



City and Borough of Wrangell
Work Session & Borough Assembly Meeting
AGENDA

REVISED to include Item 13e

Tuesday, May 26, 2020

Location: ZOOM Teleconference

Work Session at 6:00 PM / Regular Assembly Meeting at 7:00 PM

Resolution No. 03-20-1520 allows for the temporary suspension of in-person Assembly Meetings and allows for teleconference meetings, due to COVID-19, until October 17, 2020 unless terminated before that date.

Please note that KSTK may or may not be broadcasting the Budget Work Sessions.

Please use the following information to teleconference into the Work Session to **listen in only**.

To Join by Computer:

<https://zoom.us/j/9078742381?pwd=MTNqSEdncjRyakh2UCtMVUNxMndYUT09>

And Enter the Meeting ID: 907 874 2381

Then Enter Password: 99929

OR

To use your phone, call one of the following numbers:

+1 669 900 9128 US

+1 346 248 7799 US

+1 301 715 8592 US

+1 312 626 6799 US

+1 646 558 8656 US

+1 253 215 8782 US

And enter the Meeting ID: 907 874 2381

Then enter the Password: 99929

Work Session to begin at 6:00 p.m.

i. WORK SESSION: 4th of July Celebration Discussion

1. CALL TO ORDER

a. PLEDGE OF ALLEGIANCE led by Assembly Member Julie Decker

b. CEREMONIAL MATTERS

i. Honoring Dan Flickinger, Duke Aitkin, and George Howell

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

- [a.](#) MOTION ONLY - Consent Agenda
- [b.](#) Minutes of the May 11, 2020 Board of Equalization meeting
- [c.](#) Minutes of the May 12, 2020 Regular Assembly Meeting
- [d.](#) CORRESPONDENCE: Minutes of the February 6, 2020 Regular Port Commission meeting

7. BOROUGH MANAGER'S REPORT

- [a.](#) COVID-19 Update
- [b.](#) Dr. Prysunka - Wrangell Medical Center's Surge Capacity Update
- [c.](#) Delivery of the Assessment Roll to the Assembly
- [d.](#) Permanent Fund APCM Statements
- [e.](#) Police Department Report - April 2020
- [f.](#) Institute Property Development Update

8. BOROUGH CLERK'S FILE

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

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- [a.](#) Appointment to fill the Vacancy on the Economic Development Committee

11. PUBLIC HEARING

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- [a.](#) Approval of Economic Development Committee Recommendations for Community Financial Relief Due to Impacts of COVID-19
- [b.](#) Approve easements across City Tidelands, Tract E, ATS 1531 near Shoemaker Bay and on uplands Lot 1, SBPL Subdivision (Plat No.99-8), for the landing of the relocation of GCI underwater submarine cable
- [c.](#) **RESOLUTION NO 05-20-1528** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET BY CREATING THE CORONAVIRUS PANDEMIC EMERGENCY SPECIAL REVENUE FUND AND ACCEPTING CORONAVIRUS RELIEF FUNDS IN THE AMOUNT OF \$3,851,103.41 FOR COSTS THAT ARE NECESSARY EXPENDITURES DUE TO THE PUBLIC HEALTH EMERGENCY WITH RESPECT TO THE CORONAVIRUS DISEASE 2019 (COVID-19), FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT (DCCED) AND AUTHORIZING ITS EXPENDITURE
- [d.](#) Approval of AML Southeast Cruise Port Position Letter
- [e.](#) Approval to Accept the Resignation of Assembly Member, Drew Larrabee from the Borough Assembly

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

15. EXECUTIVE SESSION

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

WORK SESSION: 4th of July

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX	
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Account Number(s):

	XXXXXX XXX XXXX	
--	-----------------	--

Account Name(s):

	Enter Text Here	
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Unencumbered Balance(s) (prior to expenditure):

	\$XXX	
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Information Coming from the Chamber of Commerce

RECOMMENDATION MOTION:

None. Work session discussion only.

SUMMARY STATEMENT:

This is an opportunity for the Borough to facilitate an initial discussion about a 4th of July celebration in Wrangell in the time of COVID-19. Stephanie, the Chamber Director, and several of

her board members will be participating in the work session with the Assembly. Stephanie will also be providing some materials for the work session.

CITY & BOROUGH OF WRANGELL, ALASKA**Consent Agenda MOTION*****Move to approve the Consent Agenda as submitted.*****SUBMITTED BY:**

Kim Lane, Borough Clerk

INFORMATION:

Consent agenda. Items listed on the consent agenda or marked with an asterisk (*) are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under New Business for assembly action.

**Minutes of the Board of Equalization Meeting
Held on May 11, 2020**

Mayor Prysunka called the Board of Equalization meeting to order at 6:00 p.m., May 11, 2020, held by teleconference.

PRESENT: GILBERT, MORRISON, LARRABEE, DELONG, POWELL, DECKER, PRYSUNKA

ABSENT:

CONFLICT OF INTEREST

Gilbert declared a potential conflict of interest on the senior citizen property tax exemption item because she belongs to that class. Prysunka stated that he did not see that she received an economic gain over anyone else since this benefit was offered to all eligible senior citizens. There were no objections from the Assembly.

Morrison declared that she also had a potential conflict of interest on the senior citizen property tax exemption. Prysunka stated that he did not see that she received an economic gain over anyone else and this was a general ruling that was made on behalf of all senior citizens. There were no objections from the Assembly.

Decker declared a potential interest to the senior citizen property tax exemption because her husband is a senior and they receive the benefit of the exemption. Prysunka stated that he did not see a conflict, that the benefit was available across the board, to all senior citizens. There were no objections from the Assembly.

ITEM(s) OF BUSINESS

3a Appeals – Real Property – None.

3b Approval of the Senior Citizen Property Tax Exemptions for the Tax Year 2020 for the Total Assessed Value of \$29,585,100

M/S: Decker/DeLong to approve the Senior Citizens Property Tax Exemptions, for the tax year 2020, for a total assessment value of \$29,585,100. Motion approved unanimously by polled vote.

3c Approval of the Disabled Veteran Exemptions for the Tax Year 2020 for the Total Assessed Value of \$448,900

M/S: DeLong/Gilbert to approve the Disabled Veteran Property Tax Exemptions, for the tax year 2020, for the total assessed value of \$448,900. Motion approved unanimously by polled vote.

3d Approval of the Fire Suppression Property Tax Exemptions for the Tax Year 2020 for the Total Assessed Value of \$55,212

M/S: DeLong/Morrison to approve the Fire Suppression Property Tax Exemptions for the Tax Year 2020 for the Total Assessment Value of \$55,212. Motion approved unanimously by polled vote.

Board of Equalization meeting adjourned at 6:11 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Regular Assembly Meeting

Held on May 12, 2020

Mayor Prysunka called the telephonically held Regular Assembly meeting to order at 6:00 p.m., May 12, 2020. The pledge was led by Assembly Member Powell and the roll was called.

PRESENT (BY TELECONFERENCE): DELONG, POWELL, DECKER, GILBERT, LARRABEE, PRYSUNKA, MORRISON

ABSENT: NONE

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

CEREMONIAL MATTERS

Mayor Prysunka provided a Certificate of Service to Kim Covalt for his time on the Economic Development

PERSONS TO BE HEARD

John & Rosie Tollerud with the Salvation Army gave the invocation.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

- a. Minutes of the April 28, 2020 Regular Assembly Meeting
- b. Minutes of the May 4, 2020 Special Assembly Meeting

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

Larrabee joined the meeting at 6:14 p.m.

BOROUGH MANAGER'S REPORT

Von Bargaen provided updates on the following:

- Finance Director received FY2019 Audit – no findings
- FY 2021 Budget reviews – deficit is expected
- Harbor Administrative Assistant resigned; will need to fill that position
- Opening meeting with IBEW Collective Bargaining is May 19th
- COVID-19 Website now LIVE!

A COVID-19 update was provided by Von Bargaen.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

DeLong reported that she had reported that the Reopen Wrangell Task Force was going to have a face to face business meeting on Friday however, that has been changed and they will now have

the meeting held by Zoom; had planned on getting the flyer out in this weeks' paper but will now be holding off until they can get the information in line with what the State is releasing in it's Mandates.

Prysunka stated that SEAPA had been nervous about the turn of the snow run-off; last board meeting, they changed draft limits to allow administration some flexibility in the event that there was a slow turn; there is actually a lot of snow and happy to report that we have bounced back up and are up over thirteen hundred feet; should get us through the summer months, through the fall and also through a cold winter.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a RESOLUTION No 05-20-1524 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE SECURE RURAL SCHOOLS FUND INCREASING THE REVENUE FROM THE SECURE RURAL SCHOOLS PAYMENT IN THE AMOUNT OF \$883,646.51 AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to approve Resolution No. 05-20-1524. Motion approved unanimously by polled vote.

13b RESOLUTION No 05-20-1525 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE TRANSIENT TAX FUND ACCEPTING AN FY 2020 DESIGNATED LEGISLATIVE GRANT FOR THE PURPOSE OF MITIGATING THE RISK OF COVID-19 IN THE AMOUNT OF \$35,348 AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Decker to approve Resolution No. 05-20-1525.

Von Bargen answered questions from Decker on how these funds would be spent.

Motion approved unanimously by polled vote.

13c RESOLUTION No 05-20-1526 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE CORONAVIRUS RELIEF FUND FLEXIBILITY ACT

M/S: Morrison/Powell to approve Resolution No. 05-20-1526.

Von Bargen reported on what this bill entailed.

Motion approved unanimously by polled vote.

13d RESOLUTION No 05-20-1527 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, RESCINDING COVID-19 ADMINISTRATIVE EMERGENCY ORDER 03-17-20

AND ASSEMBLY EMERGENCY ORDER 03-22-20 AND ENACTING NEW LOCAL
RECOMMENDATIONS FOR COVID-19 COMMUNITY SAFETY

M/S: DeLong/Larrabee to approve Resolution No 05-20-1527.

Von Bargaen explained that the Administrative and Assembly Emergency Orders were outdated and need to be rescinded; this new order enacts recommendations based on the last COVID-19 Work Session update held the other night.

Decker asked if that for letter “g”, there was a way to explain or layout the recommendations; possibly reference “h” and “i” under “g”?; wanting to be hyperclear on what we are recommending to people.

There were no objections from the Assembly to make the amendment to the Resolution.

Motion approved unanimously by polled vote.

13e Approval of the Revised FY 2021 Budget Calendar

M/S: Powell/Morrison to approve the Revised FY 2021 Budget Calendar. Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15a Upcoming Collective Bargaining Process Discussion

M/S: Gilbert/Morrison moved, pursuant to AK 44.66.310(c)(3), that we go into Executive Session, and invite the Borough Attorney, the Borough Manager, and the Finance Director, to discuss the upcoming Collective Bargaining process and procedure which is a matter by law required to be confidential. Motion approved unanimously by polled vote.

Recessed into Executive Session at 6:52 p.m.

Reconvened back into Regular Session at 7:44 p.m.

There was no action taken by the Assembly.

Regular Assembly meeting adjourned at 7:45 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of the Wrangell Port Commission

Held February 6, 2020

Chairman John Martin called the Regular Port Commission meeting to order at 6:00 p.m., February 6, 2020 in the Borough Assembly Chambers.

PRESENT: Merritt, Martin, Mitchell

ABSENT: Yeager, Morrison

Harbormaster Greg Meissner was also in attendance.

APPROVAL OF MINUTES

- a. Meeting Minutes from Regular December 5, 2019

M/S: Mitchell/Merritt to approve the minutes, as presented. Motion approved unanimously by polled vote.

AMENDMENTS TO THE AGENDA - None.

CORRESPONDENCE

From Meissner, Letter of Resignation, effective June 30, 2020.

PERSONS TO BE HEARD

Caitlin Cardinell stated that she agrees with a passenger head tax, or additional fees, said that the industry is booming.

HARBORMASTER'S REPORT

Meissner reported on the following items:

- Cruise Industry Rates – to be discussed under Unfinished Business;
- Current activity for Harbor-Verbal report; Work in progress for harbor;
- Show in Seattle;
- Summer float bid for steel with local contractor;
- Shoemaker bay boarding float (aka boat launch float);
- Spot for gill netters to use and options;
- Water lines;
- Local police helping with vehicles left at harbor parking lots.

COMMISSIONER REPORTS

Merritt questioned the status of the new lighting at Heritage Harbor. Meissner stated that all of the existing lighting will be changed to LED lighting, weather permitting.

Martin asked about Myers Chuck Summer Floats and what other projects are in progress, since Meissner has given his resignation.

Meissner stated that the floats need replacing; getting estimates of costs and time frame. Staff is being kept up to date of all projects.

UNFINISHED BUSINESS

10a Discussion Only: Cruise Industry Rates.

Meissner presented Cruise Ship dockage, Port Development, traffic, head counts and estimated possibility of head tax fee to create more revenue for Wrangell or other options to raise fees for 2021 at earliest.

Item d.

Mitchell requested that Meissner to present a plan of what he would like to have in place.

Martin asked if we have addressed all the harbor fees and rates. Meissner stated that several fees were in place; working on an Ordinance that would take the rates out of the Municipal Code; scheduled for the Assembly to consider at the next Assembly meeting on 2-11-2020 for first reading of Ordinance.

NEW BUSINESS

11a Tyler Thompson Marine Service Center Lease Lot Size Increase:

M/S: Merritt/Mitchell to Approve. Motion approved.

NEXT AGENDA ITEMS

Work Session on Cruise Industry Rates at 5:00 pm on March 5, 2020

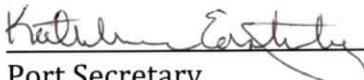
Mitchell stated that he will be out of town until 3-9 and will miss this meeting.

The next Regular meeting will be on March 5, 2020 at 6:00 p.m. with the Work Session to be held at 5:00 p.m.

Regular meeting adjourned at 6:55 p.m.



John Martin, Chair



Port Secretary

May 21, 2020

To: City & Borough Mayor & Assembly members

From: Joyce Mason, Finance Director

The Borough's contract Assessor has submitted a certified copy of the property assessment for the year 2020. The total taxable assessed value for the Borough is \$158,915,300. The values for 2020 increased by \$5,834,300. This increase will generate an additional \$74,387 in property tax funds.

I am in contact with the assessor for a formal report on the property increases and the sales data. I will submit that to the Assembly when it is available.

Appraisal Company of Alaska

341 W Tudor Rd, SUITE 202
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

May 18, 2020

City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Attention: Aleisha Mollen
Deputy Clerk

CERTIFICATION

2020 Real Property Tax Roll

I, Michael C. Renfro, contract assessor for The City and Borough of Wrangell, Alaska do hereby certify the following assessed values for Tax Year 2020:

Taxable Assessed Value	\$259,655,000.00
Less Exemptions	<u><\$100,742,700.00></u>
TOTAL TAXABLE ASSESSED VALUE	<u>\$158,912,300.00</u>

Sincerely,



Michael C. Renfro
Contract Assessor
City and Borough of Wrangell



Market Update April 30, 2020

In our last summary of the markets we noted our tempered enthusiasm regarding the recent run up in the stock market. Recognizing we still have a long road fraught with new challenges before a vaccine arrives and we ultimately win the war against the virus. Scientists are still learning about this disease, which makes near term projections extremely difficult as the path of the economy depends greatly on our ability to get people back to work safely. Economies are beginning the process of opening back up and we will soon have some answers to the questions we noted in our last message; will there be a second wave? How big will it be? Will there be pharmaceutical progress that helps us prevent and/or treat the disease?

In the meantime, the **economic growth is falling, and unemployment is skyrocketing**. First quarter GDP numbers have come in at -4.8% and this number includes just two weeks of the shut-down so we expect the second quarter will be a lot worse. Unemployment will likely increase to 15% after the April report. Furthermore, the economic shut-down is going to make second quarter earnings reports disastrous. Consensus earnings expectations are facing large downward revisions, -39% below the 2019 peak.

There are still so many questions, **yet global stocks continue to climb** even in the face of horrendous economic data. The broader global stock market is up 28.5% since the March 23rd lows. A rapid rebound from the -33.3% drawdown in just over one month. Most economists don't expect a V-shaped (a sharp decline followed by a sharp rise back to the previous peak) recovery, anticipating a slow healing process with a shape more like a U. But, the stock market is forward looking and has been extremely patient with the dire economic picture given massive global stimulus, **glimmers of hope surrounding virus containment, and optimism that pharmaceutical solutions will emerge to lessen the risk of rolling economic shut-downs as economies begin to reopen**.

The COVID curves are showing signs of improvement around the world. U.S. cases might be starting to fall and death rates are improving, although case growth isn't under control everywhere (Nebraska, Iowa, Louisiana). As of April 29th, U.S. confirmed cases rose by 2.5%, down from a 3.5% increase on the same day last week. Singapore's second wave of cases, concentrated among migrant construction workers living in dormitories, seems to be coming under control. Cases and deaths are falling across most of western Europe. Cases in Sweden appear to be peaking and death rates are now falling consistently. Investors are paying attention as clear success in Sweden, which never imposed strict lockdowns, would be encouraging to other European countries and the U.S. as we begin to re-open.

Markets are also responding to global stimulus measures. Over the past nine months, there have been 170 central bank rate cuts that have reduced global short rates by roughly -1.20%. Econometric analysis finds that it's the percentage change in global short rates that helps explain swings in U.S. real GDP growth. On that basis, global short rates have already declined roughly as much as did they did during the Global Financial Crisis. Additionally, in just seven weeks, the Fed and ECB balance sheets have increased +\$3trillion!

Stocks have also been supported by glimmers of hope from the pharma industry, particularly around Gilead's Remdesivir which is a treatment drug. It's helpful to categorize these drugs into three buckets so we can monitor and digest the news more easily. There is prevention, treatment, and vaccines. Recent news has focused on treatment drugs while less publicized trials for prevention look very interesting. You can read about all clinical trials at www.clinicaltrials.gov. **We have been following pharma and biotech analysts who seem reasonably confident that a cocktail of drugs (vs. one silver bullet) will reduce the mortality rate and number of severe cases; helping people view the virus differently.** This is important because even if policy makers open up the economy, consumers have to feel comfortable being in public.

We're going to learn a lot more in the weeks ahead, starting with the states that are reopening first. Hopefully, those will show that there are ways to reopen while containing the spread, but we're definitely not out of the woods yet. There is still a long list of risks beyond a second wave of infections; a cautious consumer, broad based bankruptcies and defaults, and high unemployment prolonging the deep economic downturn.

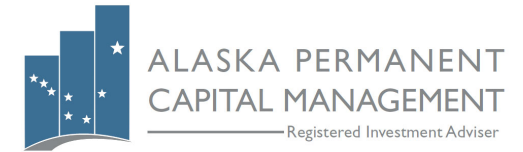
The divergence between the economy and the markets can likely last a couple of more months as high levels of investor cash suggest people are already conservatively positioned and record levels of fiscal and monetary policy support asset prices. **Your team at APCM will be monitoring key advancements and risks to identify early signs of the path we are on. A successful re-opening will continue to push stocks higher, realigning the economy and markets, but we remain mindful of key risks and have positioned portfolios accordingly.**

Stay healthy and try to enjoy time with family and this amazing spring sunshine. We will keep you posted on any material changes to our view and please reach out if you have any questions or concerns.

