONDENCE from Public Member(s) from April 13, 2021 Meeting

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

MOTION ONLY: *Move to Approve the Consent Agenda, as submitted.*

- [a.](#) Minutes of the April 13, 2021 Regular Assembly Meeting
[b.](#) Approval of Final Plat of Walker Replat

8. BOROUGH CLERK'S FILE

- [a.](#) Borough Clerk's Report

7. BOROUGH MANAGER'S REPORT

- a. COVID-19 Update (Presentation at Meeting)
[b.](#) Harbormaster Report April 2020
c. Institute Property Development Update (Verbal at Meeting)
[d.](#) Baler Project Sub-Task Assembly Approval List

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a.** **ORDINANCE NO 998** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 1, BRADLEY SUBDIVISION II FROM A CONTRACT ZONE COMMERCIAL TO COMMERCIAL AND FOR LOT D-A, PRUNELLA SUBDIVISION FROM OPEN SPACE/PUBLIC TO COMMERCIAL
- b.** **RESOLUTION NO. 04-21-1580** AMENDING THE FY 2021 BUDGET IN THE WATER FUND BY TRANSFERRING \$2,330 FROM WATER FUND RESERVES TO THE WATER FUND NON-CAPITAL EQUIPMENT ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR THE PROCUREMENT OF A UV254 P200 METER
- c.** **RESOLUTION NO. 04-21-1581** AMENDING THE FY 2021 BUDGET IN THE WASTE WATER FUND BY TRANSFERRING \$14,467 FROM WASTE WATER FUND RESERVES TO THE WASTE WATER COLLECTION SYSTEM MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR PURCHASE OF A NEW FLYGHT NP3127 PUMP and FLYGHT 6018909 BASIC REPAIR KIT
- d.** **RESOLUTION NO. 04-21-1582** AMENDING THE FY 2021 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY TRANSFERRING \$24,094 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY
- e.** **RESOLUTION NO. 04-21-1583** AMENDING THE FY 2021 BUDGET IN THE WATER FUND BY TRANSFERRING \$8,000 FROM WATER FUND RESERVES TO THE WATER FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR MEMBRANE TECHNOLOGY WATER TREATMENT COST ANALYSIS
- f.** **Discussion Item:** Police Body Camera Policies

14. ATTORNEY'S FILE – Available for Assembly review in the Borough Clerk's office

15. EXECUTIVE SESSION

- a.** **Executive Session:** Union Negotiations

16. ADJOURNMENT

CITY AND BOROUGH OF WRANGELL

INVESTMENT REVIEW

for the period ending March 31, 2021

Agenda

- 01 Market Review
- 02 Portfolio Review
- 03 Appendix



Account Summary as of March 31, 2021

City and Borough of Wrangell

Item a.

| | Permanent Fund | Operating Fund |
|--|---|--------------------------|
| Account Inception | January 31, 2020 | February 26, 2020 |
| Contributions | \$8,714,670 | \$5,000,000 |
| Withdrawals <i>Includes management fees</i> | \$294,070 | \$6,287 |
| Current Market Value | \$10,200,708 | \$5,027,411 |
| Annualized Account Return <i>Since Inception; Gross of Fees</i> | +12.00% | +0.53% |
| Current Allocation | 55% Equity/ 45% Fixed Income | 100% Fixed Income |

Official market value as of 04/12/2021 is \$10,367,196.

Official YTD Performance as of 04/12/2021 is 5.06%.

Market Review

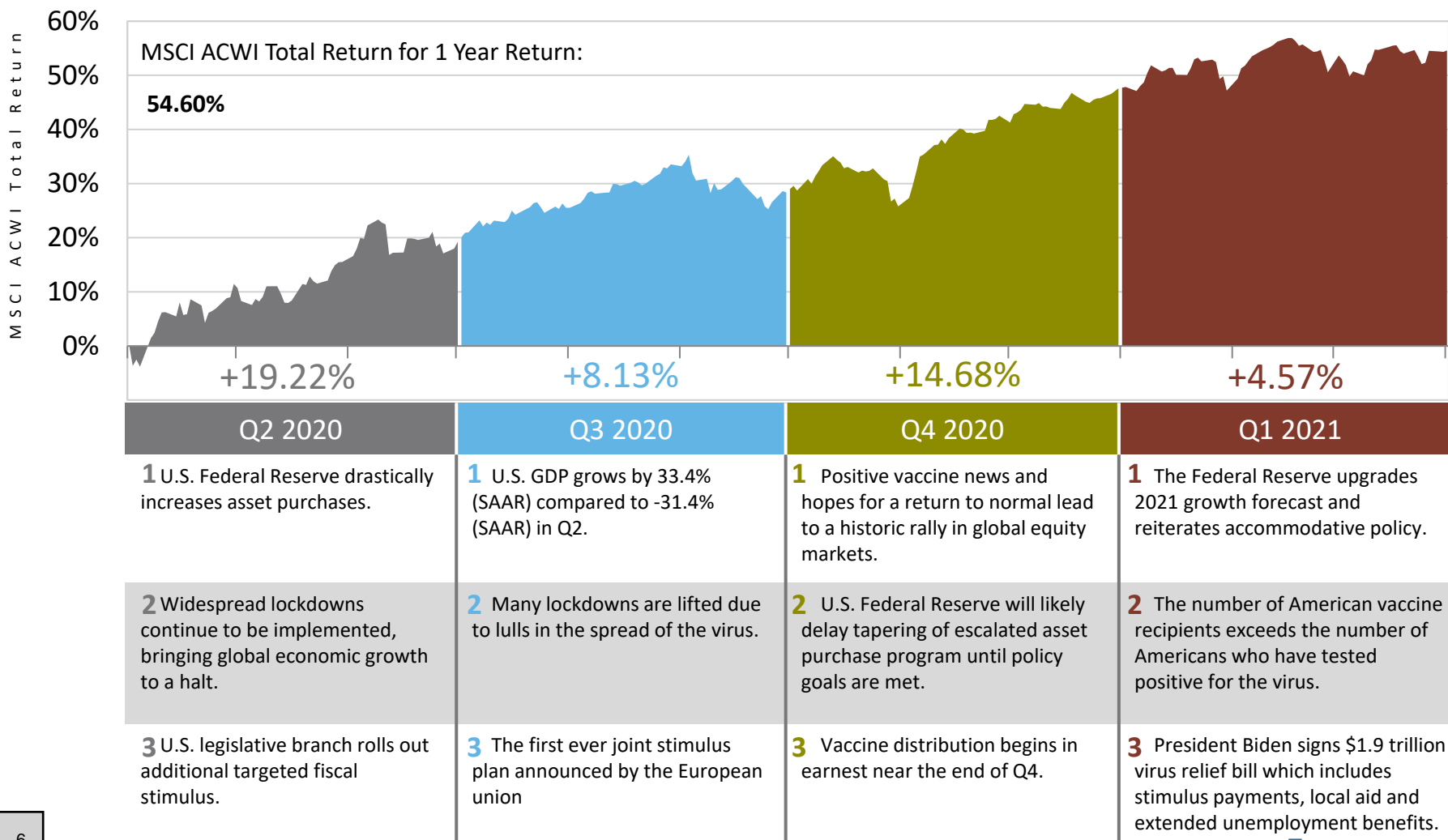
Market Review

Portfolio Review

Appendix

Global Market Events

Q1 2020 – Q1 2021

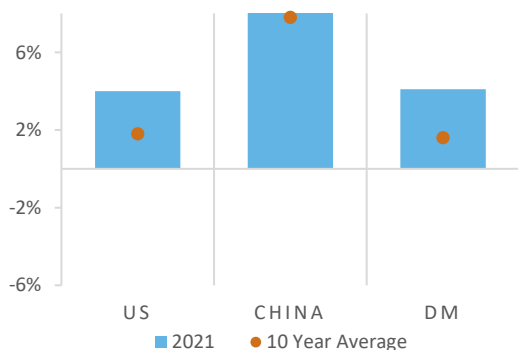


2021 Outlook

A Year of Revival, Restoration and Accommodation

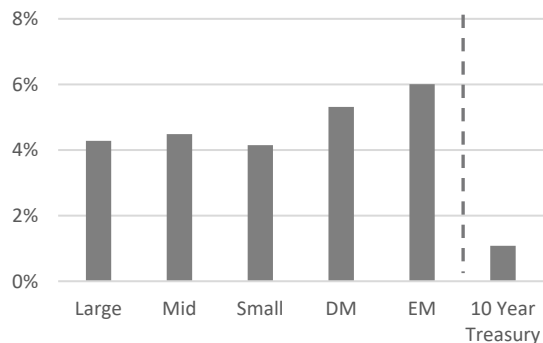
EARLY STAGES OF A NEW ECONOMIC CYCLE

PROJECTED GDP GROWTH



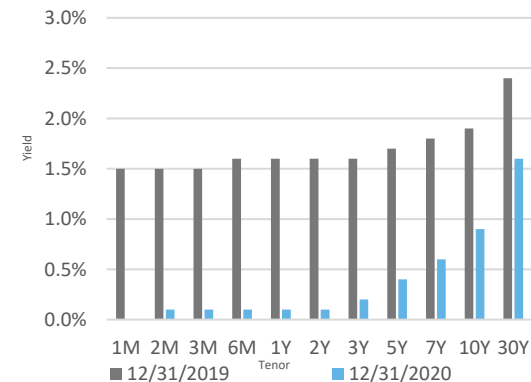
STOCKS CONTINUE TO OFFER SUPERIOR RELATIVE RETURN

EARNINGS YIELD / YIELD



LONG TERM IMPLICATIONS OF COLLAPSING INTEREST RATES

U.S. TREASURY YIELD



- Widespread distribution of highly effective vaccines should lead to a strong pickup in growth, particularly in the second half of the year.
- Massive policy support and additional household savings provide a conducive backdrop to unleash pent-up demand.
- The near-term path of the virus and the success of the vaccination programs remain the most important factors to the outlook.

- Equity earnings yields remain above sovereign bond yields, supporting our preference for stocks relative to bonds.
- The economic backdrop and valuations favor U.S. mid and small companies as well as international stocks.
- Infrastructure is also attractive, trading at a discount to global stocks.

- APCM updated our long-term strategic perspective as the response to the pandemic created meaningful changes to return expectations.
- Publicly traded high yield bonds and alternative beta improve return expectations and increase diversification benefits.
- If appropriate, qualified clients meeting minimum investment requirements can now access the return premia in the private markets.

A Year of Revival, Restoration, and Accommodation

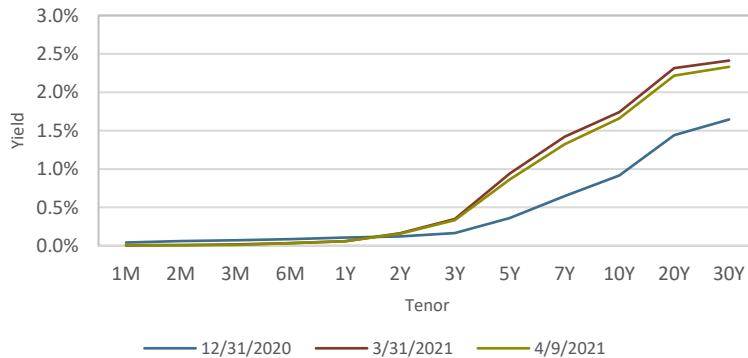
Supportive Policy and Strong Growth Overwhelms Higher Rates and Taxes

Item a.

LONG-TERM RATES RISE

As long as interest rates remain below the rate of economic growth the stock market can continue an upward trend.

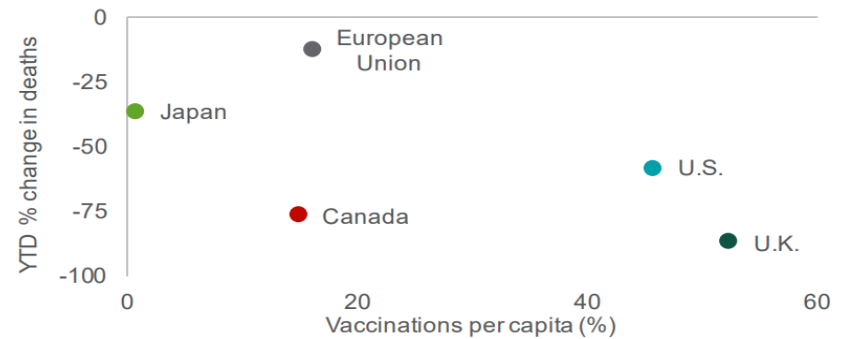
U.S. Treasury Yield



COVID-19 VACCINE & CASE RATE TRENDS

As the vaccine rollout continues, we are seeing a significant decline in new cases, encouraging economic normalization.

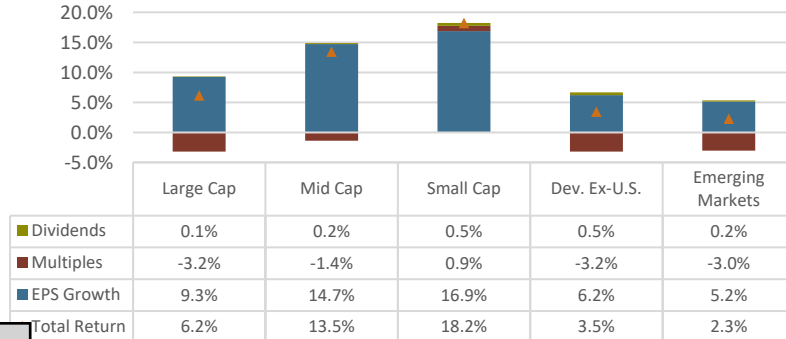
MORTALITIES AND VACCINATIONS



EARNINGS GROWTH DRIVES RETURNS

While P/E ratios across the world seem high, they should return to a more normal level with the earnings outlook improving.

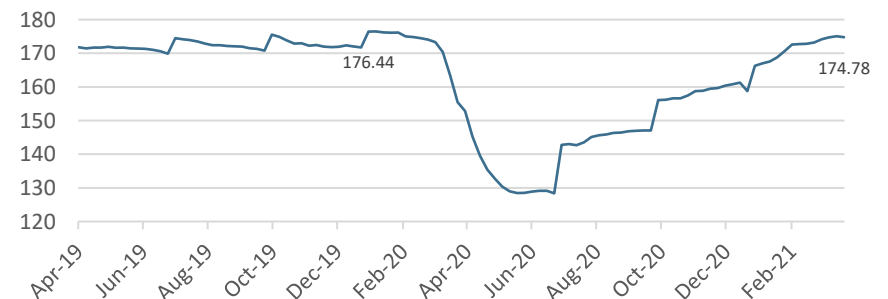
Sources of Return – Q1 2020



GLOBAL EARNINGS OUTLOOK CONSTRUCTIVE

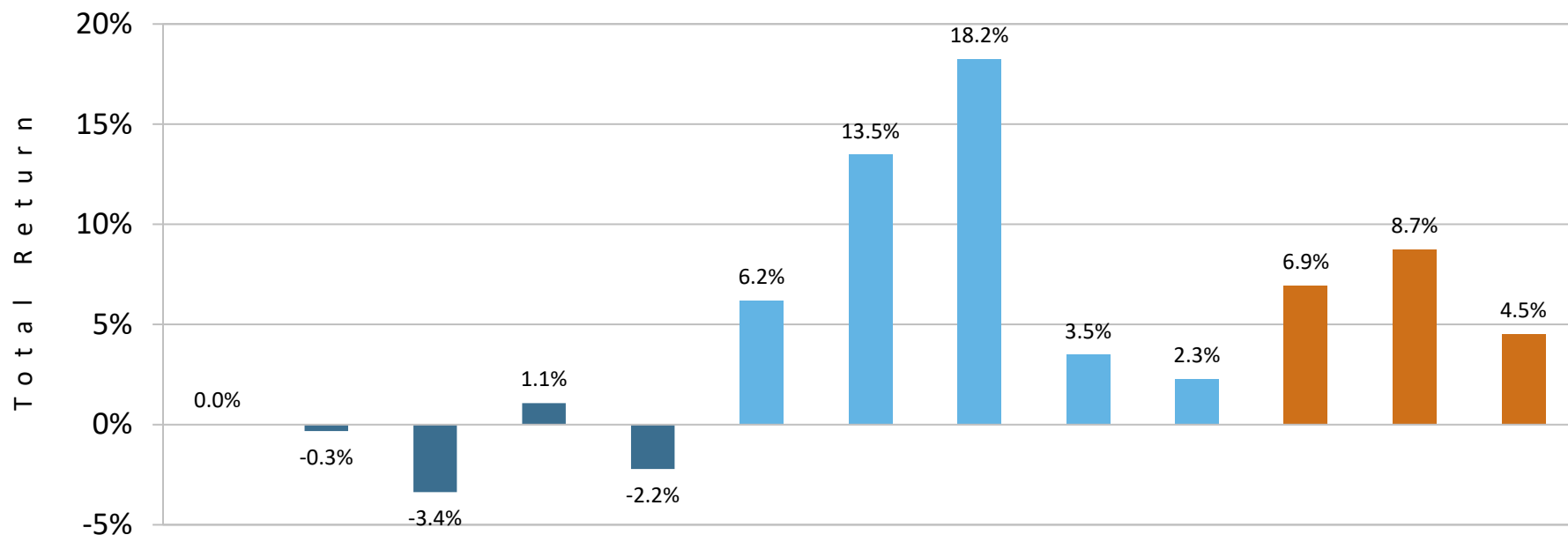
With valuation driving much of the equity rally over the past year, earnings will need to do more of the heavy lifting to deliver return to investors.

S&P 500 Forward 12 Month EPS Estimates



Asset Class Returns

March 31, 2021



| | RISK CONTROL | | | | | RISK ASSETS | | | | | | | |
|--------|--------------|-----------------|-------------------|------|--------------------|----------------|--------------|----------------|--------------|------------------|-------------|-------------|--------|
| | FIXED INCOME | | | | | EQUITIES | | | | | REAL ASSETS | | |
| | Cash | Municipal Bonds | U.S. Fixed Income | TIPS | Intl. Fixed Income | U.S. Large Cap | U.S. Mid Cap | U.S. Small Cap | Dev. Ex-U.S. | Emerging Markets | Comm. | Real Estate | Infra. |
| YTD | 0.0 | -0.3 | -3.4 | 1.1 | -2.2 | 6.2 | 13.5 | 18.2 | 3.5 | 2.3 | 6.9 | 8.7 | 4.5 |
| 1 Year | 0.1 | 4.9 | 0.7 | 6.9 | 2.2 | 56.4 | 83.5 | 95.3 | 44.6 | 58.4 | 35.0 | 37.5 | 33.1 |
| 3 Year | 0.9 | 2.6 | 2.8 | 2.3 | 2.5 | 9.8 | 7.8 | 8.0 | 3.6 | 3.8 | -0.1 | 5.6 | 5.6 |
| 5 Year | 1.2 | 3.0 | 3.1 | 2.7 | 3.5 | 16.3 | 14.4 | 15.6 | 8.8 | 12.1 | 2.3 | 5.1 | 8.0 |

Portfolio Review

City and Borough of Wrangell

Market Review

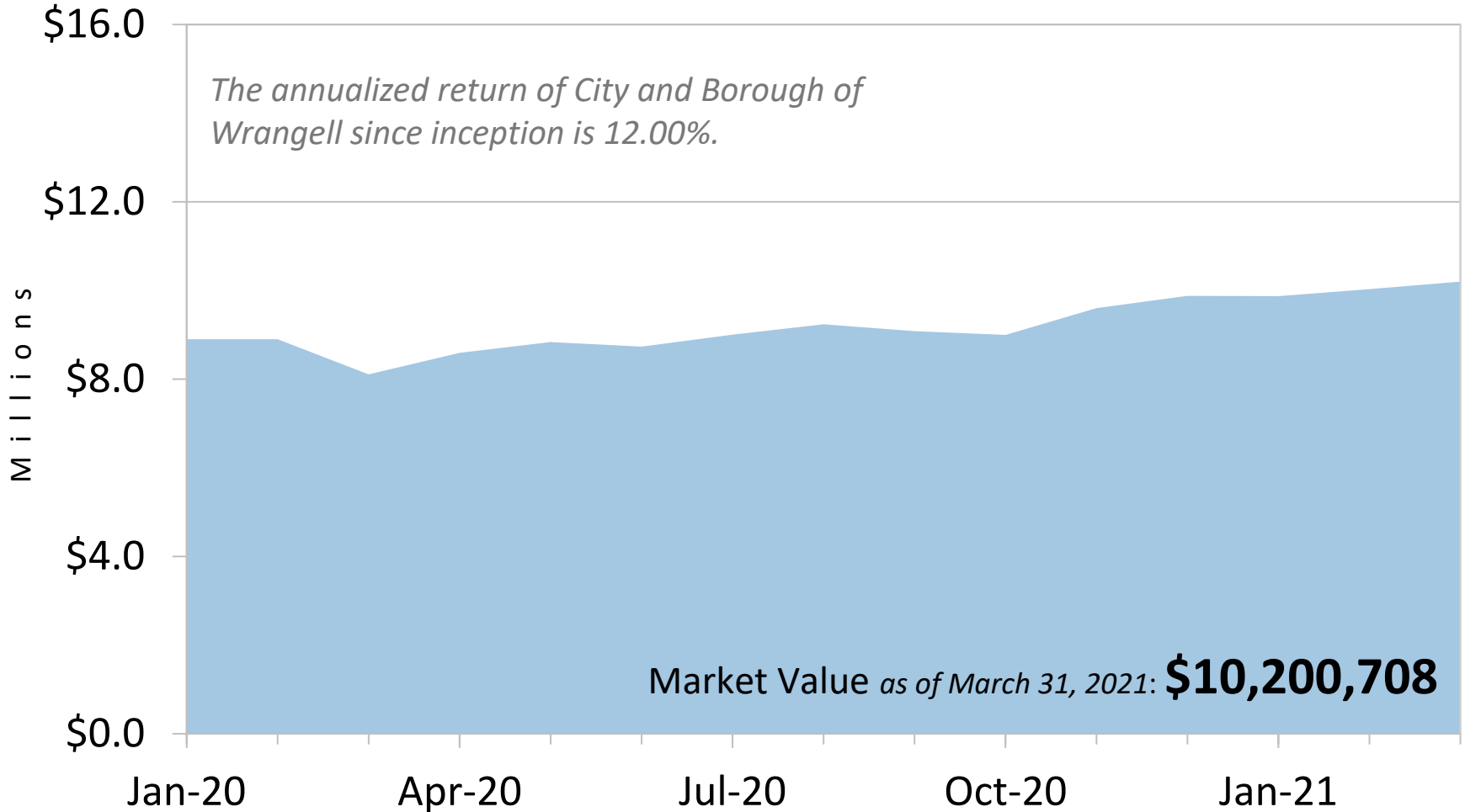
Portfolio Review

Appendix

Historical Market Value as of March 31, 2021

City and Borough of Wrangell

Item a.



