



Tuesday, October 13, 2026

Location: Borough Assembly Chambers

Work Session from 6:00 – 7:00 PM | Regular Assembly Meeting at 7:00 PM

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=nQmF3oaRoa5WHYzHCFMvEivvbaFMIS.1>

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

WORK SESSION (6:00 - 7:00 PM)

- a. Playground/Park Upgrades

1. CALL TO ORDER

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

2. CEREMONIAL MATTERS

3. PERSONS TO BE HEARD

- a. CORRESPONDENCE: from Paul Southland re: EDA Grant intent press release

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 22, 2026 Regular Assembly meeting
- b. **RESOLUTION No. 10-26-2081** OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY REAPPROPRIATING \$10,000 IN UNSPENT AMERICAN LIBRARY ASSOCIATION GRANT FUNDS TO THE IRENE INGLE PUBLIC LIBRARY AND AUTHORIZING ITS EXPENDITURE
- c. **RESOLUTION No. 10-26-2082** OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY ACCEPTING THE \$500 STIPEND AWARDED TO THE IRENE INGLE PUBLIC LIBRARY THROUGH THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES 250 LIBRARY CONVENING AND AUTHORIZING ITS EXPENDITURE

7. BOROUGH MANAGER'S REPORT

- a. Nolan Center Report

8. BOROUGH CLERK'S REPORT

- a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- a. Annual Vice-Mayor Appointment
- b. Annual Board and Committee Appointments

11. PUBLIC HEARING

- a. **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
- b. **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
- c. **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
- d. **RESOLUTION NO. 10-26-2080** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE AMENDED FEE AND RATE SCHEDULE TO ESTABLISH A VETERAN HEADSTONE INSTALLATION PROVISION IN THE CEMETERY SECTION OF THE SCHEDULE, AND PROVIDING FOR AN EFFECTIVE DATE

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **Approval of a Professional Services Agreement** with PND Engineers for the Repairs to the City Dock Dolphin
- b. **ORDINANCE NO. 1109** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020 – ORDER OF BUSINESS, IN THE WRANGELL MUNICIPAL CODE
- c. **ORDINANCE NO. 1110** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING SECTION 3.55.202, ADDING A NEW SECTION 3.55.025, AND AMENDING SECTION 3.55.030 OF THE WRANGELL MUNICIPAL CODE TO CLARIFY THE SCOPE AND POLICY FOCUS OF THE ECONOMIC DEVELOPMENT BOARD AND TO ESTABLISH A PROCESS FOR REFERRING MATTERS BETWEEN THE BOARD, THE BOROUGH MANAGER, AND THE ASSEMBLY
- d. **ORDINANCE NO. 1111** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING A TEMPORARY EXEMPTION OF BOROUGH SALES TAX ON SALES OF HEATING FUEL DELIVERED FOR SPACE HEATING FROM NOVEMBER 15, 2026 THROUGH FEBRUARY 15, 2027, AND PROVIDING FOR AUTOMATIC EXPIRATION
- e. **RESOLUTION No. 10-26-2083** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY TRANSFERRING \$250,000 FROM THE general FUND RESERVES TO THE SUNSET GARDENS CEMETERY EXPANSION CIP FUND AND AUTHORIZING ITS EXPENDITURES

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

15. **EXECUTIVE SESSION** – None.

16. **ADJOURNMENT**

October 3, 2026

Mayor and Members of the Borough Assembly
City and Borough of Wrangell
Wrangell, Alaska

Re: October 2, 2026 Press Release, “EDA Signals Intent to Award Wrangell more than \$43 Million in Historic Investment”

Dear Mayor and Members of the Borough Assembly,

I am writing as a concerned citizen about the City and Borough’s October 2, 2026 press release, “EDA Signals Intent to Award Wrangell more than \$43 Million in Historic Investment.”

I support efforts to bring economic development to Wrangell. My concern is the framing and timing of the release. The release acknowledges that the EDA has signaled an intent to award and that the investment is anticipated. But a celebration of a “historic milestone,” with the Borough Manager saying the Senator “helped us get this across the finish line,” conveys more certainty than exists. As I understand it, no grant agreement has been executed and no funds have been obligated.

The timing compounds the problem. The release went out on October 2, 17 days before early voting begins on October 19 and about a month before the November 3 general election. It is framed around Senator Dan Sullivan’s announcement and credits him by name, along with Congressman Nick Begich. Both are on that ballot. The timing of the Senator’s announcement may not have been the Borough’s choice, but the decision to issue a celebratory release crediting candidates was. Whatever the intent, it risks looking as though Borough resources were used to shape voters’ views toward a particular political outcome. I also understand that the underlying funding may trace back to disaster-relief appropriations enacted before this administration, which, if so, makes a partisan framing all the more unwarranted.

Government communications should inform residents, not persuade them toward a political result. The release does not mention the Borough’s required match, the remaining steps before a final award, or any risk to Borough reserves. The public deserves to hear those plainly.

I respectfully ask that the Assembly:

1. Issue a clarification stating that the award is not final and what steps remain.
2. Adopt a written policy that Borough press releases on pending federal or state funding be worded neutrally and avoid election-timed credit-taking for candidates.
3. Have the Borough Manager explain how the release’s timing and content were decided.

Thank you for your service and for considering my concerns.

Respectfully,

Paul G. Southland
Wrangell, Alaska

**Minutes of Regular Assembly Meeting
Held on September 22, 2026**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., September 22, 2026, in the Borough Assembly Chambers. Assembly Member Powell led the pledge of allegiance.

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

ABSENT – None

Borough Manager Villarma and Deputy Clerk Powell were also present.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD - None

Written correspondence was received from Trident Seafoods regarding Wrangell Fire Department and their response to the recent fire.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

6a Minutes from the September 8, 2026 Regular Borough Assembly meeting

6b 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

6c 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

6d 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

6e CORRESPONDENCE: School Board Minutes from the June 19th Regular and July 9th Special Meetings

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

BOROUGH MANAGER'S REPORT

Manager Villarma provided his report.

Parks Director Robinson reviewed Kyle Angerman playground revitalization. Action to be taken at the next meeting regarding the purchase of the equipment.

The Library report was provided.

The Economic Development report was provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Gilbert would like to forgo sales tax on heating, automobile, aviation fuel for 1 week at a time to help alleviate costs to community members. Borough Manager Villarma stated this would be possible even throughout the winter; however the transportation fuel might be difficult to do.

Villarma stated that there was a community member that has been stepping up to research veterans, ordering headstones, and paying for the installation out-of-pocket; would like to see about waiving headstone fees for veteran headstone installations.

DeBord asked if the Borough Manager Villarma could look into storing snow at Heritage Harbor. Yeager mentioned the distance and time it would take to move snow out there.

MAYOR AND ASSEMBLY APPOINTMENTS - None.

PUBLIC HEARING - None.

