



NIXLE Registration

Tuesday, September 22, 2026
6:00 PM

Location: Borough Assembly Chambers

Assembly Meetings are livestreamed through Zoom Webinar. You can listen and watch from your device with the information below:

Link: <https://us02web.zoom.us/j/82198672624?pwd=nQmF3oaRoa5WHYzHCFMvEiuvbaFMIS.1>

Please note that Persons to be Heard is not available through Zoom.

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Powell
- b. ROLL CALL

2. CEREMONIAL MATTERS - None.

3. PERSONS TO BE HEARD

- a. CORRESPONDENCE from Trident Seafoods regarding Wrangell Fire Department

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

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

- a. Minutes from the September 8, 2026 Regular Borough Assembly meeting
- b. Final Plat of a replat of Lot A-1 A and Lot A of the Prunella Subdivision and Lot C-1 of WCA Replat, creating Lots 1, 2, and 3, of the Zimovia WCA Replat No 2., located within USS 3823 and 3753, owned and requested by Wrangell Cooperative Association
- c. Final Plat review of a subdivision of Lot 13, USS 2589, according to Plat No. 29-20, zoned Waterfront Development, creating lots 13A, 13B, 13C, 13D, owned and requested by Brett Martin and Michael Duman
- d. Easement Vacation request by MiCony LLC to vacate utility and sewer easements along Peninsula Street affecting Lot A-1, Block 84, GPV Tidelands Replat, according to Plat No. 2023-2
- e. CORRESPONDENCE: School Board Minutes from the June 19th Regular and July 9th Special Meetings

7. BOROUGH MANAGER'S REPORT

- a. Borough Manager's Report
- b. Library Report

8. BOROUGH CLERK'S REPORT

a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS - None.

11. PUBLIC HEARING - None.

12. UNFINISHED BUSINESS

13. NEW BUSINESS

a. **RESOLUTION No. 09-26-2077** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET TO APPROPRIATE \$2,000 FROM BIRD FEST FUND RESERVES AND \$87,978 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES FOR ADDITIONAL FY2026 EXPENDITURES

b. **RESOLUTION No. 09-26-2078** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2027 ANNUAL BUDGET IN THE PORT FUND BY APPROPRIATING \$50,000 FOR COSTS ASSOCIATED WITH DAMAGE TO THE CITY DOCK DOLPHIN

c. **Approval of a Professional Services Agreement** with PND Engineers for the Wrangell Harbor Basin Project

d. **ORDINANCE NO. 1106** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND CONSOLIDATING TITLE 10, CHAPTER 15 ("TRESPASS ON BOROUGH PROPERTY," AS ENACTED BY ORDINANCE 1048), AND REPLACING IT WITH A SINGLE, CONSOLIDATED CHAPTER 10.15 ENTITLED "CODE OF CONDUCT AND TRESPASS ON PUBLIC PROPERTY," FOR THE PURPOSE OF UPDATING AND HARMONIZING THE WRANGELL MUNICIPAL CODE

e. **ORDINANCE NO. 1107** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 1.20.050 – MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20 – GENERAL PENALTY, IN THE WRANGELL MUNICIPAL CODE

f. **ORDINANCE NO. 1108** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 13.24 – NAMING OF PUBLIC FACILITIES, TO TITLE 13 – STREETS, SIDEWALKS, AND PUBLIC PLACES, OF THE WRANGELL MUNICIPAL CODE

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

15. EXECUTIVE SESSION

a. **Executive Session:** Manager Performance and Goals Review

16. ADJOURNMENT



Borough Manager and Assembly
City and Borough of Wrangell
Wrangell, Alaska

September 16, 2026

RE: Thank You

Dear Borough Manager and members of the Assembly,

Thank you for how the borough handled Tuesday's fire at the Marine Bar. The building sits across the street from our Wrangell plant and next to our bunk house, so our team watched the response closely, and a lot was riding on it.

The alerts went out early and said what people needed to know. Shakes Street was closed, and responders had room to work. The Nolan Center opened as a shelter for anyone affected by the smoke, and the Irene Ingle Public Library opened early for the same reason. Decisions like that get made under pressure and in the middle of the night, and they made a real difference for residents and for our crew.

We have written separately to Chief Bunn and the Wrangell Volunteer Fire Department. We wanted the borough to hear from us as well, because the behind-the-scenes coordination is easy to overlook, and it is part of why this ended without injuries and without the fire reaching our facility.

Trident has been part of Wrangell for a long time. If there is a way we can support the borough or the department as the community helps the families and employees who lost their homes and jobs, please let us know.

With thanks,

A handwritten signature in blue ink, appearing to read "Phillip Mach".

Phillip Mach

Senior Manager, Alaska Operations
Trident Seafoods, Wrangell

**Minutes of Regular Assembly Meeting
Held on September 8, 2026**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., September 8, 2026, in the Borough Assembly Chambers. Assembly Member Mach led the pledge of allegiance.

PRESENT – GILBERT, DEBORD, DALRYMPLE, POWELL, MACH, POWERS (by Zoom)

ABSENT – YEAGER

Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

Minutes from the August 25, 2026 Regular Assembly Meeting

M/S: Powell/Mach to approve the consent agenda, as submitted. Motion approved by polled vote.

BOROUGH CLERK'S REPORT

Borough Clerk's Report

MAYOR AND ASSEMBLY BUSINESS

Dalrymple expressed that the final documents needs state that pedestrian access will be granted for the Cowan road; Villarma stated that the final documents should have something written into them; should come back to the assembly around springtime.

Powell expressed concerns with how things are being built at the Alder Top Subdivision; what he is seeing happening there is not what he envisioned.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING

11a Approval for the Borough Manager to negotiate a Tidelands Lease to Tideline Construction at the 6-Mile Deep-Water Port location for approximately 30,000 square feet, more or less for the purpose of installing a 120 ft x 60ft dock with a ramp for mooring barges and tugs

Gilbert called the Public Hearing to order and asked for an administrative report.

Villarma stated that the request was to install a dock with a ramp to moor barges and tugs; stated that a survey would be required.

Gilbert asked if there was anyone who wished to speak on this item.

Hearing none, Gilbert closed the Public Hearing and asked for a motion.

M/S: Powell/DeBord to approve the Borough Manager to negotiate a Tidelands lease to Tideline Construction at the 6-Mile Deep-Water Port location for approximately 30,000 square feet, more or less, for the purpose of installing a 120 ft x 60 ft dock with a ramp for mooring barges and tugs.

Dalrymple/Powell amended the motion to have the Economic Development Board review and comment on this item. Amendment approved by polled vote.

Main motion, as amended was approved by polled vote.

UNFINISHED BUSINESS

NEW BUSINESS

13a RESOLUTION NO. 09-26-2074 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE SOUTHEAST ALASKA POWER AGENCY'S APPLICATION TO THE STATE OF ALASKA RENEWABLE ENERGY FUND GRANT PROGRAM IN THE AMOUNT OF \$3,955,213 FOR THE WRANGELL GRID RELIABILITY & STABILITY PROJECT

M/S: Powell/Dalrymple to approve Resolution No. 09-26-2074. Motion approved by polled vote.

13b RESOLUTION NO. 09-26-2075 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE DISPATCH/CORRECTIONS OFFICER JOB DESCRIPTION

M/S: Powell/Mach to approve Resolution No. 09-26-2075. Motion approved by polled vote.

13c Approval of Wrangell Cooperative Association and City and Borough of Wrangell's Work Plan

M/S: Powell/Mach to approve the Wrangell Cooperative Association and the City and Borough of Wrangell's Work Plan.

At the request of Villarma, the assembly agreed to extend the end date from June 30, 2027 to December 31, 2027.

Motion approved by polled vote.

13d RESOLUTION NO 09-26-2076 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO ONE ASSEMBLY MEMBER, THE DEPUTY CLERK, AND MEMBER OF THE FINANCE STAFF FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2026

M/S: Powell/Dalrymple to approve Resolution No. 09-26-2076. Motion approved by polled vote.

13e Approval to cancel the November 24, 2026 Regular Assembly Meeting and to reschedule the December 8, 2026 Regular Assembly Meeting to December 15, 2026

M/S: Powell/Dalrymple to approve cancelling the November 24th Regular Assembly Meeting and to reschedule the December 8th Regular Assembly Meeting to December 15, 2026.

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

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 7:26 p.m.

Patricia Gilbert, 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>	September 22, 2026
	<u>Agenda Section</u>	6

Final Plat of a replat of Lot A-1 A and Lot A of the Prunella Subdivision and Lot C-1 of WCA Replat, creating Lots 1, 2, and 3, of the Zimovia WCA Replat No 2., located within USS 3823 and 3753, owned and requested by Wrangell Cooperative Association

SUBMITTED BY:

Kate Thomas, Economic Development

FISCAL NOTE:

Expenditure Required: \$XXX Total

Fiscal Year (FY):	Amount: \$
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Amount Budgeted:

FY:	\$
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Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

☒	Commission, Board or Committee
Name(s)	Planning & Zoning Commission
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. WCA Replat No. 2 , 2. Aerial Map

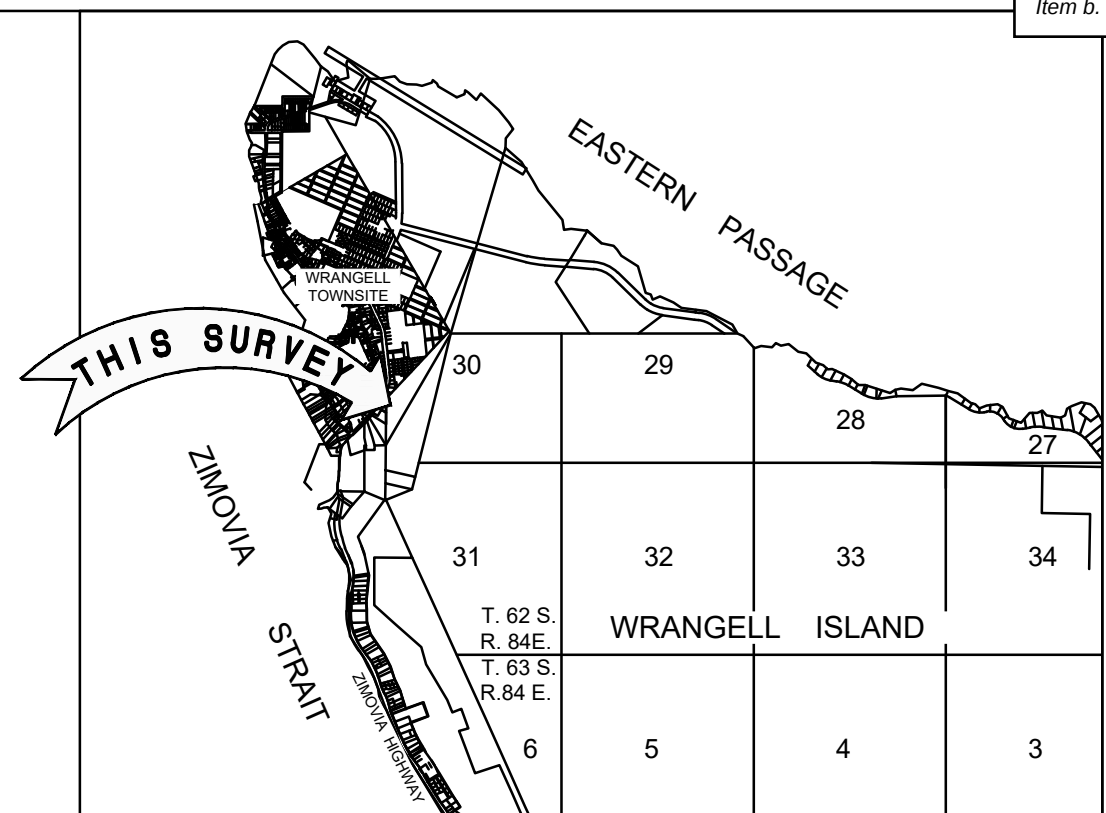
RECOMMENDATION MOTION:

Move to approve the Final Plat for the WCA Replat No. 2, creating Lots 1, 2, 3.

SUMMARY STATEMENT: The Wrangell Cooperative Association (WCA) has submitted the final plat for Zimovia WCA Replat No. 2, a replat of Lot A-1A and Lot A of the Prunella

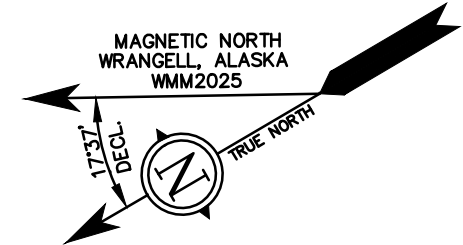
Subdivision and Lot C-1 of WCA Replat, creating Lots 1, 2, and 3. The purpose of the replat is to straighten existing property lines to better accommodate required building setbacks and provide a more practical layout for future site improvements. The replat maintains existing access from Zimovia Highway and Wood Street and does not increase the existing development density.

The preliminary plat was previously reviewed and approved by the Planning and Zoning Commission. The final plat is consistent with the preliminary approval and applicable subdivision requirements under WMC Title 19. The Planning and Zoning Commission reviewed the final plat at its September 10, 2026 meeting and recommended approval.



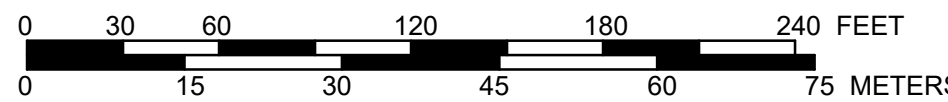
VICINITY MAP

1" = 1 MILE



SCALE 1"=60'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING

1 METER = 3.2808333 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

SHEET 1 OF 2

R&MR&M ENGINEERING-KETCHIKAN, INC.
7180 REVILLA ROAD, SUITE 300
KETCHIKAN, AK 99901Phone: (907) 225-7917
Fax: (907) 225-3441WRANGELL OFFICE
P.O. BOX 2286
WRANGELL, AK 99929

Phone: (907) 305-0820

CERTIFICATE OF AUTHORIZATION #: C576

ZIMOVIA WCA REPLAT NO.2A REPLAT OF
LOT A-1A, & LOT A, OF PRUNELLA SUBDIVISION, PLAT 2015-3
AND
LOT C-1 OF WCA REPLAT, PLAT 2025-2;CREATING
LOTS 1, 2, AND 3, ZIMOVIA WCA REPLAT NO.2
CONTAINING 7.759 ACRES MORE OR LESSLOCATED WITHIN
U.S. SURVEY 3823 & U.S. SURVEY 3753
WRANGELL, ALASKA 99929
WRANGELL RECORDING DISTRICT

SURVEYED BY: EBH

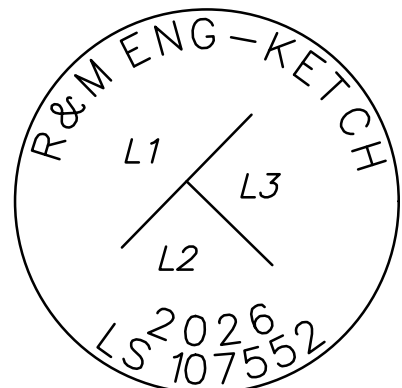
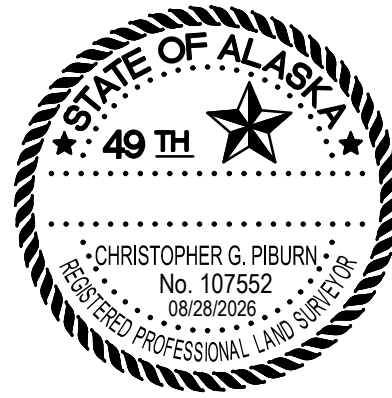
DATE: APRIL 2026

DRAWN BY: EBH

DATE: AUGUST 2026

SCALE:
1"=60'CHECKED:
CGPR&M PROJECT NO:
242366

LEGEND	
	BLOCK NUMBER
	SECONDARY MONUMENT SET THIS SURVEY
	SECONDARY MONUMENT RECOVERED
	DISTURBED SECONDARY MONUMENT RESET
	PRIMARY MONUMENT RECOVERED
	SURROUNDING LOT LINES
	DETAIL
	SURVEYED
	ROW CENTERLINE
	MEASURED DATA
	RECORD DATA
	AREA VACATED THIS SURVEY
	AREA CREATED THIS SURVEY

**TYPICAL SECONDARY
MONUMENT
SET THIS SURVEY**SET 5/8" X 30" LONG
REBAR (UNLESS OTHERWISE
NOTED) AND 2" ALUMINUM
CAP WITH PLASTIC INSERT**BASIS OF BEARING**BEARINGS SHOWN ARE NAD_83(2011)(EPOCH:2010) GEODETIC
BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION
SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE (R10 & R10-2)
RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING
TRIMBLE BUSINESS CENTER VERSION 2025.20 SOFTWARE. LOCAL
PLANE BEARINGS ARE ORIENTED TO TRUE GEODETIC NORTH AT
LAT: N56°28'27.49110" LONG: W132°23'25.30080". DISTANCES
SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

CERTIFICATE OF OWNERSHIP

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.