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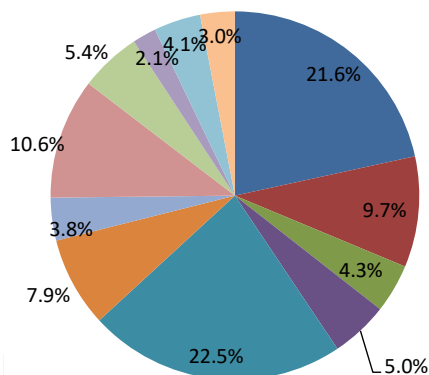
It shows month-end portfolio market value from January 31, 2020 to March 31, 2021. Performance is gross of fees.
Official market value as of 04/12/2021 is \$10,367,196.

**PORTFOLIO
REVIEW**

Asset Allocation as of March 31, 2021

City and Borough of Wrangell

Item a.



- U.S. Fixed Income
- Large Cap
- Small Cap
- Emerging Markets
- Infrastructure
- TIPS
- Cash
- Mid Cap
- International
- Real Estate
- Commodities

| Asset Class | % Assets | Strategic Benchmark | Range | Market Value |
|---------------------|--------------|---------------------|--------|--------------------|
| Fixed Income | 40.6% | 45% | | \$4,143,020 |
| U.S. Fixed Income | 21.6% | 25 | 15-35% | \$2,200,517 |
| TIPS | 9.7% | 10 | 5-15 | \$991,166 |
| International Bonds | 4.3% | 5 | 0-10 | \$436,225 |
| Cash | 5.0% | 5 | 0-10 | \$515,112 |
| Equities | 59.4% | 55% | | \$6,057,688 |
| Large Cap | 22.5% | 22 | 12-32% | \$2,299,851 |
| Mid Cap | 7.9% | 7 | 0-15 | \$806,608 |
| Small Cap | 3.8% | 3 | 0-6 | \$383,219 |
| International | 10.6% | 10 | 5-15 | \$1,078,877 |
| Emerging Markets | 5.4% | 5 | 0-10 | \$547,511 |
| Real Estate | 2.1% | 2 | 0-5 | \$213,102 |
| Infrastructure | 4.1% | 3 | 0-6 | \$418,954 |
| Commodities | 3.0% | 3 | 0-6 | \$309,566 |

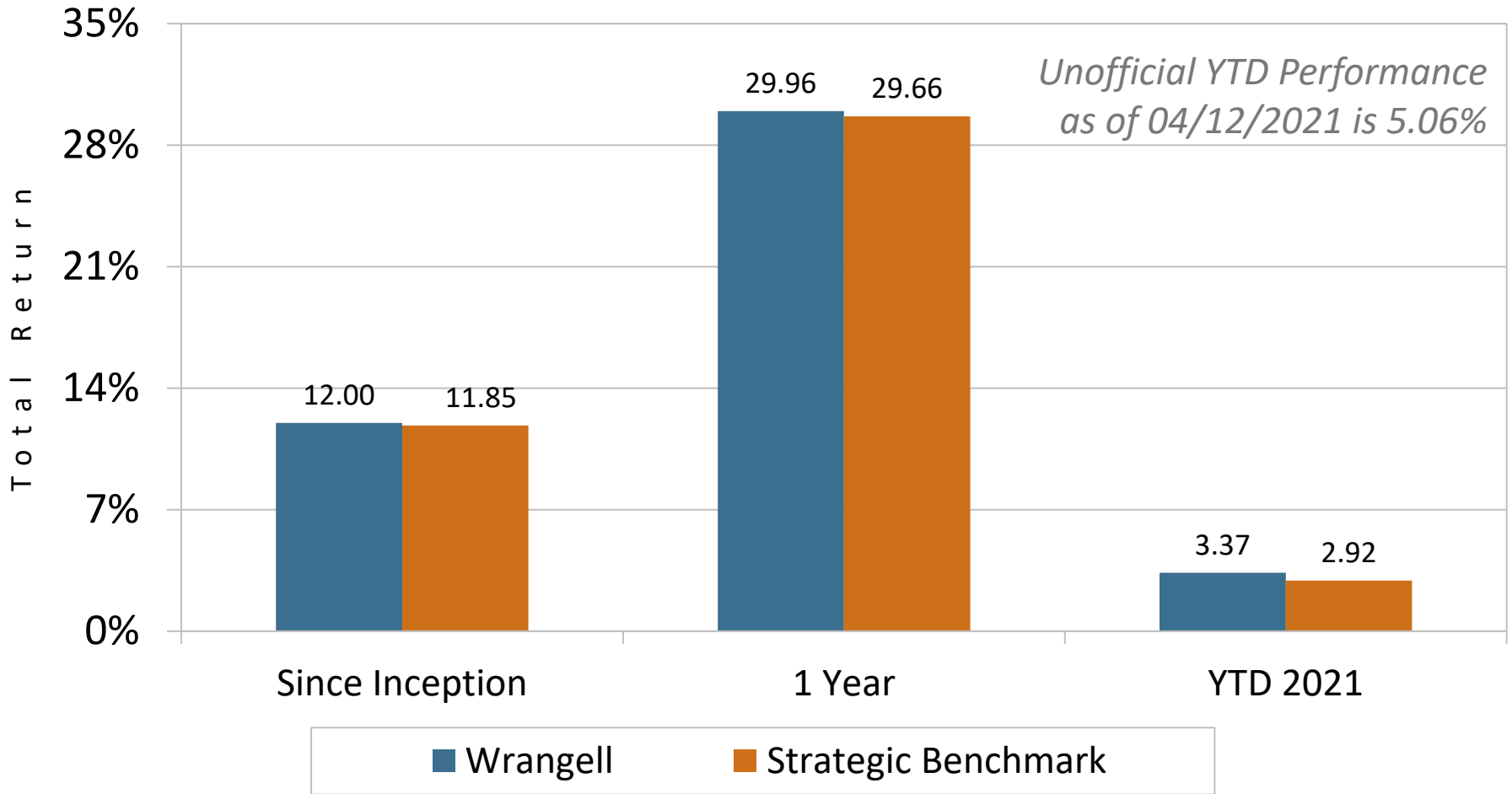
Total **\$10,200,708**

12

Official market value as of 04/12/2021 is \$10,367,196.

Account Performance as of March 31, 2021

City and Borough of Wrangell



13 Performance is gross of fees and annualized for periods greater than one year. Inception performance is on January 31, 2020. Strategic benchmark is a blended return of the account's target allocation.

Portfolio Review

City and Borough of Wrangell Operating Account

Market Review

Portfolio Review

Appendix

Portfolio Characteristics as of March 31, 2021

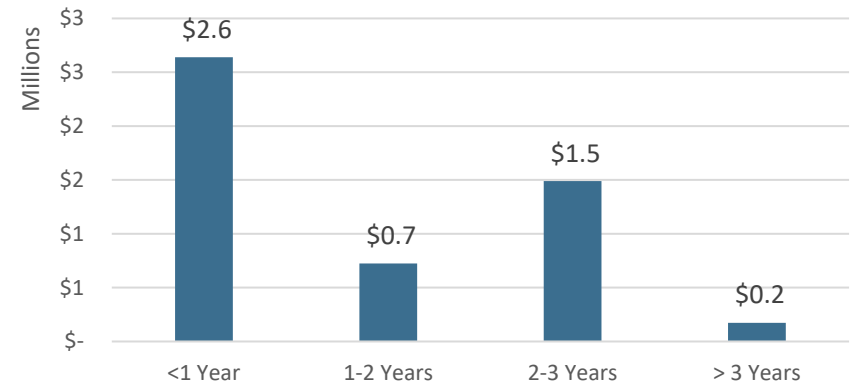
City and Borough of Wrangell Operating Account

Item a.

Summary Statistics

| | Wrangell 09/30/20 | Wrangell 12/31/20 | Wrangell 03/31/21 | Benchmark** 03/31/21 |
|---------------------|----------------------|----------------------|----------------------|-------------------------|
| Market Value | \$5,028,878 | \$5,029,655 | \$5,027,411 | - |
| Yield to Maturity | 0.22% | 0.23% | 0.17% | 0.11% |
| Avg. Quality | AAA | AAA | AAA | AAA |
| Avg. Maturity (yrs) | 1.14 | 1.28 | 1.01 | 1.10 |
| Duration | 1.03 | 1.18 | 0.99 | 1.08 |

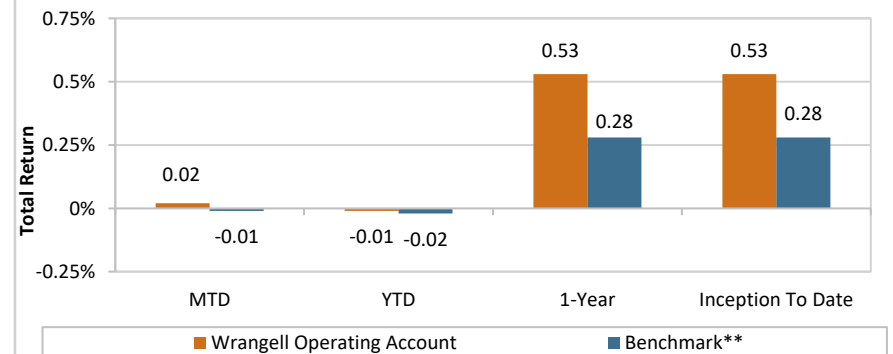
Portfolio Liquidity



Sector Breakdown

| | Wrangell | Benchmark** |
|------------------|----------|-------------|
| Cash and CDs | 3.8% | - |
| Commercial Paper | - | - |
| Treasuries | 88.1% | 97.4% |
| Agencies | - | 2.6% |
| Corporates | - | - |
| Municipals | 8.1% | - |

Performance



*Performance is gross of fees

**Blend is 50% 1-3 Yr Govt and 50% 90 Day Tbill

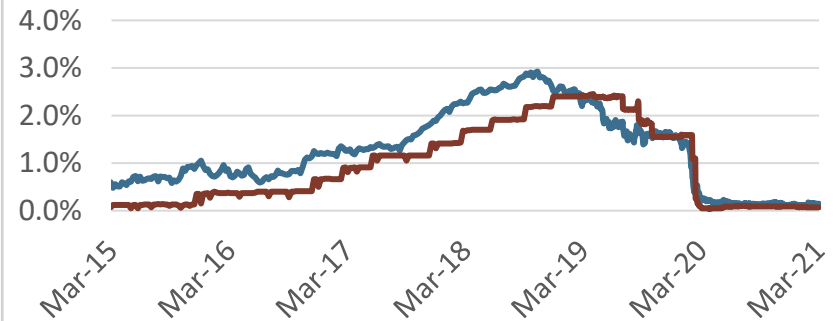
Account Positioning

City and Borough of Wrangell Operating Account

Current IPS

- U.S. Treasuries
- U.S. Agencies
- Certificates of Deposit
- Municipals (states, Alaskan boroughs or cities)
- Overnight repurchase agreements

2-Year Treasury and Fed Funds Rates



Data: Bloomberg — 2-Year Rates — Fed Fund Rates

Going Forward & Performance

- Portfolio has outperformed its benchmark year to date by one basis point.
- We initiated a slightly below benchmark duration at the prospect of longer-term interest rates (3yr and greater) increasing.
- The yield to maturity of the portfolio is now 0.17% down from 0.23%.
- Possible security purchases
 - Municipals
 - Treasuries & Agencies
- Fulfill liquidity needs

Communicate with City & Borough staff

Interest Rate & Market Outlook

- The Federal Reserve maintained its benchmark rate at 0-0.25%. Short term global interest rates are likely to stay low through 2022.
- The Fed now faces moderate unemployment, short-term inflationary pressures and a growing balance sheet.
- Interest rates have increased from the start of 2021 as the 2yr and 5yr increased approximately 4 and 50 basis points, ending March 31 at 0.16% and 0.86%, respectively.
- Monetary and fiscal support will continue in order to support the economy and financial markets.

Appendix

Market Review

Portfolio Review

Appendix



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #7990

March 31, 2021

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|---|--|--------------|--------------------|--------|--------------|-------------|---------------|------------------|-------------------|
| DOMESTIC FIXED INCOME FUNDS/ETF | | | | | | | | | |
| 19,231 | VANGUARD SHORT-TERM TIPS ETF | 49.48 | 951,550 | 51.54 | 991,166 | 9.72 | 0 | | |
| 25,974 | VANGUARD TOTAL BOND MARKET ETF | 85.20 | 2,213,098 | 84.72 | 2,200,517 | 21.57 | NA | | |
| | | | 3,164,649 | | 3,191,683 | 31.29 | | | |
| INTERNATIONAL FIXED INCOME FUNDS/ETF | | | | | | | | | |
| 7,637 | VANGUARD TOTAL INTL BOND ETF | 57.06 | 435,789 | 57.12 | 436,225 | 4.28 | NA | | |
| DOMESTIC LARGE CAP EQUITY FUNDS/ETF | | | | | | | | | |
| 988 | FLEXSHARES QUAL DIV ETF | 48.32 | 47,738 | 53.30 | 52,660 | 0.52 | NA | | |
| 5,670 | SPDR S&P 500 ETF | 324.61 | 1,840,530 | 396.33 | 2,247,191 | 22.03 | NA | | |
| | | | 1,888,268 | | 2,299,851 | 22.55 | | | |
| DOMESTIC MID CAP EQUITY FUNDS/ETF | | | | | | | | | |
| 3,099 | ISHARES CORE S&P MIDCAP 400 ETF | 200.30 | 620,721 | 260.28 | 806,608 | 7.91 | NA | | |
| DOMESTIC SMALL CAP EQUITY FUNDS/ETF | | | | | | | | | |
| 3,531 | ISHARES S&P SMALLCAP 600 INDEX ETF | 81.06 | 286,229 | 108.53 | 383,219 | 3.76 | NA | | |
| INTERNATIONAL EQUITY FUNDS/ETF | | | | | | | | | |
| 14,974 | ISHARES ETF CORE MSCI EAFE | 68.51 | 1,025,937 | 72.05 | 1,078,877 | 10.58 | NA | | |
| EMERGING MARKET FUNDS/ETF | | | | | | | | | |
| 8,507 | ISHARES ETF CORE MSCI EMERGING MKTS | 53.83 | 457,892 | 64.36 | 547,511 | 5.37 | NA | | |
| REAL ESTATE & INFRASTRUCTURE | | | | | | | | | |
| 7,464 | FLEXSHAR STX GLOBAL BROAD INF ETF | 53.84 | 401,831 | 56.13 | 418,954 | 4.11 | NA | | |
| 1,865 | JPMORGAN BETABUILDERS MSCI US REIT ETF | 89.05 | 166,079 | 85.92 | 160,241 | 1.57 | NA | | |
| 1,361 | PACER INDUSTRIAL REAL ESTATE ETF | 35.25 | 47,970 | 38.84 | 52,861 | 0.52 | NA | | |
| | | | 615,880 | | 632,056 | 6.20 | | | |
| COMMODITIES | | | | | | | | | |
| 6,394 | ISHARES BB ROLL SELECT COMMODITY ETF | 38.79 | 248,015 | 48.41 | 309,566 | 3.03 | NA | | |
| CASH AND EQUIVALENTS | | | | | | | | | |
| | CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT | | 507,867 | | 507,867 | 4.98 | | | |



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #7990

March 31, 2021

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|------------------------|------------------|--------------|--------------------|-------|-------------------|-------------|---------------|------------------|-------------------|
| | DIVIDEND ACCRUAL | | 7,245 | | 7,245 | 0.07 | | | |
| | | | 515,112 | | 515,112 | 5.05 | | | |
| TOTAL PORTFOLIO | | | 9,258,493 | | 10,200,708 | 100 | 0 | 0 | |



PERFORMANCE HISTORY

GROSS OF FEES

CITY AND BOROUGH OF WRANGELL

| Time Period | Percent Return | | | | | | | | | | | | | | | | |
|----------------------|----------------|--------------|-------------------|---------------------------|--------------------------|-------------------------|----------------------|---------------------------|----------------------------|--------------|-----------------|------------------------|----------------------------|-------------|-------------------|--------------------------|--------|
| | Per Period | | | | | | | | | | | | | | | | |
| Total Account | BLEND | Fixed Income | BB BARC AGG BENCH | Domestic Large Cap Equity | S&P 500 LARGE CAPS BENCH | Domestic Mid Cap Equity | S&P 400 MIDCAP BENCH | Domestic Small Cap Equity | S & P 600 SMALL CAPS BENCH | Int'l Equity | MSCI EAFE Index | Emerging Market Equity | MSCI EMERGING MARKET BENCH | Real Estate | S&P US REIT BENCH | Diversified Alternatives | |
| 01-31-20 to 02-29-20 | -3.67 | -3.93 | 1.11 | 1.80 | -7.99 | -8.23 | -9.48 | -9.49 | -9.56 | -9.61 | -7.83 | -9.04 | -3.79 | -5.27 | -7.51 | -7.91 | -5.82 |
| 02-29-20 to 03-31-20 | -8.88 | -8.57 | -1.48 | -0.59 | -12.62 | -12.35 | -20.17 | -20.25 | -22.43 | -22.40 | -14.49 | -13.35 | -16.92 | -15.40 | -16.89 | -21.53 | -16.40 |
| 03-31-20 to 04-30-20 | 6.00 | 6.26 | 2.07 | 1.78 | 12.72 | 12.82 | 14.14 | 14.18 | 12.89 | 12.70 | 5.99 | 6.46 | 7.87 | 9.16 | 6.60 | 8.23 | -4.16 |
| 04-30-20 to 05-31-20 | 2.89 | 2.63 | 0.61 | 0.47 | 4.77 | 4.76 | 7.27 | 7.31 | 4.40 | 4.31 | 5.52 | 4.35 | 3.16 | 0.77 | 3.52 | 0.17 | 1.00 |
| 05-31-20 to 06-30-20 | 1.68 | 1.73 | 0.59 | 0.63 | 1.82 | 1.99 | 1.44 | 1.26 | 3.42 | 3.74 | 3.67 | 3.40 | 7.08 | 7.35 | 0.92 | 3.04 | 2.66 |
| 06-30-20 to 07-31-20 | 3.15 | 3.23 | 1.09 | 1.49 | 5.85 | 5.64 | 4.56 | 4.61 | 4.28 | 4.11 | 2.00 | 2.33 | 8.63 | 8.94 | 3.68 | 4.14 | 5.58 |
| 07-31-20 to 08-31-20 | 2.63 | 2.76 | -0.38 | -0.81 | 6.96 | 7.19 | 3.59 | 3.51 | 3.90 | 3.99 | 4.89 | 5.14 | 3.09 | 2.21 | 1.96 | 0.75 | 5.43 |
| 08-31-20 to 09-30-20 | -1.67 | -1.74 | 0.00 | -0.05 | -3.75 | -3.80 | -3.34 | -3.25 | -4.67 | -4.70 | -1.98 | -2.60 | -0.94 | -1.60 | -2.04 | -3.21 | -2.66 |
| 09-30-20 to 10-31-20 | -0.87 | -0.87 | -0.32 | -0.45 | -2.49 | -2.66 | 2.24 | 2.17 | 2.55 | 2.58 | -3.54 | -3.99 | 1.29 | 2.06 | -2.82 | -2.57 | 0.56 |
| 10-31-20 to 11-30-20 | 6.75 | 6.91 | 0.85 | 0.98 | 10.75 | 10.95 | 14.60 | 14.28 | 18.22 | 18.17 | 14.50 | 15.50 | 9.63 | 9.25 | 9.42 | 10.73 | 3.77 |
| 11-30-20 to 12-31-20 | 2.90 | 2.81 | 0.33 | 0.14 | 3.71 | 3.84 | 6.46 | 6.52 | 8.24 | 8.32 | 5.11 | 4.65 | 7.11 | 7.35 | 2.98 | 3.36 | 4.71 |
| 12-31-20 to 01-31-21 | -0.01 | 0.00 | -0.44 | -0.72 | -1.00 | -1.01 | 1.49 | 1.50 | 6.17 | 6.29 | -0.76 | -1.07 | 2.89 | 3.07 | -1.01 | 0.15 | 1.68 |
| 01-31-21 to 02-28-21 | 1.61 | 1.44 | -0.99 | -1.44 | 2.82 | 2.76 | 6.88 | 6.80 | 7.84 | 7.65 | 2.32 | 2.24 | 1.37 | 0.76 | 1.72 | 3.96 | 6.51 |
| 02-28-21 to 03-31-21 | 1.74 | 1.46 | -0.58 | -1.25 | 4.61 | 4.38 | 4.78 | 4.67 | 3.54 | 3.33 | 2.46 | 2.30 | -0.57 | -1.51 | 5.03 | 4.43 | -1.83 |
| Date to Date | | | | | | | | | | | | | | | | | |
| 01-31-20 to 03-31-21 | 14.07 | 13.90 | 2.42 | 1.92 | 25.67 | 25.76 | 33.22 | 32.43 | 37.39 | 37.02 | 15.75 | 13.95 | 30.34 | 26.93 | 2.64 | -0.61 | -1.51 |