UNFINISHED BUSINESS - None.

NEW BUSINESS

13a 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

M/S: Powell/Mach to approve Resolution No. 09-26-2077. Motion approved by polled vote.

13b 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

M/S: Powell/Yeager to approve Resolution No. 09-26-2078. Motion approved by polled vote.

13c Approval of a Professional Services Agreement with PND Engineers for the Wrangell Harbor Basin Project.

M/S: Powell/Yeager to approve a Professional Services Agreement with PND Engineers for the Wrangell Harbor Basin Project.

13d 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

M/S: Mach/DeBord 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.

Motion approved by polled vote.

13e 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

M/S: Powell/Mach 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.

M/S: Powell/Mach to strike sections 10.15.020 and 10.15.060. Amendment approved by polled vote.

Main motion, as amended was approved by polled vote.

13f 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

M/S: Powell/Yeager 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.

Change language to “owned and operated”

Motion approved by polled vote.

Powers left meeting at 7:14pm.

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

EXECUTIVE SESSION

15a Executive Session: Manager Performance and Goals Review

M/S: Mach/Powell 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. Motion approved by polled vote.

Recessed into Executive Session at 7:25 p.m.

Reconvened back into Regular Session at 8:25 p.m.

Regular Assembly meeting adjourned at 8:26 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>	October 13, 2026
	<u>Agenda Section</u>	6

RESOLUTION No. 10-26-2081 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY REAPPROPRIATING \$10,000 IN UNSPENT AMERICAN LIBRARY ASSOCIATION GRANT FUNDS TO THE IRENE INGLE PUBLIC LIBRARY AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Sarah Scambler, Library Director

FISCAL NOTE:

Expenditure Required:

Fiscal Year (FY): 2027	Amount: \$10,000
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Amount Budgeted:

FY:	\$
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Account Number(s):

	11000 034 7002 00 11107
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Account Name(s):

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Unencumbered Balance(s) (prior to expenditure):

	\$
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution No. 10-26-2081.

This item is being considered under the Consent Agenda. Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion on these items. If the Mayor, and Assembly Member, the Manager or Clerk requests discussion and/or consideration on an item under the Consent Agenda, that item will be removed from the Consent Agenda and will be considered under Unfinished Business.

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 10-26-2081.

SUMMARY STATEMENT:

The Irene Ingle Public Library received a \$10,000 Libraries Transforming Communities: Accessible Small and Rural Communities grant from the American Library Association Public Programs Office in FY26. The grant was accepted and appropriated through Resolution No. 04-26-2036 for the purchase and installation of automatic door openers at the library. The funds were not expended before the close of FY26 and must be reappropriated in FY27 to complete the project. The automatic door openers will improve accessibility to the facility for all community members.

CITY AND BOROUGH OF WRANGELL
RESOLUTION No. 10-26-2081

A RESOLUTION OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY REAPPROPRIATING \$10,000 IN UNSPENT AMERICAN LIBRARY ASSOCIATION GRANT FUNDS TO THE IRENE INGLE PUBLIC LIBRARY AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the Irene Ingle Public Library was awarded an American Library Association Libraries Transforming Communities grant, which was accepted and appropriated in FY26 under Resolution No. 04-26-2036; the funds were not expended before the close of FY26 and therefore need to be reappropriated in FY27 to complete the project; and

WHEREAS, these funds will be used to purchase and install automatic door openers at the Irene Ingle Public Library to improve accessibility to the facility; and

WHEREAS, it is necessary for the City and Borough of Wrangell Assembly to authorize the expenditure of these funds and provide for their appropriation into the FY27 Library budget.

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

Section 1: The FY 2027 General Fund budget is amended to increase library expenditures by \$10,000.

Section 2: The Finance Director is authorized and directed to allocate and record these funds across the appropriate library expenditure accounts in accordance with the City & Borough of Wrangell's accounting practices.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 13 DAY OF OCTOBER, 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>	October 13, 2026
	<u>Agenda Section</u>	6

RESOLUTION No. 10-26-2082 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY ACCEPTING THE \$500 STIPEND AWARDED TO THE IRENE INGLE PUBLIC LIBRARY THROUGH THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES 250 LIBRARY CONVENING AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Sarah Scambler, Library Director

FISCAL NOTE:

Expenditure Required:

Fiscal Year (FY): 2027	Amount: \$500
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Amount Budgeted:

FY:	\$
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Account Number(s):

	11000 034 4595 & 11000 034 7001
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Account Name(s):

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Unencumbered Balance(s) (prior to expenditure):

	\$
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution No. 10-26-2082.

This item is being considered under the Consent Agenda. Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion on these items. If the Mayor, and Assembly Member, the Manager or Clerk requests discussion and/or consideration on an item under the Consent Agenda, that item will be removed from the Consent Agenda and will be considered under Unfinished Business.

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 10-26-2082.

SUMMARY STATEMENT:

In September 2026, the Irene Ingle Public Library Director participated in the Institute of Museum and Library Services (IMLS) 250 Library Convening in Reno, Nevada. Following the convening, IMLS awarded the library a \$500 stipend to support additional expenses and projects, initiatives, or ideas inspired by the convening.

This resolution accepts the \$500 stipend, appropriates the funds into the FY27 Library budget, and authorizes the Finance Director to allocate the funds to the appropriate library expenditure accounts.

**CITY AND BOROUGH OF WRANGELL
RESOLUTION No. 10-26-2082**

A RESOLUTION OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY ACCEPTING THE \$500 STIPEND AWARDED TO THE IRENE INGLE PUBLIC LIBRARY THROUGH THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES 250 LIBRARY CONVENING AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the director of the Irene Ingle Public Library participated in the Institute of Museum and Library Services (IMLS) 250 Library Convening in September 2026 in Reno, Nevada; and

WHEREAS, IMLS awarded the Irene Ingle Public Library a \$500.00 stipend to support additional expenses and the implementation of projects, initiatives, or ideas inspired by the IMLS 250 Library Convening; and

WHEREAS, it is necessary for the City and Borough of Wrangell Assembly to authorize the expenditure of these funds and to provide for their appropriation into the FY27 Library budget.

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

Section 1: The FY 2027 Budget in the General Fund is amended to reflect an increase in revenue to Account Number 11000 034 4595 - Library Miscellaneous Grant Revenue in the amount of \$500.00 to recognize acceptance of the IMLS 250 Library Convening stipend.

Section 2: The Finance Director is authorized and directed to allocate and record these funds across the appropriate library expenditure accounts in accordance with the City & Borough of Wrangell's accounting practices.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 13th DAY OF OCTOBER, 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

City & Borough of Wrangell
JAMES & ELSIE NOLAN CENTER
Administrative Report



To: Honorable Mayor and Members of the Assembly of the City and Borough of Wrangell

Cc: Mason Villarma, Borough Manager

From: Jeanie Arnold, Nolan Center Director

Subject: Nolan Center Report- October

Date: October 13th, 2026

This report outlines the Nolan Center's operations, programming, and financial performance through August and September 2026, along with upcoming October activities. The late summer season continued to be active, with the Center serving as a hub for tourism, community events, educational programming, meetings, and entertainment.