Brandy Niclaj, CFA®
CIO – Multi-Asset Strategies

CITY AND BOROUGH OF WRANGELL

Account Statement - Period Ending April 30, 2020

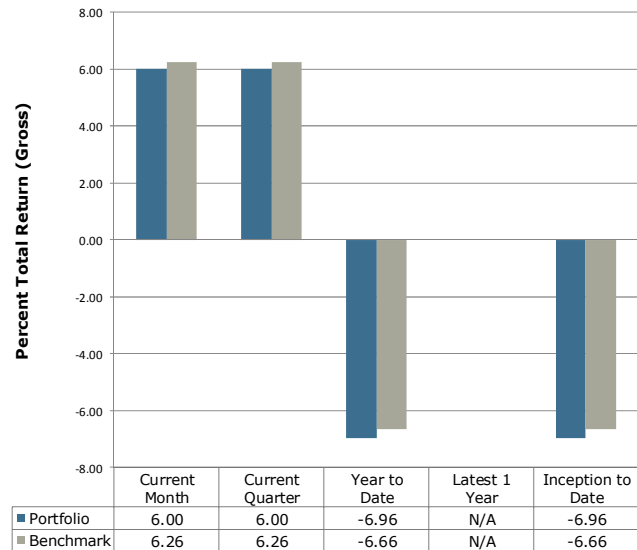


ACCOUNT ACTIVITY

Portfolio Value on 03-31-20	8,108,058
Contributions	0
Withdrawals	-3,017
Change in Market Value	480,054
Interest	0
Dividends	6,690
Portfolio Value on 04-30-20	8,591,785

INVESTMENT PERFORMANCE

**Current Account Benchmark:
Equity Blend**

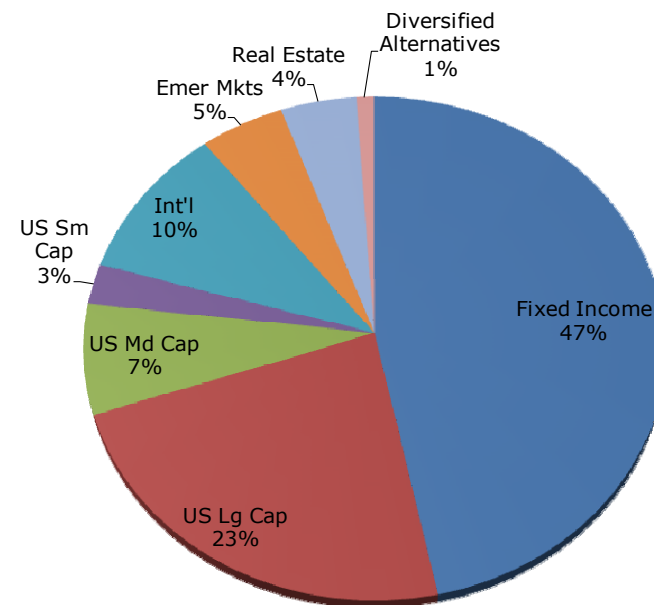


Performance is Annualized for Periods Greater than One Year

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY AND BOROUGH OF WRANGELL
April 30, 2020

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (45%)			
US Fixed Income (25.0%)	2,306,939	26.9	15% to 35%
TIPS (10.0%)	852,322	9.9	5% to 15%
International Fixed Income (5.0%)	428,340	5.0	0% to 10%
Cash (5.0%)	425,296	5.0	0% to 10%
Subtotal:	4,012,897	46.7	
EQUITY (47%)			
US Large Cap (22.0%)	1,982,995	23.1	12% to 32%
US Mid Cap (7.0%)	608,287	7.1	0% to 15%
US Small Cap (3.0%)	220,458	2.6	0% to 6%
Developed International Equity (10.0%)	862,805	10.0	5% to 15%
Emerging Markets (5.0%)	429,833	5.0	0% to 10%
Subtotal:	4,104,378	47.8	
ALTERNATIVE INVESTMENTS (8%)			
Real Estate (2.0%)	130,923	1.5	0% to 5%
Alternative Beta (0.0%)	0	0.0	0% to 10%
Infrastructure (3.0%)	254,939	3.0	0% to 6%
Commodities (3.0%)	88,648	1.0	0% to 6%
Subtotal:	474,510	5.5	
TOTAL PORTFOLIO	8,591,785	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL
April 30, 2020

Quantity	Security	Security Symbol	Avg Cost	Total Cost	Price	Market Value	Pct. Assets
DOMESTIC FIXED INCOME FUNDS/ETF							
3,520	ISHARES SHORT TREASURY BOND ETF	SHV	110.59	389,274	110.91	390,403	4.5
17,250	VANGUARD SHORT-TERM TIPS ETF	VTIP	49.29	850,285	49.41	852,322	9.9
26,362	VANGUARD TOTAL BOND MARKET ETF	BND	85.18	2,245,394	87.51	2,306,939	26.9
				3,484,953		3,549,664	41.3
INTERNATIONAL FIXED INCOME FUNDS/ETF							
7,478	VANGUARD TOTAL INTL BOND ETF	BNDX	57.04	426,562	57.28	428,340	5.0
DOMESTIC LARGE CAP EQUITY FUNDS/ETF							
1,065	FLEXSHARES QUAL DIV ETF	QDF	48.32	51,458	40.32	42,941	0.5
475	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	QUAL	100.66	47,814	90.99	43,220	0.5
6,530	SPDR S&P 500 ETF	SPY	324.14	2,116,658	290.48	1,896,834	22.1
				2,215,931		1,982,995	23.1
DOMESTIC MID CAP EQUITY FUNDS/ETF							
3,705	ISHARES CORE S&P MIDCAP 400 ETF	IJH	200.30	742,101	164.18	608,287	7.1
DOMESTIC SMALL CAP EQUITY FUNDS/ETF							
3,480	ISHARES S&P SMALLCAP 600 INDEX ETF	IJR	83.19	289,484	63.35	220,458	2.6
INTERNATIONAL EQUITY FUNDS/ETF							
6,520	ISHARES ETF CORE MSCI EAFE	IEFA	64.13	418,136	53.03	345,756	4.0
9,140	ISHARES MSCI EAFE INDEX FUND	EFA	68.75	628,340	56.57	517,050	6.0
				1,046,475		862,805	10.0
EMERGING MARKET FUNDS/ETF							
9,845	ISHARES ETF CORE MSCI EMERGING MKTS	IEMG	53.70	528,630	43.66	429,833	5.0
REAL ESTATE & INFRASTRUCTURE							
5,570	FLEXSHAR STX GLOBAL BROAD INF ETF	NFRA	54.04	300,991	45.77	254,939	3.0
1,880	JPMORGAN BETABUILDERS MSCI US REIT ETF	BBRE	89.45	168,166	69.64	130,923	1.5
				469,157		385,862	4.5
COMMODITIES							
8,320	ETRACS BLOOMBERG CMCI ETN	UCI	14.97	124,550	10.65	88,648	1.0
CASH AND EQUIVALENTS							
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	cash01		34,892		34,892	0.4
TOTAL PORTFOLIO				9,362,736		8,591,785	100.0

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
04-01-20			Beginning Balance		58,083.45
04-06-20	04-06-20	dp	Dividend	VANGUARD TOTAL BOND MARKET ETF	5,145.71
04-06-20	04-06-20	dp	Dividend	VANGUARD TOTAL INTL BOND ETF	387.99
04-07-20	04-07-20	dp	Dividend	ISHARES SHORT TREASURY BOND ETF	507.53
04-09-20	04-09-20	dp	Dividend	KAO CORP F UNSPONSORED ADR 1 ADR REPS 0.2	80.68
04-09-20	04-09-20	wd	Expense	FOREIGN TAXES	-15.46
04-09-20	04-09-20	wd	Expense	FOREIGN TAXES	-8.07
04-15-20	04-15-20	wd	Withdrawal	from Portfolio	-3.36
04-15-20	04-15-20	wd	Withdrawal	from Portfolio	-65.98
04-15-20	04-15-20	dp	Dividend	KB FINANCIAL GROUP ADR F SPONSORED ADR 1 A	299.90
04-15-20	04-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.33
04-17-20	04-17-20	wd	Withdrawal	from Portfolio	-2,860.35
04-17-20	04-17-20	wd	Withdrawal	from Portfolio	-2.56
04-17-20	04-17-20	wd	Withdrawal	from Portfolio	-42.45
04-17-20	04-17-20	dp	Dividend	SHINHAN FINL GROUP ADR F SPONSORED ADR 1 A	192.94
04-28-20	04-30-20	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-66,288.80
04-28-20	04-30-20	wd	Purchase	FLEXSHARES QUAL DIV ETF	-600.00
04-28-20	04-30-20	wd	Purchase	SPDR S&P 500 ETF	-40,074.93
04-28-20	04-30-20	wd	Purchase	VANGUARD SHORT-TERM TIPS ETF	-46,464.20

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
04-28-20	04-30-20	wd	Purchase	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	-450.40
04-28-20	04-30-20	wd	Purchase	ISHARES ETF CORE MSCI EMERGING MKTS	-35,581.69
04-28-20	04-30-20	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-21,907.85
04-28-20	04-30-20	wd	Purchase	ISHARES MSCI EAFE INDEX FUND	-30,488.40
04-28-20	04-30-20	wd	Purchase	FLEXSHAR STX GLOBAL BROAD INF ETF	-18,280.60
04-28-20	04-28-20	wd	Withdrawal	from Portfolio	-1.86
04-28-20	04-28-20	wd	Withdrawal	from Portfolio	-16.58
04-28-20	04-28-20	dp	Dividend	S K TELECOM LTD ADR FSPONSORED ADR	75.35
04-28-20	04-30-20	dp	Sale	VANGUARD TOTAL BOND MARKET ETF	57,266.30
04-28-20	04-30-20	dp	Sale	JPMORGAN BETABUILDERS MSCI US REIT ETF	16,000.75
04-28-20	04-30-20	dp	Sale	ISHARES S&P SMALLCAP 600 INDEX ETF	1,852.09
04-28-20	04-30-20	dp	Sale	ETRACS BLOOMBERG CMCI ETN	11,650.54
04-28-20	04-30-20	dp	Sale	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	96,209.37
04-28-20	04-30-20	dp	Sale	ISHARES SHORT TREASURY BOND ETF	29,942.34
04-28-20	04-30-20	dp	Sale	VANGUARD TOTAL INTL BOND ETF	11,720.62
04-30-20	04-30-20	dp	Transfer from	DIVIDEND ACCRUAL	8,630.13
04-30-20			Ending Balance		34,892.48

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
DIVIDEND ACCRUAL					
04-01-20			Beginning Balance		8,630.13
04-30-20	04-30-20	wd	Transfer to	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	-8,630.13
04-30-20			Ending Balance		0.00

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL
From 04-01-20 Through 04-30-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
04-28-20	655.0000	VANGUARD TOTAL BOND MARKET ETF	55,789.89	57,266.30	1,476.41
04-28-20	230.0000	JPMORGAN BETABUILDERS MSCI US REIT ETF	20,573.50	16,000.75	-4,572.75
04-28-20	30.0000	ISHARES S&P SMALLCAP 600 INDEX ETF	2,495.56	1,852.09	-643.47
04-28-20	1,140.0000	ETRACS BLOOMBERG CMCI ETN	17,065.80	11,650.54	-5,415.26
04-28-20	8,575.0000	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	140,244.13	96,209.37	-44,034.76
04-28-20	270.0000	ISHARES SHORT TREASURY BOND ETF	29,859.11	29,942.34	83.23
04-28-20	205.0000	VANGUARD TOTAL INTL BOND ETF	11,693.66	11,720.62	26.96
TOTAL GAINS					1,586.60
TOTAL LOSSES					-54,666.24
			277,721.64	224,642.01	-53,079.63

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
DOMESTIC FIXED INCOME FUNDS/ETF				
04-28-20	04-30-20	VANGUARD SHORT-TERM TIPS ETF	940.0000	46,464.20
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
04-28-20	04-30-20	FLEXSHARES QUAL DIV ETF	15.0000	600.00
04-28-20	04-30-20	SPDR S&P 500 ETF	140.0000	40,074.93
04-28-20	04-30-20	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	5.0000	450.40
				41,125.33
DOMESTIC MID CAP EQUITY FUNDS/ETF				
04-28-20	04-30-20	ISHARES CORE S&P MIDCAP 400 ETF	410.0000	66,288.80
EMERGING MARKET FUNDS/ETF				
04-28-20	04-30-20	ISHARES ETF CORE MSCI EMERGING MKTS	820.0000	35,581.69
INTERNATIONAL EQUITY FUNDS/ETF				
04-28-20	04-30-20	ISHARES ETF CORE MSCI EAFE	415.0000	21,907.85
04-28-20	04-30-20	ISHARES MSCI EAFE INDEX FUND	540.0000	30,488.40
				52,396.25
REAL ESTATE & INFRASTRUCTURE				
04-28-20	04-30-20	FLEXSHAR STX GLOBAL BROAD INF ETF	395.0000	18,280.60
				260,136.87

DEPOSITS AND EXPENSES

EXPENSE ACCOUNTS

04-09-20 04-09-20 FOREIGN TAXES

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
04-09-20	04-09-20	FOREIGN TAXES		8.07
				23.53
MANAGEMENT FEES				
04-30-20	04-30-20	MANAGEMENT FEES		2,981.28
				3,004.81
DIVIDEND				
COMMON STOCK				
04-09-20	04-09-20	KAO CORP F UNSPONSORED ADR 1 ADR REPS 0.2		80.68
04-15-20	04-15-20	KB FINANCIAL GROUP ADR F SPONSORED ADR 1 A		299.90
04-17-20	04-17-20	SHINHAN FINL GROUP ADR F SPONSORED ADR 1 A		192.94
04-28-20	04-28-20	S K TELECOM LTD ADR FSPONSORED ADR		75.35
				648.87
DOMESTIC FIXED INCOME FUNDS/ETF				
04-06-20	04-06-20	VANGUARD TOTAL BOND MARKET ETF		5,145.71
04-07-20	04-07-20	ISHARES SHORT TREASURY BOND ETF		507.53
				5,653.24
INTERNATIONAL FIXED INCOME FUNDS/ETF				
04-06-20	04-06-20	VANGUARD TOTAL INTL BOND ETF		387.99
				6,690.10

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
INTEREST				
CASH AND EQUIVALENTS				
04-15-20	04-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.33
				0.33
SALES, MATURITIES, AND CALLS				
COMMODITIES				
04-28-20	04-30-20	ETRACS BLOOMBERG CMCI ETN	1,140.0000	11,650.54
04-28-20	04-30-20	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	8,575.0000	96,209.37
				107,859.91
DOMESTIC FIXED INCOME FUNDS/ETF				
04-28-20	04-30-20	VANGUARD TOTAL BOND MARKET ETF	655.0000	57,266.30
04-28-20	04-30-20	ISHARES SHORT TREASURY BOND ETF	270.0000	29,942.34
				87,208.64
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
04-28-20	04-30-20	ISHARES S&P SMALLCAP 600 INDEX ETF	30.0000	1,852.09
INTERNATIONAL FIXED INCOME FUNDS/ETF				
04-28-20	04-30-20	VANGUARD TOTAL INTL BOND ETF	205.0000	11,720.62

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
REAL ESTATE & INFRASTRUCTURE				
04-28-20	04-30-20	JPMORGAN BETABUILDERS MSCI US REIT ETF	230.0000	16,000.75
				224,642.01

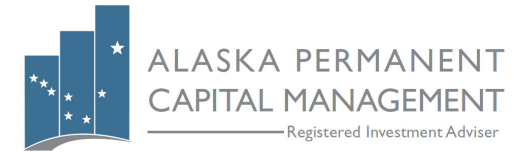
WITHDRAW

CASH AND EQUIVALENTS

04-15-20	04-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		3.36
04-15-20	04-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		65.98
04-17-20	04-17-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2,860.35
04-17-20	04-17-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2.56
04-17-20	04-17-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		42.45
04-28-20	04-28-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		1.86
04-28-20	04-28-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		16.58
04-30-20	04-30-20	DIVIDEND ACCRUAL		8,630.13
				11,623.27
				11,623.27

CITY AND BOROUGH OF WRANGELL #6869

Account Statement - Period Ending April 30, 2020



ACCOUNT ACTIVITY

Portfolio Value on 03-31-20	2,499,178
Contributions	0
Withdrawals	0
Change in Market Value	-2,374
Interest	21,414
Dividends	0
Portfolio Value on 04-30-20	2,518,218

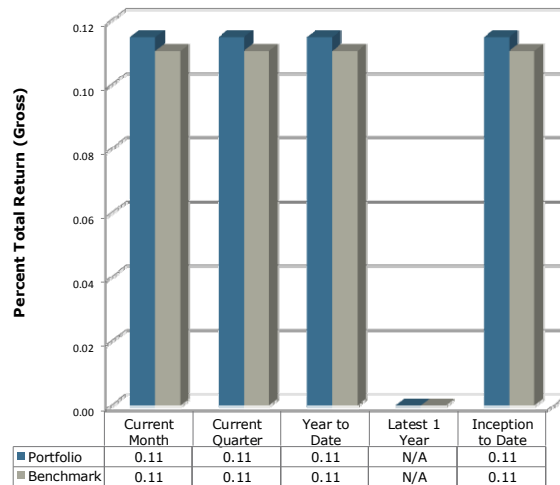
MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

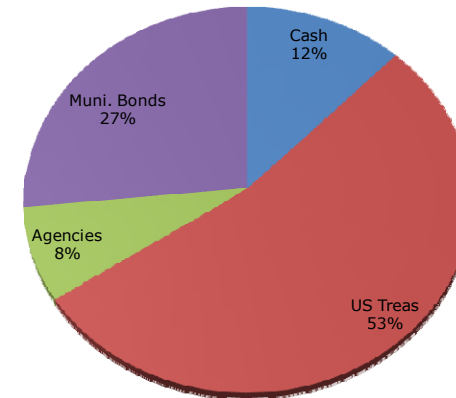
PORTFOLIO COMPOSITION

INVESTMENT PERFORMANCE

Current Account Benchmark:
Equity Blend



Performance is Annualized for Periods Greater than One Year



Fixed Income Portfolio Statistics

Average Quality: AAA Yield to Maturity: 0.45% Average Maturity: 1.69 Yrs

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
April 30, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
MUNICIPAL BONDS									
100,000	ALASKA ST REF-SER A 4.000% Due 08-01-20	101.64	101,640	100.77	100,772	4.00	4,000	1,000	0.93
35,000	NEVADA ST CAPITAL IMPT-CULTURAL AFFAIRS-SER A 5.000% Due 08-01-20	102.12	35,742	101.03	35,362	1.40	1,750	437	0.89
80,000	MINNESOTA ST 5.000% Due 08-01-21	101.81	81,450	101.06	80,846	3.21	4,000	1,000	4.12
25,000	State of Wisconsin 5.000% Due 05-01-22	106.00	26,500	107.93	26,982	1.07	1,250	625	0.99
50,000	N SLOPE BORO AK 5.000% Due 06-30-22	102.04	51,022	100.60	50,302	2.00	2,500	840	4.70
25,000	STATE OF WASHINGTON 5.000% Due 07-01-22	104.01	26,003	104.76	26,189	1.04	1,250	417	2.73
25,000	STATE OF MARYLAND 5.000% Due 08-01-22	107.52	26,881	109.03	27,258	1.08	1,250	312	0.94
25,000	MISSISSIPPI ST 5.250% Due 11-01-22	109.96	27,490	110.25	27,562	1.09	1,312	656	1.09
35,000	WASHINGTON ST 5.000% Due 02-01-23	109.98	38,495	110.58	38,703	1.54	1,750	437	1.09
35,000	OHIO ST 5.000% Due 05-01-23	108.12	37,844	111.62	39,067	1.55	1,750	875	1.06
25,000	MASSACHUSETTS ST 5.000% Due 07-01-24	105.61	26,403	109.22	27,304	1.08	1,250	417	2.65
30,000	MASSACHUSETTS ST 5.000% Due 10-01-26	106.15	31,844	106.10	31,831	1.26	1,500	125	3.92
25,000	MINNESOTA ST 5.000% Due 08-01-27	101.72	25,429	101.06	25,264	1.00	1,250	312	4.82
50,000	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28	103.66	51,832	103.84	51,919	2.06	2,500	1,042	4.43
65,000	MASSACHUSETTS ST 5.000% Due 08-01-33	104.65	68,020	105.19	68,373	2.72	3,250	812	4.48
	Accrued Interest				9,309	0.37			
			656,593		667,044	26.49		9,309	
U.S. TREASURY									
155,000	US TREASURY NOTES 2.625% Due 05-15-21	102.71	159,208	102.56	158,973	6.31	4,069	1,878	0.16
205,000	US TREASURY NOTES 2.125% Due 08-15-21	102.39	209,906	102.50	210,133	8.34	4,356	910	0.19
125,000	US TREASURY NOTES 2.875% Due 10-15-21	103.65	129,561	103.94	129,922	5.16	3,594	157	0.17
85,000	US TREASURY NOTES 2.875% Due 11-15-21	103.93	88,344	104.09	88,476	3.51	2,444	1,128	0.22
200,000	US TREASURY NOTES 2.500% Due 02-15-22	103.87	207,736	104.10	208,110	8.27	5,000	1,044	0.21

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
April 30, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
180,000	US TREASURY NOTES 1.750% Due 05-15-22	102.75	184,957	103.14	185,661	7.37	3,150	1,454	0.21
180,000	US TREASURY NOTES 1.500% Due 08-15-22	102.36	184,255	102.94	185,294	7.36	2,700	564	0.21
80,000	US TREASURY NOTES 1.625% Due 11-15-22	102.82	82,253	103.52	82,818	3.29	1,300	600	0.23
80,000	US TREASURY NOTES 2.000% Due 02-15-23	104.08	83,267	104.90	83,922	3.33	1,600	334	0.24
	Accrued Interest				8,068	0.32			
			1,329,487		1,341,464	53.27		8,068	
AGENCIES									
50,000	FREDDIE MAC 2.000% Due 01-28-22	100.30	50,150	100.36	50,181	1.99	1,000	258	1.79
50,000	FREDDIE MAC 1.750% Due 01-13-23	100.39	50,195	100.27	50,135	1.99	875	262	1.65
50,000	FREDDIE MAC 1.750% Due 01-17-23	100.33	50,163	100.28	50,142	1.99	875	253	1.64
50,000	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	100.04	50,020	100.05	50,024	1.99	875	187	1.73
	Accrued Interest				961	0.04			
			200,530		201,442	8.00		961	
TREASURY BILLS									
150,000	CASH MGMT BILL 0.000% Due 09-15-20	99.90	149,852	99.95	149,931	5.95	NA	0	0.12
CERTIFICATE OF DEPOSIT									
100,000	MERCHANTS BNK OF INDIANA 1.000% Due 10-16-20	100.00	100,000	100.15	100,152	3.98		38	0.67
	Accrued Interest				38	0.00			
			100,000		100,191	3.98		38	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		58,146		58,146	2.31			
TOTAL PORTFOLIO			2,494,609		2,518,218	100	63,400	18,376	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
CERTIFICATE OF DEPOSIT				
04-09-20	04-17-20	MERCHANTS BNK OF INDIANA 1.000% Due 10-16-20	100,000.00	100,000.00
TREASURY BILLS				
04-08-20	04-14-20	CASH MGMT BILL 0.000% Due 09-15-20	150,000	149,852.42
				249,852.42
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
04-30-20	04-30-20	MANAGEMENT FEES		314.78
				314.78
INTEREST				
AGENCIES				
04-17-20	04-17-20	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23		485.00
CASH AND EQUIVALENTS				
04-15-20	04-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		4.82
04-15-20	04-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.93
				<hr/> 5.75
MUNICIPAL BONDS				
04-01-20	04-01-20	MASSACHUSETTS ST 5.000% Due 10-01-26		750.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
U.S. TREASURY				
04-15-20	04-15-20	US TREASURY NOTES 2.875% Due 10-15-21		1,796.88
				3,037.63
SALES, MATURITIES, AND CALLS				
AGENCIES				
04-17-20	04-17-20	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	50,000	50,000.00
				50,000.00

