



City and Borough of Wrangell
Borough Assembly Meeting
AGENDA



NIXLE Registration

Tuesday, March 12, 2024
6:00 PM

Location: Borough Assembly Chambers

1. CALL TO ORDER

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

2. CEREMONIAL MATTERS - None.

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

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

- [a.](#) Minutes from the February 27, 2024 Regular Assembly Meeting
- [b.](#) Approval of a Letter of Support for Working Waterfronts
- [c.](#) CORRESPONDENCE: School Board Action from the February 26, 2024 Regular Meeting

7. BOROUGH MANAGER'S REPORT

- [a.](#) Library Report
- [b.](#) Economic Development Department Annual & Monthly Report
- [c.](#) Borough Manager's Report

8. BOROUGH CLERK'S REPORT

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

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

- [a.](#) Approval to move forward with the Sale of Borough Owned Real Property within Wrangell Townsite (Lots 2, 3, 4, 5, 8 and 9), of Subdivision Plat Block 54, according to Plat No. 68-81, Zoned Open Space and Requested by Wayne Johnson

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a.** **ORDINANCE No. 1052** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.14.025, ANNUAL REVIEW AND APPROVAL OF FEE AND RATE SCHEDULE REQUIRED, IN THE WRANGELL MUNICIPAL CODE
- b.** **ORDINANCE No. 1053** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 16.08.030 – APPLICATIONS, 16.10.030 – APPLICATIONS, AND 16.12.040 – SALE OF REAL PROPERTY OR TIDELANDS, AND ESTABLISHING A NEW PROCESS FOR THESE RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE
- c.** Approval of Change Order No. 4 to Ketchikan Ready Mix & Quarry, Inc. in the amount of \$66,804 for the Alder Top Village Subdivision Site Work Project
- d.** **RESOLUTION No. 03-24-1847** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET BY TRANSFERRING \$175,000 FROM RESIDENTIAL CONSTRUCTION FUND BALANCE TO THE ALDER TOP VILLAGE SUBDIVISION PROPERTY DEVELOPMENT ACCOUNT IN THE RESIDENTIAL CONSTRUCTION FUND FOR THE CIP FUND FOR THE ALDER TOP VILLAGE SUBDIVIION SITE WORK PROJECT AND AUTHORIZING ITS EXPENDITURES

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

15. EXECUTIVE SESSION - None.

16. ADJOURNMENT

**Minutes of Regular Assembly Meeting
Held on February 27, 2024**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., February 27, 2024, in the Borough Assembly Chambers. Assembly Member Dalrymple led the pledge of allegiance.

PRESENT – GILBERT, POWELL, DALRYMPLE, MORRISON

ABSENT – DEBORD, OTTESEN, ROBBINS

Interim Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

7a Minutes from the February 13, 2024, Regular Assembly Meeting

7b Approval of Proposed Tax-Free Days (May 4th and October 5th), as requested by the Wrangell Chamber of Commerce

7c Final plat approval of the Eilertsen Replat, a replat and subdivision of Lot 4, Block 5, of the Wrangell Island West Subdivision (A.S.L.S 83-7) according to Plat No. 83-11, creating Lots 4A and 4B, zoned Rural Residential 1, owned, and requested by James and April Eilertsen

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

BOROUGH MANAGER'S REPORT

Interim Borough Manager Villarma gave a verbal report.

Amber Al-Haddad, Capital Facilities Director provided her report.

BOROUGH CLERK'S REPORT

Clerk Lane provided her report.

MAYOR AND ASSEMBLY BUSINESS

Powell stated would like to meet with Assembly Member Dalrymple to review the two Interim amendments. There were no objections from the Assembly.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Parks & Recreation Board Appointment

Gilbert appointed Lorne Cook to fill the vacancy on the Parks & Recreation Board. There were no objections from the Assembly.

PUBLIC HEARING

11a ORDINANCE No. 1050 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 14.09.042, USE OF PORT AND HARBOR DUMPSTERS, IN CHAPTER 14.09 PROHIBITED PRACTICES, IN THE WRANGELL MUNICIPAL CODE

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

Villarma stated that this Ordinance would provide provisions and places them into our code for port and harbor dumpsters.

Gilbert opened the Public Hearing and asked if there were any persons who wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

M/S: Powell/Morrison to approve Ordinance No. 1050. Motion approved by polled vote.

11b ORDINANCE No. 1051 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE

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

Villarma stated that this Ordinance would add the penalty to the fine schedule.

Gilbert opened the Public Hearing and asked if there were any persons who wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

M/S: Powell/Morrison to approve Ordinance No. 1051. Motion approved by polled vote.

11c Request for the sale/exchange of Borough-owned real property described as a portion of Parcel 7, A.S.L.S 84-83, zoned Commercial, adjacent to the Torgramsen-Glasner Subdivision, based on the requesting purchaser granting a utility easement acquisition on real property for the purpose of demonstrating Borough site control for the Water Treatment Plant Improvement project

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

Villarma read a letter from Mr. Glasner, property owner and requestor of the property in question.

Villarma explained that this property was adjacent to his existing property; P&Z approved moving forward with the sale; due to the water treatment plant upgrade, an easement (pipeline area) was granted on his existing property; stated that Mr. Glasner believes that the requested purchase amount is fair.

Gilbert opened the Public Hearing and asked if there were any persons who wanted to speak on this item. Hearing none, Gilbert closed the Public Hearing and asked for a motion.

M/S: Morrison/Powell to approve to move forward with the sale/exchange of Borough-owned real property described as a portion of Parcel 7, A.S.L.S 84-83, zoned Commercial, adjacent to the Torgramsen-Glasner Subdivision, based on the requesting purchaser granting a utility easement acquisition on real property for the purpose of demonstrating Borough site control for the Water Treatment Plant Improvement project.

Powell stated that he does not have a problem with paying \$1.00 per square foot for the easement and selling the property for \$1.00 per square foot.

Gilbert clarified that we would sell the property for \$1.00 per square foot; Mr. Glasner would receive \$1.00 per square foot for the easement; and Mr. Glasner and the City will split the cost for the survey.

Motion approved by polled vote.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a RESOLUTION No. 02-24-1845 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PORT AND HARBOR FUND IN THE AMOUNT OF \$11,101 FOR METAL ROOFING AND PARTS PURCHASE AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to approve Resolution No. 02-24-1845. Motion approved by polled vote.

13b RESOLUTION No. 02-24-1846 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET IN THE SEWER AND STREETS FUND TRANSFERRING \$32,995 FROM SEWER (\$16,497.50) AND STREETS (\$16,497.50) FUND SYSTEM MAINTENANCE AND SUPPLIES TO THE SEWER FUND CAPITAL EXPENDITURES LINE ITEM FOR A CRAWLER INSPECTION CAMERA AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to approve Resolution No. 02-24-1846. Motion approved by polled vote.

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

EXECUTIVE SESSION – None.

Regular Assembly Meeting adjourned at 8:12 p.m.

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	6

Approval of a Letter of Support for Working Waterfronts

SUBMITTED BY:

Mason Villarma, Interim Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total	
Fiscal Year (25):	Amount:
Amount Budgeted:	
	FY: \$
Account Number(s):	
	XXXXX XXX XXXX
Account Name(s):	
	Enter Text Here
Unencumbered Balance(s) (prior to expenditure):	
	\$XXX

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1) Letter of Support

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to Approve a Letter of Support for Working Waterfronts

SUMMARY STATEMENT:

The "Working Waterfronts Act" is a comprehensive piece of legislation, covering various aspects crucial for the sustainable development of coastal areas and marine industries. A summary breakdown of the key provisions outlined in each title are presented below:

Title I – Coastal Energy:

- Provides tax credits for marine energy projects, expanding the definition to include projects utilizing waves, tides, currents, and other sources for electricity generation.
- Establishes a pilot grant program to transition fishing vessels to alternative fuels like electric or hybrid and supports research and development in alternative fuel technologies.

Title II – Fisheries and Seafood:

- Expands USDA loan programs to include commercial fishermen and fish processors, enabling them to access loans for acquiring, operating, and maintaining fishing vessels and processing facilities.
- Extends Farm Credit eligibility to businesses providing support services to fishermen.
- Supports shellfish mariculture and testing for harmful algal bloom toxins for subsistence and recreational shellfish harvesters.
- Modifies the apportionment of funds in the Saltonstall-Kennedy Act to prioritize direct industry grants, young fishermen's development, and fisheries research and development.
- Establishes an innovation prize for advanced electronic fisheries monitoring equipment and fish species recognition software.
- Promotes coastal seaweed farming and Indigenous seaweed farming efforts through technical assistance and funding.

Title III – Shoreside Infrastructure:

- Establishes a grant program for rural coastal community processing and cold storage infrastructure, with a focus on small-scale facilities.
- Creates a grant program for infrastructure improvements benefiting commercial and recreational fishermen, mariculturists, and the boatbuilding industry.

Title IV – Workforce Development:

- Establishes a Maritime Workforce Grant Program to support recruiting, education, and training activities for the maritime workforce.
- Expands funding and scope of the Fishing Safety Research and Training Grant Program to include behavioral health projects.