WRANGELL COOPERATIVE ASSOCIATIONDATE

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 THEY SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I 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 MINUTE BOOK PAGE DATED 20, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE MAYOR, CITY AND BOROUGH OF WRANGELL
ATTEST:
CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

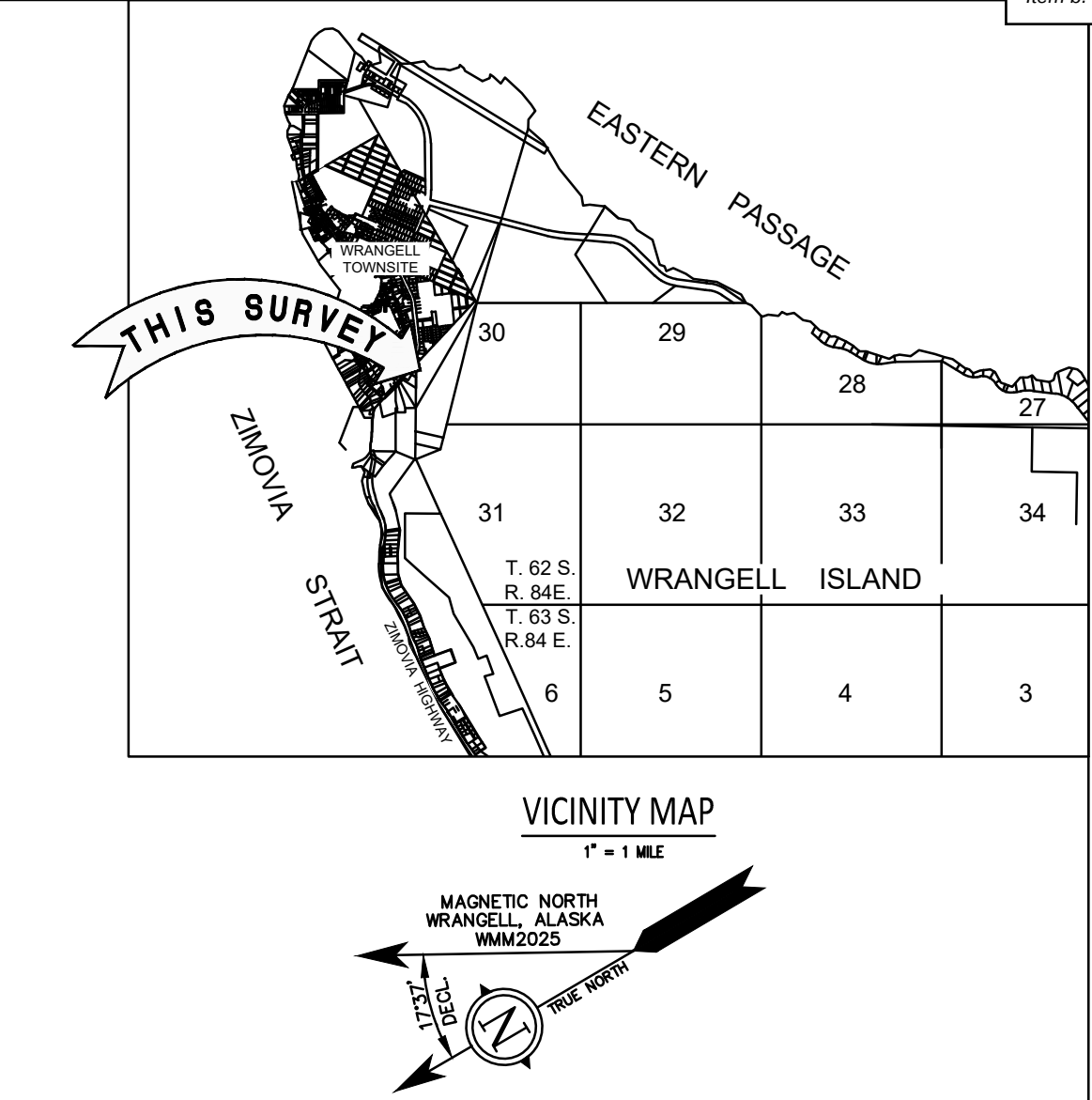
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. DATED 20, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED 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

I, 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



- NOTES
1. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.

2. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

3. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - USS 3823
 - PLAT 82-15 (SPRUCE SUBDIVISION)
 - PLAT 86-1 (A.S.L.S. 84-83)
 - PLAT 97-9 (TORGRAMSEN SUBDIVISION)
 - PLAT 2000-6 (TORGRAMSEN SUBDIVISION II)
 - PLAT 2010-4 (HEALTH CARE SUBDIVISION)
 - PLAT 2015-3 (TORGRAMSEN - PRUNELLA SUBDIVISION)
 - PLAT 2015-8 (TORGRAMSEN - SMITH SUBDIVISION)
 - PLAT 2016-2 (TORGRAMSEN - GLASNER SUBDIVISION)
 - PLAT 2017-1 (TORGRAMSEN - AUSTIN SUBDIVISION)
 - PLAT 2025-2
 - UTILITY EASEMENT 2023-000277-0
 - ZONING AGREEMENT 2018-000167-0
 - ZONING AGREEMENT MODIFICATION 2020-000188-0

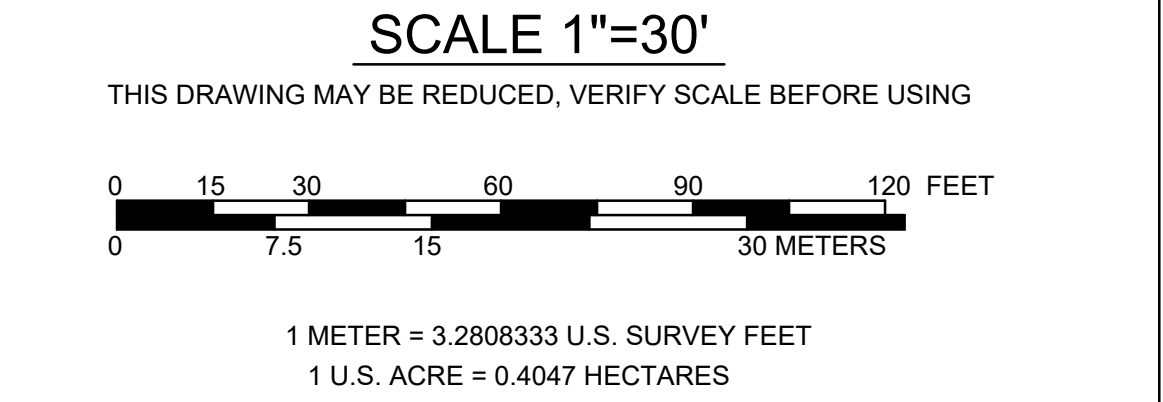
4. EXISTING ORIGINAL CORNERS WERE RECOVERED AND USED TO CONTROL AND CALCULATE THE LOCATION OF THE SUBDIVISION BOUNDARIES, AS SHOWN ON THIS PLAT.

5. SET 30" LONG 8" DIAMETER REBAR WITH 2' ALUMINUM CAP WITH PLASTIC INSERT AT LOCATIONS AS INDICATED ON THIS PLAT, STAMPED AS SHOWN IN THE TYPICAL.

6. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

7. CURRENT LOT OWNERS
 - 7.1. LOT A-1A - WRANGELL COOPERATIVE ASSOCIATION
 - 7.2. LOT A - WRANGELL COOPERATIVE ASSOCIATION
 - 7.3. LOT C-1 - WRANGELL COOPERATIVE ASSOCIATION

8. REFERENCE AK ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 71526



SHEET 2 OF 2

R&M

R&M ENGINEERING-KETCHIKAN, INC.
7180 REVILLA ROAD, SUITE 300
KETCHIKAN, AK 99901

Phone: (907) 225-7917
Fax: (907) 225-3441

WRANGELL OFFICE
P.O. BOX 2286
WRANGELL, AK 99929

Phone: (907) 305-0820

CERTIFICATE OF AUTHORIZATION #: C576

ZIMOVIA WCA REPLAT NO.2

A REPLAT OF
LOT A-1A, & LOT A, OF PRUNELLA SUBDIVISION AND LOT C-1, OF WCA REPLAT
ACCORDING TO PLAT 2015-3 & PLAT 2025-2;

CREATING
LOTS 1, 2, AND 3, ZIMOVIA WCA REPLAT NO.2
CONTAINING 7.759 ACRES MORE OR LESS

LOCATED WITHIN
U.S. SURVEY 3823 & U.S. SURVEY 3753
WRANGELL, ALASKA 99929
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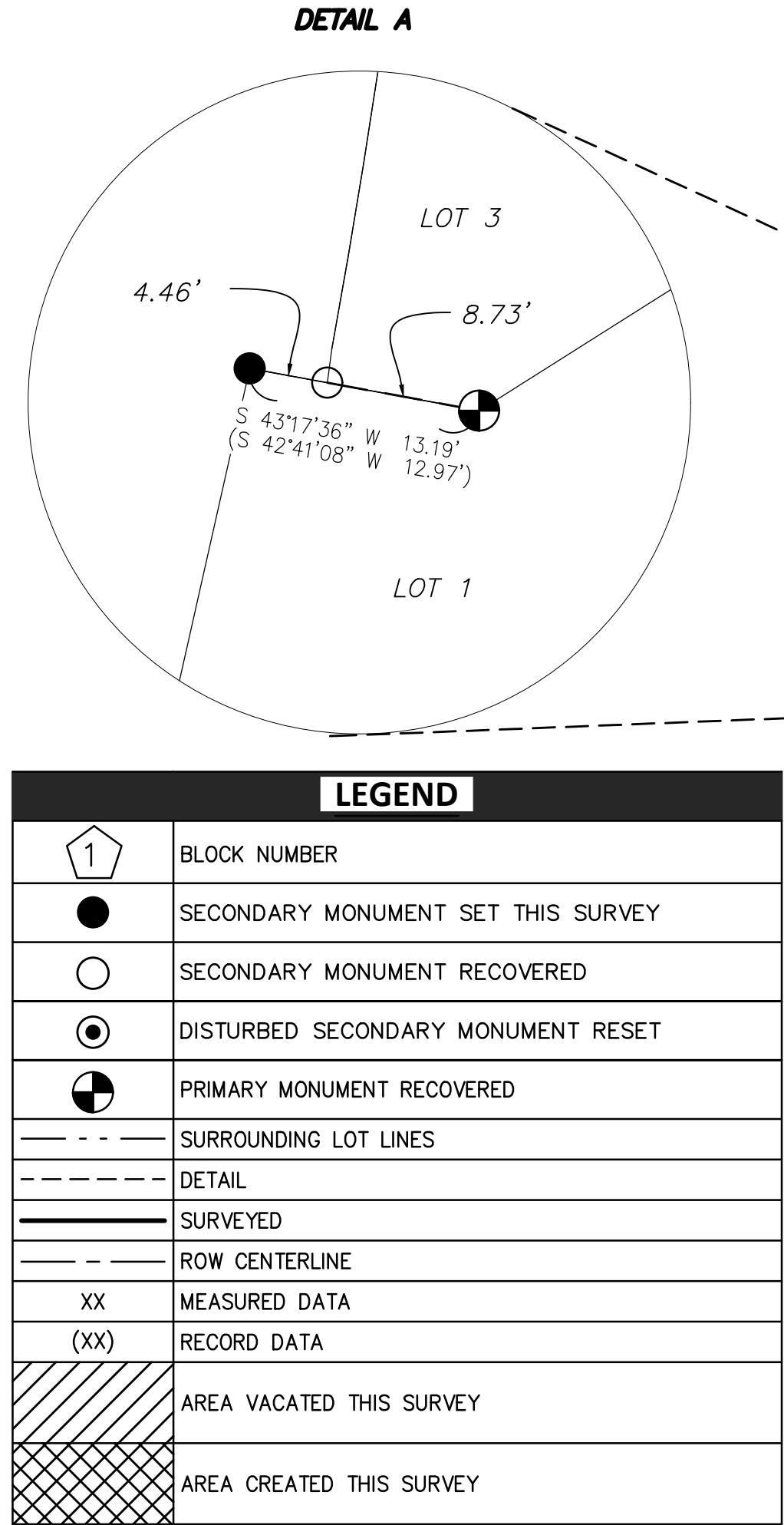
SURVEYED BY: EBH
DATE: APRIL 2026

DRAWN BY: EBH
DATE: AUGUST 2026

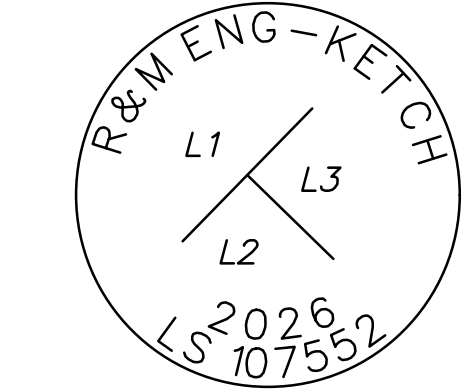
SCALE: 1"=30'

CHECKED: CGP

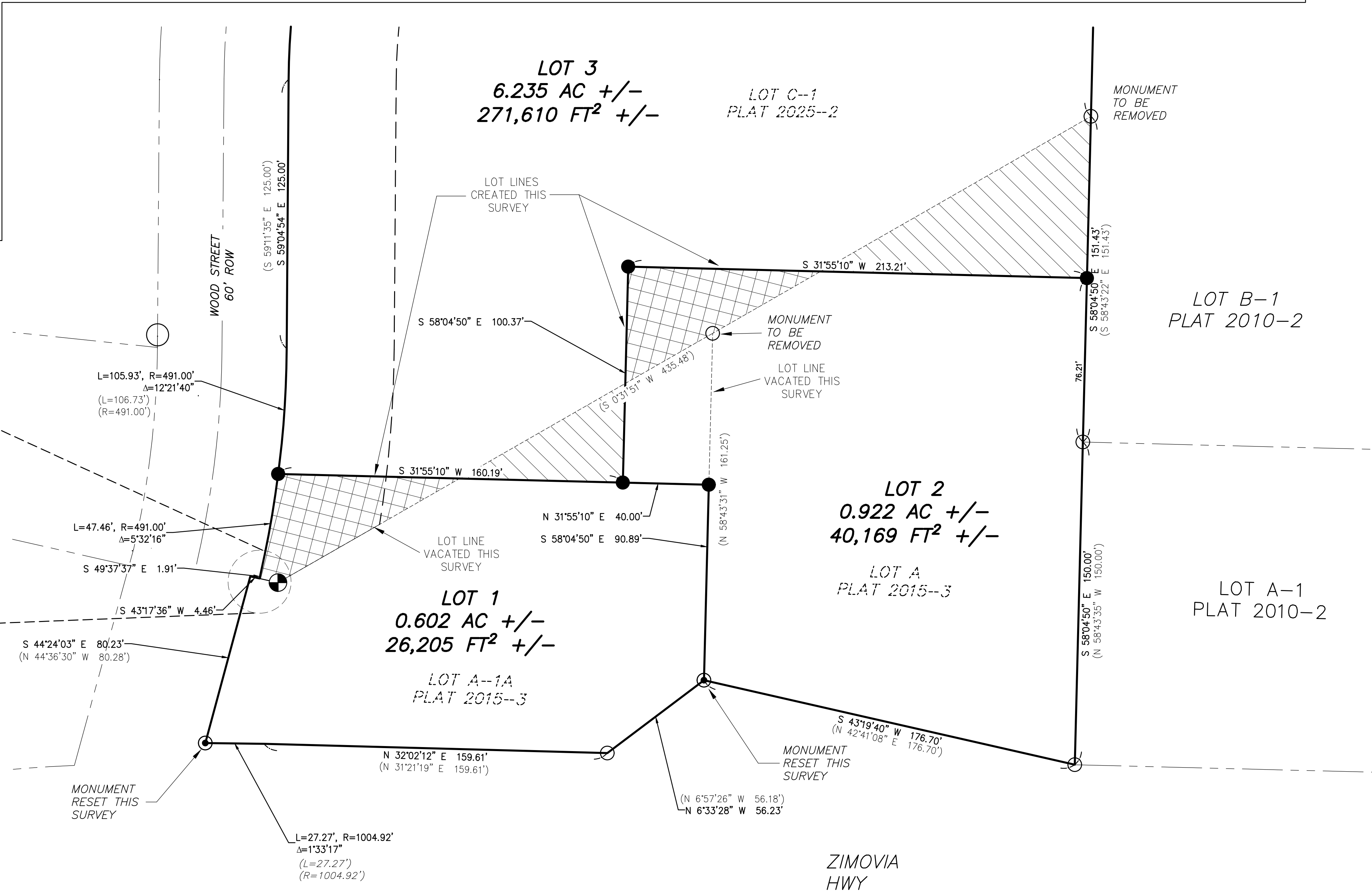
R&M PROJECT NO: 242366



TYPICAL SECONDARY
MONUMENT
SET THIS SURVEY



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



BASIS OF BEARING

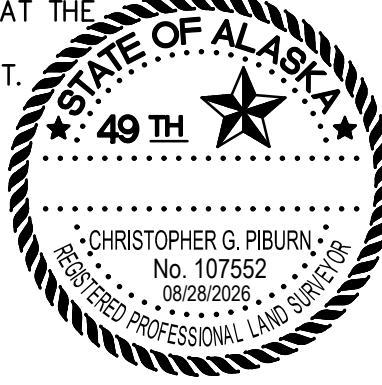
BEARINGS SHOWN ARE NAD_83(2011)(EPOCH:2010) GEODETIC BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE (R10 & R10-2) RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER VERSION 2025.20 SOFTWARE. LOCAL PLANE BEARINGS ARE ORIENTED TO TRUE GEODETIC NORTH AT LAT: N56°28'27.49110" LONG: W132°23'25.30080". DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

SURVEYOR'S CERTIFICATE

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

DATE

CHRISTOPHER G. PIBURN, PLS # 107552



CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2026
	<u>Agenda Section</u>	6

Final Plat review of a subdivision of Lot 13, USS 2589, according to Plat No. 29-20, zoned Waterfront Development, creating lots 13A, 13B, 13C, 13D, owned and requested by Brett Martin and Michael Duman

SUBMITTED BY:

Kate Thomas, Economic Development

FISCAL NOTE:

Expenditure Required: \$XXX Total

Fiscal Year (FY):	Amount: \$
--------------------------	-------------------

Amount Budgeted:

FY:	\$
-----	----

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

☒	Commission, Board or Committee
Name(s)	Planning & Zoning Commission
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. Martin Duman Subdivision Plat, 2. Aerial Map

RECOMMENDATION MOTION:

Move to approve the Final Plat for the WCA Replat No. 2, creating Lots 1, 2, 3.

SUMMARY STATEMENT: Brett Martin and Michael Duman have submitted the final plat for the Martin & Duman Subdivision, subdividing Lot 13, USS 2589, located near Mile 6

Zimovia Highway, into four parcels identified as Lots 13A, 13B, 13C, and 13D. The approximately 3.93-acre property is zoned Waterfront Development, and each of the proposed lots maintains frontage along Zimovia Highway.

The preliminary plat was approved by the Planning and Zoning Commission in August 2026 with conditions addressing shared access, future utility service, and continued access to the adjacent tidelands parcel. The final plat incorporates a common access and utility easement along the Zimovia Highway frontage and provides for continued access toward the tidelands, satisfying the conditions established during preliminary review. The Planning and Zoning Commission reviewed the final plat at its September 10, 2026 meeting and recommended approval.

Item c.



WRANGELL
GATEWAY TO THE OUTBACK
FOUNDED AUGUST 1921

14

**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE MICHAEL L. DUMAN

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY & 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 MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES:

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE BRETT C. MARTIN

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY & 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 MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES:

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I, HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF WRANGELL, AND APPROVED BY THE WRANGELL ASSEMBLY, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE ALASKA DISTRICT RECORDER, WRANGELL RECORDING DISTRICT, WRANGELL, ALASKA.