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #6869

March 31, 2021

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|------------------------|---|--------------|--------------------|--------|--------------|-------------|---------------|------------------|-------------------|
| MUNICIPAL BONDS | | | | | | | | | |
| 25,000 | State of Wisconsin 5.000% Due 05-01-22 | 106.00 | 26,500 | 105.23 | 26,307 | 0.52 | 1,250 | 521 | 0.17 |
| 50,000 | N SLOPE BORO AK 5.000% Due 06-30-22 | 102.04 | 51,022 | 100.34 | 50,171 | 1.00 | 2,500 | 632 | 4.71 |
| 25,000 | STATE OF WASHINGTON 5.000% Due 07-01-22 | 104.01 | 26,003 | 101.17 | 25,292 | 0.50 | 1,250 | 312 | 4.02 |
| 25,000 | STATE OF MARYLAND 5.000% Due 08-01-22 | 107.52 | 26,881 | 106.42 | 26,604 | 0.53 | 1,250 | 208 | 0.18 |
| 25,000 | MISSISSIPPI ST 5.250% Due 11-01-22 | 109.96 | 27,490 | 108.01 | 27,001 | 0.54 | 1,312 | 547 | 0.18 |
| 35,000 | WASHINGTON ST 5.000% Due 02-01-23 | 109.98 | 38,495 | 108.86 | 38,101 | 0.76 | 1,750 | 292 | 0.16 |
| 35,000 | OHIO ST 5.000% Due 05-01-23 | 108.12 | 37,844 | 110.00 | 38,500 | 0.77 | 1,750 | 729 | 0.19 |
| 25,000 | MASSACHUSETTS ST 5.000% Due 07-01-24 | 105.61 | 26,403 | 106.05 | 26,513 | 0.53 | 1,250 | 312 | 3.03 |
| 30,000 | MASSACHUSETTS ST 5.000% Due 10-01-26 | 106.15 | 31,844 | 102.40 | 30,720 | 0.61 | 1,500 | 750 | 4.50 |
| 50,000 | WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28 | 103.66 | 51,832 | 100.75 | 50,373 | 1.00 | 2,500 | 833 | 4.87 |
| 65,000 | MASSACHUSETTS ST 5.000% Due 08-01-33 | 104.65 | 68,020 | 101.58 | 66,028 | 1.31 | 3,250 | 542 | 4.83 |
| | Accrued Interest | | | | 5,679 | 0.11 | | | |
| | | | 412,332 | | 411,290 | 8.18 | | 5,679 | |
| U.S. TREASURY | | | | | | | | | |
| 155,000 | US TREASURY NOTES 2.625% Due 05-15-21 | 102.71 | 159,208 | 100.31 | 155,484 | 3.09 | 4,069 | 1,540 | 0.11 |
| 205,000 | US TREASURY NOTES 2.125% Due 08-15-21 | 102.39 | 209,906 | 100.78 | 206,602 | 4.11 | 4,356 | 542 | 0.06 |
| 200,000 | US TREASURY NOTES 2.500% Due 02-15-22 | 103.87 | 207,736 | 102.11 | 204,226 | 4.06 | 5,000 | 622 | 0.09 |
| 180,000 | US TREASURY NOTES 1.750% Due 05-15-22 | 102.75 | 184,957 | 101.83 | 183,298 | 3.65 | 3,150 | 1,192 | 0.12 |
| 180,000 | US TREASURY NOTES 1.500% Due 08-15-22 | 102.36 | 184,255 | 101.90 | 183,416 | 3.65 | 2,700 | 336 | 0.12 |
| 80,000 | US TREASURY NOTES 1.625% Due 11-15-22 | 102.82 | 82,253 | 102.40 | 81,918 | 1.63 | 1,300 | 492 | 0.15 |



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #6869

March 31, 2021

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|-----------------------------|--|--------------|--------------------|--------|------------------|-------------|---------------|------------------|-------------------|
| 80,000 | US TREASURY NOTES 2.000% Due 02-15-23 | 104.08 | 83,267 | 103.41 | 82,731 | 1.65 | 1,600 | 199 | 0.18 |
| 300,000 | US TREASURY NOTES 0.250% Due 04-15-23 | 100.01 | 300,038 | 100.14 | 300,423 | 5.98 | 750 | 346 | 0.18 |
| 400,000 | US TREASURY NOTES 0.250% Due 06-15-23 | 99.98 | 399,905 | 100.11 | 400,424 | 7.96 | 1,000 | 294 | 0.20 |
| 230,000 | US TREASURY NOTES 2.500% Due 08-15-23 | 107.22 | 246,600 | 105.41 | 242,434 | 4.82 | 5,750 | 715 | 0.22 |
| 210,000 | US TREASURY NOTE 0.125% Due 10-15-23 | 99.85 | 209,687 | 99.66 | 209,286 | 4.16 | 262 | 121 | 0.26 |
| 300,000 | US TREASURY NOTES 0.125% Due 12-15-23 | 99.79 | 299,370 | 99.54 | 298,629 | 5.94 | 375 | 110 | 0.29 |
| | Accrued Interest | | | | 6,508 | 0.13 | | | |
| | | | 2,567,184 | | 2,555,379 | 50.83 | | 6,508 | |
| TREASURY BILLS | | | | | | | | | |
| 500,000 | US TREASURY BILL 0.000% Due 04-15-21 | 99.95 | 499,737 | 100.00 | 499,997 | 9.95 | NA | 0 | 0.01 |
| 500,000 | US TREASURY BILLS 0.000% Due 04-20-21 | 99.96 | 499,790 | 100.00 | 499,995 | 9.95 | NA | 0 | 0.02 |
| 100,000 | US TREASURY BILLS 0.000% Due 04-22-21 | 99.96 | 99,957 | 100.00 | 100,000 | 1.99 | NA | 0 | 0.00 |
| 100,000 | US TREASURY BILL 0.000% Due 05-27-21 | 99.97 | 99,965 | 100.00 | 100,000 | 1.99 | NA | 0 | 0.00 |
| 160,000 | US TREASURY BILL 0.000% Due 06-10-21 | 100.00 | 159,992 | 100.00 | 159,995 | 3.18 | NA | 0 | 0.01 |
| 520,000 | US TREASURY BILL 0.000% Due 06-29-21 | 99.97 | 519,826 | 100.00 | 519,990 | 10.34 | NA | 0 | 0.01 |
| | | | 1,879,267 | | 1,879,977 | 37.39 | | 0 | |
| CASH AND EQUIVALENTS | | | | | | | | | |
| | CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT | | 180,765 | | 180,765 | 3.60 | | | |
| TOTAL PORTFOLIO | | | 5,039,548 | | 5,027,411 | 100 | 49,875 | 12,187 | |



PERFORMANCE HISTORY GROSS OF FEES

CITY AND BOROUGH OF WRANGELL #6869

| Time Period | Percent Return Per Period | | | | |
|----------------------|------------------------------|-------|-----------------|-----------------------------|--------------------------------|
| | Total Account | BLEND | Fixed Income | BB BARC 1-3 YR GOV | FTSE 3-MO TBILL INDEX |
| 03-31-20 to 04-30-20 | 0.11 | 0.11 | 0.11 | 0.14 | 0.08 |
| 04-30-20 to 05-31-20 | 0.25 | 0.06 | 0.25 | 0.08 | 0.04 |
| 05-31-20 to 06-30-20 | 0.03 | 0.02 | 0.03 | 0.04 | 0.01 |
| 06-30-20 to 07-31-20 | 0.08 | 0.05 | 0.08 | 0.09 | 0.01 |
| 07-31-20 to 08-31-20 | -0.01 | 0.00 | -0.01 | -0.01 | 0.01 |
| 08-31-20 to 09-30-20 | 0.02 | 0.02 | 0.02 | 0.02 | 0.01 |
| 09-30-20 to 10-31-20 | -0.02 | -0.02 | -0.02 | -0.04 | 0.01 |
| 10-31-20 to 11-30-20 | 0.04 | 0.02 | 0.04 | 0.04 | 0.01 |
| 11-30-20 to 12-31-20 | 0.03 | 0.03 | 0.03 | 0.05 | 0.01 |
| 12-31-20 to 01-31-21 | 0.02 | 0.02 | 0.02 | 0.03 | 0.01 |
| 01-31-21 to 02-28-21 | -0.05 | -0.02 | -0.05 | -0.06 | 0.01 |
| 02-28-21 to 03-31-21 | 0.02 | -0.01 | 0.02 | -0.03 | 0.01 |
| Date to Date | | | | | |
| 03-31-20 to 03-31-21 | 0.53 | 0.28 | 0.53 | 0.36 | 0.21 |

CITY AND BOROUGH OF WRANGELL PERMANENT FUND- Public/Government

Account Statement - Period Ending 3/31/2021



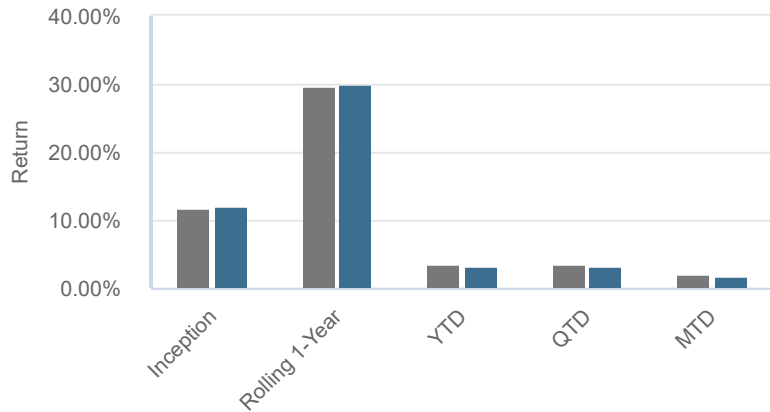
Item a.

Account Activity Management Team

| | |
|------------------------------|------------------------|
| Portfolio Value on 3/1/2021 | \$10,029,309.63 |
| Contributions | \$0.00 |
| Withdrawals | \$0.00 |
| Change in Market Value | \$153,541.74 |
| Dividends and Interest | \$10,612.17 |
| Portfolio Value on 3/31/2021 | \$10,193,463.54 |

| | |
|------------------------------|---------------------|
| Client Relationship Manager: | Allison Capps |
| | Allison@apcm.net |
| Portfolio Manager | Brandy Niclai, CFA® |
| | Brandy@apcm.net |
| Contact Phone Number: | (907) 272-7575 |

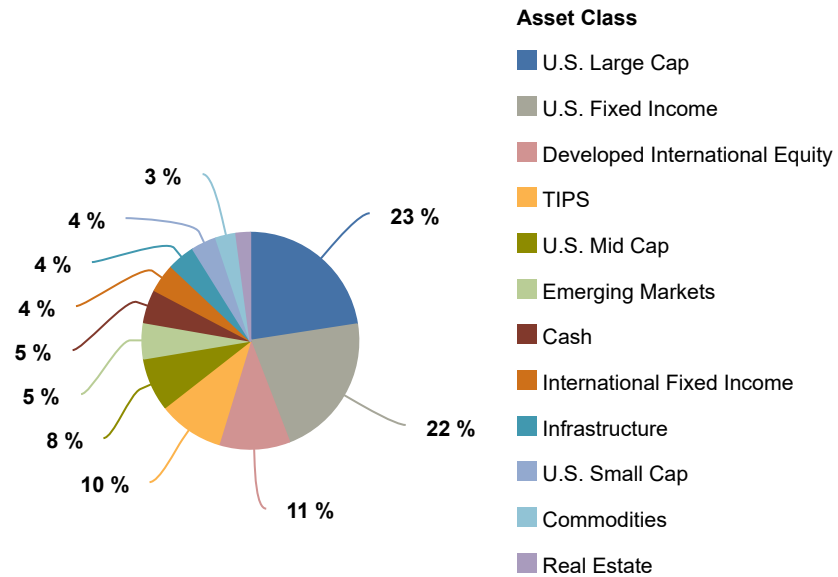
Investment Performance Portfolio Composition



| | Inception | Rolling 1 Year | Year to Date | Quarter to Date | Month to Date |
|---------------------|-----------|----------------|--------------|-----------------|---------------|
| Portfolio | 11.97 % | 29.93 % | 3.37 % | 3.37 % | 1.74 % |
| Strategic Benchmark | 11.83 % | 29.66 % | 2.92 % | 2.92 % | 1.46 % |

Performance is Annualized for Periods Greater than One Year

Portfolio Composition



Clients are encouraged to compare this report with the official statement from their custodian.

Portfolio Summary and Targets

Allocation Ran

Item a.

| Asset Class and Target | Market Value | Percent of Assets | Range |
|--|------------------------|-------------------|------------|
| Fixed Income (45.00 %) | | | |
| Fixed Income (45.00 %) | | | |
| U.S. Fixed Income (25.00 %) | \$2,200,517.28 | 21.59 % | 15% to 35% |
| TIPS (10.00 %) | \$991,165.74 | 9.72 % | 5% to 15% |
| International Fixed Income (5.00 %) | \$436,225.44 | 4.28 % | 0% to 10% |
| Cash (5.00 %) | \$507,866.70 | 4.98 % | 0% to 10% |
| Subtotal | \$4,135,775.16 | 40.57 % | |
| Equity (47.00 %) | | | |
| Equity (47.00 %) | | | |
| U.S. Large Cap (22.00 %) | \$2,299,851.50 | 22.56 % | 12% to 32% |
| U.S. Mid Cap (7.00 %) | \$806,607.72 | 7.91 % | 0% to 15% |
| U.S. Small Cap (3.00 %) | \$383,219.43 | 3.76 % | 0% to 6% |
| Developed International Equity (10.00 %) | \$1,078,876.70 | 10.58 % | 5% to 15% |
| Emerging Markets (5.00 %) | \$547,510.52 | 5.37 % | 0% to 10% |
| Subtotal | \$5,116,065.87 | 50.19 % | |
| Alternatives (8.00 %) | | | |
| Alternatives (8.00 %) | | | |
| Real Estate (2.00 %) | \$213,102.04 | 2.09 % | 0% to 5% |
| Commodities (3.00 %) | \$309,566.15 | 3.04 % | 0% to 6% |
| Infrastructure (3.00 %) | \$418,954.32 | 4.11 % | 0% to 6% |
| Subtotal | \$941,622.51 | 9.24 % | |
| Total Portfolio | \$10,193,463.54 | 100.00 % | |

Portfolio Appraisal

Item a.

| Quantity | Security | Security Symbol | Total Cost | Price | Market Value | Percent of Assets |
|---------------------------------------|---|-----------------|-----------------------|----------|-----------------------|-------------------|
| U.S. Large Cap | | | | | | |
| Core Domestic Large Cap Equity | | | | | | |
| 5,670.00 | SPDR S&P 500 Trust | SPY | \$1,836,316.54 | \$396.33 | \$2,247,191.10 | |
| 988.00 | Flexshares Quality Divid Index | QDF | \$47,695.51 | \$53.30 | \$52,660.40 | |
| | | | \$1,884,012.05 | | \$2,299,851.50 | 22.56 % |
| U.S. Mid Cap | | | | | | |
| Core Domestic Mid Cap Equity | | | | | | |
| 3,099.00 | iShares Core S&P Mid-Cap ETF | IJH | \$616,341.81 | \$260.28 | \$806,607.72 | |
| | | | \$616,341.81 | | \$806,607.72 | 7.91 % |
| U.S. Small Cap | | | | | | |
| Core Domestic Small Cap Equity | | | | | | |
| 3,531.00 | iShares Core S&P Small-Cap ETF | IJR | \$284,531.99 | \$108.53 | \$383,219.43 | |
| | | | \$284,531.99 | | \$383,219.43 | 3.76 % |
| Developed International Equity | | | | | | |
| Core International Equity | | | | | | |
| 14,974.00 | iShares Core MSCI EAFE | IEFA | \$1,024,469.28 | \$72.05 | \$1,078,876.70 | |
| | | | \$1,024,469.28 | | \$1,078,876.70 | 10.58 % |
| Emerging Markets | | | | | | |
| Core Emerging Market Equity | | | | | | |
| 8,507.00 | iShares Core MSCI Emerging Markets | IEMG | \$455,418.20 | \$64.36 | \$547,510.52 | |
| | | | \$455,418.20 | | \$547,510.52 | 5.37 % |
| Real Estate | | | | | | |
| Core Real Estate Equity | | | | | | |
| 1,361.00 | Pacer Benchmark Industrial Real Estate Sector ETF | INDS | \$47,969.70 | \$38.84 | \$52,861.24 | |
| 1,865.00 | JP Morgan Beta Builders MSCI US REIT ETF | BBRE | \$166,064.15 | \$85.92 | \$160,240.80 | |
| | | | \$214,033.85 | | \$213,102.04 | 2.09 % |

| Quantity | Security | Security Symbol | Total Cost | Price | Market Value | Percent of | Item a. |
|---|--|-----------------|-----------------------|---------|------------------------|-----------------|---------|
| Commodities | | | | | | | |
| Core Commodities | | | | | | | |
| 6,394.00 | iShares US Bloomberg Roll | CMDY | \$248,654.19 | \$48.42 | \$309,566.15 | | |
| | | | \$248,654.19 | | \$309,566.15 | 3.04 % | |
| Infrastructure | | | | | | | |
| Core Infrastructure Equity | | | | | | | |
| 7,464.00 | FlexShares STOXX Global Broad Infrastructure | NFRA | \$401,740.72 | \$56.13 | \$418,954.32 | | |
| | | | \$401,740.72 | | \$418,954.32 | 4.11 % | |
| U.S. Fixed Income | | | | | | | |
| Core US Fixed Income Taxable Fund/ETF | | | | | | | |
| 25,974.00 | Vanguard Total Bond Market | BND | \$2,213,104.05 | \$84.72 | \$2,200,517.28 | | |
| | | | \$2,213,104.05 | | \$2,200,517.28 | 21.59 % | |
| TIPS | | | | | | | |
| Core TIPS | | | | | | | |
| 19,231.00 | Vanguard Short-Term Inflation Protected Secs | VTIP | \$951,509.07 | \$51.54 | \$991,165.74 | | |
| | | | \$951,509.07 | | \$991,165.74 | 9.72 % | |
| International Fixed Income | | | | | | | |
| Core International Fixed Income Fund/ETF | | | | | | | |
| 7,637.00 | Vanguard Total International Bond Index ETF | BNDX | \$435,979.10 | \$57.12 | \$436,225.44 | | |
| | | | \$435,979.10 | | \$436,225.44 | 4.28 % | |
| Cash | | | | | | | |
| Cash Sweep | | | | | | | |
| 507,866.70 | Schwab Bank Sweep | SchwabCash | \$507,866.70 | \$1.00 | \$507,866.70 | | |
| | | | \$507,866.70 | | \$507,866.70 | 4.98 % | |
| Total Portfolio | | | \$9,237,661.01 | | \$10,193,463.54 | 100.00 % | |

Transaction Summary From 3/1/2021 - 3/31/2021

Item a.