Title V – Miscellaneous:

- Designates ocean clusters in various regions to foster collaboration and promote economic growth in the Blue Economy.
- Establishes an Interagency Working Group on Vegetated Coastal Ecosystems for mapping and inventory of coastal ecosystems.
- Enhances collaboration on ocean acidification research and monitoring, including representation for affected Indigenous groups.
- Authorizes grant funds for research and monitoring of marine invasive species and aligns relevant programs for better coordination.

Overall, the Act aims to promote sustainable development, resilience, and innovation within coastal communities, fisheries, and marine industries while addressing environmental challenges and supporting workforce development.

Management is excited about the direct impact this Act could have on our shoreside infrastructure and workforce development pursuits and recommends sending a letter of support without hesitation.

CITY & BOROUGH OF WRANGELL

Office of the Borough Manager

Office: (907) 874-281 | Fax: (907) 874-2304 | Email: mfvillarma@wrangell.com



March 12, 2024

The Honorable Senator Lisa Murkowski
522 Hart Senate Office Building
Washington, D.C. 20510

Dear Senator Murkowski,

We are writing to express our wholehearted support for the Working Waterfronts Act that you are introducing in Congress. As Mayor of the City and Borough of Wrangell, and Borough Manager respectively, we see firsthand the significant potential benefits that Title III and Title IV of this legislation could bring to our community.

Title III of the Working Waterfronts Act presents a tremendous opportunity for Wrangell to develop vital shoreside infrastructure. As a coastal community with a rich maritime heritage, investing in projects to support commercial and recreational fishermen, mariculturists, and the boatbuilding industry would not only enhance our local economy but also contribute to the resilience and sustainability of our coastal resources. The establishment of a grant program for infrastructure improvements aligns perfectly with our community's needs and aspirations.

Furthermore, Title IV's focus on workforce development resonates deeply with us. Wrangell has a skilled workforce eager to contribute to the growth and prosperity of our community. Establishing a Maritime Workforce Grant Program would provide essential support for recruiting, educating, and training individuals interested in maritime careers. This initiative would not only create employment opportunities but also ensure that our workforce remains competitive and adaptable in an evolving industry landscape.

We would like to highlight the success story of Wrangell's Marine Service Center as an exemplary case of how federal funding, similar to that proposed in the Working Waterfronts Act, can catalyze economic growth and community development. Constructed with support from the Economic Development Administration during a challenging period post-logging and amidst economic depression, the Marine Service Center has become a cornerstone of Wrangell's economy, supporting maritime industries and facilitating trade and commerce.

In conclusion, the City and Borough of Wrangell supports the Working Waterfronts Act without hesitation. By investing in shoreside infrastructure and workforce development, this legislation has the potential to revitalize coastal communities like Wrangell, foster economic growth, and ensure the sustainability of our marine resources for future generations.

Thank you for your continued leadership and advocacy on issues critical to Alaska's coastal communities.

Sincerely,

Patricia Gilbert
Borough Mayor
City and Borough of Wrangell

Mason Villarma
Borough Manager
City and Borough of Wrangell

BOARD ACTION**WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)
FEBRUARY 26, 2024****FOR DETAILS, CONTACT:**

BILL BURR

SUPERINTENDENT

DIRECT PHONE: 907-874-2347

- Approved the agenda as presented which includes the items on the consent agenda.
 - Approved the minutes of the January 15, 2024, Regular School Board Meeting
 - Offered contracts to non-tenured teachers for the 2024-2025 school year.
 - Offered an extracurricular contract to Isabella Crowley, Assistant Softball Coach
 - Offered an extracurricular contract to Brook McHolland, Head Middle School Volleyball Coach
 - Approved the hire of Kathleen Easterly, Special Education Paraprofessional
 - Approved the hire of Angela McGovern, Special Education Paraprofessional
 - Reviewed the resignation of:
 - Claire Froelich, Elementary Student Council Advisor
 - Jackie Hanson, Secondary Principal
 - Danika Smalley, IEA Director/Tutor
 - Approved the hire of Kevin McCallister, Maintenance Director with the appropriate placement on the salary schedule, pending the receipt of a satisfactory criminal background check.
- Adopted the 2024-2025 school calendar as presented.
- Approved the APEI Safety & Training Grant application in the amount of \$449.48.
- Discussed Facilities Needs Planning
- Entered into a Memorandum of Understanding with Sealaska Heritage Institute to partner in supporting culturally relevant CTE programs and to engage in the Opening the Box of Indigenous Science Program.
- Accepted the second reading of:
 - Board Policy 5121, Grades/Evaluation of Student Achievement
 - Board Policy 5127.1, Class Valedictorian/Salutatorian
- Accepted the first reading of Board Policy 6145, Extracurricular and Cocurricular Activities
- Increased the travel per diem rate for staff to \$60.00 per day beginning July 1, 2024.
- Recessed into Executive Session
- Reconvened into Regular Session
- Offered Superintendent Bill Burr a 3-year contract as agreed upon during negotiations.
- Adjourned

CITY & BOROUGH OF WRANGELL

LIBRARY REPORT

03/06/2024



CITY & BOROUGH OF WRANGELL
GATEWAY TO THE STIKINE

Item a.

MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE
ASSEMBLY OF CITY AND BOROUGH OF WRANGELL

CC: MASON VILLARMA, BOROUGH MANAGER

FROM: SARAH SCAMBLER, LIBRARY DIRECTOR

SUBJECT: MONTHLY LIBRARY REPORT

DATE: 03/06/2024

Story Time

Toddler Story Time started back up in February. So far this season we have held 5 sessions with a total attendance of 131 people. This continues to be one of the library's most popular programs. Our topics so far include Dog Mushing, Sickness and Germs, Bizarre Books, and more! Story time takes place on Friday mornings from 10-11AM. Participants join library staff for stories, songs (now on guitar!), crafts, and snacks. The target age for this program is 0-5 years old.



Paper Rose Class



On Saturday, February 10th the library hosted a paper rose making class. It was attended by 18 people. Attendees learned how to make roses from recycled book pages, hot glue, and thick wire. Recycled books included an atlas and the most popular, a recycled children's nonfiction book about space! This program received such good feedback that the library plans to host another event later in March. Many attendees reported that they went home and continued to make roses! See Violet Allen (age 11) who attended the class and made multiple roses.

Basket Weaving Class

The Friends of the Library sponsored a basket weaving class with weaving expert Kathryn Rousso of Ketchikan. Kathryn has traveled all over North, Central, and South America to study weaving, and we were so fortunate to have her here to teach us. After a talk at the library on Friday night, the class was held in the multipurpose room of the Old Gym on Saturday and Sunday. She taught a method called Knotless Netted Basket Weaving. The class was fully attended with 15 participants. A special thanks to Wrangell Parks and Recreation for providing the multipurpose room for this event, and to the Friends of the Library for sponsoring it.



Book Club

February's book club book was *The Light Between Oceans* by M.L. Stedman. Our book club came away with mixed reviews on this historical fiction novel about a lighthouse keeper and his wife who find a baby on a deserted island in 1926 Australia.

Grants

The library's 2025 Alaska Public Library Assistant grant application has been submitted. This grant provides the library with \$7000 each year to purchase library materials. Each year the library also partners with the Wrangell Cooperative Association to apply for a grant through the Institute of Museum and Library Services for \$10,000. The application for the FY24/25 grant has been submitted. This year the library is seeking funding for travel to the Alaska Library Association conference, to continue our subscription to the Alaska Digital Library, and for a product called Playaway that will replace the library's outdated CD audiobook collection. Stay tuned!

Staff

And, of course, none of these programs would be possible without our amazing staff, Kaitlin Wilson (Library Assistant), Lori Bauer (Library Technician), and our newest team member, Valerie Massie (Library Technician). Welcome to the team, Val!

Sincerely,
SARAH SCAMBLER
LIBRARY DIRECTOR

ECONOMIC DEVELOPMENT DEPARTMENT REPORT

To: Planning and Zoning Commission;
Economic Development Board; and,
Wrangell Convention and Visitors Bureau

Cc: Borough Manager
Borough Assembly

From: Kate Thomas, Economic Development Director
Matt Henson, Marketing and Community Development Coordinator

Date: March 1, 2024

BOARDS AND COMMISSIONS

- Economic Development Board Meetings
 - June 4th, 2024, next meeting
 - March 5, 2024, review of the hospital sale
 - January 19, 2024, retreat to build rapport and review goals
 - December 20, 2023, review and approval of methods of sale for Alder Top Village
- Wrangell Convention and Visitors Bureau Meetings
 - March 19, 2024, review and approval of the FY25 budget
 - March 13, 2024, work session to review and discuss the Transient Tax and CPV budget for FY25
 - March 7, 2024, work session to discuss the Travel Guide design and content
 - February 20, 2024, review of Visitor Industry Report, updates to Visitor Survey, preliminary budget discussion, and creative content for ATIA Travel Alaska website
 - January 16, 2024, approval of a Customer Relationship Management System, review of Travel Guide design concepts, review of Tourism Management Plan development and public process
- Planning and Zoning Commission Meetings
 - March 14, 2024, review and approval of a conditional use permit application, final plat, preliminary plat and hospital sale
 - February 15, 2024, review and approval of a final plat, preliminary plat and property purchase request
 - January 25, 2024, review and approval of commission report on finds for decision on rezone petition
 - January 15, 2024, review and approval of a preliminary plat
- Wrangell Convention and Visitors Bureau Board Members Mya DeLong and Caitlin Cardinell (also an Economic Development Board Member) will be stepping down from their positions. Both individuals have been extremely engaged, critically mindful of their contributions, and supportive of staff during the department's transition in leadership. Staff are grateful to have had their involvement over the years.
- Beginning in April there will be two (2) seats open on the Wrangell Convention and Visitors Bureau and one (1) seat open on the Economic Development Board.