DATE MAYOR, CITY & BOROUGH OF WRANGELL
ATTEST:
CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I, HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF WRANGELL, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE ALASKA DISTRICT RECORDER, WRANGELL RECORDING DISTRICT, WRANGELL, ALASKA.

DATE CHAIRMAN, PLANNING COMMISSION

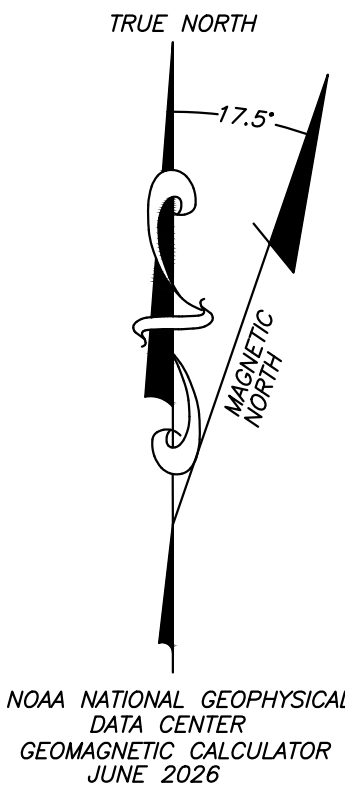
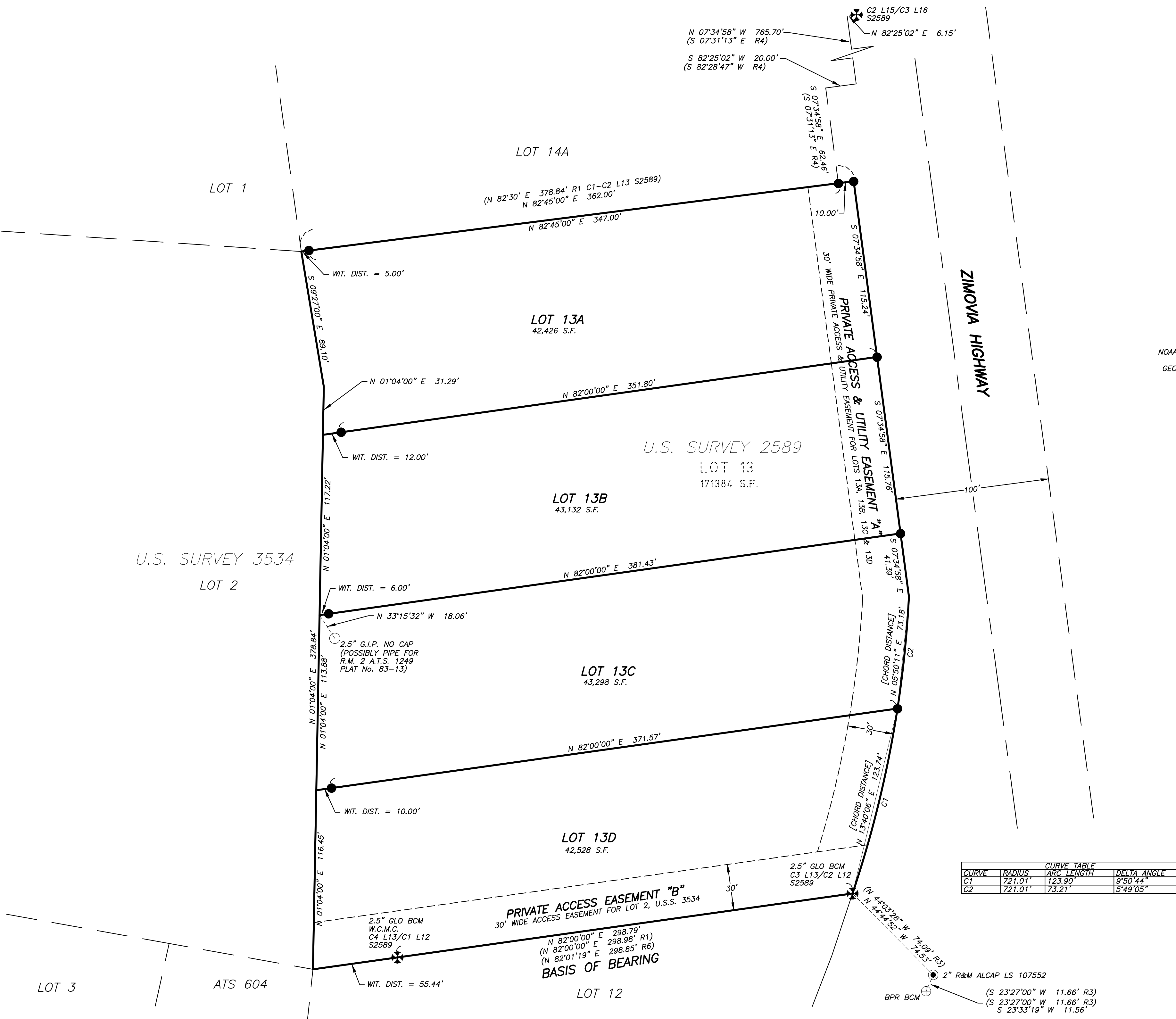
CERTIFICATE OF PAYMENT OF TAXES

STATE OF ALASKA }
FIRST JUDICIAL DISTRICT } ss.

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE CITY & BOROUGH OF WRANGELL, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR WILL BE DUE ON OR BEFORE

DATED THIS DAY OF , 20 AT WRANGELL, ALASKA.

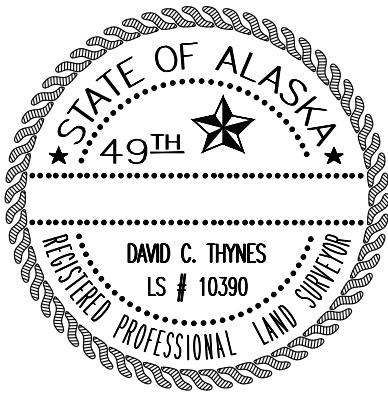
ASSESSOR - CITY & BOROUGH OF WRANGELL



VICINITY MAP
SOURCE: USGS QUADRANGLE PETERSBURG (B-2) NE, ALASKA
DATE: 1992 SCALE: 1 INCH = 1 MILE

SURVEYOR'S CERTIFICATE
I, DAVID C. THYNES, CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ALASKA, THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF LANDS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE DISTANCES AND BEARINGS ARE SHOWN CORRECTLY, AND THAT ALL PERMANENT EXTERIOR CONTROL MONUMENTS, ALL OTHER MONUMENTS, AND LOT CORNERS HAVE BEEN SET OR STAKED AS SHOWN.

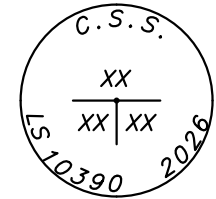
DATE
REGISTERED PROFESSIONAL LAND SURVEYOR AELL No. 10390



LEGEND

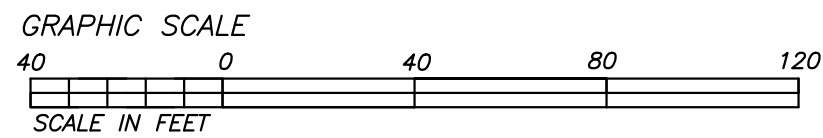
●	2" ALCAP MONUMENT C.S.S., L.S. 10390 ON 5/8" REBAR ESTABLISHED THIS SURVEY
●	2.5" G.L.O. B.C.M. U.S. SURVEY 2589 MON. RECOVERED THIS SURVEY
○	2.5" G.I.P. WITH CARSONITE POST RECOVERED THIS SURVEY
○	3" B.P.R. B.C.M. ON G.I.P. RECOVERED THIS SURVEY
●	2" R&M ALCAP ON 5/8" REBAR RECOVERED THIS SURVEY
⊕	3" B.P.R. B.C.M. ON G.I.P. RECOVERED THIS SURVEY
---	SUBDIVISION BOUNDARY LINE
---	SIDELINE BOUNDARY
---	SURVEY TIE
---	R.O.W. CENTERLINE
---	EASEMENT BOUNDARY

TYPICAL 2" DIAM. ALUMINUM CAP MONUMENT SET THIS SURVEY



CLIENT: MICHAEL L. DUMAN
P.O. BOX 1976
SITKA, AK 99835

CLIENT: BRETT C. MARTIN
P.O. BOX 1976
SITKA, AK 99835



AREA SUMMARY:

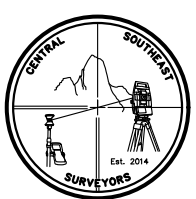
PARENT PARCEL, LOT 13 OF U.S.S. 2589 = 3.934 AC. = 171,384 S.F.
SUBLOT 13A = 0.974 AC. = 42,426 S.F.
SUBLOT 13B = 0.990 AC. = 43,132 S.F.
SUBLOT 13C = 0.993 AC. = 43,298 S.F.
SUBLOT 13D = 0.976 AC. = 42,528 S.F.

PARCEL OWNERSHIP SUMMARY:

SUBJECT: LOT 13, U.S.S. 2589 - BRETT C. MARTIN & MICHAEL L. DUMAN DOC#: 2020-000106-0
ADJOINER: LOT 2, U.S.S. 3534 - BRETT C. MARTIN & MICHAEL L. DUMAN DOC#: 2020-000106-0
ADJOINER: LOT 14A, U.S.S. 2589 - OCEANVIEW GARDENS LLC. DOC#: 2020-000025-0
ADJOINER: LOT 1, U.S.S. 3534 - OCEANVIEW GARDENS LLC. DOC#: 2020-000025-0
ADJOINER: LOT 12, U.S.S. 2589 - MARK J. AND MARGARET H. MITCHELL DOC#: 2013-000242-0
ADJOINER: ATS 604 - MARK J. AND MARGARET H. MITCHELL DOC#: 2013-000242-0

GENERAL NOTES

- THE PURPOSE OF THIS SUBDIVISION IS TO DOCUMENT THE CREATION OF FOUR SUBLOTS FROM PARENT PARCEL, LOT 13 OF U.S.S. SURVEY 2589.
- THE BASIS-OF-BEARING UTILIZED TO CONDUCT THIS SURVEY IS THE BEARING OF THE LINE BETWEEN A 2.5" G.L.O. B.C.M. MARKING THE W.C.M.C. TO C4 OF LOT 13 U.S.S. 2589 AND THE 2.5" G.L.O. B.C.M. MARKING CORNER 3 OF LOT 13 U.S.S. 2589. THE ACCEPTED BEARING OF RECORD ACCORDING TO PLAT U.S. SURVEY 2589 IS N 82°00' E.
- THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5,000.
- ALL BEARINGS SHOWN ARE TRUE BEARINGS AND ARE ORIENTED TO THE BASIS-OF-BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
- WHEN RECORD COURSES DIFFER FROM MEASURED COURSES, RECORD COURSES ARE SHOWN IN PARENTHESES () FOLLOWED BY THE SOURCE OF THE RECORD INFORMATION.
- ZIMOVIA HIGHWAY R.O.W. WAS CALCULATED USING RECORD INFORMATION FROM A.D.O.T. P/F MAP PROJ. No. STP-0943(22), PLAT No. 98-2. ALIGNMENT WAS DETERMINED BY APPLYING THE RECORD A.D.O.T. INFORMATION TO THE FOLLOWING TWO G.L.O. BRASS CAP MONUMENTS RECOVERED THIS SURVEY:
C3, LOT 13 U.S.S. 2589
C2, LOT 15 U.S.S. 2589
- THE FOLLOWING PLATS AND RECORDS WERE USED TO EXECUTE THIS SURVEY:
(R1) U.S. SURVEY 2589, APPROVED 2/29/1944 & ACCEPTED 4/20/1945
(R2) A.D.O.T. P/F R.O.W. MAP PROJ. No. STP-0943(22) PLAT No. 98-2
(R3) OSTRANDER REPLAT, PLAT No. 2023-4
(R4) U.S. SURVEY 3534, APPROVED 5/2/1957 & ACCEPTED 9/18/1958
(R5) ALASKA TIDELANDS SURVEY No. 604, ADL No. 17487, PLAT No. 74-10
(R6) MITCHELL-BUHLER REPLAT, PLAT No. 2015-13



**MARTIN-DUMAN
SUBDIVISION**
CREATING LOTS 13A, 13B, 13C & 13D
A SUBDIVISION OF LOT 13, U.S. SURVEY 2589
WRANGELL RECORDING DISTRICT

SURVEYOR:
CENTRAL SOUTHEAST SURVEYORS
P.O. BOX 533, PETERSBURG AK 99833
PH (907) 518-0075
EMAIL: fvnocana@gmail.com
RPLS #10390

DRAWN & CHECKED BY D.C.T.	SURVEY DATE INITIATED: 4/20/2026 COMPLETED: 4/23/26
DATE: 6/22/26	REVISED: 5/11/26 6/20/26
SCALE: 1" = 40'	C.S.S. DRAWING No. MARTIN-DUMAN SUBDIVISION 2026

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2026
	<u>Agenda Section</u>	6

Easement Vacation request by MiCony LLC to vacate utility and sewer easements along Peninsula Street affecting Lot A-1, Block 84, GPV Tidelands Replat, according to Plat No. 2023-2

SUBMITTED BY:

Kate Thomas, Economic Development

FISCAL NOTE:

Expenditure Required: \$XXX Total

Fiscal Year (FY):	Amount: \$
--------------------------	-------------------

Amount Budgeted:

FY:	\$
-----	----

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

☒	Commission, Board or Committee
Name(s)	Planning & Zoning Commission
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. Request Letter, 2. Plat Map

RECOMMENDATION MOTION:

Move to approve the request by MiCony LLC to vacate the utility and sewer easements along Peninsula Street affecting Lot A-1, Block 84, GPV Tidelands Replat.

SUMMARY STATEMENT: MiCony LLC has requested authorization to vacate existing utility and sewer easements along the Peninsula Street frontage of Lot A-1, Block 84, GPV Tidelands Replat. The easements generally follow the property line and Peninsula Street right-of-way and are believed to have been established as early as the 1970s. Since that time, the right-of-way has been expanded and utility infrastructure along the corridor has been improved.

Wrangell Municipal Light and Power has no current or anticipated need for the easement. Public Works expressed general hesitation regarding the relinquishment of easements because of potential future infrastructure needs but did not formally object because no active utilities have been identified within the easement area.

The Planning and Zoning Commission reviewed the request at its September 10, 2026 meeting and unanimously recommended approval. If authorized by the Borough Assembly, the applicant will proceed with a preliminary replat depicting the easement vacation, which will return to the Planning and Zoning Commission for review as part of the platting process.

William C. Goodale
Micony, LLC
P.O. Box 5503
Ketchikan, AK 99901

07/28/2026

Attn: Kate Thomas, Economic Development Director
City & Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

Re: Easement Vacation Request Lot A-1 GPV Tideland Replat

Dear Kate,

We would like to request the existing sewer easements and utility easements on our property on Peninsula Street be vacated. We neglected to do so when we purchased the various lots that previously existed and combined them into one lot (Lot A-1), which also includes the tidelands we purchased from the City of Wrangell.

The easements run along Peninsula Street in front of our property and were put in place years ago. They appear to no longer serve a purpose, as the utilities are now located within the street and sidewalk.

The exact description is Lot A-1, Block 84, GPV Replat, according to Plat No. 2022-12 and lots 6 & 7 within block 84D of the Wrangell tidelands addition, according to Plat No. 65-87.

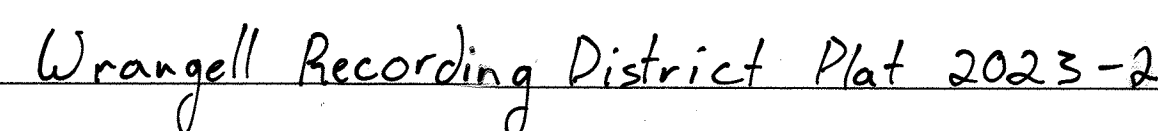
Thank you for your attention to our request and we look forward to hearing back from you.

Sincerely,



William C. Goodale
Managing Partner
Micony, LLC

Enc.



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 AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE 1/6/2023 William C Goodale
MICONY, LLC
DATE _____ William C Goodale
PRINTED NAME AND TITLE MANAGING PARTNER

NOTARY'S ACKNOWLEDGMENT

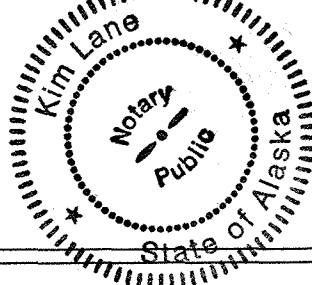
U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS 6th DAY OF January 2023, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED William C Goodale TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND we ACKNOWLEDGED TO ME THAT we SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

Kim Lane
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES 7-27-25



CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I 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 MINUTE BOOK _____ PAGE _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

01-03-2023 Patricia Gubert
DATE _____
ATTEST: _____
MAYOR, CITY AND BOROUGH OF WRANGELL
Kim Lane
CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO _____ DATED _____ 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

1-3-23 _____
DATE _____
CHAIRMAN, PLANNING COMMISSION
Rita M. Miller
SECRETARY

CERTIFICATE STATE OF ALASKA
(FIRST JUDICIAL DISTRICT)ss

I 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

MICONY, LLC
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 2022 WILL BE DUE ON OR BEFORE OCTOBER 15, 2022 DATED THIS 5th DAY OF January.
Rita M. Miller
ASSESSOR CITY AND BOROUGH OF WRANGELL

SHEET 2 OF 2

R&M R&M ENGINEERING-KETCHIKAN, INC. 7180 REVILLA ROAD, SUITE 300 KETCHIKAN, AK 99901 Phone: (907) 225-7917 Fax: (907) 225-3441	
WRANGELL OFFICE P.O. BOX 2286 WRANGELL, AK 99929 Phone: (907) 305-0820	
CERTIFICATE OF AUTHORIZATION #: C576	
GPV TIDELANDS REPLAT	
A REPLAT OF LOT A, WITHIN BLOCK 84, GPV REPLAT, ACCORDING TO PLAT 2022-12; AND A PORTION OF LOT 6, AND LOT 7, WITHIN BLOCK 84D, OF WRANGELL TIDELANDS ADDITION, ACCORDING TO PLAT 65-87	
CREATING LOT "A-1", GPV TIDELANDS REPLAT CONTAINING 1.796 ACRES MORE OR LESS	
LOCATED WITHIN WRANGELL TOWNSITE (U.S.S. 1119) & WRANGELL TIDELANDS ADDITION (PLAT 65-87) WRANGELL, ALASKA 99929 WRANGELL RECORDING DISTRICT	
SURVEYED BY: MCH DATE: NOV 2022 - DEC 2022	DRAWN BY: MCH DATE: NOV 2022 - DEC 2022
SCALE: 1"=20'	CHECKED: CGP R&M PROJECT NO: 222723

2023-2
Plat #
Wrangell
Rec Dist
1/11/2023
Date
Time 1:15 P.M.