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|--------------------------------------|-------------|---|-------------|------------------------|
| Buy Exchange | | | | |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | 26,055.30 | \$26,055.30 |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | 616,170.22 | \$616,170.22 |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | 19,487.82 | \$19,487.82 |
| 3/1/2021 | 3/3/2021 | iShares Core MSCI EAFE | 8,496.00 | \$607,803.84 |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | 1,191.54 | \$1,191.54 |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | 616.69 | \$616.69 |
| Buy Exchange Total: | | | | \$1,271,325.41 |
| Sell Exchange | | | | |
| 3/1/2021 | 3/3/2021 | SPDR S&P 500 Trust | -67.00 | -\$26,055.30 |
| 3/1/2021 | 3/3/2021 | iShares MSCI EAFE ETF | -8,183.96 | -\$616,170.22 |
| 3/1/2021 | 3/3/2021 | iShares Core S&P Mid-Cap ETF | -76.00 | -\$19,487.82 |
| 3/1/2021 | 3/3/2021 | Schwab Bank Sweep | -607,803.84 | -\$607,803.84 |
| 3/1/2021 | 3/3/2021 | iShares Core S&P Small-Cap ETF | -11.00 | -\$1,191.54 |
| 3/1/2021 | 3/3/2021 | Flexshares Quality Divid Index | -12.00 | -\$616.69 |
| Sell Exchange Total: | | | | -\$1,271,325.41 |
| Dividends and Interest | | | | |
| 3/4/2021 | 3/4/2021 | Vanguard Total Bond Market | 0.00 | \$3,344.15 |
| 3/4/2021 | 3/4/2021 | Vanguard Total International Bond Index ETF | 0.00 | \$344.43 |
| 3/25/2021 | 3/25/2021 | FlexShares STOXX Global Broad Infrastructure | 0.00 | \$1,342.77 |
| 3/25/2021 | 3/25/2021 | Flexshares Quality Divid Index | 0.00 | \$223.28 |
| 3/26/2021 | 3/26/2021 | JP Morgan Beta Builders MSCI US REIT ETF | 0.00 | \$319.55 |
| 3/26/2021 | 3/26/2021 | Pacer Benchmark Industrial Real Estate Sector ETF | 0.00 | \$223.19 |
| 3/30/2021 | 3/30/2021 | Vanguard Short-Term Inflation Protected Secs | 0.00 | \$1,805.79 |
| 3/31/2021 | 3/31/2021 | iShares Core S&P Mid-Cap ETF | 0.00 | \$2,067.62 |
| 3/31/2021 | 3/31/2021 | iShares Core S&P Small-Cap ETF | 0.00 | \$937.78 |
| Dividends and Interest Total: | | | | \$10,608.56 |
| Dividend Interest Reinvested | | | | |
| 3/15/2021 | 3/15/2021 | Schwab Bank Sweep | 1.93 | \$1.93 |

| Trade Date | Settle Date | Security | Quantity | Trade A |
|---|-------------|--------------------------------|-----------|--------------------|
| Dividend Interest Reinvested | | | | |
| 3/15/2021 | 3/15/2021 | Schwab Bank Sweep | 1.68 | \$1.68 |
| Dividend Interest Reinvested Total: | | | | \$3.61 |
| Exchange and Other Trade Fees | | | | |
| 3/1/2021 | 3/3/2021 | SPDR S&P 500 Trust | 0.00 | -\$0.13 |
| 3/1/2021 | 3/3/2021 | iShares MSCI EAFE ETF | -0.04 | -\$3.14 |
| 3/1/2021 | 3/3/2021 | iShares Core S&P Mid-Cap ETF | 0.00 | -\$0.10 |
| 3/1/2021 | 3/3/2021 | iShares Core S&P Small-Cap ETF | 0.00 | -\$0.01 |
| Exchange and Other Trade Fees Total: | | | | -\$3.38 |
| Advisory Fees Paid | | | | |
| 3/18/2021 | 3/18/2021 | Schwab Bank Sweep | -3,340.66 | -\$3,340.66 |
| Advisory Fees Paid Total: | | | | -\$3,340.66 |

Realized Gain/Loss

Item a.

| Acquired Date | Units | Security | Cost Basis | Proceeds | Total Gain/Loss |
|---|----------|--------------------------------|-----------------------|-----------------------|--------------------|
| CITY AND BOROUGH OF WRANGELL PERMANENT FUND-Public/Government | | | | | |
| 1/15/2020 | 12.00 | Flexshares Quality Divid Index | \$586.44 | \$616.69 | \$30.25 |
| 1/15/2020 | 76.00 | iShares Core S&P Mid-Cap ETF | \$15,771.79 | \$19,487.82 | \$3,716.03 |
| 1/15/2020 | 11.00 | iShares Core S&P Small-Cap ETF | \$929.74 | \$1,191.54 | \$261.80 |
| 1/15/2020 | 8,184.00 | iShares MSCI EAFE ETF | \$559,591.02 | \$616,170.22 | \$56,579.20 |
| 1/15/2020 | 67.00 | SPDR S&P 500 Trust | \$22,019.99 | \$26,055.30 | \$4,035.31 |
| CITY AND BOROUGH OF WRANGELL PERMANENT FUND-Public/Government Total: | | | \$1,210,043.48 | \$1,274,666.07 | \$64,622.59 |

Item a.

CITY AND BOROUGH OF WRANGELL OPERATING FUND- Public/Government

Account Statement - Period Ending 3/31/2021

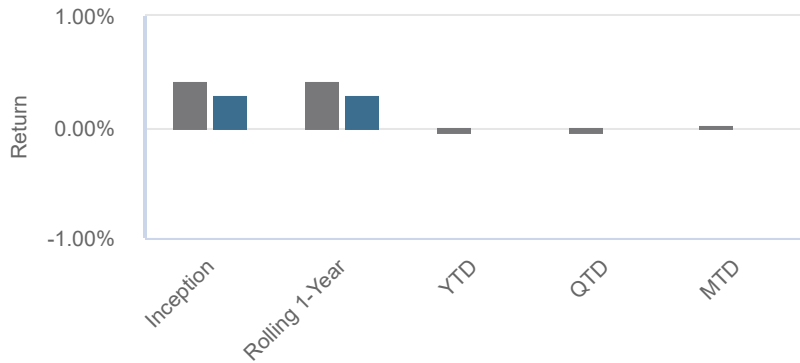
Account Activity

| | |
|------------------------------|-----------------------|
| Portfolio Value on 3/1/2021 | \$5,019,242.54 |
| Beginning Bond Accrual | \$7,954.79 |
| Contributions | \$0.00 |
| Withdrawals | \$0.00 |
| Change in Market Value | -\$3,767.94 |
| Dividends and Interest | \$0.24 |
| Portfolio Value on 3/31/2021 | \$5,015,474.84 |
| Ending Bond Accrual | \$12,179.71 |

Management Team

| | |
|------------------------------|---------------------|
| Client Relationship Manager: | Allison Capps |
| | Allison@apcm.net |
| Portfolio Manager | Brandy Niclai, CFA® |
| | Brandy@apcm.net |
| Contact Phone Number: | (907) 272-7575 |

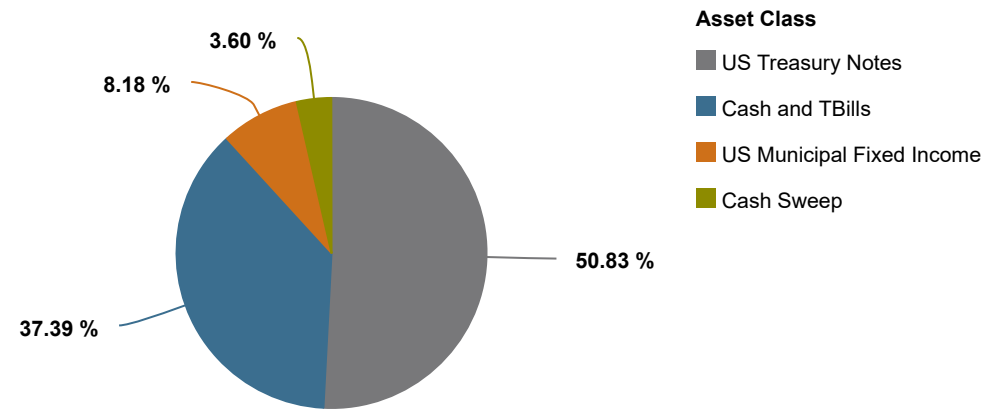
Investment Performance



| | Inception | Rolling 1 Year | Year to Date | Quarter to Date | Month to Date |
|---------------------|-----------|----------------|--------------|-----------------|---------------|
| Portfolio | 0.54 % | 0.54 % | 0.00 % | 0.00 % | 0.02 % |
| Strategic Benchmark | 0.28 % | 0.28 % | -0.02 % | -0.02 % | -0.01 % |

Performance Is Annualized for Periods Greater than One Year.

Portfolio Composition



Fixed Income Statistics
Average Quality: AAA **Yield to Maturity: 0.11%** **Average Maturity: 1.01 Yrs**

Clients are encouraged to compare this report with the official statement from their custodian.

Portfolio Appraisal

| Quantity | Security | Security Symbol | Total Cost | Price | Market Value | Accrued Interest | Percent of Assets |
|----------------------------------|--|-----------------|--------------|--------|--------------|------------------|-------------------|
| U.S. Fixed Income | | | | | | | |
| US Municipal Fixed Income | | | | | | | |
| 25,000.00 | WI St Ser A BE 5.00% 5/1/2022 | 97705MMR3 | \$25,779.60 | \$1.05 | \$26,306.75 | \$520.83 | |
| 50,000.00 | N Slope Boro Ak 5.00% 06/30/2022 | 662523F53 | \$50,417.50 | \$1.00 | \$50,171.00 | \$625.00 | |
| 25,000.00 | Washington St GO Ref Bds Ser R-2012A 5.00% 7/1/2022 | 93974CC73 | \$25,142.37 | \$1.01 | \$25,292.00 | \$312.50 | |
| 25,000.00 | MD St Go Utx 5.00% 8/1/2022 | 574193PA0 | \$26,077.08 | \$1.06 | \$26,604.50 | \$208.33 | |
| 25,000.00 | Mississippi St GO Ref Bds 2003 Ser A 5.25% 11/1/2022 | 605580DJ5 | \$26,207.11 | \$1.08 | \$27,001.50 | \$546.88 | |
| 35,000.00 | WA St 5.00% 2/1/2023 | 93974DKP2 | \$36,680.04 | \$1.09 | \$38,101.35 | \$291.67 | |
| 35,000.00 | OH St GO Higher Ed Bds Ser 2017 A 5.00% 5/1/2023 | 677522PZ1 | \$36,896.50 | \$1.10 | \$38,500.00 | \$729.17 | |
| 25,000.00 | MA State 5.00% 7/1/2024 PRRFD: 07/01/22 | 57582P3W8 | \$25,621.47 | \$1.06 | \$26,513.00 | \$312.50 | |
| 30,000.00 | Massachusetts St GO Bds Ser 2011D 5.00% 10/1/2026 PRRFD: 10/01/21 | 57582PB74 | \$30,372.75 | \$1.02 | \$30,719.70 | \$750.00 | |
| 50,000.00 | Wa State Motor Vehicle Tax Senior 520 Corridor Program Toll Series C General Obligation Unlimited 5.00% 6/1/2028 PRRFD: 06/01/21 | 93974CG38 | \$50,260.09 | \$1.01 | \$50,373.50 | \$833.33 | |
| 65,000.00 | Massachusetts St GO Bds Ser. 2013D 5.00% 8/1/2033 PRRFD: 8/1/2021 | 57582PN63 | \$65,636.17 | \$1.02 | \$66,027.65 | \$541.67 | |
| US Treasury Notes | | | | | | | |
| 155,000.00 | US Treasury Note 2.625% 5/15/2021 | 9128284P2 | \$155,443.70 | \$1.00 | \$155,484.38 | \$1,539.83 | |
| 205,000.00 | US Treasury Note 2.125% 8/15/2021 | 912828RC6 | \$206,312.82 | \$1.01 | \$206,601.56 | \$541.52 | |
| 200,000.00 | US Treasury Note 2.50% 2/15/2022 | 9128286C9 | \$203,561.30 | \$1.02 | \$204,226.00 | \$621.55 | |
| 180,000.00 | US Treasury Note 1.75% 5/15/2022 | 912828SV3 | \$182,587.43 | \$1.02 | \$183,297.60 | \$1,192.13 | |
| 180,000.00 | US Treasury Note 1.50% 8/15/2022 | 912828YA2 | \$182,438.74 | \$1.02 | \$183,441.60 | \$335.64 | |
| 80,000.00 | US Treasury Note 1.625% 11/15/2022 | 912828TY6 | \$81,380.45 | \$1.02 | \$81,934.40 | \$491.99 | |
| 80,000.00 | US Treasury Note 2.00% 2/15/2023 | 912828UN8 | \$82,114.66 | \$1.03 | \$82,755.20 | \$198.90 | |
| 300,000.00 | US Treasury Note 0.25% 4/15/2023 | 912828ZH6 | \$300,027.55 | \$1.00 | \$300,421.80 | \$346.15 | |
| 400,000.00 | US Treasury Note 0.25% 06/15/2023 | 912828ZU7 | \$399,905.40 | \$1.00 | \$400,488.00 | \$293.96 | |
| 230,000.00 | US Treasury Note 2.50% 8/15/2023 | 912828VS6 | \$243,030.85 | \$1.05 | \$242,502.80 | \$714.78 | |

| Quantity | Security | Security Symbol | Total Cost | Price | Market Value | Accrued Interest | Per Item a. Assets |
|--------------------------|--|-----------------|-----------------------|--------|-----------------------|--------------------|---|
| U.S. Fixed Income | | | | | | | |
| US Treasury Notes | | | | | | | |
| 210,000.00 | US Treasury Note 0.125% 10/15/2023 | 91282CAP6 | \$209,686.77 | \$1.00 | \$209,315.40 | \$121.15 | |
| 300,000.00 | US Treasury Note 0.125% 12/15/2023 | 91282CBA8 | \$299,370.30 | \$1.00 | \$298,665.00 | \$110.23 | |
| | | | \$2,944,950.65 | | \$2,954,744.69 | \$12,179.71 | 59.01 % |
| Cash | | | | | | | |
| Cash and TBills | | | | | | | |
| 500,000.00 | US Treasury Bill 0.00% 4/15/2021 | 9127964Y2 | \$499,737.22 | \$1.00 | \$499,997.05 | \$0.00 | |
| 500,000.00 | US Treasury Note 0.00% 4/20/2021 | 912796D97 | \$499,790.00 | \$1.00 | \$499,995.00 | \$0.00 | |
| 100,000.00 | US Treasury Bill 0.00% 4/22/2021 | 9127962Q1 | \$99,956.79 | \$1.00 | \$99,999.30 | \$0.00 | |
| 100,000.00 | US Treasury Bills Zero Cpn 0.00% 5/27/2021 | 912796A33 | \$99,965.21 | \$1.00 | \$99,997.60 | \$0.00 | |
| 160,000.00 | United States Treas Bills 0.000% 06/10/21 B/E Dtd 12/10/20 | 912796B24 | \$159,992.27 | \$1.00 | \$159,995.33 | \$0.00 | |
| 520,000.00 | US Treasury Bill 0.00% 6/29/2021 | 912796H36 | \$519,825.71 | \$1.00 | \$519,980.71 | \$0.00 | |
| Cash Sweep | | | | | | | |
| 180,765.16 | Schwab Bank Sweep | SchwabCash | \$180,765.16 | \$1.00 | \$180,765.16 | \$0.00 | |
| | | | \$2,060,032.36 | | \$2,060,730.15 | \$0.00 | 40.99 % |
| Total Portfolio | | | \$5,004,983.01 | | \$5,015,474.84 | \$12,179.71 | 100.00 % |

Transaction Summary From 3/1/2021 - 3/31/2021

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|-------------------------------------|-------------|---|--|-----------------------|
| Buy Exchange | | | | |
| 3/30/2021 | 3/30/2021 | Schwab Bank Sweep | 150,000.00 | \$ 150,000.00 |
| | | | Buy Exchange Total: | \$ 150,000.00 |
| Sell Exchange | | | | |
| 3/30/2021 | 3/30/2021 | United States Treasury Bills B III 0% 3/30/2021 | -150,000.00 | -\$ 150,000.00 |
| | | | Sell Exchange Total: | -\$ 150,000.00 |
| Dividend Interest Reinvested | | | | |
| 3/15/2021 | 3/15/2021 | Schwab Bank Sweep | 0.24 | \$ 0.24 |
| | | | Dividend Interest Reinvested Total: | \$ 0.24 |
| Advisory Fees Paid | | | | |
| 3/18/2021 | 3/18/2021 | Schwab Bank Sweep | -628.40 | -\$ 628.40 |
| | | | Advisory Fees Paid Total: | -\$ 628.40 |

Item a.

Realized Gain/Loss

| Acquired Date | Units | Security | Cost Basis | Proceeds | Total Gain/Loss |
|---|------------|---|---------------------|---------------------|-----------------|
| CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government | | | | | |
| 12/17/2020 | 150,000.00 | United States Treasury Bills B III 0% 3/30/2021 | \$149,966.64 | \$150,000.00 | \$33.36 |
| CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government Total: | | | \$150,595.04 | \$150,628.40 | \$33.36 |

Item a.



March 2021

REGISTERED INVESTMENT ADVISER (RIA)

900 West 5th Avenue, Suite 601 Anchorage, AK 99501 www.apcm.net

This brochure provides information about the qualifications and business practices of APCM. If you have any questions about the contents of this brochure, please contact us at (907) 272-7575. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority. An RIA designation does not imply skill or training.

Additional information about APCM is also available on the SEC's website at www.adviserinfo.sec.gov.



**ALASKA PERMANENT
CAPITAL MANAGEMENT**

Registered Investment Adviser

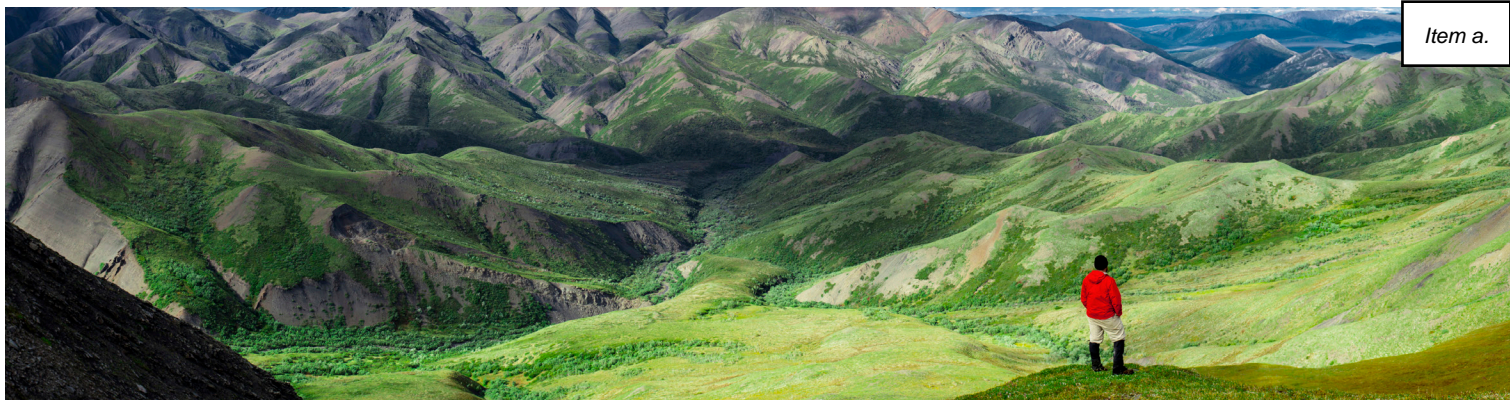


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Summary of Changes

We are discussing only material changes since the last annual update of our brochure, which was dated January 2020. We have updated section 2 under Advisory Business to include Private Placements, which may be offered to qualified clients of APCM. Please see Section 2, Advisory Business, for more information. We have updated section three under Brokerage Practices to include our Cross Transactions Policy. Under said policy, the Firm may, at its discretion, arrange with a broker to perform a 'cross trade' wherein a security held by one account is transferred to another client account at fair value. Please see Section 3, Brokerage Practices, for more information.

Advisory Business

APCM is an investment adviser who has been providing investment advice in Alaska since 1992. We provide investment management for active fixed income portfolios and balanced accounts that include a mix of stock and bond index funds. We are independently owned and have no 3rd party affiliations that compromise our advice to clients. Our only income is the fee income earned from our clients.

APCM was founded by Dave Rose, the first executive director of the Alaska Permanent Fund Corporation. The firm is majority owned by Dave Rose, Chairman and CEO. Other minority owners include

Fran Rose, Trustee for the Dave Rose Estate, and employees, Brandy Nicolai, APCM Chief Investment Officer, Multi-Asset Strategies, William Lierman, APCM Chief Investment Officer, Fixed Income Strategies.

One service that differentiates us is our ability to tailor our portfolios to specific client needs. For our institutional clients, we often manage various accounts that meet differing investment objectives that range from cash flow management to equity-based asset allocation accounts.

Private placements may be offered to qualified clients of APCM through transactions that are exempt from registration under the Securities Act of 1933 pursuant to Rule 506(b) of Regulation D promulgated thereunder.

As of December 31, 2020 we managed \$3.24 billion in assets under management.

Fees and Compensation

All of our revenues are earned from our clients. Although the majority of our revenue is based on account value for assets we manage, some clients may select an additional service such as financial planning or financial consulting. We do not have any revenue sharing arrangements with any 3rd party organizations nor any performance based fees or side-by-side management arrangement that would affect account management. Clients may elect to pay their fees from their account or be billed separately. Fees are calculated monthly in arrears, based on the end of month market value. Fees for services are billed when the service is performed.

Fees are negotiable depending on size of the account and other considerations that may result in economies of scale. Institutional balanced account fees range from 1% of assets under management and below. Institutional fixed income account fees range from 0.50% of assets under management and below.

Other fees clients may incur include custodian fees and other transaction costs. For more information, please see Brokerage Practices. Asset allocation accounts may also incur internal fund expenses for which we receive no remuneration. As our primary goal is to help our clients achieve their financial goals, our selected funds and ETFs have very low expenses.

Performance-Based Fees and Side-By-Side Management

All accounts are managed with the best interest of each client as the guide. Client accounts are treated fairly and no client is favored over another. We do not have any performance-based fees or side-by-side management arrangements that could potentially create a conflict of interest when managing accounts.

Types of Clients

Our clients include both institutions and individuals. On the institutional side, our clients include State of Alaska public entities, municipalities, boroughs, utilities, Alaska Native Corporations, endowments, and non-profits.