ECONOMIC AND COMMUNITY DEVELOPMENT

- Pleased to report that March 23, 2024, will mark the first work anniversary for the Director and Marketing & Community Development Coordinator.

- Recent Travel
 - Southeast Conference, Kate Thomas
- Community Events
 - USCG Community Day with USCGC Pike
 - Matt Henson coordinated with USCG and middle and elementary schools.
 - Over 100 students and 18 community members
 - Event is evolving into other opportunities such as Kids Don't Float and Touch-A-Boat
 - Further coordination with High School for School-wide recruiting event with USCGC John McCormick
 - Home Wise Information Fair
 - Over 70 community members participated in person and virtually
 - 6 outside agency partners
 - Nolan Center Director and Staff, Capital Facilities Director, Interim Manager, Marketing and Community Development Coordinator
 - Alaska Recreation & Parks Association Conference
 - Assisting with fundraising
 - All funds are raised off the island by way of sponsorships from industry suppliers and businesses
 - Providing resources to Wrangell P&R as needed
 - The event will be hosted the week of September 16
 - 2023 overall economic impact likely exceeds 60k for a 3-day conference
 - After nine years of service as secretary, Kate Thomas will resign from the Alaska Parks & Recreation Association board in October (following the conference)
- Alder Top Village Land Sale Next Steps
 - Update website with FAQ sheet about property sale and regulations on development
 - Finalize protective covenants
 - Assembly review and approval of the resolution and non-codified ordinance
 - Set up a system for an online surplus auction
 - Establish a timeline for sale which is largely influenced by construction
 - Promote land sales within the community and regionally
 - Execute sale procedures
- RAISE Grant Application for Wrangell Harbor Basin Revitalization and Transportation Resiliency Project
 - Assisted with coordination and review of the 2024 RAISE grant application
 - Accumulated over 500 hours of consultant, economist, engineer, technical assistant, and staff labor
 - 25 million dollars of federal discretionary grant funding possible
 - 3 million dollars in a revenue bond necessary to make up for the funding shortfall
 - Technical support was offered throughout the development process through the Thriving Communities grant program
 - Over 60 letters of support from community members, partners, and stakeholders; including the federal delegation, state DOT, and tribal association.
 - Awards will be noticed in June 2024
- The Thriving Communities Program (DOT Grant) includes a site visit from each community's assigned technical assistance team, along with representatives from the Department of Transportation. Several folks from the team will be traveling to Wrangell to learn more about our community and to meet with partners and stakeholders to continue planning for future industry and development at the Deep-Water port (Mill) property.

- Borough Strategic Planning Session
 - February session with all department directors and leadership
 - Focus on goals and expectations
 - Challenges and opportunities the Borough is focusing on
 - Retaining residents
 - Attracting new residents
 - Productive use of the Deep-Water Port (Mill Property) while industry is being sourced and development
 - Sustainable growth and development within the tourism industry
 - Workforce development partnerships
 - Sustainable funding and strategies for capital and major maintenance projects

- Forest Service Update
 - The USFS has begun planning for the Tongass Forest Plan revision. A multi-year process that provides for the vision and foundation for stewardship of the National Forests. Plans are programmatic in nature, meaning they cover a large geographic area, their management direction is broad in scope, and they provide guidance and constraints on management to meet desired conditions. Forest Plans are strategic and should not be prescriptive. They do not authorize any use, projects, or activities, nor do they compel or direct any action. They focus on the “what” not on the “how”.

 - The plan revision will include a series of public engagement opportunities including webinars every Wednesday, beginning March 6 through April 17. Access to the webinars can be obtained by visiting the plan website [HERE](#).
 - 3/06/2024 Revision 101 and How to be Engaged during this Process
 - 3/13/2024 Building blocks for understanding what is important in Plan Revision
 - 3/20/2024 Wild and Scenic River Eligibility Study Process in Plan Revision
 - 3/27/2024 Sustainable Recreation and Tourism in Revision
 - 4/03/2024 Recommended Wilderness Process in Plan Revision
 - 4/10/2024 Planning for Species Diversity in Revision
 - 4/17/2024 Planning for Resource Use in Revision

 - A drop-in and discussion format session will be hosted in Wrangell on Monday, April 22 from 2:00 PM-7:00 PM. The CBW will engage in an individual work session to discuss specific priorities from the lens of the Borough.

- The City and Borough of Wrangell and the Wrangell Cooperative Association came together for a joint work session on Tuesday, February 27, 2024. The purpose of the work session was to welcome new council members and assembly to the table, to review progress on the landslide response efforts, and to share the concepts and themes in developing a mutual work plan and/or agreement to propel projects and initiatives forward. The themes that cross over our entities are Communication, Policy and Advocacy; Transportation and Safety; Tourism Management and Destination Marketing; and Environmental and Community Health. Deliverables of the work will be driven by themes and priority projects where there is a mutual interest and benefit to the community. This work plan builds upon the foundation that exists in the Memorandum of Understanding that was approved by both parties in 2022 and is set for review in 2025.

TOURISM

- Recent Travel
 - Seattle Boat Show- Kate Thomas, Matt Henson, Calleigh Miller, Caitlin Cardinell, Brenda and John Yeager

- Pacific Northwest Cruise Symposium- Kate Thomas and Caitlin Cardinell
- Began meeting with visitor industry business owners and staff to further understand local industry needs
- On January 30, 2024, Wrangell was informed that the Regatta (6/7 & 9/19) and the Seven Seas Explorer (5/17) canceled their stops in Wrangell and planned to call on Klawock instead. The Seven Seas Explorer also canceled a Ketchikan stop to call on Klawock.
 - The two Regatta calls equate to a loss of 1,368 passengers with an estimated \$13,200 in lost revenue to the port department.
 - The Seven Seas Explorer equates to a loss of 750 passengers with an estimated \$8,060 in lost revenue to the port department.
 - This does not account for the economic impact on local operators, retailers, and restaurants in the downtown area.
- On February 26, 2024 Wrangell was informed that American Queen Voyages – the cruise company that operated the Ocean Victory – recently shut down all operations and will not return to Alaska for the foreseeable future. A QV's announcement regarding their shutdown can be found [HERE](#). This means that all previously scheduled Ocean Victory calls to Wrangell have been canceled.
 - This equates to 14 lost port calls, including 2,800 passengers. The estimated loss in revenue to the port department is \$33,428. This does not account for the economic impact on local operators, retailers, and restaurants in the downtown area.
 - It is the department's understanding that there are many outstanding invoices that American Queen Voyages has within the community and region which further impacts the bottom line for operators in Wrangell.
- Tourism Management Plan
 - A Public Survey will be conducted at the end of the season
 - Evaluation of need and scope of work for potential consultant to assist with the broader Tourism Management Plan
 - A series of information videos will be released late winter through spring as a component of the public outreach for the Tourism Management Plan. Below are some sample topics and presenters that will be showcased in the series.
 - Why tourism management and planning matters
 - How tourism impacts Wrangell
 - Who is the CVB
 - What are Tourism Best Management Practices? And why do they matter?
 - Cruise Ship Schedule
 - Who is CLAA
 - Who is CLIA
 - Conglomerate/Agencies/Vessels
 - Who's who (local level)
 - Port Development fees
 - Cruise ship revenue versus Transient Tax revenue
 - Marketing plan expenses
 - Waterfront Master Plan
- Staff will begin local promotions of the Tourism Best Management Practices (TBMP), issuing a notice to operators and businesses prompting them to renew their agreement to adhere to the practices that were established and approved by the Wrangell Convention and Visitors Bureau last year. TBMPs are intended to minimize the impacts of tourism in a manner that addresses both resident and industry concerns and

enhances Wrangell’s visitor experience. It is a cooperative effort between stakeholders and managers of the industry.

- The department will work with the Wrangell Cooperative Association to host a gathering in late April, or early May. Wrangell Cooperative Association approved indigenous art to be used in the redesign of the downtown street banners. Folks will gather at the City Dock to turn around during the raising of the first street banners. Banners will be installed along Front St. The project was facilitated last year with plans to reveal the new design at the beginning of the 2025 tourism season.