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL #6869
From 04-01-20 Through 04-30-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
04-17-20	50,000	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	49,997.50	50,000.00	2.50
TOTAL GAINS					2.50
TOTAL LOSSES					0.00
			49,997.50	50,000.00	2.50

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 04-01-20 To 04-30-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
04-01-20			Beginning Balance		254,961.27
04-01-20	04-01-20	dp	Interest	MASSACHUSETTS ST 5.000% Due 10-01-26	750.00
04-08-20	04-14-20	wd	Purchase	CASH MGMT BILL 0.000% Due 09-15-20	-149,852.42
04-09-20	04-17-20	wd	Purchase	MERCHANTS BNK OF INDIANA 1.000% Due 10-16-20	-100,000.00
04-15-20	04-15-20	dp	Interest	US TREASURY NOTES 2.875% Due 10-15-21	1,796.88
04-15-20	04-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	4.82
04-15-20	04-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.93
04-17-20	04-17-20	dp	Interest	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	485.00
04-17-20	04-17-20	dp	Sale	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	50,000.00
04-30-20			Ending Balance		58,146.48

CITY AND BOROUGH OF WRANGELL

Account Statement - Period Ending March 31, 2020



ALASKA PERMANENT
CAPITAL MANAGEMENT

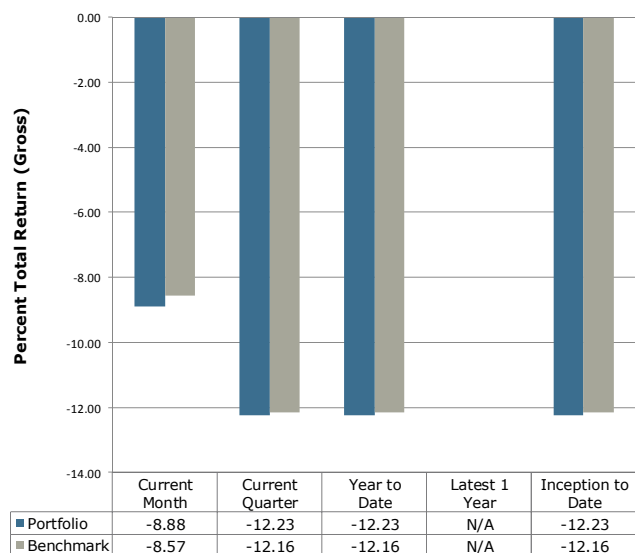
Registered Investment Adviser

ACCOUNT ACTIVITY

Portfolio Value on 02-29-20	8,901,336
Contributions	0
Withdrawals	-3,059
Change in Market Value	-810,280
Interest	0
Dividends	20,060
Portfolio Value on 03-31-20	8,108,058

INVESTMENT PERFORMANCE

Current Account Benchmark:
Equity Blend

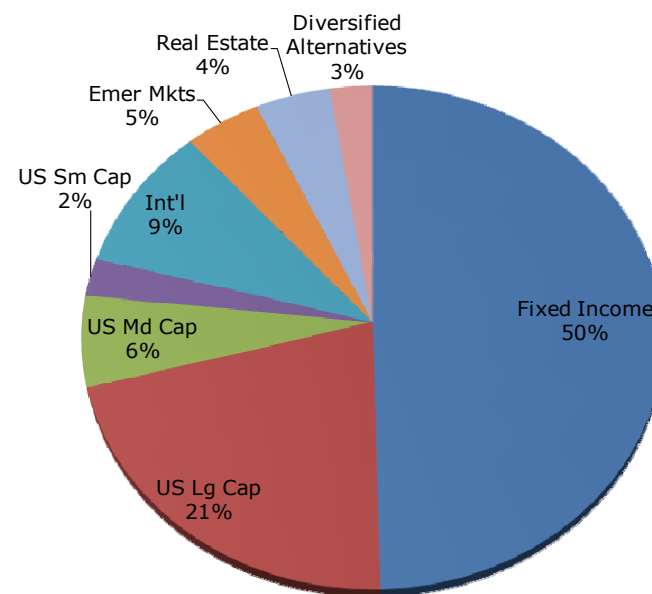


Performance is Annualized for Periods Greater than One Year

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY AND BOROUGH OF WRANGELL
March 31, 2020

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (45%)			
US Fixed Income (25.0%)	2,305,901	28.4	15% to 35%
TIPS (10.0%)	794,623	9.8	5% to 15%
International Fixed Income (5.0%)	432,246	5.3	0% to 10%
Cash (5.0%)	487,479	6.0	0% to 10%
Subtotal:	4,020,249	49.6	
EQUITY (47%)			
US Large Cap (22.0%)	1,722,869	21.2	12% to 32%
US Mid Cap (7.0%)	474,019	5.8	0% to 15%
US Small Cap (3.0%)	196,946	2.4	0% to 6%
Developed International Equity (10.0%)	764,334	9.4	5% to 15%
Emerging Markets (5.0%)	365,242	4.5	0% to 10%
Subtotal:	3,523,410	43.5	
ALTERNATIVE INVESTMENTS (8%)			
Real Estate (2.0%)	136,222	1.7	0% to 5%
Alternative Beta (0.0%)	0	0.0	0% to 10%
Infrastructure (3.0%)	223,612	2.8	0% to 6%
Commodities (3.0%)	204,565	2.5	0% to 6%
Subtotal:	564,398	7.0	
TOTAL PORTFOLIO	8,108,058	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL
March 31, 2020

Quantity	Security	Security Symbol	Avg Cost	Total Cost	Price	Market Value	Pct. Assets
DOMESTIC FIXED INCOME FUNDS/ETF							
3,790	ISHARES SHORT TREASURY BOND ETF	SHV	110.59	419,133	111.02	420,766	5.2
16,310	VANGUARD SHORT-TERM TIPS ETF	VTIP	49.28	803,821	48.72	794,623	9.8
27,017	VANGUARD TOTAL BOND MARKET ETF	BND	85.18	2,301,184	85.35	2,305,901	28.4
				3,524,138		3,521,290	43.4
INTERNATIONAL FIXED INCOME FUNDS/ETF							
7,683	VANGUARD TOTAL INTL BOND ETF	BNDX	57.04	438,255	56.26	432,246	5.3
DOMESTIC LARGE CAP EQUITY FUNDS/ETF							
1,050	FLEXSHARES QUAL DIV ETF	QDF	48.44	50,858	35.96	37,758	0.5
470	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	QUAL	100.77	47,364	81.04	38,089	0.5
6,390	SPDR S&P 500 ETF	SPY	324.97	2,076,583	257.75	1,647,022	20.3
				2,174,806		1,722,869	21.2
DOMESTIC MID CAP EQUITY FUNDS/ETF							
3,295	ISHARES CORE S&P MIDCAP 400 ETF	IJH	205.10	675,812	143.86	474,019	5.8
DOMESTIC SMALL CAP EQUITY FUNDS/ETF							
3,510	ISHARES S&P SMALLCAP 600 INDEX ETF	IJR	83.19	291,980	56.11	196,946	2.4
INTERNATIONAL EQUITY FUNDS/ETF							
6,105	ISHARES ETF CORE MSCI EAFE	IEFA	64.90	396,228	49.89	304,578	3.8
8,600	ISHARES MSCI EAFE INDEX FUND	EFA	69.52	597,851	53.46	459,756	5.7
				994,079		764,334	9.4
EMERGING MARKET FUNDS/ETF							
9,025	ISHARES ETF CORE MSCI EMERGING MKTS	IEMG	54.63	493,048	40.47	365,242	4.5
REAL ESTATE & INFRASTRUCTURE							
5,175	FLEXSHAR STX GLOBAL BROAD INF ETF	NFRA	54.63	282,710	43.21	223,612	2.8
2,110	JPMORGAN BETABUILDERS MSCI US REIT ETF	BBRE	89.45	188,739	64.56	136,222	1.7
				471,450		359,833	4.4
COMMODITIES							
9,460	ETRACS BLOOMBERG CMCI ETN	UCI	14.97	141,616	10.91	103,209	1.3
8,575	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	PDBC	16.36	140,244	11.82	101,356	1.3
				281,860		204,565	2.5
CASH AND EQUIVALENTS							
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	cash01		58,083		58,083	0.7
	DIVIDEND ACCRUAL	divacc		8,630		8,630	0.1
				66,714		66,714	0.8
TOTAL PORTFOLIO				9,412,142		8,108,058	100.0

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
03-01-20			Beginning Balance		13,473.58
03-05-20	03-09-20	wd	Purchase	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	-4,277.38
03-05-20	03-09-20	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-14,234.40
03-05-20	03-09-20	wd	Purchase	SPDR S&P 500 ETF	-47,619.10
03-05-20	03-09-20	wd	Purchase	ISHARES MSCI EAFE INDEX FUND	-34,754.50
03-05-20	03-09-20	dp	Sale	ISHARES SHORT TREASURY BOND ETF	24,931.98
03-05-20	03-09-20	dp	Sale	VANGUARD TOTAL BOND MARKET ETF	27,333.74
03-05-20	03-09-20	dp	Sale	VANGUARD SHORT-TERM TIPS ETF	40,459.53
03-05-20	03-09-20	dp	Sale	VANGUARD TOTAL INTL BOND ETF	10,003.98
03-05-20	03-05-20	dp	Dividend	VANGUARD TOTAL BOND MARKET ETF	4,721.23
03-05-20	03-05-20	dp	Dividend	VANGUARD TOTAL INTL BOND ETF	360.80
03-06-20	03-06-20	dp	Dividend	ISHARES SHORT TREASURY BOND ETF	624.30
03-13-20	03-13-20	wd	Withdrawal	from Portfolio	-3,058.67
03-15-20	03-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.48
03-26-20	03-26-20	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	1,130.99
03-26-20	03-26-20	dp	Dividend	FLEXSHARES QUAL DIV ETF	267.42
03-27-20	03-31-20	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-17,962.50

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-27-20	03-31-20	wd	Purchase	SPDR S&P 500 ETF	-64,000.00
03-27-20	03-31-20	wd	Purchase	ISHARES S&P SMALLCAP 600 INDEX ETF	-9,254.85
03-27-20	03-31-20	wd	Purchase	FLEXSHARES QUAL DIV ETF	-1,255.45
03-27-20	03-31-20	dp	Sale	ISHARES SHORT TREASURY BOND ETF	14,989.40
03-27-20	03-31-20	dp	Sale	VANGUARD SHORT-TERM TIPS ETF	92,385.84
03-27-20	03-31-20	dp	Sale	VANGUARD TOTAL INTL BOND ETF	19,492.07
03-27-20	03-27-20	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	750.76
03-31-20	03-31-20	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	2,538.85
03-31-20	03-31-20	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	842.49
03-31-20	03-31-20	dp	Dividend	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	192.86
03-31-20			Ending Balance		58,083.45
DIVIDEND ACCRUAL					
03-01-20			Beginning Balance		0.00
03-20-20	04-30-20	dp	Dividend	SPDR S&P 500 ETF	8,630.13
03-31-20			Ending Balance		8,630.13

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL
From 03-01-20 Through 03-31-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
03-05-20	225.0000	ISHARES SHORT TREASURY BOND ETF	24,882.59	24,931.98	49.39
03-05-20	313.0000	VANGUARD TOTAL BOND MARKET ETF	26,659.90	27,333.74	673.84
03-05-20	810.0000	VANGUARD SHORT-TERM TIPS ETF	39,919.97	40,459.53	539.56
03-05-20	172.0000	VANGUARD TOTAL INTL BOND ETF	9,811.26	10,003.98	192.72
03-27-20	135.0000	ISHARES SHORT TREASURY BOND ETF	14,929.56	14,989.40	59.84
03-27-20	1,895.0000	VANGUARD SHORT-TERM TIPS ETF	93,393.01	92,385.84	-1,007.17
03-27-20	345.0000	VANGUARD TOTAL INTL BOND ETF	19,679.57	19,492.07	-187.50
TOTAL GAINS					1,515.35
TOTAL LOSSES					-1,194.67
			229,275.87	229,596.54	320.67

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-05-20	03-09-20	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	45.0000	4,277.38
03-05-20	03-09-20	SPDR S&P 500 ETF	155.0000	47,619.10
03-27-20	03-31-20	SPDR S&P 500 ETF	250.0000	64,000.00
03-27-20	03-31-20	FLEXSHARES QUAL DIV ETF	35.0000	1,255.45
				117,151.93
DOMESTIC MID CAP EQUITY FUNDS/ETF				
03-27-20	03-31-20	ISHARES CORE S&P MIDCAP 400 ETF	125.0000	17,962.50
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
03-27-20	03-31-20	ISHARES S&P SMALLCAP 600 INDEX ETF	165.0000	9,254.85
INTERNATIONAL EQUITY FUNDS/ETF				
03-05-20	03-09-20	ISHARES ETF CORE MSCI EAFE	240.0000	14,234.40
03-05-20	03-09-20	ISHARES MSCI EAFE INDEX FUND	550.0000	34,754.50
				48,988.90
				193,358.18
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
03-31-20	03-31-20	MANAGEMENT FEES		2,860.35
				2,860.35
DIVIDEND				
DOMESTIC FIXED INCOME FUNDS/ETF				
03-05-20	03-05-20	VANGUARD TOTAL BOND MARKET ETF		

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-06-20	03-06-20	ISHARES SHORT TREASURY BOND ETF		624.30
				5,345.53
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-20-20	04-30-20	SPDR S&P 500 ETF		8,630.13
03-26-20	03-26-20	FLEXSHARES QUAL DIV ETF		267.42
03-31-20	03-31-20	ISHARES EDGE MSCI USA QUALITY FACTOR ETF		192.86
				9,090.41
DOMESTIC MID CAP EQUITY FUNDS/ETF				
03-31-20	03-31-20	ISHARES CORE S&P MIDCAP 400 ETF		2,538.85
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
03-31-20	03-31-20	ISHARES S&P SMALLCAP 600 INDEX ETF		842.49
INTERNATIONAL FIXED INCOME FUNDS/ETF				
03-05-20	03-05-20	VANGUARD TOTAL INTL BOND ETF		360.80
REAL ESTATE & INFRASTRUCTURE				
03-26-20	03-26-20	FLEXSHAR STX GLOBAL BROAD INF ETF		1,130.99
03-27-20	03-27-20	JPMORGAN BETABUILDERS MSCI US REIT ETF		750.76
				1,881.75
				20,059.83

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
INTEREST				
CASH AND EQUIVALENTS				
03-15-20	03-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.48
				0.48
SALES, MATURITIES, AND CALLS				
DOMESTIC FIXED INCOME FUNDS/ETF				
03-05-20	03-09-20	ISHARES SHORT TREASURY BOND ETF	225.0000	24,931.98
03-05-20	03-09-20	VANGUARD TOTAL BOND MARKET ETF	313.0000	27,333.74
03-05-20	03-09-20	VANGUARD SHORT-TERM TIPS ETF	810.0000	40,459.53
03-27-20	03-31-20	ISHARES SHORT TREASURY BOND ETF	135.0000	14,989.40
03-27-20	03-31-20	VANGUARD SHORT-TERM TIPS ETF	1,895.0000	92,385.84
				200,100.49
INTERNATIONAL FIXED INCOME FUNDS/ETF				
03-05-20	03-09-20	VANGUARD TOTAL INTL BOND ETF	172.0000	10,003.98
03-27-20	03-31-20	VANGUARD TOTAL INTL BOND ETF	345.0000	19,492.07
				29,496.05
				229,596.54
WITHDRAW				
CASH AND EQUIVALENTS				
03-13-20	03-13-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		3,058.67

CITY AND BOROUGH OF WRANGELL #6869

Account Statement - Period Ending March 31, 2020



ALASKA PERMANENT
CAPITAL MANAGEMENT

Registered Investment Adviser

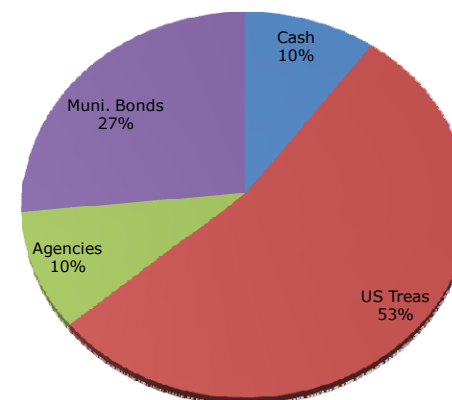
ACCOUNT ACTIVITY

Portfolio Value on 02-29-20	2,500,000
Contributions	0
Withdrawals	0
Change in Market Value	7,609
Interest	7,723
Dividends	0
Portfolio Value on 03-31-20	2,515,332

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
MUNICIPAL BONDS									
100,000	ALASKA ST REF-SER A 4.000% Due 08-01-20	101.64	101,640	100.94	100,936	4.01	4,000	667	1.16
35,000	NEVADA ST CAPITAL IMPT-CULTURAL AFFAIRS-SER A 5.000% Due 08-01-20	102.12	35,742	101.30	35,457	1.41	1,750	292	1.05
80,000	MINNESOTA ST 5.000% Due 08-01-21	101.81	81,450	101.30	81,044	3.22	4,000	667	3.97
25,000	State of Wisconsin 5.000% Due 05-01-22	106.00	26,500	108.01	27,003	1.07	1,250	521	1.10
50,000	N SLOPE BORO AK 5.000% Due 06-30-22	102.04	51,022	100.90	50,449	2.01	2,500	632	4.57
25,000	STATE OF WASHINGTON 5.000% Due 07-01-22	104.01	26,003	104.86	26,214	1.04	1,250	312	2.75
25,000	STATE OF MARYLAND 5.000% Due 08-01-22	107.52	26,881	108.94	27,234	1.08	1,250	208	1.11
25,000	MISSISSIPPI ST 5.250% Due 11-01-22	109.96	27,490	110.22	27,555	1.10	1,312	547	1.22
35,000	WASHINGTON ST 5.000% Due 02-01-23	109.98	38,495	110.62	38,717	1.54	1,750	292	1.18
35,000	OHIO ST 5.000% Due 05-01-23	108.12	37,844	111.58	39,053	1.55	1,750	729	1.16
25,000	MASSACHUSETTS ST 5.000% Due 07-01-24	105.61	26,403	108.75	27,187	1.08	1,250	312	2.80
30,000	MASSACHUSETTS ST 5.000% Due 10-01-26	106.15	31,844	105.90	31,770	1.26	1,500	750	3.96
25,000	MINNESOTA ST 5.000% Due 08-01-27	101.72	25,429	101.30	25,326	1.01	1,250	208	4.78
50,000	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28	103.66	51,832	104.12	52,058	2.07	2,500	833	4.39
65,000	MASSACHUSETTS ST 5.000% Due 08-01-33	104.65	68,020	105.04	68,276	2.71	3,250	542	4.49
	Accrued Interest				7,512	0.30			
			656,593		665,792	26.47		7,512	
U.S. TREASURY									
155,000	US TREASURY NOTES 2.625% Due 05-15-21	102.71	159,208	102.80	159,342	6.33	4,069	1,543	0.13
205,000	US TREASURY NOTES 2.125% Due 08-15-21	102.39	209,906	102.69	210,525	8.37	4,356	551	0.16
125,000	US TREASURY NOTES 2.875% Due 10-15-21	103.65	129,561	104.11	130,132	5.17	3,594	1,659	0.20
85,000	US TREASURY NOTES 2.875% Due 11-15-21	103.93	88,344	104.33	88,682	3.53	2,444	926	0.20
200,000	US TREASURY NOTES 2.500% Due 02-15-22	103.87	207,736	104.27	208,546	8.29	5,000	632	0.22