Major Rentals & Community Events

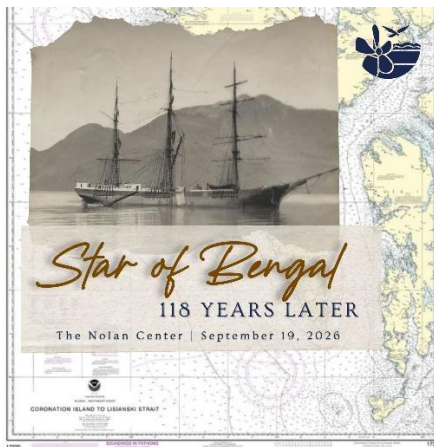
- **Bearfest (August 6–9):** The Nolan Center served as a central event hub for Bearfest activities, including educational presentations, art activities, community markets, bear carving demonstrations, cooking and safety classes, contests, and race registration and support.
- **Tlingit & Haida Tribal Vocational Rehabilitation Community Visit (September 2):** Hosted a community visit in the classroom from 10:30 a.m. to 4:30 p.m.
- **Elf the Musical Auditions (September 8–10):** The Civic Center hosted open auditions for the upcoming production, marking the beginning of the community's preparation for the musical.
- **Community Markets:** Community markets continued during the late summer season, providing opportunities for local vendors and community members to use the facility.
- **Star of Bengal: Shipwreck 118th Anniversary Symposium (September 19):** Hosted a symposium with Ronan Rooney focused on the history of the Star of Bengal shipwreck.
- **Community and Educational Programming:** September programming included the Beneath the Lake Surface presentation, the 80% Studios Storytelling Workshop, Wrangell Kids Club, an Island of Faith Lutheran Church event, and the SEARCHC National Recovery Month event.

Theater & Film

The theater continued to provide community entertainment through scheduled movie screenings and sponsored programming. The late summer calendar included Island of Faith movie events, the new Spider Man in August, and Practical Magic 2 in September.

JAMES & ELSIE NOLAN CENTER

Administrative Report



Tour Revenue Highlights summer 2026

Revenue takeaway: Gift shop gross sales increased by \$41,260, or 43.7%, while tour admission revenue increased by \$10,450, or 25.7%. General museum admission revenue increased by \$17,304, or 62.0%. Total reported revenue across these three categories increased from \$162,959 in 2025 to \$231,973 in 2026 - an increase of \$69,014, or 42.3%. My team and I are extremely proud of these results, which reflect the tremendous amount of hard work, dedication, and teamwork that went into making this summer season a success.

Revenue Category	2025	2026	\$ Change	% Change
Gift Shop Gross Sales	\$94,400	\$135,660	\$41,260	43.7%
Museum Admission – Tours	\$40,635	\$51,085	\$10,450	25.7%
Museum Admission – General	\$27,924	\$45,228	\$17,304	62.0%
Total Reported Revenue (Gift Shop + Tours + General)	\$162,959	\$231,973	\$69,014	42.3%

Upcoming Events:

- October 17th – SEARHC Wellness Fair
- October 24th Harvest Festival & Pumpkin Patch
- November 14th Harbor light Harvest Bazar
- November 27th-29th Elf the Musical

Gratitude and Thanks

Thank you to Madam Mayor, the Borough Assembly, and City Manager Villarma for your continued support of the Nolan Center. The late summer season demonstrated the Center's continued value as both a visitor attraction and a community gathering place, while the strong revenue growth shows the impact of staff efforts during the 2026 tour season.

Jeanie Arnold, Nolan Center Director

City & Borough of Wrangell

OFFICE OF THE BOROUGH CLERK

Administrative Report



To: Mayor and Borough Assembly Members

From: Kim Lane, MMC, Borough Clerk

Subject: October 13, 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
2026-10-13	REGULAR	WS YES	6PM WS/ 7PM REG	Playground/Park Upgrades Strategic Road Replacement Plan
2026-10-27	REGULAR	WS YES	6:00PM WS/ 7PM REG	Strategic Road Replacement Plan
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	

Regular Borough Election of October 6, 2026



I would like to extend a big **Thank You** to the **Election Workers** for their time and dedication and the Nolan Center and Capital Facilities staff.

I would also like to say THANK YOU to the Incoming and Outgoing Elected Officials. We truly appreciate each one of you!

This years' Election went very well. As of September 6th, Wrangell had **1,930** registered voters. That voter count was down 11 from last year.

The total number of ballots cast for the October 6th Regular Election was **378**. The voter turnout this year was **23%**.

Last year's election had a 20% voter turnout.

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



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>	October 13, 2026
	<u>Agenda Section</u>	10

Annual Vice-Mayor Appointment

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

ATTACHMENTS: 1. None.

RECOMMENDATION Motion:

Motion: Move to appoint _____ for Vice-Mayor until October 2027.

- Assembly Member David Powell has expressed interest in filling this roll.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 13, 2026
	<u>Agenda Section</u>	10

Annual Board and Committee Appointments

<u>SUBMITTED BY:</u>	<u>FISCAL NOTE:</u>
Kim Lane, MMC, Borough Clerk	Expenditure Required: \$XXX Total
	FY 20: \$ FY 21: \$ FY22: \$
	Amount Budgeted:

ATTACHMENTS: 1.

RECOMMENDATION

Appointments are to be made by the Mayor, with the consent of the Assembly for the following:

Board/Committee	Letter of Interest Received from:
Planning & Zoning Commission (1 avail.)	1. Gary Watkins (incumbent)
Wrangell Convention & Visitors Bureau (2 avail.)	1. Chris Bunes (incumbent)
Economic Development Board (2 avail.)	1. John DeRuyter (incumbent)

Procedure - Mayor: If there are no objections to the above appointments to the City Boards and Committees, I will declare them appointed for terms ending October 2029.

If there are seats that are left vacant (no letters received), the Borough Clerk will advertise for the vacancies.

Appointments to be filled by the Mayor with the consent of the assembly for the various seats.

Recommended Action if not approved with the consent of the Assembly:

Motion: Move to appoint _____ to fill the vacancy on the _____ for the term up until October 2029.

To Kim Lane

From Gary Watkins

September 11, 2026

I would like to serve another term on the Planning and zoning Commission.
Would you please pass this onto the Mayor and the Assembly.

Thank you

Gary Watkins

907-795-0908

Dear Mayor and Assembly Members,

I would like to express my interest in continuing as a Wrangell Convention and Visitors Bureau member.