PLANNING AND ZONING

- Assessment of costs associated with updating the Comprehensive Plan. The current Comp Plan is outdated and in need of an update. Given the scope of the work, it is necessary to seek outside assistance for the plan update. Staff will identify a cost to be included in the FY25 budget.
- Annual update of recorded plats
- Annual updates to GIS
- Responding to resident and public inquiries
- Review of building permit application
- Review and audit of planning code
- Review of preliminary and final plats
- Review of tidelands leases and land purchase applications
- Assessment of planning permit fees
- Development of new online forms for planning permit applications

MARKETING AND COMMUNICATION

- Review of Marketing Plan and associated projects in preparation for the budget
- Multiple ad buys with Travel Alaska (ATIA) promoting local POIs
- Development of Annual Department report design layout
- Develop marketing collateral for borough and tourism events
- Social Media management
 - Weekly forecast of meetings
 - Weekly wrap of job posting
 - More routine Borough engagement
- Travel Guide design and content review
- Locational map design for distribution
- Privacy Policy for Borough and Travel websites
- Borough Director Head Shots (will be included in the website refresh).
- Preparing for Borough Branding project
- Borough website refresh and audit of content. Staff will work with each department to review the content, layout, and structure of their web pages for updates and improvements.
- Preparing for onboard of Customer Relationship Management System
- Working with Wrangell High School Shop class to manufacture signage for buildings
- Reviewing creative content for Travel Alaska website updates
- Develop cultural marketing policies to ensure that the heritage and culture of the Tlingit people are represented respectfully. Policies will be reviewed and approved by the Wrangell Cooperative Association before they are implemented.
- Preparation for BirdFest with USFS



CITY & BOROUGH OF WRANGELL
GATEWAY TO THE STIKINE

ECONOMIC DEVELOPMENT DEPARTMENT
ANNUAL DEPARTMENT REPORT

Item b.



CONTENTS

Board and Commission Highlights Pg 3-4

- Economic Development Board
- Wrangell Convention & Visitors Bureau
- Planning & Zoning Commission

Department Highlights Pg 5-7

- Economic Development
- Planning & Zoning
- Tourism Management
- Marketing & Community Development
- Professional Development
- Grant Management

BOARD & COMMISSION HIGHLIGHTS

ECONOMIC DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT BOARD

- Held meetings in January, March, April, May, June, September, November and December.
- Hosted Governor Frank Murkowski (Mill Property and Tourism)
- Hosted Julie Decker (Mariculture)
- Hosted PhD Student Ryan Naylor (Tourism Research Project)
- Hosted the US Forest Service (update on projects and programs)
- Reviewed one proposal and presentation for the hospital property
- Codified the Economic Development Board
- Approved the Board's work plan
- Attended parliamentary procedures training
- Conducted a public survey on developments at the Six-Mile-Deep Water Port
- Expressed support for the Saint Frances Animal Shelter lease agreement
- Reviewed and approved a funding package in support of the Wrangell Chamber of Commerce
- Conducted two public surveys on the methods of sale for Alder Top Village
- Planned and facilitated a public workshop on the methods of Sale for Alder Top Village
- Approved the methods of Sale for Alder Top Village
- Bid farewell to Anne Morrison
- Welcomed new member Jillian Privett



Aerial image of Alder Top Village Subdivision site undeveloped,
Courtesy of Nikolai Bardin-Siekawitch.

PLANNING & ZONING COMMISSION

- Held meetings for all months except November
- Reviewed and acted upon 33 planning and zoning issues ranging from new plats and subdivisions to variances and conditional use permits to code development and petitions to rezone an area of land
- Developed and approved code for Accessory Dwelling Units
- Reviewed one proposal and presentation for the hospital property

BOARD & COMMISSION HIGHLIGHTS

ECONOMIC DEVELOPMENT DEPARTMENT

WRANGELL CONVENTION & VISITORS BUREAU

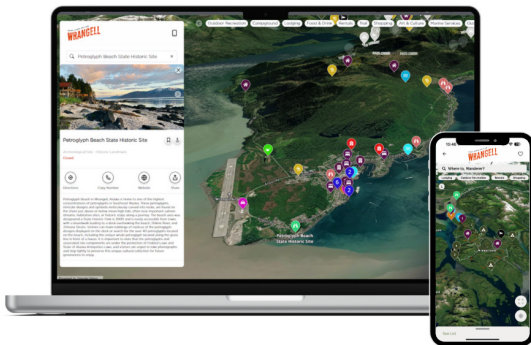
- Held meetings in April, May, September, and November.
- Supported design development of the new street banners for downtown
- Sought support from native elders on utilization of art for design
- Approved final design of street banners
- Approved funding and implementation of digital mapping software
- Review and approved budget for the Transient Tax and Commercial Passenger Vessel funds
- Review prompts and provided input on visitor survey
- Reviewed and provided feedback for revisions of the Tourism Marketing Plan and Design Standards
- Approved 2024 Marketing Plan, Projects and Media outlets
- Reviewed the Global Sustainable Tourism Council criteria for tourism management
- Began planning for the development of the Tourism Management Plan and public engagement
- Reviewed the Cruise Ship and discussed logistics and planning issues
- Review and approval of the Tourism Best Management Practices



Images of three of the newly designed street banners.

DOWNLOAD TODAY

AVAILABLE ON ALL PLATFORMS NOW!



A FREE MOBILE MAPPING APPLICATION
DOWNLOAD TODAY

Promotional graphic for digital mapping software developed by staff



Former Borough Manager exchanging plaques with the Captain of the Seabourn Venture during the ship's inaugural port call in Wrangell in September of 2023. Image Courtesy of Matt Henson.

DEPARTMENT HIGHLIGHTS

ECONOMIC DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

- Media development for deep water port with video package
- Attended the Alaska Housing Finance Corporation annual meeting
- Attended Symposium with the Department of Transportation in Washington DC
- Director facilitated over 100 logged public inquiries that required mild to considerable follow up
- Attended open house with Stik Built Homes
- Began planning for the Home Builders and Financial Literacy symposium
- Attended semi monthly meeting with the Wrangell Cooperative Association
- Planning, facilitation and implementation of Alder Top Land Sale
- Peltola, Murkowski and Dunleavy meeting preparation and participation
- Participation in the criteria rating for the Hospital Contract for Broker Services
- Facilitated presentation on Deep Water Port at the Pentagon



Six Mile Deep Water Port Aerial Image, Courtesy of Nikolai Bardin-Siekawitch

PLANNING & ZONING

- Review of the Hazard Mitigation Plan and developed plans for annual and 5-year renewal
- Issued 3 apparent code violations and resolved 2 of them. One is still pending.
- Study of the Comprehensive Plan and Zoning Code
- Saint Frances Animal Shelter lease negotiation, development and implementation
- Wrangell Airport and Muskeg Meadows prime and sublease negotiations, development and implementation
- Assisted with EMS and SAR during Landslide
- Manager support during Landslide
- Cooperation with Geologist during and after landslide
- Update of Permit Forms, and Online submission
- Revision, review, approval and implementation of the Accessory Dwelling Unit code
- State follow up and management of Borough Entitlement Lands patents status



Emergency Response team at the sight of the 11 Mile Zimovia Highway Landslide, Courtesy of the State of Alaska

DEPARTMENT HIGHLIGHTS

ECONOMIC DEVELOPMENT DEPARTMENT

TOURISM MANAGEMENT

- Welcome new cruise line to Wrangell in 2024 and 2025
- Began negotiations and terms on scheduling cruise vessels
- Implementation of Tourism Best Management Practices
- Managed the planning and site furnishings for the Downtown Bathroom installation
- Coordination of the Visitor Industry Economic Report
- Cruise Line Agencies of Alaska Meeting
- Cruise Line International Association Meeting
- Regional Destination Managers meeting
- Petroglyph Beach Site Agreement review and planning for renewal
- Alaska Waters trip to Anan and Bus tour in town
- Plaque exchange with Seabourn Venture
- Two Operator Meetings
- Consistent face to face time with tourism throughout the season
- Community Collaborations



Petroglyph Beach Viewing Platform;
Courtesy of Matt Henson

PROFESSIONAL DEVELOPMENT & TRAINING

- Southeast Conference
- DMA West Tech Summit
- DMA West Education Summit
- ESRI ArcGIS Pro Workflow Essentials training
- ESRI ArcGIS Pro Online training
- Market Research Trip throughout Southeast Alaska



DMA Education Summit in South Lake Tahoe, NV; Courtesy of Matt Henson

GRANT MANAGEMENT

- Bird Fest Reports for 2022 and 2023 Grants
- Thriving Communities Grant
- PIDP Grant award
- RAISE Grant application preparation for 2024 application
- SHSP Grant award and obligation

DEPARTMENT HIGHLIGHTS

ECONOMIC DEVELOPMENT DEPARTMENT

MARKETING & COMMUNITY DEVELOPMENT

- Planned and executed industry conference for the Alaska Recreation & Parks Association conference
- Planning for 2024 Bird Fest
- Facilitate and management of Bearfest photo contest
- Assisted with Public Information publication during Landslide
- Planned the City Holiday Party
- Facilitated staff work anniversary cards for all Borough staff
- Initiated a Chugach Ranger Boat project review and partner meeting with CBW and USFS staff
- Drafted, approved and began implementation of the Marketing Plan
- Street banners design
- Developed promotional Parks and Rec Video
- Miles Partnership Media Day and associative assets gained
- Frazer Leal assets
- GA4 Transition
- Marine Expo haul out data collection raffle
- Ports and Harbors Expo design and materials
- New Travel Wrangell website
- On-board digital software with Wander Maps
- Established QR codes for everything
- Travel Wrangell brand deployment (expo backdrop)
- Digital Asset acquisition (new camera)
- Implement Lobby Monitors for Borough departments with front facing public services
- Worked with Upward Bound and T3 Students



Miles Partnership team with Alaska Charters and Borough Staff.