Methods of Analysis, Investment Strategies and Risk of Loss

We provide two general types of account management: 1) fixed income only accounts, and 2) balanced accounts with equity exposure. The following describes the analysis and strategy for each of those accounts types.

Fixed Income Accounts: Fixed income investment strategies are designed to meet client objectives. Macroeconomic trends and monetary policy are examined to establish the appropriate portfolio positioning given the economic environment, within the investment policy parameters. Our investment team carefully considers risk and portfolio structure to the benchmark index chosen by the client. Key portfolio risk factors such as duration, sector exposure and credit quality are measured and controlled using quantitative techniques. Value is added through the active management of yield curve positioning, sector rotation and individual security selection. Fundamental credit and structure analysis is performed on individual securities before purchasing for a portfolio. Our investment style is to make incremental decisions rather than large restructurings of client accounts, and to minimize portfolio turnover to reduce trading costs. We believe a long term perspective and conservative approach are the best ways to add value to our clients.

Balanced Accounts: Our balanced account investment strategies are developed with the aid of sophisticated software and modeling programs to achieve an efficient portfolio. Such a portfolio is one that provides the highest expected return given an acceptable level of risk as indicated by the client. We use our inputs on market conditions, projected economic climate, and over 150 years of our firm's combined investment experience to develop different strategies with varying amounts of equity. The process results in an array of models each with varying degrees of asset class exposure that can be selected to meet a client's investment objective. Securities chosen to represent asset class exposure are mainly index funds that are evaluated based on tracking error to the benchmark, internal fund expenses, fund management, and liquidity. Depending on the size of the account, the fixed income exposure may be achieved through an index fund or ETF or it may be managed by our investment team.

Securities purchased may include, but are not limited to: US Treasuries, US TIPS, government-sponsored enterprises, sovereigns, corporate and municipal debt securities, mutual funds, exchange traded funds and notes, asset back securities, CDs, commercial paper, and mortgage backed securities. As with any investment, investing in securities involves risk of loss that clients should be prepared to bear. Clients are encouraged to read the prospectus(es) in order to more fully understand the risks.

Disciplinary History

We have been an SEC registered investment advisor since 1992 and have no record of disciplinary history since inception.

Other Financial Industry Activities and Affiliations

We are a privately held firm. APCM is a majority owner of APCM Investment Management for Individuals (APCM), an advisor whose

primary service is advisory services to individuals. APCM is a member firm in the Schwab Advisor Network. Our practice is to make investment decision in the best interest of the client.

Item a.

Since we do not take custody of client assets, clients are free to select their own custodian from a variety of custodians with whom we have technology-based relationships. To eliminate traditional custodian fees, some clients may select Schwab as their custodian since Schwab offers no-cost custodian services. For accounts where Schwab is the custodian, securities are generally transacted through Schwab Brokerage. Such transactions may or may not result in the best price that generally drives our transactions with other brokers and Schwab may charge a transaction fee for buys and sells. In addition, we as a firm receive operational support from Schwab for accounts custodied at Schwab. Such support includes simplified web-based access to account information but does not include any hardware.

Code of Ethics Summary and Offer of Delivery to Clients

As an SEC-registered adviser and pursuant to SEC rule 204A-1, we have a Code of Ethics that governs employee conduct. A copy is available to anyone upon request.

Code of Ethics Summary: In essence, we are fiduciaries to our clients and our employees are expected to act in the best interests of our clients at all times. Employees are required to disclose any potential conflicts of interest that could compromise this duty and such conflicts must be resolved in favor of the client(s). Furthermore, the Code of Ethics covers additional areas such as protecting confidential information, restricting participation in business interests that create conflicts of interest, and limiting gifts to a de minimis amount. Our employees must report their investment holdings annually and all their investment transactions quarterly. In addition, employees must obtain preclearance prior to trading on any security that is on our Restricted List.

For trading on client accounts, the Code of Ethics requires employees to maximize client portfolio value by seeking best execution for all client transactions. In addition, traders must ensure fair and equitable trade allocation among client accounts.

The Code of Ethics also covers how we price securities, our portfolio performance process, and requires us to obtain an annual 3rd party verification of our portfolio accounting procedures.

Investing in Securities Recommended to Clients: Our investment strategy includes identifying securities that may represent a potential for gain or, in the case of asset allocation accounts, identifying certain index funds that have low internal expenses while also providing exposure to desired asset classes. When appropriate Private Placements are offered to qualified clients. Our employees may also invest in these securities. As part of our personal trading policy, no preference is allowed for employee trades, and each employee is required to report all trading activity to the Chief Compliance Officer on a quarterly basis.

Brokerage Practices

As an investment advisory firm, we have a fiduciary duty to transact trades in the manner that is best for our clients. Our Best Execution policy seeks to obtain the best overall trade execution in terms of both quantitative and qualitative considerations, although best price is the primary consideration. On an annual basis, we examine the

relationships with broker/ dealers who execute significant amounts of trades for us. Broker/dealers are assessed based on their ability to complete trades in a timely and accurate manner, respond during volatile markets, and account for trade errors.

Any Client accounts custodied at Schwab may have trades executed using Schwab as the broker. In such cases, the typical standards of achieving 'Best Execution' may not apply to these accounts.

Trade Aggregation: Trades may be aggregated if it is beneficial to clients. Allocation procedures are fair and equitable to all clients with no particular group or client favored or disfavored over any other clients. We prohibit any allocation of trades in a manner that APCM's proprietary accounts, affiliated accounts, or any particular client(s) or group of clients receive more favorable treatment than other client accounts.

Cross Transactions: The Firm's policy and practice is to not engage in any agency or principal cross transactions. However, the Firm may, at its discretion, arrange with a broker to perform a 'cross trade' wherein a security held by one account is transferred to another client account at fair value. Such a transaction may be determined to be in the best interests of both clients due to a portfolio strategy decision, investment policy constraints or client liquidity needs. The Firm will determine a fair value at which the transaction is effected and minimize the broker transaction costs associated with a cross trade. All clients that are affected by a cross transaction will be promptly informed.

Review of Accounts

In order to provide maximum value to our clients, we have regular reviews of all accounts.

The Chief Investment Officer (CIO) is responsible for following the client specified guidelines. The CIO may require Portfolio Managers, or other investment team members, to implement processes designed to provide positive assurance the guidelines are being followed. The Fixed Income Portfolio Managers and/or Multi-Asset Team will meet on at least a monthly basis to review portfolio allocation, risk level, performance, diversification, and investment consistency.

Client Referrals and Other Compensation

APCM receives client referrals from Charles Schwab & Co., Inc. ("Schwab") through APCM's participation in Schwab Advisor Network® ("the Service"). The Service is designed to help investors find an independent investment advisor. Schwab is a broker-dealer independent of and unaffiliated with APCM and does not supervise APCM and has no responsibility for APCM's management of clients' portfolios or other advice or services. APCM pays Schwab fees to receive client referrals through the Service. APCM's participation in the Service raise potential conflicts of interest as described below.

APCM pays Schwab a Participation Fee on all referred clients' accounts that are maintained in custody at Schwab and a Non-Schwab Custody Fee on all accounts that are maintained at, or transferred to, another custodian. The Participation Fee paid by APCM is a percentage of the fees the client owes to APCM or a percentage of the value of the assets in the client's account, subject to a minimum Participation Fee. APCM pays Schwab the Participation Fee for so long as the referred account remains in custody at Schwab. The Participation Fee is paid to APCM quarterly and may be increased, decreased or waived

by Schwab from time to time. The Participation Fee is paid by APCM and not by the client. APCM has agreed not to charge clients referred through the Service fees or costs greater than the fees or costs APCM charges clients with similar portfolios who were not referred through the Service.

APCM generally pays Schwab a Non-Schwab Custody Fee if custody of a referred client's account is not maintained by, or assets in the account are transferred from Schwab. This Fee does not apply if the client was solely responsible for the decision not to maintain custody at Schwab. The Non-Schwab Custody Fee is a one-time payment equal to a percentage of the assets placed with a custodian other than Schwab. The Non-Schwab Custody Fee is higher than the Participation Fees Advisor generally would pay in a single year. Thus, APCM will have an incentive to recommend that client accounts be held in custody at Schwab.

The Participation and Non-Schwab Custody Fees will be based on assets in accounts of APCM's clients who were referred by Schwab and those referred clients' family members living in the same household. Thus, APCM will have incentives to encourage household members of clients referred through the Service to maintain custody of their accounts and execute transactions at Schwab and to instruct Schwab to debit APCM's fees directly from the accounts.

Custody

We do not take custody of client assets. Clients are responsible for selecting their own custodian. We recommend that clients compare the account statements received by the custodian to the statement we prepare for them.

Investment Discretion

We have investment discretion on the assets we manage. We accept investment discretion upon the execution of client contract documents granting this authority. On occasion, a client may bring an inherited security with client imposed restrictions into the account we manage. Such restrictions are in writing.

Voting Client Securities

As a matter of policy and as a fiduciary to our clients, we vote proxies for portfolio securities consistent with the best economic interests of the clients. We vote proxies for debt instruments and, with some exceptions, exchange-traded funds and mutual funds. We do not vote proxies for individual equities. Individual equities are held in a client's account as an accommodation to the client and are not part of our overall management strategy or an appropriate focus for research. Clients are notified that we do not vote these proxies and that we will, upon request, arrange for the clients to receive these proxies directly. Our policy and practice includes the responsibility to monitor corporate actions, receive and vote client proxies, disclose any potential conflicts of interest, and make information related to proxies available to clients. The term proxy as used here includes corporate actions and tender offers for debt instruments.

Financial Information

As a privately held firm who does not have custody of client assets, we are not required to undergo an audit of our financial statements.

From Bruce McQueen

Kim,

According to KSTK it sounds like the covid emergency measures are on the agenda for tonight (although it didn't look like that was on the agenda on the city website).

In the event that it is being discussed tonight I want to input that I am OPPOSED to continuing any travel restrictions, testing requirements or reinstating mask mandates or meeting restrictions.

Thanks for the opportunity to voice my opinion.

Bruce McQueen

Minutes of Regular Assembly Meeting

Held on April 13, 2021

Mayor Prysunka called the Regular Assembly meeting to order at 7:00 p.m., April 13, 2021 by Zoom teleconference. Assembly Member Morrison led the pledge of allegiance and the roll was called.

PRESENT: PRYSUNKA, POWELL, MORRISON, COURSON, MORRISON, DALRYMPLE, GILBERT

ABSENT:

Borough Manager Von Bargaen and Borough Clerk Lane were also in attendance.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Sue Bahleda with the Island of Faith gave the invocation.

Jillian Privett, resident requested that the hours for marijuana stores be extended past 6:00 PM and be similar to alcoholic retail store sales.

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

Gilbert declared a potential Conflict of Interest on Items 13j and 13k since they relate to the school fire alarm system and she is a School Board Member. Prysunka stated that he did not believe that she had a conflict. There were no objections from the Assembly.

CONSENT AGENDA

- a. Minutes of the March 23, 2021 Regular Assembly Meeting
- b. CORRESPONDENCE- School Board Action from March 18, 2021 Regular Meeting
- c. CORRESPONDENCE - School Board Minutes from the March 5-6, 2021 Special Meeting

M/S: Gilbert/Morrison to approve the Consent Agenda, as presented. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

The COVID-19 Update was provided.

Manager Von Bargaen's report was provided.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Prysunka reported that the Union negotiating team has been meeting and are making good progress.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING

11a ORDINANCE No. 984 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.01.030(DD) TITLED “LIVE ABOARD” AND ADDING SECTION 14.01.030(MM) TITLED “RESIDENTIAL USER” AND ADDING 14.05.008 “RESIDENTIAL USER FEE AND DUTY TO REPORT” IN THE WRANGELL MUNICIPAL CODE

Mayor Prysunka declared the Public Hearing open on this item. There were no persons to be speak on this item. Prysunka declared the Public Hearing closed and entertained a motion.

M/S: Powell/Howe to Approve Ordinance No. 984. Motion approved unanimously by polled vote.

11b RESOLUTION No. 04-21-1571 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FEE SCHEDULE ADOPTED IN RESOLUTION 12-20-1554, REFLECTING THE RESIDENTIAL USER FEE FOR HARBOR AND PORT FACILITIES

Mayor Prysunka declared the Public Hearing open on this item. There were no persons to be speak on this item. Prysunka declared the Public Hearing closed and entertained a motion.

M/S: Powell/Morrison to Approve Resolution No. 04-21-1571. Motion approved unanimously by polled vote.

11c ORDINANCE No. 993 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO A PORTION OF LOT A-1A, TORGRAMSEN-PRUNELLA SUBDIVISION FROM SINGLE FAMILY RESIDENTIAL TO COMMERCIAL

Mayor Prysunka declared the Public Hearing open on this item. There were no persons to be speak on this item. Prysunka declared the Public Hearing closed and entertained a motion.

M/S: Powell/Dalrymple to Approve Ordinance No. 993. Motion approved unanimously by polled vote.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of Senior Property Tax Exemption that was received after the March 1st Deadline, but before the Late Filing Grace Period

M/S: Gilbert/Morrison to Approve Senior Property Tax Exemption received after the March 1st Deadline, but before the Late Filing Grace Period. Motion approved unanimously by polled vote.

13b EMERGENCY ORDINANCE No. 994 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA EXTENDING THE BOROUGH’S DECLARATION OF EMERGENCY RELATED TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND GRANTING AUTHORIZATION TO TAKE ACTIONS NECESSARY TO PROTECT PUBLIC HEALTH DURING THE EMERGENCY THROUGH MAY 25, 2021

M/S: Morrison/Powell to Approve Emergency Ordinance No. 994.

Von Barga explained the need for this Emergency Ordinance and answered questions from the Assembly.

Motion approved unanimously by polled vote.

13c EMERGENCY ORDINANCE No. OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980, 985, and 994 REPEALING EMERGENCY ORDINANCE 991, AND REENACTING THE ADOPTION OF INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES

M/S: Powell/Gilbert to Approve Emergency Ordinance No. 995.

Von Barga explained that we are trying to bring forward guidance as the State and Center for Disease Control (CDC) releases the guidance.

Motion approved unanimously by polled vote.

13d EMERGENCY ORDINANCE No. 996 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980, 985 and 994, REPEALING EMERGENCY ORDINANCE 992, AND REENACTING THE ADOPTION OF INTRASTATE TRAVEL TESTING MEASURES

M/S: Morrison/Powell to Approve Emergency Ordinance No. 996. Motion approved unanimously by polled vote.

13e RESOLUTION No. 04-21-1579 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE COVID FUND BY ACCEPTING THE STATE OF ALASKA COMMUNITY FUNDING GRANT IN THE AMOUNT OF \$125,000 FOR INCREASING ACCESS TO COVID VACCINATIONS AND TESTING

M/S: Howe/Courson to Approve Resolution No. 04-21-1579.

Von Barga explained that the Assembly gave the Emergency Operations Center (EOC) approval to pursue this grant. This Resolution amends the budget to accept those funds.

Motion approved unanimously by polled vote.

13f RESOLUTION No. 04-21-1572 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE BUDGET IN THE PORT AND CAPITAL IMPROVEMENT FUNDS TRANSFERRING \$83,000 FROM PORT RESERVES TO PORT CAPITAL EXPENDITURES AND FROM PORT CAPITAL EXPENDITURES TO THE CAPITAL IMPROVEMENT FUND CITY DOCK FENDER PILE REPAIR PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Morrison/Courson to Approve Resolution No. 04-21-1572.

Von Barga explained that this expense was due to the damage of the City Dock; have not found who is responsible for the damage.

Motion approved unanimously by polled vote.

13g RESOLUTION No. 04-21-1573 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE BUDGET IN THE RESIDENTIAL CONSTRUCTION FUND TRANSFERRING \$5,000 FROM RESIDENTIAL CONSTRUCTION FUND RESERVES TO THE PROFESSIONAL/ CONTRACTUAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Courson to Approve Resolution No. 04-21-1573.

Von Barga explained that this Resolution and the next Resolution will cover the survey work that was approved at the last Assembly meeting.

Motion approved unanimously by polled vote.

13h RESOLUTION No. 04-21-1574 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND TRANSFERRING \$34,500 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE PROFESSIONAL/ CONTRACTUAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to Approve Resolution No. 04-21-1574. Motion approved unanimously by polled vote.

13i RESOLUTION No. 04-13-1575 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE CREATION OF THE JOB DESCRIPTION FOR THE POSITION OF NOLAN CENTER COORDINATOR AND THE AMENDMENT OF THE NON-UNION WAGE AND GRADE TABLE

M/S: Powell/Courson to Approve Resolution No. 04-21-1575.

Von Barga explained the need for this position; also that the Nolan Center has been operating with one Full Time Staff member for some time.

Motion approved unanimously by polled vote.

13j Approval of a Professional Services Agreement with Morris Engineering Group, Inc. for Engineering Services for the High School and Middle School Fire Alarm System Replacement

M/S: Powell/Morrison to Approve a Professional Services Agreement with Morris Engineering Group, Inc. for Engineering Services for the High School and Middle School Fire Alarm System Replacement.

Amber Al-Haddad, Capital Facilities Director gave a detailed explanation of this project and the plan moving forward.

Motion approved unanimously by polled vote.

13k RESOLUTION No. 04-21-1576 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE SECURE RURAL SCHOOLS FUND

TRANSFERRING \$39,235 FROM THE SECURE RURAL SCHOOLS FUND RESERVES TO THE SECURE RURAL SCHOOLS, PROFESSIONAL SERVICES ACCOUNT FOR THE HIGH SCHOOL AND MIDDLE SCHOOL FIRE ALARM SYSTEM REPLACEMENT DESIGN PROJECT AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Courson to Approve Resolution No. 04-21-1576. Motion approved unanimously by polled vote.

13l RESOLUTION No. 04-21-1577 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE BIRD FEST FUND BY ACCEPTING REMAINING GRANT FUNDS FROM SECURE RURAL SCHOOLS AND COMMUNITY SELF DETERMINATION ACT OF 2000 FUNDING ASSISTANCE IN THE AMOUNT OF \$9,184.19 FROM THE USDA FOREST SERVICE FOR THE EDUCATION AND PROMOTION OF BIRDS DURING ANNUAL STIKINE RIVER BIRDING FESTIVALS

M/S: Gilbert/Morrison to Approve Resolution No. 04-21-1577. Motion approved unanimously by polled vote.

13m Approval of a Professional Services Agreement to Shannon & Wilson, Inc. for Upper Dam Stabilization Alternative Analysis in the Amount of \$58,744

M/S: Powell/Gilbert to Approve a Professional Services Agreement to Shannon & Wilson, Inc. for the Upper Dam Stabilization Alternative Analysis in the amount of \$58,744.

Amber Al-Haddad explained that the upper dam is unstable; this is a first step for this project.

Motion approved unanimously by polled vote.

13n Approval of a Sole Source Procurement in Conformance with Section 5.10.050 (B) of the Wrangell Municipal Code from Recycle Systems for a Harris Badger Baler in the amount of \$347,600

M/S: Powell/Morrison to Approve a Sole Source Procurement in Conformance with Section 5.10.050 (B) of the Wrangell Municipal Code from Recycle Systems for a Harris Badger Baler in the amount of \$347,600.

Motion approved unanimously by polled vote.

13o RESOLUTION No. 04-21-1578 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE SALES TAX EDUCATION, HEALTH, AND SANITATION FUND AND CAPITAL PROJECT FUND BY TRANSFERRING \$623,873 FROM THE SALES TAX EDUCATION, HEALTH, AND SANITATION RESERVES TO THE CAPITAL PROJECT FUND FOR THE SOLID WASTE TRANSFER STATION UPGRADES PROJECT AND AUTHORIZING ITS EXPENDITURE

M/S: Morrison/Powell to Approve Resolution No. 04-21-1578.

Von Bargen explained that this was the budget amendment that funds the upgrades for the bailer and a portion of the project.

Motion approved unanimously by polled vote.

13p Approval of Amendment No. 1 to the Professional Services Agreement with R&M Engineering-Ketchikan in the Amount of \$35,300 for the Water Mains Replacement Project

M/S: Gilbert/Powell to Approve Amendment No. 1 to the Professional Services Agreement with R&M Engineering- Ketchikan in the amount of \$35,300 for the Water Mains Replacement Project. Motion approved unanimously by polled vote.

ATTORNEY’S FILE

14 Available for Assembly review in the Borough Clerk’s office.

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 8:33 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 6 |

Approval of Final Plat of Walker Replat

SUBMITTED BY:
Carol Rushmore, Economic Development Director

FISCAL NOTE:

| | | |
|--|-----------------|----------|
| Expenditure Required: \$XXX Total | | |
| FY 20: \$ | FY 21: \$ | FY22: \$ |
| Amount Budgeted: | | |
| | FY20 \$XXX | |
| Account Number(s): | | |
| | XXXXX XXX XXXX | |
| Account Name(s): | | |
| | Enter Text Here | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$XXX | |

Reviews/Approvals/Recommendations

| | |
|-------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> | Commission, Board or Committee |
| Name(s) | Planning and Zoning Commission |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Final Plat; 2. Aerial

RECOMMENDATION MOTION:
Move to approve the final plat of the Walker Replat.