Thank you,

Chris Bunes

September 1, 2026

Wrangell City and Borough Assembly
Kim Lane, MMC

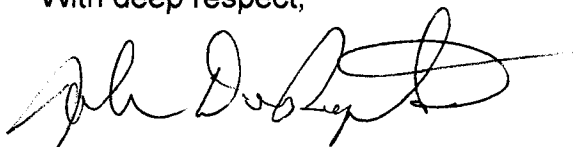
Dear Kim:

As I have experienced the privilege of sitting on the economic development board for the past three years, I have witnessed the critical connection between developing a robust economy in our community and establishing a standard of academic excellence for our school district. In the past three years I have had the privilege of sitting on our school board. In that time, I have participated with the community at large in the development of a robust strategic plan that focuses on academic excellence and technology development that supports the academic and vocational goals of all our students.

The connection between community economic development, and the establishment of academic and vocational programming is critically important. Understanding the academic and technological skill requirements of our local employers is a foundational aspect of academic and vocational program development in our school district. Over the years it has become clear that the majority of our high school graduates prefer to remain in our community. Preparing for our students to be successful at the highest level in their career choice should be a primary goal of our community.

I look forward to the opportunity to serve another term on Wrangell's Economic Development Board.

With deep respect,



John DeRuyter

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 13, 2026
	<u>Agenda Section</u>	11

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

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

RECOMMENDATION MOTION:
Move to Approve Ordinance No. 1106.

SUMMARY STATEMENT:

At the Assembly meeting held on September 22nd, there were amendments to remove some unnecessary numbering. The attached Ordinance addresses the amendment.

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.

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.
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.
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.
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.
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: September 22, 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>	October 13, 2026
	<u>Agenda Section</u>	11

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

SUBMITTED BY:

Mason Villarma, Borough Manager

ATTACHMENTS: 1. Ord 1107.

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

RECOMMENDATION MOTION:
Move to Approve Ordinance No. 1107.

SUMMARY STATEMENT:

The Assembly amended the ordinance to remove all fine sections in the fine schedule except for 10-15-030.

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>10.15.030</u>	<u>Trespass - Unlawful</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: September 22, 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>	October 13, 2026
	<u>Agenda Section</u>	11

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. |

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

RECOMMENDATION MOTION:
Move to Approve Ordinance No. 1108.

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: Sept 22, 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>	October 13, 2026
	<u>Agenda Section</u>	11

RESOLUTION NO. 10-26-2080 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE AMENDED FEE AND RATE SCHEDULE TO ESTABLISH A VETERAN HEADSTONE INSTALLATION PROVISION IN THE CEMETERY SECTION OF THE SCHEDULE, AND PROVIDING FOR AN EFFECTIVE DATE

SUBMITTED BY:

Mason Villarma, Borough Manager

ATTACHMENTS: 1. RES 10-26-2080. | 2. Cemetery Fee and Rate Schedule

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

RECOMMENDATION MOTION:

Move to Approve Resolution No. 10-26-2080.

SUMMARY STATEMENT:

This resolution provides for the headstone installation for veterans to be at no charge. Waiving the \$200 installation fee honors the service and sacrifice of those who served in the Armed Forces.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 10-26-2080

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, APPROVING THE AMENDED FEE AND RATE SCHEDULE TO ESTABLISH A VETERAN HEADSTONE INSTALLATION PROVISION IN THE CEMETERY SECTION OF THE SCHEDULE, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, a Public Hearing shall be held on the resolution that requests changes to the Fees and Rates Schedule; and

WHEREAS, the Cemeteries section of the Fee and Rate Schedule currently provides a single rate of \$200 for headstone installation; and

WHEREAS, the Borough Assembly has determined that the headstone installation rate should be divided into a non-veteran rate of \$200 and a veteran rate of \$0; and

WHEREAS, waiving the headstone installation fee for veterans honors the service and sacrifice of those who served in the Armed Forces of the United States and their families.

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

Section 1. The Borough Assembly held a public hearing on October 13, 2026, regarding the amended City and Borough of Wrangell Fee and Rate Schedule, including the establishment of separate non-veteran and veteran rates for headstone installation.

Section 2. The Cemeteries section of the City and Borough of Wrangell Fee and Rate Schedule is amended to replace the single Headstone Installation rate of \$200 with the following rates: Headstone Installation, Non-Veteran, \$200; and Headstone Installation, Veteran, \$0. The veteran rate applies to the installation of a headstone or marker for a veteran of the United States Armed Forces who was discharged under conditions other than dishonorable, upon presentation of a DD-214 or other proof of veteran status acceptable to the Borough Clerk.

Section 3. This resolution shall become effective upon adoption.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 13th DAY OF October 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

City and Borough of Wrangell

Schedule of Fees and Rates

Latest update was RES 10-26-2080 Effective 10/01/2026

CEMETERIES

Single Grave Plot		\$1,000
Opening/Closing Plot	Monday-Friday (9am-4pm)	\$900
Opening/Closing Plot	Weekend-Holiday-after hours	\$1,500
Burial-Cremated Remains to grave-plot	Monday-Friday (9am-4pm)	\$180
Burial-Cremated Remains to grave-plot	Weekend-Holiday-after hours	\$360
Headstone Installation (Non-Veteran)		\$200
Headstone Installation (Veteran)		\$0

Columbariums

Niche		\$550.00
Opening/Closing Niche	Monday-Friday (9am-4pm)	\$120.00
Opening/Closing Niche	Weekend-Holiday-after hours	\$330.00
Niche Plaque Installation	Monday-Friday (9am-4pm) only	\$120.00
Memorial Space		\$100.00
Memorial Plaque Installation	Monday-Friday (9am-4pm) only	\$35.00
Niche and Memorial Plaques are quoted by Clerk		

Maximum of 2 Full-Casket Burial Plots and 2 Niches in the Columbarium can be reserved at a time (immediate family members)

end of section

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

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

Approval of a Professional Services Agreement with PND Engineers for the Repairs to the City Dock Dolphin

SUBMITTED BY:

Steve Miller Port Director

FISCAL NOTE:

Expenditure Required: \$50,898

Fiscal Year (FY): 26	Amount: \$50,898
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Amount Budgeted:

Account Number(s):

Account Name(s):

City Dock Dolphin Insurance Claim

74020 420 9999 00 74016

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. PND Engineers September 17, 2026 Proposal for Engineering Services for the Wrangell City Dock Dolphin Repairs

RECOMMENDATION MOTION:

Move to Approve a Professional Services Agreement with PND Engineers for the Wrangell City Dock Dolphin Repair Project.

SUMMARY STATEMENT:

This agreement will expedite repairs to the damaged City Dock dolphin, so the facility is ready for the 2027 cruise season. PND's services include project permitting, preparation of bid and contract documents, bidding assistance, and construction contract administration. This project will be funded with insurance proceeds.

September 17, 2026

PND No. 262067

Mr. Steve Miller
Port Director
City and Borough of Wrangell
PO Box 531
Wrangell, AK 99929

SUBJECT: City Dock Dolphin Repairs

Mr. Miller

PND Engineers, Inc. (PND) appreciates the opportunity to provide this scope and fee proposal for additional services for Dolphin Repairs at City Dock. PND recently performed a condition assessment of the facility and observed that the dolphin was damaged due to mooring forces exerted onto the dolphin. It is our understanding you would like PND to provide design services. PND understands that timely repairs are critical to returning City Dock to its pre-damaged condition.

Scope of Service

- Project Administration – Including contract agreements, administration, coordination and correspondence.
- Permitting Assistance – PND will develop all necessary permitting documents for emergency repairs for the dolphin.
- 90% Complete Design Documents – Provide engineering design calculations, prepare design drawings, specifications, cost estimate, and perform internal QA/QC for all documents. Submit all documents for review to CBW.
- Review Meeting – Conduct a review meeting with CBW harbor staff for the 90% complete design documents. Incorporate review comments and revisions as needed.
- Final Bid-Ready Documents – Submit final design drawings, specifications, bid documents, and engineer estimate to CBW. Documents will be sealed by professional civil engineering registered in the State of Alaska
- Bid Phase Services – Coordinate and distribute Bid-Ready Documents to contractors, Plans Room and City website, conduct a pre-bid teleconference, address bidder questions and prepare addenda as required.

Our scope does not include any construction phase services at this time. However, PND has provided an estimate of construction phase services for CBW budgetary planning in the attached ROM Project Cost Estimate Attached. Should CBW wish to engage PND for construction administration and inspection after selection of a Contractor, PND can provide a refined scope and fee for those services.

Permitting services only provide support through obtaining a permit for construction. With emergency repair permitting efforts, agencies may request additional documentation after construction is completed. Should additional documentation be required, PND can provide a proposal for additional services at that time.

Proposed Fee and Schedule

PND proposes to provide the services outlined above on a Time and Expense basis for \$50,898. Please confirm we have adequately addressed your needs and expectations. PND proposes coordinate schedule with CBW once a full understanding of the permitting timeline is established. PND understands the importance of getting this facility returned to its pre-damaged condition and dedicate the necessary resources to ensure a timely completion of repairs.

Sincerely,

PND Engineers, Inc. | Juneau Office



Matt Holm, P.E.
Senior Engineer



Dick Somerville, P.E.
Vice President

PND Engineers, Inc.
City Dock Dolphin Repairs
Engineering Services Fee Proposal - September 17, 2026
PND No. 262067

Item a.



Scope of Services

P N D			PND Senior Engineer VII	PND Senior Engineer VI	PND Senior Engineer V	PND Senior Engineer III	PND Senior Engineer I	PND Staff Engineer VI	PND Staff Engineer IV	PND Tech VI	PND Tech V	PND CAD Designer VI	Line Item Costs	Task Subtotal Costs
Scope of Services			\$275.00	\$255.00	\$227.00	\$195.00	\$173.00	\$177.00	\$151.00	\$174.00	\$151.00	\$151.00		
Engineering Services - Design														
1. Project Administration - Contract agreements, administration, coordination, correspondence.			2	2							2		\$1,362	\$50,898
2. Draft Design Documents - perform design calculations, prepare design drawings, specifications, bid documents, ROM estimate and perform internal QA/QC. Submit for City of Wrangell review.			4	10		20					8	24	\$12,382	
3. Permitting - Complete the necessary documents to obtain a Emergency Repairs Permit.													\$25,000	
3. Review session with Borough of Wrangell (via teleconference); incorporate review comments and revisions as needed.				2									\$510	
4. Final Bid-Ready Documents - Submit design drawings, specifications, bid documents, and engineer estimate to City of Wrangell.			2	6		12						16	\$6,836	
5. Bid Management Services - Coordinate and distribute Bid-Ready Documents to targeted contractors, Plans Room and City website; conduct pre-bid conference (via teleconference), address bidder questions and prepare addenda as required.				8		8					8		\$4,808	
Total Estimated Manhours			8	28		40					18	40		
Estimated Third Party & Reimbursable Expenses														
Third Party Expenses			None											
Misc. Expenses			None											
Admin Fee			10% of Third Party Expenses											
TOTAL ESTIMATED FEE (Time and Expense)														\$50,898



**CITY AND BOROUGH OF WRANGELL
CITY DOCK DOLPHIN REPAIRS
BID READY ENGINEER'S ESTIMATE
Prepared By: PND Engineers, Inc. on September 17, 2026**

ROM Cost Estimate					
Item	Item Description	Units	Quantity	Unit Cost	Amount
1	Mobilization	LS	All Req'd	\$60,000	\$60,000
2	Pile Driving Analyzer	LS	All Req'd	\$25,000	\$25,000
3	Marine Mammal Observer	LS	All Req'd	\$10,000	\$10,000
4	Demolition 2 Days	Days	2	\$12,000	\$24,000
5	Redrive Piles and Install Pile Cap	Days	6	\$12,000	\$72,000
6	Repairs to Concrete Cap and Install Access Catwalk	Days	2	\$12,000	\$24,000
7	Consumables	LS	All Req'd	\$20,000	\$20,000
ESTIMATED CONSTRUCTION BID PRICE					\$235,000
CONTINGENCY (20%)					\$47,000
ENGINEERING DESIGN					\$25,898
PERMITTING					\$25,000
CACI					\$27,098
TOTAL RECOMMENDED BUDGET					\$359,996

Note: Engineer's Estimate based on recent projects of similar scope. Market volatility and material price escalation due to pandemic, as well as recent inflation may effect contractor bids and overall project costs.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

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

ORDINANCE NO. 1109 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA,
AMENDING SECTION 3.05.020 – ORDER OF BUSINESS, IN THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>	
Kim Lane, MMC, Borough Clerk	

ATTACHMENTS: 1. Ord 1109. | 2. Existing Code Section

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1109 and move to a second reading with a public hearing to be held on October 27, 2026.

SUMMARY STATEMENT:

The purpose of this Ordinance is to allow for sections of the agenda to be removed from the agenda document during the time in which the agenda and packet are being compiled if there is no business under that section to be considered or if there is no content added for that section.

With the upcoming new agenda management program, agenda item sections should be removed if there is no business to be conducted under that item. This makes the agenda document cleaner and easier to read.

For instance, if there are no Assembly Appointments or no Executive Session, those sections should be removed from the agenda for that meeting's agenda.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1109

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH
OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020 – ORDER OF
BUSINESS, IN THE WRANGELL MUNICIPAL CODE

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

[The changes to the existing code are shown as track changes.]

SEC. 1. Action. The purpose of this ordinance is to amend section 3.05.020 to add language to allow for sections of the agenda to not be included in the agenda for meetings if they are not on the meeting for consideration or do not have content for the meeting.