Home page of the newly designed TravelWrangell.com



CITY & BOROUGH OF WRANGELL
GATEWAY TO THE STIKINE

Annual Report Prepared by

City and Borough of Wrangell Economic Development Department
Kate Thomas, Economic Development Director - kthomas@wrangell.com

Matt Henson, Marketing & Community Development Coordinator - mhenson@wrangell.com

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY: Kim Lane, Borough Clerk

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

March 14 – Planning & Zoning Commission mtg at 5:30pm in the Assembly Chambers

March 19 – *Rescheduled* Parks & Recreation Board mtg at 5:3pm in the Assembly Chambers

Community Events:

March 25 – City Offices – CLOSED for Seward's Day

Meetings and Other events of the Borough Assembly:

Please see below for the list of upcoming meetings for the Assembly.

Upcoming 2024 Work Sessions (scheduled), Public Hearings (scheduled), Regular Assembly Meetings, and Other Meetings (scheduled)

Date	Time	Purpose
March 12 (no work session scheduled)	6pm	Regular Assembly Meeting
March 26 (WS – Bond Priorities)	6pm	Regular Assembly Meeting
April 9 (WS – Fee and Rate Schedule)	6pm	Regular Assembly Meeting
April 23 (no work session scheduled)	6pm	Regular Assembly Meeting
May 13	5:30pm	Board of Equalization Hearing
May 14 (no work session scheduled)	6pm	Regular Assembly Meeting
May 16	5:30pm	Budget Work Session ONLY
May 28 (no work session scheduled) (Mill Levy Adoption (tentative))	6pm	Regular Assembly Meeting
June 11 (no work session scheduled)	6pm	Regular Assembly Meeting
June 25 (no work session scheduled) (FY2025 Budget PH & Adoption - tentative)	6pm	Regular Assembly Meeting

Euthanasia – We are still working through the process to try and make this happen. I have been in touch with our attorney who is working on putting together a draft agreement for the two individuals who have expressed interest in assisting with this. Also, the person who does the certifications is checking to see if their certification course will meet the requirements of the State for licensing.

Alder Top Lots – I have created the *draft* auctions for the lots that are tentatively marked to sell on the Public Surplus site. Those lots would not include the lots that are tentatively marked to sell by lottery. We still have a little way to go until the lots are listed for sale, but we are getting closer. I have created the Non-Codified Ordinance for the lottery lots and the Resolution for the Public Surplus lots. We believe that those two documents are pretty much set however, as I stated above, there are other things that need to be flushed out before bringing those to you for approval.

Upcoming Elections – Here we go!! There are three elections this year. They are:

- **August 20, 2024 (Primary Election)** (**absentee** at City Hall 8/5 thru 8/19)
- **October 1, 2024 (Regular Local Election)** (**absentee** at City Hall 9/16 thru 9/30)
- **November 5, 2024 (General Presidential Election)** (**absentee** at City Hall 10/21 thru 11/4)

Sarah Merritt will be the Chairperson for both the August Primary and the November General Elections. She will do the early voting (absentee) two weeks prior to each election as stated above. She will occupy the assembly chambers for that purpose.

I will do the early voting two weeks prior to the October 1st election, here at City Hall as well.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	11

Approval to move forward with the Sale of Borough Owned Real Property within Wrangell Townsite (Lots 2, 3, 4, 5, 8 and 9), of Subdivision Plat Block 54, according to Plat No. 68-81, Zoned Open Space and Requested by Wayne Johnson

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

<u>FISCAL NOTE:</u>	
Expenditure Required: \$XXX Total	
Fiscal Year (FY):	Amount: \$
Amount Budgeted:	
	FY: \$
Account Number(s):	
	XXXXX XXX XXXX
Account Name(s):	
	Enter Text Here
Unencumbered Balance(s) (prior to expenditure):	
	\$XXX

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

ATTACHMENTS: 1. Request from Mr. Johnson 2. Memo from Planning & Zoning 3. Aerial Map of location 4. Plat Map of Area

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

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

RECOMMENDATION MOTION:

Move to Moving forward with the Sale of Borough Owned Real Property within Wrangell Townsite (Lots 2, 3, 4, 5, 8 and 9), of Subdivision Plat Block 54, according to Plat No. 68-81, Zoned Open Space and Requested by Wayne Johnson

SUMMARY STATEMENT:

As per WMC 16.12.040, the process for selling borough-owned real property is for the person making the request so do so in writing.

Once they have submitted their request, the request is sent to Planning & Zoning for them to comment in favor or against the sale.

On February 15th, 2024, the Planning and Zoning Commission reviewed Mr. Wayne Johnson's request to purchase Borough owned real property. The requested lots 2, 3, 4, 5, 8 and 9 are adjacent to the property where the Wrangell Medical Center (old hospital) currently exists.

The Commission voted to recommend approval of Mr. Wayne Johnson's request to purchase Borough Owned Real Property within the Wrangell Townsite, Lot 2, 3, 4, 5, 8 and 9, of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space with the condition that the Wrangell Medical Center (old hospital) property sale agreement.

The next step is to schedule a public hearing and send that public hearing notice to property owners who are within 300 feet of the property. That requirement was met. The public hearing notice was placed in the local newspaper on February 28th and March 6th.

If the Assembly approves moving forward with this sale, the Clerk will order the appraisals and publish the notice in the Sentinel at least three times for anyone wishing to protest the sale.

If there are no protests, the Resolution to convey the lots will come to the assembly for approval. If there are protests, the manager will add those protests to the agenda item for the assembly.

For the Assembly, here is the Wrangell Municipal Code Section for disposition of real property.

16.12.040 Sale of real property or tidelands.

A. Disposition of Borough-Owned Real Property and Borough-Owned Tidelands. When an application is filed for the purchase of borough-owned real property or borough-owned tidelands or any interest therein, the following steps shall take place:

1. The person wishing to purchase the borough-owned real property or borough-owned tidelands shall submit a request in writing, to the borough clerk. The borough clerk shall submit the application to the planning and zoning commission and if borough-owned tidelands, to the port commission for comments in favor or against the sale at their next commission meeting.

The request shall state the purpose and proposed use of the requested borough-owned property or tidelands in detail including but not limited to maps and complete written narrative.

2. After the report(s) have been received by the borough clerk from the planning and zoning commission or the port commission (if borough-owned tidelands), the borough clerk shall place the request for purchase on an upcoming regular borough assembly agenda, as a public hearing item, for the assembly to approve moving forward with the sale. All property owners within 300 feet shall be notified by mail regarding the public hearing.

3. If the assembly approves moving forward with the sale, the clerk shall notify the applicant of the costs associated with the sale which include but are not limited to the survey (if required), appraisal, all public notices, and recording fees.

4. Once the applicant agrees to the costs associated with the sale, the clerk shall cause an appraisal of the interest to be disposed of to be made by a licensed appraiser, who shall submit a report, which will include his or her estimate of the market value of the interest.

5. If the borough-owned property or borough-owned tidelands require a survey, the applicant shall be responsible for obtaining that survey. If a survey is required, the appraisal shall take place after the survey. Both the survey and the appraisal costs shall be the responsibility of the applicant.

6. Once the appraisal report has submitted, if the subject interest has a value of \$1,000,000 or less, the borough clerk will cause a notice of the proposed land or tidelands sale to be published for three consecutive weeks before final action of the borough assembly to approve or reject the sale, by resolution. The publication shall be published in the newspaper at least three times, with the final publication at least one week prior to the final action on the application. The notice shall identify the applicant and the location of the proposed sale. The notice shall state that anyone wishing to protest the sale must file a written protest with the borough clerk not later than a date identified in the notice. Such protest shall be in writing and shall state all reasons for the protest. Failure to timely protest as required by this subsection shall constitute a waiver of any right to purchase or use the location and shall waive any right to contest the awarding of the sale.

7. No sooner than one week after the date set for receipt of protests, the borough manager shall submit to the borough assembly a report and recommendation on each timely protest received by the borough. Following the required public notice period for the sale of land or tidelands, the assembly shall approve or reject the sale by resolution. Any protests received and the final report from the borough manager shall be included in the agenda item for the assembly, along with the appraisal report.

B. Terms. Upon final approval by the borough assembly by resolution, payment in full must be paid within 20 days in the form of a certified or cashier's check, cash or by electronic funds transfer (EFT). Payment due includes the appraised fair market value plus the survey cost, assessment, all public notices, and recording fees.

C. Fund Disposition. All funds received from tidelands sales shall be deposited into the City and Borough of Wrangell's permanent fund.