SUMMARY STATEMENT:
The Walkers are purchasing a small lot (Portion of Lot 26, Block 21) owned by the American Legion #6. The lot is located behind the Legion Hall and immediately abuts the Walker house. They are also eliminating all internal lot lines so that their house will be on a single lot. All lots part of the subdivision and replat are zoned Multi-family.

The Planning and Zoning Commission at their regular meeting of April 14, 2021, recommended approval of the final plat.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AS THE OFFICIAL RECORDING PLAN FOR THE CITY AND BOROUGH OF WRANGELL, ALASKA. PUBLIC OR PRIVATE USE AS NOTED.

DATE _____
 _____ (MARK AND NOLA WALKER FAMILY TRUST)
 (MARK A. WALKER FAMILY TRUST)
 DATE _____
 MARK T. WALKER
 NOLA J. WALKER

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
 STATE OF ALASKA
 CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SIGNED THE WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREBY WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPLAT LOTS 12, 3-B, AND A PORTION OF LOT 26, INTO A SINGLE LOT.
2. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
3. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
4. REFERENCE AK, ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 61450.
5. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - U.S.S. NO. 1119 (WRANGELL TOWNSITE)
 - U.S.S. 1815
 - BOOK 10, PAGE 340 (TRUSTEE'S DEED TO NATIVE INDIAN OR ESKIMO OF ALASKA)
 - DEED VOLUME 11, PAGE 20 (RECORDED SEPTEMBER 21, 1956 (SANITARY SEWER EASEMENT))
 - PLAT 72-156
 - PLAT 73-5
 - PLAT 75-2
 - PLAT 82-4
 - PLAT 83-5
 - PLAT 89-5
 - DEED 1995-000175-0
 - DEED 2010-000030-0
 - DEED 2021-000041-0

OWNERSHIP STATUS

1. LOT 12, BLOCK 20 (MARK AND NOLA WALKER FAMILY TRUST)
2. LOT 3-B, BLOCK 21 (MARK AND NOLA WALKER FAMILY TRUST)
3. PORTION OF LOT 26, BLOCK 21 (MARK AND NOLA WALKER FAMILY TRUST)

PROPOSED OWNERSHIP

1. LOT "A", WALKER REPLAT (MULTIFAMILY RESIDENTIAL)

PREVIOUS LOT AREAS

1. LOT 12, BLOCK 20 (6,261 SQ. FT.)
2. LOT 3-B, BLOCK 21 (6,127 SQ. FT.)
3. PORTION OF LOT 26, BLOCK 21 (1,661 SQ. FT.)

NEW LOT AREAS

1. LOT "A", WALKER REPLAT (14,049 SQ. FT.) (0.323 ACRES)

PREVIOUS LOT ZONING

1. LOT 12, BLOCK 20 (MULTIFAMILY RESIDENTIAL)
2. LOT 3-B, BLOCK 21 (MULTIFAMILY RESIDENTIAL)
3. PORTION OF LOT 26, BLOCK 21 (MULTIFAMILY RESIDENTIAL)

NEW LOT ZONING

1. LOT "A", WALKER REPLAT (MULTIFAMILY RESIDENTIAL)

BASIS OF BEARING

BEARINGS SHOWN ARE NAD 83/2011 (PROCH-2010) GEODETIC BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE (RR-3 & R10) RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER VERSION 1.1 SOFTWARE. DISTANCES SHOWN ARE HORIZONTAL FIELD DISTANCES. AT LAT: N65°25'11.6602" LONG: W137°20'55.74019" DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

LEGEND

| | |
|--|--|
| | BLOCK NUMBER |
| | SECONDARY MONUMENT SET THIS SURVEY |
| | SECONDARY MONUMENT RECOVERED |
| | PRIMARY MONUMENT RECOVERED |
| | UNSURVEYED |
| | SURVEYED |
| | ROW CENTERLINE |
| | RECORD BOUNDARY LINE VACATED THIS PLAT |
| | OVERHEAD ELECTRICAL LINE |
| | RECORD DATA |
| | MEASURED DATA |
| | PUBLIC ACCESS EASEMENT |
| | PUBLIC UTILITY EASEMENT |
| | TO BE DEDICATED TO THE PUBLIC BY THIS PLAT |

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN PLAT NO. _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
 MAJOR, CITY AND BOROUGH OF WRANGELL
 ATTEST: _____
 CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

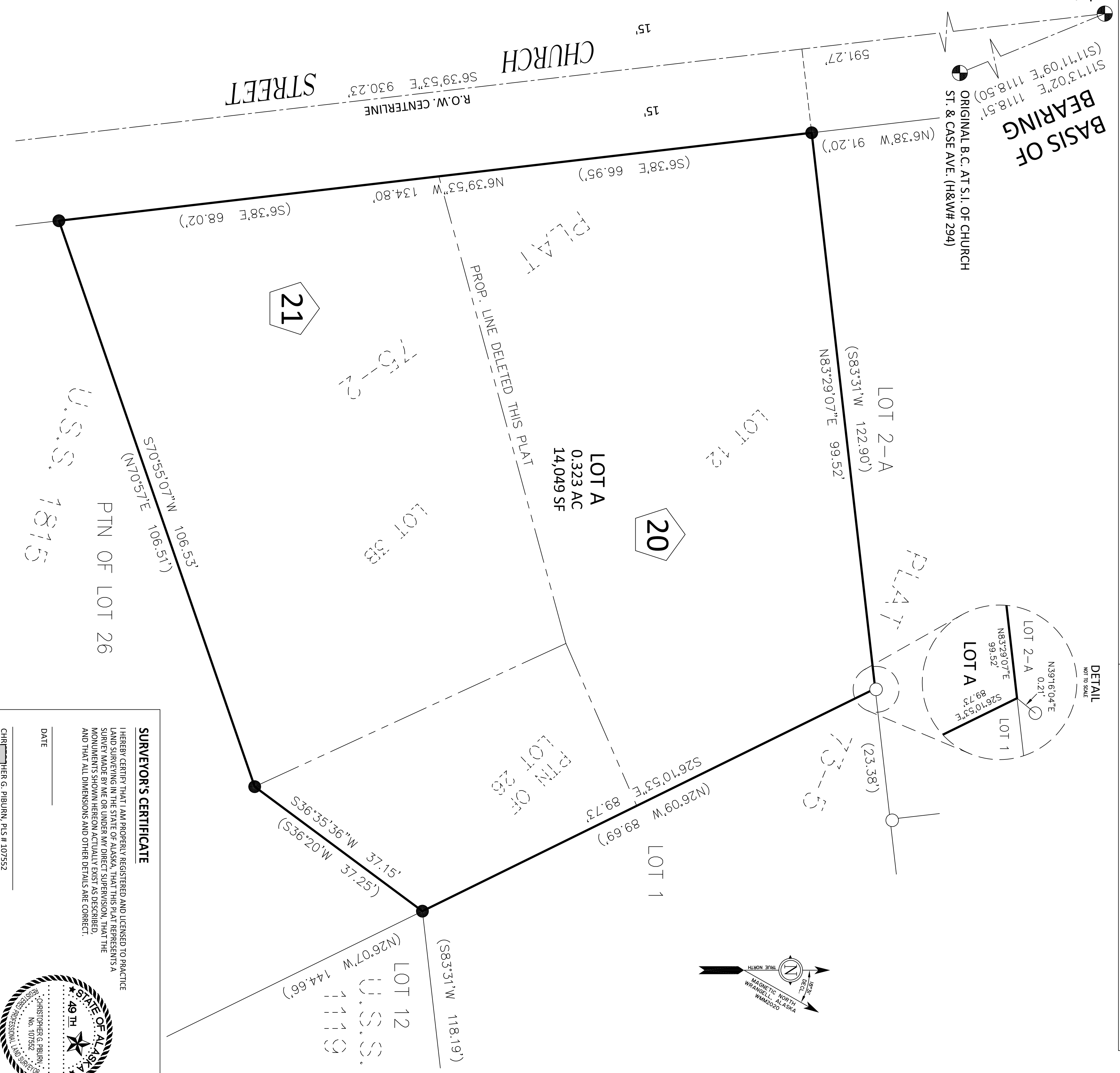
HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL AS RECORDED IN PLAT NO. _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
 CHAIRMAN, PLANNING COMMISSION
 SECRETARY _____

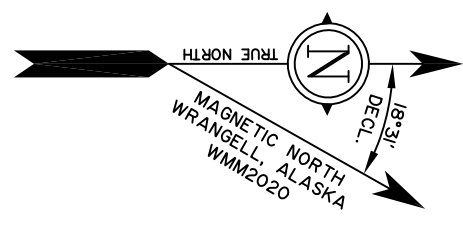
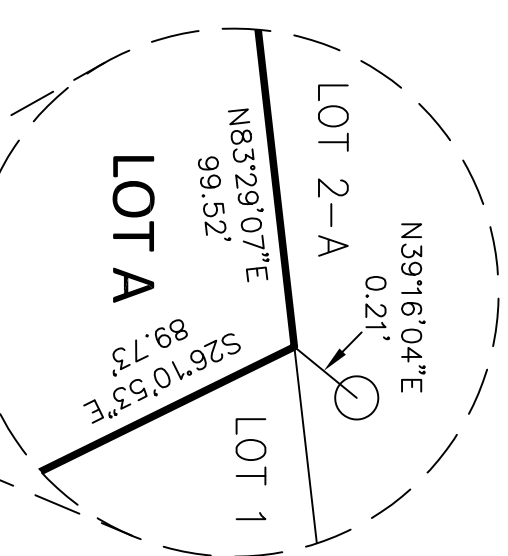
CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT) SS

THE UNDERSIGNED, AS THE PROPERTY TAX CLERK FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____.

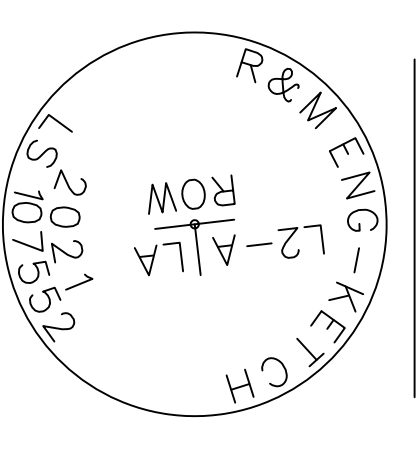
ASSESSOR CITY AND BOROUGH OF WRANGELL



DETAIL

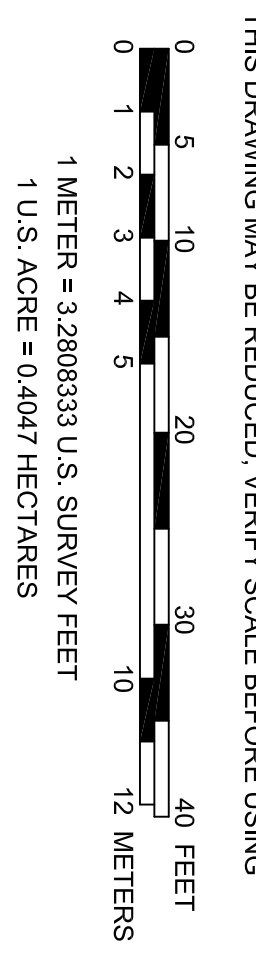


TYPICAL SECONDARY MONUMENT SET THIS SURVEY



SET 5/8" X 30" LONG REBAR (UNLESS OTHERWISE NOTED) AND 2" ALUMINUM CAP WITH PLASTIC INSERT

SCALE 1"=10'



WALKER REPLAT

A REPLAT OF LOT 12, WITHIN BLOCK 20 OF WRANGELL TOWNSITE, AND LOT 3-B WITHIN BLOCK 21 OF WRANGELL TOWNSITE, ACCORDING TO PLAT 75-2; AND A PORTION OF LOT 26, WITHIN BLOCK 21 OF WRANGELL TOWNSITE, ACCORDING TO U.S.S. 1815; CREATING LOT "A", WALKER REPLAT CONTAINING 0.323 ACRES MORE OR LESS LOCATED WITHIN WRANGELL TOWNSITE, WRANGELL, ALASKA 99929 WRANGELL RECORDING DISTRICT

DATE: NOVEMBER 2020
 SURVEYED BY: MCH
 DRAWN BY: MCH
 CHECKED: CGP
 DATE: DECEMBER 2020 - MARCH 2021
 SCALE: 1"=10'
 R&M PROJECT NO: 202783

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE AND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A TRUE AND CORRECT REPRESENTATION OF THE SURVEYED MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.



PRISM DESIGN, INC.
 7780 REVILIA ROAD, SUITE 300
 KETCHIKAN, AK 99901
 Phone: (907) 225-2917
 Fax: (907) 225-3441
 P.O. BOX 2296
 WRANGELL, AK 99929
 Phone: (907) 305-0820
 CERTIFICATE OF AUTHORIZATION #: 0578



Public Map



52
 1 inch = 100 feet
 Date: 1/10/2021

**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
 PROPERTY LINES ARE APPROXIMATE.**

CITY & BOROUGH OF WRANGELL, ALASKA

Item a.

BOROUGH CLERK'S REPORT

SUBMITTED BY:

Kim Lane, Borough Clerk

Upcoming Meetings & Other Informational dates:

Community & Other City Boards/Commissions:

- April 29-May 2** Stikine River Birding Festival
- May 1** Tax Free day!!
- May 5** Parks & Recreation Meeting at 5:30 PM
- May 13** Planning & Zoning Commission Meeting at 6:00 PM

Meetings and Other events of the Borough Assembly:

- May 10** Board of Equalization Meeting at 6:00 PM
- May 11** Regular Borough Assembly Meeting at 6:00 PM
- May 25** Regular Borough Assembly Meeting at 6:00 PM

Budget Calendar Dates for Assembly:

- May 1** **Statutorily Required Date for FY 2022 School Budget Submittal to CBW**
- May 3** General & Misc. Fund Budget **Questions Due from Assembly**
- May 4** **Work Session:** Enterprise Fund Budget
- May 11** CIP and Capital Equipment/Vehicle Budget **Questions Due from Assembly**
- May 13** **Work Session:** General & Misc. Fund Budget
- May 18** **Work Session:** CIP and Capital Equipment/Vehicle Budget
- May 25** School Budget Local Contribution Action (during Regular Assembly mtg.)*
- May 27** Extra Budget Work Session (Only if Needed)
- June 8** Official Budget Public Hearing (during Regular Assembly Meeting)
- June 22** Budget Adoption (during Regular Assembly Meeting)
- June 30** **Statutorily Required Date for Local School Contribution Appropriation**

***The school budget and local contribution must be approved within 30 day of submittal of the district's budget. Action by the Assembly will change based on when the budget is submitted to the Borough.**

The Borough Manager and Clerk's Annual Evaluations will be on the May 11, 2021 Regular Assembly meeting's Agenda under Executive Session. I met with both Assembly Members Gilbert and Morrison to start the process.

I have continued to aid with the FY2022 budget this year. Having excel experience has allow *Item a.* to work in the background to assist Lisa so that she can focus on the department heads and their budgets.

I apologize that my report is so short! I was out of town from April 14th through the 24th.

Harbormasters Report April 2021

Administration- I would like to welcome Calleigh Miller as our administrative assistant while Keeleigh Solverson is on maternity leave. Calleigh will be a good fit with the Harbor Department as she has been involved with the fishing and tourism community her entire life. We have been busy trying to get caught up on delinquent accounts. We have sent 22 accounts to collections and sent notices to all accounts past 90 days with either taking stalls or intent to impounds. We have been focused on collections to clean up our books. WCA submitted a letter of interest for a lease of the Marine Bar parking lot that is owned by the city. I got together with WCA and measured out a 30'x 60' space along the water front facing Shakes Island. They are planning a new trestle, restroom, and three-sided shelter to conduct tours of Shakes Island. I have included the letter and conceptual drawing for discussion.

Harbor- I have been in contact with Steve and Kathy Peavy of Meyers Chuck. They have been gracious enough to be our eyes and ears for the harbor department since we took over the float system. They collect moorage and register new boats for the Harbor Dept. They are going to compile a list of parts and pieces we may need to bring with us on our spring trip to Meyers Chuck for maintenance and pressure washing. Amber and I have been working on a CIP for float replacement and you will see what we have put together as soon as the budget is closer to presentation. Boat launch permit sales have still been a hot item and will continue to be as the weather warms up.

Port- Amber and I have also been working on getting the city dock fender piles replaced that were damaged earlier this year. This is going to come in around \$83k, and a portion of this will be paid for by our insurance. We will have bid packets out soon. The new summer float is near completion with all decking finished. The last task is to attach the bull rail. We did a barge ramp inspection and I have included an additional report on this. We will be seeing small cruise ships this season with passenger counts under 500 people. We will not be seeing any large cruise ships this season due to Canada and the CDC still not allowing large cruise ships to sail US waters until at least November 2021.

Marine Service Center- We are close to capacity and still have more people calling every day setting up reservations for a haul out. I believe we will hit our goals for haul outs for this fiscal year with no problem.

Chugach Ranger- The Chugach Ranger is in its new home on the water side of the Nolan Center. If you have time, I highly recommend you check it out.

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 7 |

Baler Project Sub-Task Assembly Approval List

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

| | | |
|--|-----------------|----------|
| Expenditure Required: \$XXX Total | | |
| FY 20: \$ | FY 21: \$ | FY22: \$ |
| Amount Budgeted: | | |
| | FY20 \$XXX | |
| Account Number(s): | | |
| | XXXXX XXX XXXX | |
| Account Name(s): | | |
| | Enter Text Here | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$XXX | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Project Cost Sheet

RECOMMENDATION MOTION:
No recommendation. Report only.

SUMMARY STATEMENT:
At the March 13th meeting the Assembly authorized the funding for the full baler project and approved the purchase of the baler. The Assembly requested to see a list of the additional project items that will also be brought before the Assembly for approval. The project cost sheet is attached with the items highlighted that will be brought to the Assembly for approval. Several

items are within the Manager's spending authority, but this is a major project for Wrangell. Practicing utmost transparency is paramount. Therefore, a handful of items that would normally not go before the Assembly (because they are under \$25,000) are on the list for approval.

4/2/2021

City and Borough of Wrangell
Solid Waste Transfer Station Upgrades (Baler Project) Cost Estimate

| | | Equipment | Engineering | Building Infrastructure | Equipment Rental |
|---|----------------------|----------------------|---------------------|-------------------------|--------------------|
| B-Town Consulting | \$ 22,000.00 | | \$ 22,000.00 | | |
| Baler Equipment | \$ 347,600.00 | \$ 347,600.00 | | | |
| - includes Hydraulic Oil | | | | | |
| - includes Steel Skid Plates | | | | | |
| Baler Spare Parts + freight | \$ 3,255.00 | \$ 3,255.00 | | | |
| Tie Wire spare Parts + freight | \$ 6,810.00 | \$ 6,810.00 | | | |
| Baler Freight | \$ 10,000.00 | \$ 10,000.00 | | | |
| 3 Phase power to building | \$ 18,000.00 | | | \$ 18,000.00 | |
| Electrical design | \$ 8,000.00 | | \$ 8,000.00 | | |
| Secondary Power and New Service Panel | \$ 12,000.00 | | | \$ 12,000.00 | |
| Fire Alarm System for notification | \$ 15,000.00 | | | \$ 15,000.00 | |
| Structural engineering review of concrete floor / provide anchor detail | \$ 3,000.00 | | \$ 3,000.00 | | |
| Forklift | \$ 20,000.00 | \$ 20,000.00 | | | |
| Forklift freight | \$ 1,800.00 | \$ 1,800.00 | | | |
| Portable loading ramp | \$ 18,000.00 | \$ 18,000.00 | | | |
| Loading ramp freight | \$ 3,000.00 | \$ 3,000.00 | | | |
| Platform Scale | \$ 4,000.00 | \$ 4,000.00 | | | |
| Vehicle Scale Upgrades | \$ 55,000.00 | \$ 55,000.00 | | | |
| - Software/Hardware Integration | | | | | |
| - Traffic control hardware: stop lights | | | | | |
| - (2) Kiosk stations: code reader, ticket printer, and break-away arm | | | | | |
| - Installation | \$ 5,000.00 | \$ 5,000.00 | | | |
| Signage | \$ 1,200.00 | \$ 1,200.00 | | | |
| Compressor / Hose / Nozzles / Reel | \$ 3,500.00 | \$ 3,500.00 | | | |
| Crane rental to offload equipment upon arrival | \$ 3,500.00 | | | | \$ 3,500.00 |
| Equipment rental to move equipment into building (min 10K lb. capacity) | \$ 3,500.00 | | | | \$ 3,500.00 |
| Bathroom Expansion | \$ 30,000.00 | | | \$ 30,000.00 | |
| Project Subtotal | \$ 594,165.00 | \$ 479,165.00 | \$ 33,000.00 | \$ 75,000.00 | \$ 7,000.00 |
| Project Contingency (5%) | \$ 29,708.25 | \$ 23,958.25 | \$ 1,650.00 | \$ 3,750.00 | \$ 350.00 |
| Project Total with Contingency | \$ 623,873.25 | \$ 503,123.25 | \$ 34,650.00 | \$ 78,750.00 | \$ 7,350.00 |
| Funding Received to Date | \$ (90,000.00) | | | | |
| Balance of Project Funding Needed | \$ 533,873.25 | | | | |

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

ORDINANCE NO 998 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 1, BRADLEY SUBDIVISION II FROM A CONTRACT ZONE COMMERCIAL TO COMMERCIAL AND FOR LOT D-A, PRUNELLA SUBDIVISION FROM OPEN SPACE/PUBLIC TO COMMERCIAL

SUBMITTED BY:
Carol Rushmore, Economic Development Director

FISCAL NOTE:

| | | |
|--|-----------------|----------|
| Expenditure Required: \$XXX Total | | |
| FY 20: \$ | FY 21: \$ | FY22: \$ |
| Amount Budgeted: | | |
| | FY20 \$XXX | |
| Account Number(s): | | |
| | XXXXX XXX XXXX | |
| Account Name(s): | | |
| | Enter Text Here | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$XXX | |

Reviews/Approvals/Recommendations

| | |
|-------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> | Commission, Board or Committee |
| Name(s) | Planning and Zoning Commission |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Ordinance 998; 2. Exhibit A; 3. Aerial Map; 4. Contract Zone

RECOMMENDATION MOTION:
Move to Approve Ordinance 998.

SUMMARY STATEMENT:
Mr. Prunella subdivided property on the corner of Wood Street and Zimovia Highway the last part of 2020 to sell a lot within the subdivision. At that time, it was discovered that the contract zone for a Gas Station and related services (Commercial zone) approved in 1988 for the lot currently housing

the gas station and the adjacent property (originally Lots 1 and 2, Bradley Subdivision II) had just expired in 2018. Mr. Prunella is seeking to rezone both the lot with the gas station on it and the adjacent lot behind the gas station to the Commercial District, rather than renewing and modifying the Contract Zone agreement previously in place. The property has been used for commercial purposes for 33 years and additional commercial type developments such as the hospital and clinic, and WCA offices and transportation facility are now adjacent.

The lot (Lot D-B, Prunella Subdivision) recently purchased by SEARHC is comprised of two zones now that the contract zone has expired. The original portion of the Lot (formerly Lot 2, Bradley Subdivision II) that was part of the original Contract Zone has reverted back to the Single Family Residential District and the new portion of the lot (formerly a portion of Lot D, Health Care Subdivision) is still zoned Open Space/Public.

The Planning and Zoning Commission at their regular meeting of April 14, 2021 moved to recommend to the Assembly to approve the draft ordinance for a zone change for Lot 1, Bradley Subdivision II from the Contract Zone Commercial designation to Commercial District and for Lot D-A, Prunella Subdivision from Open Space/Public to Commercial District.

Return to: City & Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Wrangell Recording District

Page 1 of 2

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 999

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 1, BRADLEY SUBDIVISION II FROM A CONTRACT ZONE COMMERCIAL TO COMMERCIAL AND FOR LOT D-A, PRUNELLA SUBDIVISION FROM OPEN SPACE/PUBLIC TO COMMERCIAL

SEC. 1. Action. The effect of this ordinance is to finalize a zone change for both Lot 1, Bradley Subdivision II and Lot D-A Prunella Subdivision to Commercial per the attached Map of Exhibit A, based on Plat # 2020-9.

SEC. 2. Classification. This is a non-code ordinance.

SEC. 3. Severability. If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: ____.

PASSED IN SECOND READING: _.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

| |
|-------------------|
| Yes: _____ |
| No: _____ |
| Absent: _____ |
| Abstaining: _____ |

Exhibit A:

- NOTES**
1. THE PURPOSE OF THIS SURVEY IS TO REPLAT AND SUBDIVIDE LOT 2, OF BRADLEY SUBDIVISION II (PLAT 91-6), AND LOT D, OF HEALTHCARE SUBDIVISION (PLAT 2010-4).
 2. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
 3. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS OBTAINED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FEET DISTANCES.
 4. THE BASIS OF BEARING FOR THIS PLAT IS THE MEASURED BEARING OF S41°17'21"W AND DISTANCE OF 4321.76 FEET BETWEEN CORNER NUMBER 37 AND W.C.M.C. No. 38 OF U.S.S. 125. THIS LINE WAS ALSO EXCEPTED AS THE TRUE WRANGELL TOWN-SITE BOUNDARY WHICH RESULTED IN SEVERAL MONUMENTS ALONG THAT LINE TO BE SHOWN OFFLINE AS SHOWN IN THE DETAILS ON SHEET 2.
 5. REFERENCE AK. ESCRROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 59721.
 6. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - 1956 N. 1135 WRANGELL TOWNSITE
 - PLAT 88-38 (BLOCK 27)
 - BOOK 4 PAGE 250 WATER MAIN EASEMENT RECORDED JUNE 6, 1977
 - PLAT 82-15 (SPRICE SUBDIVISION)
 - PLAT 86-38 (BRADLEY SUBDIVISION)
 - PLAT 86-1 (A.S.L.S. 84-83)
 - PLAT 86-6 (BRADLEY SUBDIVISION (MERGED PLAT))
 - RECORD OF SURVEY 81-4 (LOT ZIMOVIA HIGHWAY RIGHT-OF-WAY MAP R5-0943-21-1990)
 - PLAT 91-6 (BRADLEY SUBDIVISION II)
 - EASEMENT 2008-000035-0
 - DEED 2004-000959-0
 - PLAT 2004-0 (HEALTHCARE SUBDIVISION)
 - DOCUMENT 2013-000129-0
 - DOCUMENT 2004-000370-0

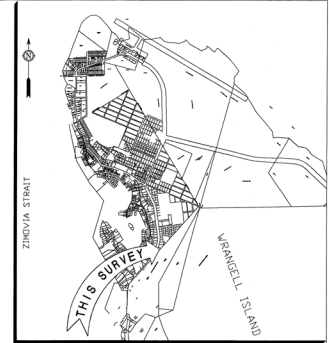
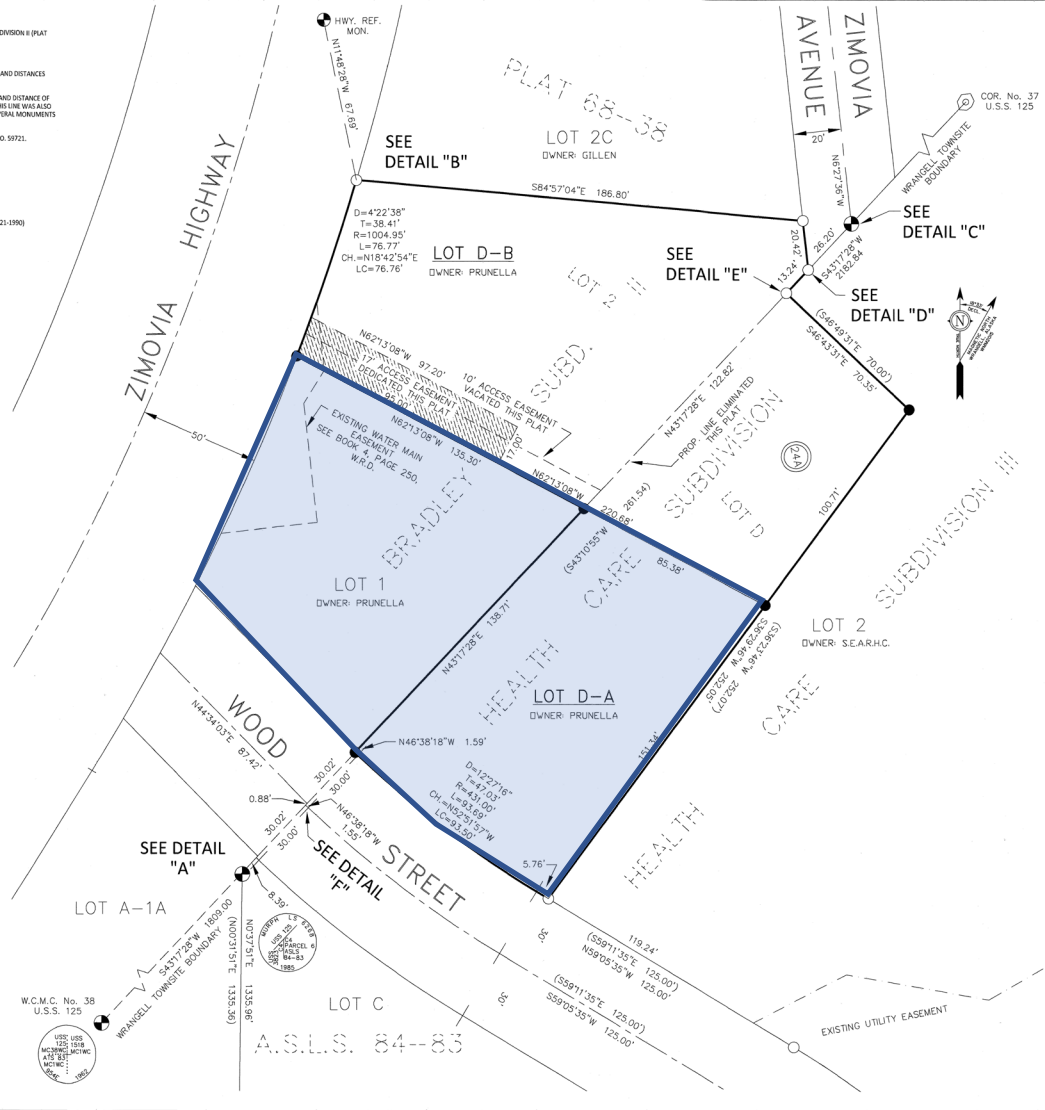
- OWNERSHIP STATUS**
1. LOT 2, BRADLEY SUBDIVISION II (STEPHEN G. PRUNELLA)
 2. LOT D, HEALTHCARE SUBDIVISION (STEPHEN G. PRUNELLA)
- PROPOSED OWNERSHIP**
1. LOT D-A, PRUNELLA SUBDIVISION (STEPHEN G. PRUNELLA)
 2. LOT D-B, PRUNELLA SUBDIVISION (STEPHEN G. PRUNELLA)
- PREVIOUS LOT AREAS**
1. LOT 2, BRADLEY SUBDIVISION II (18,091.50 FT²)
 2. LOT D, HEALTHCARE SUBDIVISION (21,024.50 FT²) (0.51 ACRES)
- NEW LOT AREAS**
1. LOT D-A, PRUNELLA SUBDIVISION (13,530.94 FT²) (0.31 ACRES)
 2. LOT D-B, PRUNELLA SUBDIVISION (26,570.50 FT²) (0.62 ACRES)

BASIS OF BEARING

BEARINGS SHOWN ARE NAD 83 2011 (NAD 83) GEODETIC BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE 5803 & R10 RECEIVERS, DIFFERENTIALLY CONNECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER VERSION 4.3 SOFTWARE. LOCAL PLANE BEARINGS ARE OBTAINED TO TRUE GEODETIC NORTH AT LAT: N60°21'36.02" LONG: W132°20'51.7459". DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

LEGEND

| | |
|------|--|
| ● | SECONDARY MONUMENT SET THIS SURVEY |
| ○ | SECONDARY MONUMENT RECOVERED |
| ○ | PRIMARY MONUMENT RECOVERED |
| ⊙ | GL ROCK MONUMENT RECOVERED |
| --- | UNSURVEYED |
| --- | SURVEYED |
| --- | RECORD BOUNDARY LINE VACATED THIS PLAT |
| --- | CENTERLINE |
| (XX) | RECORD DATA |
| XX | MEASURED DATA |



VICINITY MAP
SCALE: NOT TO SCALE

SCALE 1"=20'
THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING

0 10 20 30 40 50 60 70 80 FEET
0 10 20 30 40 50 METERS

1 METER = 3.280833 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

SHEET 1 OF 2

RAM ENGINEERING-TECHNICAL, INC. Phone: (907) 228-7017
1710 HILL ROAD, SUITE 203 Fax: (907) 228-9441
KETCHIKAN, AK 99901

WRANGELL OFFICE Phone: (907) 308-0800
P.O. BOX 2246 WRANGELL, AK 99909

CERTIFICATE OF AUTHORIZATION # C878

PRUNELLA SUBDIVISION

A SUBDIVISION AND REPLAT OF
LOT 2, OF BRADLEY SUBDIVISION II (PLAT 91-6),
AND LOT D, OF HEALTHCARE SUBDIVISION (PLAT 2010-4),
CREATING
LOTS D-A AND D-B,
PRUNELLA SUBDIVISION
WRANGELL RECORDING DISTRICT, ALASKA

LOCATED WITHIN
SECTION 30, TOWNSHIP 42 SOUTH, RANGE 84 EAST
COPPER RIVER MERIDIAN, ALASKA
WRANGELL RECORDING DISTRICT

SURVEYED BY: MCK DATE: AUGUST 2020 - SEPTEMBER 2020 DRAWN BY: MCK DATE: AUGUST 2020 - SEPTEMBER 2020

SCALE: 1"=20' CHECKED: CGP RAM PROJECT NO: 202744

2020-9 Wrangell Recording District



This photo is prior to the
Prunella Subdivision Plat 2020-9



Public Map



**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

RESOLUTION NO. 04-21-1580 AMENDING THE FY 2021 BUDGET IN THE WATER FUND BY TRANSFERRING \$2,330 FROM WATER FUND RESERVES TO THE WATER FUND NON-CAPITAL EQUIPMENT ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR THE PROCUREMENT OF A UV254 P200 METER

SUBMITTED BY:

Tom Wetor, Public Works Director

FISCAL NOTE:

| | | |
|--|--------------------------|----------|
| Expenditure Required: \$2,330 Total | | |
| FY 20: \$ | FY 21: \$2,330 | FY22: \$ |
| Amount Budgeted: | | |
| | FY21 \$0 | |
| Account Number(s): | | |
| | 72000 302 7008 | |
| Account Name(s): | | |
| | Non-Capital Equipment | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$2,330 after resolution | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Resolution 04-21-1580; 2. TMG Services Quotation

RECOMMENDATION MOTION:
Move to Approve Resolution No. 04-21-1580.

SUMMARY STATEMENT:
Northern Testing Laboratories (NTL) in Fairbanks was recently in Wrangell to conduct an interim water quality solution consultation.

After this inspection a specific area of emphasis will be to implement the use of Disinfection By-Products (DBP) precursor monitoring capability using ultraviolet absorbance at 254 nm (UVA254) and transmittance (UVT). The UVA and UVT tests provide a real-time relative quantification of the concentration of organic precursors that can react with chlorine to form DBPs. During the inspection it was demonstrated how this test can be used to assess any operational adjustment in the water treatment process to determine its effect on the concentration of DBP precursor organic chemicals. Put simply, this instrument will help us isolate where DBP increase in the system. A specification for a recommended test instrument was provided as a result of this inspection. NTL provided a field portable analyzer to use during the site assessment and the training program.

Procuring this equipment now will allow our operators more time to use this equipment in preparation for the end of summer/beginning of fall when water quality is at its lowest and monitoring is most critical.

The Water Fund Reserves currently have \$588,951 prior to this resolution. After this resolution the Water Fund Reserves will be \$586,621.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-21-1580

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE WATER FUND TRANSFERRING \$2,330 FROM WATER FUND RESERVES TO THE WATER FUND NON-CAPITAL EQUIPMENT ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR THE PROCUREMENT OF A UV254 P200 METER

WHEREAS, the Water Department has been made aware of, and has been trained in how to use equipment that will measure levels of Disinfection By-Products (DBPs) in our water; and

WHEREAS, DBP levels, especially HAA5 have been abnormally high in the Wrangell drinking water; and

WHEREAS, this equipment will help monitor DBP levels throughout the treatment process providing real time results and the ability to change treatment to respond to these levels; and

WHEREAS, additional funding from the Water Fund Reserves is necessary to cover the cost of this equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2021 Budget in the Water Fund is amended to reflect an increase in the transfer of funds, in the amount of \$2,330, from the Water Fund Reserves into the Water Fund Operating Budget.

Section 2: The FY 2021 Budget in the in the Water Fund is amended to reflect an increase in the authorized expenditures in the Water Fund Non-Capital Equipment account (72000 302 7008) in the amount of \$2,330 for the purchase of a UV254 P200 Meter.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 27th DAY OF APRIL, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk



3216 E. Portland Avenue
Tacoma, WA 98404
253-779-4160
tmginc@tmgservices.net

March 15, 2021
QUOTATION

NTL Alaska, Inc.
Michael Pollen
907 452-6855
Mike@ntlalaska.com

Dear Michael,

TMG Services, Inc is pleased to offer you a QUOTATION on a RealTech P200 Meter for your application. If you have any questions, please do not hesitate to give us a call.

(1) RealTech UV254 P200 Meter Including:

- UV 254 P200 Meter
- Battery Pack, P Series

PRICE: \$ 2,240.00

****Estimated Shipping with Duties \$90.00**

Terms & Conditions of Sale:

- F.O.B.: Prepaid and Add
- Payment Terms: Net 30 Days – Our terms of payment are 100% payable 30 days after shipment. Since this is an agreement between Buyer and Seller, and Seller has no relationship with the third party owner, this agreement must be independent of any third party action or inaction. Payment will be due as indicated above without a dependency on the buyer being paid by the owner, with no further restriction or impediments, and regardless of any payment arrangement that may exist between contractor and owner.
- This price is in effect for 60 days.
- Submittals, if required, will be provided 4 weeks after receipt of all technical data at T M G Services.
- Delivery will be made in approximately 4-6 weeks after receipt of order and/or approvals and resolution of all necessary technical data at T M G Services.
- Quotation prices do not include any sales taxes or any other taxes that may apply.
- This quotation is limited to the products and/or services as listed and excludes any item or service not specifically listed.

Thank you,

Teresa Corrington
TMG Services, Inc.

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

RESOLUTION NO. 04-21-1581 AMENDING THE FY 2021 BUDGET IN THE WASTE WATER FUND BY TRANSFERRING \$14,467 FROM WASTE WATER FUND RESERVES TO THE WASTE WATER COLLECTION SYSTEM MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR PURCHASE OF A NEW FLYGHT NP3127 PUMP and FLYGHT 6018909 BASIC REPAIR KIT

SUBMITTED BY:

Tom Wetor, Public Works Director

FISCAL NOTE:

| | | |
|---|--------------------|----------|
| Expenditure Required: \$14,467 | | |
| FY 20: \$ | FY 21: \$14,467 | FY22: \$ |
| Amount Budgeted: | | |
| FY21 \$41,000 | | |
| Account Number(s): | | |
| 76000 503 7025 | | |
| Account Name(s): | | |
| Collection System Maintenance | | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| -\$3,496.60 Prior to resolution, -\$3,496.60 after resolution | | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Resolution No 04-21-1581; 2. Alaska Pump and Supply Quotation

RECOMMENDATION MOTION:
Move to Approve Resolution No. 04-21-1581.

SUMMARY STATEMENT:
In FY 2021 the Wastewater Department had \$41,000 budgeted for replacement pumps and parts. As of March of 2021 this budget line item has been spent.

A number of pumps replaced this year were of the same era and seem to be failing.

There are currently 10 Flyght NP3127 pumps in service across 5 Node stations. These pumps are 7.5 horsepower and 230 volt power. As of 4/17/2021 the last spare pump was used to replace a pump that had failed at Node 14. As the lead time is 3-4 months on these pumps we do not have time to wait until the next fiscal year. All 10 of these pumps were originally installed in 1997-1998. Staff are currently working to try and rebuild the broken pump replaced on 4/17.

The Wastewater Department is currently working on a collection system station inventory and replacement program. This project will better define what pumps are in service, when they were last replaced, what the average life span is, how much they cost to replace, what we have currently for inventory, what we should have in inventory, and how much we will need to pay for this increase in inventory.

Part of the issue is that over the years there have been a number of various pumps used. Likely because it was necessary to go with the cheapest bid for items this expensive. As a result we have so many styles of pumps that we must maintain an inventory for or risk not being able to fix a station in the event of a breakdown. Additionally, we have pumps that are designed for 480 volt, 230 volt and 208 volt power. Many components are not transferable due to different voltage even though pumps may be the same size or configuration. There need to be spare pumps/parts for all models/variations in service. In order to maintain such a diverse inventory the Wastewater Department is experiencing challenges planning and budgeting for this need.

The Borough maintains 19 large stations with 26 pumps that range in price from a couple thousand dollars for our smallest pumps up to \$29,000 a piece for our biggest pumps at Node 6 (boat ramp, 34 horsepower a piece) to buy new.

Node 5 and Node 8 have very unique pumps that were installed in 1976. Node 8 by Sea Level is in serious need of an update primarily due to electric work that is of concern. Over the years and with multiple electricians the electric panel is in questionable condition.

In addition, the Borough manages 30 small lift station (totaling 34 pumps) on private property. The pumps alone cost \$1,500-\$2,250 and installation and additional components adds another \$3,000-\$4,000 per station. More detail will be provided regarding Node 8 and private lift stations upon completion of the collection system station inventory project.

The Waste Water Reserves currently have \$1,012,486 prior to this resolution. After this resolution the Waste Water Reserves will be \$998,019.

The remaining deficit in this account will be addressed in a separate resolution at a future meeting.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-21-1581

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE WASTE WATER FUND TRANSFERRING \$14,667 FROM WASTE WATER FUND RESERVES TO THE WASTE WATER FUND COLLECTION SYSTEM MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR THE PURCHASE OF A NEW FLYGHT NP3127 PUMP AND A FLYGHT 6018909 BASIC REPAIR KIT

WHEREAS, the Waste Water Department is experiencing failures in pumps in the pump stations of the sewer collection system ; and

WHEREAS, the purchase of new replacement pumps and repair kits are necessary for the health and safety of the community to keep the sewer collection system operating; and

WHEREAS, additional funding from the Waste Water Fund Reserves is necessary to cover the cost of this equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2021 Budget in the Waste Water Fund is amended to reflect an increase in the transfer of funds, in the amount of \$14,467 from the WasteWater Fund Reserves into the Waste Water Fund Operating Budget.

Section 2: The FY 2021 Budget in the in the Waste Water Fund is amended to reflect an increase in the authorized expenditures in the Waste Water Fund Collection System Maintenance account (76000 503 7025) in the amount of \$14,467 for the purchase of a a new Flyght NP3127 Pump and a Flyght 6018909 Basic Repair Kit.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 27th DAY OF APRIL, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

DXP**ALASKA
PUMP & SUPPLY, INC**

8400 SANDLEWOOD PL • ANCHORAGE, ALASKA 99507 • PHONE: (907)563-3424 • FAX: (907)562-5449

April 14, 2021

ATTN: Andrew - City of Wrangell

QUOTE: AKP20-0140REV1

Project: Wrangell Pump Spare

Email: wrgwwtp@aptalaska.net


We are pleased to provide pricing for the following equipment:

| Qty | Part # | Description | Each | Total |
|--|-----------------------|--|--------------|---------------------------|
| 1 | FLYGT NP3127.070-0010 | FLYGT NP3127.070 PUMP WITH 489 IMPELLER, 230V, SINGLE PHASE, 7.5HP, 4 INCH DISCHARGE, FM, FLS, WITH 50 FEET OF CABLE | \$ 12,577.00 | \$ 12,577.00 |
| 1 | FLYGT 6018909 | KIT,REPAIR BASIC, 3127.090/180 | \$ 1,890.00 | \$ 1,890.00 |
| Please reference AKP20-0140REV1 when placing order. | | | | Total: \$14,467.00 |

Subject to Alaska Pumps Terms & Conditions of Sale. Net Thirty (30) Terms are subject to Alaska Pumps' credit department approval.

F.O.B: Wrangell
Ships: 12-14 Weeks

Regards,


John Murphy

Sales / Projects

DXP | Alaska Pump & Supply, Inc.

Direct: (907) 793-4819

FAX: (907) 562-5449

John.Murphy@dxpe.com

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

RESOLUTION NO. 04-21-1582 AMENDING THE FY 2021 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY TRANSFERRING \$24,094 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

| | | |
|--|--------------------|----------|
| Expenditure Required: \$24,094 Total | | |
| FY 20: \$ | FY 21: \$24,094 | FY22: \$ |
| Amount Budgeted: | | |
| FY21 \$0 | | |
| Account Number(s): | | |
| 52000 000 7519 | | |
| Account Name(s): | | |
| Professional Services | | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| \$0 before resolution | | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Resolution 04-21-1582; 2. Cost Estimate

RECOMMENDATION MOTION:
Move to Approve Resolution No. 04-21-1582.

SUMMARY STATEMENT:
As the Assembly is aware, the Borough had an unexpected one-time opportunity to have updated aerial imagery, including LIDAR, taken of certain areas of the community. It has been nearly 20

years since Wrangell had new aerial imagery, and has never had LIDAR. So much has changed in the community with the additions of Heritage Harbor, the Marine Service Center and the Nolan Center just to name three of major significance. This was also an opportunity for Wrangell to have LIDAR taken of the water reservoirs and entire valley, including slopes above the reservoirs and the run-out zone in the case of a dam breach.

ADOT had a contractor here already doing work so the CBW was able to avoid mobilization/demob costs. The work had to remain under the manager's spending authority of \$25,000. The attached quote show three priority areas identified by CBW staff. Priority 1 – Water Reservoirs; Priority 2 – Downtown South; Priority 3 – Airport North. Only areas 1 and 2 could be accommodated for the cost to include the imagery capture and the post processing work.

On Monday they advised us they were unable to finish all of are 2. We are awaiting the solution and it has been suggested they may be returning. We have advised them our costs cannot increase to accommodate travel back to Wrangell.

The attached resolution authorizes the transfer and expenditure of funds up to the full amount of the quote. If we end up with a portion of area 2 not being covered, the cost should be less than the original quote. Staff will update the Assembly.

Administration is recommending the funding come from the Industrial Construction Fund.

The Reserves currently have \$337,570 prior to this resolution. After this resolution the Reserves will be \$313,476.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-21-1582

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND TRANSFERRING \$24,094 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY

WHEREAS, the Borough had a one-time unexpected opportunity to take advantage of a contractor providing aerial imagery services in Wrangell for ADOT; and

WHEREAS, Wrangell as not had updated aerial imagery in nearly 20 years; and

WHEREAS, for Hazard Mitigation purposes aerial imagery and LIDAR of the water reservoir valley is critical; and

WHEREAS, so much public improvement has taken place in 20 years including Heritage Harbor, the Marine Service Center and the Nolan Center; and

WHEREAS, accurate aerial imagery is important for community planning and assessment.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2021 Budget in the Industrial Construction Fund is amended to reflect an increase in the transfer of funds, in the amount of \$24,094 from the Industrial Construction Fund Reserves into the Industrial Construction Fund Operating Budget.

Section 2: The FY 2021 Budget in the in the Industrial Construction Fund is amended to reflect an increase in the authorized expenditures in the Industrial Construction Fund Professional Services account (52000 000 7519) in the amount of \$24,094 for aerial imagery.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 27th DAY OF APRIL, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

ESTIMATE



Saturday, April 17, 2021

ESTIMATE FOR

Wrangell Capital Facilities Department
Amber Al-Haddad
 aal-haddad@wrangell.com
 907-874-3902

ESTIMATE FROM

Elevate UAS
 6036 SW 18th Dr
 Portland, OR 97239
 541-521-6670

JOB DESCRIPTION

Elevate will collect UAS-LiDAR to generate a LiDAR pointcloud and high-resolution DEM in Wrangell, AK for Wrangell Capital Facilities Department. The scanner will be a Phoenix LiDAR Riegl miniRANGER with STIM300 IMU capable of up to 5 returns/pulse. A base station will be set up nearby where static observations can be collected at 1Hz for PPK processing LiDAR data. Initial flight planning will be done prior to mobilization with additional detailed flight planning conducted on site. Flight plan will be submitted on Airmap to notify any potential local air traffic of UAS activity in the vicinity. A classified LiDAR pointcloud, DSM, DEM, and orthomosaic will be provided to Amber Al-Haddad / Wrangell Capital Facilities Department by secure file transfer or sending a thumb drive to a physical mailing address.

ASSUMPTIONS

1. Work beyond the estimated amount and agreed to by the client will only be completed with approval of the Project Manager.
2. Elevate is not legally liable for any decisions made based on delivered data products.
3. Detailed change analysis will be conducted through alignment, scaling, and registration with historical airborne LiDAR or IFSAR.
4. If manned aircraft enters the local airspace, the UAS pilot will follow FAA guidelines and either yield to manned air traffic or ground the UAS until the airspace is cleared.

DELIVERABLE ITEMS

1. Raw and Classified pointcloud in .las or .laz format. Classifications will be 1 - unclassified, 2 - ground, and 7 - noise following ASPRS classification codes. If further classification is desired it may require additional fees for additional classifications.
2. DSM generated from first return points in pointcloud, in .tif format
3. DEM generated from ground classified points in .tif format.
4. Orthomosaic in .tif format.

Deliverable Schedule: Estimated time for post-processing all data into final deliverable items is approximately 4 weeks after returning from the field.

| Description | Quantity | UOM | Rate | Amount |
|--|----------|-----|-------------|-------------|
| Pre-flight planning | 12 | HR | \$ 50.00 | \$ 600.00 |
| Car rental | 3 | DAY | \$ 100.00 | \$ 300.00 |
| Generator + Tripod | 3 | DAY | \$ 50.00 | \$ 150.00 |
| Pilot - weekend day rate | 2 | DAY | \$ 1,250.00 | \$ 2,500.00 |
| Spotter - weekend day rate | 2 | DAY | \$ 700.00 | \$ 1,400.00 |
| Pilot - standard day rate | 1 | DAY | \$ 900.00 | \$ 900.00 |
| Spotter - standard day rate | 1 | DAY | \$ 450.00 | \$ 450.00 |
| Flight & scouting - m600 + z30 | 1 | DAY | \$ 750.00 | \$ 750.00 |
| Flight & data collection - LiDAR | 2 | DAY | \$ 4,250.00 | \$ 8,500.00 |
| Lodging - pilot (DOD rates Wrangell, AK) | 3 | DAY | \$ 250.00 | \$ 750.00 |
| Lodging - spotter (DOD rates Wrangell, AK) | 3 | DAY | \$ 250.00 | \$ 750.00 |
| M&IE - pilot (DOD rates Wrangell, AK) | 4 | DAY | \$ 118.00 | \$ 472.00 |
| M&IE - spotter (DOD rates Wrangell, AK) | 4 | DAY | \$ 118.00 | \$ 472.00 |
| Post-Processing imagery | 35 | HR | \$ 65.00 | \$ 2,275.00 |
| Post-Processing LiDAR | 45 | HR | \$ 85.00 | \$ 3,825.00 |

Total Estimated Cost \$ 24,094.00



**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

RESOLUTION NO. 04-21-1583 AMENDING THE FY 2021 BUDGET IN THE WATER FUND BY TRANSFERRING \$8,000 FROM WATER FUND RESERVES TO THE WATER FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR MEMBRANE TECHNOLOGY WATER TREATMENT COST ANALYSIS

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

| | | |
|--|---------------------------|----------|
| Expenditure Required: \$8,000 Total | | |
| FY 20: \$ | FY 21: \$8,000 | FY22: \$ |
| Amount Budgeted: | | |
| | FY21 \$0 | |
| Account Number(s): | | |
| | 72000 302 7519 | |
| Account Name(s): | | |
| | Professional Services | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$2,990 before resolution | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Resolution 04-21-1583

RECOMMENDATION MOTION:
Move to Approve Resolution No. 04-21-158e.

SUMMARY STATEMENT:
Northern Testing Laboratories (NTL) in Fairbanks was recently in Wrangell to conduct an interim water quality solution consultation.

The representative from NTL spoke at length with Administration about the vastly improved technology and lower cost of membrane technology as a water treatment option as compared to the DAF technology proposed for Wrangell's project. Specific successful examples in both the North Slope Borough and Homer were provided. The NTL representative put Wrangell in touch with the leading membrane engineering expert in Alaska. A meeting was held this past Thursday. The potential for significant cost savings in both capital expenditures and on-going maintenance is compelling enough that due diligence is necessary. Greg Jones (of GV Jones Engineering) said he could provide a rough cost estimate and footprint size within about 30 days for a cost between \$5,500 and \$8,000. Administration is waiting on a final proposal, but he has been directed to move forward with this effort immediately.

The technology footprint size is very important as it will tell us if the membrane technology can be installed in one of our existing buildings, providing potentially HUGE cost savings.

As the Assembly is aware the proposed engineering fees for the DAF project came in much higher than expected. There are concerns the construction project will also far exceed original cost estimates given the time that has passed, new requirements (like buy America steel) for federal funding that were not in place at the time of the original estimates, and huge material cost increases over the past year. The funding agencies (USDA and EDA) have requested the Borough go back to CRW (the engineering firm that conducted the Preliminary Engineering Report (PER)) and have them do a revised cost estimate and amend the PER. Given this new information about membrane technology Administration wants this information before any more work toward a DAF project is completed.

Membrane Technology was looked at as an alternative in the PER, but the option was not pursued because of cost. It seems as if technology and cost advancements have put membrane technology in a very different realm of possibility at this time.

Administration is asking for this funding to conduct this very important due diligence.

The Water Fund Reserves currently have \$586,621 prior to this resolution. After this resolution the Water Fund Reserves will be \$578,621.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 04-21-1583

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN THE WATER FUND TRANSFERRING \$8,000 FROM WATER FUND RESERVES TO THE WATER FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR MEMBRANE TECHNOLOGY WATER TREATMENT COST ANALYSIS

WHEREAS, the Water Department has been made aware of improvements in technology and reductions in cost of membrane technology water treatment options; and

WHEREAS, membrane technology could be a equal or better quality treatment option at a lower capital and operating cost; and

WHEREAS, this new knowledge requires due diligence to determine if membrane technology is a better option than DAF for the new water treatment plant; and

WHEREAS, Administration has identified a consultant who can provide this information in approximately 30 days for the cost of between \$5,500 and \$8,000; and

WHEREAS, a budget amendment is necessary to transfer money from the Water Fund Reserves to the Water Fund Operating Budget to cover this expense.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2021 Budget in the Water Fund is amended to reflect an increase in the transfer of funds, in the amount of \$8,000 from the Water Fund Reserves into the Water Fund Operating Budget.

Section 2: The FY 2021 Budget in the in the Water Fund is amended to reflect an increase in the authorized expenditures in the Water Fund Professional Services account (72000 302 7519) in the amount of \$8,000 for membrane technology water treatment cost analysis.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 27th DAY OF APRIL, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 13 |

Discussion Item: Police Body Camera Policies

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$ Total

| | | |
|-----------|--------|----------|
| FY 20: \$ | FY 21: | FY22: \$ |
|-----------|--------|----------|

Amount Budgeted:

| | |
|--|---------|
| | FY21 \$ |
|--|---------|

Account Number(s):

Account Name(s):

Unencumbered Balance(s) (prior to expenditure):

| | |
|--|----|
| | \$ |
|--|----|

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: 1. Draft Body Camera Policies

RECOMMENDATION MOTION:

None. Discussion only.

SUMMARY STATEMENT:

Chief Radke prepared these draft policies several weeks ago for Administrative review and the Manager is remiss in not having gotten to them sooner so the Body Cams could be deployed. The policies are attached for review by the Assembly. They have been sent to the Attorney for review

as well. Following Assembly and legal comments a final draft will be prepared, hopefully for approval at the first meeting in May.

Body Worn Camera Program

Body Worn Cameras

The use of Body Worn Cameras (BWCs) provides documentary for criminal investigations, internal or administrative investigations, and civil litigation. All Law Enforcement staff shall utilize this device in accordance with the provisions in this direction to maximize the effectiveness of the audio/video documentation to achieve operational objectives and to ensure evidence integrity. All sworn Law Enforcement employees will wear a Body Worn Camera in plain view while performing uniformed law enforcement duties. Body Worn Camera's shall be worn in an area on the uniform shirt or approved outer carrier that has the greatest potential to capture optimal footage. All sworn Law Enforcement employees are highly encouraged to wear Body Worn Camera's when conducting law enforcement work in plain clothes.

Definitions

Evidentiary Documentation – When any type of law enforcement action is taken.

Non-Evidentiary Documentation – When no law enforcement action is taken.

Operating Procedures

1). Body worn Camera's shall be issued by the Agency. Use of personally owned or non – standardized devices are prohibited upon issue of an agency device.

2). This direction is not to be intended to describe every possible circumstance. The direction sets forth standards that imply a reasonableness and sound judgement in their application. In addition to the required conditions, Officers may activate the system any time they feel its use would be appropriate and/or valuable to document an incident. Situations that Officers shall not record are listed below.

3). Unless it is unsafe or impractical to do so, or mechanical issues that impede the use of the device are present, Officers shall make every attempt to activate their Body Worn Camera's prior to making contact in the following incidents:

A) Enforcement encounters where there is a reasonable suspicion the person(s) is are Involved in criminal activity. This includes, but is not limited to, calls for service, as well as, self-initiated activities.

B). Any other contact that becomes adversarial after the initial contact in a situation that would not otherwise require the activation of the Body Worn Camera.

4). Officers shall not use the Body Worn Camera for the following situations:

A). Recording events of a political or religious nature absent a clear connection to an investigation.

B). Recording incidents that would unnecessarily infringe upon a citizen's privacy or are not critical to investigations.

C). Unless part of an active incident or investigation, recording of other Agency/office employees is normally prohibited and shall only be conducted in accordance with departmental regulations.

D). Using Body Worn camera's for employee's personal use or using recordings or other data captured by government devices for personal use, including the sharing of audio or video recordings, screen captures, or other data and posting the recordings or data on social media.

E). Manipulating evidence after it has been recorded. All electronic, audio, and photographic evidence must be maintained in accordance with the Wrangell Police Department policy and all relevant Local, State and Federal laws.

F). The use of Body Worn Camera's in medical facilities should not include recording of sensitive or confidential patient information, unless a part of an investigation.

H). Privileged and confidential conversations: In order to protect attorney – client privilege, or confidential patient-doctor or pastor citizen conversations. Body Worn Camera's are prohibited in situations in which a privileged communication occurs or has been invoked and is known to officer/agent.

I). To protect Officers from accusations of inappropriate recording. Officers shall ensure Body Worn Camera's are off prior to entering shared restroom or locker facilities.

5). Prior to going into service, Officers utilizing a Body Worn Camera should ensure the device is charged and working properly. Non-functioning devices or media storage will be reported to the direct supervisor as soon as possible or within 24 hours. The primary storage media should have enough storage space available.

6). Officers shall be aware of Alaskan State notification requirements (privacy laws) in advance of operating a Body Worn Camera.

7). Law enforcement personnel shall not erase Body Worn Camera storage media, except in accordance with this policy and other relevant or related policies. Any time Body Camera footage is erased it must be documented.

8). Officer shall place the appropriate Incident Report, Warning Notice, Violation Number in the ID field for all evidentiary files and selection of category "evidentiary" or "non-evidentiary" for all uploaded files.

9). Lost or stolen Body Worn Camera's shall be reported to the supervisor as soon as practical after discovery.

10). An employee may review Body Worn Camera files as it relates to:

A). Their involvement in an incident for the purpose of completing a criminal investigation, preparing reports and categorizing videos as evidentiary or non-evidentiary.

B.) Prior to courtroom testimony or for courtroom presentation.

C.) In the case of a Use of Force incident, Officers shall normally be afforded the opportunity to view applicable Body Worn Camera recordings before giving a statement or writing a report.

D). Reviewing recordings for training purposes with the consent of the Officer, the Officer(s) involved or during a Field Training and Evaluation Program phase is acceptable. Law enforcement personnel are encouraged to review their own recordings. Recordings used or shown for the purpose of ridicule or embarrassing any employee are prohibited.

E). Supervisors may audit subordinate employees Body Worn Camera files randomly only for the purposes related to ensuring Body Worn Camera policy compliance, identifying training needs, and monitoring overall utilization of equipment. Additional audits may occur incident to a formal complaint or during an authorized misconduct/performance investigation. Normal audits shall be conducted no more than 2 videos per work week per Officer. Audit of on hand evidence, which does not include actual review of audio/video file, can occur at anytime for compliance with uploading procedures.

Exceptions to wearing Body Worn Camera's

- 1). Wearing Class A uniform.
- 2). In court or in any other judicial meeting (e.g., grand jury, depositions, etc.).
- 3). With supervisory authorization, on a case by case basis involving exceptional circumstances.
 - A). Exceptional circumstances may include:
 - 1). Situations where primary agencies policy prohibits the use.
 - 2). Situations such as dignitary or high value asset protection

Control and Preservation of Storage Media

- 1). Body Worn Camera's shall be downloaded and uploaded to the video management system by the end of every shift unless mitigated by supervisor.
- 2). Video recordings not scheduled to be used by the Department or for court proceedings(non-evidentiary) will be maintained for 90 calendar days. All evidentiary recordings will be maintained a minimum of 10 years.
- 3). Do not duplicate or issue copies of recordings except through evidentiary procedures and Department approval.
- 4). All video recordings generated by the Body Worn Camera's are the property of the City of Wrangell and must remain under the control of the Wrangell Police Department.

Use of Recorded Images for Training

- 1). Recorded Body Worn Camera's images that contain material deemed beneficial for training purposes by the Wrangell Police Department may be utilized for training with the concurrence of the Chief of Police.
- 2). During the Field Training Program, Field Training Officers and Trainees are authorized to review Body Worn Camera's in relation to the day's training events and completion of Daily Observation Reports.
- 3). Other audio and video recordings at the discretion of the Chief of Police, maybe used for training purposes, after action reviews, policy reviews or at times as directed.

**CITY & BOROUGH OF WRANGELL, ALASKA
BOROUGH ASSEMBLY AGENDA STATEMENT**

| | | |
|---------------------------|-----------------------|----------------|
| <u>AGENDA ITEM TITLE:</u> | <u>DATE:</u> | April 27, 2021 |
| | <u>Agenda Section</u> | 15 |

Executive Session: Union Negotiations

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

| | | |
|--|-----------------|----------|
| Expenditure Required: \$XXX Total | | |
| FY 20: \$ | FY 21: \$ | FY22: \$ |
| Amount Budgeted: | | |
| | FY20 \$XXX | |
| Account Number(s): | | |
| | XXXXX XXX XXXX | |
| Account Name(s): | | |
| | Enter Text Here | |
| Unencumbered Balance(s) (prior to expenditure): | | |
| | \$XXX | |

Reviews/Approvals/Recommendations

| | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Commission, Board or Committee |
| Name(s) | |
| Name(s) | |
| <input type="checkbox"/> | Attorney |
| <input type="checkbox"/> | Insurance |

ATTACHMENTS: None

RECOMMENDATION MOTION:
Pursuant to AS 44.62.310 (c)(3), that we go into Executive Session, and invite the Borough Collective Bargaining Team and Borough Manager, to discuss and provide an update of the status of the Collective Bargaining Negotiations, a matter “which by law, municipal charter, or ordinance” is required to be confidential.

SUMMARY STATEMENT:
The information will be provided verbally during the Executive Session.