SURVEYOR'S CERTIFICATE

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

12/28/2022
DATE _____
Christopher G. Piburn
CHRISTOPHER G. PIBURN, PLS # 107552



WRANGELL PUBLIC SCHOOLS

Regular Board Meeting - June 19, 2026, Minutes

Page

1.

Call to Order @ 6:39 PM by President John DeRuyter
2.

Determine Quorum

Angela Allen: Present

John DeRuyter: Present

Dan Powers: Absent, Excused

Bonnie Ritchie: Present

Liz Roundtree: Absent, Excused
3.

Pledge of Allegiance led by Bonnie Ritchie
4.

District Mission, Vision and Values recited by Angela Allen

Mission: to educate and inspire every student

Vision: to graduate students who are resilient, innovative, and prepared for their future

Values:

*Be Respectful

*Be Honest

*Act With Integrity

*Be Courageous

*Develop Confidence

*Be Kind
5.

Approval of Agenda
6.

Consent Agenda

I move to approve the agenda as presented, which includes the items on the consent agenda.

Moved by: Bonnie Ritchie; seconded by: Angela Allen

Yea: Angela Allen, Bonnie Ritchie, and John DeRuyter

Not Present at Vote: Dan Powers and Elizabeth Roundtree

Motion Carries 3-0
- 6.01

Accept Minutes of May 18, 2026, Regular Board Meeting

#
- 6.02

2025-2026 Contract Addendum for Tony Anzalone, Special Project: Coordination of Internet Wiring Upgrade
- 6.03

2025-2026 Contract Addendum for Angela Taylor, Counseling Duties
- 6.04

2026-2027 Activities Director Contract for Heather Armstong
- 6.05

Hire of May Evelyn Catingub, Special Education Teacher
- 6.06

Hire of Colleen Wilson, Elementary Teacher
- 6.07

Resignation of Krysta Gillen, Accounting Clerk

#
7.

Conflict of Interest

There were no conflicts of interest declared.
8.

Guests to Be Heard

There were no guests to be heard.
9.

Correspondence

10. Information & Reports

- 10.01 Business Manager Report (submitted by Kristy Andrew)
- 10.02 Elementary Principal Report (submitted by Cathy Winn)
- 10.03 Secondary Principal Report (submitted by Greg Clark)
- 10.04 Technology Director Report (submitted by Tony Anzalone)
- 10.05 Superintendent Report (submitted by Dr. Joshua Garrett)
- 10.06 Annual Calendar of Board Activities

11. New Business

- 11.01 Activities Director Pay Scale
 - I move to adjust the activities director salary as presented to reflect the additional responsibility of scheduling travel.
 - Moved by: Angela Allen; seconded by: Bonnie Ritchie
 - Yea:** Angela Allen, Bonnie Ritchie, and John DeRuyter
 - Not Present at Vote:** Dan Powers and Elizabeth Roundtree
 - Motion Carries 3-0
- 11.02 Alaska Rural Health Transformation Grant Application
 - I move to approve the application of the Alaska Rural Health Transformation Grant.
 - Moved by: Bonnie Ritchie; seconded by: Angela Allen
 - Yea:** Angela Allen, Bonnie Ritchie, and John DeRuyter
 - Not Present at Vote:** Dan Powers and Elizabeth Roundtree
 - Motion Carries 3-0
- 11.03 FY'2026 Budget Revision
 - I move to revise the fiscal year 2026 budget as presented.
 - Moved by: Angela Allen; seconded by: Bonnie Ritchie
 - Yea:** Angela Allen, Bonnie Ritchie, and John DeRuyter
 - Not Present at Vote:** Dan Powers and Elizabeth Roundtree
 - Motion Carries 3-0
- 11.04 Policy
 - a. Second Reading Board Policy 4000, Concepts and Roles
 - b. Second Reading Board Policy 4020, Drug, Tobacco & Alcohol-Free Workplace
 - c. Second Reading Board Policy 4030, Nondiscrimination in Employment
 - d. Second Reading Board Policy 4111/4211/4311, All Personnel Recruitment and Selection
 - e. Second Reading Board Policy 4111.2,4211.2, 4311.2, Legal Status Requirement
 - f. Second Reading Board Policy 4112.1/4312.1, Certificated Personnel and Management & Supervisory Personnel Contracts
 - g. Second Reading Board Policy 4112.5/4212.5/4312.5, All Personnel Security Checks
 - h. Second Reading Board Policy 7131, Board Ad Hoc Committees
 - i. First Reading Board Policy 4112.6/4212.6/4312.6, All Personnel - Personnel Records
 - j. First Reading Board Policy 4112.10, Employment of Retired Teachers
 - k. First Reading Board Policy 4112.61/4212.61/4312.61, All Personnel - Employment References
 - l. First Reading Board Policy 4113, Certificated Personnel - Assignment
 - m. First Reading Board Policy 4115. Certificated Personnel Evaluation/Supervision

n. First Reading Board Policy 4117.2/4217.2/4317.2, All Personnel - Resignation

Recommended Motion: I move to approve the second reading of Board Policies 4000, 4020, 4030, 4111/4211/4311, 4111.2/4211.2/4311.2, 4112.1/4312.1, 4115.5/4212.5/4312.5, and 7131, for inclusion in the policy manual.

#

Moved by: Angela Allen; seconded by: Bonnie Ritchie

Yea: Angela Allen, Bonnie Ritchie, and John DeRuyter

Not Present at Vote: Dan Powers and Elizabeth Roundtree

Motion Carries 3-0

Recommended Motion: I move to accept the first reading of Board Policies 4112.6/4212.6/4312.6, 4112.10, 4112.61/4212.61/4312.61, 4113, 4115, and 4117.2/4217.2/4317.2 as presented.

#

Moved by: Bonnie Ritchie; seconded by: Angela Allen

Yea: Angela Allen, Bonnie Ritchie, and John DeRuyter

Not Present at Vote: Dan Powers and Elizabeth Roundtree

Motion Carries 3-0

12. Executive Session

13. Upcoming Dates & Meeting Announcements

- July 2, 2026: Policy Standing Committee Meeting
- July 3, 2026: Independence Day Holiday (District Office Closed)
- July 8, 2026: Budget Standing Committee Meeting
- July 9, 2026: Special Board Meeting re: Superintendent Evaluation
- July 16, 2026: Policy Standing Committee Meeting
- July 30, 2026: Policy Standing Committee Meeting
- August 6, 2026: School Offices Open
- August 11, 2026: In-person Student Registration
- August 12, 2026: Budget Standing Committee Meeting
- August 13, 2026: Policy Standing Committee Meeting
- August 17, 2026: Work Session re: Graduation Requirements
- August 17, 2026: Regular School Board Meeting

14. Future Agenda Items

- 14.01 Maintenance Director's Report

15. Board Member Community Activity Reports

Angela Allen said there will be a colonoscopy clinic soon.
Bonnie Ritchie invited everyone to participate.

16. Adjourn @ 7:05 PM


School Board Secretary

WRANGELL PUBLIC SCHOOLS

Thursday, July 9, 2026

Special School Board Meeting - Minutes

1. Call to Order @ 6:29 PM by President John DeRuyter

2. Determine Quorum

Angela Allen: Present

John DeRuyter: Present

Dan Powers: Present

Bonnie Ritchie: Present

Liz Roundtree: Present

3. Disposal of Surplus Vehicle

I move to approve the disposal and surplus of the 2004 Ford Excursion.

Moved by: Angela Allen; seconded by: Dan Powers

Yea: Angela Allen, Dan Powers, Bonnie Ritchie, Elizabeth Roundtree, and John DeRuyter

Motion Carries 5-0

4. Hire of Holly Padilla, 1st Grade Teacher

I move to approve the hire and offer Holly Padilla a teaching contract for the 2026-2027 school year, with appropriate placement on the salary schedule.

Moved by: Elizabeth Roundtree; seconded by: Dan Powers

Yea: Angela Allen, Dan Powers, Bonnie Ritchie, Elizabeth Roundtree, and John DeRuyter

Motion Carries 5-0

5. Hire of Kalah Paul, Kindergarten Teacher

I move to approve the hire and offer Kalah Paul a teaching contract for the 2026-2027 school year, with appropriate placement on the salary schedule.

Moved by: Dan Powers; seconded by: Angela Allen

Yea: Angela Allen, Dan Powers, Bonnie Ritchie, Elizabeth Roundtree, and John DeRuyter

Motion Carries 5-0

6. Substitute Salary Schedule

I move to revise the substitute salary schedule, as presented.

Moved by: Dan Powers; seconded by: Elizabeth Roundtree

Yea: Angela Allen, Dan Powers, Bonnie Ritchie, Elizabeth Roundtree, and John DeRuyter

Motion Carries 5-0

7. Executive Session

7.01 Superintendent's Summative Evaluation

I move to recess to executive session to discuss a subject that may prejudice the reputation and character of a person, provided the person may request a public discussion, more specifically, to conduct the Superintendent's summative evaluation. Dr. Garrett may be invited into all or a portion of the executive session.

Moved by Dan Powers; seconded by Elizabeth Roundtree.

Yea: Angela Allen, Dan Powers, Bonnie Ritchie, Elizabeth Roundtree, and John DeRuyter

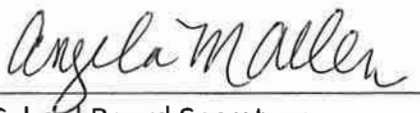
Motion Carries 5-0

Recessed at: 6:34 PM

Reconvened into regular session at: 7:58 PM

President DeRuyter said that no action was taken during executive session.

8. Adjourn @ 7:58 PM



School Board Secretary



To: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
Cc: MASON VILLARMA, BOROUGH MANAGER
From: SARAH SCAMBLER, LIBRARY DIRECTOR
Subject: LIBRARY REPORT
Date: September 22, 2026

Programming

We are so happy to have Michelle Clark on the library team as our new Programming Coordinator. Michelle has already brought some great new ideas to our schedule, including several pop-up programs such as Flashlight Friday, where children can come read in the dark with a flashlight; Main Character Club, where participants can come together and learn to junk journal; and a variety of community crafts, game days, and Build & Play events. She has been a huge asset to our programming schedule, and we are excited to see what she continues to bring to the library.

This week marks the beginning of our weekly fall programming schedule, including Middle School Meetup, Teen After Hours, Babies & Bonding, Kids Club, and Story Time. We will also continue our weekly Senior Coffee Hour and Saturday morning community events.

Chickaloonies

This past weekend, we welcomed Casey Silver and Dimi Macheras from Chickaloonies. These Seattle-based graphic novelists came to Wrangell and presented a series of storytelling and collaborative character-building workshops at all three schools, the library, and the Nolan Center.

Chickaloonies lives at the intersection of ancient storytelling traditions and modern visual culture. Their mission is to inspire the next generation of storytellers through graphic novels, highly interactive workshops, and live performances. It was such a blast to have them in town. Stop by the library and check out the amazing characters our community created together!

Their visit was made possible through the IMLS Native American Library Services Enhancement Grant awarded to the library through the Wrangell Cooperative Association.

Collection

Kaitlin has been busy modernizing our junior nonfiction collection. We have moved away from the Dewey Decimal System in this section and transitioned to an alternative cataloging system called LibraryThink, where books are organized by words and subjects instead of numbers. Every book in the collection has been recataloged and given a new spine label, and the entire collection has been moved to a more prominent location in the library. We have also begun using merchandising techniques, including more face-out displays and visually engaging shelving, to make the collection more appealing



to young readers. Our goal is to make junior nonfiction more visible, intuitive, and browsable, so kids can easily find subjects that interest them and discover books they might not have gone looking for on their own.

IMLS Convening

At the beginning of September, I was invited to attend an all-expenses-paid conference in Reno called the IMLS Library Convening 250: Telling America's Story. The convening explored how small and rural libraries across the northwestern part of the country have celebrated and continue to celebrate America's 250th anniversary.

It was an amazing networking opportunity, and I came home with lots of wonderful ideas and new professional contacts from both the State of Alaska and beyond. It was also a valuable opportunity to represent Wrangell and rural Alaska in conversations with other small and rural libraries from across the region.

Server Damage and Loss

On Wednesday, September 9, I received an alert that our server backup had failed the previous night. When I arrived at the library and checked the server room, I found a small amount of water on the floor and table and a small drip coming from the ceiling. The server had shut down and could not be restarted.

I immediately documented the damage, contacted our building maintenance crew, CompassMSP, and our Integrated Library System provider, The Library Corporation (TLC), and notified the Finance Department regarding a potential insurance claim. Tyler Riberio was also called in to assist with the server itself.

The maintenance crew identified a leak around a roof penetration and resealed the boot. We have seen no additional signs of leaking since the repair, although we have not yet had another period of heavy rain. Tyler opened the server and attempted to dry the equipment, but by the following afternoon it was clear that the server was no longer functional.

Fortunately, we were already planning and had budgeted to move our library system from the physical server to TLC's cloud service this year. Rather than replacing the damaged server, we decided to accelerate that transition. TLC has been extremely helpful in expediting the process.

On Friday morning, I shipped our backup hard drive to TLC's headquarters in West Virginia so they could begin restoring our system to their cloud servers. The hard drive was received on Wednesday, September 16th, and the restore process has begun. We are hoping to be back up and running by Friday, September 18th, nine days after the initial incident.



During the outage, our online services, including Libby, Comics Plus, and our online catalog, have been inaccessible. Staff have also been unable to access our patron database or MARC records. Fortunately, we have an offline circulation station in place, so patrons are still able to check library materials in and out.

I am pleased to report that this incident should have very little impact on our budget because the transition to cloud hosting was already planned and budgeted for this fiscal year. While the timing certainly wasn't what we had planned, moving to the cloud will also eliminate our reliance on an on-site physical server going forward.

This incident has put some pressure on both our team and the community, and I appreciate everyone's patience while we work through it. I would especially like to thank Wade, Jim, and Jason in the Maintenance Department; Tyler Riberio for providing boots-on-the-ground technology assistance; CompassMSP for their quick response and follow-through; and TLC for their excellent customer service throughout this process.

As always, thank you to the Assembly for your continued support of the Irene Ingle Public Library.

Sincerely,
SARAH SCAMBLER
Library Director

ECONOMIC DEVELOPMENT DEPARTMENT

Administrative Report



To: Borough Assembly, Borough Manager and Community

From: Kate Thomas, Economic Development Director

Date: September 16, 2026

Reporting Period: July–September 2026

Between July and September, the Economic Development Department supported a broad range of community development, land use, infrastructure, tourism, business and public communication initiatives. Work during the period included advancement of the Wrangell Shipyard and Alder Top subdivision, land and development applications, community addressing, hazard mitigation, code and GIS improvements, business and investment resources, tourism marketing and several community partnerships. The department also expanded its public communications efforts, with recent digital analytics demonstrating significant growth in community reach and engagement.

Economic & Community Development

Wrangell Shipyard & Deep-Water Port. Continued coordination with JAG Marine, the Pearlson Group and project partners to advance the proposed shipyard at the 6-Mile Deep-Water Port. Current work includes project design, site and access planning, economic impact analysis, and preparation for discussions with the Alaska Industrial Development and Export Authority (AIDEA) regarding potential financial support to advance the project toward final design. Staff also continued work related to the required 60-foot site entrance and evaluation of additional property and easement needs along the road frontage.

Opportunity Zone & Investment Readiness. Continued discussions surrounding Wrangell's redesignation under Opportunity Zone 2.0 and opportunities to position major local projects and private investment for future program benefits. Staff is evaluating how the designation could complement the shipyard, emerging businesses and other community development opportunities.

Business & Investment Support. Coordinated an in-person visit from the State of Alaska Division of Investments on September 16, providing local businesses and residents direct access to state financing information. Available programs included commercial fishing financing for permits, vessels, gear, quota shares and efficiency improvements, along with microloans, small-business development, mariculture and charter fisheries programs.

Business & Community Capacity. Continued relationships with local and regional businesses, prospective developers and economic development partners. Staff is also evaluating opportunities for the Economic Development Board and department to provide a stronger forum for broader conversations regarding business needs, services, workforce, education, events and community capacity where traditional Chamber capacity is limited.



Land, Planning & Development Support

Alder Top Village. Continued implementation of the Borough's residential land development program. Work during the reporting period included preparation of Phase II subdivision plans, review of road and utility easements, alleys, corner geometry and utility infrastructure, and coordination of an approximately 2.7-acre parcel intended for future conveyance to the Wrangell Cooperative Association. Staff also advanced the next residential lot sales, including development of auction pricing and use of Public Surplus for future sales.

Land & Property Management. Continued administration of Borough land transactions, subdivisions, easements and property requests, including the Ashton/Nore and Morelli plats, WCA property matters, easement vacations, land-sale requests and related survey coordination. Work also continued on entitlement lands, zoning considerations and future timber-sale opportunities.

Planning & Zoning. Administered regular Planning and Zoning Commission activity throughout the reporting period, including subdivisions, conditional use permits, land sales, easement matters and major site/development reviews. July applications included final plats, a cottage industry conditional use permit and the WCA preliminary replat. August included a home occupation conditional use permit, Borough land-sale request, four-lot waterfront subdivision and SEARHC campus expansion review. September activity included additional conditional use permits, easement review, final plats and the preliminary plat for Alder Top Phase II.

Beyond formal applications, staff continued providing routine assistance to residents, property owners, surveyors and developers regarding zoning, subdivision requirements, access, utilities, easements, permitting and development feasibility.

Code & Development Procedures. Continued review of Borough code and administrative procedures, including development of a more consistent code-enforcement process addressing zoning violations, right-of-way encroachments, nuisance properties, accumulated rubbish and junk vehicles or vessels. This work is intended to clarify investigation, notice, enforcement, citation, abatement and Assembly/legal roles while improving consistency for staff and property owners.

GIS & Property Information. Continued coordination of GIS updates, parcel and easement corrections and improvements to internal mapping resources used for land management and development review. Staff is also evaluating the transition from existing ArcMap workflows toward ArcGIS Pro.