January 26, 2024

Attn: Kim Lane
Borough Clerk
City & Borough of Wrangell
205 Brueger Avenue
Wrangell, Alaska 99929

Dear Mrs. Lane,

I am contacting you today to express my interest in purchasing six parcels of undeveloped land from the City and Borough of Wrangell. Please consider this letter as a formal request to purchase the following parcels of land:

Parcel 02-030-252, Lot 9, Plat 68-81
Parcel 02-030-250, Lot 8, Plat 68-81
Parcel 02-031-357, Lot 2, Plat 68-81
Parcel 02-031-359, Lot 3, Plat 68-81
Parcel 02-031-361, Lot 4, Plat 68-81
Parcel 02-031-363, Lot 5, Plat 68-81

**See attached Schedule A*

As per WMC 16.12.040, it is necessary for me to outline my purpose and the intended use of the land I am requesting to purchase. The aforementioned parcels are adjacent to the Old Wrangell Medical Center which I am simultaneously attempting to purchase. My vision is to demolish the Old Wrangell Medical Center and utilize that land and these adjacent six parcels to develop housing units. With the current housing crisis affecting Wrangell and the rest of the State, I believe this to be of great benefit to the community of Wrangell as it will help offer a housing solution and aid in spurring further economic growth in the Borough. The Borough would also benefit from this transaction as it would expand its tax base. It is my understanding that the Borough has no plans to develop these properties, and I believe such a transaction is mutually beneficial.

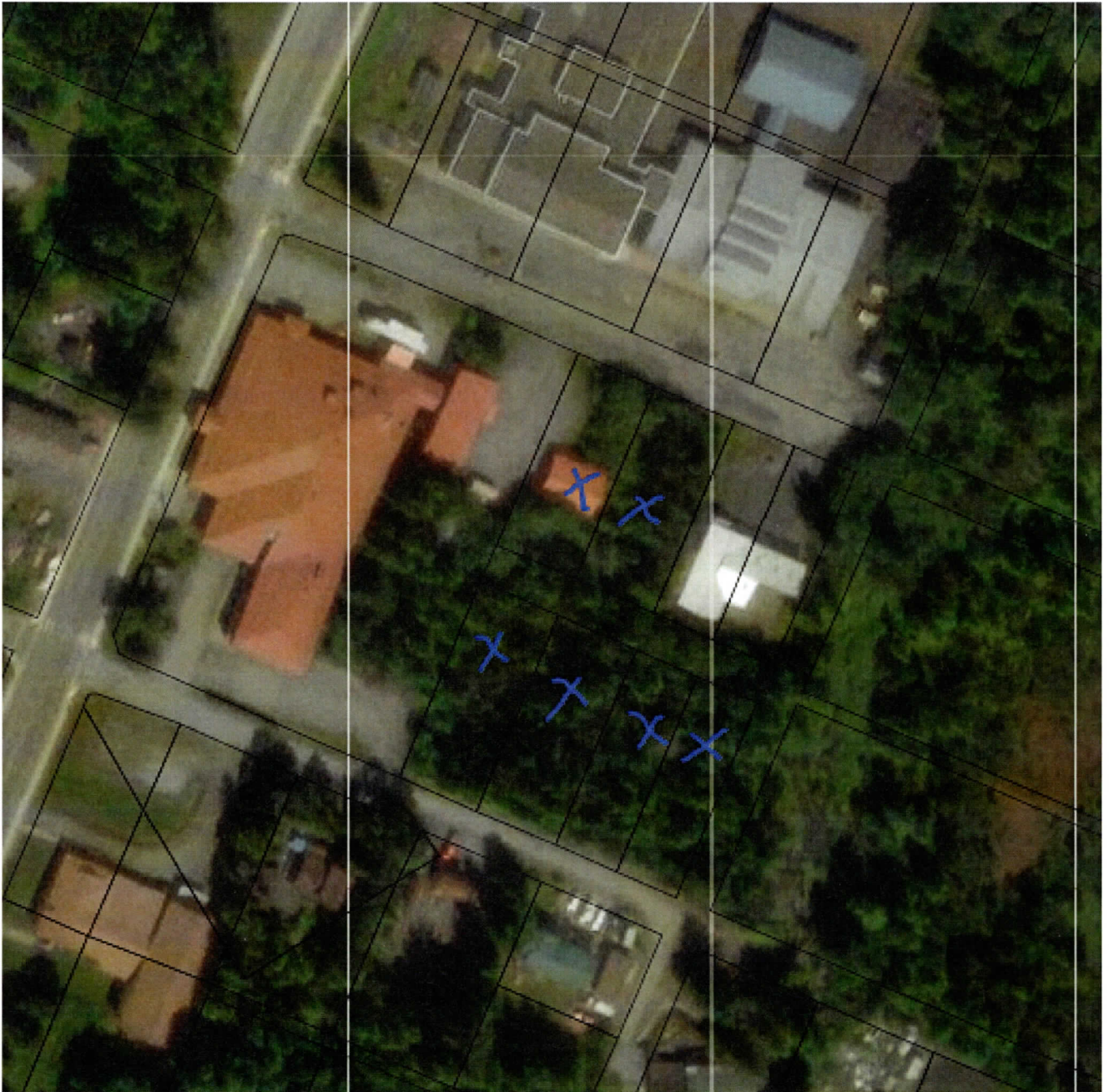
Please feel free to contact me directly at (404) 316-1365 regarding next steps. I sincerely hope you consider this request to purchase.

Respectfully,



Wayne Johnson
Wrangell Heritage House LLC

Schedule A – Request to Purchase





CITY & BOROUGH OF WRANGELL
INCORPORATED MAY 30, 2008

Economic Development Department

PO Box 531, Wrangell, AK 99929
Phone (907)-874-3902

Date: February 21, 2024

To: Mason Villarma, Interim Borough Manager
Kim Lane, Borough Clerk
Assembly of the City and Borough of Wrangell

From: Kate Thomas, Economic Development Director

Subject: Request from Mr. Wayne Johnson to purchase Borough Owned Real Property within the Wrangell Townsite, Lot 2, 3, 4, 5, 8 and 9, of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space.

Attachments: 1.) Public Map of Property 2.) Plat 68-81

On February 15th, 2024, the Planning and Zoning Commission reviewed Mr. Wayne Johnson's request to purchase Borough owned real property. The requested lots 2, 3, 4, 5, 8 and 9 are adjacent to the property where the Wrangell Medical Center (old hospital) currently exists.

The Commission voted to recommend approval of Mr. Wayne Johnson's request to purchase Borough Owned Real Property within the Wrangell Townsite, Lot 2, 3, 4, 5, 8 and 9, of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space with the condition that the Wrangell Medical Center (old hospital) property sale agreement between Mr. Wayne Johnson and the City and Borough of Wrangell is approved and executed.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item a.



1 inch = 88.640382 feet
Date: 2/12/2024

Public Map



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

CERTIFICATION OF APPROVAL BY THE PLANNING BOARD

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT OF BLOCK 54 OF THE SUBDIVISION PLAT OF WRANGELL TOWNSITE, U.S. SURVEY NO. 1119, SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE WRANGELL PLANNING BOARD. AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY RESOLUTION NO. _____, DATED _____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE: 3/28, 1968

Dorothy E. Grandson
CHAIRMAN OF BOARD

ATTEST: Edward J. Coen
CLERK

I, _____, ENGINEER, IN WITNESS WHEREOF, I HAVE SET MY HAND AND SEAL TO ALL PARTIES INTERESTED IN TITLE TO PREMISES SURVEYED. I HEREBY CERTIFY THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AS LOCATED AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE CORRECT.