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
180,000	US TREASURY NOTES 1.750% Due 05-15-22	102.75	184,957	103.28	185,899	7.39	3,150	1,194	0.20
180,000	US TREASURY NOTES 1.500% Due 08-15-22	102.36	184,255	103.00	185,393	7.37	2,700	341	0.23
80,000	US TREASURY NOTES 1.625% Due 11-15-22	102.82	82,253	103.54	82,831	3.29	1,300	493	0.27
80,000	US TREASURY NOTES 2.000% Due 02-15-23	104.08	83,267	104.93	83,944	3.34	1,600	202	0.28
	Accrued Interest				7,541	0.30			
			1,329,487		1,342,829	53.39		7,541	
AGENCIES									
50,000	FREDDIE MAC 2.000% Due 01-28-22	100.30	50,150	100.44	50,219	2.00	1,000	175	1.75
50,000	FREDDIE MAC 1.750% Due 01-13-23	100.39	50,195	100.33	50,163	1.99	875	190	1.63
50,000	FREDDIE MAC 1.750% Due 01-17-23	100.33	50,163	100.34	50,169	1.99	875	180	1.62
50,000	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	100.04	50,020	100.14	50,068	1.99	875	114	1.70
50,000	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	99.99	49,997	100.06	50,030	1.99	970	442	1.92
	Accrued Interest				1,101	0.04			
			250,527		251,750	10.01		1,101	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		254,961		254,961	10.14			
TOTAL PORTFOLIO			2,491,569		2,515,332	100	63,370	16,154	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
AGENCIES				
03-18-20	03-19-20	FREDDIE MAC 1.750% Due 01-13-23	50,000	50,195.42
03-18-20	03-19-20	FREDDIE MAC 1.750% Due 01-17-23	50,000	50,163.46
03-19-20	03-20-20	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	50,000	50,020.50
03-19-20	03-20-20	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	50,000	49,997.50
03-19-20	03-20-20	FREDDIE MAC 2.000% Due 01-28-22	50,000	50,150.46
				250,527.34
MUNICIPAL BONDS				
03-19-20	03-23-20	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28	50,000	51,832.00
03-19-20	03-23-20	State of Wisconsin 5.000% Due 05-01-22	25,000	26,500.00
03-19-20	03-23-20	STATE OF MARYLAND 5.000% Due 08-01-22	25,000	26,881.25
03-24-20	03-26-20	MINNESOTA ST 5.000% Due 08-01-27	25,000	25,429.47
03-24-20	03-26-20	MINNESOTA ST 5.000% Due 08-01-21	80,000	81,450.31
03-24-20	03-26-20	MASSACHUSETTS ST 5.000% Due 10-01-26	30,000	31,843.67
03-24-20	03-26-20	STATE OF WASHINGTON 5.000% Due 07-01-22	25,000	26,002.64
03-24-20	03-26-20	MASSACHUSETTS ST 5.000% Due 07-01-24	25,000	26,402.64
03-25-20	03-27-20	N SLOPE BORO AK 5.000% Due 06-30-22	50,000	50,177.77

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-25-20	03-27-20	MASSACHUSETTS ST 5.000% Due 08-01-33	65,000	68,019.76
03-25-20	03-27-20	WASHINGTON ST 5.000% Due 02-01-23	35,000	38,494.67
03-25-20	03-27-20	OHIO ST 5.000% Due 05-01-23	35,000	37,843.67
03-25-20	03-27-20	MISSISSIPPI ST 5.250% Due 11-01-22	25,000	27,489.79
03-27-20	03-31-20	NEVADA ST CAPITAL IMPT-CULTURAL AFFAIRS-SER A 5.000% Due 08-01-20	35,000	35,742.12
03-27-20	03-31-20	ALASKA ST REF-SER A 4.000% Due 08-01-20	100,000	101,639.67
				656,593.33
U.S. TREASURY				
03-18-20	03-19-20	US TREASURY NOTES 2.875% Due 10-15-21	125,000	129,560.87
03-19-20	03-20-20	US TREASURY NOTES 2.625% Due 05-15-21	155,000	159,208.01
03-19-20	03-20-20	US TREASURY NOTES 2.875% Due 11-15-21	85,000	88,343.90
03-19-20	03-20-20	US TREASURY NOTES 2.500% Due 02-15-22	200,000	207,736.00
03-19-20	03-20-20	US TREASURY NOTES 2.125% Due 08-15-21	205,000	209,905.65
03-19-20	03-20-20	US TREASURY NOTES 1.750% Due 05-15-22	180,000	184,957.20
03-19-20	03-20-20	US TREASURY NOTES 1.625% Due 11-15-22	80,000	82,252.80
03-19-20	03-20-20	US TREASURY NOTES 2.000% Due 02-15-23	80,000	83,267.20

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-19-20	03-20-20	US TREASURY NOTES 1.500% Due 08-15-22	180,000	184,255.20
				1,329,486.83
				2,236,607.50

INTEREST

CASH AND EQUIVALENTS

03-15-20	03-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		26.53
03-15-20	03-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		239.87
				266.40
				266.40

PURCHASED ACCRUED INTEREST

AGENCIES

03-19-20	03-20-20	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23		87.50
03-19-20	03-20-20	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23		412.25
03-19-20	03-20-20	FREDDIE MAC 2.000% Due 01-28-22		144.44
				644.19

MUNICIPAL BONDS

03-19-20	03-23-20	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28		777.78
03-19-20	03-23-20	State of Wisconsin 5.000% Due 05-01-22		493.06

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-19-20	03-23-20	STATE OF MARYLAND 5.000% Due 08-01-22		180.56
				<hr/> 1,451.40
U.S. TREASURY				
03-18-20	03-19-20	US TREASURY NOTES 2.875% Due 10-15-21		1,531.76
03-19-20	03-20-20	US TREASURY NOTES 2.625% Due 05-15-21		1,408.41
03-19-20	03-20-20	US TREASURY NOTES 2.875% Due 11-15-21		845.91
03-19-20	03-20-20	US TREASURY NOTES 2.500% Due 02-15-22		467.03
03-19-20	03-20-20	US TREASURY NOTES 2.125% Due 08-15-21		406.90
03-19-20	03-20-20	US TREASURY NOTES 1.750% Due 05-15-22		1,090.38
03-19-20	03-20-20	US TREASURY NOTES 1.625% Due 11-15-22		450.00
03-19-20	03-20-20	US TREASURY NOTES 2.000% Due 02-15-23		149.45
03-19-20	03-20-20	US TREASURY NOTES 1.500% Due 08-15-22		252.20
				<hr/> 6,602.04
				8,697.63

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 Through 03-31-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
TOTAL GAINS					0.00
TOTAL LOSSES					0.00
			0.00	0.00	0.00

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
03-01-20			Beginning Balance		2,500,000.00
03-15-20	03-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	26.53
03-15-20	03-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	239.87
03-18-20	03-19-20	wd	Purchase	FREDDIE MAC 1.750% Due 01-13-23	-50,195.42
03-18-20	03-19-20	wd	Purchase	FREDDIE MAC 1.750% Due 01-17-23	-50,163.46
03-18-20	03-19-20	wd	Purchase	US TREASURY NOTES 2.875% Due 10-15-21	-129,560.87
03-18-20	03-19-20	wd	Accrued Interest	US TREASURY NOTES 2.875% Due 10-15-21	-1,531.76
03-19-20	03-20-20	wd	Purchase	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	-50,020.50
03-19-20	03-20-20	wd	Accrued Interest	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	-87.50
03-19-20	03-20-20	wd	Purchase	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	-49,997.50
03-19-20	03-20-20	wd	Accrued Interest	FEDERAL FARM CREDIT BANK 1.940% Due 04-17-23	-412.25
03-19-20	03-20-20	wd	Purchase	FREDDIE MAC 2.000% Due 01-28-22	-50,150.46
03-19-20	03-20-20	wd	Accrued Interest	FREDDIE MAC 2.000% Due 01-28-22	-144.44
03-19-20	03-23-20	wd	Purchase	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28	-51,832.00

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-19-20	03-23-20	wd	Accrued Interest	WASHINGTON STATE MOTOR VEHICLE TAX	-777.78
				5.000% Due 06-01-28	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-1,408.41
				2.625% Due 05-15-21	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-159,208.01
				2.625% Due 05-15-21	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-845.91
				2.875% Due 11-15-21	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-88,343.90
				2.875% Due 11-15-21	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-207,736.00
				2.500% Due 02-15-22	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-467.03
				2.500% Due 02-15-22	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-406.90
				2.125% Due 08-15-21	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-209,905.65
				2.125% Due 08-15-21	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-184,957.20
				1.750% Due 05-15-22	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-1,090.38
				1.750% Due 05-15-22	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-450.00
				1.625% Due 11-15-22	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-82,252.80
				1.625% Due 11-15-22	
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES	-83,267.20
				2.000% Due 02-15-23	
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES	-149.45
				2.000% Due 02-15-23	

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-19-20	03-20-20	wd	Accrued Interest	US TREASURY NOTES 1.500% Due 08-15-22	-252.20
03-19-20	03-20-20	wd	Purchase	US TREASURY NOTES 1.500% Due 08-15-22	-184,255.20
03-19-20	03-23-20	wd	Purchase	State of Wisconsin 5.000% Due 05-01-22	-26,500.00
03-19-20	03-23-20	wd	Accrued Interest	State of Wisconsin 5.000% Due 05-01-22	-493.06
03-19-20	03-23-20	wd	Purchase	STATE OF MARYLAND 5.000% Due 08-01-22	-26,881.25
03-19-20	03-23-20	wd	Accrued Interest	STATE OF MARYLAND 5.000% Due 08-01-22	-180.56
03-24-20	03-26-20	wd	Purchase	MINNESOTA ST 5.000% Due 08-01-27	-25,429.47
03-24-20	03-26-20	wd	Purchase	MINNESOTA ST 5.000% Due 08-01-21	-81,450.31
03-24-20	03-26-20	wd	Purchase	MASSACHUSETTS ST 5.000% Due 10-01-26	-31,843.67
03-24-20	03-26-20	wd	Purchase	STATE OF WASHINGTON 5.000% Due 07-01-22	-26,002.64
03-24-20	03-26-20	wd	Purchase	MASSACHUSETTS ST 5.000% Due 07-01-24	-26,402.64
03-25-20	03-27-20	wd	Purchase	N SLOPE BORO AK 5.000% Due 06-30-22	-51,021.67
03-25-20	03-27-20	wd	Purchase	MASSACHUSETTS ST 5.000% Due 08-01-33	-68,019.76
03-25-20	03-27-20	wd	Purchase	WASHINGTON ST 5.000% Due 02-01-23	-38,494.67
03-25-20	03-27-20	wd	Purchase	OHIO ST 5.000% Due 05-01-23	-37,843.67

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-25-20	03-27-20	wd	Purchase	MISSISSIPPI ST 5.250% Due 11-01-22	-27,489.79
03-27-20	03-31-20	wd	Purchase	NEVADA ST CAPITAL IMPT-CULTURAL AFFAIRS-SER A	-35,742.12
03-27-20	03-31-20	wd	Purchase	5.000% Due 08-01-20 ALASKA ST REF-SER A 4.000% Due 08-01-20	-101,639.67
03-31-20			Ending Balance		254,961.27

Police Department Report for the Month of April 2020

During the month of April, 2020, the Correctional Staff had one person on vacation for 8 days, one on vacation for 12 days and one person on vacation for 3 days. This resulted in four days of overtime. We also housed two inmates during the month. In accordance with the governor's mandate to not arrest people unless the offense is a felony or domestic violence, this number is down from previous months. The number of people housed at the jail were:

6 in January, with 42 days served between them

8 in February with 146 days served between them

7 in March with 47 days served between them

2 in April with 31 days served between them

Attached is a summary of all the calls for service that the Police Department received in the month of April, 2020. We had 144 calls for service.

April 2020Stats			
ALCOHOL OFFENSES		ANIMAL VIOLATIONS	
Citizen Report DWI	1	Animal Citations	
DWI		Bear Complaints	
Contributing to Delinquency of Minor		Bird Complaints	
Furnishing Alcohol to Minor		Cat Complaints	
Intoxicated Person	3	Cruelty to Animals	
Minor on Licensed Premises		Dog Complaints	4
MIPC		Dog Bites	
Refuse Chemical Test		Other Animal Complaints	1
CRIMES AGAINST PERSON		CITY OFFENSES	
Assault non-family-strong-arm		Curfew Violation	
Assault 1		Fireworks Prohibited	1
Assault 2		Littering	
Assault 3	1	Truancy	
Assault 4	1		
Assault with Weapon		MISCELLANEOUS OFFENSES	
Child In Need		Conditions of Release Violation	5
Indecent Exposure		DVO Violation	
Misconduct Involving Weapons		MISC 3	
Sexual Abuse of Minor		MISC 4	
Sexual Assault		MISC 6	
Sexual Harassment		Minor with Tobacco	
Suicide Threat		Probation Revocation	
Stalking		Probation Violation	
CRIMES AGAINST PROPERTY		Restraining Order Violation	
Arson		SOR Violation	
Attempted Theft		OFFENSES AGAINST PUBLIC ORDER	
Burglary		Discharge Firearms	
Criminal Trespass	3	Disturbance	5
Forgery		Disorderly Conduct	
Fraud		Domestic Disturbance	4
Larceny from Business		Failure to Obey Police Officer	
Larceny from Others	2	Fight	
Larceny from Residence	1	Harassment	3
Malicious Mischief		Interfering with Arrest	
Malicious Mischief Business		Interfering with Report of Crime	
Malicious Mischief Private Property		Loitering	
Theft of Services		Peeping Tom	
Theft from Watercraft		Report of Gunshots	2
Vehicle Theft		Resisting Arrest	
		Soliciting	
		Vagrancy	

April 2020 Stats Page 2			
TRAFFIC OFFENSES			
Abandoned Vehicle		Funeral Escort	
Citation Equipment/Registration		Health & Safety	
Citation License Violations		Illegal Entry	
Citation Parking		Inmate Booking	1
Citation Speeding		Inmate Incident	
Complaint ATV		Juvenile Contacts	
Complaint Parking	2	Lost Property	
Complaint Reckless Driving	1	Miscellaneous Paper Service	
Complaint Speeding	1	Missing Person	
Failure to Yield to Pedestrian		911 Wrong Number/No One There	2
Failure to Yield to School Bus		NFS Checks	
Hit & Run	1	Order to Show Cause	
Traffic Accident/Fatal		Officer Injury	
Traffic Accident/Injury		Oversized Load Permit	
Traffic Accident/No Injury		Prisoner Transport	
Traffic Accident/Property Damage		Possible Fugitive	
Traffic Hazard		Probation Referral (juvenile)	
Unauthorized Use of Vehicle		Prowler Report	
Vehicle Impound		Reckless Endangerment	
Verbal Warning	7	Recovered Firearm	
		Runaway	
MISCELLANEOUS ENTRIES			
		Search Warrant	
		Security Check	
Agency Assist	64	SOR Registration	
Arrest Warrant (other Agency's)		Shoplifting	
Background Check		Subpoena Service	4
Bench Warrant (our Agency)		Summons Service	6
Brady Law		Suspicious Circumstance	3
Burglar Alarm		Stolen Property	
Citizen Assist	8	Title 47	
Civil Matter	2	Unattended Death	
Controlled Burn		Unsecured Premises	
Courtesy Transport	2	Vacation Check	
Dance Permit		Watercraft Accident	
Death Investigation		Welfare Check	2
Death Notification			
DMV Items Issued	COVID 19	0	UCR INFO
DVO Service		1	
Drug Information		Physical Arrests	1
Drug Interdiction		Theft \$ Amount	25.00
86'd Letter		Vehicle Theft \$ Amount	
EDP	3		
Extra Patrol	1	JUVENILE INFO	
Fire		Arrests	
Found Property	1	Contacts	
		Crime	
		Traffic Stops or Citations	

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	

Institute Property Update

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
--	------------

Account Number(s):

	XXXXXX XXX XXXX
--	-----------------

Account Name(s):

	Enter Text Here
--	-----------------

Unencumbered Balance(s) (prior to expenditure):

	\$XXX
--	-------

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
--------------------------	--------------------------------

	Name(s)
--	---------

	Name(s)
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<input type="checkbox"/>	Attorney
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<input type="checkbox"/>	Insurance
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ATTACHMENTS: 1. None

RECOMMENDATION MOTION:

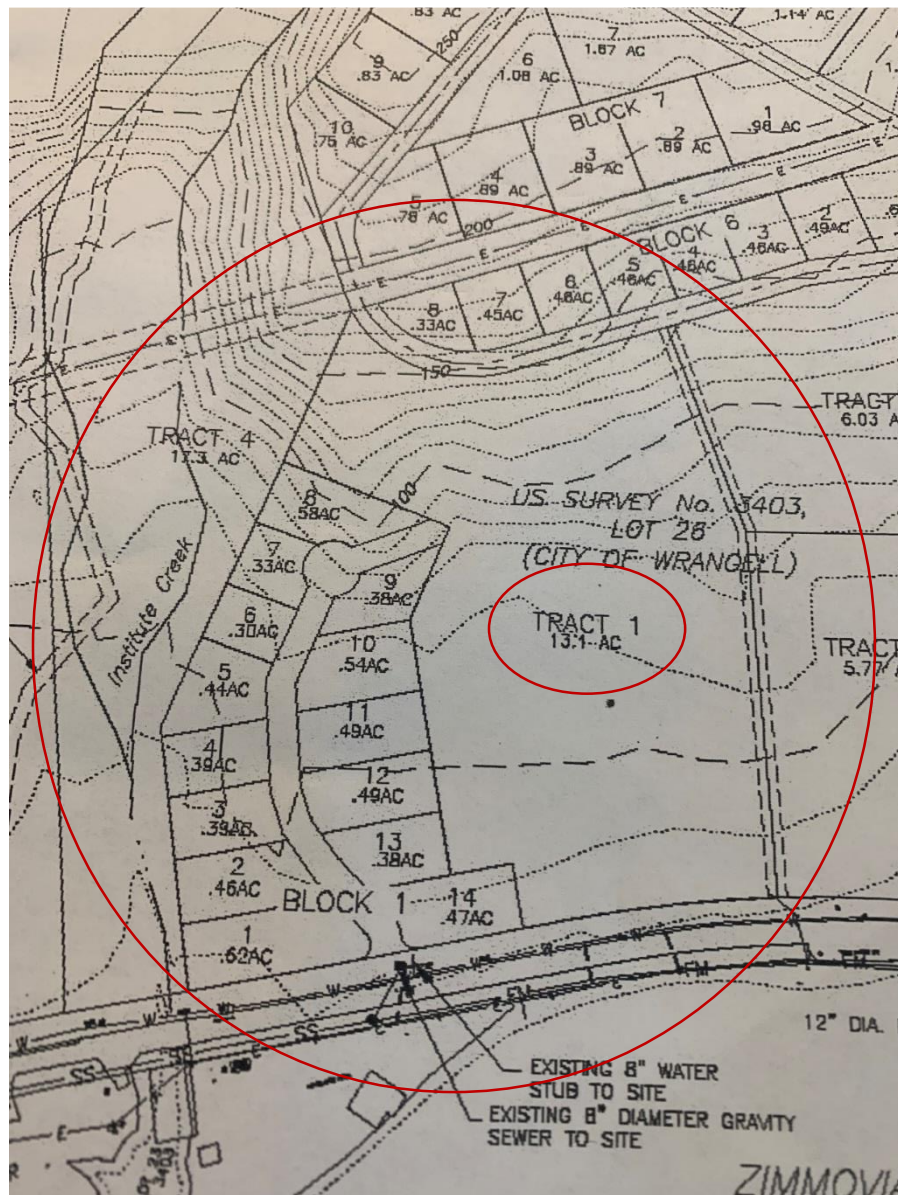
None. Report only.

SUMMARY STATEMENT:

The draft scope of work for the survey has been developed. As R&M Engineering conducted the survey work associated with the master planning process, the staff will be negotiating a Professional Services Agreement with them and will not issue a competitive solicitation. If a different engineering/surveying firm were to be hired the CBW would be starting from ground zero with survey data. An initial call has been held with R&M

Engineering about the project. A follow-up call is planned for the week of the 25th to begin going over the proposed scope of work. A formal work/fee proposal will come from R&M following next week's discussion. Although R&M did not commit to a timeframe, the indication was given that it could be in relatively short order.

Below is an image of Tract 1 of the Institute Property, taken from the *Preferred Master plan: Alternative Subdivision Plan*. This preferred alternative shows an initial subdivision development of 14 lots ranging in size from .30 to .62 acres. The cost of utility extensions needs to be spread across the maximum number of possible lots. For that reason the **scope of work** being given to R&M will be to **subdivide all of Tract 1 into residential lots**. Tract 1, including all of the proposed lots shown below is just over 18 acres.



CLERK'S FILE

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

Upcoming Meeting/Informational dates:

5-28 Weekly COVID-19 Manager/Assembly Update @ 5:30 p.m.

5-27/29 Continuation of the Budget Work Sessions (Wed & Fri @ 5:30 p.m. and Thurs @ 6:00 p.m.)



Check out the new COVID-19 Resource Page www.wrangellcovid19.org
A HUGE thank you to Cyni Crary and Aleisha Mollen for getting this page up and running.



The 874-COVI Hotline is up and running and is posted on our www.wrangellcovid19.org Webpage!

Hand Sanitizer, We have 48 1-gallon jugs that should be here on May 26th. We will start with distribution of the sanitizer to the businesses first and then reevaluate to see what we have left and then talk about distribution to the community. What we do not want to do is hinder sales by local retailers to the community, for the hand sanitizer.

Honoring our Healthcare Workers, First Responders, and our Teachers: What a delight to see two C17's fly over Wrangell to honor our Healthcare Workers, our First Responders and our Teachers on Friday, May 15th! The flyovers were part of an approved training mission and consisted of planes from the U.S. Air Force and the Air National Guard. They flew over several communities in Alaska.

Elections – The State of Alaska, Division of Elections (DOE) will be using new voting equipment this year. What that means for our local election is that we will also be using this new equipment. The DOE was scheduled to come to Wrangell in June to provide the training for this new equipment however, we are on hold, awaiting word that they will or will not be coming. If in person training is not an option, they will look at video conferencing to provide the required training.

Alaska Lt. Governor Meyer reported on May 15th that, at least for the August Primary Election, the State is anticipating that the Election will take place as it has in the past, with some modifications. Those modifications will include a campaign that will encourage voters to absentee or early vote. The DOE will also be providing appropriate PPE for workers. Voters in the upcoming elections will have the following options to vote:

- Absentee Voting (request ballot from State to be mailed to you), or
- Early Voting (2 weeks prior to Election, come to City Hall to vote early), or
- In-Person Voting

These options are nothing new, Alaska is a “no excuse” State for those who wish to Vote Early or Vote an Absentee ballot.

A concern that the Lt. Governor Meyer expressed was that if the State mailed out ballots to all registered voters (total registered voters is approximately 550,000), in Alaska for the Primary (August) election, many those voters have a “choice” on which ballot they wish to vote. He reported that those two choices are either Republican, Non-Partisan, Undeclared OR All Other Groups. So, the State would essentially be mailing out 2 ballots for approximately 70% of the total registered voters in Alaska. That is way too many ballots to be out there and not secure, for the State’s comfort.

The upcoming Election dates are:

PRIMARY ELECTION DAY (State of Alaska) - Tuesday, August 18, 2020

MUNICIPAL LOCAL ELECTION (City) - Tuesday, October 6, 2020

GENERAL ELECTION (Federal -State of Alaska) - Tuesday, November 3, 2020

Jacob Hale
PO 1020
Wrangell, AK. 99929
907-351-6762

5/6/2020

Steve Prysunka
Mayor
City of Wrangell
P.O. Box 531
Wrangell, AK 99929

Dear Mr. Prysunka

I heard about the vacant position on the Economic Development Committee posted on the city website. I would like to submit my interest in filling that position. I am the General Manager for City Market Inc. here in Wrangell.

I have been involved with rural economics in Alaska for the last 20 years. I've helped set up new companies, assisted existing companies improve their business model, and planned and executed projects for the State and larger companies such as NANA.

I have been a guest speaker at the Rural Small Business Conference in Anchorage every year between 2001-2018. My subject matter topics ranged from inventory management to business development in rural communities. I have also been a guest speaker at regional meetings for NANA and BSRC over the last 10 years.

My expertise is in retail development and operations along with Alaska logistics. I feel with my background and the current state of the world, my experience could be useful to the city and the Wrangell Borough as a whole.

I can be reached at any time at 907-351-6762 or by email jakeohale@hotmail.com. Thank you for your consideration.

Sincerely,
Jacob Hale



Joan Sargent
P. O. Box 892
Wrangell, Alaska 99929
Jsargent143@gmail.com
(907) 874-4593
(907) 305-0126

May 21, 2020

Mayor Steve Prysunka
% Kim Lane, City Clerk
P. O. Box 531
Wrangell, Alaska 99929

Dear Mayor Prysunka,

I am applying to serve on the Economic Development Committee. Although I would come to the position with no experience in city government or service on government associated committees, I have served on a number of boards for non-profit organizations. My most relevant experience on those boards has involved short and long term fiscal planning and the organization of major events and travel. I always seem to hold the office of treasurer! In light of that, I would describe myself as an analytical person with strong organizational skills. Although I probably will not be the most creative person on the committee, I would be a strong contributor to helping turn an idea into fiscally responsible and achievable plan.

It is my understanding that the Economic Development Committee is currently working on the community wide relief package associated with the CARES act funding. Recognizing this as a critical, essential endeavor for our community, I would work hard to get up to speed with where the committee is at this point and be a strong contributing member.

Thank you for all you give to Wrangell,

Joan Sargent

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

Approval of Economic Development Committee Recommendations for Community Financial Relief Due to Impacts of COVID-19

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$400,000 Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
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Account Number(s):

	XXXXXX XXX XXXX
--	-----------------

Account Name(s):

	CAREs ACT FUNDING
--	-------------------

Unencumbered Balance(s) (prior to expenditure):

	\$XXX
--	-------

Reviews/Approvals/Recommendations

x	Commission, Board or Committee
Name(s)	Economic Development Committee
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Economic Development Committee Recommendation

RECOMMENDATION MOTION:

Move to Approve up to \$400,000 CARES Act funding for community relief assistance due to COVID-19 impacts.

SUMMARY STATEMENT:

BACKGROUND: The Economic Development Committee has met four times in the month of May to discuss what programs might be implemented to financially assist the community during COVID-19 and meet the CARES Act funding requirements. The last three meetings have focused on details of various opportunities. Identifying needs, problems, fairness and equity in sorting through options has been challenging, but what is presented is an effort to provide immediate help to the community and businesses that are struggling. The EDC has additional ideas for medium and long term assistance, but are waiting for the next federal funding package approval in order to move forward. They recognize there is uncertainty with spending requirements of the CARES Act funding coming to Wrangell, but believe what is being recommended for immediate actions is relevant for community assistance. What they are proposing may be close to \$400,000 or just over 10% of the CARES Act funding the Borough is receiving.

What is not presented here is how initially proposed programs morphed over time due to strenuous discussion from varying perspectives and conscientious effort to provide fair and equitable programs and address the hardest hit industries.

The Economic Development Committee currently has only four members with varying backgrounds of experience and representation. Committee members acknowledged possible conflicts of interest with the programs proposed, but because these are only recommendations to the Assembly and not final decisions, and because members vary in industry representation, they proceeded with program development including many discussions of fairness and equity. Chair Julie Decker owns a commercial fishing vessel and works within the fishing industry. Brooke Leslie, was recently a part owner of Alaska Waters which included charter and retail and has a vested family interest; and her spouse owns a business in the Marine Service Center yard. Bob Dalrymple is a retired USFS District Ranger. Caitlin Cardinell is the Executive Director of the Stikine River Jetboat Association, representing five charter operators working together to contract shore excursions to cruise ships.

Staff Discussion by Proposal:

Those items highlighted in yellow on the EDC recommendation are what is proposed for consideration by the Assembly and discussed below. Other items are on the list for future discussion.

1) a and b: Food and Social Services Assistance - \$40,000 (per entity cap of \$3,000)
This program is an effort to provide assistance to existing local entities, businesses or non-profits that are seeing an increase in need in the programs that they currently offer: for example, food pantries; food boxes; delivery of food, medicines and supplies; domestic violence counseling or housing assistance for those in need or other services not identified. Restaurants that were offering free meal assistance might be able to continue doing that. Programs might be able to help a few more individuals and families and for a longer period of time. Information sources to the community on COVID-19 resources and news is also an integral part of the community and would be included in this option.

An application would be required for tracking and monitoring requirements. The application is short (a draft concept application is included at the end of the program proposals) and would need some additional work and refinement. The Committee wanted

to keep applications short, but requiring basic information demonstrating need and a form of accountability.

2) Various City-wide relief programs - \$60,000

- a) Currently there is a State or federal government requirement stopping fees, interest and disconnects on utilities through July. Wrangell is currently implementing this as long as an individual signs an agreement for payment deferment. The EDC is recommending that this extend to September, and be revisited later in the summer. There is no specific dollar amount for this item. It is unknown what fees or interest might be lost to the City.
- b) Utilities Voucher program has the dollar figure of approximately \$60,000 attached to it. Voucher is not really the correct terminology. What this program would do is offer \$100 assistance with utility bills for every customer/meter for June and July. Programming would need to occur in the Utility billing system to provide the \$100 CARES Act assistance across the board. There are approximately 2100 meters (residential and commercial) The EDC was interested in actually offering an entire month of assistance, equivalent to March or April, but because of the uncertainty of the CARES Act funding and the enormous dollar amount associated with a full month of assistance (between \$300,000 and \$600,000 depending on the month selected) the Committee is recommending providing something for everyone now and revisit this option once the new federal funding packet is approved.
- c) Moorage – the EDC is recommending a moratorium on fees and interest on late charges, and evictions out of the harbor be implemented through July if a boat owner signs an agreement and payment plan. The government has mandated the same on mortgages and rental evictions and late fees on utilities. The EDC felt that as a boating community, this was another way to assist. There are also many charter and tourism boats in the harbor taking direct hits from closures. The CARES Act funding could cover an individual's fee and any late charges.

3) Incentives for Local Business Spending - \$60,000

- b) Voucher (or coupon) for local spending. This program is tailored after the Chamber's Harvest Festival stamped card program in the Fall and is estimated to cost less than \$50,000 but could encourage up to \$250,000 in local spending with sales tax going to the City. This program targets local spending as stores begin to reopen, and will provide a \$10 COVID Cash coupon for each \$50 spent. Businesses would need to sign up to participate and the coupon would be good in any participating business. Individuals receive COVID Cash coupons to be used by a future date, and businesses redeem them to the City for CARES Act payment. More detail of the program is provided in the recommended proposal. Staff spoke to the Chamber Executive Director who believes they will be able to implement this in June. Education of the businesses in the program elements, including recording sales for impact tracking will be critical. Funding assistance for management of the program will likely be required.
- c) Voucher for boat haul outs through the end of 2020. This is an unknown dollar amount. Haul outs have already dropped almost 50% for this year. Much of this was attributed

to travel restrictions, hunker down orders, and other COVID-19 related impacts. The EDC is recommending CARES Act funding offer vouchers to anyone that applies for the assistance at the time of the haul out from this point to the end of 2020. This effort is to mitigate the downturn in the yard usage during COVID-19 and the loss of business activity to yard vendors and others in town. It incentivizes use of the yard and business opportunity. CARES Act would pay 50% of the haul out fee so that the harbor does not see revenue loss. A draft concept application is included at the end of the program proposals, but still needs some additional work.

- d) Extended stays in the Marine Service Center – this is an unknown dollar amount at this time. Some boats were stranded in the Marine Service Center longer than normal due to supply chain disruptions, travel restrictions, hunkering down or quarantines issues. If a boat owner had an extended stay, an application can be filled out and documented appropriately to receive assistance from the CARES Act funding. A draft concept application is included at the end of the program proposals but still needs some additional work.

4) Incentives Proper Safety Measures - \$10,000 or more

- a) Cash for Masks. This program is proposed to be \$5,000 plus program management. This program rewards those who wear masks to keep others and themselves safe. There is a coupon program already designed (was used with cruise ship passengers to encourage local spending) but requires personnel to hand out Mask Cash coupons to anyone wearing a mask on surprise days. Again, the Chamber has indicated they could manage the program but additional staff assistance to hand out the coupons could be required. Funding for program management will be necessary. One thing the EDC noted, and recommends that the Reopen Taskforce tackle Mask Handling 101. They felt that the education component of why wear a mask, and how to properly handle your mask is a huge need within the community. The EDC felt there was considerable confusion amongst the population regarding the need for masks, and even more so how not to fold them up and put in your pocket or throw on the seat of the car etc. Staff is forwarding this recommendation to the Reopen Taskforce to consider.
- b) PPE purchases – The EDC is recommending \$5,000 be set aside to purchase PPE for businesses and residents. The Reopen Taskforce had previously identified by survey PPE was a need and is further surveying businesses this week as to specific PPE needs they require to reopen. While the City is already pursuing some PPE purchases, the EDC felt strongly that this will be an ongoing important component for safety measures within the community in the summer to come. They recommend funds be set aside formally and PPE acquisition occur ASAP.
- c) Educational Campaign for Safety Measures. This does not currently have a dollar figure attached to it. Staff noted to the EDC that the Reopen Taskforce was already talking about a media and educational plan and thus the EDC included this to support their efforts as the EDC considers this an extremely important issue now that reopening is occurring. The State still recommends personal safety measures, so the EDC wants to ensure that the public is still informed and aware of safety precautions to maintain our health.

5) Targeted Business Relief Programs - \$200,000 estimated

This program is aimed at assisting those businesses hardest hit, forced to close, those remaining closed or will have minimum activity due to COVID-19 impacts. The EDC looked at directly targeting businesses in the Tourism industry that have closed, and have had minimal business due to the travel restrictions and hunker down orders. They felt the hardest impacted and continue to be impacted are Tour Operators, then Restaurants/Bars, followed by Hotels/B&Bs, then retail businesses. All distributions require an application by the business and business license.

- a) The EDC is recommending an immediate distribution of \$5000 per tour operator company due to the continued loss of almost all business.
- b) The EDC recommends \$3000 per company for restaurants/bars.
- c) The EDC recommends \$2000 per company for hotel/B&Bs
- d) The EDC recommends \$1000 per company for retail businesses.

This recommendation has a positive intent to assist businesses immediately that have been seriously impacted, with some continuing to be closed through most of the summer. Staff, however, have concerns that the payout amount per business type might need more thought and deliberation. The intent is to assist businesses immediately/ASAP. The proposal as submitted is proposed as an initial payout now, with more deliberation and consideration of additional funds once a new federal funding package is approved and defined.

6) General Business relief - \$0

- a) Sales Tax Deferment - the EDC recommends allowing businesses to apply for deferment of their sales tax payments only if they sign an agreement for payment plan. The concern was that cash flow is poor for businesses right now as they face operational expenditures with minimum sales. The concern of staff regarding this proposal is that the sales tax amount being deferred, may not provide that much cash flow for needs. The Business could then get behind in payments and once penalties are reinstated, it could cost the business more money. The Sales tax is paid by the purchaser based on a code requirement of the Borough and should not be considered as a part of their operational expenses by the entity or a special revenue source by the entity, but rather pass through funds.
- c) Management of COVID-19 Relief programs – the EDC is aware that either City Staff, Chamber or a third party may be required to provide management oversight of these programs and encourages funds necessary to provide program management to implement as soon as possible.

Administrative Note: The timing in which these recommendations were received did not allow for full administrative review of any unintended consequences/impacts to the Borough. Nor, was there sufficient time to complete due diligence of a specific program to determine if it is CARES Act funding eligible (with little risk of audit). Administration AGREES that a request for \$400,000 for community and economic assistance is a reasonable starting number. It must be fully acknowledged that one or more of the programs may be determined ineligible or unmanageable as it relates to require documentation/justification to support grant reimbursement.

Economic Development Committee (EDC) Recommendations Regarding Local COVID-19 Relief Efforts Using CARES Act Funding

The information below includes the Economic Development Committee (EDC) request to the Assembly from 5/13/20, additional ideas and input from staff, and discussion from the EDC meetings on 5/19/20 and 5/21/20. Action items recommended at this time are highlighted in yellow below.

1) **Food & Social Services Assistance – total \$40,000 (per entity cap of \$3,000):**

Food and Social Services: Organizations in town may be assisting individuals and families in these difficult times by providing food other critical social services. Rather than approving organizations directly and miss identifying an organization that provides a service, the EDC recommends offering a grant program with a maximum of \$3,000 grant upon application by any entity offering food or social services. A sample application concept is attached.

a. Food Assistance:

- i. Entities providing food for those who need it (both non-profit and for-profit) can submit simple proposals to receive grant funds and report monthly the number of people served (e.g. Salvation Army, 7th Day Adventist, Catholic Services, restaurants, etc.).
- ii. Wrangell School District was providing a school food program; do not know if there is a need for additional funding to continue in summer; will find out more details; no recommendation at this time.

b. Social Services Assistance:

- i. Domestic violence, counseling, family support services
- ii. PSA announcements for public information related to COVID-19
- iii. Other services helping address COVID-19 related impacts

2) **Various City-wide relief programs – total \$60,000:**

- a. **Utilities** – stop all fees/interest on late charges and stop all disconnects through July; sign agreements to defer payments. Will revisit in July. (This is currently happening through July per government mandate. Extend to September & revisit in July.)
- b. **Utilities Voucher** - provide voucher/cash towards residential and business utility bills (\$100 per meter, per month, for June and July). Cost = approximately \$60,000.
[Future consideration - offer a full month's bill of electrical assistance payment to all accounts. The value for this item would be somewhere between \$300,000 and \$600,000, depending on month selected. Because of the potential cost, this will be deferred until the new federal spending legislation is approved.]
- c. **Moorage** – stop all fees/interest on late charges and stop all evictions from harbors through July; sign agreements to defer payments. Will revisit in July.

3) **Incentives for Local Business Spending – total approx. \$60,000:**

- a. **Sales Tax Relief** – add 2 additional tax-free days during the summer (3 total) [TBD - not recommended at this time as it reduces City revenue further; dependent upon CARES Act requirements, or future funds to municipalities.]
- b. **Voucher for local spending** - Provide a \$10 voucher for every \$50 of documented (stamped) spending at a local store. Vouchers can be used for future purchases at a participating local store within 30 days. Businesses will collect vouchers and submit to City weekly/monthly for reimbursement. Cap at \$1,000 single expenditure; allow for a

week-long event in June (after Tax Free Day); estimate to cost less than \$50,000 at 1:5 voucher-to-spending ratio; compensate Chamber for management of the program, two weeks of salary for staff time. IMPACT = City receives sales tax; businesses get customers to return to doing business in their store; up to \$250,000 of local spending and cash flowing through the local economy is facilitated; and customers get 20% additional local spending power. Open to all businesses who sign up to participate, not just Chamber members.

- c. Provide vouchers for boat haul-outs – provide 50% vouchers for boats hauled out in Wrangell through 2020. Intended to mitigate negative impacts of COVID-related travel restrictions and supply chain disruptions to Marine Service Center (MSC) businesses which had reduced revenues in March-May (sample application is provided below).
- d. Extended stay in MSC: Fill out application for assistance with storage fee if vessel owner was required to stay in the yard longer than otherwise necessary due to impacts from COVID-19. Intended to mitigate negative effects of COVID-related travel restrictions and supply chain disruptions. This could be retroactive to March 13 - Alaska's disaster declaration (sample application is provided below).
- e. Expedite Institute Property Phase 1 development – TBD – longer term *[no recommendation at this time; not COVID-related impact; for potential future infrastructure funds]*

4) Incentivize Proper Safety Measures – total \$10,000:

- a. Cash for Masks – provide \$5,000 plus staff time to Wrangell Chamber to run program for downtown businesses. Hand out vouchers of \$10 each for anyone wearing masks. Don't announce the time for handing out vouchers. Impact - encourage & reward mask participation.
- b. PPE purchases – provide \$5,000 to purchase and distribute most needed PPE for local businesses and visitors. City is acquiring hand sanitizer for businesses – hopefully here next week. Looking into acquiring bleach. Has purchased some throw away masks for providing businesses. Consider working with Wrangell Chamber to distribute.
- c. Educational Campaign regarding Personal Safety Measures: Recommend to support Reopen Wrangell Task Force to implement this.
- d. Design Wrangell-Specific Mask: create masks with Logo or Wrangell theme to provide to residents/visitors for future long-term use; for future consideration; no recommendation at this time.

5) Targeted Business Relief Programs – total approx. \$200,000 (initial distribution):

- a. Tour Operators – initial request/distribution of \$5,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).
- b. Restaurants/bars - initial request/distribution of \$3,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).
- c. Hotels/B&Bs – initial request/distribution of \$2,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial

program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).

- d. **Retail businesses** – initial request/distribution of \$1,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).

6) General Business Relief – total \$0:

- a. **Sales Tax Deferment** – Recommend City allows businesses to apply for deferment of sales tax payments to City through a payment plan in order to help businesses with cash flow now.
- b. **Grants for local businesses:** Assuming the HERO or SMART funding is awarded, offer a program such that any business that applied for and received either an EIDL or a PPP or the state funding assistance would receive \$1000 grant. Consideration for future funding opportunity. No recommendation at this time.
- c. **Management of City COVID Relief:** funds for either City staff or other third-party to manage recommended programs.

7) Provide testing for local businesses – total \$TBD – no recommendation:

- a. Provide funds to SEARHC or other entity to collect and analyze test samples for local businesses, residents or visitors; continue consideration of how to implement, monitor the state's actions related to Mandate 10, and communicate with SEARHC about their efforts to secure additional testing capacity; no recommendation at this time.

8) Marketing Wrangell – total \$TBD:

- a. Work with the WCVB and Wrangell Chamber for continued marketing presence for Wrangell visitors and MSC users.

9) Infrastructure needs related to COVID-19 – total \$TBD - no recommendation:

- a. Improvements, equipment, or other needs for the Water treatment plant
- b. Improvements, equipment, or other needs for Sewer treatment plant

10) Equipment Needs – total \$TBD - no recommendation:

- a. Van replacement for Catholic Community Services – City owns and maintains the building and vehicle. The vehicle is old and in need of replacement.
- b. Fire Department needs – (most critical things are being acquired)

****Require monthly 1-page report be submitted to City from each entity which documents use of funds, need for additional funds, until funds are gone.***

Food or Social Services Assistance Grant Program For Entities Helping Address Needs Resulting from COVID-19 Impacts

Goal of program: Provide free meals to families, seniors, kids, individuals that need assistance. Provide necessary support, housing, counseling to families or individuals experiencing domestic violence or in need of other social services.

Name of Organization:

Primary Contact:

Contact information: Street address, mailing address, phone, email, website if have one

Non-profit status (provide state or IRS information):

Organizational Focus:

Amount requested:

Program request: Describe in detail the need you are addressing and how the money will be used and in what time frame.

Marine Service Center Boat Haul Out Assistance

Goal of program: Mitigate negative impacts of COVID-related travel restrictions and supply chain disruptions to the Marine Service Center (MSC) businesses which had reduced revenues in March-May by providing 50% voucher towards the cost of a boat haul-out in the Marine Service Center.

Name of Individual:

Contact information: Street address, mailing address, phone, email

Vessel Name:

Vendor(s) in MSC working on boat:

Value of work performed:

Signature of Applicant:

Marine Service Center Extended Stay Assistance

Goal of Program: Mitigate negative effects of COVID-related travel restrictions and supply chain disruptions by providing assistance with storage fees if vessel owner was required to stay in the yard longer than otherwise necessary due to impacts from COVID-19. The City and Borough of Wrangell will reimburse an individual after an application is submitted which describes the COVID-19 impact. Vendor providing work or supplies will also need to sign the application. This program is retroactive to March 13 - Alaska's Disaster Declaration.

Name of Individual:

Contact information: Street address, mailing address, phone, email

Name of Vessel stored in the yard:

Vendor(s) in MSC working on boat:

Detailed description of COVID-19 Impact:

Signature of Applicant:

Vendor with additional supporting information:

Signature of Vendor:

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

Approve Easements across City Tidelands, Tract E, ATS 1531 near Shoemaker Bay and on Uplands Lot 1, SBPL Subdivision (Plat No.99-8), for the Landing of the Relocation of GCI Underwater Submarine Cable

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

FY20 \$XXX

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

xx	Commission, Board or Committee
Name(s)	Port Commission
Name(s)	Planning and Zoning Commission Kate Thomas, Parks and Recreation Director Rod Rhoads, Electrical Superintendent
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Staff report to Planning and Zoning Commission; 2. Staff report to Port Commission; 3. Emails from GCI staff in response to staff questions; 4. Map of the GCI route and landing area; 5. Drawing of expected vault and trenching

RECOMMENDATION MOTION:

Move to approve easements across City Tidelands, Tract E, ATS1531, near Shoemaker Bay and on Uplands Lot 1, SBPL Subdivision (Plat No. 99-8) for the landing of the relocation of GCI underwater marine cable, with the six conditions as requested by the Planning and Zoning Commission, and one Administrative condition.

SUMMARY STATEMENT:

GCI is seeking to relocate their underwater submarine fiber optics cable that comes from Ketchikan creating a new landing in Wrangell so that it does not cross over the Southeast Alaska Power Association (SEAPA) submarine electrical line near City Park.

This summer, SEAPA will be conducting maintenance and repairing their submarine cable line damaged in the earthquake a few years ago. The GCI submarine cable crosses over the SEAPA cable prior to its landing at City Park. The cable line currently enters from the south and exits to the north in Wrangell at the same location in City Park. GCI is looking to move the line that comes up from Ketchikan to land on the south end of Shoemaker Bay Park in order to eliminate crossing of the SEAPA line. The north exit from City Park toward Petersburg will remain as it parallels the SEAPA line. The change will keep the lines separate throughout the area.

The Port Commission, per WMC, reviewed the proposal at their regular meeting of May 7, 2020 and approved a recommendation for the submarine GCI cable to be relocated to the tidelands at Shoemaker Bay Park. Staff discussed the proposal with Kate Thomas Parks and Recreation Director to determine any concerns or issues there might be for an easement along the southern property line of the Park for the upland crossing and vault prior to connecting with the electrical poles. Ms. Thomas did not see any issues with the easement as long as it is along the property line. The easement would not affect any future park redesign schematics. Staff discussed moving the upland landing portion from City property to the State's right-of-way which widens in this location. GCI has indicated that they have started discussions with the State but have not yet heard back on a decision.

The Electrical Superintendent, Rod Rhoades, also reviewed GCI's cable relocation proposal. There are existing utility agreements for use of the poles by third parties which GCI will need to comply with. Likewise, he requested GCI confer with the Department regarding equipment and installation which GCI has indicated in correspondence that they would.

The Planning and Zoning Commission recommended approval of the easements at their regular meeting of May 14, 2020, with the following conditions:

- 1) GCI should make a concerted effort to locate the upland portion of the cable landing within the Zimovia Highway right-of-way rather than within City owned property along the southern property line of the park;
- 2) The Cable should be buried to MLLW as proposed or to the extreme low tide mark if feasible during the installation to protect the cable from any recreational activities and commercial fishing that occur within the tidelands;
- 3) GCI contractors and staff should coordinate with the Harbor Director and Borough Staff prior to the cable burial and upland development;
- 4) The cable's location shall be marked appropriately and GIS map data provided to the borough;
- 5) Connections to the electrical poles will be coordinated with Wrangell Municipal Light and Power Superintendent;
- 6) The easement agreement will be negotiated and drafted upon knowing final burial location and upland landing site.

The Administrative condition is as follows:

- 1) Within 90 days of the installation of the cable, the final easement location (including location of the cable) shall be surveyed, platted and recorded at the applicant's expense.

City and Borough of Wrangell

Agenda G1

Date: March 12, 2020

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Discussion and recommendation for an easement across City Tidelands, Tract E, ATS 1531 near Shoemaker Bay and on uplands Lot 1, SBPL Subdivision (Plat No.99-8), for the landing of the relocated GCI underwater cable.

Background: GCI is seeking to relocate their underwater fiber optics cable that comes from Ketchikan creating a new landing in Wrangell so that it does not cross over the Southeast Alaska Power Association submarine electrical line near City Park.

The Commission is reviewing the proposal to make a recommendation to the Assembly.

Recommendation: Staff recommends to the Commission to recommend approval of the requested tideland easement and upland landing at Shoemaker Bay Park.

MOTION: Move to recommend the Assembly approve a utility easement across the tidelands at Shoemaker Bay Park and along the southern property line of Shoemaker Bay Park with the following conditions:

- 1) GCI should make a concerted effort to locate the upland portion of the cable landing within the Zimovia Highway right-of-way rather than within City owned property along the southern property line of the park;
- 2) The Cable should be buried to MLLW as proposed or to the extreme low tide mark if feasible during the installation to protect the cable from any recreational activities and commercial fishing that occur within the tidelands;
- 3) GCI contractors and staff should coordinate with the Harbor Director and Borough Staff prior to the cable burial and upland development;
- 4) The cable's location shall be marked appropriately and GIS map data provided to the borough;
- 5) Connections to the electrical poles will be coordinated with Wrangell Municipal Light and Power Superintendent;
- 6) The easement agreement will be negotiated and drafted upon knowing final burial location and upland landing site.

SEAPA will be conducting maintenance and repairing their submarine cable line damaged in the earthquake a few years ago this summer. The GCI submarine cable crosses over the SEAPA cable prior to its landing at City Park. The cable line currently exits Wrangell at the same location and continues toward Petersburg. GCI is looking to move the line that comes up from Ketchikan to land on the south end of Shoemaker Bay Park in order to eliminate crossing of the SEAPA line. The north exit from City Park towards Petersburg will remain as it parallels the SEAPA line. The change will keep the lines separate throughout the area.

The Port Commission, per WMC, reviewed the proposal at their regular meeting of May 7, 2020 and approved a recommendation for the submarine GCI cable to be relocated to the tidelands at Shoemaker Bay Park. Staff discussed the proposal with Kate Thomas Parks and Recreation Director to determine any concerns or issues there might be for an easement along the southern property line of the Park for the upland crossing and vault prior to connecting with the electrical poles. Ms. Thomas did not see any issues with the easement as long as it was along the property line. The easement would not affect any future park redesign schematics. The Electrical Superintendent Rod Rhoads also reviewed GCI's cable relocation proposal. There are existing utility agreements for use of the poles by 3rd parties which GCI will need to comply with. Likewise, he requested GCI confer with the Department regarding equipment and installation which GCI has indicated in correspondence that they would.

City and Borough of Wrangell, Alaska

Date: May 1, 2020

To: Port Commission

From: Carol Rushmore, Economic Development Director

Re: GCI request for a new submarine cable landing across city tidelands

The enclosed information was provided by GCI. SEAPA is going to be doing cable repair this summer to the submarine cable. The GCI submarine cable crosses over the SEAPA line and lands at City Park at the KSTK communication tower. The line exits at the same location and continues toward Petersburg. GCI is looking to move the line that comes up from Ketchikan to land on the south end of Shoemaker Bay Park in order to eliminate crossing of the SEAPA line. The north exit from City Park towards Petersburg will remain. The change will keep the lines separate throughout the area.

The Planning and Zoning Commission, Superintendent of Municipal Light and Power and Director of Parks and Recreation will also be reviewing the proposal for impacts to the Park, Electrical poles and community in general.

Bruce Rein of GCI who I have been talking with, did indicate that they are also talking to Alaska Department of Transportation for the upland landing and vault to be located just on the other side of the Park property boundary in the highway right-of-way. Either landing location will need to cross City owned tidelands and require an easement. The Port Commission per Wrangell Municipal Code reviews all request for proposals within the tidelands and makes a recommendation to the Assembly.

Additional questions were asked by staff regarding the cable within the tidelands and Mr. Rein's email response is included.

From: Bruce Rein <brein@gci.com>
Sent: Monday, April 20, 2020 12:12 PM
To: ecodev@wrangell.com
Subject: GCI cable relocation
Attachments: new langing site.pdf; Wrangell subfiber.jpg; Cables Wrangell .pdf; Wrangell area.jpg; vaults & trench.pdf

Hello,

I am copying you on letter I sent to City of Wrangell as it appears from the website the coastal planning and economic development fall under this department. Have a physically diverse fiber cable system into Wrangell makes the fiber optic services in and out of Wrangell much more secure. Please let me know if you have any questions on this proposal.

To the City of Wrangell,

RE: Cable Relocation to Avoid Conflict with SEAPA Submarine Cable

I am writing to you to start the discussion and process to obtain a permit to move the landing point of GCI's submarine cable that currently runs between Ketchikan and Wrangell. This move has been under consideration since the 2012 faults of the fiber optic cable just offshore of Wrangell. These damages were apparently caused by sediments slumping off the Stikine River delta causing turbidity flows out through the Stikine Straits. By moving the cable out of the upper reaches of the Stikine Straits to Chichagof Passage it will greatly reduce the likelihood of this cable being damaged from another slumping event. This will provide a much higher level of reliability for the GCI provided services in Wrangell.

Currently one of the SEAPA power cables crossing Stikine Straits is damaged and must be repaired. Since this cable lies under the GCI cable, GCI is attempting to relocate its cable prior to the SEAPA work to remove the conflict at this cable crossing. SEAPA would greatly appreciate the relocation of the GCI facilities to allow them easier access to maintain the cables in the Stikine Straits between Woronkofski Is and Vank Is. SEAPA is pushing to do the cable repair prior to the winter of 2020/2021. This forces GCI into a tight timeline and is requesting fast action on locating and approving a new cable landing location along Chichagof Passage.

GCI identified an acceptable landing as depicted in the attached map which would cross the parcels:

Parcel 03-009-240 Plat 98-14
Parcel 03-007-499 Plat 99-8

GCI is applying to the State of Alaska DNR for the submarine lands easement to allow this reroute and one of the requirements of the DNR is to show GCI has the permission to land the facility. This makes it very important that GCI obtains the permission from the city or at least an intent to provide GCI permission to land the cable at the earliest date possible.

Please review the attached documents and let me know the process to obtaining the requested approvals to allow the cable to be landed on city property. Your assistance is greatly appreciated and I am truly sorry about the limited time we have to react to meet SEAPA's schedule.

All the Best,



Bruce Rein

Director Submarine Assets – Network Services

907.229.5920 – Mobile

907.868.5633 - Office

From: Bruce Rein <brein@gci.com>
Sent: Monday, April 27, 2020 1:37 PM
To: Carol Rushmore
Cc: Sharee Tserlentakis (Marin)
Subject: RE: GCI cable relocation
Attachments: city information.pdf

Carol,

Tomorrow afternoon I have meetings from 2 to 4 – but open noon to 2 and after 4.

I added more maps – I am currently fairly flexible on route. I will plan to do detail marine survey of the route and once that happens I will be more locked in. The idea is to avoid crossing the SEAPA power cables and use the GCI cable that extends to Shoemaker Cove area currently. Since land cable is much more prone to damage GCI rather not land the cable any further south along the Zimovia highway.

To answer your questions. In general GCI would request a 10 ft wide easement for the cable and vault with a temporary 20 ft wide construction easement to allow for installation equipment and side dumping of trench materials prior to back fill. Once the construction is completed the easement can be used for other compatible purposes as long as GCI could have access in the event there is a cable damage and the repair requires access. All structures will be buried underground including the vault if desired and GCI will only access the vault and or the cable if there is damage to the cable that requires access to repair. No fence is required, we do like to place marker stakes at the vault and at the edge of the Highway ROW to remind people to call for locates before they dig.

The tower at the current landing site existed prior to the landing and we had to get letter of non-objection from local radio station that uses that tower to allow us to co-locate at that site. That tower has nothing to do with the submarine cable landing. There will be no tower placed at the landing site in Shoemaker cove. The easement at the current landing will have to remain and cannot be vacated. There are two cables that land at current site. One cable heads to Petersburg and the other cable goes to Ketchikan. We plan to only relocate the cable going to Ketchikan at this time as that is the only cable that crosses the SEAPA power cables. This separation provides Wrangell with much more fiber security as it is much less likely that a single event can wipe out both cables, like happened in 2012.

We will need to review the pole structure in accordance with the GCI attachment agreement with the powerline and if the nearest pole is not able to handle the addition of a fiber cable GCI will either elect to underground the cable all the way to the pole GCI currently occupies or replace the pole at its cost in accordance to the attachment agreement. This additional undergrounding would be on ADOT ROW. The first pole GCI attaches to will require drop conduit and guide which follows the attachment requirements. GCI will apply for pole attachments once it is determined where the cable can be landed.

Hope I captured your questions.

bruce

From: Bruce Rein <brein@gci.com>
Sent: Thursday, April 30, 2020 5:50 PM
To: Carol Rushmore
Cc: Sharee Tserlentakis (Marin); Greg Meissner
Subject: RE: GCI cable relocation

Carol,

These are all good questions and very valid. The plan would be bury the cable in the tidal zone (MHHW to MLLW) the cable is very robust so more of manner of ensuring the cable is out of sight and no possible suspended cable to catch any other activity happening on the beach. We have installed cable across several active tidelands such as the very popular Seward and Homer waterfronts and the dipnet beach front at Kenai river mouth. GCI has yet to experience any conflict with any personal fisheries in Alaska including pot, bottom long line and shore gill nets at any of its over 46 various submarine cable landings within the State of Alaska. GCI wants to keep it that way and will work to ensure Shoemaker cove landing has no long-term impact to current recreation use of the area.

There will be temporary disturbance of the tidelands, the cable is small just over 1 inch in diameter and the target burial is 18 inches so that a small tracked excavator and even hand digging can accomplish the work in a couple tide cycles. GCI can adjust the landing schedule but does need to meet SEAPA's repair schedule. If there is a period of time the area has high useage, GCI will try to avoid the relocation during these periods.

The current cable was initially a concern to the local commercial shrimp fleet as the cable is surface laid below MLLW. I have not received any reports of any commercial gear encounters with the existing cables and the local boats out of Wrangell or Petersburg. Salmon fisheries have no or very limited contact with the seafloor and thus the cable has no interaction with salmon fisheries. Bottom fishing such as pot and long line do not conflict with laid cables, the only concern is to ensure the cable is not laid over any set gear. The lay operations will be well advertised to let fishermen know the schedule and location of the installation, in addition the vessel will be on lookout for set gear during the lay and we may deploy a guard boat to ensure the path is clear for the cable lay. When the cable is laid properly experience shows cables do not interfere with commercial fishing activities.

The cable is carefully paid out to ensure it conforms to the seafloor to avoid cable being suspended of the seafloor. To do this GCI will first conduct a detail marine survey of the proposed route and then engineer the cable installation to determine payout and bottom slack. Finally the CS Cable Innovator which is a DP2 controlled vessel with very accurate cable machinery and laying capabilities will be used to deploy the cable. Due to advances in cable ship capabilities since the original installation the reroute will likely be installed in a better state than the original cable. All that said, GCI is very open to understanding where the highest effort of fishing is located and working to avoid those areas if possible. If someone can mark up any concerned area I will do my best to route the cable to avoid any chances of interferences.

The short answer is the cable will be buried on tide flats but surface laid the rest of the relocation.

Thanks for the review

bruce

From: Carol Rushmore <ecodev@wrangell.com>
Sent: Thursday, April 30, 2020 4:09 PM
To: Bruce Rein <brein@gci.com>

Wrangell Re-route

Red stars are locations of previous cable damage

- Fiber Legend
- GCI O/H
 - GCI U/G
 - GCI SubSea
 - AWN
 - By Others



GCI Proprietary. Distribution Limited to Customers and Permitted End Users

Google Earth

Image Landsat / Copernicus
Image © 2016 DigitalGlobe



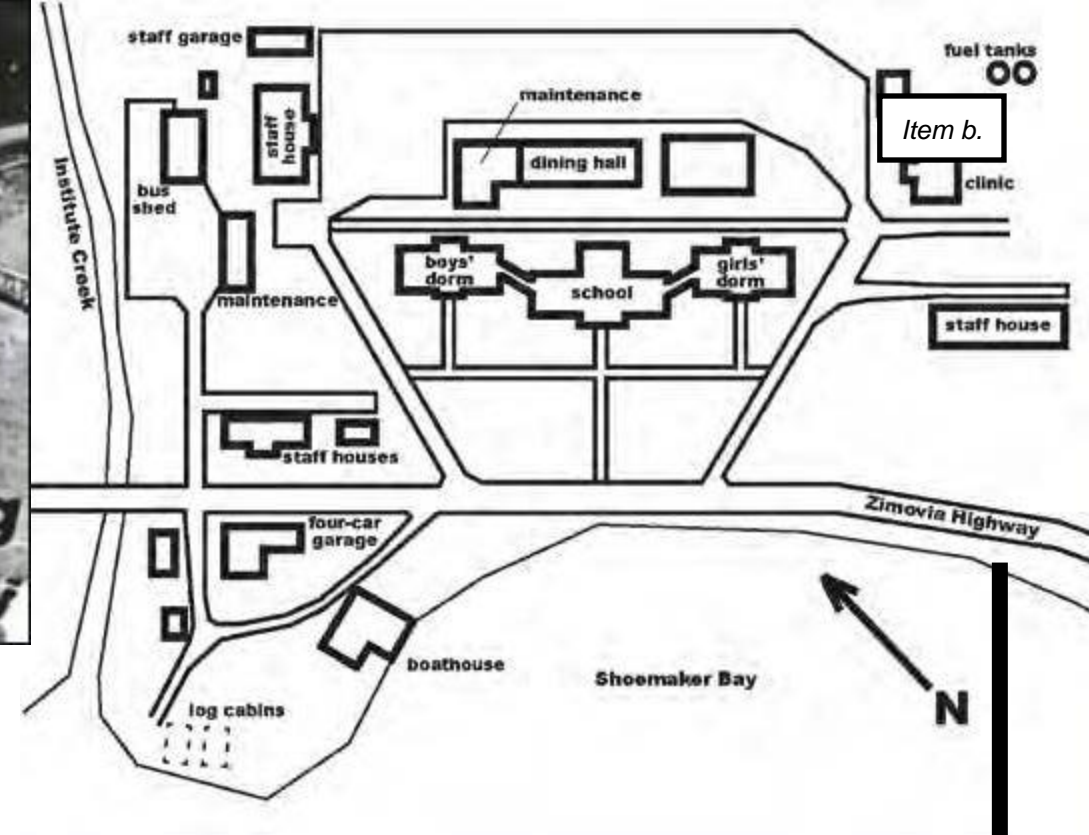
Shoemaker Cove Landing

- All underground from vault to pole line
- no above ground structures
- Cable buried in tidelands
- Property lines maybe skewed could possibly land on AK DOT land
- Portion parallel to highway would be placed in AK DOT ROW if possible



Plat 99-8
Parcel 03-007-499

Plat 98-14
Parcel 03-009-240



Wrangell Institute Possible Historic Interest

Would like to ensure the cable path is away from any ruins of old pier and well away from the boat house

Shoemaker Cove Area Considerations

- Avoids crossing
SEAPA Power Cables
- GCI has Fiber cable
- Extension to area
- Protected public shore line



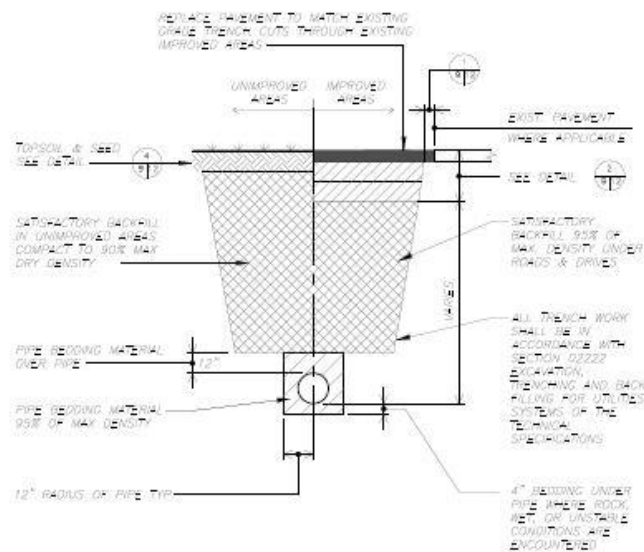
Shoemaker Cove Area

Land cable as indicated and build short underground segment to closest pole extend fiber to that pole. Set cable vaults at beach landing and near base of pole.

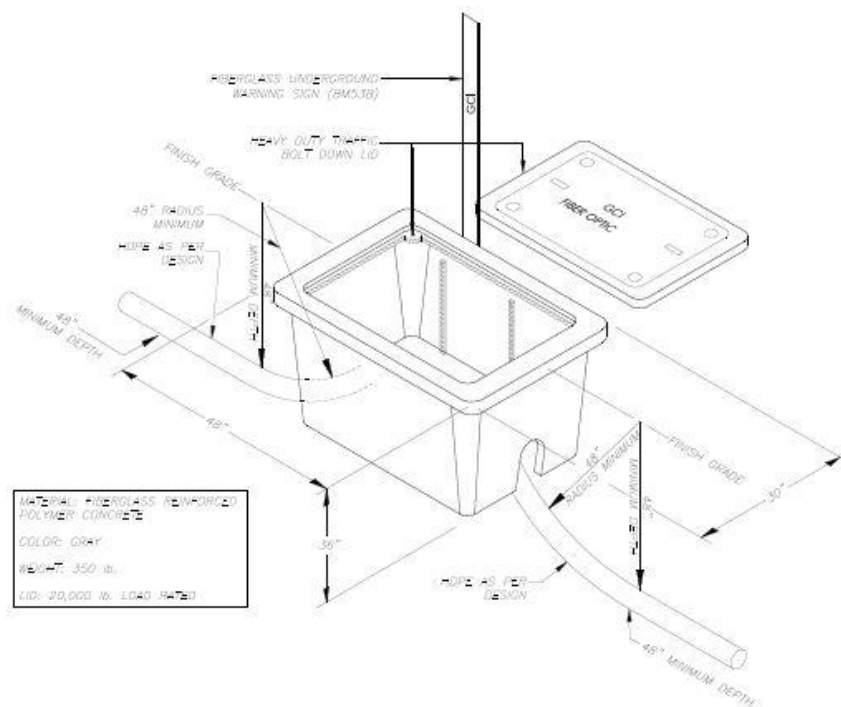
Construction the same as the original build near town, same type pf cable. Installation would hopefully be done in August.



Item b.



1 TYPICAL TRENCH SECTION
NTS



2 TYPICAL (3048) VAULT DETAIL
NTS

- NOTES:
1. VAULTS SHALL BE SET LEVEL WITH LIDS FUSH TO FINISH GRADE. COMPACT ALL MATERIAL AROUND VAULT TO PREVENT SETTLING. (SEE BELOW)
 2. ALL BOLTS TO BE TIGHTENED TO MANUFACTURER SPECIFICATIONS.
 3. SEE TYPICAL VAULT DUCT/DUCT ENTRANCE AND CABLE RACKING DETAIL SEE SHEET 14 OF 18.
 4. ALL SWEEPS INTO AND OUT OF VAULT SHALL HAVE NO LESS THAN A 48" RADIUS, OR HAVE A GREATER THAN 45° (EIGHTY FIVE) ANGLE.
 5. VAULT AND ASSOCIATED HARDWARE WILL BE PROVIDED BY GCL CONTRACTOR TO COORDINATE PICK UP ARRANGEMENTS WITH GCL.
 6. CONTRACTOR TO PROVIDE SELECT MATERIAL AND SHALL BE RESPONSIBLE TO THE VAULT PLACEMENT.

-
- STEP 1. PREPARE THE EXCAVATION APPROXIMATELY 8" DEEPER THAN THE DEPTH OF THE VAULT THEN ADD 6" TO 8" OF GRAVEL OR CRUSHED ROCK FOR DRAINAGE.
 - STEP 2. PLACE VAULT IN HOLE WITH TOP AT FINISH GRADE LEVEL.
 - STEP 3. BACKFILL AND COMPACT AROUND BOX WITH SELECT MATERIAL TO FINISH GRADE LEVEL.
 - STEP 4. IF FINISH GRADE LEVEL IS RAISED LATER (THROUGH LANDSCAPING, ETC.), A STRAIGHT SIDED BOX CAN BE PULLED UP AND BROCKED AT THE BOTTOM ON ONE OR FOUR SIDES TO CONFORM TO THE LANDSCAPE.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

RESOLUTION NO 05-20-1528 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET BY CREATING THE CORONAVIRUS PANDEMIC EMERGENCY SPECIAL REVENUE FUND AND ACCEPTING CORONAVIRUS RELIEF FUNDS IN THE AMOUNT OF \$3,851,103.41 FOR COSTS THAT ARE NECESSARY EXPENDITURES DUE TO THE PUBLIC HEALTH EMERGENCY WITH RESPECT TO THE CORONAVIRUS DISEASE 2019 (COVID-19), FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT (DCCED) AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Joyce Mason, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

	FY20 \$XXX
--	------------

Account Number(s):

	XXXXXX XXX XXXX
--	-----------------

Account Name(s):

	Enter Text Here
--	-----------------

Unencumbered Balance(s) (prior to expenditure):

	\$XXX
--	-------

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. COVID-19 Quarterly Expenditures

RECOMMENDATION MOTION:

Move to Approve Resolution 05-20-1528.

SUMMARY STATEMENT:

The Coronavirus Aid, Relief, and Economic Security (**CARES**) Act was passed by Congress and signed into law by President Trump on March 27th, 2020. This act distributed federal funds to states. The state of Alaska is passing the funds to boroughs and municipalities in Alaska. The

Department of Commerce, Community, and Economic Development of Alaska is managing the grants associated with these funds. The Department is requiring a signed grant agreement and a resolution from the City & Borough of Wrangell to disperse the funds.

The funds may only be used for nonbudgeted expenditures related to the COVID19 pandemic. The attached document outlines eligible expenditures.

The funds will be distributed in three payments. The second and third payments will only be dispersed if the Department receives receipts of evidence of expenditures of 80% of the first payment. Monthly reports are required. The three payments are as follows:

First Payment;	\$2,061,747.41
Second Payment	\$894,678.00
Third Payment	\$894,678.00

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 05-20-1528

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET BY CREATING THE CORONAVIRUS PANDEMIC EMERGENCY SPECIAL REVENUE FUND AND ACCEPTING CORONAVIRUS RELIEF FUNDS IN THE AMOUNT OF \$3,851,103.41 FOR COSTS THAT ARE NECESSARY EXPENDITURES DUE TO THE PUBLIC HEALTH EMERGENCY WITH RESPECT TO THE CORONAVIRUS DISEASE 2019 (COVID-19), FROM THE ALASKA DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT (DCCED) AND AUTHORIZING ITS EXPENDITURE

WHEREAS, The President of the United States declared a national disaster on March 13, 2020 as the result of the Coronavirus Pandemic; and

WHEREAS, the state of Alaska declared a Public Health disaster on March 11, 2020; and

WHEREAS, The President signed the CARES act on March 27, 2020 to provide direct economic assistance for America of which Alaska received 1.5 billion; and

WHEREAS, the Department of Commerce, Community, and Economic Development is administrating the funds as grants to local borough and municipalizes; and

WHEREAS, the City and Borough of Wrangell, Alaska accepting Coronavirus Relief Funds in the amount of \$3,851,103.41 for costs that are for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), from the Alaska Department of Commerce, Community and Economic Development; and

WHEREAS, the City and Borough of Wrangell wishes to provide the above described funds for the community of Wrangell; and

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

The resolution for acceptance of Coronavirus relief funds is hereby adopted by the City and Borough of Wrangell, Alaska.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 26th DAY OF MAY 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Covid-19 Quarterly Expenditures By Community



THE STATE
of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY
Item c.

Eligible expenditures include, but are not limited to, payment for:

1. **Medical expenses** such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.
2. **Public health expenses** such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. **Payroll expenses** for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. The Coronavirus Relief Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.
4. **Expenses of actions to facilitate compliance** with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.

Covid-19 Quarterly Expenditures

By Community



THE STATE
of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY
Item c.

- Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining State prisons and community jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. **Expenses associated with the provision of economic support** in connection with the COVID-19 public health emergency, such as:
- Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
6. **Any other COVID-19-related expenses** reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

For further information and clarification on allowable expenditures within each of the categories referenced above, please refer to U.S. Treasury's latest guidance found at the following link:

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>



DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC
DEVELOPMENT
DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

CORONAVIRUS RELIEF FUND
Grant Agreement

Grant Agreement Number		Vendor Number		Amount of Federal Funds	
GAE	Appropriation Unit	Lapse Date	Project Title Section 601(a) of the Social Security Act as added by Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act; P.L. 116-136)		
Grantee			Department Contact Person		
Name City & Borough of Wrangell, Alaska			Name Lynn Kenealy		
Street/PO Box PO Box 531			Title Local Government Specialist		
City/State/Zip Wrangell, AK 99929			Street/PO Box 550 West 7th Ave, Suite 164		
Contact Person Joyce Mason			City/State/Zip Anchorage, AK 99501		
Phone 907 874 2381		Fax		Phone 907-269-8122	Fax 907-269-
Email jmason@wrangell.com			Email ResourceDesk@alaska.gov		

AGREEMENT The Alaska Department of Commerce, Community, and Economic Development, Division of Community and Regional Affairs (hereinafter 'Department') and **City & Borough of Wrangell, Alaska** (hereinafter 'Grantee') agree as set forth herein.

Section I. The Department shall pay the Grantee the identified amounts under the terms outlined in this Agreement. The amount of the payment is based upon expenses incurred, which are authorized under this Agreement. In no event shall the payment exceed **\$ 3,851,103.41**

Section II. The Grantee shall only use the funds provided under this Agreement to reimburse itself, or to pay necessary expenses incurred, as a result of the public health emergency stemming from the Coronavirus Disease 2019 (COVID-19).

Section III. The Grantee may only use the funds provided under this Agreement for expenses that were not accounted for in its most recently approved budget as of March 27, 2020; and that were incurred during the period of March 1, 2020 and December 30, 2020. Unexpended funds must be returned to the State on or before March 30, 2021.

Section IV. The Agreement consists of this page and the following:

ATTACHMENTS

Attachment A: Scope of Work
Attachment B: Payment Method
Attachment C: Standard Provisions

AMENDMENTS

Any fully executed amendments to this Agreement

APPENDIX

Appendix A: State Laws and Regulation

Grantee	State of Alaska Approvals
Signature	DCEED Signature
Printed Name and Title Joyce Mason, Finance Director	Printed Name and Title
Date	Date
	OMB Signature
	Printed Name and Title
	Date

Reviewed by: _____

Attachment A Scope of Work

1. Authorized Use of Grant Funds

The purpose of the grant funds is to provide Grantee with funding available under Section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Expenditures must be used for actions taken to respond to the public health emergency declared by the Governor on March 11, 2020. Such actions may include expenditures incurred to allow Grantee to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Grant payments may be used only to cover costs that were not accounted for in the Grantee’s budget most recently approved as of March 27, 2020. A cost meets this requirement if either: (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the Grantee, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by the Grantee in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account. A cost is “incurred” when the Grantee has expended funds to cover the cost.

Expenditures using Fund payments must be “necessary.” Funds provided to Grantee as a direct payment from the State of Alaska pursuant to this grant agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by a political subdivision or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to the State of Alaska.

Any funds provided pursuant to this grant agreement cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

Funds received pursuant to this grant agreement cannot be used for expenditures for which a local government entity has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same expense.

2. Grant Budget

Payment Allotments	Payment Amounts
Payment 1	\$2,061,747.41
Payment 2	\$894,678.00
Payment 3	\$894,678.00
Total Grant Funds	\$3,851,103.41

3. Grant Management

Signatory authority for execution of the Grant Agreement and subsequent amendments is granted to the chief administrator. For grants appropriated to a municipality, the mayor is the chief administrator unless the municipality operates a managerial form of government; then the city manager/administrator acts as the chief administrator. For unincorporated communities, the highest-ranking official will act as chief administrator.

The chief administrator may delegate authority for executing the Grant Agreement and amendments to others within the Grantee's organization via the Signatory Authority Form. The chief administrator also designates financial and performance progress reporting authority via the Signatory Authority Form. Such delegation is limited to others within the Grantee's organization unless otherwise approved by the Department.

The Grantee must establish and maintain separate accounting for the use of this Grant. The use of Grant funds in any manner contrary to the terms and conditions of this Grant Agreement may result in the subsequent revocation of the Grant and any balance of funds under the Grant. It may also result in the Grantee being required to return such amounts to the State.

4. Reporting

The Grantee shall submit a completed COVID-19 Expenditures by Community Report Form provided by the Office of Management and Budget each month, during the life of the Grant Agreement. COVID-19 Expenditures by Community Report Forms are due to the Office of Management and Budget thirty (30) days after the end of the month being reported. The report period is the first of the month through the last day of the month. The final COVID-19 Expenditures by Community Report must be submitted within thirty (30) days following completion of the grant.

Attachment B Payment Method

1. Advance Payment

Payments will be made to Grantees in advance of demonstrated need to respond to the public health emergency in three separate payments. Second and third payments will only be made when at least 80% of the prior payments have been expended. Payments by the State of Alaska to Grantee do not constitute approval of funds expended by Grantee. By making payment to Grantee, the State of Alaska makes no representations, express or implied, that Grantee has complied with the federal requirements governing Coronavirus Relief Funds.

Should earned payments during the terms of this Grant Agreement be insufficient to recover the full amount of the advance, the Grantee will repay the unrecovered amount to the Department when requested to do so by the Department, or at termination of the Grant Agreement.

2. Withholding of Ten Percent (10%)

The Department may withhold ten percent (10%) of the amount in Section I until the Department determines that the Grantee has satisfactorily completed the terms of this Grant Agreement, including all required reporting of the project.

Attachment C Standard Provisions

Article 1. Definition

“Department” refers to the Department of Commerce, Community, and Economic Development with the State of Alaska.

Article 2. Indemnification

It is understood and agreed that this Grant Agreement is solely for the benefit of the parties to the Grant Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of the Grant Agreement.

The Grantee, its successors and assigns, will protect, save, and hold harmless the Department and the State of Alaska and their authorized agents and employees, from all claims, actions, costs, damages, or expenses of any nature whatsoever by reason of the acts or omissions of the Grantee, its subcontractors, assigns, agents, contractors, licenses, invitees, employees, or any person whomever arising out of or in connection with any acts or activities authorized by this Grant Agreement. The Grantee further agrees to defend the Department and the State of Alaska and their authorized agents and employees in any litigation, including payment of any costs or attorney’s fees for any claims or actions commenced thereon arising out of or in connection with acts or activities authorized by this Grant Agreement. This obligation shall not include such claims, costs, damages, or expenses which may be caused by the sole negligence of the Department of the State of Alaska or their authorized agents or employees, provided, that if the claims or damages are caused by or result from the concurrent negligence of (a) the Department and the State of Alaska and their agents or employees, and (b) the Grantee, its agents or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Grantee, or Grantee’s agents or employees.

Article 3. Legal Authority

The Grantee certifies that it possesses legal authority to accept grant funds under the State of Alaska and to execute this Grant Agreement by signing the Grant Agreement document. The Grantee’s relation to the Department and the State of Alaska shall be at all times as an independent Grantee.

Article 4. Waivers

No conditions or provisions of this Grant Agreement can be waived unless approved by the Department in writing. The Department’s failure to insist upon strict performance of any provision of the Grant Agreement, or to exercise any right based upon a breach thereof, or the acceptance of any performance during such a breach, shall not constitute a waiver of any right under this Grant Agreement.

Article 5. Access to Records

The Department and duly authorized officials of the State of Alaska shall have full access and the right to examine, excerpt, or transcribe any pertinent documents, papers, records, and books of the Grantee, and of persons or organizations with which the Grantee may contract, involving transactions related to the project and this Grant Agreement.

Article 6. Reports

The Grantee, at such times and in such forms as the Department may require, shall furnish the Department with such periodic reports as it may request pertaining to the activities undertaken pursuant to this Grant Agreement, including the final close-out report, the costs and obligations incurred in connection therewith, and any other matters covered by this Grant Agreement.

Article 7. Retention of Records

The Grantee shall retain financial and other records relating to the performance of this Grant Agreement for a period of six years from the date when the final financial status report is submitted to the Department, or until final resolution of any audit findings, claims, or litigation related to the grant.

Article 8. Assignability

The Grantee shall not assign any interest in this Grant Agreement and shall not transfer any interest in the same (whether by assignment or novation).

Article 9. Financial Management and Accounting

The Grantee shall establish and maintain a financial management and accounting system that conforms to generally accepted accounting principles.

Article 10. Program Income

Program income earned during the award period shall be retained by the Grantee and added to the funds committed to the award and used for the purpose and under the conditions applicable to the use of award funds.

Article 11. Amendments and Modifications

The Grantee or the Department may request an amendment or modification of this Grant Agreement. However, such amendment or modification shall not take effect until approved, in writing, by the Department and the Grantee.

Article 12. Recordkeeping

The Grantee agrees to keep such records as the Department may require. Such records will include information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays and income. They will also include information pertaining to grant performance and efforts to comply with the provisions of the Grant Agreement.

Article 13. Obligations Regarding Third-Party Relationships

No permission for subcontracting shall create, between the Department or the State of Alaska and the subcontractor, any contract or any relationship.

Any subcontractor that is not the Grantee shall be required by the Grantee to comply with all the provisions of this Grant Agreement.

The Grantee shall bind all subcontractors to each and every applicable Grant Agreement provision. Each subcontract for work to be performed with funds granted under this Grant Agreement shall specifically include a provision that the Department and the State of Alaska are not liable for damages or claims from damages arising from any subcontractor's performance or activities under the terms of the subcontracts.

Article 14. Conflict of Interest

No officer or employee of the Department; no member, officer, or employee of the Grantee or its designees or agents; no member of the governing body of the jurisdiction in which the Grant is undertaken or located; and no other official of such locality or localities who exercises any functions or responsibilities with respect to the Grant during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Grant Agreement.

The Grantee shall incorporate, or cause to incorporate, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this provision.

Article 15. Political Activity

No portion of the funds provided hereinunder shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

Article 16. Notices

The Grantee shall comply with all public notices or notices to individuals required by applicable state and federal laws and shall maintain a record of this compliance.

Article 17. Prohibition Against Payment of Bonus or Commission

The assistance provided under this Grant Agreement shall not be used in payment of any bonus or commission for the purpose of obtaining approval or concurrence under this contract provided, however, that reasonable fees of bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

Article 18. Termination by Mutual Agreement

This Grant Agreement may be terminated, in whole or in part, prior to the completion of the Grant period when both parties agree that continuation is not feasible or would not produce beneficial results commensurate with the further expenditure of funds. The Department will determine whether an environmental review of the cancellation is required under State and/or Federal law. The parties must agree on the termination conditions, including effective date and the portion to be terminated. The Grantee shall not incur new obligations for the terminated portion after the effective date and shall cancel as many outstanding obligations as possible. The Department shall make funds available to the Grantee to pay for allowable expenses incurred before the effective date of termination.

Article 19. Termination for Cause

If the Grantee fails to comply with the terms of this Grant Agreement, or fails to use the grant for only those purposes set forth herein, the Department may take the following actions:

- A. Suspension – After notice in writing by certified mail to the Grantee, suspend the grant and withhold any further payment or prohibit the Grantee from incurring additional obligations of grant funds, pending corrective action by the Grantee or a decision to terminate. Response must be received within fifteen (15) days of receipt of the written notice.
- B. Termination – Terminate the grant in whole or in part, at any time before the final grant payment is made. The Department shall promptly notify the Grantee in writing of its determination to terminate, the reason for such termination, and the effective date of the termination. Payments made to the Grantee or recoveries by the Department shall be in accordance with the legal rights and liabilities of the parties.

Article 20. Withdrawal of Funds

In the event funding from the state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Grant Agreement and prior to normal completion, the Department may terminate the agreement, reduce funding, or re-negotiate subject to those new funding limitations and conditions. A termination under this article shall be implemented under the same conditions as a termination under Article 19 of this Attachment.

Article 21. Recovery of Funds

In the event of a default or violation of the terms of the Grant Agreement by the Grantee, the Department may institute actions to recover all or part of the Grant funds paid to the Grantee. Repayment by the Grantee of grant funds under this recovery provision shall occur within thirty (30) days of demand.

All remedies conferred on the Department by this agreement or any other instrument or agreement are cumulative, not exclusive, and may be exercised concurrently or consecutively at the Department's option.

Article 22. Disputes

Except as otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement that is not disposed of by mutual agreement shall be decided by the Department, which shall reduce its decision to writing and mail, or otherwise furnish a copy thereof, to the Grantee. The decision of the Department shall be final and conclusive.

This "Disputes" clause does not preclude the consideration of questions of law in connection with the decision provided for in the preceding paragraph provided that nothing in the Grant Agreement shall be construed as making final the decisions of any administrative official, representative, or board on a question of law.

Article 23. Jurisdiction

This Grant Agreement shall be governed by the laws and statutes of the State of Alaska. The venue of any suit hereunder may be in the Superior Court for the First Judicial District, Juneau, Alaska.

Article 24. Ownership of Project/Capital Facilities

The Department makes no claim to any capital facilities or real property improved or constructed with funds under this Grant Agreement and, by this grant of funds, does not and will not acquire any ownership interest or title to such property of the Grantee. The Grantee shall assume all liabilities arising from the operation of the Grant and agrees to hold the Department and the State of Alaska harmless from any and all causes of action arising from the operation of the Grant.

Article 25. Site Control

If the grant project involves the occupancy and use of real property, the Grantee assures that it has the legal right to occupy and use such real property for the purposes of the grant, and further that there is legal access to such property.

Article 26. Insurance

The Grantee is responsible for obtaining any necessary liability insurance and maintain in force at all times during the performance of this Grant Agreement the insurance policies identified below. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under Alaska Statute AS 21. The Grantee shall require any contractor hired with Grant funds be licensed, bonded and insured for at least the amount of the project and if appropriate provide and maintain Professional Liability Insurance.

- A. Workers' Compensation Insurance for all employees engaged in work under this Grant Agreement, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements.
- B. Commercial General Liability Insurance covering all business premises and operations used by the Grantee in the performance of this project and Grant Agreement with coverage limits not less than \$300,000 combined single limit per occurrence and annual aggregates where applicable.
- C. Comprehensive Automobile Liability Insurance covering all vehicles used by the Grantee in the performance of this Grant Agreement with coverage limits not less than \$100,000 per person/\$300,000 per occurrence bodily injury and \$50,000.00 property damage.
- D. Professional Liability Insurance covering all errors, omissions or negligent acts of the contractor, subcontractor or anyone directly or indirectly employed by them, made in the performance of this Grant Agreement which result in financial loss to the State. Limits required are per the following schedule:

Contract Amount	Minimum Required Limits
Under \$100,000	\$100,000 per occurrence/annual aggregate

Article 27. Subcontracts for Engineering Services

In the event that the Grantee subcontracts for engineering services, the Grantee will require that the engineering firm certify that it is authorized to do business in the State of Alaska.

Article 28. Governing law

This Grant Agreement is governed by the laws of the State of Alaska. The Grantee shall perform all aspects of this project in compliance with the appropriate laws and regulations. It is the responsibility of the Grantee to ensure that any permits required under this Grant Agreement by the Federal, State, or Local governments have been obtained.

Article 29. Budget Flexibility

Notwithstanding the provisions of Article 11, Attachment C, the Grantee may revise the project budget in Attachment A without a formal amendment to this agreement. .

Article 30. Equal Employment Opportunity (EEO)

The Grantee may not discriminate against any employee or applicant for employment because of race, religion, color, national origin, age, physical handicap, sex, marital status, changes in marital status, pregnancy, or parenthood. The Grantee shall post in a conspicuous place, available to employees and applicants for employment, a notice setting out the provisions of this paragraph.

The Grantee shall state, in all solicitations or advertisements for employees to work on Grant funded projects, that it is an equal opportunity employer (EEO) and that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, physical handicap, sex, marital status, changes in marital status, pregnancy, or parenthood.

The Grantee shall include the provisions of this EEO article in every contract relating to this Grant Agreement and shall require the inclusion of these provisions in every agreement entered into by any of its contractors, so that those provisions will be binding upon each contractor or subcontractor.

Article 31. Public Purposes

The Grantee agrees that the project to which this Grant Agreement relates shall be dedicated to public purposes for its useful life. The benefits of the project shall be made available without regard to race, religion, color, national origin, age, physical handicap, sex, marital status, changes in marital status, pregnancy, or parenthood.

If the Grantee is a non-municipal entity and if monies appropriated under this grant constitute the sole or principal funding source for the acquisition of equipment or facilities, the Grantee agrees that in the event a municipal corporation is formed which possesses the power and jurisdiction to provide for such equipment or facilities, the Grantee shall offer, without compensation, to transfer ownership of such equipment or facilities to the municipal corporation.

If the Grantee is a non-profit corporation that dissolves, the assets and liabilities from the grant project are to be distributed according to statutory law, AS 10.20.290-10.20.452.

Article 32. Operation and Maintenance

Throughout the life of the project, the Grantee shall be responsible for the operation and maintenance of any facility, equipment, or other items acquired under this grant.

Article 33. Assurance

The Grantee shall spend monies awarded under this grant only for the purposes specified in this Grant Agreement.

Article 34. Current Prevailing Rates of Wage

Certain grant projects are constrained by the provisions of AS 36. PUBLIC CONTRACTS. To the extent that such provisions apply to the project which is the subject of this Grant Agreement, the Grantee shall pay the current prevailing rates of wage to employees as required by AS 36.05.010. The Grantee also shall require any contractor to pay the current prevailing rates of wage as required by AS 36.05.010.

Article 35. Severability

If any provision under this Grant Agreement or its application to any person or circumstance is held invalid by any court of rightful jurisdiction, this invalidity does not affect other provisions of the contract agreement which can be given effect without the invalid provision.

Article 36. Performance

The Department's failure to insist upon the strict performance of any provision of the Grant Agreement or to exercise any right based upon breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any rights under this Grant Agreement.

Article 37. Sovereign Immunity

If the Grantee is an entity which possesses sovereign immunity, it is a requirement of this grant that the Grantee irrevocably waive its sovereign immunity with respect to state enforcement of this Grant Agreement. The waiver of sovereign immunity, effected by resolution of the entity's governing body, is herein incorporated into this Grant Agreement.

Article 38. Audit Requirements

The Grantee must comply with the audit requirements of the Alaska Administrative Code set forth in **2AAC45.010. AUDIT REQUIREMENTS**. An entity that expends a cumulative or total, equal to the state single audit threshold during the fiscal year is required to have a state single audit. A copy of the most current **2AAC45.010** adopted regulations is available at the Alaska Department of Administration's State Single Audit website: <http://doa.alaska.gov/dof/ssa/index.html>.

Current audit compliance supplements and guides specific to programs under AS 37.05.315 Grants to Municipalities, AS 37.05.316 Grants to Named Recipients, and AS 37.05.317 Grants to Unincorporated Communities can be found at http://doa.alaska.gov/dof/ssa/audit_guide.html.

Article 39. Close-Out

The Department will advise the Grantee to initiate close-out procedures when the Department determines, in consultation with the Grantee, that there are no impediments to close-out and that the following criteria have been met or soon will be met:

- A. All costs to be paid with grant funds have been incurred with the exception of close-out costs and any unsettled third-party claims against the Grantee. Costs are incurred when goods and services are received or contract work is performed.
- B. The last required performance report has been submitted. The Grantee's failure to submit a report will not preclude the Department from effecting close-out if it is deemed to be in the State's interest. Any excess grant amount that may be in the Grantee's possession shall be returned by the Grantee in the event of the Grantee's failure to finish or update the report.
- C. Other responsibilities of the Grantee under this Grant Agreement and any close-out agreement and applicable laws and regulations appear to have been carried out satisfactorily or there is no further State interest in keeping the grant open for the purpose of securing performance.

Article 40. Americans with Disabilities Act

The Americans with Disabilities Act (ADA) prohibits discrimination against persons with disabilities. Title I of the ADA prohibits discrimination against persons with disabilities in employment and provides that a reasonable accommodation be provided for applicants and employees. Title II of the Act prohibits public agencies from discriminating against individuals with disabilities in the provision of services, programs, or activities. Reasonable accommodation must be made to ensure or allow access to all services, programs, or activities. This section of the Act includes physical access to public facilities and requires that public entities must, if necessary, make modifications to their facilities to remove physical barriers to ensure access by persons with disabilities. All new construction must also be accessible to persons with disabilities. A public entity's subgrantees or contractors must also comply with the ADA provisions. Grantees are responsible for assuring their compliance with the ADA.

Appendix A

State Laws and Regulations and Permits

Grantees are responsible for all applicable state laws, regulations and permits; including but not limited to the following list which most commonly affects Grantees.

Municipality Public Facility Operations and Maintenance—AS 37.05.315(c)

In accepting a grant under AS 37.05.315 for construction of a public facility, a municipality covenants with the State that it will operate and maintain the facility for the practical life of the facility and that the municipality will not look to the State to operate or maintain the facility or pay for its operation or maintenance. This requirement does not apply to a grant for repair or improvement of an existing facility operated or maintained by the State at the time the grant is accepted if the repair or improvement for which the grant is made will not substantially increase the operating or maintenance costs to the State.

Restriction on Use—AS 37.05.321

A grant, or earnings from a grant under AS 37.05.315 - 37.05.317 may not be used for the purpose of influencing legislative action. In this section “influencing legislative action” means promoting, advocating, supporting, modifying, opposing, or delaying or seeking to do the same with respect to any legislative action but does not include the provision or use of information, statistics, studies, or analyses in written or oral form or format. A grant, or earnings from a grant made under AS 37.05.315 - 37.05.317 may not be used for purposes of travel in connection with influencing legislative action unless pursuant to a specific request from a legislator or legislative committee.

Historic Preservation Act—AS 41.35

This chapter of the Alaska Statutes applies to public construction of any nature undertaken by the State, or by a governmental agency of the State, or by a private person under contract with or licensed by the State or a governmental agency of the State. The Department of Natural Resources must be notified if the construction is planned for an archaeological site. The Department of Natural Resources may stop the construction to determine the extent of the historic, prehistoric, or archaeological values.

Fire Protection—AS 18.70

This chapter of the Alaska Statutes requires the Alaska Department of Public Safety (the State Fire Marshal) to adopt regulations (currently in the form of Uniform Fire Code, as amended) establishing minimum standards for:

1. Fire detection and suppression equipment;
2. Fire and life safety criteria in commercial, industrial, business, institutional, or other public buildings used for residential purposes containing four or more dwelling units;
3. Any activity in which combustible or explosive materials are stored or handled in commercial quantities;
4. Conditions or activities carried on outside a building described in (2) or (3) likely to cause injury to persons or property.

Procurement Preference for State Agricultural and Fisheries Products—AS 29.71.040

This chapter of the Alaska Statutes applies to municipalities that use state funds to purchase agricultural and fisheries products. The law requires:

1. When agricultural products are purchased, only such products harvested in the state shall be purchased whenever priced no more than seven percent above products harvested outside the state, and of like quality compared with agricultural products harvested outside the state.
2. When fisheries products are purchased, only fisheries products harvested or processed within the jurisdiction of the state shall be purchased whenever priced no more than seven percent above products harvested or processed outside the jurisdiction of the state, available, and of like quality compared with fisheries products harvested or processed outside the jurisdiction of the state.

Alaska Product Preferences—AS 36.15

This chapter of the Alaska Statutes applies to projects financed by state money in which the use of timber, lumber, and manufactured lumber products is required, only timber, lumber and manufactured lumber projects originating in this state from local forests shall be used wherever practicable. The law requires the insertion of this clause in calls for bids and in all contracts awarded.

Permits and Environmental Procedures

The Alaska Department of Environmental Conservation (ADEC) regulates all activities in Alaska that might pollute the air, water or soil. There are dozens of ADEC permits related to constructing and operating public buildings. The law requires the following permits, including others designated by the commissioner. The following list is not intended to be all-inclusive.

- Air Emissions Permit
- Anadromous Fish Protection Permit
- Authorization for Tidelands Transportation
- Brine or Other Salt Water Waste Disposal Permit
- Burning Permit during Fire Season
- Coal Development Permit
- Critical Habitat Area Permit
- Dam Construction Permit
- Driveway Permit
- Encroachment Permit
- Miscellaneous State Land Use Permit
- Mineral and Geothermal Prospecting Permits
- Occupied Tide and Submerged Land
- Open Burning Permit
- Permit for Use of Timber or Materials
- Permit to Appropriate Water
- Pesticides Permit
- Preferred Use Permit
- Right-of-Way and Easement Permits
- Solid Waste Disposal
- Special Land Use Permit
- State Game Refuge Land Permit
- State Park Incompatible Use Permit
- Surface Oiling Permit
- Surface Use Permit
- Tide and Submerged Lands Prospecting Permit
- Tidelands Permit
- Tidelands Right-of-Way or Easement Permit
- Utility Permit
- Waste-Water Disposal Permit
- Water Well Permit

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

Approval of AML Southeast Cruise Port Position Letter

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
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Account Number(s):

	XXXXXX XXX XXXX
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Account Name(s):

	Enter Text Here
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Unencumbered Balance(s) (prior to expenditure):

	\$XXX
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Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
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Name(s)	
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Name(s)	
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<input type="checkbox"/>	Attorney
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<input type="checkbox"/>	Insurance
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ATTACHMENTS: 1. AML Letter on Behalf of Southeast Cruise Ports

RECOMMENDATION MOTION:

Move to Approve AML Southeast Cruise Port Position Letter.

SUMMARY STATEMENT:

The cruise ports of Southeast have been meeting (organized through AML) as a group, and have had initial discussions with industry. Attached is a draft position letter from the collective group intended to go out to the industry and the State. Wrangell will need to determine if this is an official

position to adopt. Basically, it calls for a moratorium on small ship cruising until a set of protocols jointly agreed upon by industry and the communities can be adopted and implemented.

Last week the EOC and the Assembly had the opportunity to hear from American Cruise regarding their initial plans and work toward an Alaska Cruise Season beginning in late June (potentially).

This an opportunity for the Assembly to have a subsequent conversation about small cruise ship travel. If the scope of action is determined by the Assembly to be broader than just the letter, the Assembly may amend the motion accordingly.



ONE SEALASKA PLAZA, SUITE 200 • JUNEAU, ALASKA 99801
TEL (907) 586-1325 • FAX (907) 463-5480 • WWW.AKML.ORG

Member of the National League of Cities and the National Association of Counties

Item d.

Memo: Southeast Municipal Approach to Small Cruise Ship Travel During COVID-19

May 19, 2020

AML's Southeast members have been proactively working to address the public health emergency and economic crisis in their communities and region. Municipal officials have met regularly to discuss mitigation strategies, the fishing industry, and most recently cruise ship travel. Throughout there has been a clear sense of regional unity and concern, even as all have been committed to collaboration with industry and the State.

Municipal officials are responsible for public safety in their communities. Efforts to flatten the curve have been largely successful at limiting cases in communities, and interstate travel restrictions that require quarantine continue to limit potential new cases. If and when these restrictions are removed, and as economic recovery occurs, municipalities recognize that there will need to be procedures in place to support both public health and business activity.

The general sentiment from AML members has been to prioritize public health. Many communities have and may continue to have quarantine requirements for visitors, and/or will take extra precautions to limit community exposure. A small working group of Southeast port communities, within AML, has been established to help address questions and concerns, and to work more closely with the industry.

Municipal officials have identified a number of questions and concerns they share, as well as an initial list of expectations to be considered.

When it comes to small cruise ship travel, a working group of municipal leaders met with industry stakeholders recently and discussed some of our shared priorities. These focused on two areas: 1) operational mitigation efforts and 2) community response. Things like testing and health-checks of passengers, social distancing measures, and sanitation were addressed in many operational planning documents. Below are some expectations for operational safety that have been articulated by AML members:

1. Testing to occur regularly
2. Temperature taking/checking throughout the voyage/itinerary
3. Potential to limit capacity on board
4. Vulnerable population tracking and support
5. Employee and passenger face coverings on voyage and onshore
6. Protocols in place for disembarking crew

Community response questions, however, have been left unanswered. Tour companies operating in Southeast need to be able to address – or work with the State to address – the resources necessary to move passengers (and family members) off ships and between communities to appropriate healthcare facilities. By appropriate, we mean with enough capacity to meet both visitor and resident needs.

1. Determination of quarantine procedures at start and throughout
2. Commitment to/resourcing of quarantine – feasibility plan
3. Commitment to/resourcing of transfer of sick passengers (and their families)
4. Commitment to/resourcing of contact tracing
5. Testing and passenger health data needs to be released to the community
6. If confirmed cases, (re)evaluation of landing procedures to include avoiding a community

In many cases, large cruise ships have mostly cancelled their 2020 seasons, but small cruise ship operations aren't limited right now by CDC guidance. We anticipate that small cruise ship activities will occur and that working together within the region and with industry will be most effective. Right now, it is difficult to weigh the costs and benefits of small cruise ship travel or evaluate them effectively. Municipal officials want to limit the spread of COVID-19 into the community; they also want local businesses to benefit from economic activity, and residents from much-needed jobs. It isn't clear how those two things happen together without impacting each other.

When it comes to small cruise ship operations in the region, the limitations that are necessary for shoreside operations ultimately mean less beneficial tourism – essentially, passengers may be transferred from the vessel to the excursion without the retail or restaurant experience that communities offer. This impacts the visitor experience and limits the actual benefits to the local economy.

Ultimately, municipalities would like to see conditions established that help communities feel safe, even as they assist in helping industry feel economically secure. This will take a collaborative approach between communities and with industry. Without public health concerns being addressed, municipal officials may feel more concerned about limiting activity than with these expectations being met.

Until unanswered questions can be addressed, we believe that even small cruise ship operations will face challenging conditions as it relates to access to communities. It seems prudent to wait for conditions to improve, for response planning to advance, and for industry and communities to come to agreement that the time is right. This can't be forced through any single company's or community's interest but should be a measured and deliberate step taken by all. At this time, Southeast cruise ports are respectfully requesting a moratorium on small ship cruising until mutually agreed upon protocols can be finalized between the industry and the communities.

With this collaborative approach, we know that not only will the industry benefit more, but visitors will experience an Alaska that includes healthy communities and thriving local businesses.

For more information, contact Nils Andreassen, Executive Director, AML at nils@akml.org or Steve Corporon, Port Manager, City of Ketchikan at SteveC1@city.ketchikan.ak.us.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

Approval to Accept the Resignation of Assembly Member, Drew Larrabee from the Borough Assembly

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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Amount Budgeted:

FY20 \$XXX	
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Account Number(s):

XXXXX XXX XXXX	
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Account Name(s):

Enter Text Here	
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Unencumbered Balance(s) (prior to expenditure):

\$XXX	
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resignation Letter from Assembly Member Larrabee.

RECOMMENDATION MOTION:

Move to Accept the Resignation of Assembly Member Drew Larrabee from the Borough Assembly and to direct the Borough Clerk to begin advertising for the Unexpired Term ending October 2020.

SUMMARY STATEMENT:

With the acceptance of the resignation from Assembly Member Larrabee, the Clerk will begin advertising for the unexpired term that will end October 2020.

This seat will be on the upcoming Municipal Ballot as a 3-year term.

Andrew Larrabee
Po Box 495
Wrangell, AK. 99929

City and Borough of
Wrangell Alaska
PO Box 531
Wrangell, Ak. 99929

Dear Mayor, Assembly, City Manager, and the community,

It has been my great pleasure to serve as a member of the Borough Assembly. It is my hope that I have done so in a positive, beneficial manner. With a heavy heart, I officially tend resignation for my possession on the Wrangell Borough Assembly effective at the end of the regular meeting, Tuesday, May 26, 2020. My intention had been to stick with the position through the budget process to ensure continuity, but with the amount of time that has been taken by Pandemic planning, we are quickly approaching my departure date. I am regretful that I will not be here to finish the process I have started, but I am also confident that the community is in the capable, caring, dedicated hands of the volunteers and employees that represent the people of Wrangell. I feel that my position should be filled with representative of the community that can be present for the rest of the process.

As my family and I prepare for our move, we are excited about our next adventure but are filled with sorrow for how much we will miss this wonderful community. Thank you so much for the opportunity to serve and represent the people of this place we have called home.

Until I see you all again, Thank you,

Drew Larrabee