Major Projects & Community Initiatives

Community Addressing. Continued implementation of the Borough-wide addressing initiative following completion of Phase I. Phases II and III are funded for FY27, with DATAMARK retained to continue the project. DATAMARK staff will be in Wrangell the week of September 21 to conduct field data collection, representing the first major implementation objective of Phase

ECONOMIC DEVELOPMENT DEPARTMENT

Administrative Report



II. The project will continue improving address accuracy and supporting emergency response, GIS, property information and future Next Generation 911 capabilities.

Freedom Rock Veterans Memorial. Site work for the Freedom Rock Veterans Memorial is complete, and pavilion options are currently under evaluation. A protective coating for the artwork has been ordered and is scheduled for application. To protect the artwork and ensure appropriate long-term installation, the department has decided to defer placement of the Freedom Rock until spring, when a suitable protective pavilion or shelter can be erected. Fundraising, sponsorship and grant efforts continue to support completion of the pavilion and remaining site improvements.

Hazard Mitigation & Community Preparedness. The Borough's updated Hazard Mitigation Plan is currently under State review. Following State approval, the plan will return to the Borough Assembly for formal consideration and adoption. The department also supported recent community tsunami and landslide education sessions. Presentations from those sessions are now available online, extending the value of the workshops and providing residents with continued access to local hazard information.

Community & Agency Partnerships. Continued coordination with WCA, state and federal agencies, consultants, local organizations and Borough departments on land development, infrastructure, emergency preparedness, tourism, housing and economic development initiatives.

Tourism, Marketing & Public Communications

Travel Wrangell Marketing Program. Continued implementation and refinement of the destination marketing program with an increased emphasis on strategic, reusable content rather than individual promotional posts. New tools developed during the reporting period include the Travel Wrangell Content Marketing Guide & Toolkit, Brand & Digital Standards, storytelling framework and supporting content-planning resources. Together, these tools connect day-to-day marketing activity to the broader marketing plan, establish consistent standards and provide a framework for developing, reusing and measuring content.

Work also continued on the relocation guide, marketing plan updates, campaign review, website improvements. Travel Wrangell has committed to participation in the 2027 Seattle Travel & Adventure Show, with outreach underway to WCA regarding a potential joint marketing and cultural partnership.

Industry Engagement & Staff Travel. Staff will participate in the upcoming Southeast Conference Annual Meeting and Alaska Travel Industry Association Annual Convention. These events provide opportunities to maintain regional economic development and tourism partnerships, monitor industry trends, strengthen state and regional relationships, and bring information and potential opportunities back to Wrangell.

Marketing Coordinator. The Marketing Coordinator continued supporting both destination marketing and Borough-wide communications through photography and video, content

ECONOMIC DEVELOPMENT DEPARTMENT

Administrative Report



development, social media, website updates, campaigns, community information and coordination with local partners. The position is increasingly supporting a coordinated communications system across Borough programs while maintaining implementation of Travel Wrangell's destination marketing efforts.

Public Communications & Community Engagement. Communications remain an area of increased departmental emphasis in support of the Assembly's priority to improve the availability and accessibility of Borough information. Recent efforts include the Manager's Minute, newsletters, project updates, public-information campaigns, website content, social media and expanded use of video. The Borough's YouTube channel provides access to the Manager's Minute and other public-information resources, including recent tsunami and landslide presentations.

Recent social media analytics demonstrate measurable growth in the reach of Borough communications. During the comparison period provided, the Borough recorded approximately 146,800 views, an increase of 140%; 28,300 viewers, an increase of 206%; 4,100 page visits, an increase of 104%; 1,400 content interactions, an increase of 30%; and 344 link clicks, an increase of 62%. The results demonstrate increased community reach and interaction as the Borough has expanded the consistency and variety of digital communications.

Manager's Minute & Youth Communications. The Manager's Minute continues to develop as a regular, short-form way for residents to hear directly about Borough projects, programs and community issues. The department is also developing a partnership with Stikine Stories to engage Wrangell students in storytelling and video production. The partnership is intended to build youth programming and practical media experience, support public communications, and reduce the staff time required for routine video production.

Looking Ahead

Through the remainder of September and into the fall, department priorities include DATAMARK Phase II addressing fieldwork; completion of the Wrangell Shipyard economic impact analysis and preparation for AIDEA discussions; continued Alder Top Phase II platting and residential land sales; ongoing land, easement and development actions; State review and subsequent Assembly adoption of the Hazard Mitigation Plan; Freedom Rock pavilion selection and winter protection of the artwork; code-enforcement and land-management procedure improvements; Opportunity Zone and business-investment work; Travel Wrangell implementation; and continued expansion of Borough communications. Staff will also participate in Southeast Conference and the ATIA Convention to maintain regional partnerships and represent Wrangell's economic development and tourism interests.

OFFICE OF THE BOROUGH CLERK

Administrative Report



To: Mayor and Borough Assembly Members

From: Kim Lane, MMC, Borough Clerk

Subject: September 22, 2026 Borough Clerk's Report

Upcoming Work Sessions (scheduled), Public Hearings (scheduled), Regular Assembly Meetings, and Other Meetings (scheduled)

DATE	MEETING TYPE/EVENT	WS? - TOPIC	TIME	NOTES
2026-09-22	REGULAR	None.	6PM REG	
2026-10-08	SPECIAL TO CERTIFY ELECTION		5:30 PM	
2026-10-13	REGULAR	WS YES	6PM WS/ 7PM REG	Strategic Road Replacement Plan
2026-10-27	REGULAR	WS YES	5:30PM WS/ 7PM REG	Playground/Park Upgrades
2026-11-10	REGULAR	WS YES	5:30PM WS/ 7PM REG	Building Code/Zoning Playground/Park Upgrades
2026-11-24	Cancelled			
2026-12-15	REGULAR – Rescheduled fr. 12/8	WS ??	6PM REG	

October Local Election – October 6, 2026 – at the Nolan Center

Early Voting for the Local Election will be from September 21st through October 5th in the Borough Clerks Office

November General Election – November 3, 2026 – at the Nolan Center

Early Voting for the General Election will be from October 19th through November 2nd in the Borough Assembly Chambers

Here is the ballot for the October 6th regular local election!

**CITY AND BOROUGH OF WRANGELL
OFFICIAL BALLOT
REGULAR ELECTION
OCTOBER 6, 2026**

Instructions:

To vote, completely fill in the oval next to your choice like this: ●

Use a blue or black ink pen to mark your ballot. NO RED INK. If you make a mistake, ask for a new ballot.

To vote for a person whose name is not printed on the ballot, fill in the oval and print the person's name on the blank line provided for a write-in candidate.

BOROUGH MAYOR TWO YEAR TERM VOTE FOR NO MORE THAN ONE	ASSEMBLY MEMBER THREE YEAR TERMS VOTE FOR NO MORE THAN TWO
☐ PATRICIA GILBERT ☐ WRITE-IN	☐ LADONNA BOTSFORD ☐ PHILLIP MACH ☐ S. R. PRIVETT III ☐ JOHN A. YEAGER ☐ WRITE-IN ☐ WRITE-IN
SCHOOL BOARD THREE YEAR TERM VOTE FOR NO MORE THAN ONE	
☐ JOHN DERUYTER ☐ FRANKI GABLEHOUSE ☐ JAYME HOWELL ☐ WRITE-IN	PORT COMMISSION THREE YEAR TERM VOTE FOR NO MORE THAN ONE
PORT COMMISSION TWO YEAR UNEXPIRED TERM VOTE FOR NO MORE THAN ONE	☐ MECHEL LYNN MEEK ☐ ANTONIO SILVA ☐ WRITE-IN
☐ DONALD "DJ" MCCONACHIE JR. ☐ WRITE-IN	

Appointed Officials

Planning & Zoning Commission:	One (2) - three-year term (<i>Watkins</i>)
Wrangell Convention & Visitors Bureau:	Two (2) - three-year terms (<i>Galla & Buness</i>)
Economic Development Committee:	Two (2) - three-year terms (<i>Privett & Deruyter</i>)

For those who wish to submit a letter of interest for one of the seats above, please submit your letter to the Borough Clerk no later than Friday, October 9, 2026. Appointments will be made at the October 13, 2026, Regular Assembly meeting.



NIXLE: It is extremely important to borough staff, the assembly, and residents to encourage everyone to sign up to receive local NIXLE alerts. Please open the link above to register.

Nixle Community Information Service allows us to create and publish messages to be delivered to subscribed residents instantly via cell phone text message and/or email. Notifications can also be accessed online at Nixle's website.

The service is secure and reliable for Wrangell residents to use. Wrangell emergency services will be utilizing NIXLE for critical situations such as severe weather events or evacuation alerts.

Purchasing or Leasing Borough-owned property:

Applying to purchase or lease borough-owned land can be a bit confusing. We have created applications for both purchasing and leasing in order to make the process easier. Below are the steps one would take to lease or purchase borough-owned land.

[Steps for Leasing Borough-Owned Real Property as per WMC 16.10](#)

[Steps for Leasing Borough-Owned Tidelands as per WMC 16.08](#)

Applications for tidelands leases shall be submitted to the borough clerk and then shall be submitted to the borough manager, planning and zoning and port commissions before being presented to the borough assembly for consideration.

Applications for real property leases shall be submitted to the borough clerk and then shall be submitted to the borough manager and the planning and zoning commission for review before being presented to the borough assembly for consideration.

The applicant shall provide additional information, including a development plan, designs, and specifications, as the planning and zoning and/or port commissions may request. The planning and zoning and port commissions may require the applicant to amend its development plan. All fees associated with the lease shall be paid by the applicant. Such fees include but are not limited to an application fee, survey, assessment, public notices, and recording fees.

For procedural questions, please contact City Hall at (907) 874-2381 Kim Lane (Borough Clerk) by email to clerk@wrangell.com.

For land questions and documents, please contact City Hall at (907) 874-2381 or Kate Thomas (Economic Development Director) by email to kthomas@wrangell.com.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2026
	<u>Agenda Section</u>	13

RESOLUTION No. 09-26-2077 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET TO APPROPRIATE \$2,000 FROM BIRD FEST FUND RESERVES AND \$87,978 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES FOR ADDITIONAL FY2026 EXPENDITURES

<u>SUBMITTED BY:</u> Rob Marshall, Finance Director	<u>FISCAL NOTE:</u> Expenditure Required: \$89,978 FY 26: Amount Budgeted: FY26\$ Account Number(s): 52000 000 7519 : \$87,978 28030 000 7590 : \$2,000 Account Name(s): Unencumbered Balance(s) (prior to expenditure):
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<u>Reviews/Approvals/Recommendations</u>	
☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1.) Res 09-26-2077

RECOMMENDATION MOTION:

Move to approve Resolution No. 09-26-2077.

SUMMARY STATEMENT

Background:

As Finance completes its review and closeout of FY2026 in preparation for the annual audit, two funds were identified where actual expenditures exceeded the amounts originally budgeted.

Additional eligible expenditures were identified within the Bird Fest grant awarded in 2024, resulting in expenditures exceeding the FY2026 budget by approximately \$2,000. Additionally, increased activity related to zoning changes, land acquisitions, subdivisions, and other economic development efforts resulted in the Industrial Construction Fund exceeding its FY2026 expenditure budget by \$87,978.

The Borough monitors budgetary compliance at the fund level to ensure expenditures remain within the expenditure authority approved by the Borough Assembly. This amendment will increase the budget authority within each fund to appropriately reflect the expenditures incurred during FY2026.

Fiscal Impact:

Approval of this resolution will appropriate \$2,000 from Bird Fest Fund reserves and \$87,978 from Industrial Construction Fund reserves, for a total FY2026 budget increase of \$89,978. No General Fund appropriation is required.

Recommended Action:

Approve Resolution No. 09-26-2077, amending the FY2026 Budget to provide sufficient expenditure authority within the Bird Fest Fund and Industrial Construction Fund.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 09-26-2077

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET TO APPROPRIATE \$2,000 FROM BIRD FEST FUND RESERVES AND \$87,978 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES FOR ADDITIONAL FY2026 EXPENDITURES

WHEREAS, the City and Borough of Wrangell is completing its review and closeout of FY2026 in preparation for the annual financial audit; and

WHEREAS, during the year-end review, additional eligible expenditures were identified under the Bird Fest grant awarded in 2024, resulting in expenditures exceeding the amount originally budgeted for FY2026; and

WHEREAS, an additional appropriation of \$2,000 from Bird Fest Fund reserves is necessary to provide sufficient budget authority for these expenditures; and

WHEREAS, increased activity related to zoning changes, land acquisitions, subdivisions, and other economic development efforts resulted in Industrial Construction Fund expenditures exceeding the amount originally budgeted for FY2026; and

WHEREAS, an additional appropriation of \$87,978 from Industrial Construction Fund reserves is necessary to provide sufficient budget authority for these expenditures; and

WHEREAS, the City and Borough of Wrangell monitors budgetary compliance at the fund level to ensure expenditures do not exceed the expenditure authority approved by the Borough Assembly; and

WHEREAS, the Borough Assembly desires to amend the FY2026 Budget to provide sufficient expenditure authority within each affected fund and accurately reflect FY2026 financial activity.

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

Section 1. The FY2026 Budget is hereby amended to appropriate \$2,000 from Bird Fest Fund reserves for additional Bird Fest expenditures.

Section 2. The FY2026 Budget is hereby amended to appropriate \$87,978 from Industrial Construction Fund reserves for additional Industrial Construction Fund expenditures.

Section 3. The Finance Director is authorized to make the necessary budgetary and accounting entries to implement these amendments.

Section 4. This resolution shall become effective immediately upon adoption.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 22nd DAY OF SEPTEMBER 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, 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>	September 22, 2026
	<u>Agenda Section</u>	13

RESOLUTION No. 09-26-2078 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2027 ANNUAL BUDGET IN THE PORT FUND BY APPROPRIATING \$50,000 FOR COSTS ASSOCIATED WITH DAMAGE TO THE CITY DOCK DOLPHIN

<u>SUBMITTED BY:</u> Rob Marshall, Finance Director	<u>FISCAL NOTE:</u> Expenditure Required: \$50,000 FY 27: Approval of this resolution will increase FY2027 Port Fund expenditures by \$50,000, funded through available Port Fund reserves, for costs associated with the assessment and repair of the damaged City Dock mooring dolphin. Amount Budgeted: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>FY27\$</td> </tr> </table> Account Number(s): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>74020 420 9999 00 74016: \$50,000</td> </tr> </table> Account Name(s): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>City Dock Dolphin Insurance Claim Expenditures</td> </tr> </table> Unencumbered Balance(s) (prior to expenditure): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td></td> </tr> </table>		FY27\$		74020 420 9999 00 74016: \$50,000		City Dock Dolphin Insurance Claim Expenditures		
	FY27\$								
	74020 420 9999 00 74016: \$50,000								
	City Dock Dolphin Insurance Claim Expenditures								

<u>Reviews/Approvals/Recommendations</u>	
☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1.) Res 09-26-2078

RECOMMENDATION MOTION:

Move to approve Resolution No. 09-26-2078.

SUMMARY STATEMENT

Purpose.

Adopt Resolution No. 09-26-2078 amending the FY2027 Annual Budget to appropriate \$50,000 for costs associated with the assessment and repair of damage to the City Dock mooring dolphin.

Background.

On July 17, 2026, the City Dock sustained damage to a mooring dolphin during a port call by the *Queen Elizabeth*. The damage occurred when the vessel's mooring lines remained under tension as the incoming tide raised the vessel, resulting in damage to the dolphin.

The Borough has initiated an insurance claim related to the incident. While the final cost of repairs and amount of any insurance recovery have not yet been determined, funding is needed to proceed with the assessment and necessary repairs to the damaged infrastructure.

Proposal.

Approve the attached resolution amending the FY2027 Annual Budget by increasing Port Fund expenditures by \$50,000 in account 74020-420-9999-00-74016 for costs associated with the assessment, repair, and restoration of the damaged City Dock mooring dolphin.

Fiscal Note.

Approval of this resolution will increase FY2027 Port Fund expenditures by \$50,000, funded through available Port Fund reserves. Any insurance proceeds or other recoveries received in connection with the incident will be recognized separately and may offset the Borough's ultimate financial impact.

Attachments.

1. Resolution No. 09-26-2078

Staff Recommendation.

Approve Resolution No. 09-26-2078 amending the FY2027 Annual Budget to appropriate \$50,000 from available Port Fund reserves for costs associated with the City Dock mooring dolphin damage.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 09-26-2078

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2027 BUDGET IN THE PORT FUND BY APPROPRIATING \$50,000 FOR COSTS ASSOCIATED WITH DAMAGE TO THE CITY DOCK DOLPHIN

WHEREAS, on July 17, 2026, the City Dock sustained damage to a mooring dolphin during a port call by the Queen Elizabeth, when the vessel's mooring lines remained under tension as the incoming tide raised the vessel; and

WHEREAS, the resulting tension on the mooring lines caused damage to the City Dock dolphin, requiring assessment and repair of the affected infrastructure; and

WHEREAS, the City and Borough of Wrangell has initiated an insurance claim related to the incident, and the final cost of the damage and associated repairs has not yet been determined; and

WHEREAS, these costs were not anticipated when the FY2027 Budget was adopted, and additional expenditure authority is necessary to address the damage in a timely manner; and

WHEREAS, the City and Borough of Wrangell desires to appropriate \$50,000 from available Port Fund reserves to provide funding for costs associated with the damaged City Dock dolphin; and

WHEREAS, any insurance proceeds received as a result of the claim will be recognized and accounted for separately in accordance with the City and Borough of Wrangell's accounting policies.

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

Section 1. The FY2027 Budget is hereby amended to appropriate \$50,000 from available Port Fund reserves to the following expenditure account: 74020-420-9999-00-74016

Section 2. The Finance Director is authorized to make the necessary budgetary and accounting entries to implement this amendment and to appropriately account for any insurance proceeds subsequently received in connection with the claim.

Section 3. This resolution shall become effective immediately upon adoption.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF
WRANGELL, ALASKA THIS 22nd DAY OF SEPTEMBER 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, 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>	September 22, 2026
	<u>Agenda Section</u>	13

Approval of a Professional Services Agreement with PND Engineers for the Wrangell Harbor Basin Project

SUBMITTED BY:

Amber Al-Haddad, Capital Projects Director

FISCAL NOTE:

Expenditure Required: \$1,285,000

Fiscal Year (FY): 27	Amount: \$1,285,000
----------------------	---------------------

Amount Budgeted:

Account Number(s):

Account Name(s):

Wrangell Harbor Basin Project CIP
Fund

Reviews/Approvals/Recommendations

☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. Proposal Receipt Checklist Summary for the Request for Qualifications for Engineering Services for Wrangell Harbor Basin Project; 2. PND Engineers September 9, 2026 Proposal for Engineering Services for the Wrangell Harbor Basin Project

RECOMMENDATION MOTION:

Move to Approve a Professional Services Agreement with PND Engineers for the Wrangell Harbor Basin Project.

SUMMARY STATEMENT:

The City and Borough of Wrangell issued a Request for Qualifications (RFQ) for the Wrangell Harbor Basin Project, for engineering design and construction management and inspection services. The purpose of the solicitation was to seek Statements of Qualifications from qualified firms to provide these services for the replacement of three harbor facilities, those being Inner Harbor, Reliance Harbor, and Standard Oil Float.

On October 30, 2020, the Borough received four proposals and convened a three-person evaluation committee comprised of the Capital Projects Director, Port and Harbor Director, and Construction Project Manager. Following a thorough review of the four submittals by our selection committee, evaluating qualifications, relevant experience, and project approach, PND Engineers was identified as the top-ranked proposer. In accordance with our procurement process, the Borough initiated contract negotiations with the intent of awarding a contract with PND Engineers.

The Borough has engaged in negotiations with PND Engineers, in cooperation with the federal Maritime Administration/RAISE (MARAD/RAISE) program team and the US Army Corps of Engineers, both regulatory and public works maintenance divisions, and based on the cooperative discussion, we outlined a scope of work upon which PND Engineers has developed their proposal. The attached PND Engineering proposal was developed for the complete design, survey, geotech, and permitting work, all work required to finalize the construction contract documents and finalize the construction bidding process.

The City and Borough of Wrangell requested MARAD/RAISE authorize the Borough to incur pre-award costs up to a total of \$1,420,856 for environmental and engineering services necessary to progress the project to the 35% design level and achieve National Environmental Policy Act (NEPA) complete. NEPA complete is required in order to execute the grant agreement with MARAD/RAISE. These costs are strictly limited to professional engineering and environmental services required to move the project through the federal regulatory process and complete the NEPA process and preliminary design, which are essential precursors to the obligation of construction funds.

MARAD/RAISE authorized pre-award costs up to \$1,420,856 to advance the 35% design phase and necessary NEPA environmental work.

The City and Borough of Wrangell requested authorization from MARAD/RAISE to incur pre-award costs up to \$1,420,856 for environmental and engineering services. These services are necessary to advance the project to 35% design and achieve NEPA completion, a prerequisite for executing the RAISE grant agreement and obligating construction funds.

MARAD approved the pre-award cost authorization of up to \$1,420,856. By accepting this authorization, the Borough acknowledges that incurring pre-award expenses is done at its own risk. However, because these costs were included in the original grant application and are essential to project execution, the Borough is allowed to, and intends to, seek full federal reimbursement under RAISE program guidelines. Full reimbursement requires the Borough to enter into the grant agreement for federal funding obligation no later than September 30, 2028.

The projected PND Engineers schedule for 35% design completion is the end of May 2027. The projected PND Engineers schedule for NEPA documentation completion is May 15, 2028, ready for MARAD/RAISE review. MARAD/RAISE typically requires two months for review.

Although PND Engineers submitted a proposal covering 100% design completion, permitting, and bidding assistance, the Borough is currently awarding only the phases required to complete NEPA and execute the grant agreement.

Staff recommend that the Borough Assembly approve the findings of the evaluation committee and authorize entering into a Professional Services Agreement with PND Engineers for environmental permitting/NEPA documentation and 35% design (including surveying, onshore geotechnical investigation, and MetOcean studies) in the lump-sum amount of \$1,285,000.

Funding necessary to advance this work, in advance to receiving a MARAD/RAISE reimbursement, will come from the FY27 Budget, Port and Harbor Reserves Fund Ending Balance.

Engineering Services for Wrangell Harbor Basin Revitalization and Transportation Resiliency Project

Proposals Receipt Checklist Summary

Proposals Receipt Date: July 17, 2026, 2:00 PM

Bidder's Name	Proposal Form	Certification Regarding Lobbying	SAM.gov Active Registration	Insurance Certificate		Addenda		Bid Amount
						None Issued		
HDR Engineering, Inc.X	X	X	X - Expired	X		X		NA
KPFF		X	X	X		X		NA
PND Engineers	X	X	X	X		X		NA
Moffat & Nichol	X	X		X		X		NA



September 9, 2026

262071

Amber Al-Haddad
 Capital Projects Director
 City and Borough of Wrangell
 P.O. Box 531
 Wrangell, AK 99929

SUBJECT: Wrangell Harbor Basin Revitalization and Transportation Resiliency Project

Dear Ms. Al-Haddad:

PND Engineers, Inc. (PND) and our subconsultants, RESPEC, Stephen R. Braund & Associates (SRB&A), and Restoration Science & Engineering, LLC (RSE) appreciate the opportunity to provide the City and Borough of Wrangell (CBW) with this proposal for engineering services for the Wrangell Harbor Basin Revitalization and Transportation Resiliency Project. The proposed scope of services includes surveying, geotechnical, MetOcean, environmental permitting, NEPA documentation, and engineering design through the 35%, 65%, 95%, and final design and bidding milestones. Construction-phase engineering services are not included in the scope of this proposal but may be added at a later date following completion of the above tasks.

The improvements anticipated under this proposal are illustrated in the enclosed preferred concept drawings dated February 9, 2024 and generally consist of replacing the existing Inner Harbor, Reliance Harbor, and Standard Oil Floats with custom poly-tub glulam floats; installing steel pipe anchor piles in drilled rock sockets; dredging and offshore disposal, salvaging and reinstalling existing gangways; and providing new water, fire suppression, electrical, and lighting utilities at each facility. We understand that the previous public involvement and planning efforts performed in development of the preferred alternatives were sufficient to establish community and CBW direction and that no significant additional conceptual layouts or alternatives analyses are anticipated before development of the 35% design drawings and permit applications.

Scope of Services Under this Proposal

Task 1: Surveying, Geotechnical and MetOcean

Task 1.1 - Surveying

- **Research and Coordination:** PND will review available USACE and DOT&PF surveys, existing survey control, property information, tidal datum information, and other relevant survey data. PND has obtained the March 2024 USACE harbor condition survey for use as the basis for the bathymetry survey and existing conditions base mapping.
- **Survey Control:** PND will verify existing site control and tie the project control to the Mean Lower Low Water (MLLW) datum using established benchmarks.
- **Topographic and Existing Facilities Survey:** The topographic survey limits will include the existing Inner Harbor parking area accessed from Case Avenue and the proposed Inner Harbor parking area accessed

from Shakes Street. The survey will be sufficiently detailed to identify existing ground features and develop one-foot contours. Surveyed terrain features will include grade breaks, tops and toes of slopes, ditches, roadways, and other relevant site features. Relevant aboveground improvements will be surveyed, and utility locates will be requested to identify and survey marked utilities. CBW shall provide existing utility as built records for all buried utilities. Available property and right-of-way information will be reviewed, and recoverable boundary monuments will be located.

- **Limited Bathymetric Survey:** PND will perform limited bathymetric surveying in project areas outside the limits of the USACE Navigation Project Limits that are not adequately covered by the March 2024 harbor condition survey. No additional bathymetric surveying within the limits of the USACE survey is included.
- **Aerial Imagery:** PND will obtain high-resolution drone imagery of the project areas and develop a georeferenced orthomosaic for use as a current aerial base map.

Survey deliverables will include an AutoCAD drawing containing the survey points and Digital Terrain Model surface, high-resolution georeferenced aerial imagery, and a PDF existing conditions exhibit. The field survey data will be combined with the March 2024 USACE harbor condition survey to develop a consolidated existing conditions base map suitable for design.

Task 1.2 - Geotechnical

A limited geotechnical investigation will be performed in the proposed Inner Harbor upland area off of Shakes Street at the location shown for the new gangway abutment. The investigation will include borings, sampling, and laboratory testing sufficient to characterize subsurface conditions and develop design parameters for bearing capacity, settlement, lateral and seismic earth pressures. Findings and recommendations for design will be summarized in a geotechnical memorandum.

As discussed with CBW, no new offshore subsurface investigation is included in this proposal. Instead, we will rely on available historical pile driving records obtained from DOT&PF and other available sources to estimate anchor pile embedment depths to bedrock. Historical records for Reliance Harbor indicate that drilled rock sockets will be required. Available pile driving records for the Inner Harbor and Standard Oil Float are limited, drilled rock sockets will be included as contingent work items at those facilities.

In the absence of additional offshore subsurface information, the design will assume that all dredging can be completed using conventional mechanical excavation methods without blasting or specialized rock excavation equipment. We understand that CBW recognizes and accepts the associated design and contractual risk with proceeding in this manner.

Task 1.3 - MetOcean

PND will perform a limited MetOcean study to characterize wind and wave conditions within the basin. Historic records of wind, currents, bathymetry, and water levels in the vicinity will be evaluated, and directional fetch based hindcasting will be used to develop wind and wave design conditions, including significant wave height, peak period, and wave direction for the design return periods. The analysis, assumptions, and recommended design criteria will be summarized in a technical memorandum.

Task 2: Environmental Permitting and NEPA Documentation

The proposed scope for permitting assistance is:

- Project Management and Coordination Meetings.

- We anticipate that bi-weekly coordination meetings will be required for a period of approximately 16 months to facilitate the permitting, consultations, and NEPA Assessment.
- National Environmental Policy Act (NEPA) Assessment
 - It has been determined that that this project will require an Environmental Assessment (EA), per MARAD requirements for marine construction projects. PND will coordinate with CBW, MARAD, and pertinent agencies to document environmental resources and project effects and mitigation.
 - PND will prepare a draft document for CBW's review and comment and provide a revised draft based on those comments. Following CBW's acceptance, it is anticipated that the MARAD environmental analyst will provide comments, followed by a round of comments by supervisory and legal review staff. PND will provide revisions in response to both rounds of comments. Following MARAD acceptance, PND will prepare a draft Final EA with all appropriate attachments. Documents will be formatted in accordance with U.S. Section 508 requirements for federal documents.
- MARAD and the USACE Public Works and Maintenance division signed a cooperative agreement for the purpose of providing NEPA support for the USACE authorized dredging. This was developed so MARAD would be the lead federal agency and USACE would be a cooperating agency, allowing USACE to have their NEPA requirements satisfied with the RAISE-funded project's EA. USACE will develop their dredging elements required for NEPA for addition to the overarching EA document developed by PND Engineers. USACE will share the results of their recent sediment sampling program. PND will coordinate with USACE to incorporate the dredging procedures and best management practices into the EA.
- USACE Section 404 and Section 10, ADEC Section 401
 - A Department of Army Permit (DAP) application and associated drawings and quantities will be prepared. Following CBW review and acceptance of the application, PND will submit it to USACE and respond to any information requests as required.
 - Based on correspondence we have received from the USACE, we anticipate that all three harbor facilities will be permitted under a single DAP application.
 - A Tier 1 Assessment of potential water quality impacts will be prepared to support ADEC Section 401 certification and Antidegradation Assessment. PND will coordinate with ADEC and respond to any information requests as required.
 - For this proposal, it is assumed that no site investigation is necessary for this review and that sufficient existing information is available from USACE.
- USACE Section 408 Review
 - PND will prepare application material for this review due to its overlap with the USACE Civil Works Project site. USACE has indicated that a Safety Assurance Review and Hydraulics & Hydrology analysis are not anticipated to be required.
- Incidental Harassment Authorization (IHA)
 - Required to allow construction under approved monitoring, mitigation, and report requirements to comply with the Marine Mammal Protection Act (MMPA) requirements for the harassment (via pile-driving) of species under NMFS management.
 - Northern sea otters are not anticipated to frequent the harbor areas based on CBW assessments, so an IHA from USFWS will not be acquired.
 - For this proposal, it is assumed that existing sufficient data already exists regarding species occurrence in the area and that no additional field studies are required.

- We currently anticipate that construction could be accomplished within the span of one year. We will apply for a single IHA (with option to renew if work runs long). If it turns out that multiyear construction would be required, then an IHA would not be an option and an Incidental Take Request (ITR) would have to be filed. This process would require additional coordination and Federal Register listing and is not included in this proposal.
- Endangered Species Act (ESA) Consultation
 - A Biological Assessment (BA) will be developed to support formal consultation regarding mitigation of potential impacts from the project on endangered species with ranges overlapping the construction impacts area and any vessel-related transit routes.
 - PND will support consultation as the designated agent for MARAD.
- Essential Fish Habitat (EFH) Consultation
 - Required under the Magnuson-Stevens Fishery Conservation and Management Act. An EFH Assessment will be prepared in conjunction with the BA. PND will support consultation as designated agent for MARAD. Documentation will be submitted to NMFS and PND will respond to any information requests following the submittal.
- Bald & Golden Eagle Protection Act
 - Multiple bald eagle nests may be within range of the project impacts area. If pile-driving cannot be avoided during the nesting period, a take authorization may be required. PND will perform an eagle nest field survey and report. We will then develop the USFWS eagle take permit application and coordinate directly with the agency.
- National Historic Preservation Act (NHPA)
 - Stephen R. Braund & Associates (SRB&A) will perform a desktop study which will review known Alaska Heritage Resources Survey (AHRs) sites within 1/4 mile of the project site. SRB&A will also review sites in the Bureau of Ocean Energy Management (BOEM) shipwreck database. SRB&A will provide a map and accompanying memo documenting methods and results of the study. The desktop study will not include an assessment of potential for submerged cultural resources other than AHRs/BOEM Shipwreck databases.
 - The desktop review will be used to inform a draft findings letter which will be delivered to MARAD for review and comment. Once review of the findings letter is complete, PND will prepare draft letters for SHPO and tribal consultations. The letters will be finalized and sent after MARAD signatures are applied. PND will coordinate with MARAD to facilitate discussion of any comments received and prepare responses. This scope assumes that consultations will be straightforward without need for extensive negotiations or in-person meetings.
 - If the desktop study identifies the need for site investigation, it will be negotiated and added to the project under a separate contract.
- Contaminated Soils Management
 - Disposal of contaminated dredged material is anticipated as part of this project. USACE Regulatory has confirmed that the sampling and analysis performed by USACE, which will be used to support the dredging permit applications, was completed in accordance with the Alaska Dredged Material Evaluation Framework (ADMEF) and is sufficient to satisfy the Tier 2 environmental sampling requirements for the project. USACE will be responsible for identifying and evaluating an offshore disposal site for the Federal Navigation Channel dredging. This proposal assumes that the USACE selected site will also be available and approved for disposal of dredged material generated by CBW's portions of the project. PND, with support from Restoration Science & Engineering, will coordinate with USACE, ADEC, and EPA as necessary to confirm acceptance of CBW's

dredged material at the selected site and address associated contaminated-material handling and regulatory requirements.

- Installation of drinking water and wastewater (sewer and storm water) systems will require plan review by ADEC. PND will prepare and submit the necessary documentation (engineer's letters, calculations, and drawings) for these systems and project engineers will respond to any requests for information.
- Fire Marshal plan review will be required for the for installation of the float mounted fire suppression system. PND will prepare and submit the necessary documentation and project engineers will respond to any requests for information.

Permit application documents will be provided to the owner for review and comment, then updated as required before submission. Owner signatories will be required for the application submissions. Following submission, the permitting team will coordinate with the agencies to respond to any requests for additional information.

Additional regulatory studies and authorizations not specifically identified in this scope are not anticipated, if additional requirements are identified through agency coordination or changes in project conditions, PND can provide the required services or retain an appropriate subcontractor as an additional service. The following assumptions apply:

- CBW will pay all required permit application fees.
- A mitigation statement will be prepared that outlines CBW's proposed impact avoidance, minimization, and mitigation measures will be prepared, however the plan will not include compensatory mitigation, which may be required. Should USACE require compensatory mitigation, PND can provide a proposal for mitigation plan preparation or bank coordination.
- This proposal does not include assistance with local zoning or variance process or local permits or floodplain management requirements.

Task 3 – 6: 35%, 65%, 95%, Final Design and Bid Phase Assistance

PND will advance the proposed facility improvements through the 35%, 65%, 95%, and final design milestones. PND will provide civil, marine, and structural engineering services and will subcontract electrical engineering services to RESPEC. We have not included any Landscape Architecture services in this proposal.

Anticipated construction improvements addressed under this task include:

- Demolition and disposal of the existing moorage floats, piles, and float mounted utilities
- Salvage and reinstallation of the existing gangways
- Custom ballasted poly-tub glulam moorage floats
- Steel pipe anchor piles in drilled rock sockets
- Freeze protected potable water systems
- Dry fire protection systems
- Electrical distribution, shore power pedestals, and lighting
- Life safety equipment and signage
- Dredging and disposal of dredged material outside of the Federal Navigation Project limits.

- Inner Harbor upland access and parking improvements, including grading, drainage, retaining wall, and gangway abutment

PND's scope includes design and permitting for dredging and disposal of dredged material located outside the USACE Federal Navigation Project limits. USACE will prepare the design documents for dredging within the Federal Navigation Channel, and PND will incorporate the USACE documents into the project bidding documents. This scope assumes USACE receives the necessary funding in time to complete its design and maintain the project schedule enclosed herein. If USACE funding is not available in time to maintain the project schedule, CBW may elect to advance the Navigation Channel dredging as part of the RAISE-funded project. In that event, PND will provide a separate fee proposal for the additional design, environmental review, permitting, and agency coordination required for the Navigation Channel dredging.

Each design submittal will include design drawings, technical specifications in CSI format, an engineer's estimate, and a critical path method (CPM) design and construction schedule appropriate for the level of design of each submittal.

Each submittal will include a written design analysis documenting the design criteria, assumptions, solutions, and basis for major design decisions. The design analysis will confirm the availability of materials meeting Build America, Buy America and American Iron and Steel requirements and will be expanded and updated with each submittal. PND will perform interdisciplinary coordination and internal quality control reviews on all deliverables at each submittal milestone.

Task 3 - 35% Design

PND will prepare preliminary design documents establishing the proposed facility layouts, materials, structural systems, utility requirements, dredging limits, and upland improvements. The submittal will include preliminary drawings, technical specification table of contents, design analysis, an engineer's construction cost estimate, a preliminary CPM design and construction schedule, and an initial construction phasing evaluation. Following the 35% design submittal, PND will conduct one public review meeting in Wrangell. PND will prepare presentation materials, including a PowerPoint presentation, display boards, and handouts, and will document and organize the public comments received.