DATE: _____, 1967

CITY ENGINEER

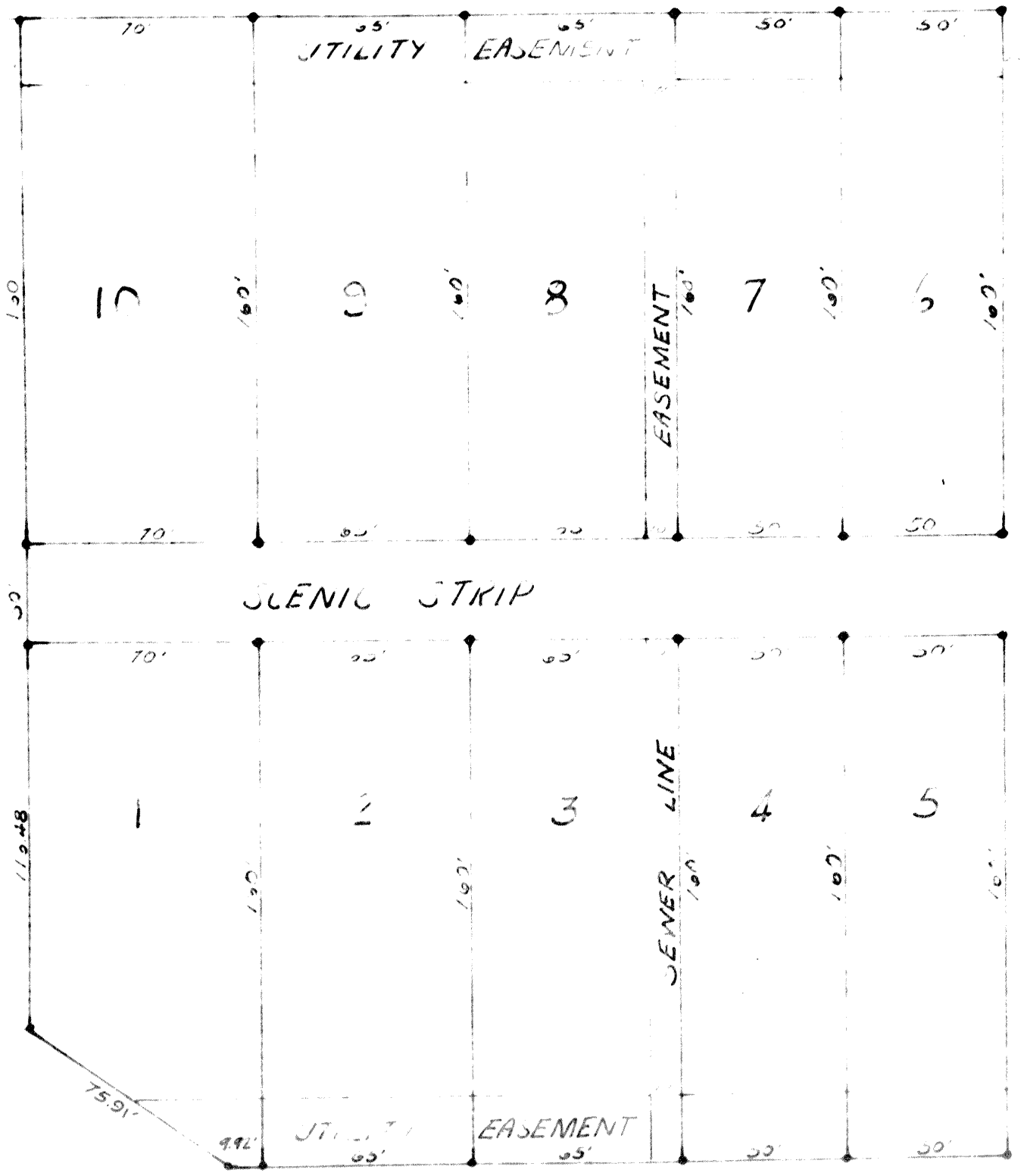
CERTIFICATION OF APPROVAL BY THE COUNCIL

I HEREBY CERTIFY THAT THIS SUBDIVISION PLAT HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF WRANGELL AND THAT THE SAID PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH SUBDIVISION OF THE CITY OF WRANGELL AND SAID PLAT HAS BEEN APPROVED BY COMMON COUNCIL AS RECORDED IN MINUTES, BOOK _____, PAGE _____, DATED _____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE: _____ 1967

MAYOR

CITY CLERK



REID STREET S66°42'E

68-81
Filed 3:25 P.M. 4/16/68
Index of Miscellaneous Plats
Pages City of Wrangell
and King, Magistrate-Recorder
Wrangell, Alaska

SUBDIVISION OF PLAT
OF
BLOCK 54
WRANGELL TOWNSITE
DATE: _____ SCALE 1" = 40'
PREPARED BY: CLAYTON H. SCHMITT

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	13

ORDINANCE No. 1052 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.14.025, ANNUAL REVIEW AND APPROVAL OF FEE AND RATE SCHEDULE REQUIRED, IN THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Mason Villarma, Interim Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 24:	FY 25:	
Amount Budgeted:		
	FY24 \$0	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. ORD 1052

RECOMMENDATION MOTION:
Move to Approve First Reading of 1052 and move to a Second Reading with a Public Hearing to be held on March 26, 2024.

SUMMARY STATEMENT:

Currently Section 5.14.025 in the Wrangell Municipal Code states that at the first regular assembly meeting in March of each year, the borough assembly shall approve the official fee and rate schedule for all fees and rates collected by the City and Borough of Wrangell.

When that ordinance was adopted (2022), the purpose was to have the fee and rate schedule adopted before the budget was approved. Staff believes that by changing that requirement to state “On or before the second regular assembly meeting in April of each year...” will allow ample time to complete the schedule for the assembly and will not hinder the annual budget process.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1052

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.14.025, ANNUAL REVIEW AND APPROVAL OF FEE AND RATE SCHEDULE REQUIRED, IN THE WRANGELL MUNICIPAL CODE

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

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC.1. The purpose of this ordinance is to amend Section 5.14.025, Annual Review and Approval of Fee and Rate Schedule Required, in the Wrangell Municipal Code.

SEC. 2. Amendment. Section 5.14.025, Annual review and approval of Fee and Rate Schedule required, is hereby added as follows:

...

5.14.025 Annual review and approval of Fee and Rate Schedule required.

[At the first] On or before the second Regular Assembly meeting in [~~March~~April] of each year, the Borough Assembly shall approve the official Fee and Rate Schedule for all fees and rates collected by the City and Borough of Wrangell.

A Public Hearing shall be required on the resolution that establishes such fees and rates.

The official Fee and Rate Schedule shall be included as an appendix to the annual budget for the next fiscal year.

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

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

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

PASSED IN FIRST READING: _____, 2024

PASSED IN SECOND READING: _____, 2024

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	13

ORDINANCE No. 1052 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.14.025, ANNUAL REVIEW AND APPROVAL OF FEE AND RATE SCHEDULE REQUIRED, IN THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Mason Villarma, Interim Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 24:	FY 25:	
Amount Budgeted:		
	FY24 \$0	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. ORD 1052

RECOMMENDATION MOTION:
Move to Approve First Reading of 1052 and move to a Second Reading with a Public Hearing to be held on March 26, 2024.

SUMMARY STATEMENT:

Currently Section 5.14.025 in the Wrangell Municipal Code states that at the first regular assembly meeting in March of each year, the borough assembly shall approve the official fee and rate schedule for all fees and rates collected by the City and Borough of Wrangell.

When that ordinance was adopted (2022), the purpose was to have the fee and rate schedule adopted before the budget was approved. Staff believes that by changing that requirement to state “On or before the second regular assembly meeting in April of each year...” will allow ample time to complete the schedule for the assembly and will not hinder the annual budget process.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	13

ORDINANCE No. 1053 AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 16.08.030 – APPLICATIONS, 16.10.030 – APPLICATIONS, AND 16.12.040 – SALE OF REAL PROPERTY OR TIDELANDS, AND ESTABLISHING A NEW PROCESS FOR THESE RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 24:	FY 25:	
Amount Budgeted:		
	FY24	\$0
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. ORD 1053

RECOMMENDATION MOTION:
Move to Approve First Reading of 1053 and move to a Second Reading with a Public Hearing to be held on March 26, 2024.

SUMMARY STATEMENT:

This ordinance is being brought forward to remove the \$100 “processing” fee from WMC 16.08.030 and 16.10.030 and add it to the combined fee & rate schedule. Also,

in Section 16.12.040 (Sale of real property or tidelands), there is no fee listed for the application. This ordinance states that there is a fee for the application and that it will be listed on the established fee and rate schedule.

At the Assembly meeting on March 26th, there will be a Resolution that lists the fees for the application for leases and sales on the fee and rate schedule.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1053

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 16.08.030 – APPLICATIONS, 16.10.030 – APPLICATIONS, AND 16.12.040 – SALE OF REAL PROPERTY OR TIDELANDS, AND ESTABLISHING A NEW PROCESS FOR THESE RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE

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

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC. 1. Action. The purpose of this ordinance is to amend Sections 16.08.030 – Applications and Section 16.10.030 – Applications by adding the fee for leasing tidelands or real property to the established Combined Fee and Rate Schedule and to add the provision to Section 16.12.040 – Sale of Real Property or Tidelands that states that the fee is established Combined Fee and Rate Schedule.

SEC. 2. Amendment. Section 16.08.030 – Applications is amended as follows:

16.08.030 Applications.

...

A. A person seeking a lease for borough-owned tidelands (or submerged lands) shall file an application with the borough clerk’s office. **[A nonrefundable processing fee of \$100.00 shall be paid to the borough at the time of filing.]** Applications for tidelands leases shall be submitted to the planning and zoning and port commissions before being presented to the borough assembly for consideration. A nonrefundable application fee shall be paid to the borough at the time the application is submitted. The fee shall be listed on the approved Fee and Rate Schedule.

The assembly shall, by resolution, establish fees and rates for the encroachment permit fees. A Public Hearing shall be required on the resolution that establishes such fees and rates.

...

SEC. 3. Amendment. Section 16.10.030 – Applications is amended as follows:

16.10.030 Applications.

...

A. A person or entity seeking a lease for borough-owned real property shall file an application with the borough clerk’s office. [A nonrefundable processing fee of \$100.00 shall be paid to the borough at the time of filing.] Applications for real property leases shall be submitted to the borough manager and the planning and zoning commission for review before being presented to the borough assembly for consideration. A nonrefundable application fee shall be paid to the borough at the time the application is submitted. The fee shall be listed on the approved Fee and Rate Schedule.

The assembly shall, by resolution, establish fees and rates for the encroachment permit fees. A Public Hearing shall be required on the resolution that establishes such fees and rates.

...

SEC. 4. Amendment. Section 16.12.040 – Sale of Real Property or Tidelands is amended as follows:

16.12.040 Sale of Real Property or Tidelands.

...