SEC. 2. Section 3.05.020 – Order of Business is hereby amended, in the Wrangell Municipal Code to read as follows:

3.05.020 Order of business.

At all regular meetings of the assembly, sections may not be included on the agenda if there is no business or content in that section. Therefore, the order of business ~~shall~~may be:

...

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>	October 13, 2026
	<u>Agenda Section</u>	13

ORDINANCE NO. 1110 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING SECTION 3.55.202, ADDING A NEW SECTION 3.55.025, AND AMENDING SECTION 3.55.030 OF THE WRANGELL MUNICIPAL CODE TO CLARIFY THE SCOPE AND POLICY FOCUS OF THE ECONOMIC DEVELOPMENT BOARD AND TO ESTABLISH A PROCESS FOR REFERRING MATTERS BETWEEN THE BOARD, THE BOROUGH MANAGER, AND THE ASSEMBLY

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

ATTACHMENTS: 1. ORD 1110. | 2. EDB code section

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1110 and move to a second reading with a public hearing to be held on October 27, 2026.

SUMMARY STATEMENT:

Purpose

This ordinance clarifies the scope and responsibilities of the Economic Development Board under WMC Chapter 3.55 and establishes a consistent process for coordinating economic development matters between the Board, Borough Manager, and Assembly.

Summary

The ordinance identifies the Board as the Borough's **advisory body on broad economic development policy**. Its primary focus areas include:

- Job creation and business retention;
- Workforce development and training;
- Childcare and housing;
- Economic diversification;
- Economic incentives;
- Entrepreneurship and small business support; and
- Economic infrastructure related to economic growth.

The Board will make recommendations to the Assembly, coordinate economic development efforts, promote public-private partnerships, review projects submitted for public funding assistance, maintain the Community Economic Development Strategy, and provide an annual report to the Assembly.

The ordinance also establishes a “**step-up and step-down**” process, allowing community economic development issues to be brought to the Assembly through Board recommendations and allowing the Assembly or Borough Manager to assign appropriate economic development matters to the Board.

The Board remains strictly advisory and has no authority to expend Borough funds, enter into contracts, or direct Borough staff. Board recommendations have no effect unless acted upon by the Assembly or Borough Manager, as appropriate.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1110

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING AND REENACTING SECTION 3.55.020, ADDING A NEW SECTION 3.55.025, AND AMENDING SECTION 3.55.030 OF THE WRANGELL MUNICIPAL CODE TO CLARIFY THE SCOPE AND POLICY FOCUS OF THE ECONOMIC DEVELOPMENT BOARD AND TO ESTABLISH A PROCESS FOR REFERRING MATTERS BETWEEN THE BOARD, THE BOROUGH MANAGER, AND THE ASSEMBLY

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

SEC. 1. Action.

The purpose of this ordinance is to clarify the scope of the Economic Development Board established under Wrangell Municipal Code Chapter 3.55. The Mayor, the Chair of the Economic Development Board, and the Economic Development Director have determined that the Board would benefit from a clearer scope, defined policy focus areas, and a consistent process for bringing matters to and from the Assembly.

This ordinance adopts a “step-up and step-down” model. Community issues related to the Board’s purpose may rise through the Board to the Assembly as recommendations, and Assembly goals that fit within the Borough Manager’s work plan or Assembly directives may be assigned down to the Board. The ordinance reinforces that the Board’s work centers on broad economic development policy, including job creation, workforce development, childcare, housing, economic diversification, and economic incentives.

The Board remains an advisory body. Nothing in this ordinance grants the Board authority to expend funds, enter into contracts, or direct Borough staff.

SEC. 2. Repeal and Reenactment.

Wrangell Municipal Code Section 3.55.020, Powers and duties, is hereby repealed and reenacted to read as follows:

3.55.020 Purpose, policy focus areas, powers and duties.

A. Purpose. The economic development board is the borough’s advisory body on broad economic development policy. The board shall encourage employment opportunities, foster a stable and diversified local economy, improve local economic conditions, and provide a mechanism for guiding and coordinating the efforts of local individuals and organizations concerned with economic development in Wrangell.

B. Policy focus areas. The work of the board shall focus on the following areas:

1. Job creation, and the retention and expansion of existing businesses;
2. Workforce development, education, and training;
3. Childcare availability and affordability as it affects workforce participation;
4. Housing availability and affordability;
5. Economic diversification, including support for existing and emerging industries;
6. Economic incentives, including tax, land, and financial incentive programs;
7. Entrepreneurship and small business support;
8. Economic infrastructure, including land availability, energy, broadband, and port and harbor facilities, as they relate to economic growth; and
9. Other economic development matters assigned by the assembly or borough manager under WMC 3.55.025(B).

C. Powers and duties. Within its purpose and policy focus areas, the board shall:

1. Recommend economic development policies, plans, and priorities to the assembly;
2. Coordinate economic development plans and efforts among the borough, local organizations, businesses, tribal entities, and state and federal agencies;
3. Promote public and private partnerships;
4. Review economic development projects and activities submitted for public funding assistance;
5. Prepare and annually update the community economic development strategy;
6. Consider community issues and assigned matters as provided in WMC 3.55.025; and
7. Submit an annual report to the assembly summarizing the board's activities, the matters referred to and from the board, and the status of its recommendations.

D. Advisory role. The board is advisory to the assembly and the borough manager. The board has no authority to expend borough funds, enter into contracts, or direct borough staff. A recommendation of the board has no effect unless and until it is acted upon by the assembly or the borough manager, as appropriate.

SEC. 3. Addition.

A new Section 3.55.025 is hereby added to the Wrangell Municipal Code to read as follows:

3.55.025 Referral of matters – Step-up and step-down process.

A. Exclusive process. The board shall take up a matter only if the matter comes to the board through the step-up process in subsection B of this section, the step-down process in subsection C of this section, is a standing duty under subsection D of this section, or is otherwise directed to the board by the Wrangell Municipal Code. No matter shall be placed on a board agenda for discussion or action except as provided in this section or as otherwise directed in the Wrangell Municipal Code.

B. Step-up: community-initiated matters.

1. A community action group, organization, business, or resident may bring an issue to the board by submitting it to the director or the chair.
2. The chair and the director shall place the issue on a board agenda only if it relates to the board's purpose and policy focus areas under WMC 3.55.020. An issue that does not shall be referred as provided in subsection F of this section.
3. The board may receive public input on the issue and, by majority vote, adopt a written recommendation to the assembly. The board's action on a step-up matter is limited to a recommendation to the assembly.
4. The director shall transmit the recommendation to the borough manager for placement on an assembly agenda at the next practicable regular meeting.

C. Step-down: assembly and manager assignments.

1. The assembly, by motion, or the borough manager, consistent with the manager's work plan or a directive of the assembly, may assign to the board a matter that falls within the board's purpose and policy focus areas.
2. Each assignment shall identify the scope of the matter, the expected product, and a target date for the board's report.
3. The board shall give assigned matters priority on its agenda and report its findings or recommendations to the assembly or the borough manager, as the assignment directs.
4. A board member may suggest a matter to the assembly or the borough manager for assignment, but the board shall not take up the matter unless it is assigned under this subsection or comes to the board under subsection B of this section.

D. Standing duties. The following duties are standing assignments of the board and do not require a separate referral: preparation and annual update of the community economic development strategy; review of economic development projects and activities submitted for public funding assistance; and preparation of the annual work plan and annual report required by this chapter.

E. Annual work plan. At its first regular meeting of each fiscal year, the board, with the assistance of the director, shall prepare an annual work plan that identifies the matters received under subsections B and C of this section and the board's standing duties, consistent with the assembly's goals and the borough manager's work plan. The work plan shall be submitted to the assembly for approval. Approval of the work plan does not authorize the board to take up a matter that has not come to the board under subsection B or C of this section or as otherwise directed in the Wrangell Municipal Code.

F. Matters outside the process. The board shall not take up any matter that does not come to it under subsection B, C, or D of this section, unless otherwise directed in the Wrangell Municipal Code. The chair or the director shall refer an issue that is outside the board's purpose and policy focus areas to the appropriate borough board, commission, or department, or to the borough manager.

SEC. 4. Amendment.

Wrangell Municipal Code Section 3.55.030, Director – Powers and duties, is hereby amended to read as follows (additions are bold and underlined; deletions are stricken):

3.55.030 Director – Powers and duties.

The ~~director~~ of economic development **director**, under the supervision and control of the borough manager, shall contribute to and help direct the economic development programs and activities sponsored or carried on by the borough government. **The director shall serve as staff liaison to the economic development board and, with the chair, shall prepare board agendas, track matters referred to and from the board under WMC 3.55.025, and transmit board recommendations to the borough manager and borough assembly.** The director shall work with the economic development board to effect and carry out the recommendations of the board, ~~which recommendations~~ **that** have been approved by the borough assembly **or the borough manager, as appropriate.**

SEC. 5. 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. 6. Classification.

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

SEC. 7. 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>	October 13, 2026
	<u>Agenda Section</u>	13

ORDINANCE NO. 1111 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING A TEMPORARY EXEMPTION OF BOROUGH SALES TAX ON SALES OF HEATING FUEL DELIVERED FOR SPACE HEATING FROM NOVEMBER 15, 2026 THROUGH FEBRUARY 15, 2027, AND PROVIDING FOR AUTOMATIC EXPIRATION

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

ATTACHMENTS: 1. ORD 1111.

RECOMMENDATION MOTION:

Move to Approve first reading of Ordinance No. 1111 and move to a second reading with a public hearing to be held on October 27, 2026.

SUMMARY STATEMENT:

Purpose

This ordinance provides temporary sales tax relief on heating fuel used for residential space heating during the coldest months of the year.

Summary

The ordinance temporarily exempts **No. 1 and No. 2 heating oil** delivered within the Borough for residential space heating from the Borough's 7% sales tax.

The exemption applies to heating fuel **delivered between November 15, 2026, and February 15, 2027**, inclusive. The exemption does not apply to fuel used in vehicles, vessels, aircraft, generators, or commercial or industrial processes.

Sellers will be required to maintain delivery records and report exempt sales using procedures established by the Finance Director. The date of delivery determines whether a sale qualifies for the exemption; fuel delivered outside the exemption period remains taxable.

The ordinance is temporary, does not change the Borough's sales tax rate, and expires automatically at **11:59 p.m. on February 15, 2027**. All other provisions of Chapter 5.08 remain in effect.

Fiscal Consideration

The temporary exemption will reduce sales tax revenue generated from qualifying heating fuel sales during the exemption period while providing direct tax relief to residents who rely on heating oil for residential space heating.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1111

(NON-CODE ORDINANCE)

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING A TEMPORARY EXEMPTION OF BOROUGH SALES TAX ON SALES OF HEATING FUEL DELIVERED FOR SPACE HEATING FROM NOVEMBER 15, 2026 THROUGH FEBRUARY 15, 2027, AND PROVIDING FOR AUTOMATIC EXPIRATION

WHEREAS, the City and Borough of Wrangell levies a consumer sales tax of seven percent on retail sales, rents and services under Chapter 5.08 of the Wrangell Municipal Code; and

WHEREAS, heating fuel is a necessity for residents of Wrangell during the winter months, and a significant number of households in the borough rely on heating oil for space heating; and

WHEREAS, energy prices, including the retail price of heating oil delivered in Wrangell, have reached historically high levels, placing a significant burden on households, seniors and families on fixed incomes; and

WHEREAS, the Assembly finds that temporarily exempting heating fuel from the borough sales tax during the coldest months of the year will provide direct relief to residents at the time of greatest need; and

WHEREAS, the exemption is temporary, does not create a new tax or increase the rate of any tax, and therefore does not require ratification by the voters under WMC 5.08.170; and

WHEREAS, because the exemption is temporary and expires by its own terms, this ordinance is not of a general and permanent nature and shall not be codified;

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

Section 1. Classification. This ordinance is of a temporary nature and shall not be codified.

Section 2. Temporary Exemption. Notwithstanding WMC 5.08.010 and 5.08.050, retail sales of heating fuel delivered within borough boundaries for space heating are exempt from the sales tax levied under Chapter 5.08 of the Wrangell Municipal Code during the exemption period of November 15, 2026 through February 15, 2027, inclusive.

Section 3. Definitions. For purposes of this ordinance:

- a. "Heating fuel" means No. 1 and No. 2 fuel oil (heating oil) sold and delivered for use in a furnace, boiler, stove or other space-heating appliance.
- b. "Space heating" means heating a residential dwelling.
- c. "Heating fuel" does not include fuel sold for use in a motor vehicle, vessel, aircraft, generator used for electrical production, or any commercial or industrial process other than space heating.

Section 4. Seller Documentation. A seller claiming the exemption shall keep delivery records showing the date of delivery, delivery address, quantity and sales price of each exempt sale. For deliveries to other than a residential dwelling, the seller shall also keep a written statement from the buyer that the fuel will be used for space heating. Records shall be kept for the period required for other sales tax records and are subject to inspection under WMC 5.08.130.

Section 5. Date of Sale. For purposes of this ordinance, a sale is made on the date the heating fuel is delivered to the buyer, regardless of the date of the order, invoice or payment, and regardless of any election under WMC 5.08.090(C) to report sales on a cash basis. Heating fuel delivered before November 15, 2026 or after February 15, 2027 is taxable, including fuel paid for in advance or under a budget or prepayment plan.

Section 6. Reporting. Sellers shall report exempt sales under this ordinance on the quarterly return as exempt sales, using the exemption code designated by the finance director. The finance director shall notify all registered sellers of heating fuel of this ordinance and the reporting requirements before November 15, 2026, and may adopt forms and procedures necessary to administer it.

Section 7. Other Provisions Unaffected. Except as provided in this ordinance, all provisions of Chapter 5.08 continue to apply. Nothing in this ordinance changes the rate of tax under WMC 5.08.020.

Section 8. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons or circumstances shall not be affected.

Section 9. Effective Date and Expiration. This ordinance takes effect upon adoption, provided that the exemption applies only to heating fuel delivered on or after November 15, 2026. This ordinance expires and is repealed without further action of the Assembly at 11:59 p.m. on February 15, 2027, except that it continues to govern the reporting, audit and collection of tax for sales made during the exemption period.

PASSED IN FIRST READING: _____, 2026

PASSED IN SECOND READING: _____, 2026

Mayor

ATTEST:

Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

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

RESOLUTION No. 10-26-2083 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY TRANSFERRING \$250,000 FROM THE general FUND RESERVES TO THE SUNSET GARDENS CEMETERY EXPANSION CIP FUND AND AUTHORIZING ITS EXPENDITURES

SUBMITTED BY:

Amber Al-Haddad, Capital Projects Director

FISCAL NOTE:

Expenditure Required: \$250,000

Fiscal Year (FY): 26	Amount: \$250,000
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Amount Budgeted:

FY:2027	\$0
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Account Number(s):

11300-026-9999-00-110012

Account Name(s):

Sunset Gardens Cemetery Expansion CIP Fund

Unencumbered Balance(s) (prior to expenditure):

\$0

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 10-26-2083

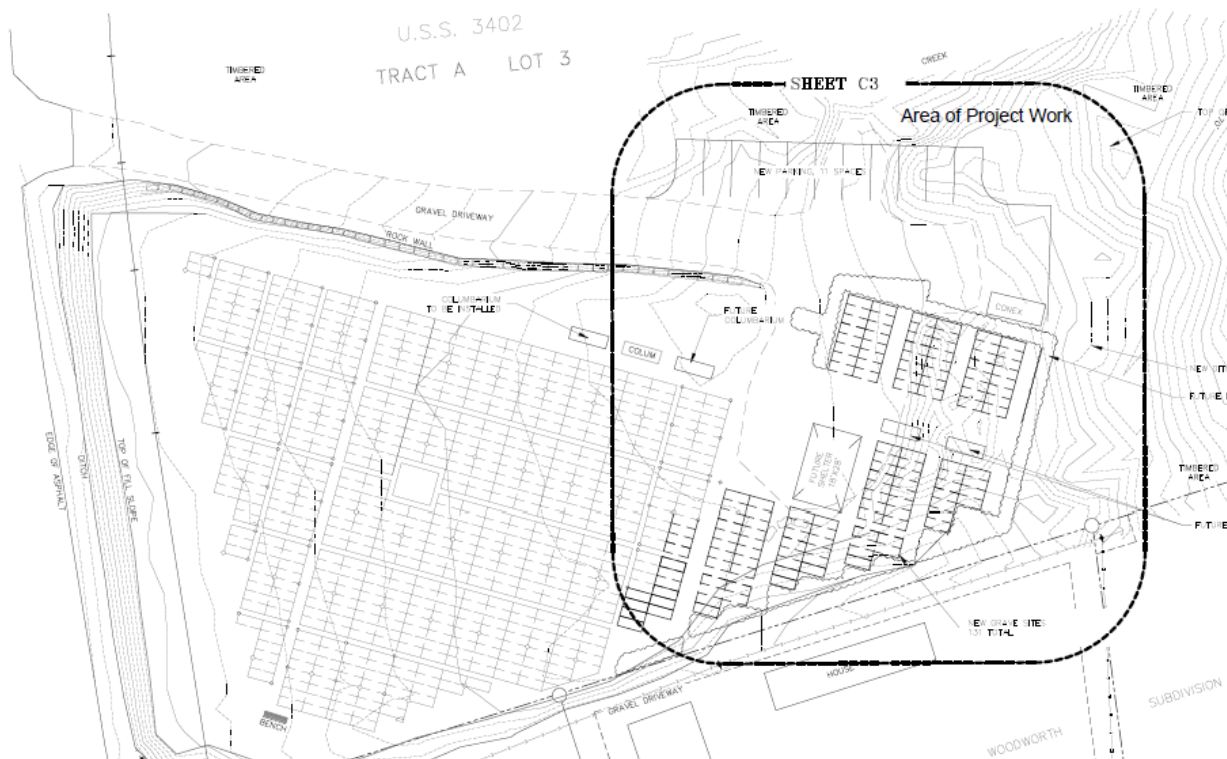
RECOMMENDATION MOTION:

Move to Approve Resolution No. 10-26-2083.

SUMMARY STATEMENT:

The Borough identified the expansion of Sunset Gardens Cemetery as the solution to limited local burial space. While the project was fully funded through the design phase, construction was delayed beyond the initial funding year and subsequently lost priority in recent budget cycles.

The project design and technical specifications are complete. Below is a snapshot of the project area at the Cemetery site.



Upon funding approval, Administration will finalize the contract documents and release the project for competitive bidding. Additionally, Public Works has already completed the concrete pad for the second columbarium.

Resolution No. 10-26-2083 requests amending the FY 2027 Budget to transfer \$250,000 from General Fund Reserves to the Sunset Gardens Cemetery Expansion CIP Fund and authorize its expenditure.

CITY AND BOROUGH OF WRANGELL
RESOLUTION No. No 10-26-2083

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2027 BUDGET BY TRANSFERRING \$250,000 FROM THE GENERAL FUND RESERVES TO THE SUNSET GARDENS CEMETERY EXPANSION CIP FUND AND AUTHORIZING ITS EXPENDITURES

WHEREAS, the City and Borough of Wrangell, Alaska adopted the budget for all funds of the City and Borough of Wrangell, Alaska for the fiscal year 2026–2027 and requires that the Borough Assembly approve any budget amendments over those amounts adopted; and

WHEREAS, the expansion of Sunset Gardens Cemetery is a critical infrastructure project serving the long-term needs of the Wrangell community; and

WHEREAS, the City and Borough of Wrangell are committed to expanding the existing cemetery layout to prepare additional land for human burial plots; and

WHEREAS, a transfer of \$250,000 from the General Fund Reserves to the Sunset Gardens Cemetery Expansion Capital Improvement CIP Fund is necessary to support project funding in the FY27 Capital Budget.

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

Section 1: The Assembly of the City and Borough of Wrangell hereby amends the FY2027 Budget by transferring \$250,000 from the General Fund Reserves to the Sunset Gardens Cemetery Expansion CIP fund and authorizes its expenditures.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 13th DAY OF OCTOBER 2026.

CITY & BOROUGH OF WRANGELL

 Patricia Gilbert, Borough Mayor

ATTEST: _____
 Kim Lane, MMC, Borough Clerk