Task 4 - 65% Design

Following CBW review of the 35% submittal and completion of the public review meeting, PND will address CBW's review comments and advance the design to approximately 65% completion. The submittal will include coordinated drawings for each design discipline, draft technical specifications, updated design analysis, an updated engineer's construction cost estimate, and an updated CPM design and construction schedule. Following the 65% design submittal, PND will conduct one virtual presentation to the public and CBW Assembly. PND will prepare virtual presentation materials, including an updated PowerPoint presentation, and will document and organize the public comments received.

Task 5 - 95% Design

PND will address CBW's 65% review comments and will then prepare a near-final set of construction documents. The 95% submittal will include substantially complete drawings and technical specifications, an updated design analysis, an updated engineer's construction cost estimate, and an updated CPM design and construction schedule. Following the 95% design submittal, PND will conduct one virtual presentation to the public and CBW Assembly. PND will prepare virtual presentation materials, including an updated PowerPoint presentation, and will document and organize the public comments received.

Task 6 - Final Design and Bid Phase Assistance

PND will address CBW's 95% review comments and prepare signed and sealed final construction drawings and technical specifications for bidding. The final submittal will also include the final engineer's construction cost estimate and CPM design and construction schedule.

PND will provide bid phase assistance, including preparing an agenda and leading the pre-bid meeting and project site reviews in Wrangell, assisting CBW in responding to bidder questions and preparing addenda, reviewing bids and preparing a bid tabulation, evaluating the apparent low bidder's qualifications, and providing a recommendation for award to the lowest responsive bidder.

Monthly Progress Reports

Throughout the design and permitting phases, PND will prepare a single page monthly progress report summarizing design and permitting activities and the overall status of project development. The report will be suitable for inclusion in the CBW Assembly's monthly agenda package and for distribution to MARAD.

Agency and Funding Coordination

PND will attend monthly coordination meetings with CBW and MARAD throughout the design and permitting phases. The meetings will be conducted by videoconference and will address the status of design development, project cost and schedule, permitting and NEPA documentation, and other requirements for execution of the grant agreement. PND will also assist CBW with completing MARAD's Engineering Risk Register based on the initial draft developed from the grant application.

Fee Proposal Summary

PND will provide engineering services under six initial tasks. A summary of the tasks and proposed fees follows.

Task	Task Description	Contract Method	Fee \$
1	Surveying, Onshore Geotechnical Investigation, MetOcean Study	FF	\$105,000
2	Environmental Permitting and NEPA Documentation	FF	\$535,000
3	35% Preliminary Design	FF	\$645,000
4	65% Preliminary Design	FF	\$550,000
5	95% Preliminary Design	FF	\$550,000
6	Final Design and Bid Phase Assistance	FF	\$105,000
All	All Work Listed Above	Lump Sum	\$2,490,000

All tasks will be performed on a Fixed Fee basis for the scope of improvements described herein. The fees indicated will not be exceeded without prior written authorization from CBW.

We appreciate the opportunity to provide professional services to the City and Borough of Wrangell on this important waterfront project. Thank you for reviewing the proposed scope and professional fees we

have provided. Please let me know if we have perceived your needs appropriately for this project or if you wish to make any modifications to better serve CBW. We are available to commence following formal authorization and look forward to working with you towards the successful completion of the Wrangell Harbor Basin Revitalization and Transportation Resiliency Project.

Sincerely,

PND Engineers, Inc. | Juneau Office



Brandon Ivanowicz
Staff Engineer



Sean Sjostedt, P.E.
Vice President

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2026
	<u>Agenda Section</u>	13

ORDINANCE NO. 1106 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND CONSOLIDATING TITLE 10, CHAPTER 15 ("TRESPASS ON BOROUGH PROPERTY," AS ENACTED BY ORDINANCE 1048), AND REPLACING IT WITH A SINGLE, CONSOLIDATED CHAPTER 10.15 ENTITLED "CODE OF CONDUCT AND TRESPASS ON PUBLIC PROPERTY," FOR THE PURPOSE OF UPDATING AND HARMONIZING THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	
Mason Villarma, Borough Manager	

ATTACHMENTS: 1. Ord 1106. | 2. Existing Code Section

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1106 and move to a second reading with a public hearing to be held on October 13, 2026.

SUMMARY STATEMENT:

Purpose

This ordinance repeals Wrangell Municipal Code Chapter 10.15 in its entirety and replaces it with a consolidated "Code of Conduct and Trespass on Public Property" chapter. The ordinance establishes standards for conduct on City and Borough of Wrangell (CBW) property and provides procedures for addressing conduct that threatens public safety, property, municipal operations, or the lawful use of public facilities.

Key Provisions

1. Standards of Conduct

The ordinance identifies conduct that may result in removal, exclusion, restricted access, conditional access, or other protective action. Prohibited conduct includes, among other things:

- Violence, attempted violence, or true threats of unlawful violence;
- Stalking, unlawful harassment, and sexual harassment;
- Damage, destruction, defacement, or unlawful taking of property;
- Obstructing access or materially interfering with the use of public property;
- Materially interfering with CBW personnel performing their official duties;
- Failure to comply with lawful and reasonable directions from authorized CBW personnel;
- Littering and improper disposal of waste;
- Public urination or defecation outside designated facilities; and
- Violations of applicable rules or policies governing particular CBW facilities.

2. Protection of Constitutional Rights

The ordinance specifically provides that speech, criticism, disagreement, profanity, insults, offensive language, and other expressive activity do not constitute prohibited conduct solely because of their content or viewpoint. Speech may be addressed when the manner of expression materially interferes with governmental operations, services, safety, access, or the lawful use of a facility, consistent with constitutional requirements.

3. Certain Conduct Occurring Off Public Property

The ordinance allows protective action based on certain serious conduct occurring outside CBW property when the conduct is directed toward CBW personnel, contractors, volunteers, or property because of their relationship to CBW and has a direct and substantial relationship to CBW safety or operations. This includes true threats, violence, stalking, unlawful harassment, and other unlawful conduct.

4. Trespass Provisions

Trespass is established as a separate violation when a person knowingly enters or remains in an area that is closed or restricted after receiving notice, remains after being lawfully directed to leave, violates a lawful exclusion, or exceeds the conditions of restricted or conditional access. A person must have received lawful notice of the applicable restriction or direction.

5. Removal and Exclusion

Authorized CBW personnel may direct a person to cease prohibited conduct or leave public property. Temporary exclusions may be imposed when reasonably necessary to address an immediate safety or operational concern. Longer exclusions require approval by the Borough Manager or designee and must be reasonable in scope and duration.

Written notice of an exclusion extending beyond the remainder of the day must identify the conduct involved, the property or services affected, the duration, applicable conditions, consequences of violation, and the person's right to an administrative hearing.

6. Conditional or Escorted Access

Rather than completely excluding a person, CBW may provide conditional access to facilities, services, meetings, or activities. Conditions may include specified times or locations, appointments, advance notice, an escort, or reasonable limitations on contact with particular individuals. Conditions must be no more restrictive than reasonably necessary to address the identified safety or operational concern.

7. Administrative Hearing and Appeal

A person subject to a continuing exclusion or restriction may request an administrative hearing within five business days of receiving written notice. The hearing must be conducted by an impartial hearing officer, and the person must have an opportunity to review the basis for the action and present evidence and argument. CBW bears the burden of establishing the factual and legal basis for the restriction and that its scope and duration are reasonable.

A hearing decision may be appealed to the Borough Assembly within ten business days. The Assembly may affirm, reverse, or modify the decision, including the scope, duration, or conditions of an exclusion or restriction. The Assembly's written decision constitutes the final administrative decision of CBW.

8. Penalties

Prohibited conduct does not automatically constitute a separate municipal offense merely because it is identified in the ordinance. However, trespass under the new chapter is an infraction punishable by the fine established in WMC 1.20.050, or by a fine of up to \$500 if no applicable fine is established. The ordinance does not limit enforcement of conduct that independently violates state, federal, or other municipal law.

Summary

Overall, the ordinance establishes a structured framework for maintaining safety and orderly use of CBW property while providing graduated enforcement options. These options range from directions to cease conduct or leave a facility, to temporary or longer-term exclusions, restricted or conditional access, and ultimately trespass enforcement when a person knowingly violates a lawful restriction or direction. The ordinance also establishes notice, hearing, and appeal procedures and expressly preserves constitutional protections for speech and expressive activity.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1106

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND CONSOLIDATING TITLE 10, CHAPTER 15 (“TRESPASS ON BOROUGH PROPERTY,” AS ENACTED BY ORDINANCE 1048), AND REPLACING IT WITH A SINGLE, CONSOLIDATED CHAPTER 10.15 ENTITLED “CODE OF CONDUCT AND TRESPASS ON PUBLIC PROPERTY,” FOR THE PURPOSE OF UPDATING AND HARMONIZING THE WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SEC. 1. Action.

The purpose of this ordinance is to repeal Wrangell Municipal Code Chapter 10.15 in its entirety and replace it with a single, consolidated chapter entitled “Code of Conduct and Trespass on Public Property.” The chapter establishes standards of conduct applicable to public property, identifies conduct that may warrant removal, exclusion, restricted access, or other protective measures, and establishes trespass violations for persons who unlawfully enter or remain on public property or violate a lawful exclusion.

The chapter also provides that certain serious conduct occurring outside public property, including true threats, violence, stalking, unlawful harassment, or other unlawful conduct directed at CBW officials, employees, volunteers, contractors, or property because of their relationship to CBW, may constitute grounds for protective action when the conduct has a direct and substantial relationship to CBW safety or operations.

The chapter further establishes conditional or escorted access as an intermediate remedy and provides administrative hearing and appeal procedures for exclusions and restrictions imposed under the chapter.

SEC. 2. Repeal and Replacement.

Wrangell Municipal Code Chapter 10.15, in its entirety, is hereby repealed and replaced with the following:

Chapter 10.15

CODE OF CONDUCT AND TRESPASS ON PUBLIC PROPERTY

10.15.010 Purpose and policy.

The safety of patrons, guests, staff, volunteers, and members of the public, the protection of public property, and the safe and orderly delivery of municipal services are important interests of the City and Borough of Wrangell, Alaska (“CBW”). This chapter establishes standards governing conduct on property owned, leased, or controlled by CBW and provides procedures for addressing conduct that threatens those interests.

CBW encourages all persons using public property to treat others with courtesy and respect, to take responsibility for their own conduct, and to comply with lawful policies, rules, and regulations applicable to the particular property or facility. These expectations are aspirational and are not, standing alone, grounds for removal, exclusion, citation, or criminal enforcement.

The purposes of this chapter are to promote the safe, orderly, and accessible use of public property; protect persons and property; prevent material interference with municipal operations and services; preserve the lawful use of public property by others; and provide reasonable measures for responding to conduct that threatens those interests.

Conduct identified as prohibited conduct under this chapter may constitute grounds for removal, exclusion, restricted or conditional access, or other protective action authorized by this chapter. Except as expressly provided in the trespass provisions of this chapter, prohibited conduct does not constitute a separate municipal offense merely because it is identified as prohibited conduct under this chapter.

Nothing in this chapter limits the investigation, citation, arrest, or prosecution of conduct that independently constitutes an offense under federal law, state law, or another provision of the Wrangell Municipal Code.

Nothing in this chapter is intended to prohibit, restrict, or penalize speech, expression, assembly, petition, criticism of public officials or employees, or other activity protected by the United States Constitution or the Constitution of the State of Alaska.

10.15.020 Prohibited conduct.

A. For purposes of this chapter, “prohibited conduct” means conduct described in this section that may constitute grounds for removal, exclusion, restricted or conditional access, or other protective action authorized by this chapter.

B. Prohibited conduct on public property includes:

1. Engaging in conduct that violates applicable federal, state, or local law.
2. Engaging in violence or attempted violence, or communicating a true threat of unlawful violence against a person or property.
3. Engaging in unwanted physical contact with another person, except for incidental contact ordinarily associated with lawful use of the property.
4. Engaging in stalking, unlawful harassment, sexual harassment, or other conduct prohibited by applicable law.
5. Intentionally or knowingly damaging, destroying, defacing, or unlawfully taking CBW property or the property of another person.
6. Intentionally obstructing or materially interfering with ingress to, egress from, or lawful movement within public property.
7. Materially interfering with a CBW official, employee, volunteer, or contractor in the actual performance of that person’s official duties.
8. Materially interfering with another person’s lawful use of public property or access to CBW programs, services, facilities, or activities.
9. Failing to comply with a lawful and reasonable direction of authorized CBW personnel that is reasonably related to safety, facility operations, access, the protection of persons or property,

preventing or ending prohibited conduct, or enforcement of this chapter or another applicable law, regulation, or lawful facility rule.

10. Depositing litter, garbage, or refuse except in a receptacle designated for that purpose or as otherwise authorized by law.
11. Urinating or defecating on public property except in a restroom or other facility designated for that purpose.
12. Violating a lawfully adopted and applicable policy, rule, or regulation governing use of a particular CBW property or facility, provided that the policy, rule, or regulation is consistent with applicable federal and state law and constitutional protections.

C. Speech and expressive conduct.

13. 1. Speech or expressive conduct, including criticism, questioning, disagreement, verbal challenge, insults, profanity, offensive language, discourtesy, shouting, or other loud or hostile expression, does not, standing alone, constitute prohibited conduct.
14. 2. Within a CBW building or other area principally used for the conduct of CBW business, the provision of CBW services, or the performance of governmental functions, speech or expressive conduct may constitute prohibited conduct when the manner in which it occurs materially interferes with: (a) a CBW official, employee, volunteer, or contractor in the actual performance of official duties; (b) another person's ability to obtain or receive CBW services or participate in CBW programs, meetings, or activities; (c) ordinary communication necessary for CBW business or services; (d) the safe and orderly operation of the facility; or (e) lawful access to, use of, or movement within the facility.
15. 3. In determining whether speech or expressive conduct materially interferes with the uses identified in subsection C.2, CBW may consider the volume, duration, repetition, location, proximity to ongoing governmental operations, and actual effect of the conduct. The content or viewpoint of the expression, and the fact that the expression is critical, profane, insulting, offensive, discourteous, or hostile, may not by themselves establish prohibited conduct.
16. 4. On streets, sidewalks, parks, plazas, and other areas traditionally or otherwise lawfully available for public expression or assembly, speech or expressive conduct may be regulated only pursuant to applicable law, including lawful and constitutionally permissible restrictions governing the time, place, and manner of the activity.
17. 5. Nothing in this subsection limits CBW's authority to enforce lawful and constitutionally permissible rules governing the use, safety, security, access, or operation of a particular CBW property or facility.

D. Conduct occurring outside public property may constitute grounds for exclusion, restricted or conditional access, suspension or revocation of privileges, or other protective action under this chapter only when:

1. the conduct consists of a true threat of unlawful violence, violence or attempted violence, stalking, unlawful harassment, or other unlawful conduct directed toward a CBW official, employee, volunteer, contractor, or CBW property because of the person's official duties or relationship with CBW; and
2. the conduct has a direct and substantial relationship to the safety of CBW personnel, members of the public, CBW property, or the safe and orderly operation of CBW programs, services, facilities, or activities.

E. In determining whether off-property conduct warrants action under this chapter, CBW may consider the nature, seriousness, specificity, and recency of the conduct; the persons or property targeted; the relationship of the conduct to CBW operations; and whether a less restrictive measure would adequately address the identified safety or operational concern.

F. For purposes of this section, a “true threat” means a serious expression conveying an intent to commit an act of unlawful violence against a person or identifiable group of persons, where the speaker is aware that the communication will be understood as threatening violence or consciously disregards a substantial and unjustifiable risk that it will be so understood.

G. Nothing in this section authorizes removal, exclusion, restricted access, or other adverse action based on speech or expressive activity protected by the United States Constitution or the Constitution of the State of Alaska.

10.15.030 Trespass — Unlawful.

A person commits a violation of this chapter if the person commits a trespass on public property as defined in WMC 10.15.040.

Conduct constituting prohibited conduct under WMC 10.15.020 does not, by itself, constitute trespass under this section. Such conduct may provide grounds for a lawful direction to leave, exclusion, restricted or conditional access, or other protective action authorized by this chapter.

10.15.040 Trespass — Defined.

A person commits trespass on public property when the person:

A. Knowingly enters or remains on public property, or a portion of public property, that is not open to the public or that is subject to a lawful access restriction, after receiving actual notice of the restriction or when the restriction is clearly posted or otherwise reasonably communicated;

B. Knowingly remains on public property after being lawfully directed to leave by an authorized CBW official, employee, or other person in charge of the property;

C. Knowingly enters or re-enters public property, or a portion of public property, during the period of a lawful exclusion or access restriction imposed under this chapter, after receiving notice of the exclusion or restriction; or

D. Knowingly exceeds the scope of conditional or restricted access authorized under WMC 10.15.075 after receiving notice of the applicable conditions.

A direction, exclusion, or access restriction may serve as the basis for trespass under this section only if it was lawfully issued under this chapter or other applicable law.

Nothing in this section authorizes a direction to leave, exclusion, or access restriction based solely on speech or expressive activity protected by the United States Constitution or the Constitution of the State of Alaska.

10.15.050 Enforcement.

A. The borough manager, the manager's designee, or other authorized CBW personnel may take reasonable action to enforce this chapter, including directing a person to cease prohibited conduct, directing a person to leave public property, imposing an exclusion or access restriction as authorized by WMC 10.15.060, or implementing conditional access under WMC 10.15.075.

B. Any direction to leave, exclusion or access restriction imposed under this chapter must be based on conduct or circumstances authorized by this chapter and must be reasonable in scope and duration in relation to the conduct, safety concern, or operational interest giving rise to the action.

C. Nothing in this section limits the authority of a peace officer to investigate, cite, arrest, or otherwise act pursuant to applicable federal, state, or local law.

D. Enforcement of this chapter shall be carried out in a manner consistent with the United States Constitution, the Constitution of the State of Alaska, and other applicable law.

10.15.060 Removal and exclusion from public property.

A. A person who engages in prohibited conduct under WMC 10.15.020 may be directed to immediately cease the conduct or leave the public property where the conduct occurred.

B. Authorized CBW personnel may impose a temporary exclusion for the remainder of the day from the property where the conduct occurred and, when reasonably necessary to address an immediate safety risk, from additional specified CBW properties or facilities. A temporary exclusion under this subsection must be reasonably necessary to protect persons or property, prevent further prohibited conduct, maintain access to CBW services or facilities, or permit the safe and orderly operation of the affected property.

C. An exclusion extending beyond the remainder of the day shall be imposed or approved by the borough manager or the manager's designee and shall be reasonable in scope and duration in light of:

1. the nature and seriousness of the conduct;
2. whether the conduct involved violence, a true threat, stalking, property damage, repeated misconduct, or substantial interference with CBW operations or public access;
3. the persons, property, facilities, programs, services, or operations affected or reasonably threatened by the conduct;
4. the risk that the conduct will recur at the same or another CBW property or facility;
5. the relationship between the conduct and the CBW properties, facilities, programs, services, or activities included within the proposed exclusion;
6. whether an exclusion limited to particular property, facilities, areas, programs, services, or time periods would adequately address the identified safety or operational concern; and
7. whether conditional or escorted access under WMC 10.15.075 would adequately address the identified concern.

D. An exclusion may apply to the property where the conduct occurred, additional specified CBW properties or facilities, or all property owned, leased, or controlled by CBW when reasonably necessary in light of the nature and seriousness of the conduct and the identified safety or operational concern. An

exclusion shall not be broader in geographic scope or duration than reasonably necessary to address that concern.

E. In determining the scope of an exclusion, CBW shall consider the nature and use of the affected property. An exclusion affecting streets, sidewalks, parks, or other property ordinarily available for public expression or assembly shall be limited to the extent required by applicable constitutional law.

F. Written notice of an exclusion extending beyond the remainder of the day shall identify:

1. the conduct giving rise to the exclusion;
2. the property, facilities, areas, programs, services, or activities subject to the exclusion;
3. the effective date and duration of the exclusion;
4. any conditions under which access remains permitted;
5. the consequences of violating the exclusion; and
6. the right to request an administrative hearing under WMC 10.15.080.

G. An exclusion or access restriction shall not prevent a person from obtaining access to essential CBW services when reasonable alternative arrangements can be made without defeating the safety or operational purpose of the exclusion. CBW may provide such access by appointment, remote means, delivery of services through another person, peace officer escort, or other reasonable conditions.

H. A person who knowingly fails to leave after a lawful direction to do so, or who knowingly enters or remains on property in violation of a lawful exclusion or access restriction, may be subject to enforcement under WMC 10.15.030 and 10.15.040 and other applicable law.

I. The remedies authorized by this section are in addition to any civil or criminal remedies otherwise available under law.

10.15.075 Conditional access.

A. In lieu of, or as a modification of, an exclusion imposed under WMC 10.15.060, the borough manager or the manager's designee may authorize a person to access specified public property, facilities, programs, services, meetings, or activities subject to reasonable conditions designed to address the safety or operational concern giving rise to the exclusion.

B. Conditions of access may include, as appropriate:

1. access only during specified times;
2. access only to specified buildings, areas, programs, services, meetings, or activities;
3. advance notice to designated CBW personnel;
4. access by appointment;
5. accompaniment by a peace officer or other CBW-designated escort;
6. limitations on contact with specified CBW officials, employees, volunteers, contractors, or members of the public; or
7. other reasonable conditions directly related to the conduct or safety concern giving rise to the exclusion.

C. Conditional access may be authorized at the time an exclusion is imposed, upon request while an exclusion remains in effect, as part of a decision following an administrative hearing under WMC 10.15.080, or as part of a decision on appeal under WMC 10.15.085.

D. Conditions imposed under this section shall be no more restrictive than reasonably necessary to address the identified safety or operational concern and shall not be based on the content or viewpoint of protected speech or expressive activity.

E. A person who knowingly violates a material condition of access may have the conditional access revoked and the underlying exclusion reinstated. Any extension or material expansion of the scope or duration of the underlying exclusion shall comply with WMC 10.15.060 and is subject to the hearing and appeal rights provided in this chapter.

F. Conditional access under this section does not limit a person's right to request an administrative hearing under WMC 10.15.080 or appeal under WMC 10.15.085.

10.15.080 Administrative hearing.

A. A person subject to an exclusion, restricted access, or other continuing restriction imposed under WMC 10.15.060 may request an administrative hearing. The request must be submitted in writing within five business days after receipt of the written notice of exclusion or restriction, or within such additional time as may be allowed for good cause.

B. The hearing shall be conducted by the borough manager or another impartial hearing officer designated by CBW within fourteen business days after receipt of a timely request, unless the person requesting the hearing agrees to a later date. A person who imposed or approved the exclusion or restriction, or who materially participated in the investigation or presentation of the matter, may not serve as the hearing officer.

C. The hearing shall be conducted informally and need not conform to the technical rules of evidence. The person subject to the exclusion or restriction shall have a reasonable opportunity to review the basis for the action, present evidence and argument, and respond to the evidence relied upon by CBW.

D. CBW bears the burden of establishing, by a preponderance of the evidence, that:

1. the person engaged in conduct constituting prohibited conduct under WMC 10.15.020 or otherwise provided a lawful basis for the exclusion or restriction;
2. the exclusion or restriction serves a legitimate safety, property-protection, access, or operational interest of CBW; and
3. the scope, duration, and conditions of the exclusion or restriction are reasonable and no broader than reasonably necessary to address the conduct or identified concern.

E. In reviewing an exclusion or restriction, the hearing officer shall consider the factors identified in WMC 10.15.060, including the nature and seriousness of the conduct, the risk of recurrence, the persons and property affected, the relationship between the conduct and the property or facilities covered by the restriction, and whether a narrower restriction or conditional access would adequately address the identified concern.

F. Following the hearing, the hearing officer shall issue a written decision affirming, reversing, or modifying the exclusion or restriction. The decision shall state the factual basis for the decision, the scope and duration of any continuing restriction, and any conditions of access.

G. An exclusion or restriction may remain in effect while the administrative hearing is pending when continued enforcement is reasonably necessary to address an identified safety, property, access, or operational concern.

H. A decision under this section may be appealed to the Assembly under WMC 10.15.085.

10.15.085 Appeal to Assembly.

A. A person aggrieved by a decision under WMC 10.15.080 may appeal that decision to the Assembly by filing a written notice of appeal with the borough clerk within ten business days after the decision.

B. The appeal shall be heard by the Assembly, sitting as a board of appeals, at the next regularly scheduled Assembly meeting for which timely notice can be given, or within forty-five days after the notice of appeal is filed, whichever occurs first, unless the person appealing agrees to a later date.

C. The Assembly's review shall be limited to the record developed at the administrative hearing under WMC 10.15.080, together with any written argument submitted by the parties. The Assembly may receive additional evidence only upon a showing of good cause that the evidence was not reasonably available at the administrative hearing.

D. The Assembly shall affirm the administrative hearing decision if it determines that:

1. the findings that the person engaged in prohibited conduct or that another lawful basis existed for the exclusion or restriction are supported by substantial evidence in the record;
2. the exclusion or restriction serves a legitimate safety, property-protection, access, or operational interest of CBW; and
3. the scope, duration, and conditions of the exclusion or restriction are reasonable and no broader than reasonably necessary to address the conduct or identified concern.

E. The Assembly may affirm, reverse, or modify the administrative hearing decision, including the scope, duration, or conditions of any exclusion, restriction, or conditional access.

F. An Assembly member who was directly involved in or is the subject of the conduct giving rise to the exclusion or restriction shall not participate in the appeal. An Assembly member is not disqualified solely because the member witnessed the conduct. If recusal results in the Assembly lacking a quorum, the appeal shall be heard in the manner otherwise authorized by law or the borough's rules of procedure.

G. The exclusion or restriction shall remain in effect during the pendency of the appeal unless modified by the borough manager or the Assembly.

H. The decision of the Assembly shall be in writing and shall constitute the final administrative decision of CBW.

10.15.090 Penalties.

A. Conduct identified as prohibited conduct under WMC 10.15.020 does not constitute a separate offense under this chapter solely because it is identified as prohibited conduct. Such conduct may constitute grounds for removal, exclusion, restricted or conditional access, or other protective action authorized by this chapter.

B. A person who commits trespass under WMC 10.15.030, as defined in WMC 10.15.040, commits an infraction and is punishable by the fine established in WMC 1.20.050 or, if no fine is established in the fine schedule, by a fine not exceeding \$500.

C. Nothing in this chapter limits the investigation, citation, arrest, or prosecution of conduct that independently constitutes an offense under federal law, state law, or another provision of the Wrangell Municipal Code.

SEC. 3. Severability.

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

SEC. 4. Classification.

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

SEC. 5. Effective Date.

This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2026

PASSED IN SECOND READING: _____, 2026

Patricia Gilbert, Borough Mayor

ATTEST: _____

Kim Lane, MMC, Borough Clerk

CHAPTER 10.15
TRESPASS ON BOROUGH PROPERTY

§ 10.15.010. Trespass – Unlawful.

It is unlawful for any person or entity to commit a trespass upon property owned or controlled by the borough.

(Ord. 1048 § 2, 2024)

§ 10.15.020. Trespass – Defined.

Any of the following acts, by any person or entity, are among those that constitute trespass on borough property and are a violation of the provisions of this chapter:

- A. An unauthorized entry or remaining upon borough property in violation of a notice posted or exhibited at the main entrance to the property or at any point of approach or entry to the property;
 - B. The pursuit of any course of conduct or action in violation of a notice posted or exhibited at the main entrance to borough property or at any point of approach or entry, or given orally or in writing by an authorized agent of the borough;
 - C. A failure or refusal to depart from borough property upon request to do so orally or in writing by an authorized agent of the borough;
 - D. The cutting down, injury or removal of trees or timber from borough property without written permission from an authorized agent of the borough;
 - E. The digging, taking, quarrying or removal of minerals, earth, or stone from borough property without written permission from an authorized agent of the borough; or
 - F. Littering in or on borough property.
- (Ord. 1048 § 2, 2024)

§ 10.15.030. Enforcement.

Appropriate action may be taken by the manager or designee at any time, or from time to time, to enforce the provisions of this chapter or to prevent violations thereof.

(Ord. 1048 § 2, 2024)

§ 10.15.040. Affirmative defenses.

- A. It is an affirmative defense to prosecution under WMC § 10.15.020(B) or (C) that the person or entity was engaged in legitimate expression protected by the First Amendment to the United States Constitution and the expression did not:
 - 1. Obstruct or delay access or exit to and from the property;
 - 2. Intentionally, knowingly, or recklessly intimidate users, residents, or occupants of the property;

§ 10.15.040

§ 10.15.050

3. Occur in an unreasonable time, place, or manner;
 4. Violate the terms of any court order, official permit, borough ordinance, consent decree, judicial or legal process; and
 5. Endanger the public welfare or security.
- B. It is an affirmative defense to prosecution under WMC § 10.15.020(A) or (B) that the person or entity first obtained written permission to take the action in question from the borough manager or their designee.
(Ord. 1048 § 2, 2024)

§ 10.15.050. Penalties.

Any person or entity violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the WMC § 1.20.050 fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500.00 if the offense is not listed in the WMC § 1.20.050 fine schedule.
(Ord. 1048 § 2, 2024)

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2026
	<u>Agenda Section</u>	13

ORDINANCE NO. 1107 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 1.20.050 – MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20 – GENERAL PENALTY, IN THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	
Mason Villarma, Borough Manager	

ATTACHMENTS: 1. Ord 1107.

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1107 and move to a second reading with a public hearing to be held on October 13, 2026.

SUMMARY STATEMENT:

Purpose

With the amendments that are outlined in Ordinance No. 1106 – Code of Conduct, the Minor Offense Fine Schedule requires updating. This ordinance will accomplish this requirement.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1107

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH
OF WRANGELL, ALASKA, AMENDING SECTION THE MINOR
OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, IN
THE WRANGELL MUNICIPAL CODE

SEC. 1. Action. The purpose of this ordinance is to amend the Minor Offense Fine Schedule in Section 1.20.050 of Chapter 1.20, General Penalty, of the Wrangell Municipal Code to add to the fine schedule the code sections relating to violations of Chapter 10.15 – Code of Conduct on Public Property.

SEC. 2. Amendment. Section 1.20.050 of the Wrangell Municipal Code is amended to read:

1.20.050 Minor Offense Fine Schedule.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the police department. If an offense is not listed on a fine schedule, the defendant must appear in court to answer the charges. The Alaska Court System's Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

Section	Offense	Penalty/Fine
...		
<u>10.15.020</u>	<u>Unacceptable behavior</u>	<u>\$250.00 fine for each offense.</u>
<u>10.15.030</u>	<u>Trespass - Unlawful</u>	<u>\$250.00 fine for each offense.</u>
<u>10.15.060</u>	<u>Trespass – Affirmative defenses</u>	<u>\$250.00 fine for each offense.</u>
...		

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

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2026

PASSED IN SECOND READING: _____, 2026

Patricia Gilbert, 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>	September 22, 2026
	<u>Agenda Section</u>	13

ORDINANCE NO. 1108 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 13.24 – NAMING OF PUBLIC FACILITIES, TO TITLE 13 – STREETS, SIDEWALKS, AND PUBLIC PLACES, IN THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	
Mason Villarma, Borough Manager	

ATTACHMENTS: 1. Ord 1108. |

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1108 and move to a second reading with a public hearing to be held on October 13, 2026.

SUMMARY STATEMENT

Administrative Review

Under WMC 13.24.010, requests to name or rename borough property must be submitted to the Borough Clerk. The Clerk reviews the request for completeness and may seek comments or information from the Borough Manager, affected departments, or other appropriate borough staff.

In considering a proposed name, the following factors should be considered:

- Its relationship to the property's location, environment, promotion, purpose, or design;
- Whether it honors historical events or cultural influences significant to Wrangell;
- Whether it honors a person or organization that has made particularly important and lasting contributions to Wrangell, Alaska, the nation, or the world; and
- Whether the name avoids confusion, duplication, or difficulty in identifying the property.

Following administrative review, the request is placed before the Assembly.

Assembly Action and Public Hearing

Under WMC 13.24.020, the Assembly may approve the proposed name, select a different name, reject the proposal, or determine that the property should not be named. Before taking final action, the Assembly must hold at least one public hearing on the proposed naming or renaming.

Exceptions and Existing Names

WMC 13.24.040 provides an exception when a person or organization that donated the property, provided significant funding, or made another substantial contribution requests a particular name. The Assembly may grant such a request without following the administrative procedures of WMC 13.24.010.

Property named before the chapter's effective date retains its existing name unless changed through the applicable process. The ordinance does not create a right for any person or organization to have property named in their honor or to retain an honorary name.

Exempt Property

The chapter does not apply to streets, roads, or public ways subject to another naming procedure under the Wrangell Municipal Code, nor does it apply to property not owned or controlled by the City and Borough of Wrangell.

Summary: For ordinary borough property naming or renaming requests, the process generally consists of submission to the Borough Clerk, administrative review, Assembly consideration, and at least one public hearing before final Assembly action.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1108

**AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER
13.24 – NAMING OF PUBLIC FACILITIES, TO TITLE 13 –
STREETS, SIDEWALKS, AND PUBLIC PLACES, IN THE
WRANGELL MUNICIPAL CODE**

SEC. 1. Action. The purpose of this ordinance is to establish procedures for naming or renaming public property owned and controlled by the City and Borough of Wrangell.

SEC. 2. Addition. Chapter 13.24 – Naming of Public Facilities, is added to Title 13 – Streets, Sidewalks, and Public Places, of the Wrangell Municipal Code as follows:

Chapter 13.24 – Naming of Public Facilities

13.24.010 Application and administrative review.

- A. The assembly shall use the procedures of this chapter in naming or renaming any public property which is owned and controlled by the borough. A request to name or rename public property shall be submitted to the borough clerk in conformance with Section B below. The borough clerk shall review the request for completeness and may obtain comments or information from the borough manager, affected borough departments, or other appropriate borough staff.
- B. In reviewing a proposed name, consideration shall be given to:
 - 1. Names which relate to the location, environment, promotion, purpose or design of the property;
 - 2. Names which honor historical events or cultural influences which have been particularly significant to the City and Borough of Wrangell;
 - 3. Names which honor prominent persons or organizations that have made particularly important and lasting contributions, including civic, cultural, charitable, financial, or other significant contributions, to the City and Borough of Wrangell, state of Alaska, the nation, or the world;

4. Names which do not lend themselves to confusion, duplication, or difficulty in identifying the property.
- C. Upon completion of administrative review, the borough clerk shall place the request before the assembly for consideration.

13.24.020 Assembly approval.

Upon receipt of a request under WMC 13.24.010, the assembly may approve the proposed name, select another name, reject the proposed name, or determine not to name the property. Prior to taking final action, the assembly shall hold at least one public hearing on the proposed naming or renaming. Upon the assembly's selection of a name, the property shall be so named.

13.24.030 Common names.

Any borough property which has not been given a name under WMC 13.24.020 shall be known by the name of the street upon which it is located and/or the purpose which it serves.

13.24.040 Exception for donated property – Preexisting names – Changing names.

The provisions of WMC 13.24.020 do not apply to the naming of property when a person or organization that donates the property, contributes significant funding toward the acquisition, construction, or improvement of the property, or makes another substantial contribution for that purpose requests that the property be granted a certain name. The assembly may grant such a request without following the procedures of WMC 13.24.010.

Any property which has been named prior to the effective date of this chapter shall retain such name until it is changed through the process set forth in this chapter. Nothing in this chapter in any way provides any person or organization with the right to have any borough property named in their honor or to continue to have it so named.

The assembly may at any time change the name of any borough property through the process described in WMC 13.24.010.

13.24.050 Roads and other exempted property.

This chapter shall not apply to the naming of any street, road or public way subject to another naming procedure under the Wrangell Municipal Code. This chapter shall not

extend to the naming of any property which is not within the ownership or control of the City and Borough of Wrangell.

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

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

PASSED IN FIRST READING: _____, 2026

PASSED IN SECOND READING: _____, 2026.

Patricia Gilbert, 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>	September 22, 2026
	<u>Agenda Section</u>	15

Executive Session: Manager Performance Review & Review of Goals

SUBMITTED BY:

Mason Villarma, Borough Manager

FISCAL NOTE:

Amount Budgeted:

Account Number(s):

Account Name(s):

Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. None.

RECOMMENDATION MOTION I move, pursuant to 44.62.310 (c) (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically to review the performance of the Borough Manager and Review of Goals.

SUMMARY STATEMENT:

None.