A. Disposition of Borough-Owned Real Property and Borough-Owned Tidelands. When an application is filed for the purchase of borough-owned real property or borough-owned tidelands or any interest therein, the following steps shall take place:

1. The person wishing to purchase the borough-owned real property or borough-owned tidelands shall submit a request in writing, to the borough clerk. The borough clerk shall submit the application to the planning and zoning commission and if borough-owned tidelands, to the port commission for comments in favor or against the sale at their next commission meeting.

The request shall state the purpose and proposed use of the requested borough-owned property or tidelands in detail including but not limited to maps and complete written narrative.

A nonrefundable application fee shall be paid to the borough at the time the application is submitted. The fee shall be listed on the approved Fee and Rate Schedule.

The assembly shall, by resolution, establish fees and rates for the encroachment permit fees.
A Public Hearing shall be required on the resolution that establishes such fees and rates.

...

SEC. 5. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

SEC. 6. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 7. Effective Date. This ordinance shall be effective upon adoption. However, until which time that a new fee schedule is duly adopted, the fees reflected in the former sections amended herein shall remain as an interim fee schedule.

PASSED IN FIRST READING: _____, 2024

PASSED IN SECOND READING: _____, 2024

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	13

Approval of Change Order No. 4 to Ketchikan Ready Mix & Quarry, Inc. in the amount of \$66,804 for the Alder Top Village Subdivision Site Work Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

<u>FISCAL NOTE:</u>	
Expenditure Required: \$66,804	
Amount Budgeted:	
Account Number(s):	
50000-000-9999-00-50001	
Account Name(s):	
Site Work Task under Alder Top Village Subdivision Development Project	
Unencumbered Balance of Approved Funding, prior to expenditure:	

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

ATTACHMENTS: 1) Change Order Report

RECOMMENDATION MOTION:

Move to Approve Change Order No. 4 to Ketchikan Ready Mix & Quarry, Inc. in the amount of \$66,804 for the Alder Top Village Subdivision Site Work project.

SUMMARY STATEMENT:

The City and Borough of Wrangell approved subdivision development funding for the Alder Top Village Subdivision with Ketchikan Ready Mix & Quarry, Inc. awarded the Site Work construction which included clearing and grubbing and base road construction.

Under the Ketchikan Ready Mix construction project, certain bid tasks are paid on the basis of lump sum values, while others are paid on the basis of unit prices for the number of units complete. In the case of unit price bid items, they are developed in that manner allowing for adjustments at the end of the project to account for the actual units complete. This project included several unit-price tasks that require adjustment for reduced or additional quantities of earth work.

In late 2023, we recognized that the unit quantities identified in the construction bidding contract documents were under calculated for both unsuitable excavation and for the shot rock embankment rock and that the project requirements would exceed the quantities listed in the bid schedule.

Unsuitable soil material exported from the site and the shot rock material imported to the site for road development have been tracked by truck load count, both by the Contractor and by the Borough’s Construction Manager. Through cooperative efforts, the truck load counts are confirmed between the two entities on a daily basis since the contract requires that the tally method for measurement and payment of quantities be by cubic yard and truck count after having measured the truck for capacity.

With the first quantity adjustment change order it was known that further adjustments to the quantities would be required as we work toward 100% project completion.

From the Contractor’s work through December 2023, before we stopped work for the winter, additional quantities for the excavation and shot rock were expended, which require a change order to incorporate into the contract by line-item bid quantity adjustments and pay the contractor.

are outlined below.

<u>Bid Schedule Task</u>	<u>Unit Price</u>	<u>Bid Quantity</u>	<u>Adjusted Quantity</u>	<u>Cost Change</u>
• Unsuitable Excavation (12 yard trucks used)	\$12/cy	30,000 cy	144 cy	\$144
• Shot Rock Embankment (10 yard truck used)	\$22/cy	26,000 cy	3,030 cy	\$66,660

Based on the unit quantity adjustments and applying the unit prices, the resulting cost change for the adjustments is in an additional project amount of \$66,804.

Recap of Project Expenditures to Date:

Engineering Design	\$136,112
Archeological Monitoring	\$214,290
Wetland Compensatory Mitigation	\$148,406
Site Work Construction	<u>\$1,250,704</u> (See attached Change Order Report)
Total Expenditures to Date	\$1,749,512

With the contract work not yet complete a future and final change order will be realized as the final quantities are known. A budget amendment(s) under separate approval action will be necessary to fund additional project costs.

3/7/2024

CHANGE ORDER REPORT - ALDER TOP SITE WORK

Contractor: Ketchikan Ready Mix & Quarry, Inc.

Project Funding Available

	AMOUNT
Funding Approved to Date	\$ 1,183,900.00
Resolution 03-24-1847 Budget Amendment As Approved on March 12, 2024	\$ 66,804.00
TOTAL PROJECT FUNDING	\$ 1,250,704.00

Construction Contract

	AMOUNT
Original Contract Alder Top Village Subdivision Site Work Construction	\$ 928,900.00
Change Order #1 No Cost Time Extension	\$ -
Change Order #2 No Cost Time Extension	\$ -
Change Order #3 Change Order to adjust for unit quantities of unsuitable excavation and various rock types	\$ 255,000.00
Change Order #4 Change Order to adjust for unit quantities of unsuitable exvacation and shotrock	\$ 66,804.00
TOTAL CONSTRUCTION CONTRACT AMOUNT	\$ 1,250,704.00

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 12, 2024
	<u>Agenda Section</u>	13

RESOLUTION No. 03-24-1847 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET BY TRANSFERRING \$175,000 FROM RESIDENTIAL CONSTRUCTION FUND BALANCE TO THE ALDER TOP VILLAGE SUBDIVISION PROPERTY DEVELOPMENT ACCOUNT IN THE RESIDENTIAL CONSTRUCTION FUND FOR THE CIP FUND FOR THE ALDER TOP VILLAGE SUBDIVIION SITE WORK PROJECT AND AUTHORIZING ITS EXPENDITURES

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

<u>FISCAL NOTE:</u>	
Expenditure Required: \$175,000	
FY 24:	\$175,000
Amount Budgeted:	
Account Number:	
50000 000 9999 99 50001	
Account Name:	
Site Work Task under Alder Top Village Subdivision Property Development Project	

<u>Reviews/Approvals/Recommendations</u>	
<input checked="" type="checkbox"/>	Commission, Board or Committee
Name(s)	Planning and Zoning Commission
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution No. 03-24-1847

RECOMMENDATION MOTION:

Move to Approve Resolution No. 03-24-1847.

SUMMARY STATEMENT:

The Alder Top Village Subdivision development project was elevated to the City and Borough of Wrangell’s Priority Capital Project in FY23 and FY24. Recognized as a community priority, the Borough has allocated a total of \$2,664,341.50 to date for design, permitting and compensatory

mitigation, archeological monitoring, and construction of Phase I Subdivision Development (including the future road and utilities project) and for partial development of the Phase II Subdivision Development clearing and grubbing for roads only.

Project costs to date have reached \$1,682,708 of which the site construction costs have exceeded the original project estimate for that scope of the project by \$229,125.

Including the unit quantities of additional unsuitable excavation and shot rock placed to date, which are accounted for in Change Order #4 to Ketchikan Ready Mix, and including a projection of the amount of work to complete the remaining excavation and shot rock placement, it is projected that additional funding in the amount of \$175,000 will be required to complete the construction work.

Resolution No 03-24-1847 requests the FY 2024 Budget be amended to reflect a transfer of funds from the Residential Construction Fund Balance, in a total amount of \$175,000 for expenditures under the Alder Top Village Subdivision Site Work Project account 50000 000 9999 99 50001.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 03-24-1847

A RESOLUTION OF THE ASSEMBLY OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2024 BUDGET BY TRANSFERRING \$175,000 FROM RESIDENTIAL CONSTRUCTION FUND BALANCE TO THE ALDER TOP VILLAGE SUBDIVISION PROPERTY DEVELOPMENT ACCOUNT IN THE RESIDENTIAL CONSTRUCTION FUND FOR THE CIP FUND FOR THE ALDER TOP VILLAGE SUBDIVIION SITE WORK PROJECT AND AUTHORIZING ITS EXPENDITURES

WHEREAS, the Alder Top Village Subdivision development project was elevated to the City and Borough of Wrangell’s Priority Capital Project in FY23 and FY24; and

WHEREAS, the development of the Alder Top Village Subdivision is being conducted in phases, whereby the phase one subdivision development was funded in the initial amount of \$2,206,123; and

WHEREAS, following commencement of the site work construction phase additional project funding, in the amount of \$458,218.50, has been approved for expenditures related to wetland compensatory mitigation, archeological monitoring, and construction; and

WHEREAS, it is necessary to allocate additional construction funds to the project, in the amount of \$175,000, to complete the site work construction.

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

Section 1: The FY 2024 Budget is hereby amended to reflect the transfer from the Residential Construction Fund Balance to the Residential Construction Fund CIP Account for the Alder Top Village Subdivision Site Work Project account 50000 000 9999 99 50001 in the amount of \$175,000 for project expenditures.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 12th DAY OF MARCH, 2024.

CITY & BOROUGH OF WRANGELL, ALASKA

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk