



City and Borough of Wrangell
PH & Borough Assembly Meeting
AGENDA

Tuesday, October 27, 2020
6:00 PM

Location: ZOOM Teleconference

Resolution No. 10-20-1547 allows for the temporary suspension of in-person Assembly Meetings and allows for teleconference meetings, due to COVID-19, until December 31, 2020 unless terminated before that date.

Teleconference Information for anyone wishing to call into the meeting and speak under Persons to be Heard

If you wish to call into the meeting to speak under Persons to be Heard, please contact the Borough Clerk at 907-874-2381 or email: clerk@wrangell.com **no later than Tuesday, October 27th at 4:00 p.m.** so that you can be added to the Sign-Up sheet.

You will be called in the order that your request is received.

Please note that KSTK is still broadcasting the Borough Assembly meetings. Therefore, if you wish only to listen in, you may do so by tuning into KTSK!

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

+1 346 248 7799

+1 301 715 8592

+1 312 626 6799

+1 646 558 8656

+1 253 215 8782

And enter the Meeting ID: 907 874 2381

Then enter the Password: 99929

1. CALL TO ORDER

a. PLEDGE OF ALLEGIANCE led by Assembly Member David Powell

b. CEREMONIAL MATTERS

i. Certificates of Appreciation - Election Workers

2. ROLL CALL

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 of the October 13, 2020 Regular Assembly Meeting
- [b.](#) Approval of Final Plat of Etolin/Spruce Subdivision, a Subdivision and Replat of Lot 1, Block 35, USS 1119 creating Lot 1A, Lot 1B and Lot 1C
- [c.](#) Approval of Final Plat of Prunella Subdivision, a Subdivision and Replat of Lot 2, Bradley Subdivision II and Lot D, Healthcare Subdivision, Creating Lot D-A and Lot D-B
- [d.](#) CORRESPONDENCE School Board Action from the October 12, 2020 Regular Meeting
- [e.](#) CORRESPONDENCE: Essential Air Service
- [f.](#) CORRESPONDENCE: Abatement Enforcement Letter

7. BOROUGH MANAGER'S REPORT

- [a.](#) COVID-19 Report (Verbal at Meeting)
- [b.](#) Economic Development Department Report
- [c.](#) Library Report
- [d.](#) APCM September Report
- [e.](#) September 2020 Police Department Report
- [f.](#) Southeast Jobs Report: April-September 2020
- [g.](#) 2020 Southeast Alaska by the Numbers Economic Report
- [h.](#) 2020 Wrangell Economic Conditions Report: October 2020 Update
- [i.](#) Federal Lobbyist Quarterly Report
- [j.](#) Municipal Solid Waste Transport & Disposal Contract Quarterly Reports - 2020 Quarters 1-3

8. BOROUGH CLERK'S FILE

- [a.](#) Borough Clerks Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- [a.](#) Board & Committee Appointments
- [b.](#) Port Commission Appointment

11. PUBLIC HEARING

- [a.](#) Proposed Zoning Amendment from Multi-Family Residential to Single Family Residential for Lot 1, Block 35, USS 1119

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval to Cancel the November 24, 2020 Regular Assembly Meeting and hold only one Regular Meeting on November 10, 2020
- b. **Discussion Item:** COVID-19 Large Gathering Risks
- c. **RESOLUTION NO 10-20-1548** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE RESTRUCTURING OF THE THREE (3) POSITIONS IN THE FINANCE DEPARTMENT BY AMENDING THE JOB TITLES, JOB DESCRIPTIONS, AND MODIFYING THE NON-UNION WAGE AND GRADE TABLE
- d. Approval of the Purchase of Text to 911 Router Switch from 3rd Signal in an Amount Not to Exceed \$4,000.
- e. Approval of Sole Source Purchase in Conformance with Wrangell Municipal Code Section 5.10.050 (F) of Axon Body 3 Police Body Cameras and Storage from Axon in the Amount of \$34,401.90
- f. Discussion Item: Assembly Direction Regarding State Lobbyist Professional Services Agreement

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

15. EXECUTIVE SESSION

16. ADJOURNMENT

CERTIFICATE OF APPRECIATION


The City & Borough of Wrangell, Alaska
Presents this Certificate of Appreciation to:

Sarah Whittlesey-Merritt, Chairperson

for her dedication and service on election day for the
October 6, 2020 Regular Local Election

ATTEST:  Kim Lane, MMC, Borough Clerk

Dated this 27th day of October 2020


Stephen Prysunka, Borough Mayor




CERTIFICATE OF APPRECIATION

The City & Borough of Wrangell, Alaska
Presents this Certificate of Appreciation to:


**Wrangell High School Student
Elizabeth Stuart**

for her assistance and dedication on election day for the
October 6, 2020 Regular Local Election


ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of October 2020




Stephen Prysunka, Borough Mayor

CERTIFICATE OF APPRECIATION

The City & Borough of Wrangell, Alaska
Presents this Certificate of Appreciation to:

Deanna Reeves, Co-Chairperson

for her dedication and service on election day for the
October 6, 2020 Regular Local Election

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of October 2020



Stephen Prysunka, Borough Mayor

CERTIFICATE OF APPRECIATION

The City & Borough of Wrangell, Alaska
Presents this Certificate of Appreciation to:

Joy Miller

for her dedication and service on election day for the
October 6, 2020 Regular Local Election

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 27th day of October 2020

Stephen Prysunka, Borough Mayor



Minutes of Regular Assembly Meeting

Held on October 13, 2020

Mayor Prysunka called the Regular Assembly meeting to order at 6:00 p.m., October 13, 2020 by Zoom teleconference. The pledge of allegiance was led by Anne Morrison and the roll was called.

PRESENT: PRYSUNKA, GILBERT, MORRISON, COURSON, HOWE, DECKER

ABSENT: POWELL

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

CEREMONIAL MATTERS

A Proclamation was presented for Extra Mile Day

PERSONS TO BE HEARD

Don McConachie gave the invocation.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

- a. Minutes from the September 22, 2020 Regular Assembly Meeting
- b. Minutes from the October 8, 2020 Special Assembly Meeting
- c. Renewal of Retail Marijuana Store License #10200 from Kelsey J. Martinsen dba Happy Cannabis
- d. CORRESPONDENCE: School Board Action from the September 21, 2020 Meeting
- e. CORRESPONDENCE: Letter from Mayor Regarding Winter AMHS Schedule

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

BOROUGH MANAGER'S REPORT

Von Bargaen provided updates on the following:

- Would like to schedule an off-night Work Session for the Water Treatment Plant update
- Kate Thomas received highest award by the Alaska Parks & Recreation Association
- Asking Staff to do COVID testing
- Reached out to the Auditors for a schedule; will check to see if the price is lower since the auditors will not be traveling here
- Disaster Declaration – Governor's office staff is asking the Dept. of Commerce and Dept. of Labor to review the declaration documents that we submitted
- Valvoda case was dismissed by the court
- Police Chief working diligently on procuring body cameras
- Contractors are in town and are installing the touchless plumbing fixtures

Gilbert encouraged Kate to work to establish a 501C3 for the Parks & Recreation Department.

Captain Sprehe provided a COVID update.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Prysunka stated that SEAPA has been working diligently on the underwater Wrangell to Petersburg intertie cable; has not been a SEAPA rate increase in several years; will likely see a rate increase in the future, most likely in the fall.

Prysunka also thanked those who ran for office; for those who did not win this year, he encouraged them to still stay involved.

Decker stated that the Federal Cares Act funds specifically fishery related; Alaska Fish & Game has come out with a Spend Plan and are taking public comments; will send information to the Clerk to distribute to the Assembly.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Vice-Mayor Appointment

M/S: Howe/Morrison to appoint Gilbert for Vice-Mayor until October 2021. Motion approved unanimously by polled vote.

10b Annual Board and Committee Appointments

Board/Committee	Letter of Interest Received from:
Planning & Zoning Commission (1 avail.)	<i>Don McConachie Sr.</i>
Parks & Recreation Advisory Board (2 avail.)	<i>Cindy Martin</i>
Wrangell Convention & Visitors Bureau (2 avail.)	<i>Chris Bunness & Corree Delabruce</i>
Economic Development Committee (2 avail.)	<i>Joan Sargent</i>
Investment Committee (1 avail. – Community Member)	<i>Jim DeBord</i>

Mayor Prysunka stated that unless there are any objections to the appointments to the City Boards and Committees, he declared them appointed ending October 2023. There were no objections from the Assembly. Prysunka directed the Clerk to advertise for the vacant seats.

10c Parks & Recreation Board Appointments

There were no letters of interest received for these vacancies, therefore the Clerk will continue advertising.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of Application to the ADEC State Revolving Loan Fund for the Water Treatment Plant Improvements Project Interim Financing Plan

M/S: Gilbert/Morrison to Approve Application to the ADEC State Revolving Loan Fund for the Water Treatment Plant Improvements Project Interim Financing Plan.

Von Bargaen explained that one of the requirements for the USDA Rural Development loan is that the Borough is required to borrow the full amount of the loan for the project; after project has been paid for, using these funds, USDA will pay the lender back and then the Borough would have just the USDA loan.

Von Bargaen further explained that Finance Director researched loans and found that the State Revolving Loan Fund from ADEC would lend the funds and it would be at a much lower interest rate than the original commercial loan interest rate.

Motion approved unanimously by polled vote.

13b RESOLUTION No. 10-20-1547 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, EXTENDING THE TEMPORARY AMENDMENT OF WRANGELL MUNICIPAL CODE SECTION 3.05.050 (TELECONFERENCING) RELATED TO ASSEMBLY MEETINGS AND PROVIDING GUIDANCE FOR ALL NON-ESSENTIAL BOROUGH COMMISSION, BOARD AND COMMITTEE MEETINGS

M/S: Howe/Morrison to approve Resolution No. 10-20-1547.

Clerk Lane explained that the Resolution that was adopted in March would be expiring on October 17, 2020; based on the Assembly discussion at the last Assembly Meeting, Lane stated that the Resolution would postpone in-person meetings until December 31, 2020; further, the Resolution states that the in-person meetings would be held at the Nolan Center; Lane said that the postponement would give Staff time to test out the equipment first, before going to full meetings.

Prysunka stated that he wanted a mitigation plan sent to all Assembly Members so that they understood the risk that they would be taking by attending in-person meetings; would also like the plan to state when and if in-person meeting would be suspended (for instance if we had 5 cases, or no ICU beds available); asked that the EOC review that plan.

Motion approved with Howe, Decker, Gilbert, and Morrison voting yes; Prysunka and Courson voted no.

13c Approval of Audit Engagement Letter with BDO, USA in the amount of \$53,500 for the FY 2020 Audit

M/S: Gilbert/Morrison to Approve Audit Engagement Letter with BDO, USA I the amount of \$53,500 for the FY 2020 Audit.

Joyce Mason, Finance Director explained that the audit is a State Statute; BDO has a portal that documents can be uploaded to; everything can be done electronically.

Von Bargaen stated that they would check on the amount since travel will not be happening this year.

Motion approved unanimously by polled vote.

13d EMERGENCY ORDINANCE No. 980 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA EXTENDING THE BOROUGH'S DECLARATION OF EMERGENCY RELATED TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND GRANTING AUTHORIZATION TO TAKE ACTIONS NECESSARY TO PROTECT PUBLIC HEALTH DURING THE EMERGENCY THROUGH DECEMBER 31, 2020

M/S: Morrison/Gilbert to approve Emergency Ordinance 980.

Von Bargaen explained that the Emergency Ordinance that the Assembly originally passed is due to sunset on October 17, 2020; renewing this Ordinance will ensure that we have things in place for any State or Federal funding resources that may be available; this Ordinance is extending the declaration until the end of the year.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15 Discussion of Litigation Tactics and Strategies Concerning Filing a Motion for Attorney's Fees and Bill of Costs in the Litigation Case Valvoda v. Borough of Wrangell, et al, Case No. 1WR-19-8 CI

M/S: Decker/Gilbert moved Pursuant to AS 44.62.310 (c)(d), I move that we go into Executive Session, and invite the Borough Attorney, Clerk and Manager, to discuss litigation tactics and strategies concerning the CBW filing a Motion for Attorney's Fees and Bill of Costs in the Valvoda Case, a matter "which by law, municipal charter, or ordinance" is required to be confidential. Motion approved unanimously by polled vote.

Regular Assembly meeting recessed into Executive Session at 7:22 p.m.

Regular Assembly meeting reconvened back into Regular Session at 8:11 p.m.

Prysunka clarified that in executive session, the Assembly can give direction to the Borough Attorney.

Prysunka stated that the Assembly did give the Borough Attorney direction on this item.

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

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	6

Approval of Final Plat of Etolin/Spruce Subdivision, a Subdivision and Replat of Lot 1, Block 35, USS 1119 creating Lot 1A, Lot 1B and Lot 1C

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY21 \$4,154	
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Account Number(s):

	50000.000.7510	
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Account Name(s):

	Residential Construction Fund	
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Unencumbered Balance(s) (prior to expenditure):

	\$XXX	
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Final Plat of the Etolin/Spruce Subdivision; 2. Staff report to the Planning and Zoning Commission; 3. Aerial Image

RECOMMENDATION MOTION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

In an effort to provide lots for sale, the Assembly approved a subdivision of Lot 1, Block 35 which is located on the corner of Pine St. and Etolin Ave. The lot is being subdivided into three lots each

approximately 19,000 square feet. The Planning and Zoning Commission approved the preliminary plat at their regular meeting in September.

Also on the Assembly agenda is a recommendation from the Planning and Zoning Commission to rezone these lots from Multi-family District to a Single Family District. The rezone would not affect the proposed subdivision, but rather support single family construction opportunity.

Once the rezone and an appraisal Administration will bring a resolution to the Assembly for approval to sell the parcels via competitive sale (likely sealed bid). It would be nice to get in the practice of conducting outcry auctions for land sales, but in the time of COVID-19, sealed bid is probably the safest option.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND WITHOUT RESERVATION OF ANY RIGHTS, CLAIMS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ CITY & BOROUGH OF WRANGELL
DATE _____ PRINTED NAME & TITLE

NOTARY'S ACKNOWLEDGMENT

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

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

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

NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPLAT AND SUBDIVIDE LOT 1 WITHIN BLOCK 35 OF WRANGELL TOWNSITE (USS 1119), CREATING LOTS 1A, 1B, AND 1C, BLOCK 35, ETOLIN / SPRUCE SUBDIVISION, WITHIN USS 1119, WRANGELL RECORDING DISTRICT.
2. THE BASIS OF BEARING IS THE ACCEPTED BEARING OF N06°29'00"W BETWEEN RECOVERED CENTERLINE MONUMENTS AT THE S.1. OF SPRUCE & ETOLIN, AND HEMLOCK & ETOLIN. THE RECORD DISTANCE IS 440.05 FT. WHILE THE MEASURED DISTANCE IS 440.11 FT.
3. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:3000, AND/OR CORNER POSITIONS HAVE A RELATIVE POSITION ACCURACY AT THE 95 PERCENT CONFIDENCE LEVEL OF 0.13 FEET PLUS 100 PPM.
4. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
5. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - USS 1119 (WRANGELL TOWNSITE)
 - DEED 104-1999-000482-0
 - DEED OF CLERK OF COURT 2011-000434-0
 - PDA 99-4 (R.A.L. SUBDIVISION)
 - PDA 96-2 (CITY SUBDIVISION)

PREVIOUS LOT AREAS

1. LOT 1, USS 1119, (57,849 SQ. FT.)

NEW LOT AREAS

1. LOT 1A (18,825 SQ. FT.)0.43 ACRES)
2. LOT 1B (19,513 SQ. FT.)0.448 ACRES)
3. LOT 1C (19,510 SQ. FT.)0.448 ACRES)

LEGEND	
	FOUND BLM/GLO MONUMENT - 3" DIA. BRASS CAP ON 2" IRON PIPE UNLESS OTHERWISE NOTED
	SECONDARY MONUMENT SET THIS SURVEY
	SECONDARY MONUMENT RECOVERED
	MONUMENT NUMBER
	FOUND PRIMARY MONUMENT
	FOUND ORIGINAL TOWNSITE, IRON PIPE MONUMENT
	UNSURVEYED
	SURVEYED
	ROW CENTERLINE
	RECORD DATA
	MEASURED DATA

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

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

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I, THE UNDERSIGNED, AS THE PROPERTY TAX CLERK FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____.

ASSESSOR CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

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

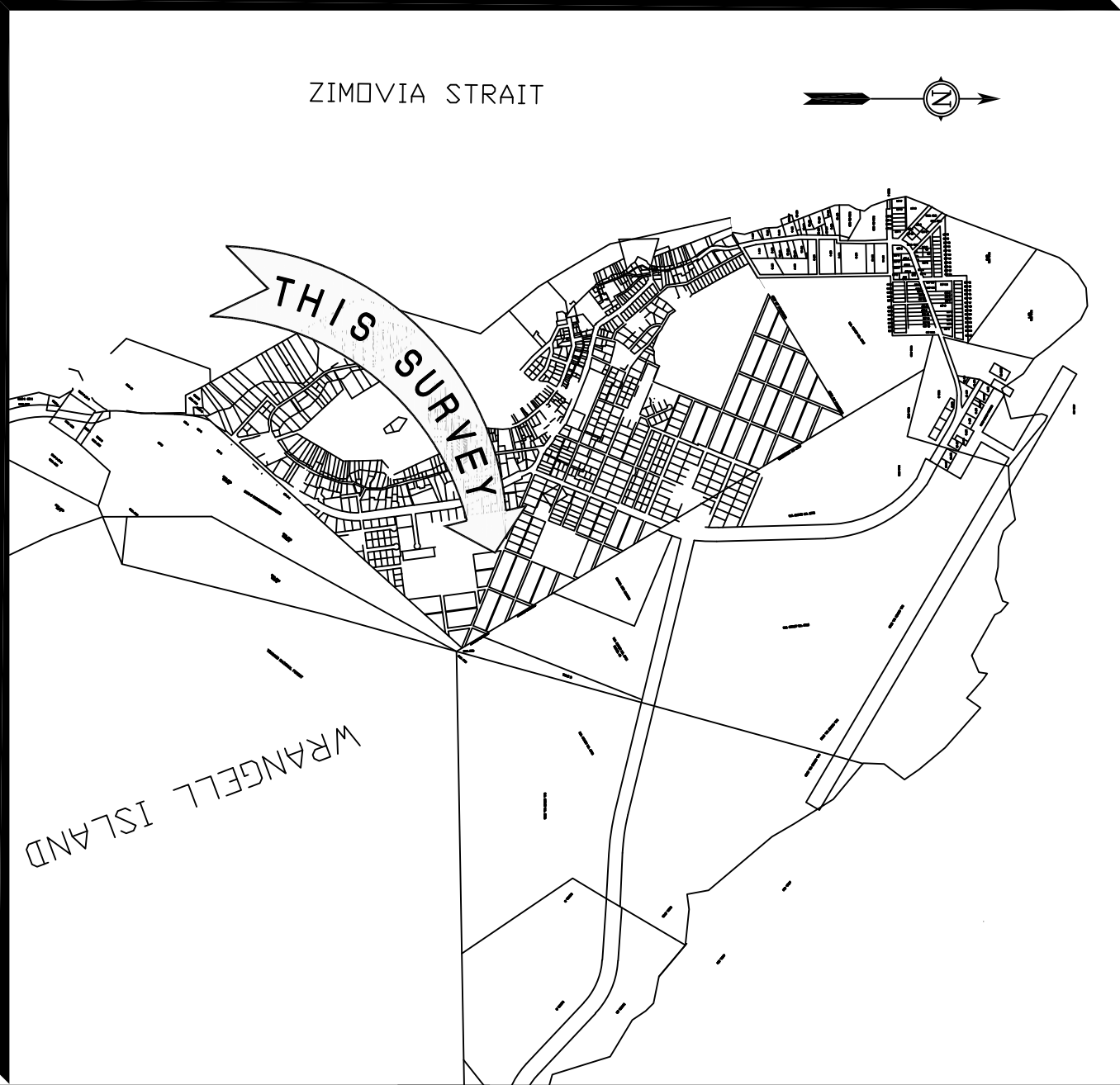
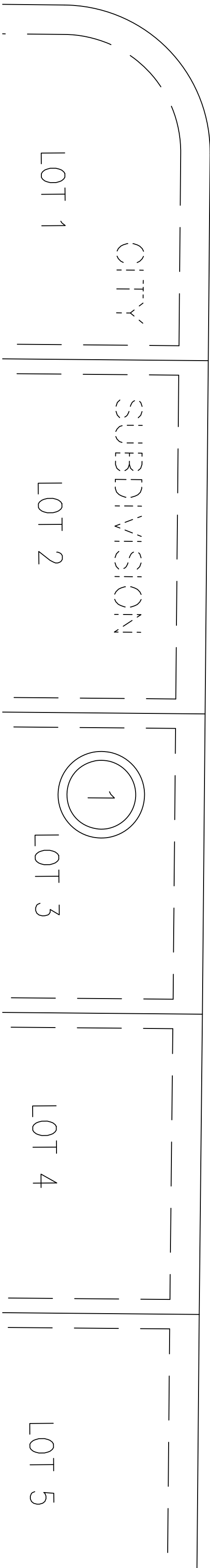
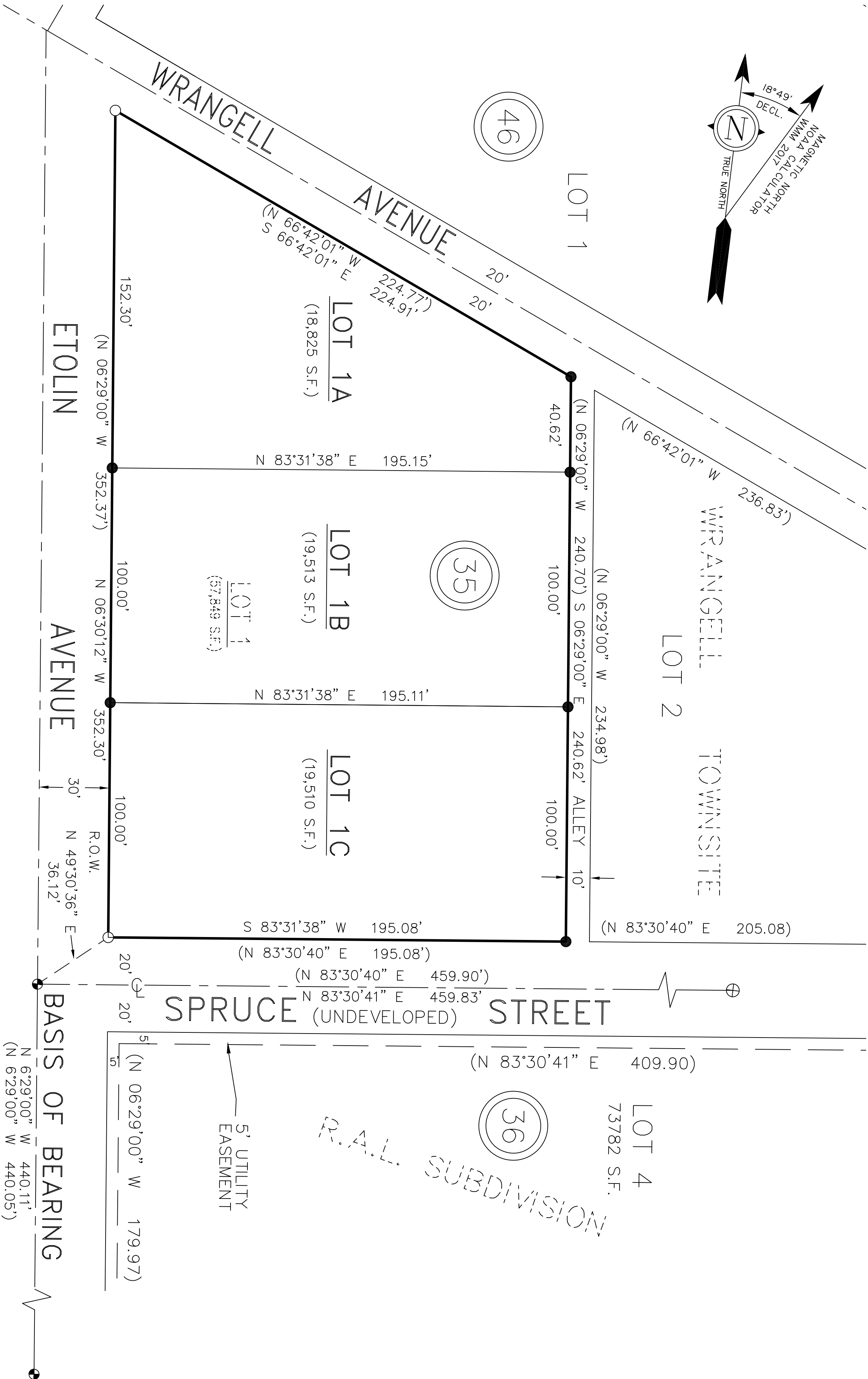
DATE _____ CHAIRMAN, PLANNING COMMISSION
SECRETARY _____

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SOUND AND TRUE SURVEY OF THE PROPERTY SHOWN HEREON, THAT THE BOUNDARIES SHOWN HEREON HAVE BEEN MEASURED AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE _____

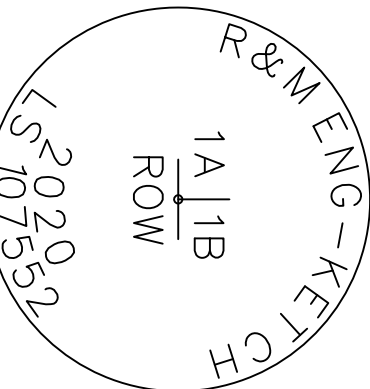
CHRISTOPHER G. PIBURN, PLS # 107552



VICINITY MAP

SCALE: NOT TO SCALE

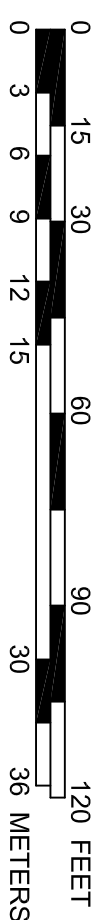
TYPICAL SECONDARY MONUMENT SET THIS SURVEY



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

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING



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

SHEET 1 OF 1



R&M ENGINEERING-KETCHIKAN, INC.
1200 W. 10TH AVENUE, SUITE 330
KETCHIKAN, AK 99901
Phone: (907) 225-7917
Fax: (907) 225-3441
WRANGELL OFFICE
1200 W. 10TH AVENUE, SUITE 330
WRANGELL, AK 99229
Phone: (907) 305-0820
CERTIFICATE OF AUTHORIZATION #: C576

ETOLIN / SPRUCE SUBDIVISION

A SUBDIVISION AND REPLAT OF LOT 1, BLK 35, OF WRANGELL TOWNSITE (USS 1119), CREATING LOTS 1A, 1B, AND 1C, ETOLIN / SPRUCE SUBDIVISION

LOCATED WITHIN SECTION 30, TOWNSHIP 62 SOUTH, RANGE 84 EAST COPPER RIVER MERIDIAN, ALASKA WRANGELL RECORDING DISTRICT

SURVEYED BY: MCH DATE: JUNE 2020 DRAWN BY: MCH DATE: APRIL 2020 - OCTOBER 2020

SCALE: 1"=30' CHECKED: CGP R&M PROJECT NO: 202729

CITY AND BOROUGH OF WRANGELL, ALASKA

Item b.



1 inch = 150 feet
15
Date: 9/8/2020

Public Map



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

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	6

Approval of Final Plat of Prunella Subdivision, a Subdivision and Replat of Lot 2, Bradley Subdivision II and Lot D, Healthcare Subdivision, Creating Lot D-A and Lot D-B

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

ATTACHMENTS: 1. Final Plat of the Prunella Subdivision; 2. Staff report to the Planning and Zoning Commission; 3. Aerial

RECOMMENDATION MOTION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

The current owner of Lot 2, Bradley Subdivision II and Lot D, Health Care subdivision is selling Lot 2. The structure on Lot 2 encroaches onto Lot D, therefore the subdivision eliminates the

encroachment, provides a backyard setback buffer and establishes long term access through easements to maintain the access currently provided to the gas station.

The Planning & Zoning Commission took action and approved the final plat on October 5, 2020.

NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPLAT AND SUBDIVIDE LOT 2, OF BRADLEY SUBDIVISION II (PLAT 91-6), AND LOT D, OF HEALTHCARE SUBDIVISION (PLAT 2010-4).
2. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
3. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
4. THE BASIS OF BEARING FOR THIS PLAT IS THE MEASURED BEARING OF S43°17'28"W AND DISTANCE OF 4321.76 FEET BETWEEN CORNER NUMBER 37 AND W.C.M.C. No. 38 OF U.S.S. 125. THIS LINE WAS ALSO ACCEPTED AS THE TRUE WRANGELL TOWNSITE BOUNDARY WHICH RESULTED IN SEVERAL MONUMENTS ALONG THAT LINE TO BE SHOWN OFFLINE AS SHOWN IN THE DETAILS ON SHEET 2.
5. REFERENCE AC, ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 59721.
6. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - U.S.S. No. 1119 (WRANGELL TOWNSITE)
 - PLAT 68-38 (BLOCK 27)
 - BOOK 4, PAGE 250 (WATER MAIN EASEMENT RECORDED JUNE 6, 1977)
 - PLAT 82-15 (SPRUCE SUBDIVISION)
 - PLAT 83-16 (BRADLEY SUBDIVISION)
 - PLAT 86-1 (A.S.L.S. 84-83)
 - PLAT 88-6 (BRADLEY SUBDIVISION AMENDED PLAT)
 - RECORD OF SURVEY 91-4 (DOT ZIMOVIYA HIGHWAY RIGHT-OF-WAY MAP RS-0943-21-1990)
 - PLAT 91-6 (BRADLEY SUBDIVISION II)
 - EASEMENT 2003-00003240
 - DEED 2004-00005940
 - DOT 2004-00003240 (HEALTHCARE SUBDIVISION)
 - DOT 2004-00003240
 - DOCUMENT 2014-00010740

OWNERSHIP STATUS

1. LOT 2, BRADLEY SUBDIVISION II (STEPHEN G. PRUNELLA)
2. LOT D, HEALTHCARE SUBDIVISION (STEPHEN G. PRUNELLA)

PROPOSED OWNERSHIP

1. LOT D-A, PRUNELLA SUBDIVISION (STEPHEN G. PRUNELLA)
2. LOT D-B, PRUNELLA SUBDIVISION (STEPHEN G. PRUNELLA)

PREVIOUS LOT AREAS

1. LOT 2, BRADLEY SUBDIVISION II (18,091 SQ. FT.) (0.51 ACRES)
2. LOT D, HEALTHCARE SUBDIVISION (22,004 SQ. FT.) (0.51 ACRES)

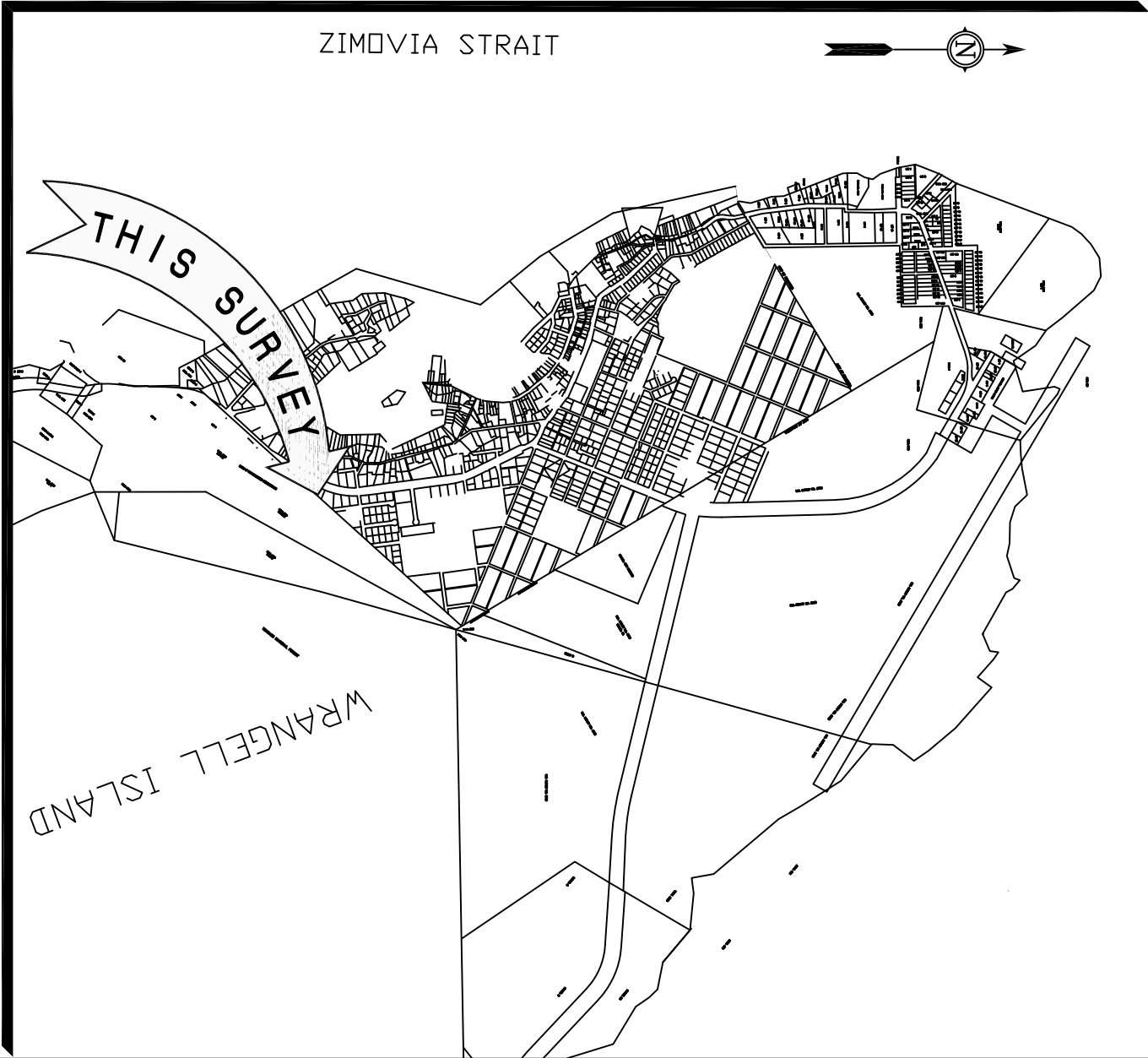
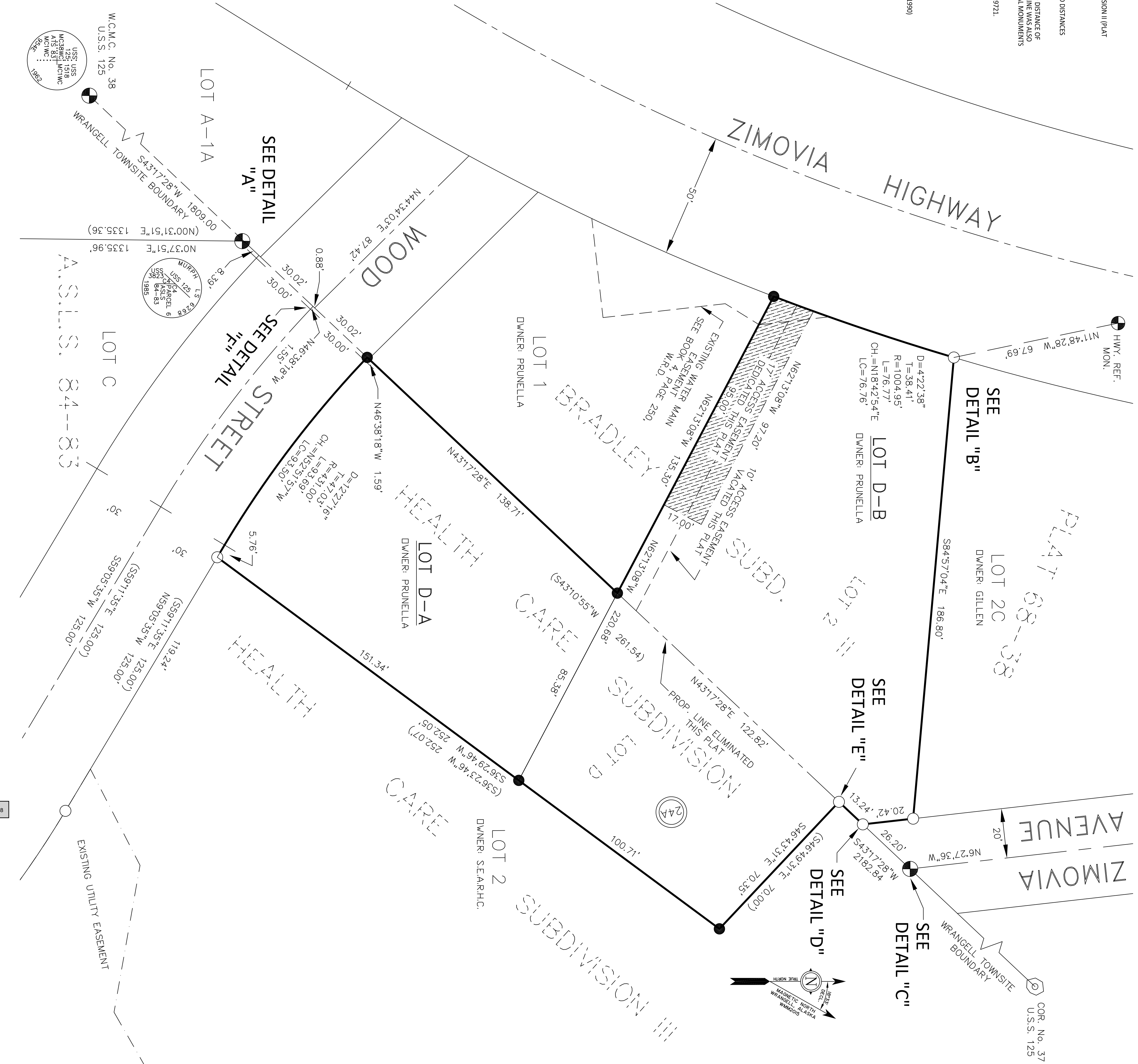
NEW LOT AREAS

1. LOT D-A, PRUNELLA SUBDIVISION (13,530 SQ. FT.) (0.311 ACRES)
2. LOT D-B, PRUNELLA SUBDIVISION (26,570 SQ. FT.) (0.610 ACRES)

BASIS OF BEARING

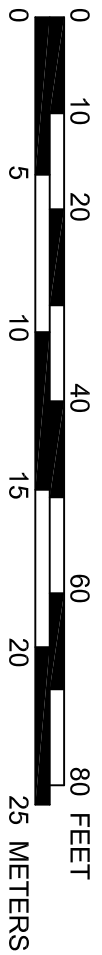
BEARINGS SHOWN ARE NAD 83/2011(EPOCH-2010) GEODETIC BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE (R8-3 & R10) RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER VERSION 4.1 SOFTWARE. LOCAL PLANE BEARINGS ARE ORIENTED TO TRUE GEODETIC NORTH AND DISTANCES ARE REDUCED TO HORIZONTAL DISTANCES. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

LEGEND	
●	SECONDARY MONUMENT SET THIS SURVEY
○	SECONDARY MONUMENT RECOVERED
⊙	PRIMARY MONUMENT RECOVERED
⬢	GLO ROCK MONUMENT RECOVERED
---	UNSURVEYED
---	SURVEYED
---	RECORD BOUNDARY LINE VACATED THIS PLAT
(X)	CENTRELINE
XX	RECORD DATA
XX	MEASURED DATA



SCALE 1"=20'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING



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

SHEET 1 OF 2

PRM PRUNELLA RECORDING DISTRICT, ALASKA 7180 REVILLA ROAD, SUITE 300 KETCHIKAN, AK 99901 P.O. BOX 2286 WRANGELL, AK 99239 Phone: (907) 725-2917 Fax: (907) 225-3441 Phone: (907) 305-0820	
CERTIFICATE OF AUTHORIZATION #: C576	
PRUNELLA SUBDIVISION	
A SUBDIVISION AND REPLAT OF LOT 2, OF BRADLEY SUBDIVISION II (PLAT 91-6), AND LOT D, OF HEALTHCARE SUBDIVISION (PLAT 2010-4), CREATING LOTS D-A AND D-B, PRUNELLA SUBDIVISION WRANGELL RECORDING DISTRICT, ALASKA	
LOCATED WITHIN SECTION 30, TOWNSHIP 62 SOUTH, RANGE 84 EAST COPPER RIVER MERIDIAN, ALASKA WRANGELL RECORDING DISTRICT	
SURVEYED BY: MCH	DRAWN BY: MCH
DATE: AUGUST 2020 - SEPTEMBER 2020	DATE: AUGUST 2020 - SEPTEMBER 2020
SCALE: 1"=20'	CHECKED: CGP
R&M PROJECT NO: 202744	

City and Borough of Wrangell, Alaska

Agenda Item G1

Date: October 5, 2020

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Final plat of the Prunella Subdivision, a subdivision and replat of Lot 2, Bradley Subdivision II and Lot D, Healthcare Subdivision, creating Lots D-A and D-B, Zoned Open Space/Public and Single Family Residential, requested by Stephen Prunella.

Recommendation:

Staff recommends approving the final plat.

Recommended Motion:

Move to approve the Final plat of the Prunella Subdivision.

Findings:

Planning and Zoning Commission approved the preliminary plat in September. The applicant is creating a subdivision of the existing Lot D of Healthcare Subdivision which is zoned Open Space/Public and Lot 2 adjacent to the gas station which is zoned Single Family Residential. Lot D is being split and a portion of it is being combined with Lot 2. The subdivision will not change the zoning and the new Lot D-B will consist of two different zones. Lot D-A remains Open/Space public. The applicant is aware of the multiple zones.

An access easement is included to continue the driving lane and existing access for the gas station to the pumps and behind the store.

On the plat itself is a Lien Holder's certificate for Wells Fargo and First Bank. Wells Fargo has since been paid off per the attached letter and therefore does not need to sign the plat and the box will be marked out.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item c.



1 inch = 150 feet
Date: 9/8/2020
21

Public Map



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



Wells Fargo Commercial Banking
Regional Coverage Division
100 W. Washington St. 14th Floor
Phoenix, AZ 85003

Item c.

October 1, 2020
Wrangell City Hall
205 Brueger St.
Wrangell, AK 99929

RE: Steven G Prunella ("Customer")

This letter certifies that on October 1, 2020, Wells Fargo Bank, National Association (the "Bank") received final payment for the loan related to property address: 928 Zimovia Hwy, Wrangell, AK in the name of the above-referenced Customer.

The Customer has represented to the Bank that the collateral pledged shall be released based on the receipt of the final payment. As of October 1, 2020 the Bank has initiated the process to release the collateral and provide the property title to the Customer.

If you have any questions, please feel free to contact the undersigned at (480) 665-5490.

Very truly yours,

Robert A Hardy

Robert A. Hardy
Business Relationship Manager, Assistant Vice President

Together we'll go far



BOARD ACTION

**WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)
OCTOBER 12, 2020**

FOR DETAILS, CONTACT:

DR. DEBBE LANCASTER

SUPERINTENDENT

DIRECT PHONE: 907-874-2347

- Appointed Aaron Angerman, School Board President
- Appointed Patty Gilbert, School Board Vice-president
- Appointed Dave Wilson, School Board Secretary
- Approved the agenda as presented
- Approved the Regular School Board Meeting minutes of September 21, 2020 as presented
- Offered Winston Davies a contract addendum for the position of Carl Perkins Grant Coordinator
- Offered Addy Esco a contract addendum for counseling services during zero hour
- Approved the hire of Michelle Dutro, Paraprofessional
- Offered a contract to Heather Howe and Megan Powell to co-coordinate the Upward Bound grant
- Directed Superintendent Lancaster to negotiate or incorporate adding the swim team to the collaborative bargaining agreement and fully fund the swim team
- Appointed Cyni Crary to fill the vacant seat on the School Board until October 2021
- Appointed Kiara Harrison as Alternative Student Representative to the School Board
- Appointed the Standing Committee Members as presented
- Appointed Kim Powell as School Board Parliamentarian
- Discussed the AASB Annual Conference
- Accepted Superintendent Lancaster's resignation effective June 30, 2021
- Accepted the Proposal from Prism Design and Construction, LLC for inspection of district fuel tanks
- Accepted the second reading of:
 - Board Policy 0410, Nondiscrimination
 - Board Policy 3310, Purchasing Procedure
 - Board Policy 3513.3, Tobacco Free Schools
 - Board Policy 4020, Drug, Tobacco and Alcohol-Free Workplace
 - Board Policy 4112.10, Employment of Retired Teachers
- Accepted the first reading of:
 - Board Policy 4161, Leaves
 - Board Policy 5131.62, Tobacco
- Reviewed:
 - Board Policy 2110, Organization Chart/Lines of Responsibility
 - Board Policy 6146, Graduation Requirements
- Adjourned

From: [Tim Thompson](#)
To: lvonbargen@wrangell.com
Cc: [KC Hostettler](#)
Subject: Alaska Airlines Essential Air Service bid for Southeast Alaska - Letter of support
Date: Tuesday, October 20, 2020 12:51:57 PM
Attachments: [image001.png](#)
[image002.png](#)
[EAS letter of support template.doc](#)
[Essential Air Service Key Points.docx](#)

Hi Lisa,

Alaska Airlines has applied for Essential Air Service for communities in Southeast Alaska. I'm contacting you today to request a letter of support regarding our application. I would also ask that you pass along this request to organizations and community leaders in your area who will be willing to lend their support.

Our EAS application covers Cordova, Yakutat, Gustavus, Petersburg, and Wrangell.

Please address letters of support to:

Michael D. Gormas
United States Department of Transportation
Office of Aviation Analysis
1200 New Jersey Ave SE
Washington, DC 20590

Re: Order 2020-9-11, Essential Air Service (EAS) at Cordova, Gustavus, Petersburg, Wrangell, and/or Yakutat, Alaska – OST-1998-4899

Alaska Airlines can collect letters and submit them for you if you send to me (tim.thompson@alaskaair.com) by Monday, November 16, 2020.

However, you are also welcome to email support letters directly to the U.S. Department of Transportation as well (michael.gormas@dot.gov). If you do send directly, please forward me a copy.

Final due date for any public comments is November 20, 2020.

Please let me know if you have any questions or need further information to complete a letter of support.

Sincerely,
Tim

Tim Thompson
External Affairs Manager





CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

October 23, 2020

Michael D. Gormas, Office of Aviation Analysis
United States Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590
michael.gormas@dot.gov

Re: Order 2020-9-11, Essential Air Service (EAS) at Cordova, Gustavus, Petersburg, Wrangell, and/or Yakutat, Alaska – OST-1998-4899

Dear Mr. Gormas:

The City & Borough of Wrangell, Alaska expresses strong support for the continuation of the Essential Air Service program award to Alaska Airlines to provide daily jet service to Wrangell, and the southeast Alaska area.

Alaska Airlines' jet service to our community is critically important to Wrangell's economic stability. The EAS service provides the primary transportation lifeline to the larger population centers within Alaska and Seattle. Jet service provides residents connections coast to coast via its system or through connections with its partner airlines. Local products have timely access to world markets, critical for the development and sustainability of businesses in rural communities. The capabilities of the new fleet of 737-700 freighters provides greater and more timely access to goods being shipped in and products, including seafood, being shipped out across the globe.

The lack of road access to southeast Alaska makes Wrangell heavily dependent upon daily scheduled jet air service provided by Alaska Airlines EAS. Of significant importance, is that Alaska Airlines aircraft are equipped with Required Navigation Performance Technology, which enables the airline to reliably access southeast Alaska's airports during inclement weather – thus reducing diversions and cancellations and, in turn, enabling people and products to dependably reach the community.

Essential Air Service has never been more important for Wrangell as we continue to see significant reductions in service to the community by the Alaska Marine Highway (AMHS). Last winter, and again during the upcoming months of November, December and January, Wrangell will have no ferry service. This makes EAS provided by Alaska Airlines the only scheduled transportation provider to our island community. Between 2009 and 2019, Wrangell air travel increased by 38%. There was a six percent (6%) increase between 2018

October 23, 2020

and 2019. Prior to COVID-19 we had every indication this trend would continue in 2020 and beyond.

In the era of COVID-19 uncertainty, Essential Air Service becomes even more critical with significantly reduced ridership. To say Alaska Airlines provides a transportation lifeline for the community is an understatement. Alaska Airlines has served Wrangell for over 40 years and we urge you to continue the carrier's EAS agreement for the coming term.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lisa Von Barga", with a stylized flourish at the end.

Lisa Von Barga
Borough Manager



CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

October 19, 2020

Scott and Kristi Crayne
P. O. Box 452
Klawock, AK 99925

ABATEMENT NOTICE AND ORDER

Parcel No. 03-021-432, Amended Harold Bailey Subdivision, Lot 19B, Block 2
(Flag Lot at approximately 12.4 mile Zimovia Highway)

Dear Mr. and Mrs. Crayne:

The property known by legal description as Parcel No. 03-021-432, Amended Harold Bailey Subdivision, Lot 19B, Block 2 is owned by you. Said property is in violation of the Nuisance and Building ordinances of the City and Borough of Wrangell.

Wrangell Municipal Code Section 9.08.010 defines a "Nuisance" as "...any act or creation which is injurious to the public health, or which presents or obstructs the free and comfortable enjoyment of life and property or which is dangerous to surrounding property." Your property located on Parcel No. 03-021-432, Amended Harold Bailey Subdivision, Lot 19B, Block 2 meets the definition of a nuisance. The vacated, and possibly abandoned, structure suffers from varying degrees of structural deterioration and is unsafe for occupancy. It appears to be at some stage of uncompleted demolition, including portions of the building open to the natural elements and debris from the structure scattered around the building and the physical property.

The condition of the structure meets the definition of a "Dangerous Building" as outlined in the 1997 *Uniform Code for the Abatement of Dangerous Buildings (Abatement Code)* as adopted by the City & Borough of Wrangell in Chapter 18.03 of the Wrangell Municipal Code. Section 302 of the *Abatement Code* cites eighteen conditions or defects deemed to qualify a structure as a dangerous building. The structure at Street address meets the conditions in almost all eighteen examples. A copy of Section 302 of the *Abatement Code* is outlined below for your reference.

For the purpose of this code, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that life, health, property or safety of the public or its occupants are endangered.

1. Whenever any door, aisle, passageway, stairway, or other means of exit is not of sufficient size or is not so arranged as to provide safe and adequate means of exit in case of a fire or panic.
2. Whenever the walking surface of any aisle, passageway, stairway, or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
3. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structures, purpose or location.
4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to the extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirement of the Building Code for new buildings of similar structures, purpose or location.
5. Whenever any portion or member or appurtenance thereof is likely to fail or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structures, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.
7. Whenever any portion thereof has been wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to wind or earthquake than is required in the case of similar new construction.
8. Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the movement or instability of any portion of the ground necessary for the purpose of supporting such

building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.

9. Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

10. Whenever the exterior walls or other vertical structural members list, lean, or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.

11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting members, or 50 percent damage or deterioration of its non-supporting members, enclosing or outside walls or covering.

12. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

13. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Codes, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of building.

14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any non-supporting part, member or portion less than 50 percent, or is in any supporting part, member or portion less than 66 percent (i) strength; (ii) fire-resisting qualities or characteristics; or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in same location.

15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the health officer to be unsanitary, unfit for human habitation or in such condition that is likely to cause sickness or disease.

16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire department to be a fire hazard.

17. Whenever any building or structure is in such condition as to constitute a public nuisance known to the common law or equity jurisprudence.

18. Whenever any portion of a building or structure remains on a site after demolition or destruction of the building or structure; or whenever any building or structure is abandoned for a period in excess thereof; or an attractive nuisance or hazard to the public.

As the Building Official for the City and Borough of Wrangell, I have inspected and determined the structure is a dangerous building. This correspondence is a formal Notice and Order of Abatement of the dangerous building and commences proceedings to cause the demolition of the structure.

STATEMENT OF ACTION

As the owner of record, Scott and Kristi Crayne, or owner's agent/representative, shall comply with the following actions:

1. The continued vacancy of the structure is to continue **immediately** and remain in full force and effect.
2. No later than **October 31, 2020** the loose debris scattered around the property and any unsecured component of the structure shall be removed from the property and be disposed of at an approved disposal facility.
3. No later than **October 31, 2020** the owner, or owner's agent/representative shall have a written abatement plan submitted to the Capital Facilities Director (Building Official) for the City and Borough of Wrangell.
4. By **December 31, 2020** the structure on the property shall be dismantled and all component parts shall be removed from the property and disposed of at an approved disposal facility.

FAILURE TO COMMENCE WORK

Whenever the required abatement is not commenced within the time specified, the Building Official will order the continued vacancy of the structure and will post to prevent further occupancy; and may proceed to cause the work to be done and charge the costs thereof against the property or the owner. Section 1.20.010 of the Wrangell Municipal Code outlines fines generally. Subsection A allows for the Borough to levy a fine not to exceed \$500 against an individual failing to comply with the provisions of the Wrangell Municipal Code. Subsection C provides for the Borough to institute a civil action against a person in violation of a Borough ordinance. In addition to injunctive and compensatory relief, a civil penalty of not to exceed \$1,000 may be imposed for each violation. Each day, or part thereof, that a violation continues is considered a violation.

October 20, 2020

OPPORTUNITY TO APPEAL

Any person having record title or legal interests in the property may appeal the notice and order of any action of the abatement official (in this case the Capital Facilities Director/Building Official) to the Borough Assembly by filing with the Borough Clerk within 30 days from the date of service. Any appeal shall be in writing in accordance with the appeal procedure as outlined in Chapter 5 of the *Abatement Code*. **Failure to appeal will constitute a waiver of all rights to administrative hearing and determination of order.**

Submissions, questions, or comments may be directed to Amber Al-Haddad, Capital Facilities Director/Building Official, City and Borough of Wrangell, P.O. Box 531, Wrangell, Alaska 99929; aal-haddad@wrangell.com; Telephone 907-874-3902.

Sincerely,



Amber Al-Haddad
Capital Facilities Director

Enclosures: Photos of Structure of Subject Property
 Wrangell Municipal Code Chapter 9.08 Nuisances
 Wrangell Municipal Code Chapter 18.24 Dangerous Buildings
 1997 Uniform Code for the Abatement of Dangerous Buildings

Copy: Lisa Von Bargaen, Borough Manager
 Wrangell Borough Assembly
 Joe Levesque, Borough Attorney
 Eric Crayne

**Photos of Structure on
Parcel No. 03-021-432
Amended Harold Bailey Subdivision, Lot 19B, Block 2**





Wrangell Municipal Code

Chapter 9.08 NUISANCES

Sections:

[9.08.010 Defined.](#)

[9.08.020 Prohibited – Abatement generally.](#)

[9.08.030 Burial.](#)

[9.08.040 Slaughterhouses and similar operations.](#)

[9.08.050 Water pollution.](#)

[9.08.060 Maintaining gutters free of obstructions.](#)

[9.08.070 Offensive drains.](#)

[9.08.080 Accumulations of rubbish and materials prohibited.](#)

[9.08.085 Excessive noise prohibited.](#)

[9.08.090 Certain conditions declared nuisances.](#)

[9.08.100 Remedies not exclusive.](#)

[9.08.110 Notification of offenders by police chief – Abatement.](#)

[9.08.120 Penalty for violation.](#)

9.08.010 Defined.

For purposes of this chapter, “nuisance” means any act or creation which is injurious to the public health, or which prevents or obstructs the free and comfortable enjoyment of life and property or which is dangerous to surrounding property. [Ord. 227 § 5, 1969; prior code § 42.60.010.]

9.08.020 Prohibited – Abatement generally.

A. It is unlawful for any person, firm or corporation to permit or maintain the existence of any nuisance on any property under his or its control.

B. Whenever a nuisance is deemed to exist it shall be abated by the health officer or chief of police at the expense of the person maintaining such nuisance. [Ord. 227 § 5, 1969; prior code § 42.60.010.]

9.08.030 Burial.

It is unlawful for any person to bury any person within the borough limits except in an established cemetery. [Ord. 227 § 5, 1969; prior code § 42.60.020.]

9.08.040 Slaughterhouses and similar operations.

A. No person shall establish or maintain a slaughterhouse; keep herds of more than five swine or goats; cure or keep hides, skins or pelts; slaughter cattle, swine, sheep or any other kind of animals; pursue or carry on any other business offensive to the senses or prejudicial to the public health or comfort in any part of the borough.

B. Any person maintaining stables, stockyards, or hogpens in which livestock are confined shall be required to keep the same free from accumulations of filth so that the same shall not be prejudicial to the public health. [Ord. 227 § 5, 1969; prior code § 42.60.030.]

9.08.050 Water pollution.

It is unlawful for any person to throw, empty out or deposit in any gutter or ditch or near any inhabited place, the suds or filthy water resulting from the washing of clothes, slops from kitchens or other foul or filthy matter or allow the same to stand on his own premises or to seep into the premises of another. [Ord. 227 § 5, 1969; prior code § 42.60.040.]

9.08.060 Maintaining gutters free of obstructions.

It shall be the duty of every owner of any property to keep the gutter in front of such property at all times clean and free from all obstructions to the free passage of water, and to remove all dirt, filth, garbage or rubbish that may have accumulated on the street or alley adjoining the property, to the middle of the street or alley. [Ord. 227 § 5, 1969; prior code § 42.60.050.]

9.08.070 Offensive drains.

No person shall permit any cellar, pool, sewer, water closet or private drain belonging to him to become nauseous, foul or offensive and prejudicial to the public health and comfort. [Ord. 227 § 5, 1969; prior code § 42.60.060.]

9.08.080 Accumulations of rubbish and materials prohibited.

No owner, lessee, agent, tenant, or occupant shall allow or permit any junk vehicles, junk, debris, or indiscriminate storage of machinery, equipment parts, lumber, or other material, or any accumulation of garbage, manure, offal, rubbish, stagnant water, or any filthy liquid or substance, or anything that is or may become putrid or offensive to be or remain upon his yard, lot or premises, or upon any yard, lot or premises controlled by him. [Ord. 600 § 4, 1995; Ord. 227 § 5, 1969; prior code § 42.60.070.]

9.08.085 Excessive noise prohibited.

A. No person shall make, assist in making, continue, or cause to be made any excessive loud, disturbing, or unnecessary noise. "Excessive" for purposes of this chapter is defined as exceeding the noise generated by uses allowed in this chapter or permitted in the district in their customary manner of operation, or injurious to the public health, safety, and welfare.

1. The noise loudness measured at the boundary line of the premises from which the noise originates in the single-family, multifamily, rural residential, remote mixed use and commercial districts, or noise loudness measured at the zoning boundary for activities in light industrial, industrial, waterfront development and SMB-waterfront development, shall not exceed 95 decibels between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday and the hours of 9:00 a.m. and 8:00 p.m. on Sunday, and 60 decibels at all other hours.

2. Noises that could exceed allowed decibel levels may be permitted if the noise is muffled or located within a structure and does not exceed decibel levels at the property line.

B. Exceptions.

1. Emergency and Public Work. Noise or sound created in the performance of public service by governmental agencies or their contractors while performing construction, repair, maintenance or snow removal services; or emergency work engaged in by persons for public safety, health or welfare; or to restore property to a safe condition following a public emergency; or work to restore essential public services, including construction activities directly related to the abatement of any emergency, shall not be subject to the provisions of this section.

2. Noises from Authorized Activities. The prohibitions of this section shall not apply to air traffic, parades, cultural events, athletic games, fairs, or functions and activities approved by the borough.

3. Sirens, Horns and Whistles. The provisions of this section shall not apply to any siren, whistle, horn or bell used by emergency vehicles or civil defense or used by motor vehicles as warning devices to avoid collisions.

4. Bells or Chimes. The provisions of this section shall not apply to any bell or chimes, or any device for the production or reproduction of the sound thereof, which are associated with a clock or time-keeping device, church or school.

5. Burglar Alarms. The provisions of this section shall not apply to any burglar alarm or security device; provided, however, no burglar alarm or security device shall sound for more than 15 minutes after being activated.

6. Construction Activity or Equipment. The provisions of this section shall not apply to any construction activity or equipment operated between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday and 9:00 a.m. and 8:00 p.m. on Sunday.

7. Power Tools. The provisions of this section shall not apply to any power tools, including chain saws, reasonably operated between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday and 9:00 a.m. and 8:00 p.m. on Sunday.

8. Vessels. The provisions of this section shall not apply to the normal operation or maintenance of any boat or vessel between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday and 9:00 a.m. and 8:00 p.m. on Sunday.

9. Motor Vehicles. The provisions of this section shall not apply to the normal and usual operation of motor vehicles.

10. Motor Vehicle Maintenance. The provisions of this section shall not apply to the normal maintenance of a motor vehicle between the hours of 7:00 a.m. and 8:00 p.m. Monday through Saturday and 9:00 a.m. and 8:00 p.m. on Sunday.

11. Residential/Commercial Snow Removal Activity or Equipment. Noise or sound created in the performance of residential/commercial snow removal by property owners or their contractors.

C. Temporary Excessive Noise Permit. If the applicant demonstrates to the satisfaction of the zoning administrator that immediate compliance with the requirements of this section would be impractical or unreasonable, the administrator may issue a temporary use permit to allow exception from any or all of the provisions contained in this section, with appropriate conditions to minimize the public detriment caused by such exceptions. Any such permit shall be for an initial term as specified by the zoning administrator not to exceed 15 days. Longer terms up to 90 days may be granted by the planning and zoning commission.

In determining whether a temporary use permit should be issued and the nature and scope of any conditions to be imposed, the administrator shall consider the following factors:

1. The level and intensity of the noise;
2. The level and intensity of the background noise, if any;
3. The proximity of the noise to residential areas;
4. The time of day when the noise occurs;
5. The duration of the noise, and whether it is recurrent, intermittent or constant;
6. The nature and zoning of the area within which the noise emanates or to which it is transmitted.

D. Violations. Any person violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the WMC [1.20.050](#) fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500.00 if the offense is not listed in the WMC [1.20.050](#) fine schedule. [Ord. 957 § 2, 2019.]

9.08.090 Certain conditions declared nuisances.

In addition to other public nuisances declared by other sections of this code, the nonexclusive following are declared to be public nuisances:

- A. The sale or offering for sale of unwholesome food or drink; or places where such sales or offerings are made;
- B. The exposure, display, sale, or distribution of obscene pictures, books, pamphlets, magazines, papers, documents, or objects;
- C. The public exposure of a person having a contagious disease;
- D. The keeping of an animal that causes a disturbance by noise after being informed that this noise is having that effect and the noise continues;
- E. The operation or use of any electrical apparatus or machine which materially and unduly interferes with radio or television reception by others;
- F. Any use of a street or sidewalk or a place adjacent thereto which causes crowds of people to gather so as to obstruct traffic on such street or sidewalk, or which otherwise obstructs traffic thereon, except as may be authorized by law or ordinance;

G. All ditches, drains, wells, pools, cisterns, bodies, or containers of water in which mosquitoes breed or are likely to breed, or which are so constructed, formed, conditioned, or situated as to endanger the public health or safety;

H. Rank weeds or grass; carcasses; accumulations of manure, refuse or other things, which are, or are likely to be, breeding places for flies, mosquitoes, vermin, or disease germs;

I. Any pit, hole, or other thing which is so constructed, formed, conditioned, and/or situated as to endanger the public safety;

J. Any fire or explosion hazard which endangers the public peace, health, safety, or welfare;

K. Any occupation or activity which endangers the public peace, health, safety, morals, or welfare. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.080.]

9.08.100 Remedies not exclusive.

Nothing in this chapter shall interfere with remedies provided in other sections of this code for the abatement of nuisances, or with the remedies provided in the building code, or with any other remedy afforded by the laws of the state. The board or mayor of the borough may, at their option, choose any method or combination of methods provided for in this chapter, or provided by law, in order to enforce the provisions of this chapter. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.220.]

9.08.110 Notification of offenders by police chief – Abatement.

It shall be the duty of the chief of police upon receiving notice of any violation of the provisions of this chapter immediately to notify the offender to abate and remove the same within such time as he may deem proper, not to exceed 24 hours. If the nuisance has not been removed or abated within the time specified in the notice, the chief of police shall cause the same to be removed and the expense thereof shall be paid by the borough and recovered from the owner by an action at law. [Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.230.]

9.08.120 Penalty for violation.

In addition to the remedies provided by this chapter against any such building or other structure, any person, firm, association or corporation who willfully violates any provision of this chapter, or who willfully fails or refuses to comply with final order, determination, decision or judgment of the board of adjustment made in accordance with the provisions of this chapter, or any final intermediate order made in accordance with the provisions of this chapter by the borough manager, fire chief, chief of police, building inspector, or health officer, or other authorized officer or employee of the borough shall be punishable as provided for in WMC [1.20.010](#). Any person violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the WMC [1.20.050](#) fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500.00 if the offense is not listed in the WMC [1.20.050](#) fine schedule. [Ord. 909 § 2, 2015; Ord. 833 § 61, 2009; Ord. 683 § 4, 2000; Ord. 227 § 5, 1969; prior code § 42.60.240.]

Wrangell Municipal Code

Chapter 18.24 DANGEROUS BUILDINGS

Sections:

[18.24.010 Adoption.](#)

[18.24.015 Local amendments to the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition.](#)

[18.24.020 Modifications.](#)

[18.24.025 Appeals.](#)

[18.24.030 Definitions.](#)

[18.24.040 Section 201b amended – Inspections.](#)

[18.24.050 Section 205 amended – Board of appeals.](#)

[18.24.060 Section 402 amended – Recordation of notice and order.](#)

[18.24.070 Section 404.3 added – Abatement of nuisance in emergency.](#)

[18.24.080 Section 501 amended – Form of appeal.](#)

[18.24.090 Section 802.1 amended – General.](#)

[18.24.100 Section 905 deleted and replaced – Personal obligation and special assessment.](#)

[18.24.110 Section 907 repealed and replaced – Authority for installment payment of assessments with interest.](#)

[18.24.120 Section 908 amended – Lien of assessment.](#)

18.24.010 Adoption.

The bound volumes containing the code known as the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, of the International Conference of Building Officials, and every part thereof, together with the local amendments as set forth in this chapter, shall constitute the laws of the borough relating to the abatement of dangerous buildings. Copies of the Uniform Code for the Abatement of Dangerous Buildings may be examined at the borough offices. [Ord. 687 § 4, 2000.]

18.24.015 Local amendments to the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition.

The amendments to the 1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings are listed hereafter by section. The Uniform Code for the Abatement of Dangerous Buildings is also amended by the definitions contained in WMC [18.24.030](#). [Ord. 687 § 4, 2000.]

18.24.020 Modifications.

The building official shall have the power to modify any of the provisions of the Uniform Code for the Abatement of Dangerous Buildings adopted by this chapter upon application in writing by the owner or lessee or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter of the code; provided, that the spirit of the code is observed, public safety secured, and substantial justice done. The particulars of the modification, when granted or allowed, and the decision of the building official thereon shall be entered upon the records of the department, and a signed copy shall be furnished to the applicant. [Ord. 687 § 4, 2000.]

18.24.025 Appeals.

Whenever the building official disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decisions of the building official to the borough manager within 30 days from the date of the decision. [Ord. 833 § 45, 2009; Ord. 687 § 4, 2000.]

18.24.030 Definitions.

“Board of appeals” as used in the code means “borough assembly.” “Director of public works” as used in the code means “superintendent of public works.” “Fire marshal” as used in the code means “chief of the borough fire department.” “Misdemeanor” as used in the code means “violation.” [Ord. 687 § 4, 2000.]

18.24.040 Section 201b amended – Inspections.

Section 201b of the Uniform Code for the Abatement of Dangerous Buildings is amended by deleting “health officer, the.” [Ord. 687 § 4, 2000. Formerly § 18.24.201b.]

18.24.050 Section 205 amended – Board of appeals.

Section 205 of the Uniform Code for the Abatement of Dangerous Buildings is amended to read as follows:

The Board of Appeals shall provide the final interpretation of the provisions of this code and hear appeals provided for hereunder. The board shall render all decisions and findings in writing to the appellant, with a copy to the building official. Appeals to the board shall be processed in accordance with the provisions contained in Section 501 of this code. Copies of all rules or regulations adopted by the board shall be delivered to the building official, who shall make them freely accessible to the public.

[Ord. 687 § 4, 2000. Formerly § 18.24.205.]

18.24.060 Section 402 amended – Recordation of notice and order.

Section 402 of the Uniform Code for the Abatement of Dangerous Buildings is amended by changing the term “county recorder” as appears twice in this section to “Ketchikan District Recorder’s Office.” [Ord. 687 § 4, 2000. Formerly § 18.24.402.]

18.24.070 Section 404.3 added – Abatement of nuisance in emergency.

Section 404.3 is added to the Uniform Code for the Abatement of Dangerous Buildings to read as follows:

(.3) The Borough Manager upon the written recommendation of the building official, may abate any public nuisance summarily without notice in an emergency where the life or safety of the public is endangered and where immediate action is necessary and timely notice cannot be given. All other abatement proceedings, except the necessity and the manner and method of giving notice, shall apply to the nuisance summarily abated, including the recovery of the costs of the summary abatement.

[Ord. 687 § 4, 2000. Formerly § 18.24.404.3.]

18.24.080 Section 501 amended – Form of appeal.

Section 501 of the Uniform Code for the Abatement of Dangerous Buildings is amended by adding new paragraph 8 as follows:

8. The appellant shall pay a nonrefundable filing fee of \$50 to the Borough for processing the appeal, and the filing fee shall be deposited with the building official.

[Ord. 687 § 4, 2000. Formerly § 18.24.501.]

18.24.090 Section 802.1 amended – General.

Section 802.1 of the Uniform Code for the Abatement of Dangerous Buildings is amended by changing the word “shall” as appears twice in this subsection to “may.” [Ord. 687 § 4, 2000. Formerly § 18.24.802.1.]

18.24.100 Section 905 deleted and replaced – Personal obligation and special assessment.

Section 905 of the Uniform Code for the Abatement of Dangerous Buildings is deleted and replaced to read as follows:

(a) The responsibility for payment of the charges for abatements as set forth in this chapter shall rest upon the owners of the property upon which the abatement occurred, to include the owners at the time of occurrence of the condition rendering the property subject to these abatement proceedings and the owners at the time of the actual abatement proceedings.

(b) The borough shall have the right to bring suit for the collection of charges for abatement as set forth in this chapter plus costs and attorney’s fees against all the parties responsible for payment, jointly and severally.

(c) In addition, the borough shall have the right to impose an assessment against the property for the repayment of the abatement charges. If the borough proceeds with an assessment, it shall confirm the assessment, cause the same to be recorded on the assessment roll, and thereafter said assessment shall constitute a special assessment and a lien upon the property.

(d) The lien created herein may be enforced as provided in AS [34.35.005](#) – .045. The enforcement of the lien is a cumulative remedy and does not bar the collection of the charges for abatement as provided in subsection (b) above.

[Ord. 687 § 4, 2000. Formerly § 18.24.905.]

18.24.110 Section 907 repealed and replaced – Authority for installment payment of assessments with interest.

Section 907 of the Uniform Code for the Abatement of Dangerous Buildings is deleted and substituted with the following:

Payment Schedule – Delinquency, Interest. These matters shall be controlled by WMC [5.16.170](#).

[Ord. 687 § 4, 2000. Formerly § 18.24.907.]

18.24.120 Section 908 amended – Lien of assessment.

Section 908 of the Uniform Code for the Abatement of Dangerous Buildings is amended by deleting subsections (.1) and (.2) and substituting the following:

Immediately upon its being placed on the assessment roll the assessment shall be deemed to be complete, the several amounts assessed shall be payable, and the assessments shall be liens against the lots or parcels of land assessed, respectively. The lien shall be subordinate to all existing special assessment liens previously imposed and to state, borough and borough property taxes upon the same property. The lien shall be paramount to all other liens. The lien shall continue until the assessment and all interest due and payable thereon are paid.

[Ord. 687 § 4, 2000. Formerly § 18.24.908.]

1997 UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS™



1997

UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGSTM



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Preface

The provisions of this code were developed to afford jurisdictions reasonable procedures for the classification and abatement of dangerous buildings.

This code is designed to be compatible with the *Uniform Building Code*™ and the *Uniform Housing Code*™. While the Housing Code is applicable only to residential buildings, the *Uniform Code for the Abatement of Dangerous Buildings*™ is designed to apply to all types of buildings and structures. The notices, orders and appeals procedures specified have been found to be workable and are referenced by the *Uniform Building Code*.

If properly followed, the provisions of this code will provide the building official with the proper legal steps in abating dilapidated, defective buildings which endanger life, health, property and public safety within concepts of fair play and justice.

CODES AND RELATED PUBLICATIONS

The International Code Council (ICC) publishes a family of codes, each correlated with the *Uniform Building Code*™ to provide jurisdictions with a complete set of building-related regulations for adoption. Reference materials and related codes also are available to improve knowledge of code enforcement and administration of building inspection programs. Publications and products are continually being added, so inquiries should be directed to Conference headquarters for a listing of available products. Many codes and references are also available on CD-ROM or floppy disk. These are denoted by (*). The following publications and products are available from ICC:

CODES

***Uniform Building Code**, Volumes 1, 2 and 3. The most widely adopted model building code in the United States, the performance-based *Uniform Building Code* is a proven document, meeting the needs of government units charged with the enforcement of building regulations. Volume 1 contains administrative, fire- and life-safety and field inspection provisions; Volume 2 contains structural engineering design provisions; and Volume 3 contains material, testing and installation standards.

***Uniform Mechanical Code**™. Provides a complete set of requirements for the design, construction, installation and maintenance of heating, ventilating, cooling and refrigeration systems; incinerators and other heat-producing appliances.

International Plumbing Code™. Provides consistent and technically advanced requirements that can be used across the country to provide comprehensive regulations of modern plumbing systems. Setting minimum regulations for plumbing facilities in terms of performance objectives, the IPC provides for the acceptance of new and innovative products, materials and systems.

International Private Sewage Disposal Code™. Provides flexibility in the development of safety and sanitary individual sewage disposal systems and includes detailed provisions for all aspects of design, installation and inspection of private sewage disposal systems.

International Mechanical Code™. Establishes minimum regulations for mechanical systems using prescriptive and performance-related provisions. It is founded on broad-based principles that make possible the use of new materials and new mechanical designs.

Uniform Zoning Code™. This code is dedicated to intelligent community development and to the benefit of the public welfare by providing a means of promoting uniformity in zoning laws and enforcement.

***Uniform Fire Code**™, Volumes 1 and 2. The premier model fire code in the United States, the *Uniform Fire Code* sets forth provisions necessary for fire prevention and fire protection. Published by the International Fire Code Institute, the *Uniform Fire Code* is endorsed by the Western Fire Chiefs Association, the International Association of Fire Chiefs and ICBO. Volume 1 contains code provisions compatible with the *Uniform Building Code*, and Volume 2 contains standards referenced from the code provisions.

***Urban-Wildland Interface Code**™. Promulgated by IFCI, this code regulates both land use and the built environment in designated urban-wildland interface areas. This newly developed code is the only model code that bases construction requirements on the fire-hazard severity exposed to the structure. Developed under a grant from the Federal Emergency Management Agency, this code is the direct result of hazard mitigation meetings held after devastating wildfires.

Uniform Housing Code™. Provides complete requirements affecting conservation and rehabilitation of housing. Its regulations are compatible with the *Uniform Building Code*.

Uniform Code for the Abatement of Dangerous Buildings™. A code compatible with the *Uniform Building Code* and the *Uniform Housing Code* which provides equitable remedies consistent with other laws for the repair, vacation or demolition of dangerous buildings.

Uniform Sign Code™. Dedicated to the development of better sign regulation, its requirements pertain to all signs and sign construction attached to buildings.

Uniform Administrative Code™. This code covers administrative areas in connection with adoption of the *Uniform Building Code*, *Uniform Mechanical Code* and related codes. It contains provisions which relate to site preparation, construction, alteration, moving, repair

and use and occupancies of buildings or structures and building service equipment, including plumbing, electrical and mechanical regulations. The code is compatible with the administrative provisions of all codes published by the Conference.

Uniform Building Security Code™. This code establishes minimum standards to make dwelling units resistant to unlawful entry. It regulates swinging doors, sliding doors, windows and hardware in connection with dwelling units of apartment houses or one- and two-family dwellings. The code gives consideration to the concerns of police, fire and building officials in establishing requirements for resistance to burglary which are compatible with fire and life safety.

Uniform Code for Building Conservation™. A building conservation guideline presented in code format which will provide a community with the means to preserve its existing buildings while achieving appropriate levels of safety. It is formatted in the same manner as the *Uniform Building Code*, is compatible with other Uniform Codes, and may be adopted as a code or used as a guideline.

Dwelling Construction under the Uniform Building Code™. Designed primarily for use in home building and apprentice training, this book contains requirements applicable to the construction of one- and two-story dwellings based on the requirements of the *Uniform Building Code*. Available in English or Spanish.

Dwelling Construction under the Uniform Mechanical Code™. This publication is for the convenience of the homeowner or contractor interested in installing mechanical equipment in a one- or two-family dwelling in conformance with the *Uniform Mechanical Code*.

Supplements to UBC and related codes. Published in the years between editions, the Supplements contain all approved changes, plus an analysis of those changes.

Uniform Building Code—1927 Edition. A special 60th anniversary printing of the first published *Uniform Building Code*.

One and Two Family Dwelling Code. Promulgated by ICC, this code eliminates conflicts and duplications among the model codes to achieve national uniformity. Covers mechanical and plumbing requirements as well as construction and occupancy.

Application and Commentary on the One and Two Family Dwelling Code. An interpretative commentary on the *One and Two Family Dwelling Code* intended to enhance uniformity of interpretation and application of the code nationwide. Developed by the three model code organizations, this document includes numerous illustrations of code requirements and the rationale for individual provisions.

Model Energy Code. This code includes minimum requirements for effective use of energy in the design of new buildings and structures and additions to existing buildings. It is based on American Society of Heating, Refrigeration and Air-conditioning Engineers Standard 90A-1980 and was originally developed jointly by ICBO, BOCA, SBCCI and the National Conference of States on Building Codes and Standards under a contract funded by the United States Department of Energy. The code is now maintained by ICC and is adopted by reference in the *Uniform Building Code*.

National Electrical Code®. The electrical code used throughout the United States. Published by the National Fire Protection Association, it is an indispensable aid to every electrician, contractor, architect, builder, inspector and anyone who must specify or certify electrical installations.

TECHNICAL REFERENCES AND EDUCATIONAL MATERIALS

Analysis of Revisions to the Uniform Codes™. An analysis of changes between the previous and new editions of the Uniform Codes is

provided. Changes between code editions are noted either at the beginning of chapters or in the margins of the code text.

***Handbook to the Uniform Building Code.** The handbook is a completely detailed and illustrated commentary on the *Uniform Building Code*, tracing historical background and rationale of the codes through the current edition. Also included are numerous drawings and figures clarifying the application and intent of the code provisions. Also available in electronic format.

***Handbook to the Uniform Mechanical Code.** An indispensable tool for understanding the provisions of the current UMC, the handbook traces the historical background and rationale behind the UMC provisions, includes 160 figures which clarify the intent and application of the code, and provides a chapter-by-chapter analysis of the UMC.

***Uniform Building Code Application Manual.** This manual discusses sections of the *Uniform Building Code* with a question-and-answer format, providing a comprehensive analysis of the intent of the code sections. Most sections include illustrative examples. The manual is in loose-leaf format so that code applications published in *Building Standards* magazine may be inserted. Also available in electronic format.

***Uniform Mechanical Code Application Manual.** As a companion document to the *Uniform Mechanical Code*, this manual provides a comprehensive analysis of the intent of a number of code sections in an easy-to-use question-and-answer format. The manual is available in a loose-leaf format and includes illustrative examples for many code sections.

***Uniform Fire Code Applications Manual.** This newly developed manual provides questions and answers regarding UFC provisions. A comprehensive analysis of the intent of numerous code sections, the manual is in a loose-leaf format for easy insertion of code applications published in IFCI's *Fire Code Journal*.

Quick-Reference Guide to the Occupancy Requirements of the 1997 UBC. Code requirements are compiled in this publication by occupancy groups for quick access. These tabulations assemble requirements for each occupancy classification in the code. Provisions, such as fire-resistive ratings for occupancy separations in Table 3-B, exterior wall and opening protection requirements in Table 5-A-1, and fire-resistive ratings for types of construction in Table 6-A, are tabulated for quick reference and comparison.

Plan Review Manual. A practical text that will assist and guide both the field inspector and plan reviewer in applying the code requirements. This manual covers the nonstructural and basic structural aspects of plan review.

Field Inspection Manual. An important fundamental text for courses of study at the community college and trade or technical school level. It is an effective text for those studying building construction or architecture and includes sample forms and checklists for use in the field.

Building Department Administration. An excellent guide for improvement of skills in departmental management and in the enforcement and application of the Building Code and other regulations administered by a building inspection department. This textbook will also be a valuable aid to instructors, students and those in related professional fields.

Building Department Guide to Disaster Mitigation. This new, expanded guide is designed to assist building departments in developing or updating disaster mitigation plans. Subjects covered include guidelines for damage mitigation, disaster-response management, immediate response, mutual aid and inspections, working with the media, repair and recovery policies, and public information bulletins. This publication is a must for those involved in preparing for and responding to disaster.

Building Official Management Manual. This manual addresses the unique nature of code administration and the managerial duties of the building official. A supplementary insert addresses the budgetary and financial aspects of a building department. It is also an ideal resource for those preparing for the management module of the CABO Building Official Certification Examination.

Legal Aspects of Code Administration. A manual developed by the three model code organizations to inform the building official on the legal aspects of the profession. The text is written in a logical sequence with explanation of legal terminology. It is designed to serve as a refresher for those preparing to take the legal module of the CABO Building Official Certification Examination.

Illustrated Guide to Conventional Construction Provisions of the UBC. This comprehensive guide and commentary provides detailed explanations of the conventional construction provisions in the UBC, including descriptive discussions and illustrated drawings to convey the prescriptive provisions related to wood-frame construction.

Introduction to the Uniform Building Code. A workbook that provides an overview of the basics of the UBC.

Uniform Building Code Update Workbook. This manual addresses many of the changes to the administrative, fire- and life-safety, and inspection provisions appearing in the UBC.

UMC Workbook. Designed for independent study or use with instructor-led programs based on the *Uniform Mechanical Code*, this comprehensive study guide consists of 16 learning sessions, with the first two sessions reviewing the purpose, scope, definitions and administrative provisions and the remaining 14 sessions progressively exploring the requirements for installing, inspecting and maintaining heating, ventilating, cooling and refrigeration systems.

UBC Field Inspection Workbook. A comprehensive workbook for studying the provisions of the UBC. Divided into 12 sessions, this workbook focuses on the UBC combustible construction requirements for the inspection of wood-framed construction.

Concrete Manual. A publication for individuals seeking an understanding of the fundamentals of concrete field technology and inspection practices. Of particular interest to concrete construction inspectors, it will also benefit employees of concrete producers, contractors, testing and inspection laboratories and material suppliers.

Reinforced Concrete Masonry Construction Inspector's Handbook. A comprehensive information source written especially for masonry inspection covering terminology, technology, materials, quality control, inspection and standards. Published jointly by ICBO and the Masonry Institute of America.

You Can Build It! Sponsored by ICBO in cooperation with CABO, this booklet contains information and advice to aid "do-it-yourselfers" with building projects. Provides guidance in necessary procedures such as permit requirements, codes, plans, cost estimation, etc.

Guidelines for Manufactured Housing Installations. A guideline in code form implementing the *Uniform Building Code* and its companion code documents to regulate the permanent installation of a manufactured home on a privately owned, nonrental site. A commentary is included to explain specific provisions, and codes applying to each component part are defined.

Accessibility Reference Guide. This guide is a valuable resource for architects, interior designers, plan reviewers and others who design and enforce accessibility provisions. Features include accessibility requirements, along with detailed commentary and graphics to clarify the provisions; cross-references to other applicable sections of the UBC and the Americans with Disabilities Act Accessibility Guidelines; a checklist of UBC provisions on access and usability requirements; and many other useful references.

Educational and Technical Reference Materials. The Conference has been a leader in the development of texts and course material to assist in the educational process. These materials include vital information necessary for the building official and subordinates in carrying out their responsibilities and have proven to be excellent references in connection with community college curricula and higher-level courses in the field of building construction technology and inspection and in the administration of building departments. Included are plan review checklists for structural, nonstructural, mechanical and fire-safety provisions and a full line of videotapes and automated products.

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Chapter 1

TITLE AND SCOPE

SECTION 101 — TITLE

These regulations shall be known as the *Uniform Code for the Abatement of Dangerous Buildings*, may be cited as such, and will be referred to herein as “this code.”

SECTION 102 — PURPOSE AND SCOPE

102.1 Purpose. It is the purpose of this code to provide a just, equitable and practicable method, to be cumulative with and in addition to any other remedy provided by the Building Code, Housing Code or otherwise available by law, whereby buildings or structures which from any cause endanger the life, limb, health, morals, property, safety or welfare of the general public or their occupants may be required to be repaired, vacated or demolished.

The purpose of this code is not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this code.

102.2 Scope. The provisions of this code shall apply to all dangerous buildings, as herein defined, which are now in existence or which may hereafter become dangerous in this jurisdiction.

SECTION 103 — ALTERATIONS, ADDITIONS AND REPAIRS

All buildings or structures which are required to be repaired under the provisions of this code shall be subject to the provisions of Section 3403 of the Building Code.

Chapter 2 ENFORCEMENT

SECTION 201 — GENERAL

201.1 Administration. The building official is hereby authorized to enforce the provisions of this code.

The building official shall have the power to render interpretations of this code and to adopt and enforce rules and supplemental regulations in order to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformity with the intent and purpose of this code.

201.2 Inspections. The health officer, the fire marshal and the building official are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this code.

201.3 Right of Entry. When it is necessary to make an inspection to enforce the provisions of this code, or when the building official or the building official's authorized representative has reasonable cause to believe that there exists in a building or upon a premises a condition which is contrary to or in violation of this code which makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such building or premises be occupied that credentials be presented to the occupant and entry requested. If such building or premises be unoccupied, the building official shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

"Authorized representative" shall include the officers named in Section 201.2 and their authorized inspection personnel.

SECTION 202 — ABATEMENT OF DANGEROUS BUILDINGS

All buildings or portions thereof which are determined after inspection by the building official to be dangerous as defined in this code are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedure specified in Section 401 of this code.

SECTION 203 — VIOLATIONS

It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of this code.

SECTION 204 — INSPECTION OF WORK

All buildings or structures within the scope of this code and all construction or work for which a permit is required shall be subject to inspection by the building official in accordance with and in the manner provided by this code and Sections 108 and 1701 of the Building Code.

SECTION 205 — BOARD OF APPEALS

205.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code, there shall be and is hereby created a board of appeals consisting of members who are qualified by experience and training to pass upon matters pertaining to building construction and who are not employees of the jurisdiction. The building official shall be an ex officio member and shall act as secretary to said board but shall have no vote upon any matter before the board. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the building official. Appeals to the board shall be processed in accordance with the provisions contained in Section 501 of this code. Copies of all rules or regulations adopted by the board shall be delivered to the building official, who shall make them freely accessible to the public.

205.2 Limitations of Authority. The board of appeals shall have no authority relative to interpretation of the administrative provisions of this code nor shall the board be empowered to waive requirements of this code.

Chapter 3

DEFINITIONS

SECTION 301 — GENERAL

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in either this chapter or as specified in the Building Code or the Housing Code. Where terms are not defined, they shall have their ordinary accepted meanings within the context with which they are used. *Webster's Third New International Dictionary of the English Language, Unabridged*, copyright 1986, shall be construed as providing ordinary accepted meanings. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

BUILDING CODE is the *Uniform Building Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

DANGEROUS BUILDING is any building or structure deemed to be dangerous under the provisions of Section 302 of this code.

HOUSING CODE is the *Uniform Housing Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

SECTION 302 — DANGEROUS BUILDING

For the purpose of this code, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that the life, health, property or safety of the public or its occupants are endangered.

1. Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
2. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
3. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structure, purpose or location.
4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the Building Code for new buildings of similar structure, purpose or location.
5. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.

7. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.

8. Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.

9. Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

10. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.

11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings.

12. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or immoral persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

13. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Code, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of buildings.

14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member or portion less than 50 percent, or in any supporting part, member or portion less than 66 percent of the (i) strength, (ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location.

15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the health officer to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard.

17. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.

18. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six months so as to constitute such building or portion thereof an attractive nuisance or hazard to the public.

Chapter 4

NOTICES AND ORDERS OF BUILDING OFFICIAL

SECTION 401 — GENERAL

401.1 Commencement of Proceedings. When the building official has inspected or caused to be inspected any building and has found and determined that such building is a dangerous building, the building official shall commence proceedings to cause the repair, vacation or demolition of the building.

401.2 Notice and Order. The building official shall issue a notice and order directed to the record owner of the building. The notice and order shall contain:

1. The street address and a legal description sufficient for identification of the premises upon which the building is located.
2. A statement that the building official has found the building to be dangerous with a brief and concise description of the conditions found to render the building dangerous under the provisions of Section 302 of this code.
3. A statement of the action required to be taken as determined by the building official.
 - 3.1 If the building official has determined that the building or structure must be repaired, the order shall require that all required permits be secured therefor and the work physically commenced within such time (not to exceed 60 days from the date of the order) and completed within such time as the building official shall determine is reasonable under all of the circumstances.
 - 3.2 If the building official has determined that the building or structure must be vacated, the order shall require that the building or structure shall be vacated within a time certain from the date of the order as determined by the building official to be reasonable.
 - 3.3 If the building official has determined that the building or structure must be demolished, the order shall require that the building be vacated within such time as the building official shall determine is reasonable (not to exceed 60 days from the date of the order); that all required permits be secured therefor within 60 days from the date of the order; and that the demolition be completed within such time as the building official shall determine is reasonable.
4. Statements advising that if any required repair or demolition work (without vacation also being required) is not commenced within the time specified, the building official (i) will order the building vacated and posted to prevent further occupancy until the work is completed, and (ii) may proceed to cause the work to be done and charge the costs thereof against the property or its owner.
5. Statements advising (i) that any person having any record title or legal interest in the building may appeal from the notice and order or any action of the building official to the board of appeals, provided the appeal is made in writing as provided in this code and filed with the building official within 30 days from the date of service of such notice and order; and (ii) that failure to appeal will constitute a waiver of all right to an administrative hearing and determination of the matter.

401.3 Service of Notice and Order. The notice and order, and any amended or supplemental notice and order, shall be served upon the record owner and posted on the property; and one copy thereof shall be served on each of the following if known to the

building official or disclosed from official public records: the holder of any mortgage or deed of trust or other lien or encumbrance of record; the owner or holder of any lease of record; and the holder of any other estate or legal interest of record in or to the building or the land on which it is located. The failure of the building official to serve any person required herein to be served shall not invalidate any proceedings hereunder as to any other person duly served or relieve any such person from any duty or obligation imposed by the provisions of this section.

401.4 Method of Service. Service of the notice and order shall be made upon all persons entitled thereto either personally or by mailing a copy of such notice and order by certified mail, postage prepaid, return receipt requested, to each such person at their address as it appears on the last equalized assessment roll of the county or as known to the building official. If no address of any such person so appears or is known to the building official, then a copy of the notice and order shall be so mailed, addressed to such person, at the address of the building involved in the proceedings. The failure of any such person to receive such notice shall not affect the validity of any proceedings taken under this section. Service by certified mail in the manner herein provided shall be effective on the date of mailing.

401.5 Proof of Service. Proof of service of the notice and order shall be certified to at the time of service by a written declaration under penalty of perjury executed by the persons effecting service, declaring the time, date and manner in which service was made. The declaration, together with any receipt card returned in acknowledgment of receipt by certified mail shall be affixed to the copy of the notice and order retained by the building official.

SECTION 402 — RECORDATION OF NOTICE AND ORDER

If compliance is not had with the order within the time specified therein, and no appeal has been properly and timely filed, the building official shall file in the office of the county recorder a certificate describing the property and certifying (i) that the building is a dangerous building and (ii) that the owner has been so notified. Whenever the corrections ordered shall thereafter have been completed or the building demolished so that it no longer exists as a dangerous building on the property described in the certificate, the building official shall file a new certificate with the county recorder certifying that the building has been demolished or all required corrections have been made so that the building is no longer dangerous, whichever is appropriate.

SECTION 403 — REPAIR, VACATION AND DEMOLITION

The following standards shall be followed by the building official (and by the board of appeals if an appeal is taken) in ordering the repair, vacation or demolition of any dangerous building or structure:

1. Any building declared a dangerous building under this code shall be made to comply with one of the following:
 - 1.1 The building shall be repaired in accordance with the current building code or other current code applicable to the type of substandard conditions requiring repair; or
 - 1.2 The building shall be demolished at the option of the building owner; or

- 1.3 If the building does not constitute an immediate danger to the life, limb, property or safety of the public it may be vacated, secured and maintained against entry.
2. If the building or structure is in such condition as to make it immediately dangerous to the life, limb, property or safety of the public or its occupants, it shall be ordered to be vacated.

SECTION 404 — NOTICE TO VACATE

404.1 Posting. Every notice to vacate shall, in addition to being served as provided in Section 401.3, be posted at or upon each exit of the building and shall be in substantially the following form:

**DO NOT ENTER
UNSAFE TO OCCUPY**

It is a misdemeanor to occupy this building, or to remove or deface this notice.

Building Official
..... of

404.2 Compliance. Whenever such notice is posted, the building official shall include a notification thereof in the notice and order issued under Section 401.2, reciting the emergency and specifying the conditions which necessitate the posting. No person shall remain in or enter any building which has been so posted, except that entry may be made to repair, demolish or remove such building under permit. No person shall remove or deface any such notice after it is posted until the required repairs, demolition or removal have been completed and a certificate of occupancy issued pursuant to the provisions of the Building Code.

Chapter 5

APPEAL

SECTION 501 — GENERAL

501.1 Form of Appeal. Any person entitled to service under Section 401.3 may appeal from any notice and order or any action of the building official under this code by filing at the office of the building official a written appeal containing:

1. A heading in the words: "Before the board of appeals of the of"
2. A caption reading: "Appeal of, " giving the names of all appellants participating in the appeal.
3. A brief statement setting forth the legal interest of each of the appellants in the building or the land involved in the notice and order.
4. A brief statement in ordinary and concise language of the specific order or action protested, together with any material facts claimed to support the contentions of the appellant.
5. A brief statement in ordinary and concise language of the relief sought and the reasons why it is claimed the protested order or action should be reversed, modified or otherwise set aside.
6. The signatures of all parties named as appellants and their official mailing addresses.
7. The verification (by declaration under penalty of perjury) of at least one appellant as to the truth of the matters stated in the appeal.

The appeal shall be filed within 30 days from the date of the service of such order or action of the building official; provided, however, that if the building or structure is in such condition as to make it immediately dangerous to the life, limb, property or safety of the public or adjacent property and is ordered vacated and is posted in accordance with Section 404, such appeal shall be filed within 10 days from the date of the service of the notice and order of the building official.

501.2 Processing of Appeal. Upon receipt of any appeal filed pursuant to this section, the building official shall present it at the next regular or special meeting of the board of appeals.

501.3 Scheduling and Noticing Appeal for Hearing. As soon as practicable after receiving the written appeal, the board of appeals shall fix a date, time and place for the hearing of the appeal by the board. Such date shall not be less than 10 days nor more than 60 days from the date the appeal was filed with the building official. Written notice of the time and place of the hearing shall be given at least 10 days prior to the date of the hearing to each appellant by the secretary of the board either by causing a copy of such notice to be delivered to the appellant personally or by mailing a copy thereof, postage prepaid, addressed to the appellant at the address shown on the appeal.

SECTION 502 — EFFECT OF FAILURE TO APPEAL

Failure of any person to file an appeal in accordance with the provisions of Section 501 shall constitute a waiver of the right to an administrative hearing and adjudication of the notice and order or any portion thereof.

SECTION 503 — SCOPE OF HEARING ON APPEAL

Only those matters or issues specifically raised by the appellant shall be considered in the hearing of the appeal.

SECTION 504 — STAYING OF ORDER UNDER APPEAL

Except for vacation orders made pursuant to Section 404, enforcement of any notice and order of the building official issued under this code shall be stayed during the pendency of an appeal therefrom which is properly and timely filed.

Chapter 6

PROCEDURES FOR CONDUCT OF HEARING APPEALS

SECTION 601 — GENERAL

601.1 Hearing Examiners. The board may appoint one or more hearing examiners or designate one or more of its members to serve as hearing examiners to conduct the hearings. The examiner hearing the case shall exercise all powers relating to the conduct of hearings until it is submitted to the board for decision.

601.2 Record. A record of the entire proceedings shall be made by tape recording or by any other means of permanent recording determined to be appropriate by the board.

601.3 Reporting. The proceedings at the hearing shall also be reported by a phonographic reporter if requested by any party thereto. A transcript of the proceedings shall be made available to all parties upon request and upon payment of the fee prescribed therefor. Such fees may be established by the board, but shall in no event be greater than the cost involved.

601.4 Continuances. The board may grant continuances for good cause shown; however, when a hearing examiner has been assigned to such hearing, no continuances may be granted except by the examiner for good cause shown so long as the matter remains before the examiner.

601.5 Oaths—Certification. In any proceedings under this chapter, the board, any board member, or the hearing examiner has the power to administer oaths and affirmations and to certify to official acts.

601.6 Reasonable Dispatch. The board and its representatives shall proceed with reasonable dispatch to conclude any matter before it. Due regard shall be shown for the convenience and necessity of any parties or their representatives.

SECTION 602 — FORM OF NOTICE OF HEARING

The notice to appellant shall be substantially in the following form, but may include other information:

"You are hereby notified that a hearing will be held before (the board of appeals or name of hearing examiner) at on the day of, 19, at the hour, upon the notice and order served upon you. You may be present at the hearing. You may be, but need not be, represented by counsel. You may present any relevant evidence and will be given full opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by filing an affidavit therefor with (board of appeals or name of hearing examiner)."

SECTION 603 — SUBPOENAS

603.1 Filing of Affidavit. The board or examiner may obtain the issuance and service of a subpoena for the attendance of witnesses or the production of other evidence at a hearing upon the request of a member of the board or upon the written demand of any party. The issuance and service of such subpoena shall be obtained upon the filing of an affidavit therefor which states the name and address of the proposed witness; specifies the exact things sought to be produced and the materiality thereof in detail to the issues involved; and states that the witness has the desired

things in possession or under control. A subpoena need not be issued when the affidavit is defective in any particular.

603.2 Cases Referred to Examiner. In cases where a hearing is referred to an examiner, all subpoenas shall be obtained through the examiner.

603.3 Penalties. Any person who refuses without lawful excuse to attend any hearing or to produce material evidence which the person possesses or controls as required by any subpoena served upon such person as provided for herein shall be guilty of a misdemeanor.

SECTION 604 — CONDUCT OF HEARING

604.1 Rules. Hearings need not be conducted according to the technical rules relating to evidence and witnesses.

604.2 Oral Evidence. Oral evidence shall be taken only on oath or affirmation.

604.3 Hearsay Evidence. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions in courts of competent jurisdiction in this state.

604.4 Admissibility of Evidence. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state.

604.5 Exclusion of Evidence. Irrelevant and unduly repetitious evidence shall be excluded.

604.6 Rights of Parties. Each party shall have these rights, among others:

1. To call and examine witnesses on any matter relevant to the issues of the hearing;
2. To introduce documentary and physical evidence;
3. To cross-examine opposing witnesses on any matter relevant to the issues of the hearing;
4. To impeach any witness regardless of which party first called the witness to testify;
5. To rebut the evidence; and
6. To be represented by anyone who is lawfully permitted to do so.

604.7 Official Notice.

604.7.1 What may be noticed. In reaching a decision, official notice may be taken, either before or after submission of the case for decision, of any fact which may be judicially noticed by the courts of this state or of official records of the board or departments and ordinances of the city or rules and regulations of the board.

604.7.2 Parties to be notified. Parties present at the hearing shall be informed of the matters to be noticed, and these matters shall be noted in the record, referred to therein, or appended thereto.

604.7.3 Opportunity to refute. Parties present at the hearing shall be given a reasonable opportunity, on request, to refute the officially noticed matters by evidence or by written or oral presentation of authority, the manner of such refutation to be determined by the board or hearing examiner.

604.7.4 Inspection of the premises. The board or the hearing examiner may inspect any building or premises involved in the appeal during the course of the hearing, provided that (i) notice of such inspection shall be given to the parties before the inspection is made, (ii) the parties are given an opportunity to be present during the inspection, and (iii) the board or the hearing examiner shall state for the record upon completion of the inspection the material facts observed and the conclusions drawn therefrom. Each party then shall have a right to rebut or explain the matters so stated by the board or hearing examiner.

SECTION 605 — METHOD AND FORM OF DECISION

605.1 Hearing before Board Itself. When a contested case is heard before the board itself, a member thereof who did not hear the evidence or has not read the entire record of the proceedings shall not vote on or take part in the decision.

605.2 Hearing before Examiner. If a contested case is heard by a hearing examiner alone, the examiner shall within a reasonable time (not to exceed 90 days from the date the hearing is closed) submit a written report to the board. Such report shall contain a brief summary of the evidence considered and state the examiner's findings, conclusions and recommendations. The report also shall contain a proposed decision in such form that it may be adopted by the board as its decision in the case. All examiner's reports filed with the board shall be matters of public record. A copy of each such report and proposed decision shall be mailed to each party on the date they are filed with the board.

605.3 Consideration of Report by Board—Notice. The board shall fix the time, date and place to consider the examiner's report and proposed decision. Notice thereof shall be mailed to each interested party not less than five days prior to the date fixed, unless it is otherwise stipulated by all of the parties.

605.4 Exceptions to Report. Not later than two days before the date set to consider the report, any party may file written exceptions to any part or all of the examiner's report and may attach thereto a proposed decision together with written argument in support of such decision. By leave of the board, any party may present oral argument to the board.

605.5 Disposition by the Board. The board may adopt or reject the proposed decision in its entirety, or may modify the proposed decision.

605.6 Proposed Decision Not Adopted. If the proposed decision is not adopted as provided in Section 605.5, the board may decide the case upon the entire record before it, with or without taking additional evidence, or may refer the case to the same or another hearing examiner to take additional evidence. If the case is reassigned to a hearing examiner, the examiner shall prepare a report and proposed decision as provided in Section 605.2 hereof after any additional evidence is submitted. Consideration of such proposed decision by the board shall comply with the provisions of this section.

605.7 Form of Decision. The decision shall be in writing and shall contain findings of fact, a determination of the issues presented, and the requirements to be complied with. A copy of the decision shall be delivered to the appellant personally or sent by certified mail, postage prepaid, return receipt requested.

605.8 Effective Date of Decision. The effective date of the decision shall be as stated therein.

Chapter 7

ENFORCEMENT OF THE ORDER OF THE BUILDING OFFICIAL OR THE BOARD OF APPEALS

SECTION 701 — COMPLIANCE

701.1 General. After any order of the building official or the board of appeals made pursuant to this code shall have become final, no person to whom any such order is directed shall fail, neglect or refuse to obey any such order. Any such person who fails to comply with any such order is guilty of a misdemeanor.

701.2 Failure to Obey Order. If, after any order of the building official or board of appeals made pursuant to this code has become final, the person to whom such order is directed shall fail, neglect or refuse to obey such order, the building official may (i) cause such person to be prosecuted under Section 701.1 or (ii) institute any appropriate action to abate such building as a public nuisance.

701.3 Failure to Commence Work. Whenever the required repair or demolition is not commenced within 30 days after any final notice and order issued under this code becomes effective:

1. The building official shall cause the building described in such notice and order to be vacated by posting at each entrance thereto a notice reading:

DANGEROUS BUILDING DO NOT OCCUPY

It is a misdemeanor to occupy this building, or to remove or deface this notice.

Building Official
..... of

2. No person shall occupy any building which has been posted as specified in this section. No person shall remove or deface any such notice so posted until the repairs, demolition or removal ordered by the building official have been completed and a certificate of occupancy issued pursuant to the provisions of the Building Code.

3. The building official may, in addition to any other remedy herein provided, cause the building to be repaired to the extent necessary to correct the conditions which render the building dangerous as set forth in the notice and order; or, if the notice and or-

der required demolition, to cause the building to be sold and demolished or demolished and the materials, rubble and debris therefrom removed and the lot cleaned. Any such repair or demolition work shall be accomplished and the cost thereof paid and recovered in the manner hereinafter provided in this code. Any surplus realized from the sale of any such building, or from the demolition thereof, over and above the cost of demolition and of cleaning the lot, shall be paid over to the person or persons lawfully entitled thereto.

SECTION 702 — EXTENSION OF TIME TO PERFORM WORK

Upon receipt of an application from the person required to conform to the order and by agreement of such person to comply with the order if allowed additional time, the building official may grant an extension of time, not to exceed an additional 120 days, within which to complete said repair, rehabilitation or demolition, if the building official determines that such an extension of time will not create or perpetuate a situation imminently dangerous to life or property. The building official's authority to extend time is limited to the physical repair, rehabilitation or demolition of the premises and will not in any way affect the time to appeal the notice and order.

SECTION 703 — INTERFERENCE WITH REPAIR OR DEMOLITION WORK PROHIBITED

No person shall obstruct, impede or interfere with any officer, employee, contractor or authorized representative of this jurisdiction or with any person who owns or holds any estate or interest in any building which has been ordered repaired, vacated or demolished under the provisions of this code; or with any person to whom such building has been lawfully sold pursuant to the provisions of this code, whenever such officer, employee, contractor or authorized representative of this jurisdiction, person having an interest or estate in such building or structure, or purchaser is engaged in the work of repairing, vacating and repairing, or demolishing any such building, pursuant to the provisions of this code, or in performing any necessary act preliminary to or incidental to such work or authorized or directed pursuant to this code.

Chapter 8

PERFORMANCE OF WORK OF REPAIR OR DEMOLITION

SECTION 801 — GENERAL

801.1 Procedure. When any work of repair or demolition is to be done pursuant to Section 701.3, Item 3, of this code, the building official shall issue an order therefor to the director of public works and the work shall be accomplished by personnel of this jurisdiction or by private contract under the direction of said director. Plans and specifications therefor may be prepared by said director, or the director may employ such architectural and engineering assistance on a contract basis as deemed reasonably necessary. If any part of the work is to be accomplished by private contract, standard public works contractual procedures shall be followed.

801.2 Costs. The cost of such work shall be paid from the repair and demolition fund, and may be made a special assessment against the property involved, or may be made a personal obligation of the property owner, whichever the legislative body of this jurisdiction shall determine is appropriate.

SECTION 802 — REPAIR AND DEMOLITION FUND

802.1 General. The legislative body of this jurisdiction shall establish a special revolving fund to be designated as the repair and demolition fund. Payments shall be made out of said fund upon the demand of the director of public works to defray the costs and expenses which may be incurred by this jurisdiction in doing or causing to be done the necessary work of repair or demolition of dangerous buildings.

802.2 Maintenance of Fund. The legislative body may at any time transfer to the repair and demolition fund, out of any money in the general fund of this jurisdiction, such sums as it may deem necessary in order to expedite the performance of the work of repair or demolition, and any sum so transferred shall be deemed a loan to the repair and demolition fund and shall be repaid out of the proceeds of the collections hereinafter provided for. All funds collected under the proceedings hereinafter provided for shall be paid to the treasurer of this jurisdiction who shall credit the same to the repair and demolition fund.

Chapter 9

RECOVERY OF COST OF REPAIR OR DEMOLITION

SECTION 901 — ACCOUNT OF EXPENSE, FILING OF REPORT

The director of public works shall keep an itemized account of the expense incurred by this jurisdiction in the repair or demolition of any building done pursuant to the provisions of Section 701.3, Item 3, of this code. Upon the completion of the work of repair or demolition, said director shall prepare and file with the clerk of this jurisdiction a report specifying the work done, the itemized and total cost of the work, a description of the real property upon which the building or structure is or was located, and the names and addresses of the persons entitled to notice pursuant to Section 401.3.

SECTION 902 — NOTICE OF HEARING

Upon receipt of said report, the clerk of this jurisdiction shall present it to the legislative body of this jurisdiction for consideration. The legislative body of this jurisdiction shall fix a time, date and place for hearing said report and any protests or objections thereto. The clerk of this jurisdiction shall cause notice of said hearing to be posted upon the property involved, published once in a newspaper of general circulation in this jurisdiction, and served by certified mail, postage prepaid, addressed to the owner of the property as the owner's name and address appears on the last equalized assessment roll of the county, if such so appears, or as known to the clerk. Such notice shall be given at least 10 days prior to the date set for the hearing and shall specify the day, hour and place when the legislative body will hear and pass upon the director's report, together with any objections or protests which may be filed as hereinafter provided by any person interested in or affected by the proposed charge.

SECTION 903 — PROTESTS AND OBJECTIONS

Any person interested in or affected by the proposed charge may file written protests or objections with the clerk of this jurisdiction at any time prior to the time set for the hearing on the report of the director. Each such protest or objection must contain a description of the property in which the signer thereof is interested and the grounds of such protest or objection. The clerk of this jurisdiction shall endorse on every such protest or objection the date of receipt. The clerk shall present such protests or objections to the legislative body of this jurisdiction at the time set for the hearing, and no other protests or objections shall be considered.

SECTION 904 — HEARING OF PROTESTS

Upon the day and hour fixed for the hearing, the legislative body of this jurisdiction shall hear and pass upon the report of the director together with any such objections or protests. The legislative body may make such revision, correction or modification in the report or the charge as it may deem just; and when the legislative body is satisfied with the correctness of the charge, the report (as submitted or as revised, corrected or modified) together with the charge, shall be confirmed or rejected. The decision of the legislative body of this jurisdiction on the report and the charge, and on all protests or objections, shall be final and conclusive.

SECTION 905 — PERSONAL OBLIGATION OR SPECIAL ASSESSMENT

905.1 General. The legislative body of this jurisdiction may thereupon order that said charge shall be made a personal obligation of the property owner or assess said charge against the property involved.

905.2 Personal Obligation. If the legislative body of this jurisdiction orders that the charge shall be a personal obligation of the property owner, it shall direct the attorney for this jurisdiction to collect the same on behalf of this jurisdiction by use of all appropriate legal remedies.

905.3 Special Assessment. If the legislative body of this jurisdiction orders that the charge shall be assessed against the property, it shall confirm the assessment, cause the same to be recorded on the assessment roll, and thereafter said assessment shall constitute a special assessment against and a lien upon the property.

SECTION 906 — CONTEST

The validity of any assessment made under the provisions of this chapter shall not be contested in any action or proceeding unless the same is commenced within 30 days after the assessment is placed upon the assessment roll as provided herein. Any appeal from a final judgment in such action or proceeding must be perfected within 30 days after the entry of such judgment.

SECTION 907 — AUTHORITY FOR INSTALLMENT PAYMENT OF ASSESSMENTS WITH INTEREST

The legislative body of this jurisdiction, in its discretion, may determine that assessments in amounts of \$500.00 or more shall be payable in not to exceed five equal annual installments. The legislative body's determination to allow payment of such assessments in installments, the number of installments, whether they shall bear interest, and the rate thereof shall be by a resolution adopted prior to the confirmation of the assessment.

SECTION 908 — LIEN OF ASSESSMENT

908.1 Priority. Immediately upon its being placed on the assessment roll, the assessment shall be deemed to be complete, the several amounts assessed shall be payable, and the assessments shall be liens against the lots or parcels of land assessed, respectively. The lien shall be subordinate to all existing special assessment liens previously imposed upon the same property and shall be paramount to all other liens except for state, county and property taxes with which it shall be upon a parity. The lien shall continue until the assessment and all interest due and payable thereon are paid.

908.2 Interest. All such assessments remaining unpaid after 30 days from the date of recording on the assessment roll shall become delinquent and shall bear interest at the rate of 7 percent per annum from and after said date.

SECTION 909 — REPORT TO ASSESSOR AND TAX COLLECTOR: ADDITION OF ASSESSMENT TO TAX BILL

After confirmation of the report, certified copies of the assessment shall be given to the assessor and the tax collector for this

jurisdiction, who shall add the amount of the assessment to the next regular tax bill levied against the parcel for municipal purposes.

SECTION 910 — FILING COPY OF REPORT WITH COUNTY AUDITOR

If the county assessor and the county tax collector assess property and collect taxes for this jurisdiction, a certified copy of the assessment shall be filed with the county auditor on or before August 10th. The descriptions of the parcels reported shall be those used for the same parcels on the county assessor's map books for the current year.

SECTION 911 — COLLECTION OF ASSESSMENT: PENALTIES FOR FORECLOSURE

The amount of the assessment shall be collected at the same time and in the same manner as ordinary property taxes are collected

and shall be subject to the same penalties and procedure and sale in case of delinquency as provided for ordinary property taxes. All laws applicable to the levy, collection and enforcement of property taxes shall be applicable to such assessment.

If the legislative body of this jurisdiction has determined that the assessment shall be paid in installments, each installment and any interest thereon shall be collected in the same manner as ordinary property taxes in successive years. If any installment is delinquent, the amount thereof is subject to the same penalties and procedure for sale as provided for ordinary property taxes.

SECTION 912 — REPAYMENT OF REPAIR AND DEMOLITION FUND

All money recovered by payment of the charge or assessment or from the sale of the property at foreclosure sale shall be paid to the treasurer of this jurisdiction, who shall credit the same to the repair and demolition fund.

MEMORANDUM

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

FROM: MS. CAROL RUSHMORE, ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Economic Development Department

DATE: October, 2020

Tourism:

The Branding Team has had a kickoff meeting in September with Spawn Ideas to begin the Visitor Industry branding process. Spawn team started interviews with local residents, operators, recreation enthusiast, visitor industry representatives, and actual visitors from other areas that had visited Wrangell in the past. Jesse Alleva with Spawn Ideas out of Anchorage visited Wrangell to see the community, experience what he could while here, and talk to additional folks. He was here on Sales Tax Free day so the town was hopping and he said he had lots of great conversations. Certain themes and consistent comments were becoming obvious. The Spawn team will be meeting with the Branding team the end of the week to go over their research findings and next steps.

The WCVB has been working on the design and content of the new Covid Travel planner. Advertising began last week. Each visitor business is offered a free 1/8 page advert or 25% reduced pricing from the previous planner prices.

Also as part of the COVID-19 marketing plan, staff has been regularly scheduling social media postings, developing a routine and themed calendar for postings about Wrangell. Other on-line advertising is being explored as well as new opportunities. Staff is working with the Alaska Travel Industry Association and trying to take advantage of their cooperative advertising opportunities.

Staff also participated in the Southeast Conference Tourism Committee to develop the Regional Economic plan to 2025.

Economic Development:

Applications for the Wrangell Cares Grant opportunities for businesses, non-profits and individual household assistance must be submitted by October 31. Only the Haul out Assistance Program (50% discount of a haul prior to Nov. 30) is open until November 30.

As of Friday October 16, 2020 a total of 433 applications have been processed with a total of almost \$756,000 approved or pending approval due to needing additional attachments. The summary is at the end of this report.

Further in the agenda is a recommendation from the Economic Development Committee (EDC) requesting any unused funds remaining in December be used to distribute to the community via these grant programs.

Rain Coast Data completed a survey analysis following up with businesses since the last one in April. Over 100 businesses responded to the survey. It is currently available online at: <https://www.wrangell.com/economicdevelopment/wrangell-business-climate-and-covid19-impacts-surveys-2020>. Rain Coast data also updated the Economic Conditions report with 2019 data and what 2020 data is thus far available. That report can be found: <https://www.wrangell.com/economicdevelopment/economic-conditions-report-2020>.

Planning and Zoning:

The Commission had development a mixed use commercial and residential zone for the Institute area in April. However, with the modifications to the Master Plan (changing the uses of the norther half of the parcel to all residential), the Commission relookeed at the zone and is proposing formal changes to the Master Plan and new zoning districts. They will be working on these through December probably and will bring their recommendations to the Assembly when completed. A preliminary plat for a subdivision of the former 6 mile mill property has been submitted and currently being reviewed by staff. Four additional subdivisions are going to the Commission for review.

GIS Mapping Updates:

Staff has been working with our GIS contractor to update our mapping system with new subdivisions, errors etc. The Online community mapping has been updated this past week. We are still reviewing for errors and inconsistencies but it is live. We will update the other department computers as soon as there is time.

Chugach Ranger Boat:

Staff have met with the USFS regarding the fill needed to move the M/V Chugach into position. The signed MOU indicated the process would be completed by the end of September. Assembly approved an extension until end of December and the MOU modification has been signed.

National Working Waterfronts:

The Economic Development Administration notified staff of training opportunities by the NWWN – National Working Waterfront Network, to assist marine oriented communities on projects, data, grant opportunities. Staff participated in a webinar that dealt with determining a Benefit Cost Analysis and data sets that could be accessed.

Great Outdoors Act:

Staff participated in a teleconference with the USFS to discuss the Great American Outdoors Act which will enable federal land managers to take aggressive steps to address backlogged maintenance and other infrastructure projects. The USFS is currently taking public comment on projects until NOV. 3. Please go to <https://www.fs.usda.gov/detailfull/r10/home/?cid=FSEPRD796806&width=full> to comment.

Status Report of Grant applications as of Thursday 10-15-2020

433 total applications as of 10-15-20

TOTAL AMOUNT REQUESTED AS OF 10/15/20 **821,658.29**

Total denied/rejected 64,500.00

Applications processed approved/waiting final approval

Targeted Accommodations 36,000.00

Targeted Excursions 78,000.00

Targeted Retail 72,000.00

TOTAL Targeted 186,000.00

Small Business: general 156,000.00

Small business: fishermen 210,000.00

Small Business: deckhands 114,000.00

TOTAL Small Business 480,000.00

Food Service **12,000.00**

Social Service **21,300.00**

Haul Out Assistance (50%) **7,437.29**

Vessel Repair Extended stay **300.00**

Household assistance **48,000.00**

Accounting assistance **2,121.00**

TOTAL Value of Applications processed and approved or preapproved	757,158.29
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Approved (although not necessarily paid)	708,758.29
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Incomplete Applications (waiting for attachments, signatures or other information)	48,400.00
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Since this report was completed last week, more applications have been approved, and more have been received for processing. Staff is making every effort to get the word out especially as it relates to the Household Assistance program. Deadline for all grants, except the Vessel Haul-out Assistance grant is midnight October 31, 2020. Should funds still be available from the \$915,000 already awarded, the deadlines could be extended into November. It is first come first serve until funds are expended.

**City and Borough of Wrangell
Irene Ingle Public Library Report
Director: Margaret Villarma
October, 2020**

Zoom Storytime

We have had three zoom storytimes so far this fall and it seems to remain popular with our young patrons.

Masks

We are continuing to have masks available for the public. The demand has slowed down, but we still have plenty available if anyone needs them. The fire department provided us with a good supply last week which we appreciated.

Books Get Our Vote

Starting on October 19th kids can come into the library and pick up their ballot and vote for their candidate. We have a voting booth set up so that they can vote just like in the upcoming election. There will be five candidates for them to choose from and they will receive an I Voted Sticker that says: I Read & I Vote.



Donations

We received a large donation of bound Louis L'Amour books from Elton Martin and Marcus Gunderson. There were approximately 140 volumes so we were able to replace some of our collection with these new bound ones and also add to our collection with volumes we did not have.

STEM Kits

We have completed five of our STEM kits and they are ready for checkout. They include an activity kit and books on the subject.

CITY AND BOROUGH OF WRANGELL OPERATING FUND- Public/Government

Account Statement - Period Ending 9/30/2020



Item d.

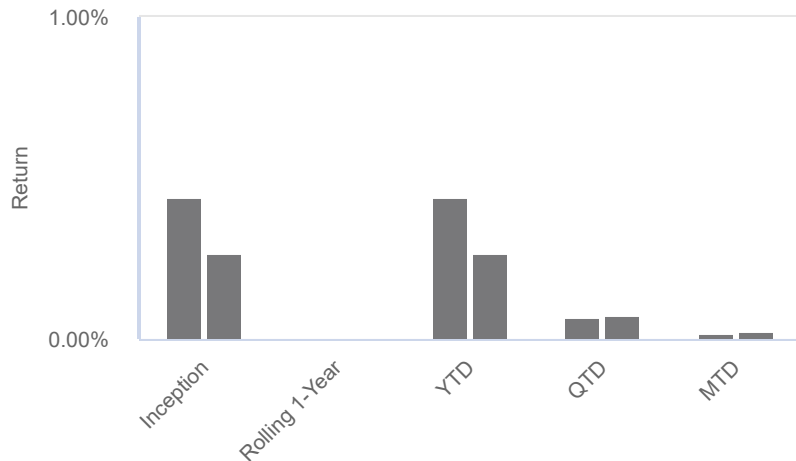
Account Activity

Portfolio Value on 9/1/2020	\$5,018,045.86
Beginning Bond Accrual	\$10,430.28
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	-\$4,023.31
Dividends and Interest	\$0.24
Portfolio Value on 9/30/2020	\$5,014,022.79
Ending Bond Accrual	\$15,056.41

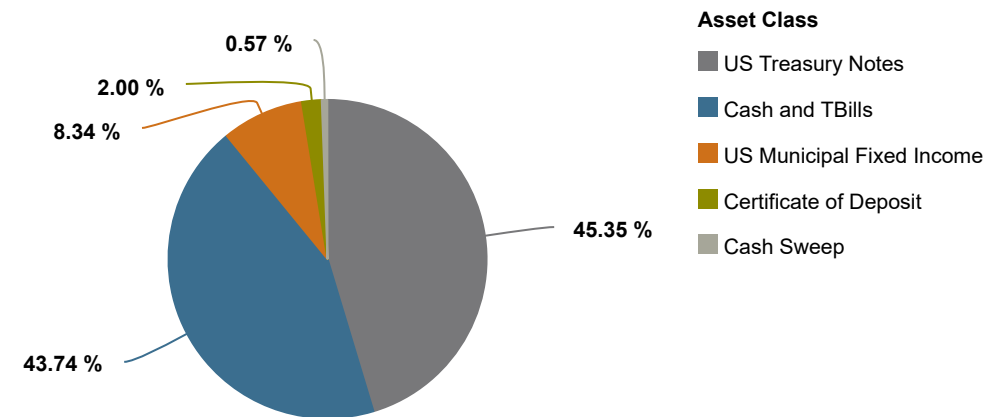
Management Team

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

Investment Performance



Portfolio Composition



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	0.49 %	N/A	0.49 %	0.10 %	0.02 %
Strategic Benchmark	0.26 %	N/A	0.26 %	0.07 %	0.02 %

Fixed Income Statistics		
Average Quality: AAA	Yield to Maturity: 0.12%	Average Maturity: 1.14 Yrs

Performance Is Annualized for Periods Greater than One Year.

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

Item d.

Performance Is Annualized for Periods Greater than One Year.

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

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Fixed Income						
US Municipal Fixed Income						
25,000.00	WI St Ser A BE 5.00% 5/1/2022	97705MMR3	\$26,134.82	\$1.08	\$27,438.33	
50,000.00	N Slope Boro Ak 5.00% 06/30/2022	662523F53	\$50,417.50	\$1.00	\$50,819.45	
25,000.00	Washington St GO Ref Bds Ser R-2012A 5.00% 7/1/2022	93974CC73	\$25,422.89	\$1.04	\$26,227.25	
25,000.00	MD St Go Utx 5.00% 8/1/2022	574193PA0	\$26,471.50	\$1.09	\$27,428.83	
25,000.00	Mississippi St GO Ref Bds 2003 Ser A 5.25% 11/1/2022	605580DJ5	\$26,581.16	\$1.11	\$28,181.63	
35,000.00	WA St 5.00% 2/1/2023	93974DKP2	\$37,122.84	\$1.11	\$39,222.52	
35,000.00	OH St GO Higher Ed Bds Ser 2017 A 5.00% 5/1/2023	677522PZ1	\$37,339.64	\$1.12	\$40,074.77	
25,000.00	MA State 5.00% 7/1/2024 PRRFD: 07/01/22	57582P3W8	\$25,862.98	\$1.08	\$27,418.25	
30,000.00	Massachusetts St GO Bds Ser 2011D 5.00% 10/1/2026 PRRFD: 10/01/21	57582PB74	\$30,740.93	\$1.05	\$32,196.30	
50,000.00	Wa State Motor Vehicle Tax Senior 520 Corridor Program Toll Series C General Obligation Unlimited 5.00% 6/1/2028 PRRFD: 06/01/21	93974CG38	\$51,032.25	\$1.03	\$52,370.33	
65,000.00	Massachusetts St GO Bds Ser. 2013D 5.00% 8/1/2033 PRRFD: 8/1/2021	57582PN63	\$66,568.31	\$1.04	\$68,163.12	
US Treasury Notes						
155,000.00	US Treasury Note 2.625% 5/15/2021	9128284P2	\$157,270.97	\$1.02	\$158,950.19	
205,000.00	US Treasury Note 2.125% 8/15/2021	912828RC6	\$208,045.43	\$1.02	\$209,145.92	
125,000.00	US Treasury Note 2.875% 10/15/2021	9128285F3	\$128,013.34	\$1.03	\$130,214.10	
85,000.00	US Treasury Note 2.875% 11/15/2021	9128285L0	\$87,272.04	\$1.03	\$88,539.35	
200,000.00	US Treasury Note 2.50% 2/15/2022	9128286C9	\$205,574.74	\$1.03	\$207,138.59	
180,000.00	US Treasury Note 1.75% 5/15/2022	912828SV3	\$183,738.41	\$1.03	\$185,914.81	
180,000.00	US Treasury Note 1.50% 8/15/2022	912828YA2	\$183,314.95	\$1.03	\$184,999.64	
80,000.00	US Treasury Note 1.625% 11/15/2022	912828TY6	\$81,804.26	\$1.03	\$83,015.83	
80,000.00	US Treasury Note 2.00% 2/15/2023	912828UN8	\$82,670.71	\$1.04	\$83,707.55	
300,000.00	US Treasury Note 0.25% 4/15/2023	912828ZH6	\$300,034.28	\$1.00	\$301,154.81	
400,000.00	US Treasury Note 0.25% 06/15/2023	912828ZU7	\$399,905.40	\$1.00	\$401,423.08	

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of	Item d.
U.S. Fixed Income							
US Treasury Notes							
230,000.00	US Treasury Note 2.50% 8/15/2023	912828VS6	\$245,750.38	\$1.07	\$246,277.77		
			\$2,667,089.73		\$2,700,022.42	53.69 %	
Cash							
Cash and TBills							
500,000.00	US Treasury Bill 0.00% 10/15/2020	9127962R9	\$499,693.00	\$1.00	\$499,985.00		
150,000.00	US Treasury Bill 0.00% 10/29/2020	9127962T5	\$149,979.30	\$1.00	\$149,989.50		
500,000.00	US Treasury Bill 0.00% 11/12/2020	9127962Z1	\$499,884.00	\$1.00	\$499,945.00		
400,000.00	US Treasury Bill 0.00% 12/10/2020	9127963J6	\$399,645.94	\$1.00	\$399,936.00		
150,000.00	US Treasury Bill 0.00% 12/17/2020	9127963K3	\$149,974.65	\$1.00	\$149,970.00		
500,000.00	US Treasury Bill 0.00% 1/21/2021	9127963V9	\$499,859.00	\$1.00	\$499,840.50		
Cash Sweep							
28,891.65	Schwab Bank Sweep	SchwabCash	\$28,891.65	\$1.00	\$28,891.65		
Certificate of Deposit							
100,000.00	Merchants Bk Carmel IN 1.00% 10/16/2020	588493MD5	\$100,000.00	\$1.00	\$100,499.13		
			\$2,327,927.54		\$2,329,056.78	46.31 %	
Total Portfolio			\$4,995,017.27		\$5,029,079.20	100.00 %	

Transaction Summary From 9/1/2020 - 9/30/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
Buy Exchange				
9/15/2020	9/15/2020	Schwab Bank Sweep	150,000.00	\$ 150,000.00
9/15/2020	9/16/2020	US Treasury Bill 0.00% 12/17/2020	150,015.00	\$ 149,974.65
9/22/2020	9/22/2020	Schwab Bank Sweep	500,000.00	\$ 500,000.00
9/24/2020	9/25/2020	US Treasury Bill 0.00% 1/21/2021	500,015.01	\$ 499,859.00
Buy Exchange Total:				\$ 1,299,833.65
Sell Exchange				
9/15/2020	9/15/2020	US Treasury Bill 0.00% 9/15/2020	-150,000.00	-\$ 150,000.00
9/15/2020	9/16/2020	Schwab Bank Sweep	-149,974.65	-\$ 149,974.65
9/22/2020	9/22/2020	US Treasury Bill 0.00% 9/22/2020	-500,000.00	-\$ 500,000.00
9/24/2020	9/25/2020	Schwab Bank Sweep	-499,859.00	-\$ 499,859.00
Sell Exchange Total:				-\$ 1,299,833.65
Dividend Interest Reinvested				
9/15/2020	9/15/2020	Schwab Bank Sweep	0.24	\$ 0.24
Dividend Interest Reinvested Total:				\$ 0.24
Exchange and Other Trade Fees				
9/15/2020	9/16/2020	US Treasury Bill 0.00% 12/17/2020	-15.00	-\$ 15.00
9/24/2020	9/25/2020	US Treasury Bill 0.00% 1/21/2021	-15.01	-\$ 15.00
Exchange and Other Trade Fees Total:				-\$ 30.00
Advisory Fees Paid				
9/21/2020	9/21/2020	Schwab Bank Sweep	-628.56	-\$ 628.56
Advisory Fees Paid Total:				-\$ 628.56

Realized Gain/Loss

Acquired Date	Units	Security	Cost Basis	Proceeds	Total Gain/Loss
CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government					
4/8/2020	150,000.00	US Treasury Bill 0.00% 9/15/2020	\$149,852.42	\$150,000.00	\$147.58
6/9/2020	500,000.00	US Treasury Bill 0.00% 9/22/2020	\$499,758.60	\$500,000.00	\$241.40
CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government Total:			\$1,300,073.23	\$1,300,462.21	\$388.98

CITY AND BOROUGH OF WRANGELL PERMANENT FUND- Public/Government

Account Statement - Period Ending 9/30/2020



**ALASKA PERMANENT
CAPITAL MANAGEMENT**
Registered Investment Adviser

Item d.

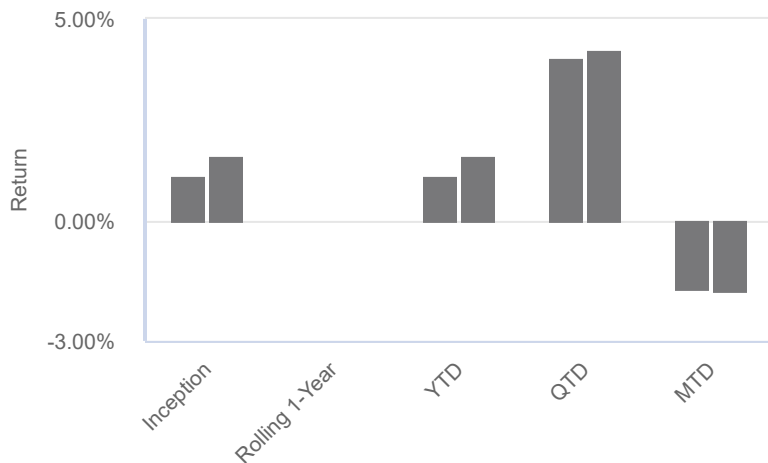
Account Activity

Portfolio Value on 9/1/2020	\$9,237,988.09
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	-\$177,135.59
Dividends and Interest	\$11,893.94
Portfolio Value on 9/30/2020	\$9,072,746.44

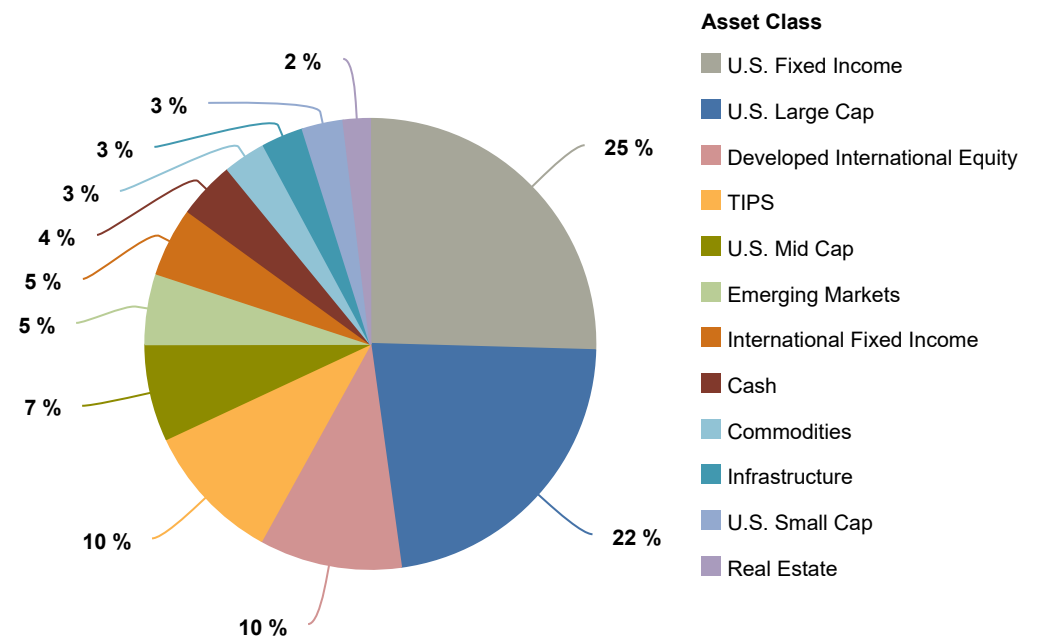
Management Team

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

Investment Performance



Portfolio Composition



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	1.34 %	N/A	1.34 %	4.10 %	-1.67 %
Strategic Benchmark	1.57 %	N/A	1.57 %	4.22 %	-1.74 %

Performance is Annualized for Periods Greater than One Year

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

Portfolio Summary and Targets

Allocation Range

Asset Class and Target	Market Value	Percent of Assets	Range:
Fixed Income (45.00 %)			
Fixed Income (45.00 %)			
U.S. Fixed Income (25.00 %)	\$2,308,540.96	25.44 %	15% to 35%
TIPS (10.00 %)	\$908,768.24	10.02 %	5% to 15%
International Fixed Income (5.00 %)	\$449,828.24	4.96 %	0% to 10%
Cash (5.00 %)	\$370,224.61	4.08 %	0% to 10%
Subtotal	\$4,037,362.05	44.50 %	
Equity (47.00 %)			
Equity (47.00 %)			
U.S. Large Cap (22.00 %)	\$2,030,971.86	22.39 %	12% to 32%
U.S. Mid Cap (7.00 %)	\$628,200.90	6.92 %	0% to 15%
U.S. Small Cap (3.00 %)	\$266,452.62	2.94 %	0% to 6%
Developed International Equity (10.00 %)	\$926,124.78	10.21 %	5% to 15%
Emerging Markets (5.00 %)	\$459,729.60	5.07 %	0% to 10%
Subtotal	\$4,311,479.76	47.52 %	
Alternatives (8.00 %)			
Alternatives (8.00 %)			
Real Estate (2.00 %)	\$173,969.44	1.92 %	0% to 5%
Commodities (3.00 %)	\$277,649.73	3.06 %	0% to 6%
Infrastructure (3.00 %)	\$272,285.46	3.00 %	0% to 6%
Subtotal	\$723,904.63	7.98 %	
Total Portfolio	\$9,072,746.44	100.00 %	

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Large Cap						
Quality Domestic Large Cap						
1,017.00	Flexshares Quality Divid Index	QDF	\$49,112.74	\$44.65	\$45,409.05	
Core Domestic Large Cap Equity						
5,929.00	SPDR S&P 500 Trust	SPY	\$1,919,135.54	\$334.89	\$1,985,562.81	
			\$1,968,248.28		\$2,030,971.86	22.39 %
U.S. Mid Cap						
Core Mid Cap Equity						
3,390.00	iShares Core S&P Mid-Cap ETF	IJH	\$676,731.18	\$185.31	\$628,200.90	
			\$676,731.18		\$628,200.90	6.92 %
U.S. Small Cap						
Core Domestic Small Cap Equity						
3,794.00	iShares Core S&P Small-Cap	IJR	\$306,761.20	\$70.23	\$266,452.62	
			\$306,761.20		\$266,452.62	2.94 %
Developed International Equity						
Core International Equity						
8,706.00	iShares MSCI EAFE	EFA	\$596,104.87	\$63.65	\$554,136.90	
6,171.00	iShares Core MSCI EAFE	IEFA	\$393,990.66	\$60.28	\$371,987.88	
			\$990,095.53		\$926,124.78	10.21 %
Emerging Markets						
Core Emerging Market Equity						
8,707.00	iShares Core MSCI Emerging Markets	IEMG	\$466,210.95	\$52.80	\$459,729.60	
			\$466,210.95		\$459,729.60	5.07 %
Real Estate						
Core Real Estate Equity						
1,279.00	Pacer Benchmark Industrial Real Estate Sector ETF	INDS	\$44,918.48	\$33.64	\$43,020.44	
1,820.00	JP Morgan Beta Builders MSCI US REIT ETF	BBRE	\$162,446.60	\$71.95	\$130,949.00	

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of	Item d.
Real Estate							
			\$207,365.08		\$173,969.44	1.92 %	
Commodities							
Core Commodities							
6,648.00	iShares US Bloomberg Roll	CMDY	\$257,909.95	\$41.76	\$277,649.73		
			\$257,909.95		\$277,649.73	3.06 %	
Infrastructure							
Core Infrastructure Equity							
5,461.00	FlexShares STOXX Global Broad Infrastructure	NFRA	\$294,820.58	\$49.86	\$272,285.46		
			\$294,820.58		\$272,285.46	3.00 %	
U.S. Fixed Income							
Core US Fixed Income Taxable Fund/ETF							
26,168.00	Vanguard Total Bond Market	BND	\$2,229,628.08	\$88.22	\$2,308,540.96		
			\$2,229,628.08		\$2,308,540.96	25.44 %	
TIPS							
Core TIPS							
17,812.00	Vanguard Short-Term Inflation Protected Secs	VTIP	\$878,643.42	\$51.02	\$908,768.24		
			\$878,643.42		\$908,768.24	10.02 %	
International Fixed Income							
Core International Fixed Income Fund/ETF							
7,731.00	Vanguard Intl Bond Index	BNDX	\$441,320.88	\$58.19	\$449,828.24		
			\$441,320.88		\$449,828.24	4.96 %	
Cash							
Cash Sweep							
370,224.61	Schwab Bank Sweep	SchwabCash	\$370,224.61	\$1.00	\$370,224.61		
			\$370,224.61		\$370,224.61	4.08 %	
Total Portfolio			\$9,087,959.74		\$9,072,746.44	100.00 %	

Transaction Summary From 9/1/2020 - 9/30/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
Dividends and Interest				
9/4/2020	9/4/2020	Vanguard Total Bond Market	0.00	\$4,005.46
9/4/2020	9/4/2020	Vanguard Intl Bond Index	0.00	\$361.04
9/24/2020	9/24/2020	FlexShares STOXX Global Broad Infrastructure	0.00	\$2,078.90
9/24/2020	9/24/2020	Flexshares Quality Divid Index	0.00	\$277.54
9/25/2020	9/25/2020	JP Morgan Beta Builders MSCI US REIT ETF	0.00	\$1,010.30
9/25/2020	9/25/2020	Pacer Benchmark Industrial Real Estate Sector ETF	0.00	\$236.78
9/29/2020	9/29/2020	iShares Core S&P Mid-Cap ETF	0.00	\$2,824.22
9/29/2020	9/29/2020	iShares Core S&P Small-Cap	0.00	\$1,096.62
Dividends and Interest Total:				\$11,890.86
Dividend Interest Reinvested				
9/15/2020	9/15/2020	Schwab Bank Sweep	2.11	\$2.11
9/15/2020	9/15/2020	Schwab Bank Sweep	0.97	\$0.97
Dividend Interest Reinvested Total:				\$3.08
Advisory Fees Paid				
9/21/2020	9/21/2020	Schwab Bank Sweep	-3,142.83	-\$3,142.83
Advisory Fees Paid Total:				-\$3,142.83

Realized Gain/Loss

Item d.

Police Department Report for the Month of September 2020

During the month of August, 2020, the Correctional Staff had no days of vacation time which resulted in no days of overtime. We also had two people out for Covid related reasons which resulted in 2 days of overtime. 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

3 in May with 47 days served between them

11 in June with 84 days served between them

5 in July with 76 days served between them

4 in August with 41 days served between them

4 in September with 21 days served between them

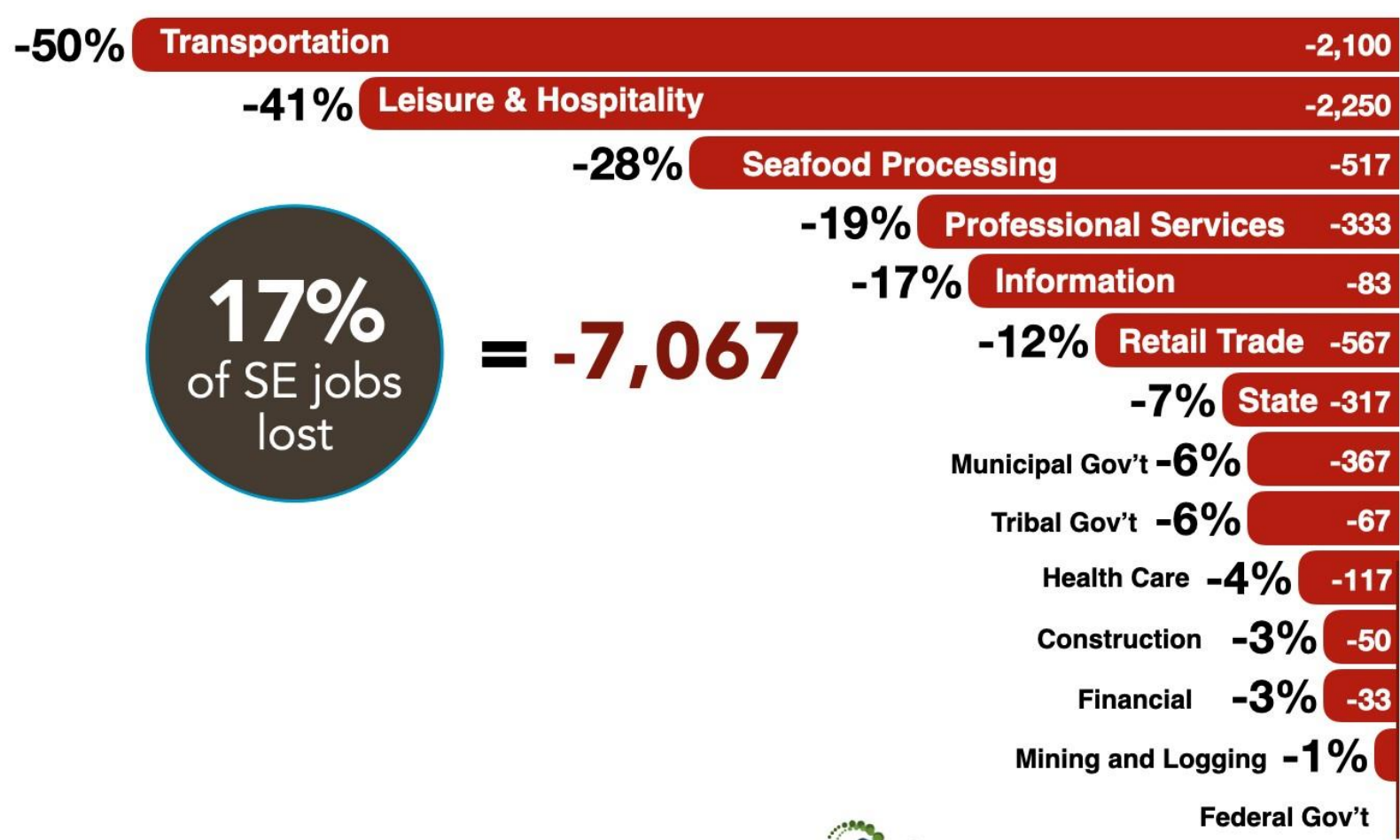
Attached is a summary of all the calls for service that the Police Department received in the month of September, 2020. We had 151 calls for service. You will notice that there were three motor vehicles stolen with a total value of \$110,000.00. All three vehicles were recovered undamaged. Two were boats and one was a truck. Also there was no income to report from the DMV as Rhonda is currently in training and the goal is to re-open DMV in November.

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

September 2020 Stats Page 2			
TRAFFIC OFFENSES			
Abandoned Vehicle	1	Funeral Escort	
Citation Equipment/Registration		Health & Safety	1
Citation License Violations		Illegal Entry	
Citation Parking		Inmate Booking	3
Citation Speeding		Inmate Incident	
Complaint ATV		Juvenile Contacts	
Complaint Parking	9	Lost Property	
Complaint Reckless Driving	3	Miscellaneous Paper Service	1
Complaint Speeding		Missing Person	
Failure to Yield to Pedestrian		911 Wrong Number/No One There	
Failure to Yield to School Bus		NFS Checks	
Hit & Run		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	2	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	34	SOR Registration	
Arrest Warrant (other Agency's)		Shoplifting	
Background Check		Subpoena Service	34
Bench Warrant (our Agency)		Summons Service	2
Brady Law		Suspicious Circumstance	6
Burglar Alarm		Stolen Property	
Citizen Assist	7	Title 47	
Civil Matter	1	Unattended Death	
Controlled Burn		Unsecured Premises	2
Courtesy Transport		Vacation Check	
Dance Permit		Watercraft Accident	
Death Investigation		Welfare Check	6
Death Notification			
DMV Items Issued		UCR INFO	
DVO Service			
Drug Information		Physical Arrests	3
Drug Interdiction		Theft \$ Amount	108.
86'd Letter	1	Vehicle Theft \$ Amount	110,000.00
EDP	1		
Extra Patrol		JUVENILE INFO	
Fire		Arrests	
Found Property	3	Contacts	
		Crime	
		Traffic Stops or Citations	

Southeast Alaska Jobs April to September

Change in Southeast Jobs: April-Sept 2020 Compared to April-Sept 2019



COVID-19 Impacts 2020

Source: Alaska Department of Labor Monthly Employment Statistics. Chart by Rain Coast Data



SOUTHEAST ALASKA

By the Numbers 2020



VISITORS
PAGE 6

SEAFOOD
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TIMBER, MINING
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BUSINESS SURVEY
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SWOT ANALYSIS
PAGE 15

CHANGES 2018 TO 2019

SOUTHEAST ALASKA'S ECONOMY



REGIONAL POPULATION
DECREASED BY 284
PEOPLE TO 72,373



LABOR FORCE INCREASED
BY 455 JOBS TO 46,097
JOBS.
TOTAL WAGES GREW BY
\$63 MILLION OR 3%



CRUISE PASSENGERS
INCREASED BY 14% TO
1.33 MILLION



TOTAL GOVERNMENT
PAYROLL INCREASED BY
\$4 MILLION OR 0.5%



K-12 ENROLLMENT
INCREASED FOR THE 3RD
TIME IN 23 YEARS, BY 10
STUDENTS



TIMBER JOBS
IN THE REGION INCREASED
BY 10%, A GAIN OF 35
JOBS

2019 The Southeast Alaska summer of 2019 was filled with record-high temperatures and a historic number of visitors coming to Southeast Alaska.

In many ways 2019 should have marked the region's return to a more prosperous and growing economy. Total jobs were up, along with overall wages. Tourism, seafood, mining, and health care jobs were all up, and timber jobs were up by 10%. Nearly every community in the region posted job gains. The number of school children in the region increased for just the 3rd time in 23 years. The number of cruise ship passengers that visited the region in 2019 increased by 14% over the year before as 1.33 million passengers sailed up the inside passage to spend their summer dollars across the region's larger port communities.

State government continued to shed jobs in 2019, but the region had become more diversified. While the State remains the largest wage provider in the region, the continued loss of government jobs was being offset by increases in other sectors, allowing the overall regional economy to return to a positive trajectory.

By March of 2020, the region was still on track to harness the gains of 2019 and continue to grow. The region had added 200 jobs in the first three months of the year and was gearing up for 1.5 million cruise visitors in 2021.

2020 On March 13th, schools across Alaska were closed until further notice, a clear signal that the COVID-19 epidemic had arrived in Southeast. The virus would soon take the regional economy down with it. While many hoped that the tourism season could continue in a modified format, Canada's prohibition of cruise ships effectively ended the regional tourism season before it began.

From April through July the region lost nearly 7,000 jobs across every sector, but tourism was particularly devastated. The region has lost 17% of its jobs due to the pandemic so far, and is the most economically impacted area in Alaska. Regional unemployment skyrocketed to 11.3% in July, and in tourism-dependent Skagway it was 19.1%.

On top of COVID-19, Southeast Alaska is currently experiencing one of its worst fishing seasons on record. Dismal harvest levels are compounded by reduced prices, as the pandemic has limited global seafood demand. There is tremendous uncertainty moving forward. But there is an eventual light at the end of the tunnel. The resources of Southeast Alaska remain strong. It still has beautiful vistas and recreational opportunities, healthy timber stands, a productive ocean, valuable minerals, and its most important resource — the resiliency of Southeast Alaskans themselves.

A Message from Southeast Conference

Item g.

Executive Director Robert Venables



Resiliency in Southeast. This is not a one-time theme or "event". This will be our undertaking during what is likely to be a "2-year winter economy". This pandemic-induced economic coma and its aftermath could last a long time.

First, a word of thanks to our public officials at every level for taking the steps deemed best to ensure the physical

health of every citizen. And to the best of their ability, they are providing resources to stabilize the business sector to get through the initial stages of this pandemic.

Southeast Conference is focused on a two-year resiliency effort that can assist communities and businesses develop and execute a successful economic recovery plan. The economic toll of the pandemic has been especially harsh on small and medium-sized businesses. They lack the capital to continue operations or restart their businesses after a prolonged shutdown. Our survey showed a high level of uncertainty under a fear of bankruptcy.

The Southeast Conference 2025 regional comprehensive economic development strategy will help guide efforts and investments in priority objectives that can help businesses revive and create jobs. Together we will identify potential resiliency, mitigation, and economic recovery action items that will lead to economic revitalization in Southeast Alaska.

Where can infrastructure investment stimulate the economy and prepare the region for a more resilient future? Can technology and automation be the tools of future economies? Join us as we work with local, state, tribal and federally led coronavirus recovery planning efforts and identify economic development projects and take full advantage of available funding opportunities.

Working together, we can speed the recovery process through strategic planning and foster private and non-profit partnership opportunities. Failure is not an option. Unfortunately, the region has vast experience in reinventing its economy after sudden shutdowns in our natural resource and extraction industries. And each time, we rose to the occasion and worked together toward the Southeast Conference mission of strong economies, healthy communities, and a quality environment in Southeast Alaska.

Incoming President Markos Scheer



Southeast Alaska is such a unique place. It is a place of unparalleled beauty, with thousands of miles of coastline, lakes, island, bay, nooks and crannies that few have explored, and all is bordered by snowcapped mountains, like parapets, protecting the 800 miles region that extends from the southern border south of Ketchikan to Yakutat. The ingenuity, toughness and

resiliency of its people and communities is second to none.

Southeast Conference reflects those people and the environment in which these special Alaskans live, work and play. It is diverse, expansive, spans hundreds of miles and folks are busy with the diverse industries that make Southeast run, including our fishing, mining, mariculture, timber, tourism, and maritime industries. For more than 60 years Southeast Conference is one of the ways that all of Southeast, its people, towns, villages and business come together to work on how to make this remarkable area more prosperous. It is a great representation of how people, communities and businesses, even those that are separated by hundreds of miles, all work together for collective economic growth – a rising tide does indeed raise all ships.

In these challenging times, the value of the role of Southeast Conference can play, as a facilitator, connector and proponent for Southeast businesses, communities and people cannot be overstated. There are many challenges, including COVID-19 and its effects on all of us, the metamorphosis of the fishing, tourism, charter, timber and mining industries in Southeast Alaska and the ongoing work to bring a viable and reliable ferry system back online. Southeast Conference is uniquely positioned to help the region respond to these many challenges and create economic opportunities for everyone.

I moved to Southeast Alaska in 1982. I lived in Thorne Bay, Hollis, Klawock and then Ketchikan. I graduated from Ketchikan High School in 1986. I attended Sitka Fine Arts Camp. I worked for Silver Lining, then a startup Southeast Alaska based seafood company for 12 years. For the next 20 years, I practiced law in Alaska and the west coast, working with seafood and maritime companies that plied the waters from the Bering Sea to California. I became involved in Southeast Conference to lend what I could to the collective efforts. Now that I run a burgeoning mariculture business in Southeast Alaska, the true value of Southeast Conference – and the communities and people that support it -- is even more clear. I look forward to the honor and opportunity to serve as the President of Southeast Conference over the next year.

The mission of Southeast Conference is to **undertake and support activities that promote strong economies, healthy communities and a quality environment in Southeast Alaska**. As the state and federally-designated regional economic development organization, Southeast Conference serves as the collective voice for advancing the region's economy. We have 200 member organizations representing 1,200 people from 32 regional communities. We started 60 years ago with a group of people supporting the establishment of a regional transportation system, leading to the formation of the Alaska Marine Highway System. Our members stayed together through more than a half-century to focus on concerns unique to the region.

Image Credits: Front cover photo of Angoon by Heather Holt. Icons by Avery Veliz.



CHANGE IN THE LAST YEAR: 2018 to 2019

Table tracks key Southeast indicators past year, along with associated changes. Item g.

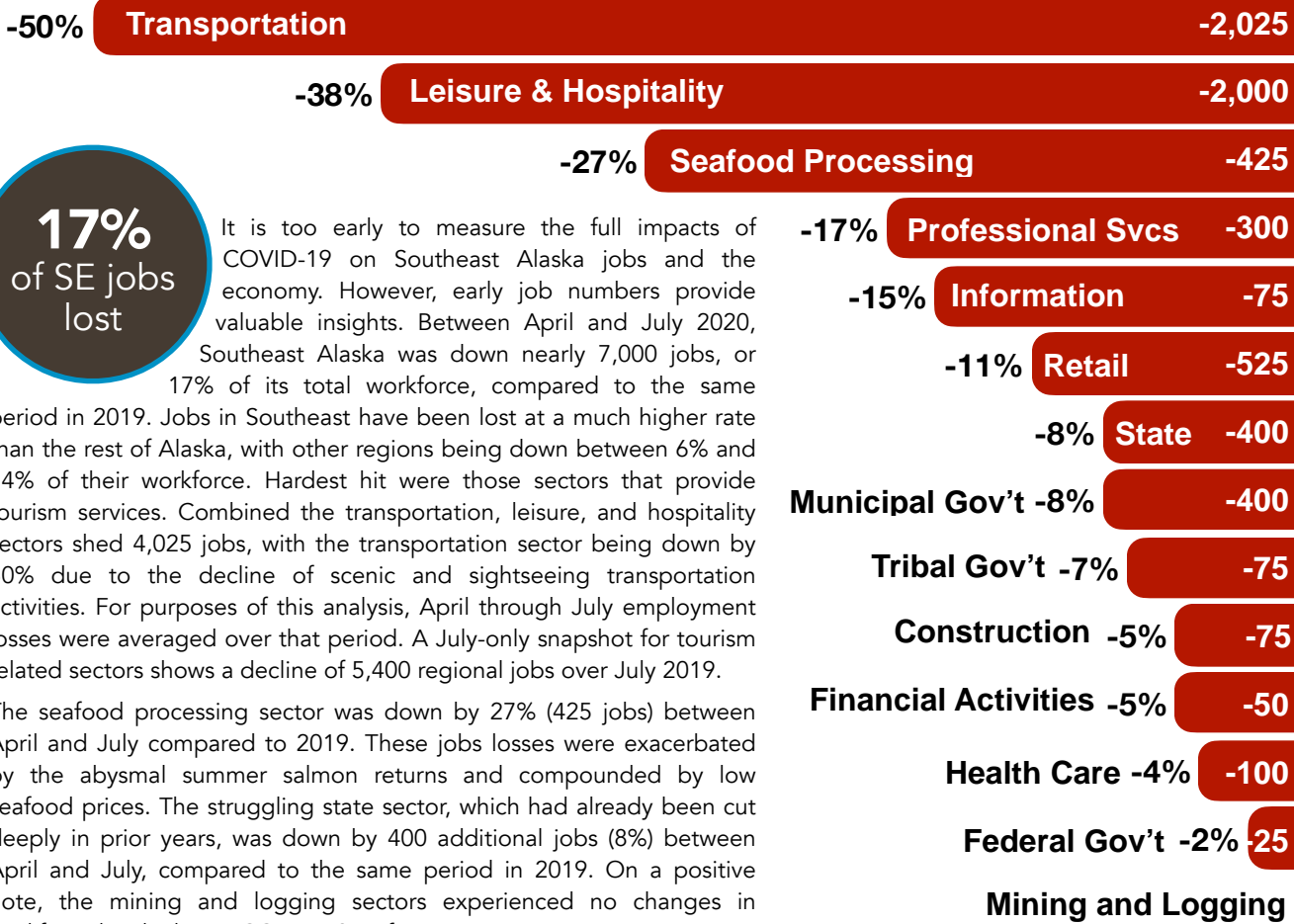
DEMOGRAPHICS	2018	2019	% CHANGE 2018-2019	CHANGE 2018-2019
Population ¹	72,657	72,373	-0.4%	-284
Ages 65 and older ²	11,055	11,544	4.4%	489
Under Age Five ²	4,137	3,956	-4.4%	-181
Twenty somethings ²	8,423	8,319	-1%	-104
K-12 School District Enrollment ³	11,334	11,344	0.1%	10
GENERAL ECONOMIC CONDITIONS				
Total Labor Force (jobs, includes self-employed & USCG) ^{1,5,6}	45,642	46,097	1%	455
Total Job Earnings ^{1, 5, 6}	\$2.28 billion	\$2.35 billion	3%	\$62.9 million
Total Private Sector Payroll ^{1, 6}	\$1.51 billion	\$1.56 billion	4%	\$59.1 million
Average Annual Wage ¹	\$50,023	\$50,873	2%	850
Annual Unemployment Rate ¹	5.9%	5.9%	0.0%	0.0%
TOP ECONOMIC SECTORS	2018	2019	% CHANGE	CHANGE
GOVERNMENT	PUBLIC SECTOR: 33% OF ALL EMPLOYMENT EARNINGS			
Total Government Employment ^{1, 5}	13,148	12,994	-1%	-154
Federal Employment ^{1, 5} (8% of all employment earnings)	2,111	2,032	-4%	-79
State Employment ¹ (14% of all job earnings)	4,771	4,705	-1%	-66
City and Tribal Employment ¹ (14% of all job earnings)	6,266	6,257	-0.1%	-9
Total Government Payroll (includes USCG) ^{1, 5}	\$776.9 million	\$780.7 million	0.5%	\$3.77 million
Total State of Alaska Payroll	\$283.3 million	\$284 million	0.2%	\$702,032
VISITOR INDUSTRY	KEY INDUSTRY: 11% OF ALL EMPLOYMENT EARNINGS			
Total Visitor Industry Employment ^{1, 6}	8,004	8,394	5%	390
Total Visitor Industry Wages/Earnings ^{1, 6}	\$249.3 million	\$271.6 million	9%	\$22.3 million
Total Southeast Alaska Passenger Arrivals	1,618,311	1,787,345	10%	169,034
Cruise Passengers ¹⁰	1,169,000	1,331,600	14%	162,600
Total Air Passenger Arrivals from Outside SE ¹¹	435,476	444,217	2%	8,741
Total AMHS Passengers from Outside SE ¹²	13,835	11,528	-17%	-2,307
COMMERCIAL FISHING & SEAFOOD INDUSTRY	KEY INDUSTRY: 10% OF ALL EMPLOYMENT EARNINGS			
Total Seafood Employment (includes fishermen) ^{1, 6}	3,711	3,743	1%	32
Total Seafood Employment Earnings ^{1, 6}	\$237.4 million	\$238.0 million	0%	\$584,614
Value of Seafood Processed ⁷	439.7 million	422.0 million	-4%	-17.6 million
Pounds Landed (commercial seafood whole pounds by SE residents) ⁸	185.2 million	208.3 million	13%	23.2 million
Estimated Gross Earnings (ex-vessel value of pounds landed) ⁸	\$246.9 million	\$217.6 million	-12%	-\$29.3 million
HEALTH CARE INDUSTRY (PUBLIC & PRIVATE HEALTH)	KEY INDUSTRY: 11% OF ALL EMPLOYMENT EARNINGS			
Health Care Employment ^{1, 6}	3,547	3,574	0.8%	27
Health Care Wages ^{1, 6}	\$216.8 million	\$227.4 million	5%	\$10.6 million
MARITIME ECONOMY (Includes employment from all industries)	TOP SECTOR: 27% OF PRIVATE SECTOR EMPLOYMENT EARNINGS			
Private Maritime plus USCG Employment ^{1,5,6}	6,273	6,544	4%	271
Private Maritime plus USCG Wages ^{1,5,6}	\$396.8 million	\$408.9 million	3%	\$12.1 million
OTHER SELECTED STATISTICS	2018	2019	% CHANGE	CHANGE
Construction Employment ^{1, 6} (6% all employment earnings)	1,909	1,903	0%	-6
Mining Employment ¹ (4% of all employment earnings)	889	934	5%	45
Timber Employment ¹ (4% of all employment earnings)	337	372	10%	35
Price of Gold ⁷	\$1,269	\$1,392	10%	123
Total Southeast AMHS Ridership ¹²	179,312	135,388	-24%	-43,924
Cost of Living: Consumer Price Index ¹	225.5	228.7	1%	3
Housing Starts: Housing Permitted /Completed ^{4,1}	188	294	56%	106
Avg. Daily Volume ANS Oil Production (mbbls/day) ¹⁴	508,601	489,771	-4%	-18,830
Annual Avg. Domestic Crude WTI Oil Prices (in \$/Barrel) ¹⁴	\$71.71	\$65.49	-9%	-\$6.22

Sources: ¹Alaska Department of Labor (ADOL); ²ADOL Southeast Alaska Population by Age, 2018, 2019; ³Alaska Department of Education and Early Development; ⁴Based on the quarterly Alaska Housing Unit Survey, a survey of local governments and housing agencies; ⁵US Coast Guard; ⁶2018 US Census Nonemployer (self-employment) Statistics; ⁷Kitco Inc.; ⁸ADF&G Southeast Alaska Commercial Seafood Industry Harvest and Ex-Vessel Value Information, 2018, 2019; ¹⁰Cruise Line Agencies of Alaska; ¹¹US Bureau of Transportation Statistics (BTS); ¹²Alaska Marine Highway System data; ¹⁴Alaska Department of Revenue Crude Oil and Natural Gas Prices.

2020 Southeast Jobs COVID Impacts

Item g.

Change in Southeast Jobs: **April to July 2020 Compared to 2019 = -6,850**



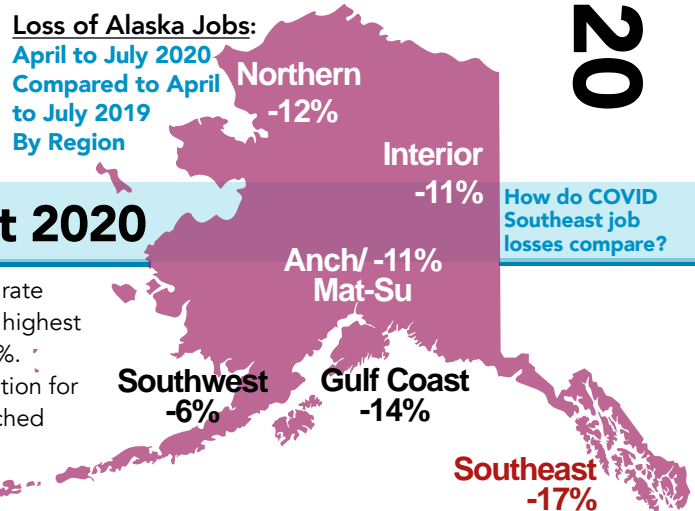
17%
of SE jobs
lost

It is too early to measure the full impacts of COVID-19 on Southeast Alaska jobs and the economy. However, early job numbers provide valuable insights. Between April and July 2020, Southeast Alaska was down nearly 7,000 jobs, or 17% of its total workforce, compared to the same period in 2019. Jobs in Southeast have been lost at a much higher rate than the rest of Alaska, with other regions being down between 6% and 14% of their workforce. Hardest hit were those sectors that provide tourism services. Combined the transportation, leisure, and hospitality sectors shed 4,025 jobs, with the transportation sector being down by 50% due to the decline of scenic and sightseeing transportation activities. For purposes of this analysis, April through July employment losses were averaged over that period. A July-only snapshot for tourism related sectors shows a decline of 5,400 regional jobs over July 2019.

The seafood processing sector was down by 27% (425 jobs) between April and July compared to 2019. These jobs losses were exacerbated by the abysmal summer salmon returns and compounded by low seafood prices. The struggling state sector, which had already been cut deeply in prior years, was down by 400 additional jobs (8%) between April and July, compared to the same period in 2019. On a positive note, the mining and logging sectors experienced no changes in workforce levels during COVID-19 so far.

Note that self-employment data for this period is not available and has not been included in this analysis. Approximately one-fifth of Southeast jobs are independent workers, including sole-proprietors and commercial fishermen.

Loss of Alaska Jobs:
April to July 2020
Compared to April
to July 2019
By Region

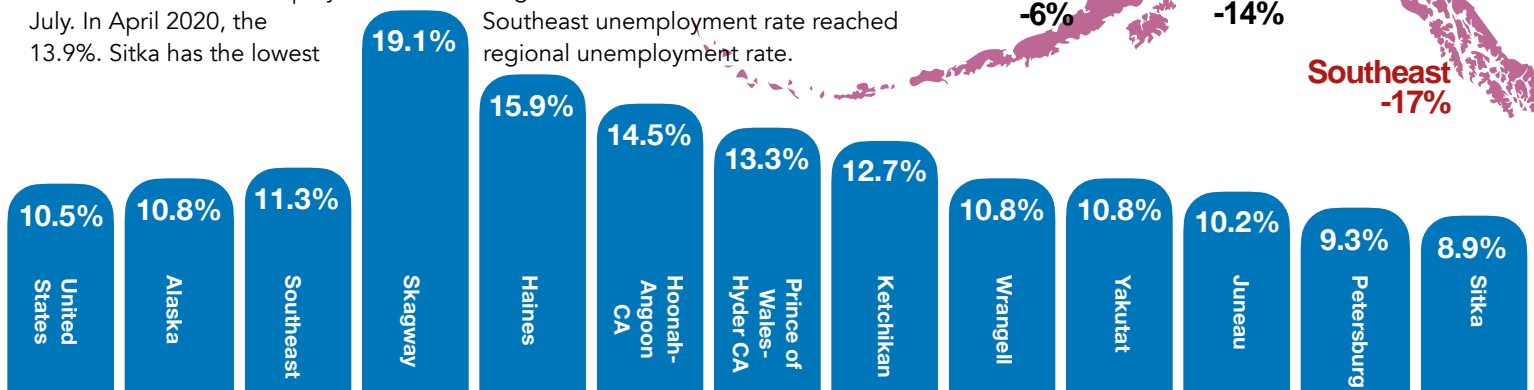


How do COVID
Southeast job
losses compare?

Southeast Alaska July Unemployment 2020

Between July of 2019 and July of 2020, the Southeast Alaska unemployment rate jumped from 4.7% to 11.3%. The Skagway Borough currently has the second highest unemployment rate in Alaska as a whole, with an unemployment rate of 19.1%. Southeast Alaska's unemployment rate was higher than that of the state or nation for July. In April 2020, the 13.9%. Sitka has the lowest

Southeast unemployment rate reached regional unemployment rate.



Source: Alaska Department of Labor

The Whole Southeast Alaska Economy 2019

In 2019, Southeast Alaska gained 455 year-round equivalent jobs and \$63 million in workforce earnings over 2018. Approximately a quarter (26.1%) of regional workers are non-residents.

Annual Average Jobs

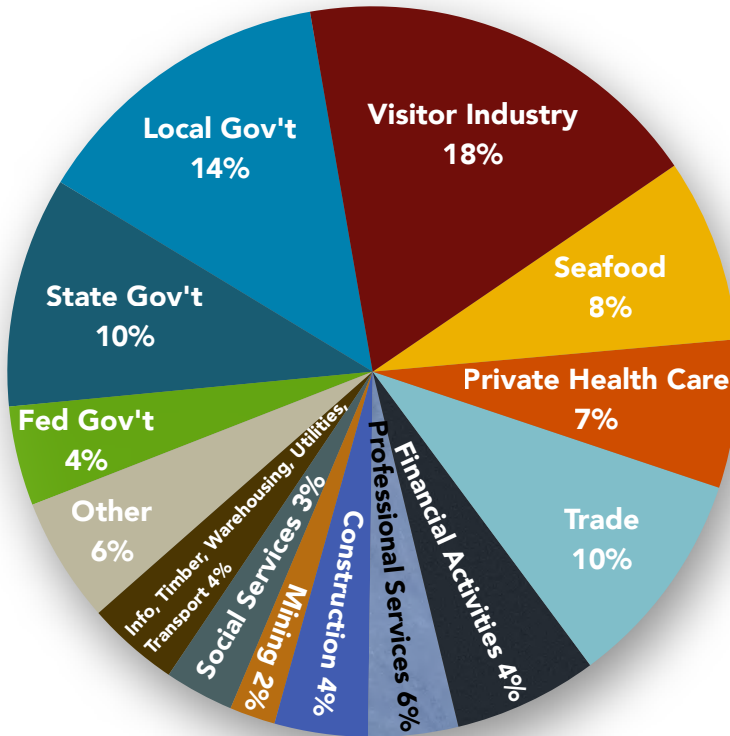
46,097 Jobs

UP 455 JOBS IN 2019 +1%

Employment Earnings

\$2.3 Billion Workforce Earnings

UP \$63 MILLION +3%



2019 Southeast Alaska Employment Earnings

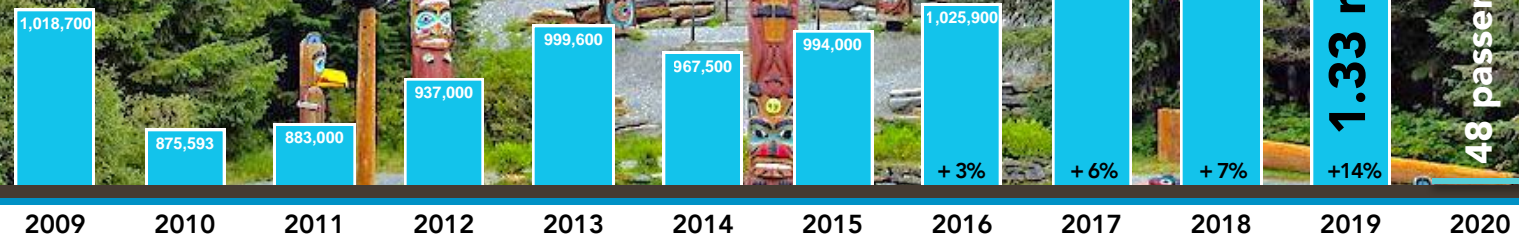
	EMPLOYMENT RELATED EARNINGS			EMPLOYMENT NUMBERS		
	Wages (2019)	Self-Employment Earnings (2018)	Total Earnings	Annual Average Employment (2019)	Self-Employed (2018)	Total Employment
Government (includes Coast Guard)	\$720,119,719	\$60,582,082*	\$780,701,802	12,354	640*	12,994
Visitor Industry	\$235,179,580	\$36,429,000	\$271,608,580	7,344	1,050	8,394
Seafood Industry	\$69,711,072	\$168,316,000	\$238,027,072	1,497	2,246	3,743
Trade: Retail and Wholesale	\$123,764,467	\$24,031,000	\$147,795,467	3,905	567	4,472
Health Care Industry (private only)	\$171,156,119	\$14,417,000	\$185,573,119	2,762	263	3,025
Construction Industry	\$92,347,611	\$38,999,000	\$131,346,611	1,332	571	1,903
Financial Activities	\$54,349,824	\$74,373,000	\$128,722,824	1,072	761	1,833
Professional and Business Services	\$78,474,062	\$43,487,000	\$121,961,062	1,622	1,319	2,941
Mining Industry	\$94,460,451	\$307,000	\$94,767,451	927	7	934
Social Services	\$40,307,321	\$3,977,000	\$44,284,321	1,227	187	1,414
Information (publishing, broadcasting, telecomm.)	\$22,941,315	\$1,358,000	\$24,299,315	475	60	535
Timber Industry	\$20,478,427	\$2,038,000	\$22,516,427	315	57	372
Warehousing, Utilities, & Non-Visitor Transport	\$53,270,575	\$14,500,000	\$67,770,575	815	162	977
Other	\$60,615,872	\$25,120,000	\$85,735,872	1,657	903	2,560
Total	\$1,837,176,415	\$507,934,083	\$2,345,110,498	37,304	8,793	46,097

Sources: Alaska Department of Labor 2019 Employment & Wage data; 2018 (latest available) US Census Nonemployer (self-employment) Statistics; Active Duty Military Population by 2019, ADOL.*These cells in Government refer to 2019 active duty Coast Guard personnel employment and wages, and not self-employment data.

Notes: **Seafood Industry** includes animal aquaculture, fishing & seafood product preparation, and Southeast Alaska resident commercial fishermen (nonresident fishermen & crew who did not report income are excluded). **Visitor Industry** includes leisure & hospitality, and visitor transportation (air, water, scenic). **Timber** includes forestry and logging support activities for forestry, and wood product manufacturing.



THE VISITOR INDUSTRY



Visitor Industry

8,350 Annualized Jobs
\$272 Million in Wages

UP 390 JOBS IN 2019 +5%
WAGES UP 9%

2019 The 2019 visitor season in Southeast Alaska was record

breaking by nearly every measure: passenger arrivals increased by 10%, industry wages by 9%, and jobs grew by 5%. In 2019 the visitor industry was the largest jobs provider for the region, accounting for 18% of all annualized employment in Southeast Alaska. The visitor sector paid out more wages than any other private sector industry and had been set to surpass the state and municipal sectors to become the largest wage provider in the region overall in 2020.

The gains in 2019 followed a meteoric rise. Since 2011, tourism added 2,400 year-round equivalent jobs to the Southeast economy, growing to 8,350 annualized jobs, while tourism workforce earnings grew by 66%. Those working in the visitor industry earned \$272 million in 2019—or 12 percent of all regional employment income. The average annualized wage in the visitor industry was \$32,360, lower than the average regional wage of \$50,870, but that figure had also been steadily increasing over time.

In 2019, 1.8 million air, ferry, and cruise passengers came to Southeast Alaska from

outside the region. Airline passenger traffic from outside the region grew 2%, and cruise passenger traffic to the region increased by 14%. Only one indicator trended downwards. Ferry passengers from outside the region fell by 17% due to the continued dramatic decreases in AMHS funding and service.

2020 In 2020 the economic trajectory of the visitor industry abruptly changed. The impact of COVID-19 on the tourism sector has been nothing short of devastating. In June 2020, business leaders in the visitor sector reported on how their businesses were fairing:

- Tourism businesses reported that their 2020 revenue was down by **83%** over 2019.
- **55%** of existing tourism staff was laid off, and planned summer hires were cancelled.
- **29%** of tourism businesses expect to make additional layoffs moving forward.
- **35%** of tourism businesses say they are at risk of closing permanently before July 2021, if conditions do not improve.

CRUISE SHIP SEASON CANCELLED

Tourists in Southeast Alaska are predominantly cruise ship visitors, which had been expected to make up 90% all of tourists in 2020. In 2020, 43 cruise ships were scheduled to visit the region, carrying 1.41 million passengers on 606 voyages. All cruises but two were cancelled. Two small cruise ships attempted trips with 48 combined passengers, but one of those trips was aborted.

In a typical year, Southeast Alaska would have been the most visited part of the state, with two-thirds of all tourists coming to the region. In 2020, tourists had been expected to spend nearly \$800 million across Southeast Alaska communities. The region had been gearing up for 1.54 million expected cruise passengers in 2021. For July 2020 the combined visitors industry sectors were down by 5,400 jobs over July 2019.

DECREASED JET PASSENGERS

After five years of record-breaking air passenger numbers, passenger traffic is down significantly in 2020. By July 2020 passenger arrivals were down by 57% across the region, with July-only traffic 71% below July 2019.

INCREASED SUPER YACHTS

One type of tourist increased significantly. The number of super yachts in the region, 115 ft or larger, increased by 31% to 63 Juneau port visits in the summer of 2020.

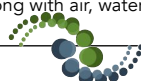
PLANNING FOR 2021 AND 2022

Europe has adopted protocols for the resumption of cruise operations, providing a potential model for the 2021 Alaska season. However, with so much uncertainty regarding when the CDC or Canada will allow operations, or what ship capacity be, planning for the 2021 tourism season proceeds cautiously. Industry member, Kirby Day, is encouraging businesses to develop plans. "We do not know what the 2021 season will bring and may not know for sure until the Spring," Mr. Day writes. "Therefore, create sanitation, health and prudent financial plans that allows you to address the challenges if necessary, until 2022."

Sources: Combination of ADOL 2019 Employment and Wage data and 2018 US Census Nonemployer (self-employment) Statistics; McDowell Group; US Bureau of Transportation Statistics (BTS); Alaska Marine Highway System; Cruise Line Agencies of Alaska; Cruise Market Watch; Cruise Critic; Juneau International Airport Passenger Statistics; Economic Impact of Alaska's Visitor Industry. Forecast 2020 U.S. Department of Commerce, US Office of Travel and Tourism Industries. OMB budgets. Cruise Lines International Association Alaska.

Note: In this analysis, the visitor industry includes leisure and hospitality businesses, along with air, water & scenic transportation companies.

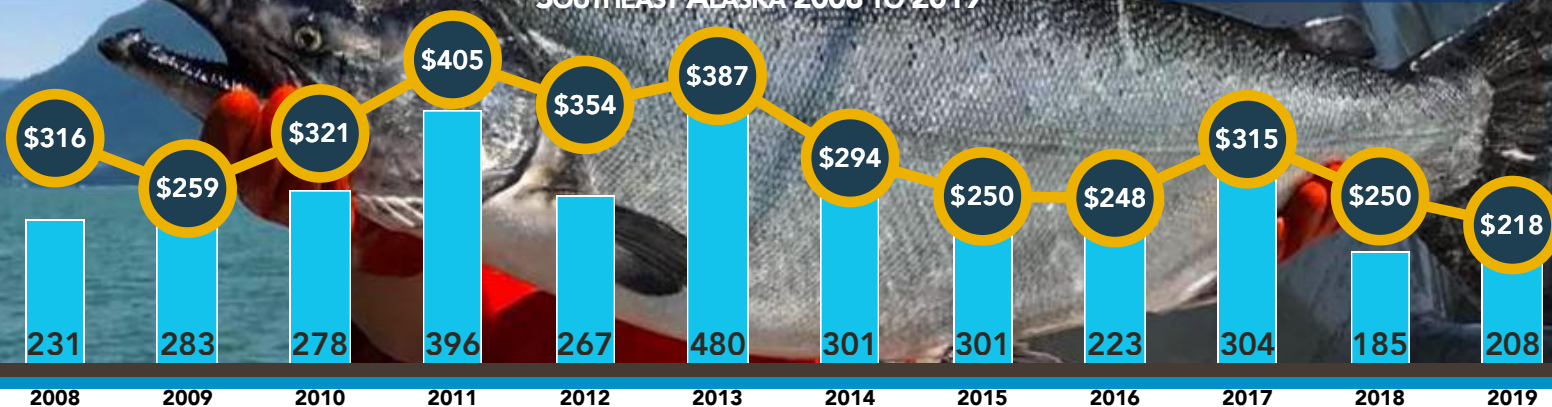
Photo: Saxman Totem Park.



THE SEAFOOD INDUSTRY

Item g.

VALUE & POUNDS OF SEAFOOD LANDED
SOUTHEAST ALASKA 2008 TO 2019



Southeast Seafood Industry 3,743 Jobs

UP 32 JOBS IN 2019

2019

The Southeast Alaska seafood harvest in 2019 was 208

million pounds with an ex-vessel value of \$218 million. The regional 2019 fishing season was significantly below the ten-year average, with lower pink salmon returns and harvest returns primarily to blame.

The overall catch was 31% below the 10-year seafood average in terms of pounds landed. Fishermen caught 53 million fewer pounds of pink salmon than they did, on average, between 2009 and 2018 (-41%); and 26 million fewer pounds of herring (-93%). Still, the total catch was a slight increase over 2018 by volume.

The 2019 catch was 29% below the inflation-adjusted 10-year average value of \$308 million. The impacts of the US-China trade war, resulting in lower seafood prices, led to an unusually low overall catch value in 2019.

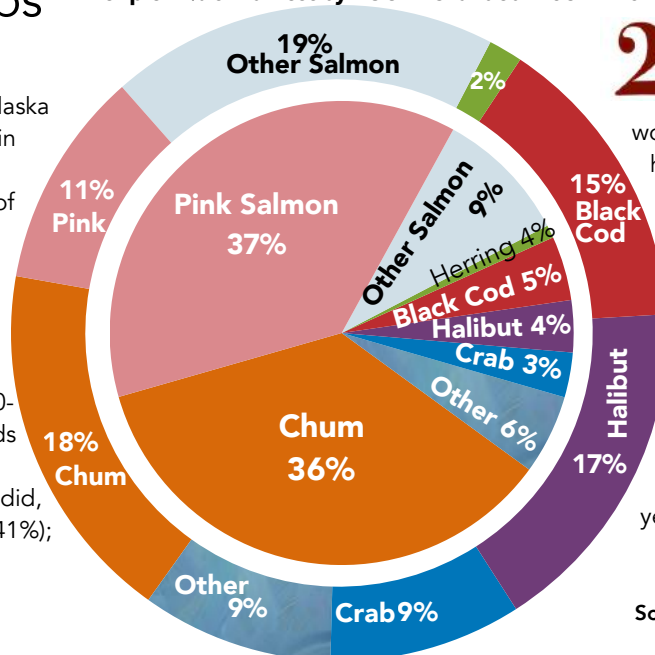
KEY ECONOMIC DRIVER

The regional seafood industry (including commercial fishing and seafood processing) generated 3,743 annual regional jobs and \$238 million in earnings in 2019, making up 8% of jobs in the region and 10% of all earnings. While this represents 32 more annualized jobs over 2018, it is a loss of 650 seafood sector jobs since 2015.

In 2019, the five salmon species represented

SEAFOOD LANDED IN SE ALASKA BY SPECIES, 2019

Outer ring = % of harvest by DOLLAR value: \$218 million
Inner pie = % of harvest by POUNDS landed: 208 million



83% of the regional seafood catch by volume, and just under half of total ex-vessel value (\$104 million). Halibut and black cod, at 8% of the total catch, accounted for one-third of total catch value in 2019. The majority of the statewide catch of Chinook, coho, keta (chum), shrimp, Dungeness crab, and the dive fisheries occurs in Southeast Alaska.

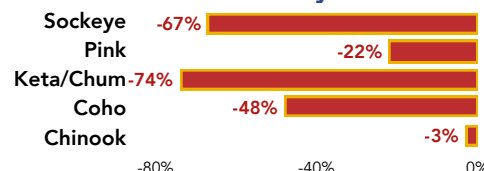
In 2019, shore-based seafood facilities in Southeast Alaska processed 153 million pounds of seafood, with a wholesale value of \$422 million. This represented a 15% increase in seafood pounds processed compared to 2018, but an \$18 million decline in the value of processed product.

2020

Twenty-twenty is currently on track to go down as one of the

worst seafood seasons in Southeast Alaska history. Reduced seafood prices — due to the shutdown of the global restaurant sector, as well as trade war tariffs — coincided devastatingly with one of the worst salmon catches on record. Processors spent millions on mitigation measures, further impacting ex-vessel prices and workforce levels. The fishing season remains ongoing. In ASMI's August 29th, 2020 update, the salmon catch is significantly below where it was a year ago in terms of total fish caught:

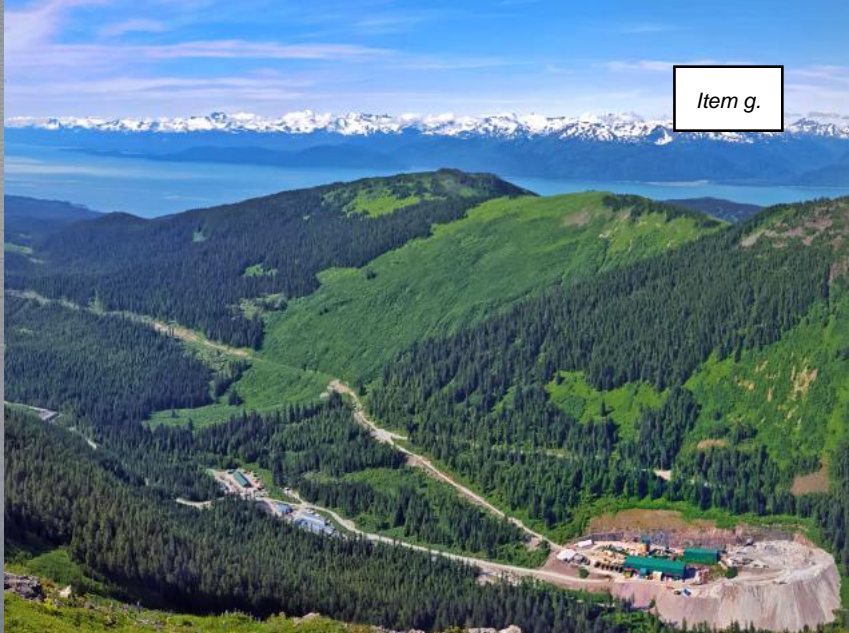
SE Salmon Catch: 2020 vs. 2019
Year over year: week 35



"For context" one sockeye fisherman explains, "in a good year we catch 4-5 times this year's catch, and our best year is more than 6 times higher than 2020."

Seafood remains critical to the regional economy and way of life. However, the sector faces growing uncertainty regarding changing ocean conditions, tariffs, state budget cuts, regulatory decision-making, and global farmed seafood competition. Meanwhile, the fledgling mariculture industry continues to grow.

Sources: Combination of ADOL 2019 Employment and Wage data; 2018 US Census Nonemployer (self-employment) Statistics; ADF&G Seafood Production of Shorebased Plants in Southeast Alaska; ADF&G Southeast Alaska Commercial Seafood Industry Harvest and Ex-Vessel Value Information; Alaska Commercial Salmon Harvests and Ex-vessel Values, ADF&G. Weekly Alaska Salmon Harvest Updates are produced for ASMI by The McDowell Group. **Seafood Industry** includes animal aquaculture, fishing, & seafood product preparation and Southeast Alaska resident commercial fishermen (nonresident fishermen & crew who did not report income are excluded). **Photo:** Helen Decker.



Southeast Timber Industry 372 Jobs

UP 35 JOBS IN 2019 +10%

2019

In a rare reversal of fortune, regional timber jobs increased



by 10% in 2019, while timber wages grew by 20%. The workforce increase was small however; growing by just 35 annualized jobs to 372 in 2019, with total workforce earnings of \$22.5 million. Most of the region's timber jobs are concentrated on Prince of Wales Island, which is home to Viking Lumber, the last remaining mid-sized sawmill in Southeast Alaska. Southeast timber jobs peaked at 3,543 annual average jobs in the 1990s. Regional timber job increases were mostly due to increased timber processing activity, rather than harvesting. Tessa Axelson, Executive Director of the Alaska Forest Association, notes that total timber harvest actually decreased in 2019. A land exchange between the Mental Health Trust and the US Forest Service opened up limited areas for timber, keeping the industry viable.

2020

Despite a successful 2019, regional timber supplies are worrisomely low in 2020. The Forest Service has not provided the industry with acreage commitments put forth in the 2016 Tongass Land and Resource Management Plan, meaning operators still do not have a predictable timber supply upon which to build longer-term business plans. Moreover, the industry — currently comprised of a handful of small operators across the region — continues to face constant litigation, along with a coordinated national campaign intended to sow public disapproval of the regional industry.

While there are continued opportunities for timber sales in Asia, the trade war includes regional timber, making it difficult to negotiate agreements. Spruce remains the subject of higher Chinese import tariffs, especially impacting northern Southeast, where the forests are primarily spruce. U.S. lumber exports to China fell by 57% in 2019.

The potential removal of Roadless Rule restrictions in 2020 could make more suitable timber land available for harvesting. The Forest Service also needs to amend its 2016 management plan to make more timber available.

Sources: ADOL 2019 Employment and Wage data; Kitco Metals Inc; Coeur Mining Inc. 2019 Annual Report; Hecla Mining Company 2019 Annual Report. U.S. International Trade Commission. **Photo credits:** Tessa Axelson and Kensington Mine.

Southeast Mining Industry 934 Jobs

UP 45 JOBS IN 2019 +5%

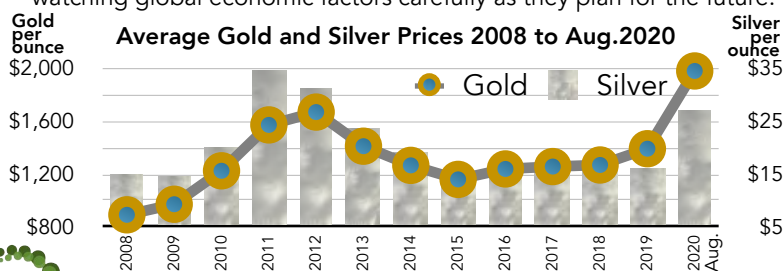
2019

Mining industry employment in the region was up in 2019, growing by 5%. There were 934 annual average mining jobs in Southeast Alaska, with a payroll of \$95 million. The average annual mining wage was \$101,500 in 2019, double the overall regional wage of \$51,900. Two large mines operating in the region account for most mining employment. Hecla Greens Creek is one of the largest silver mines in the world, while Coeur Alaska's Kensington Mine is exclusively a gold mine. In 2019 Greens Creek milled its highest tonnage in 30 years of operation as well as its highest silver production and Silver production was up 24% to 9.9 million ounces. Kensington achieved record gold production of 127,914 ounces, an increase of 12% over the prior year. Active mining exploration is occurring around the region, most notably in Juneau, Haines, and Prince of Wales.

2020

In August 2020, Hecla Greens Creek had 440 full-time permanent employees (+4 from 2019), and Coeur Alaska Kensington had a staff of 386 (the same as 2019). While shift change protocols had to be reimagined in response to COVID-19 mandates and safety precautions, mining is the only sector in which jobs and revenue did not decrease during the pandemic, providing much needed economic stability for the region.

Metal prices, which tend to rise in response to economic turmoil, have been surging. The price of gold reached an all-time high of \$2,067 in August, while silver has reached its highest levels since 2013. As global productivity outside the US has returned, Zinc prices increased by 25% between March and August. The resurgence in precious metals prices provides optimism but mining leaders in the region are watching global economic factors carefully as they plan for the future.





Construction Industry

1,903 Jobs

DOWN 6 JOBS IN 2019 -0.3%

2019 For the sixth year in a row construction employment is down, bringing employment to its lowest level since the early 1990's, although the decline had stabilized. Jobs fell by just 6 last year to 1,903, a combined loss of 356 jobs, or 16% decline, since 2013. Construction workers in the region earned \$131 million in 2019 — or 4% of all Southeast Alaska employment earnings.

One positive indicator for the sector was that housing construction was up in 2019, as 106 more housing units were permitted or completed than in the year prior. A total of 294 new homes were permitted in 2019, an increase of 56%. The regional residential housing market has not experienced decline.

2020 Construction work during the first half of 2020 remained steady as planned projects to support the tourism sector moved forward. These projects had the unexpected benefit of being able to occur without having to simultaneously manage large visitor traffic volumes. However, there is a great deal of uncertainty moving forward in the construction/engineering sector. Generally, firms are busy at the moment, but there are few future projects in the pipeline to provide longer-term security. Cuts in state spending led to the reduction of large-scale construction projects across the region. While new projects related to the visitor industry were filling that gap, projects that were not completed this summer have been delayed until the tourism industry gets back on track. Communities like Juneau are developing proposals to create some level of construction activity by focusing on deferred maintenance projects in order to stimulate the economy during COVID-19, but the volume of such potential investments remains relatively small. Federal construction projects appear to be the most promising moving into 2021.

Sources: Combination of Alaska Department of Labor 2019 Employment and Wage data and 2018 US Census Nonemployer (self-employment) Statistics; State of Alaska. Note: Last year's SEBTN included State Pioneer Home health care provider numbers. This year those numbers were not available and were excluded. **Photography credits:** SEARHC and Robert Sharclane.

Southeast Health Care Industry 3,574 Jobs

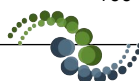
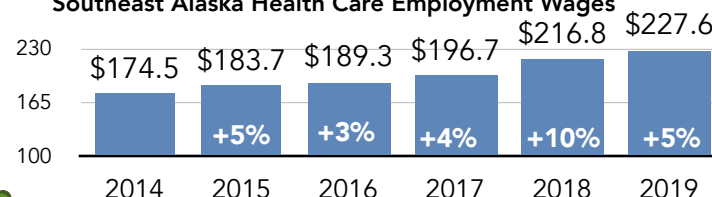
UP 27 JOBS IN 2019 +0.7%

2019 Southeast Alaska's 3,574 healthcare workers comprised 8% of the regional workforce in 2019, earning 11% (\$227 million) of all wages. Regional health care employment continued to increase, albeit incrementally, as the sector added 27 more annualized jobs in 2019. Wages for the industry have been rising more quickly in an effort to attract workers, growing by \$53 million since 2014. The region was already facing a shortage of health care workers due to an aging populace and growing patient volumes. With the advent of COVID-19, the demand for health care workers has intensified nationally and globally, making it even more difficult for the region to attract and compete for workers.

Health care jobs have been moving from the public sector to the private sector. Southeast Alaska Regional Health Consortium (SEARHC) has been collaborating with struggling municipal hospitals to provide services. In the past two years, SEARHC took over operations of the Sitka and Wrangell hospitals.

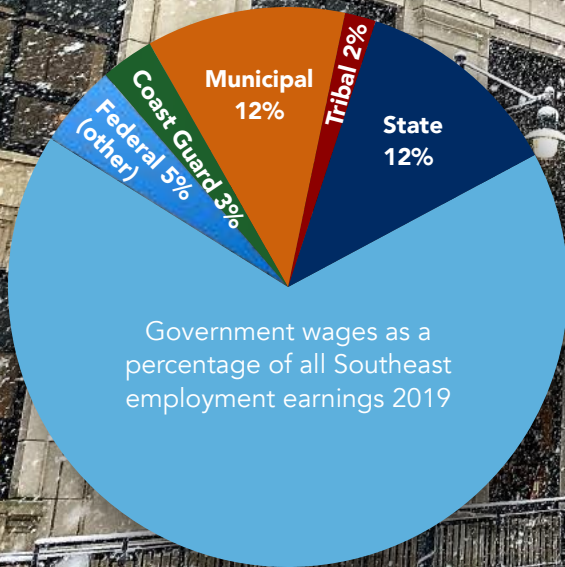
2020 Health care became the nation's top priority in 2020, as well as the region's. According to the business climate survey, health care is the regional sector most likely to add workers over the coming year. Southeast health care institutions have shown a high level of readiness in the face of the COVID-19 crisis. Despite significant job cuts across most other sectors, health care employment levels have remained relatively constant, as workers are being redeployed to high demand roles, such as virus testers and screeners. Still, providers understand that there are vulnerabilities within the health care system that are likely to be exacerbated following the COVID-19 crisis, such as Medicaid cuts and reduced access to health care insurance.

Southeast Alaska Health Care Employment Wages



GOVERNMENT

Item g.



Government Jobs 2019

Local 5,252 Jobs -9
State 4,705 Jobs -66
Federal 2,032 Jobs -79
Tribal 1,000 Jobs +1

Government 12,994 Jobs

DOWN 153 JOBS IN 2019 -1%

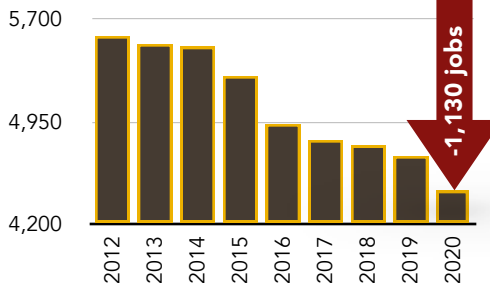
2019 Government wages made up one-third of all regional employment earnings (\$781 million) and 28% of the region's jobs (12,994) in 2019.

STATE GOVERNMENT LOSSES

For the past eight years, the region has struggled with the impacts of decreased State government employment and spending. The state remains the region's most important economic sector, providing 12% of all regional wages. From 2012 to mid-2020, state jobs have fallen by 20%, a decline of 1,130 annualized workers. Outside Southeast, 13% of state jobs have been cut. Historically, oil accounted for up to 90% of the state Unrestricted General Fund (UGF); today, oil covers about 30 percent.

Southeast State Jobs

State jobs in the region are down for the 8th year in a row, for a total of 1,130 jobs lost since 2012, a decline of 20%



FEDERAL GOVERNMENT

Federal government employment losses have compounded state job cuts. Since 2005, federal employment in the region has fallen by 680 jobs in Southeast Alaska.

LOCAL GOVERNMENT

Local entities across the region are scrambling to provide new programs and services to replace those cut by the state, resulting in financial stress as municipalities try to do more programming with reduced funding.

STATE BUDGET CRISIS

Even before COVID-19, Alaska's budget was in a state of crisis due to declining oil production and prices. The state has operated in deficit mode for the past seven years, using \$17 billion in savings to cover budget gaps. What was once an almost inexhaustible savings reserve is set to be depleted by 2021, reducing the resiliency of

the state's financial position. Like most states, education and health spending are Alaska's largest operating expenses, accounting for 48% of UGF expenditures, while Permanent Fund Dividend (PFD) payments comprised 18%. Alaska has no state sales tax, no state property tax, and no income tax.

2020 The pandemic is exacerbating an already difficult

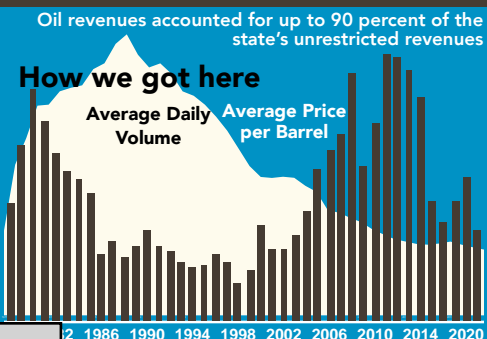
situation. Even without PFD payments, the state will not have enough cash in its primary savings account to cover the budget deficit.

The saving grace is that a portion of the \$5 billion in federal COVID-19 relief funds designated for Alaska has made its way to the region, including \$120 million that is in the process of being distributed to communities. Relief funding is critical in supporting regional households, businesses, service providers, and communities during COVID-19.

SE COVID-19 RELIEF	
Community	CARES \$
Juneau Borough	\$53,288,390
Ketchikan Borough	\$22,975,750
Sitka Borough	\$14,057,653
Skagway Municipality	\$7,475,032
Prince of Wales	\$4,400,332
Petersburg Borough	\$4,062,709
Haines Borough	\$4,007,216
Wrangell Borough	\$3,851,103
Hoonah-Angoon Census Area	\$2,997,312
Yakutat Borough	\$1,579,859
Metlakatla, Kake, Hyder	\$1,025,359
SE Total	\$119.7 mill

Sources: ADOL 2019 Employment and Wage data; Alaska Department of Revenue Crude Oil Prices. Fitch Ratings. Alaska Office of Management Budget.

Avg. Daily Volume of the Trans Alaska Pipeline System and Inflation Adjusted Price Per Barrel, 1978-2020



101 Southeast Alaska by the Numbers 2020

SOUTHEAST ALASKA REGIONAL OVERVIEW

THE FEDERALLY-MANAGED TONGASS NATIONAL FOREST MAKES UP NEARLY 4/5TH OF ALL SOUTHEAST ALASKA

78%

16%

OTHER FEDERAL HOLDINGS MAKE UP NEARLY ALL THE REST (MOSTLY GLACIER BAY)

3.4%

ALASKA NATIVE ORGANIZATIONS ARE THE REGION'S NEXT LARGEST LANDOWNER

2.5%

STATE OF ALASKA LANDS INCLUDE THOSE MANAGED AS PART OF THE MENTAL HEALTH TRUST

0.25

MUNICIPAL LAND HOLDINGS

0.05%

PRIVATE LANDOWNERS

Southeast Alaska Land Ownership

Circle size = Number of Acres

THE REGION

The Southeast Alaska panhandle extends 500 miles along the coast from Metlakatla to Yakutat, encompassing approximately 33,500 square miles of land and water. The saltwater shoreline of Southeast Alaska totals approximately 18,500 miles. More than 1,000 islands make up 40 percent of the total land area. The region is home to 34 communities. The three largest communities—Juneau, Ketchikan, and Sitka—together are home to 75 percent of the regional population.

CULTURE

The dominant culture in the region is indigenous. Alaska Natives—the Tlingit, Haida, and Tsimshian—make up nearly a quarter (23%) of the region's population. The Tlingit have resided in the region for 11,000 years. The region's mild climate, abundant food and raw materials supported the development of highly organized and culturally advanced societies with extensive trade routes and rich artwork.

ECONOMIC TRENDS

Starting in the 1880s, the economy of Southeast Alaska experienced a century of growth that intensified after statehood in 1959. From statehood into the 1990s, population and employment levels in Southeast more than doubled as the workforce expanded in the areas of mining, government, fishing, tourism, and timber. In the beginning of the 1990's seafood and timber directly accounted for a fifth of the regional economy. However, over that next decade pulp mills and sawmills in the region closed, laying off 3,200 workers. During the same period, the value of salmon declined and catch levels fell. The population continued to decline through 2007. Between 2008 and 2015, the region experienced a significant economic recovery, rebounding to record numbers of jobs, wages, and residents. However, the state budget crisis cut resulted in 1,130 State of Alaska jobs cut across the region, reversing the economic trajectory. The strength of the visitor sector was poised to lead the regional to a stronger economic position in 2020, but the COVID-19 pandemic wiped out the tourism season, wreaking havoc across the regional economy. An extremely poor 2020 salmon season is exacerbating the economic impacts of the pandemic.

LAND OWNERSHIP

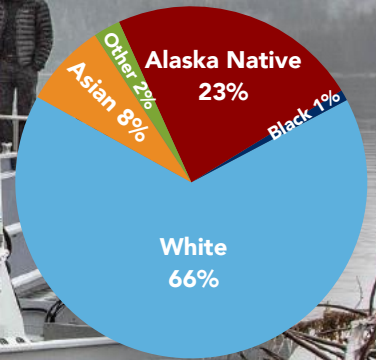
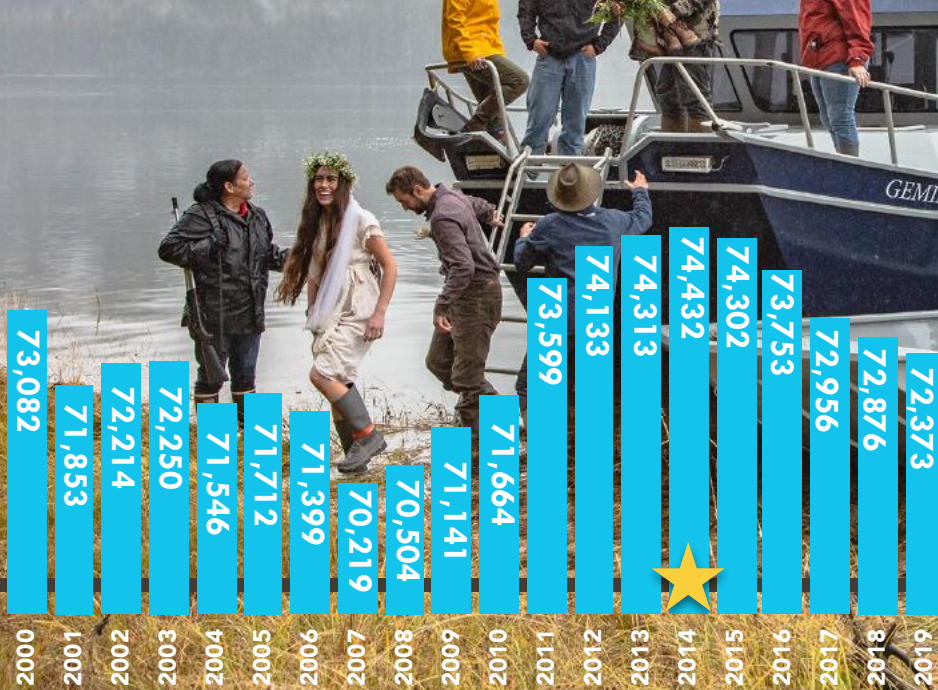
A lack of privately-owned land and land available for development is unique to Southeast Alaska and impacts the ability of the region to nurture the private sector. (See infographic on the left.) Southeast Alaska's land ownership is dominated by the federal government, which manages 94 percent of the land base. Most of this (78%, or 16.75 million acres) is the Tongass National Forest. The remaining federal lands are mostly in Glacier Bay National Park. The State manages 2.5 percent of the total land base (511,500 acres), including the Alaska Mental Health Trust Authority and University of Alaska lands. Boroughs and communities own 53,000 acres—a quarter of one percent of the regional land base. Alaska Native organizations, including village, urban, and regional corporations and the Annette Island Reservation, own 3.4 percent (728,100 acres). Other private land holdings account for 0.05 percent of the regional land base.

Sources: State of Alaska; US Forest Service; Sealaska. *Economies in transition: An assessment of trends relevant to management of the Tongass National Forest*, USDA 1998. Background image carving by Mike Dangeli.

DEMOGRAPHICS

Population 72,737

Item g.



POPULATION CHANGE 2018 TO 2019

Community	2018	2019	Change
Juneau Borough	32,177	31,986	-191
Ketchikan Borough	13,798	13,739	-59
Sitka Borough	8,607	8,532	-75
Petersburg Borough	3,190	3,226	36
Haines Borough	2,472	2,516	44
Wrangell Borough	2,418	2,400	-18
Metlakatla	1,393	1,359	-34
Skagway Borough	1,085	1,095	10
Craig	1,091	1,074	-17
Hoonah	786	782	-4
Klawock	774	761	-13
Kake	599	570	-29
Thorne Bay	522	562	40
Yakutat Borough	521	540	19
Gustavus	552	537	-15
Angoon	409	404	-5
Hydaburg	397	397	0
Coffman Cove	167	174	7
Tenakee Springs	144	140	-4
Naukat Bay	123	137	14
Hollis	123	132	9
Klukwan	94	95	1
Kasaan	81	85	4
Hyder	80	78	-2
Pelican	67	69	2
Port Alexander	55	57	2
Whale Pass	57	57	0
Edna Bay	43	47	4
Port Protection	31	29	-2
Game Creek	18	17	-1
Point Baker	13	12	-1
Elfin Cove	12	11	-1
Remainder	758	753	-5
Total	72,657	72,373	-284

2019

2019 marked the 5th consecutive year of population decline in Southeast Alaska. The region lost an additional 284 people, for a five-year decline of 2,060 residents, a population loss of three percent.

Half of the communities in the region lost population in 2019. Juneau bore the brunt of the overall losses — a result of recent dramatic state employment reductions, with cuts especially focused in the capital city. Juneau has lost 1,150 residents since 2015, including nearly 200 in 2019.

Among boroughs, Yakutat experienced the largest percentage decline during the past five years, losing 13% of its residents.

The most significant story of growth over the past five years was in Hollis, which grew by 42% due to the operations of the Dawson Mine located in that community.

THE MEDIAN AGE IS NOW 40

Southeast has the state's oldest residents. Since 2010, the most pronounced demographic shift has been aging of the population. During that period, the 60-plus population grew by 5,300 people, a 45% increase over 2010 due to aging in place. A quarter of people in the region are now age 60 or older. In Haines, the Hoonah-

Angoon census area, and Wrangell, where median ages are 48.6, 47.7, and 47.5 respectively, it is one-third. The median age of Southeast as a whole is now 40, four and a half years older than the state as a whole.

SCHOOL ENROLLMENT UP IN 2019

Despite population losses, K-12 enrollment increased regionally for the 3rd time in 23 years in 2019 — albeit by only 10 students. However, the mostly online-only start of the school year is having a negative effect on school populations, as many parents are choosing homeschooling programs. While some of these continue to direct funds to local school districts, many do not. Early data indicates that enrollment could be down by as much as 10% across the region. A loss of funding allocation could significantly impact the financial position of regional schools, unless the legislature institutes a solution.

2020

The elements that created population losses in recent years, most notably the reduction of state jobs and services, have been exacerbated by the 2020 COVID economy. Pandemic conditions have radically reduced the total number of regional jobs, especially in the visitor sector, which will inevitably lead to further population decline.

Sources: Alaska Department of Labor (ADOL); ADOL Southeast Alaska Population by Age, Sex and Borough/Census Area, 2018, 2019; Alaska Population Projections. Photography credit: Heather Holt

Increasing Regional Jobs

ANNUAL EMPLOYMENT CHANGE BY SE COMMUNITY 2018 TO 2019 (Self-employment excluded)

Item g.

Jobs were generally up across the region in 2019, growing by 445 jobs overall, for a gain of 1%. The Alaska Department of Labor and Workforce Development, Research and Analysis Section tracks wage and labor employment by community. According to these figures, just four communities in the region (Ketchikan, Wrangell, Metlakatla, and Gustavus) lost jobs in 2019, while all the rest experienced gains. Metlakatla lost 11% of its workforce in 2019 over the previous year. Jobs in Klukwan increased by 24%.

This analysis excludes self-employment data, which is not made available below the borough/census area level. Still, tracking change in labor figures is a great way to track overall workforce changes in a community.

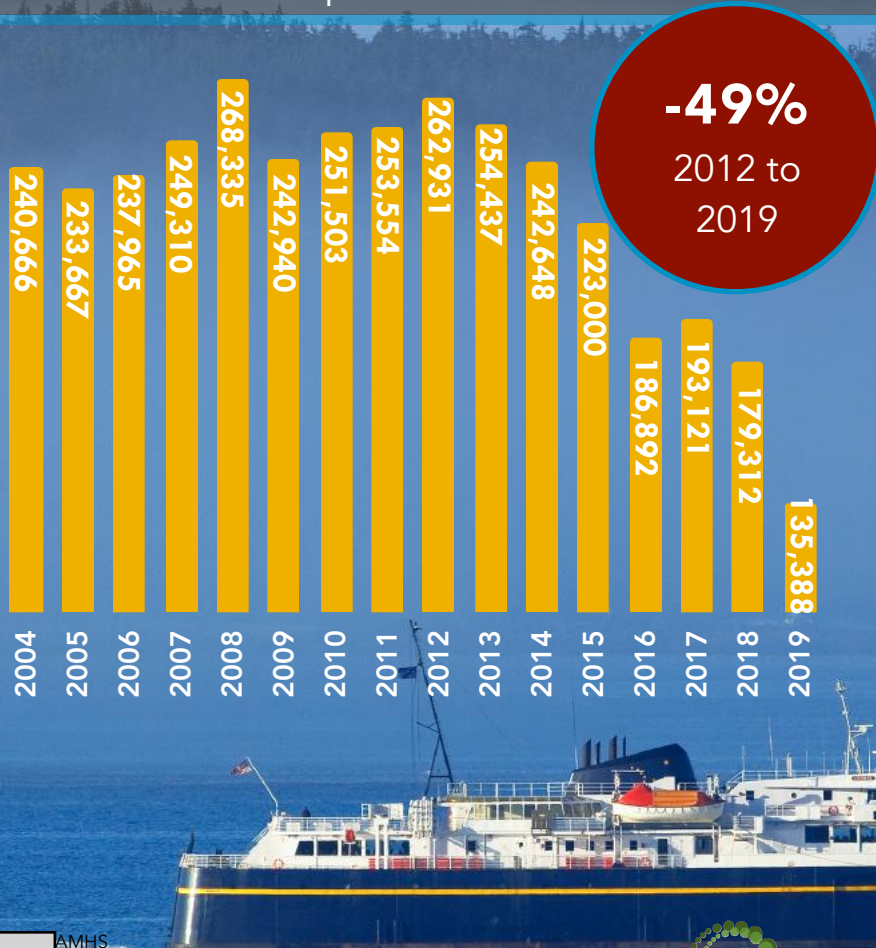
As demonstrated on page 4, while 2020 is only partway through, job data between April and July, since the impacts of COVID began to significantly impact the economy, total jobs numbers fell by 17%.

Community	2018 Annual Average Employment	2019 Annual Average Employment	2019 Wages in millions	Employment Change 2018-2019
Juneau Borough	17,732	17,952	\$947.7	1.2%
Ketchikan Borough	7,427	7,404	\$359.8	-0.3%
Sitka Borough	4,242	4,312	\$208.6	1.7%
Prince of Wales	1,427	1,497	\$63.9	4.9%
Petersburg Borough	1,246	1,282	\$55.0	2.9%
Skagway Borough	1,078	1,083	\$46.5	0.5%
Haines Borough	1,006	1,029	\$41.7	2.3%
Wrangell Borough	850	824	\$35.2	-3.1%
Metlakatla	568	505	\$23.5	-11.1%
Hoonah SSA	385	431	\$16.0	11.9%
Yakutat Borough	272	280	\$13.2	2.9%
Gustavus SSA	223	204	\$9.1	-8.5%
Kake	161	170	\$5.4	5.6%
Angoon SSA	148	154	\$4.1	4.1%
Hyder	52	52	\$2.9	0.0%
Klukwan	41	51	\$0.9	24.4%

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section. **Notes:** The Hoonah sub-subarea (SSA) includes Pelican and Elfin Cove. The Angoon SSA includes Tenakee Springs. Prince of Wales includes the Hollis SSA, Thorne Bay SSA and Hydaburg. An SSA is the smallest unit for which the Quarterly Census of Employment and Wages is analyzed. Photo: John Hyde.

AMHS Ridership in Southeast

Declining Ferry Service

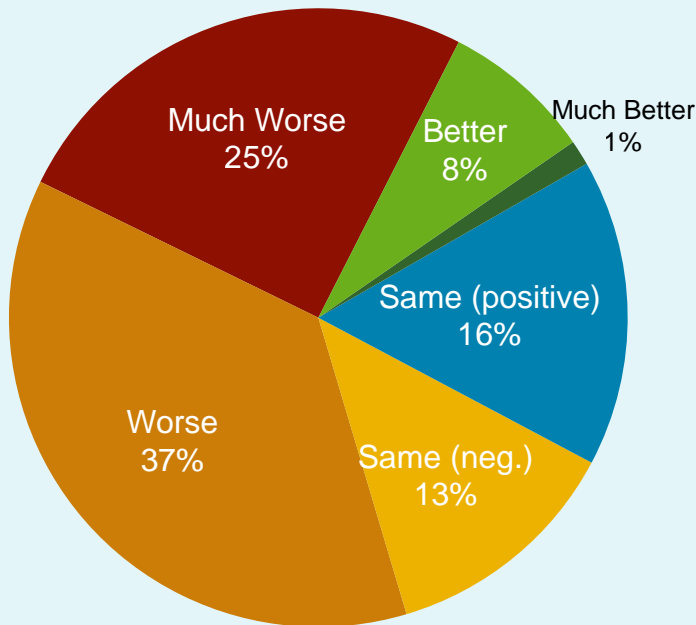


One of the great tragedies of the COVID-19 pandemic for the regional economy, is that it came on top of the State fiscal crisis, throughout which Southeast Alaska received a disproportionate level of jobs and service cuts. Transportation connectivity, which has long been identified as the most vulnerable element of the regional economy, had already been significantly reduced pre-pandemic. The Alaska Marine Highway System (AMHS) ferried 262,931 individuals in the region in 2012. By 2019, that figure had dropped by 49%. Deferred and reduced maintenance led to ships being removed from service. In February 2020, the system shut down all but one ferry, leaving some communities without access to groceries. COVID-19 travel challenges came on top of these already existing limitations, further reducing the number of sailings and travelers. As of September 2020 the AMHS operating budget is facing a shortfall of almost \$45 million, and the winter schedule includes further service reductions.

A strong ferry system is essential to regional economic development, quality of life, and community well-being in Southeast Alaska. The AMHS provides access to health care, shuttles workers to their jobs, carries visitors, connects markets and customers, and allows fishermen to move seafood to markets. It moves freight, building materials, and machinery to support local development. It supports social and cultural connections, and is relied upon for food security.

“What is the economic outlook for your business or industry over the next year (compared to the previous year)?”

25% Positive / 75% Negative



CURRENT REGIONAL BUSINESS CLIMATE SURVEY

In June of 2020, 460 Southeast Alaska business owners and top managers responded to Southeast Conference's Business Climate and COVID-19 Impacts Survey.

SOUTHEAST ALASKA ECONOMIC OUTLOOK

2020 Southeast Alaska business leaders overall economic outlook tends not to change much on an annual basis; however, 2020 is clearly an exception. Three-quarters of businesses say the economic outlook for their business or industry over the next year is negative. The mining sector's economic outlook appears to be the least impacted of all sectors by the pandemic. The arts, tourism, food/beverage, and retail sectors have the most negative outlooks looking forward. The community with the most negative outlook is Wrangell, with 79% forecasting a worse or much worse economic outlook over the next year — the City and Borough of Wrangell subsequently declared an economic disaster. Respondents were also asked how they feel about the current business climate. Unsurprisingly, confidence in the Southeast business climate has crumbled in the wake of COVID-19. Nine out of ten respondents call the current regional business climate “poor” (38%) or “very poor” (51%).

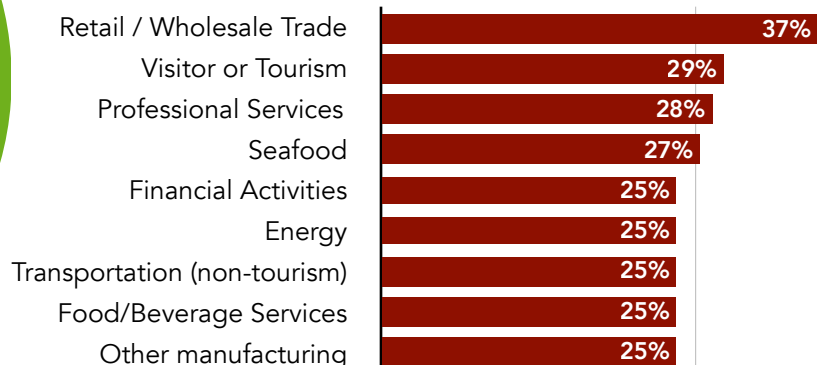
By June, respondents had already laid off **18.6%** of existing staff due to COVID-19
23% of businesses say that they are at risk closing permanently in the next year

Jobs Outlook July 2020 to July 2021

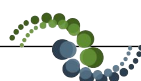
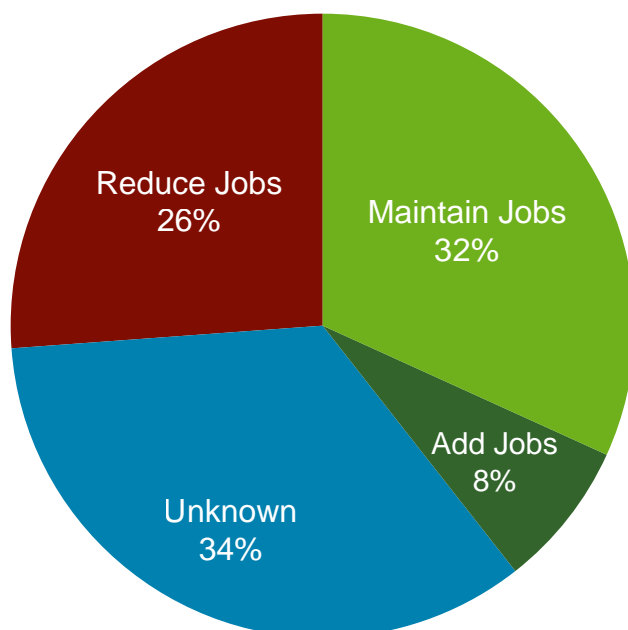
CONTINUED JOB CUTS OVER THE NEXT YEAR

Each year, private business owners and managers are asked about hiring expectations over the next year. More than a quarter of the 460 business leaders surveyed expect to make additional jobs to their businesses over the next 12 months, in addition to the cuts already made, while 34% do not yet know, and 32% expect to maintain total jobs. The largest losses are expected in retail/wholesale trade, where 37% of respondents expect to decrease their total staff in the upcoming year. The health care and mining sectors are the most likely to **add** jobs over the coming year. Analyzed by community, Wrangell employers expect the most significant job cuts, followed by Ketchikan and Skagway.

■ % of employers that expect to make job cuts in coming year



Over the next 12 months, do you expect to add jobs, maintain jobs, reduce jobs?



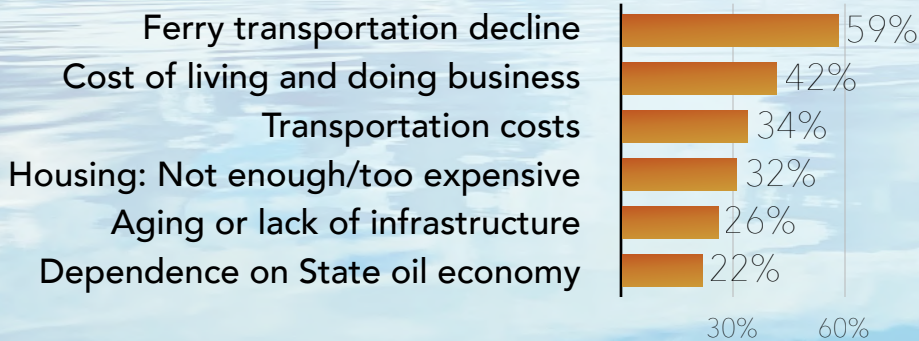
Southeast Alaska's Strengths Weaknesses Opportunities Threats

Item g.

STRENGTHS



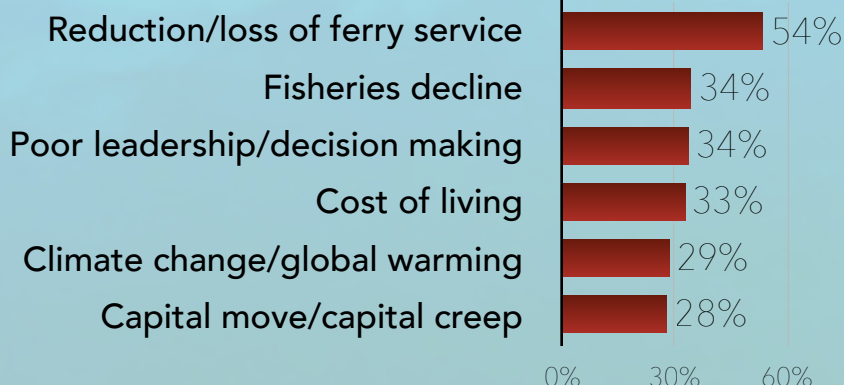
WEAKNESSES



OPPORTUNITIES



THREATS



2025 ECONOMIC PLAN DEVELOPMENT

Southeast Conference is in the process of developing the 2025 Southeast Alaska Economic Plan. As part of this process a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis for the region was developed by more than 200 Southeast Conference members in early 2020, including business, municipal, and tribal leaders from across the region in February 2020. During a series of meetings, each Southeast sector committee developed their own SWOT analysis.

Seafood

- Top Strength: **High quality product**
- Top Weakness: **Changing ocean conditions**
- Top Opportunity: **Increase value added processing**

Health Care

- Top Strength: **Personalized care delivery**
- Top Weakness: **State budget cuts reduce workforce development options**
- Top Opportunity: **Development of health care courses at the university**

Visitor Industry

- Top Strength: **Natural beauty of region**
- Top Weakness: **Community communications**
- Top Opportunity: **Collaborate with Alaska Native entities on cultural tourism**

Mining

- Top Strength: **Provides high paying jobs**
- Top Weakness: **Extreme opposition by environmental groups**
- Top Opportunity: **Explore and develop new mineral deposits and expand existing mines**

Timber

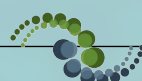
- Top Strength: **High quality wood**
- Top Weakness: **Frequency of litigation**
- Top Opportunity: **Increased state and private lands**

Transportation

- Top Strength: **Strong reliable airline services**
- Top Weakness: **AMHS service reductions**
- Top Opportunity: **Improve ferry service**

Energy

- Top Strength: **Abundant hydropower**
- Top Weakness: **High costs of infrastructure**
- Top Opportunity: **Expand regional intertie**





SOUTHEAST CONFERENCE

Southeast Conference Board

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Publication by
Rain Coast Data

Wrangell Alaska Economic Conditions Report 2020

For the City and
Borough of Wrangell
Updated October 2020



A Publication by
Rain Coast Data

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A History of the Wrangell Economy

The City and Borough of Wrangell—located on Wrangell Island near the Stikine River—represents approximately 3 percent of total population, jobs, and earnings for Southeast Alaska. The community of Wrangell has restructured its economy and identity many times over the years. Centered around the fur trade in the early 1800's, Wrangell went on to become a military fort, a mining center, and a base for canneries and fishing. In the early 1900's plentiful spruce and hemlock in the area gave rise to a timber economy, and by the early 1990's timber industry jobs accounted for twenty percent of Wrangell's workforce, and nearly a third of all direct local wages.

When the Alaska Pulp Company sawmill closed in 1994, the local economy was devastated. During the same period, salmon prices tumbled reducing the value of the area's commercial fisheries, and community's largest seafood processor filed bankruptcy. Although the community would go on to briefly attract major interest from the large-scale cruise industry, after three years the ships moved on. Between 1994 and 2006, the population of the community fell by 18% (losing more than 500 residents). Reeling from these losses, the community leaders reviewed their remaining assets, and refocused on developing and supporting their maritime resources. Immediately the community set about enhancing its locally based seafood and marine services sector: converting the old mill site downtown into a marine services center and boat yard; building a third boat harbor; upgrading the local seafood processing infrastructure; and investing in its boatbuilding and repair facilities. The community also turned its attention to the visitor and maritime economy, upgrading its cruise ship dock, constructing a convention and visitors center, restoring the Chief Shakes Tribal House, and completing a major downtown revitalization facelift.

In 2019, Wrangell Alaska had 1,143 year-round equivalent jobs and nearly \$50 million in workforce earnings. The top economic drivers of the community were seafood, tourism, health care, and industrial maritime. With some of the lowest electrical rates in Alaska, the highest school district test scores, a reemerging visitors industry, the lowest unemployment rate in decades, and a high level of entrepreneurship (more than a quarter of all workers are self-employed), Wrangell was moving in a positive economic direction.

However in 2020, the COVID-19 virus devastated the global economy, with Southeast Alaska and Wrangell in particular, reeling from the impacts. An estimated 26,500 visitors, who had been projected to spend \$6.24 million in Wrangell's economy in 2020, did not come. In an abundance of terrible timing, the 2020 Wrangell fishery is said to be the worst since 1976, with COVID-19 further reducing demand and lowering prices. In August the Wrangell Borough Assembly declared an economic disaster in the municipality. An October 2020 business survey found that responding Wrangell employers has laid off 32% of their staff due to 2020 economic conditions, business revenue had fallen by 50%, and 21% are at risk of closing permanently.

This document, Wrangell Alaska Economic Conditions Report, provides a baseline summary of the economy of Wrangell prior to the 2020 pandemic event, to provide an economic planning tool for stabilizing and re-growing the economy moving forward.

CHANGES IN WRANGELL: 2010 to 2019

This table tracks key economic indicators in Wrangell 2010, 2015, 2018 and 2019, along with associated changes.

	2010	2015	2018	2019	% Change 2018-2019
Demographics					
Wrangell Population	2,369	2,444	2,418	2,400	-0.7%
65+-year olds	374	469	513	528	2.9%
Median Age Wrangell (AK is 35.5)	46.4	47.8	47.9	47.5	-0.7%
K-12 Students	312	274	308	308	0.0%
18 and under	542	518	536	540	0.6%
General Economic Conditions					
	2010	2015	2018	2019	Change
Total Annualized Jobs	1,168	1,215	1,151	1,143	-0.7%
Total Job Earnings	\$45,285,755	\$46,507,622	\$49,575,379	\$49,804,705	0.5%
Annual Average Wage	\$38,772	\$38,278	\$43,072	\$43,574	1.2%
Annual Unemployment Rate	8.8%	7.8%	6.9%	7.7%	1%
Maritime Economy					
Top Sector: 24% of employment earnings					
Seafood Jobs	271	281	220	198	-10%
Seafood Earnings	\$14,961,150	\$13,371,074	\$11,868,545	\$10,528,260	-11%
Other Maritime (Boatbuilding, etc.)	24	47	49	51	4%
Other Maritime Earnings	\$1,335,825	\$1,620,018	\$1,546,650	\$1,573,899	2%
Port of Wrangell: Total Seafood Pounds	2,116,100	3,751,754	3,292,910	2,312,678	-30%
Port of Wrangell: Total Seafood Value	\$2,857,169	\$4,809,060	\$4,883,033	\$4,667,561	-4%
Government					
Public Sector: 22% of all employment earnings					
Total Government Employment	318	309	292	234	-20%
Federal Employment	58	51	43	41	-5%
State Employment	23	23	20	19	-5%
City and Tribal Employment	236	235	229	174	-24%
Total Government Payroll	\$14,148,023	\$14,291,774	\$15,403,583	\$11,070,750	-28%
Health Care Sector					
Key Industry: 14% of all employment earnings (data confidential)					
Visitor Industry					
Key Industry: 10% of all jobs					
Visitor Industry Employment	na	95	106	110	4%
Total Visitor Industry Wages/Earnings	na	\$2,093,291	\$2,889,447	\$3,077,530	7%
Wrangell Passenger Arrivals					
	2010	2015	2018	2019	Change
Total Arrivals	22,741	29,979	34,167	40,702	19%
Air Passengers	10,587	12,512	13,809	14,637	6%
Cruise Ship Passengers	3,869	10,011	14,991	21,540	44%
Alaska Marine Highway System	7,325	6,130	3,749	2,907	-23%
Yacht Passengers	960	1,326	1,618	Pending	Pending
Other Selected Statistics					
	2010	2015	2018	2019	Change
Sales Tax Receipts	\$2,196,229	\$2,682,623	\$1,788,890	\$1,951,016	9%
Housing Starts	3	13	7	4	-43%
Total MWh Sold in Wrangell	27,221	34,166	37,729	34,166	-9%
Total Assessed Property Value	\$122 million	\$143 million	\$149 million	\$153 million	2%

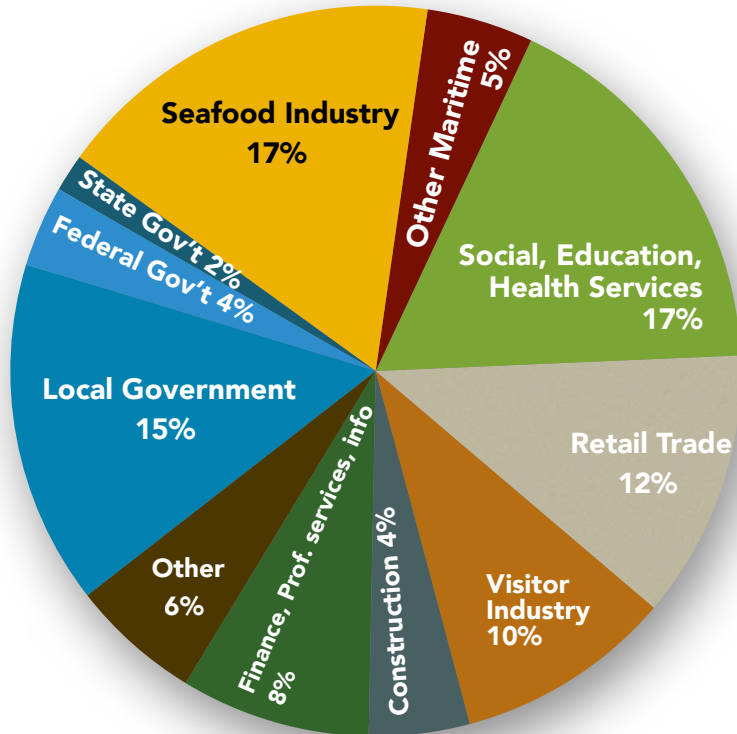
Sources: Alaska Department of Labor (ADOL); ADOL Southeast Alaska Population by Age; Alaska Department of Education and Early Development; Based on the quarterly Alaska Housing Unit Survey, a survey of local governments and housing agencies; US Census Nonemployer (self-employment) Statistics; ADF&G Southeast Alaska Commercial Seafood Industry Harvest and Ex-Vessel Value Information; Cruise Line Agencies of Alaska; US Bureau of Transportation Statistics (RITA); Alaska Marine Highway System data. Note: Because no self-employment data for Wrangell was available pre-2013, 2013 numbers were used in place of 2010 numbers. Self-employment represents approximately one-fourth of Wrangell's annualized employment.

The Whole Wrangell Alaska Economy 2019

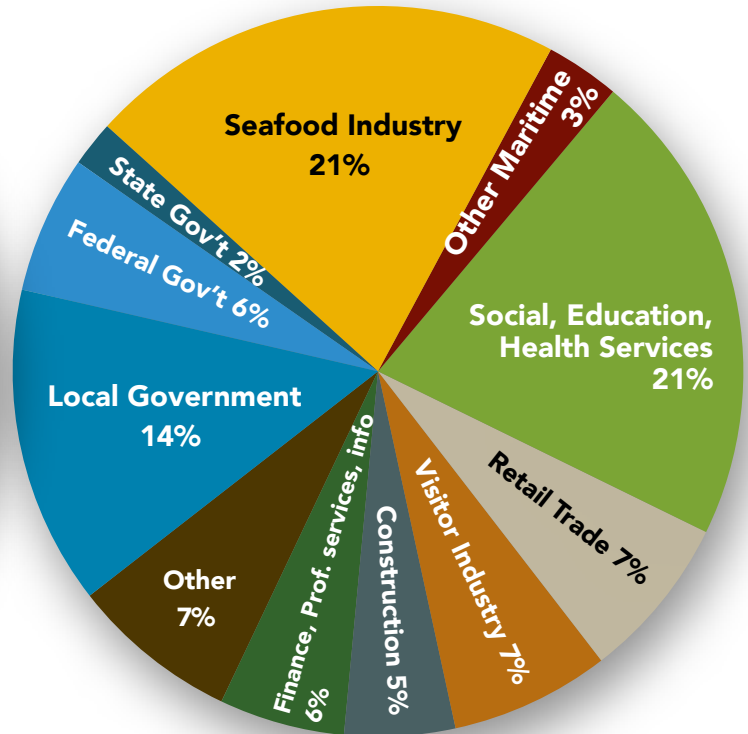
Item h.

In 2019, Wrangell Alaska had 1,143 year-round equivalent jobs and nearly \$50 million in workforce earnings. Half of all jobs and three-fifths of all wages are in government or maritime, including seafood.

Annualized Jobs 1,143 Jobs



Employment Earnings \$49.8 Million Workforce Earnings



2019 Wrangell Alaska Employment Earnings

	EMPLOYMENT RELATED EARNINGS			EMPLOYMENT NUMBERS		
	Wages (2019)	Self-Employment Earnings (2018)	Total Earnings	Annual Average Employment (2019)	Self-Employed (2018)	Total Employment
Local Government	\$7,029,663		\$7,029,663	174		174
Federal Government	\$3,038,485		\$3,038,485	41		41
State Government	\$1,002,602		\$1,002,602	19		19
Seafood Industry	\$2,094,260	\$8,434,000	\$10,528,260	44	154	198
Other Maritime	\$1,350,899	\$283,000	\$1,633,899	43	11	54
Social, Health and Education Services	\$10,269,714	\$251,000	\$10,520,714	187	11	198
Retail Trade	\$3,360,883	\$267,000	\$3,627,883	122	14	136
Visitor Industry	\$2,284,530	\$1,230,500	\$3,515,030	82	28	110
Construction Industry	\$1,259,680	\$1,179,000	\$2,438,680	33	18	51
Financial Activities	\$675,267	\$641,000	\$1,316,267	21	18	39
Professional and Business Services	\$264,145	\$502,000	\$766,145	9	36	45
Information	\$687,372		\$687,372	12		12
Other	\$1,928,205	\$1,771,500	\$3,699,705	37	29	66
Total	\$35,245,705	\$14,559,000	\$49,804,705	824	319	1,143

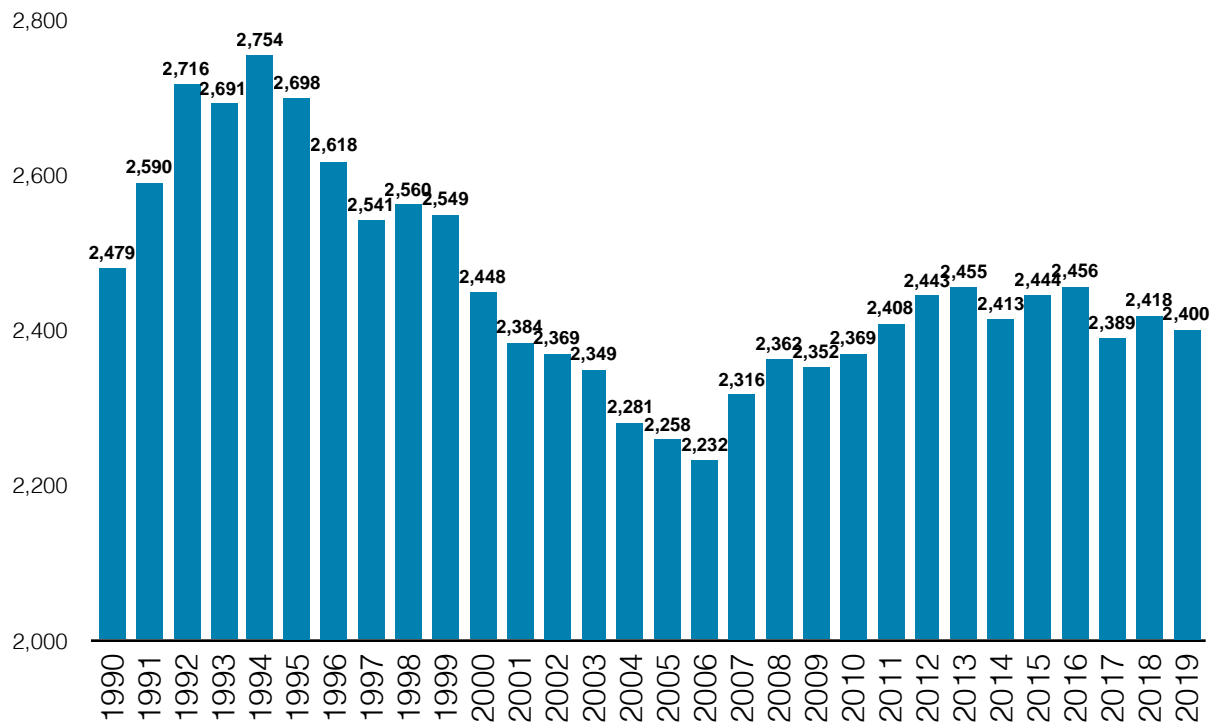
Sources: Alaska Department of Labor 2019 Employment & Wage data; 2018 (latest available) US Census Nonemployer (self-employment) Statistics. Due to data confidentiality, some figures are estimates by Rain Coast Data, based on all available inputs.

Demographics

Population¹

Wrangell's population peaked in 1994. After decreasing for twelve years due to the loss of the timber industry, Wrangell's population hit bottom in 2006 with 2,232 residents. Between 2006 and 2013, the population increased each year but one, for an overall gain of ten percent—rising to 2,456 in 2013. This rise made Wrangell one of the fastest growing communities in the region during this period. Since then, the population has decreased by 2% to 2,400 people in 2019.

Wrangell Alaska Population 1990-2019

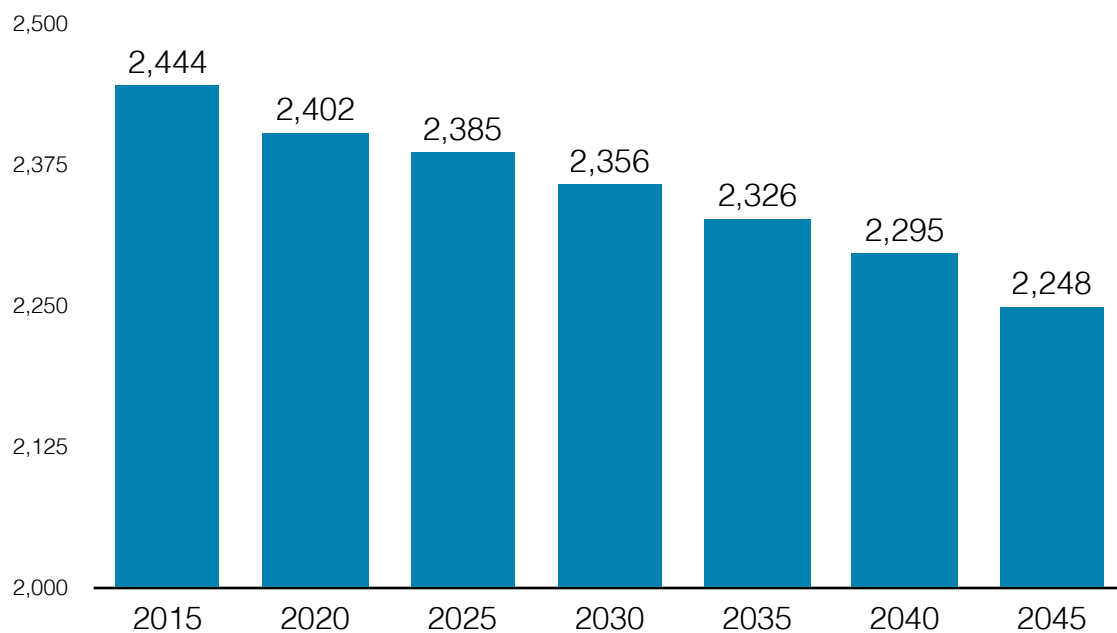


¹ State of Alaska, Department of Labor and Workforce Development, Research and Analysis. 1990-2020.

Population Projections²

Wrangell population is expected to grow incrementally in 2020 with two additional residents projected. However, sustained decline is projected following 2020. The Alaska Department of Labor and Workforce Development released population projections for Alaska in March of 2020. According to these pre-COVID-19 estimates, between 2020 and 2045, the community is expected to lose 6% of its population, with a loss of 8% in the three decades between 2015 and 2045. These numbers must be understood as projections should indicators continue along their current paths. Much can and will change between now and 2045.

Wrangell Alaska Population Projections 2020 to 2045



² Alaska Department of Labor and Workforce Development. The population projections are based on the current population and historical birth, death, and migration trends, and were developed before an analysis of COVID-19's impact on population levels could be developed. <https://live.laborstats.alaska.gov/pop/projections.cfm>

Age³

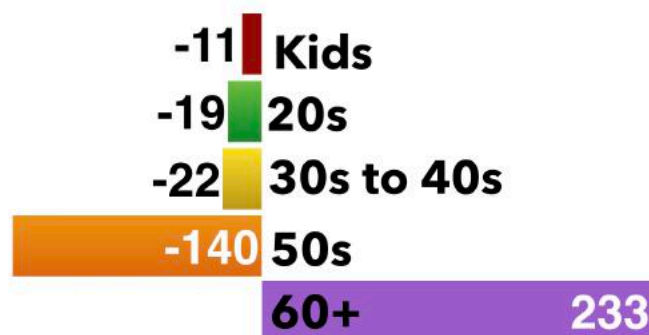
Despite a similar overall population levels over the past decade, some specific sub-demographic groups have changed much more quickly than total population. Between 2010 and 2019, those under the age of ten increased by 15% (+41), while those aged ten to nineteen fell by 17% (-52), and those in their 20s fell by 8%, for a loss of 19 people in this age category. Those in their 30s grew by 29%, which was balanced by a loss of 26% of those in their 40s.

On the other end of the age spectrum, those aged 60 and older grew by 39%, for an increase of 233 older residents, who are aging in place in Wrangell. This 60+ age group was 24% of the total Wrangell population in 2010 and grew to 33% of the population in 2019. The median age in 2019 was 47.5, far above the state median age of 35.5 years old.

Wrangell Population by Age Group, 2010 to 2019

Age Group	2010	2019	Change 2010-2019
Under 10	265	306	15%
10 to 19	307	255	-17%
Twenties	231	212	-8%
Thirties	202	261	29%
Forties	313	232	-26%
Fifties	478	338	-29%
Sixties	322	470	46%
70s+	251	326	30%
Median Age	46.4	47.5	2%
Total Population	2,369	2,400	1%

9 Years of Wrangell Population Change +31 people +1%

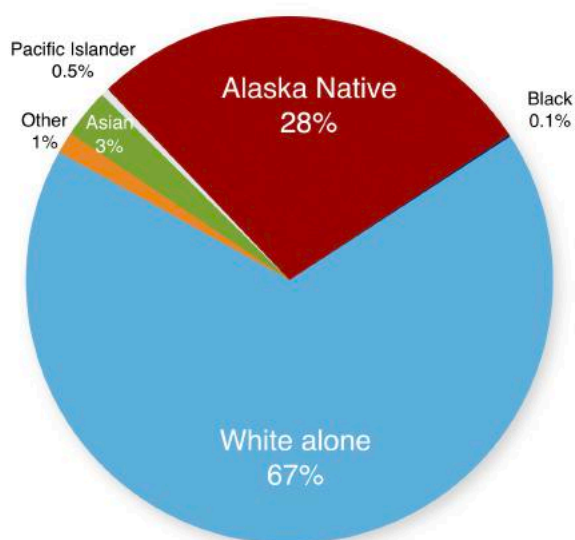


³ State of Alaska, Department of Labor and Workforce Development, Research and Analysis. Age and Sex, Cities of 1,000 or More People, 2010 to 2019.

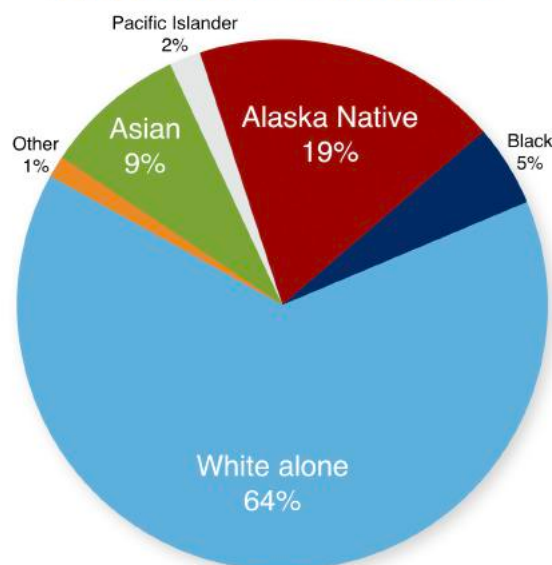
Race⁴

Wrangell has a very significant Alaska Native population. More than a quarter of all residents are Alaska Native, a proportion that has been growing. The community has a larger Alaska Native population than the state as a whole, as well as a larger white population, with little other ethnic diversity. Across the community, 67%, of all residents are Caucasian, 28% are Alaska Native, 3% are Asian, and just 0.1% are black.

WRANGELL ETHNICITY



ALASKA ETHNICITY



Poverty⁵

Eight percent of the total Wrangell population lives below the poverty level (192 individuals). While in many communities children, the elderly, or minority groups are more likely to have higher poverty levels than the community as a whole, in Wrangell the only group to experience poverty more acutely are young adults. Those aged 18 to 34 were more than twice as likely to experience poverty as the rest of the population, with 19% living below poverty levels in 2018.

Unemployment⁶

Unemployment over the past 10 years in Wrangell has ranged from an annual high of 8.4% in 2014, to a low of 6.9% in 2018. Because much of the employment in the community is

⁴ 2018: American Community Survey 5-Year Estimates

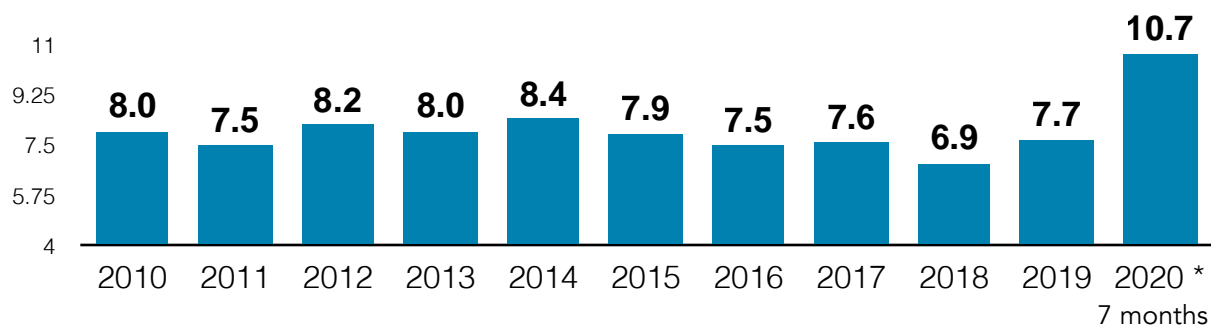
⁵ 2018: American Community Survey 5-Year Estimates

⁶ Alaska Department of Labor. Annual Unemployment Rates for City and Borough of Wrangell and Alaska 2010 to 2019. <https://live.laborstats.alaska.gov/labforce/labdata.cfm?s=30&a=0> Note: Rain Coast Data was advised against relying on ADOL unemployment rates during pandemic, as the model is not calibrated to accurately measure this type of event on our economy.

seasonal, there is significant variation between unemployment rates during a given year. January and February typically are the months with the highest unemployment levels. January 2010 had been the highest standalone month in the past 10 years, with an unemployment rate of 13.2%, but was surpassed by the May 2020 unemployment rate of 13.2%. July and August have the lowest levels. August 2018 had just a 5% unemployment rate, the lowest of the past decade.

Unemployment in Wrangell, 2010 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2020	8.0	7.9	7.4	14.8	13.2	12.9	10.8						10.7
2019	9.8	10.2	9.2	7.6	6.7	7.4	6.2	6.1	6.0	7.1	8.0	8.4	7.7
2018	9.4	9.3	8.4	6.2	5.9	6.6	5.2	5.0	5.2	6.3	7.4	8.0	6.9
2017	9.9	9.7	9.0	7.4	6.8	7.0	5.7	6.1	6.6	6.8	8.2	8.5	7.6
2016	10.5	10.3	9.2	6.9	6.3	7.0	5.7	5.7	6.5	6.8	8.1	8.1	7.5
2015	10.6	10.5	9.0	7.5	7.2	7.5	6.1	5.5	6.3	7.1	8.7	9.5	7.9
2014	12.0	12.5	9.7	8.0	7.0	7.5	6.0	5.9	6.8	7.8	9.1	9.8	8.4



Median Household Income⁷

The median household income in Wrangell is significantly lower than the state or region figures. The median household income of \$57,583 in Wrangell is 25% lower than Alaska as a whole, and 24% lower than Southeast Alaska. It is 4% lower than the national average.

Median Household Income, 2018

United States	Alaska	Wrangell	Southeast Alaska
\$60,293	\$76,715	\$57,583	\$75,657

⁷ 2018: American Community Survey 5-Year Estimates

Educational Attainment⁸

For those aged 25 and older in Wrangell, 12% have less than a high school degree, 38% have only a high school degree only, 21% have an associate's or bachelor's degree, and 7% have a graduate or professional degree. Those with only a high school degree earned a median of \$30,395 last year, while those with graduate or professional degrees earned a median of \$68,611.

Top Educational Attainment and Wages for Wrangell Residents Aged 25 and Older

Population 25 years and over	Percent	Median Earnings
Less than high school	11.7%	\$31,023
High school graduate only (includes equivalency)	37.6%	\$30,395
Some college, no degree	23.1%	\$36,842
Associate's degree	6.9%	na
Bachelor's degree	14.0%	\$44,342
Graduate or professional degree	6.7%	\$68,611

Residency⁹

Wrangell generally has a high level of residential workforce compared to other Southeast Alaska communities. Of the total workforce, 390 employees are from outside Wrangell or Alaska, and 749 are local Wrangell residents. (This is not a measurement of annualized jobs, but workers). Locals make up 66% of all workers in Wrangell, and earn 78% of all community workforce wages.

An exception to this is the seafood processing sector. Only 21.5% of Wrangell's seafood processing workers are local residents, who earn 39% of total seafood processing workforce wages. These figures do not include self-employment numbers.

Wrangell Non Residents versus Resident Workers, 2018

Sector	Total Wrangell Workers	Wages (millions)	Seafood Processing Workers	Seafood Processing Wages
Locals	749	\$25.7	37	\$0.95 mill
Nonlocal Alaskans	90	\$2.4	Combined below	Combined below
Non Alaska Residents	300	\$4.9	Combined below	Combined below
Total non Wrangell	390	\$7.3	137	\$1.43 mill
Percent local workers	65.8%	77.9%	21.3%	39.9%

⁸ 2018: American Community Survey 5-Year Estimates

⁹ Nonresidents Working in Alaska: 2018. Alaska Department of Labor and Workforce Development. February 2018.

Government

Government in Wrangell makes up 28% of all workforce earnings, and 20% of all jobs. In 2019, government accounted for 234 average annual jobs, and \$11.1 million in earnings. Local government (including tribal government)—with 174 employees last year and \$7 million in wages last year—make up the bulk of all government jobs in the community. This represents an enormous shift. A quarter of city and borough employment had been hospital related, and approximately 55 of these jobs were transferred to SEARHC in November 2018. City and Borough of Wrangell (CBW) employment in 2019 included employees of the Wrangell School District, Wrangell Municipal Light and Power, Wrangell Medical Center, the Public Library, the Nolan Center, and garbage services.

Government employment is down substantially over the past year. Total government jobs fell by 20% between 2018 and 2019. Federal employment dropped by 5% (2 jobs), state jobs were reduced by 5% (1 job) and local government employment fell by 24%, due to the move to SEARHC. Total workforce earnings fell by 28%, for the same reason.

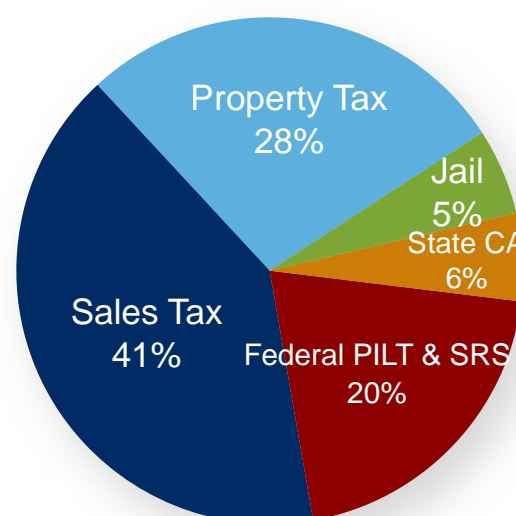
Government employment and earnings in Wrangell, 2010 to 2018

Government Sector	2010	2013	2015	2018	2019	Change 2018-2019
Total Government Employment	318	325	309	292	234	-20%
Federal Employment	58	50	51	43	41	-5%
State Employment	23	25	23	20	19	-5%
City and Tribal Employment	236	250	235	229	174	-24%
Total Government Payroll	\$14.1 mill	\$15.2 mill	\$14.3 mill	\$15.4 mill	\$11.1 mill	-28%

Major Wrangell Revenue Sources FY2019

Total = \$6,486,334¹⁰

Sales tax represents the largest source of annual revenue for the municipality of Wrangell, at 41% in FY2019. Property tax provided 28% of revenue in that year, followed by federal payment in lieu of taxes (PILT) and Secure Rural Schools (SRS) dollars (20%). State Community Assistance (CA) was 6%. In real dollars, revenue has decreased by 13% between FY2015 and FY2019, primarily representing a loss of state income.



¹⁰ Approved budget of the City and Borough of Wrangell

Seafood Sector¹¹

Seafood is one of the most important sources of jobs and workforce earnings for Wrangell. In 2019 seafood provided 17% of all community annualized jobs (198), and 21% of total workforce earnings (\$10.5 million). The Wrangell fishing sector is important to community due to the number of fishermen the rich fisheries support, but also due to its seafood processing facilities.

Jobs and wages decreased significantly over the past 10 years due to a significant decline in processing in the community. While the seafood harvest by Wrangell fishermen has been relatively stable in recent years, total seafood processing jobs have been down significantly. Between 2015 and 2019, total seafood processing jobs in Wrangell dropped by 63%, including a 39% drop in 2019.

Wrangell Seafood Sector, 2010-2019

Seafood Sector	2010	2015	2018	2019	Change 2018-2019
Seafood Jobs (annualized)	271	281	220	198	-10%
Total Seafood Workforce Earnings	\$14,961,150	\$13,371,074	\$11,868,545	\$10,528,260	-11%
Seafood Processing Workers (peak)	377	284	174	106	-39%
Total Seafood Processing Wages	\$2,743,874	\$4,006,185	\$2,383,743	\$1,480,952	-38%
Total Seafood Pounds Landed	2,116,100	3,751,754	3,292,910	2,312,678	-30%
Total Seafood Value (nominal \$)	\$2,857,169	\$4,809,060	\$4,883,033	\$4,667,561	-4%

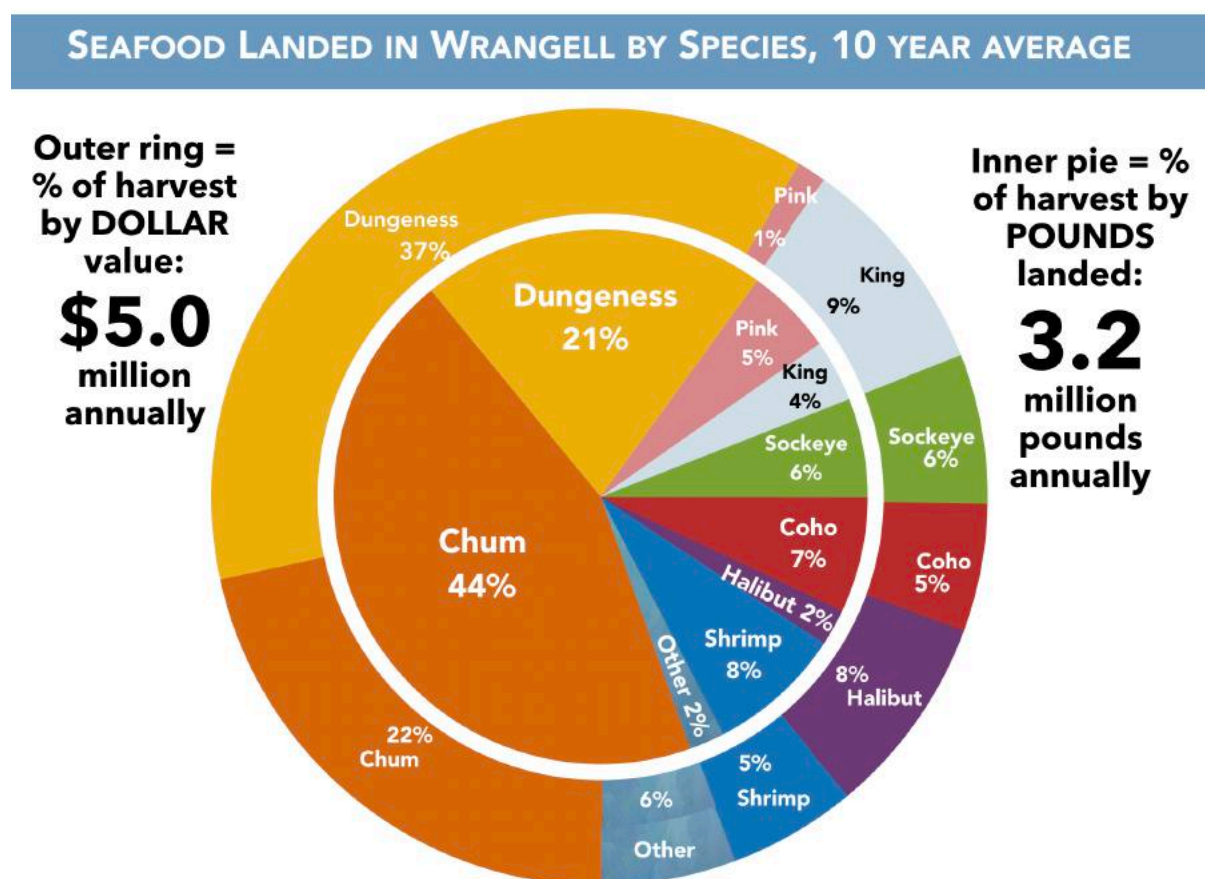
2020 Seafood Season

Twenty-twenty is currently on track to go down as one of the worst seafood seasons in Southeast Alaska history. Reduced seafood prices — due to the shutdown of the global restaurant sector, as well as trade war tariffs — coincided devastatingly with one of the worst salmon catches on record. While the data is not yet in, Wrangell fishermen said in October 2020 that their revenues was down 49% over 2019 levels. As one Wrangell fisherman put it, “I am a commercial fisherman. I had a 52 percent loss of revenue in comparison to last 5-yr. income average. Demand for product lessened partially due to restaurants closing during pandemic, causing price at dock to be almost 50 percent lower than last year.”

¹¹ Alaska Department of Labor 2019 Employment & Wage data; 2018 (latest available) US Census Nonemployer. 2019 data for peak seafood processing jobs and wages are Rain Coast Data estimates.

Total Volume and Value of Wrangell Seafood¹²

By pounds, two-thirds of the Wrangell fishery is salmon. On average salmon made up 66% of total pounds caught over the past 10 years, primarily Chum salmon. By value, salmon make up approximately two-fifths (43%) of total fishery value over the last decade. More than one-third, 37% of the total Wrangell harvest value is Dungeness crab. Halibut and King salmon make up 6% of pounds landed, and 17% of the total harvest value, on average. Pink salmon, which has a very cyclical return, are much less prevalent in Wrangell than the region as a whole.

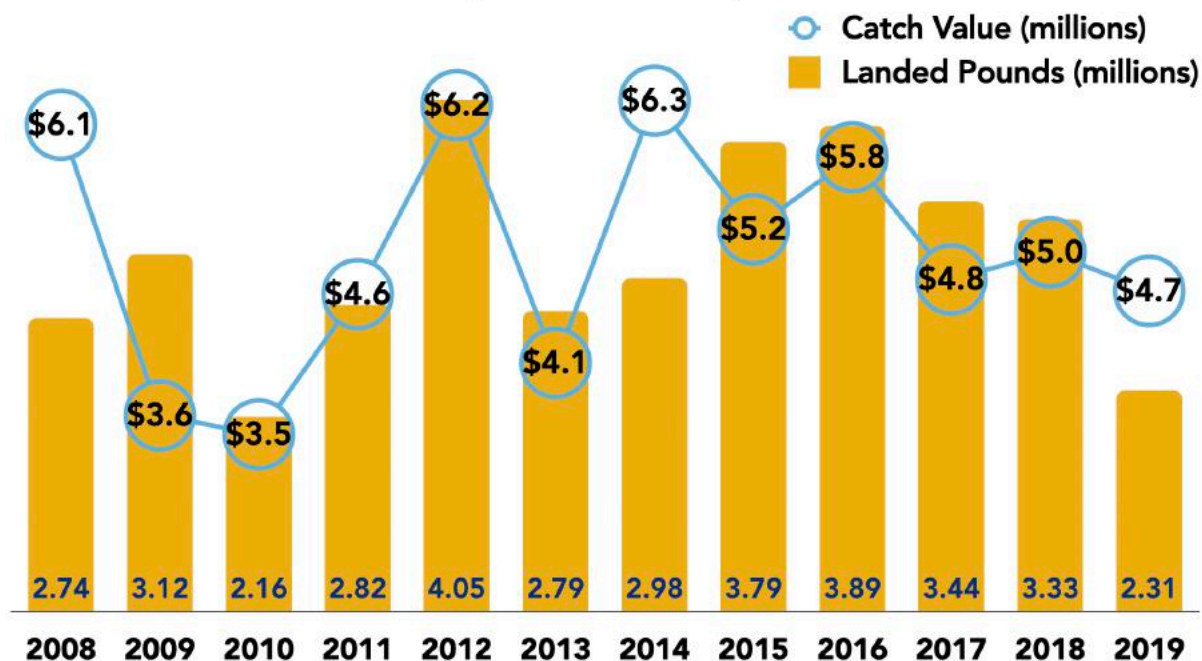


Between 2008 and 2019, the average value of the Wrangell fishery was \$5 million (adjusted for inflation) and the average volume landed was 3.2 million pounds.

¹² Alaska Department of Fish and Game Division of Commercial Fisheries 2008 - 2019 Commercial Fisheries Value by Species, Wrangell

Because the volume of seafood can fluctuate so much annually, it is important to track using average values over time, rather than comparing years directly. In the last decade, the value of the Wrangell seafood catch has fluctuated between \$6.3 million in total value in 2014 to \$3.5 million in 2010, while total pounds landed was over four million pounds in 2012, and down to 2.2 million pounds in 2010.

VALUE & POUNDS OF SEAFOOD LANDED WRANGELL ALASKA 2008 TO 2019 (INFLATION ADJUSTED)



Seafood Processing¹³

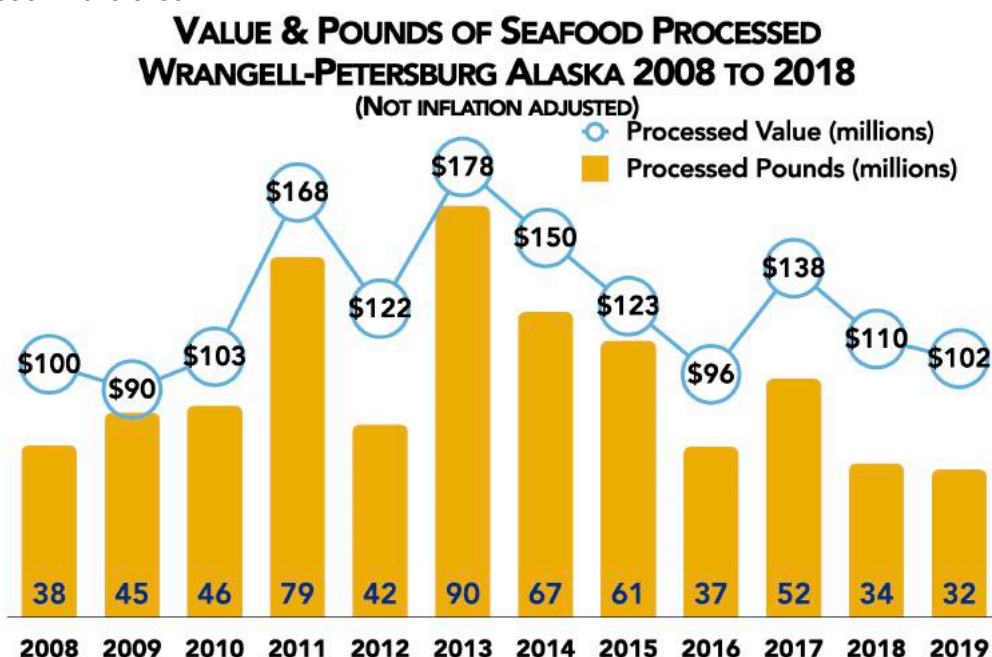
Seafood processing creates additional value in this industry. In 2012 a total of 11.4 million pounds of seafood were processed in Wrangell, with a wholesale value of \$32.6 million. However, in the years 2013-2019, the Wrangell specific data is confidential.

¹³ Alaska Department of Fish and Game Division of Commercial Fisheries 2008 - 2019 Petersburg/Wrangell Production Shorebased Processors and Direct Marketers custom processing with Shorebased Processors

Value and Pounds of Seafood Processed, Wrangell

Operation Year	Port Name	Net Weight (Sum)	Wholesale Value (Sum)
2008	Wrangell	4,339,840	\$11,441,454
2009	Wrangell	6,168,541	\$9,891,141
2010	Wrangell	13,227,717	\$26,774,348
2011	Wrangell	20,409,870	\$42,382,058
2012	Wrangell	11,401,552	\$32,564,612
2013 to 2019	Wrangell	confidential	confidential

In 2012 Wrangell processing accounted for 26% of both pounds processed and value in the Wrangell-Petersburg area. In 2018 there were 17 seafood processors in the Petersburg-Wrangell area. These processed 34 million pounds of seafood with a wholesale value of \$110 million, significantly below 2017 levels in which 52 million pounds of seafood were processed in the area.

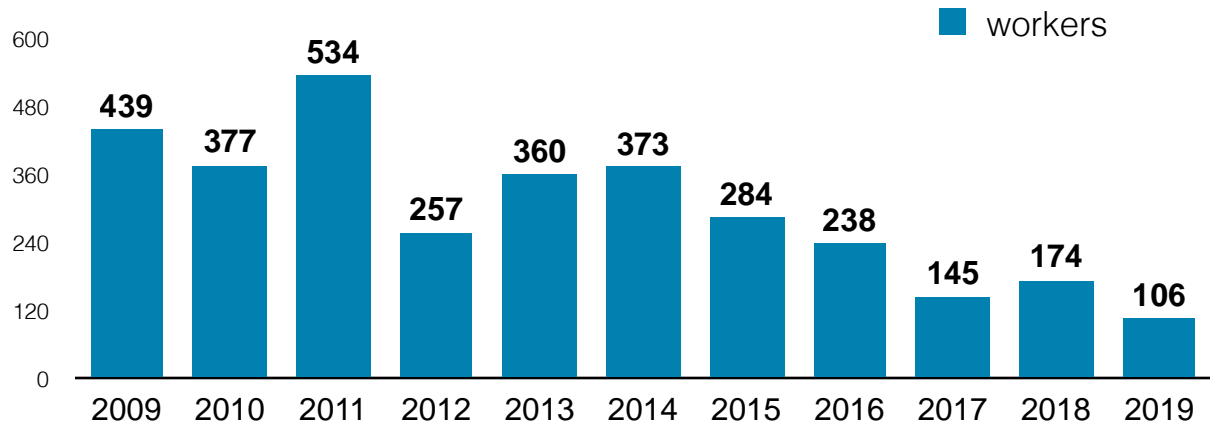


Total count of workers in the Wrangell seafood industry is much higher than the annualized job count. Seafood processing employment peaks in late July when the processors are at maximum effort.

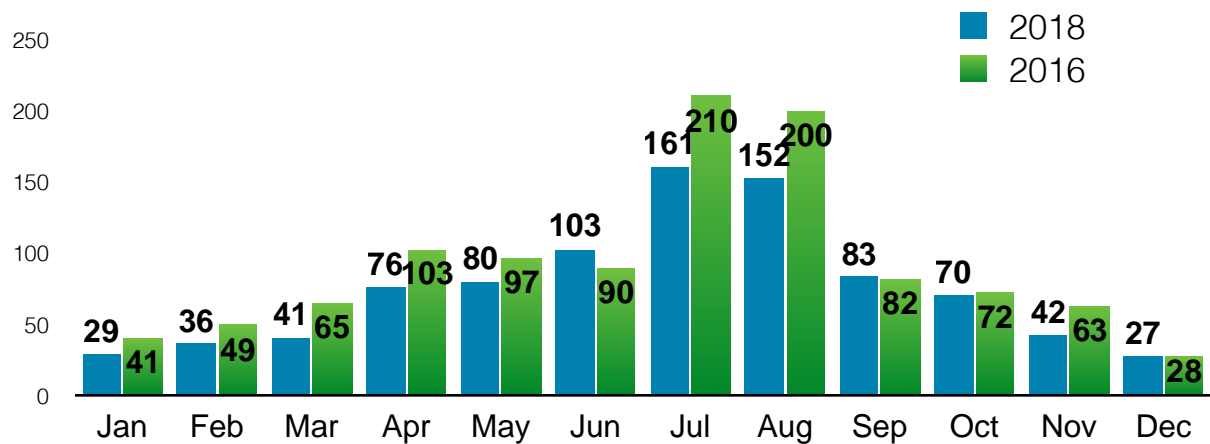
Wrangell seafood processing jobs have been declining. In 2011 there were 534 jobs, and by 2019 that number has fallen by 80% to 106 total seafood processing worker in the community.¹⁴ Trident Seafoods, one of the two main seafood processors in Wrangell, has decided not to operate during the 2020 salmon season, even prior to the pandemic, due to a prediction of a low salmon abundance.

¹⁴ Alaska Department of Labor. Seafood Processing Workforce and Wages by Borough, 2009 - 2018. 2019 figure is an estimate by Rain Coast Data, based on ADOL data.

Wrangell Seafood Processing Workers 2009 to 2018



Wrangell Seafood Processing Workers 2016 & 2018 by Month



Seafood Processing Workforce and Wages 2009-2018

Year	Total Workers	Wages	% non-resident workers
2009	439	\$2,760,843	71.3%
2010	377	\$2,743,874	71.1%
2011	534	\$3,991,965	80.9%
2012	257	\$2,610,723	68.5%
2013	360	\$4,472,669	75.8%
2014	373	\$4,015,454	79.4%
2015	284	\$4,006,185	75.7%
2016	238	\$2,643,179	63.0%
2017	145	\$1,980,904	68.3%
2018	174	\$2,383,743	76.4%
2019	106	\$1,480,952	pending
Change 2018-2019	-39%	-38%	0.7%

Maritime

In Wrangell there were 249 private “blue jobs”—as maritime jobs are sometimes called—with \$12 million in associated workforce earnings in 2019. It is the community’s largest sector, and it draws from nearly every element of the local workforce. Nearly all of Wrangell’s maritime sector is driven by seafood. Seafood processing, mariculture and commercial fishing account for most of the maritime jobs in the community, but the shipyard also creates important jobs and wages.

Wrangell Maritime Employment and Workforce Earnings, 2010 to 2019

Maritime	2010	2015	2018	2019	Change 2018-2019
Maritime Jobs	295	328	269	249	-7%
Maritime Workforce Earnings	\$16,296,975	\$14,991,092	\$13,415,195	\$12,102,159	-10%

The Wrangell Shipyard

After the demise of the regional timber industry, Wrangell began to focus on providing maritime industrial services to southern Southeast Alaska. Wrangell is centrally-located in Southeast Alaska, allowing fishermen to access emergency repairs while remaining close to fishing grounds. Southeast Alaska vessel owners are taking advantage of the ability to have their repairs completed close to home.

The City of Wrangell took advantage of the 5-acre former mill site, literally building its marine center—complete with tunnel freezer, cold storage, vessel haul-out, and boat storage—on top of the sawdust ruins left behind. In 2006, a 150-ton travel lift was installed. In 2014, a 300-ton boatlift was installed to haul out boats up to 180-feet long. As Wrangell’s marine services expand and the yard’s capabilities improve, the reputation and use of Wrangell’s maritime facilities has also grown. Wrangell is home to excellent craftsmen who provide services for yachters and the commercial fleet. There are people employed through shipyard activities as wooden shipwrights, fiberglass workers, machinists, steel welders, commercial painters, sandblasters, and in metal fabrication, along with those with expertise in hydraulics, electronics, and refrigeration.

Health Care

Health care in the community has recently transitioned from a primarily public sector enterprise to a privately run industry. Southeast Alaska Regional Health Consortium (SEARHC) took over the city-owned Wrangell Medical Center in November 2018. SEARHC is constructing a new facility that is planned to be opened in 2021. For various reasons, health care jobs in 2019 in Wrangell are confidential. However in 2016, there were 112 annualized health care jobs in the community.¹⁵ This includes an estimated 55 health care workers that were employed by the CBW.

Assuming Wrangell health care workers earned the average regional wage for that industry, the health care sector in Wrangell is responsible for 14% of all workforce earnings in the community, and 10% of all jobs.

Alaska Health Care Workers, City and Borough of Wrangell, 2016

Occupational Title	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Average
Healthcare Support Workers	26	25	24	23	25
Medical Transcriptionists	18	18	21	20	19
Nursing Assistants	18	17	15	16	17
Registered Nurses	18	14	18	15	16
Medical Assistants	7	7	7	7	7
Dental Assistants	3	3	3	3	3
Radiologic Technologists	3	3	3	3	3
Healthcare Practitioners	2	2	4	3	3
Nurse Practitioners	2	2	2	2	2
Healthcare Social Workers	2	2	2	1	2
Dental Hygienists	1	1	1	1	1
Dentists, General	1	1	1	1	1
Health Educators	1	1	1	1	1
Medical Services Managers	1	1	1	1	1
Health Information Technicians	1	1	1	1	1
Pharmacists	1	1	1	1	1
Home Health Aides	0	0	1	1	1
Pharmacy Aides	0	1	0	1	1
Self-employed	9	9	9	9	9
Total	114	109	115	110	112

¹⁵ Alaska Department of Labor. <https://live.laborstats.alaska.gov/odb/odb.cfm?a=000275>

Visitor Overview

In the summer of 2019, an estimated 26,701 tourists visited Wrangell. This represented a 33% increase over 2018. Tourists spent an estimated \$6.3 million in Wrangell in the summer of 2019.

Wrangell's Visitor Industry by the Numbers 2010 - 2019

	Year 2010	Year 2014	Year 2017	Year 2018	Year 2019	% Change
Total Air, Cruise, Ferry, Yacht Passenger Arrivals	2010	2014	2017	2018	2019	Change 2018-2019
Air Passengers	10,587	11,896	13,088	13,809	14,637	6%
Summer Only Air Passengers (May-August)	4,833	5,380	6,163	6,309	6,621	5%
Mid Sized Cruise Ship Passenger Arrivals	3,869	5,171	11,442	12,000	18,683	56%
Small Ship Passenger Arrivals (capacity, not actuals)	2,910	2,925	2,198	2,991	2988	0%
Alaska Marine Highway System	7,325	6,803	4,841	3,749	2,907	-22%
Summer Only Passengers	3,954	3,674	2,359	2,056	1,537	-25%
Total Yacht Visitors	960	1,052	1,334	1,618	pending	
Total Passenger Arrivals in Wrangell (via Air, Cruise, Ferry & Yacht)	25,651	27,847	32,903	34,167	40,865	20%
Summer Tourists to Wrangell	2010	2014	2017	2018	2019	Change 2018-2019
Total Summer Tourists	11,507	13,256	18,944	20,019	26,701	33%
Cruise (21,540 passengers expected)	6,779	8,096	13,640	14,991	21,671	45%
Yacht Visitors	960	1,052	1,334	1,618	pending	pending
Air (estimate)	1,768	2,008	2,606	2,449	2,566	5%
Ferry (estimate)	2,000	2,100	1,364	961	814	-15%
Total Summer Tourist Spending (estimate)	\$3,146,849	\$3,286,171	\$4,597,453	\$5,116,591	\$6,273,866	23%
Summer Yacht Traffic	2010	2014	2017	2018	2019	Change 2017-2018
Total Yacht Arrivals	310	377	489	605	pending	24%
Average Days Yachts Visited	2	2	2	2	pending	0%
Total Yacht Visitors	840	1,052	1,334	1,618	pending	21%
Total Yachter Spending (estimate)	\$273,840	\$342,952	\$434,884	\$566,300	pending	30%
Hotel Room Nights	2010	2014	2017	2018	2019	Change 2017-2018
Total Hotel Room Sales All Year	7,748	6,787	7,833	7,665	pending	-2%
May-Sept Only Room Rental Nights	4,877	4,574	3,995	4,737	pending	19%

<i>Wrangell's Visitor Industry by the Numbers Continued</i>	Year 2014	Year 2017	Year 2018	Year 2019	% Change
Jobs and Earnings	2014	2017	2018	2019	Change 2018-2019
Average Visitor Industry Wage	\$22,227	\$24,066	\$27,259	\$31,955	17%
Total Visitor Industry Employment	101	100	106	110	4%
Total Visitor Industry Workforce Earnings	\$2,244,990	\$2,406,618	\$2,889,447	\$3,515,030	22%
Peak Visitor Industry Employment	137 (July)	124 (July)	135 (July)	136 (July)	1%
Total Visitor Industry Businesses	37	37	39	44	13%

Employment

Tourism is an economic driver in the community. In 2019, visitor industry employment made up 10% of all employment in Wrangell, accounting for 110 annual average jobs with associated workforce earnings of \$3.5 million. The visitor industry accounted for 7% of total Wrangell workforce earnings in 2019. This sector is smaller in Wrangell than the region as a whole; the visitor industry represents 18% of all jobs and 12% of all employment earnings for Southeast Alaska, versus 10% and 7% respectively for Wrangell.

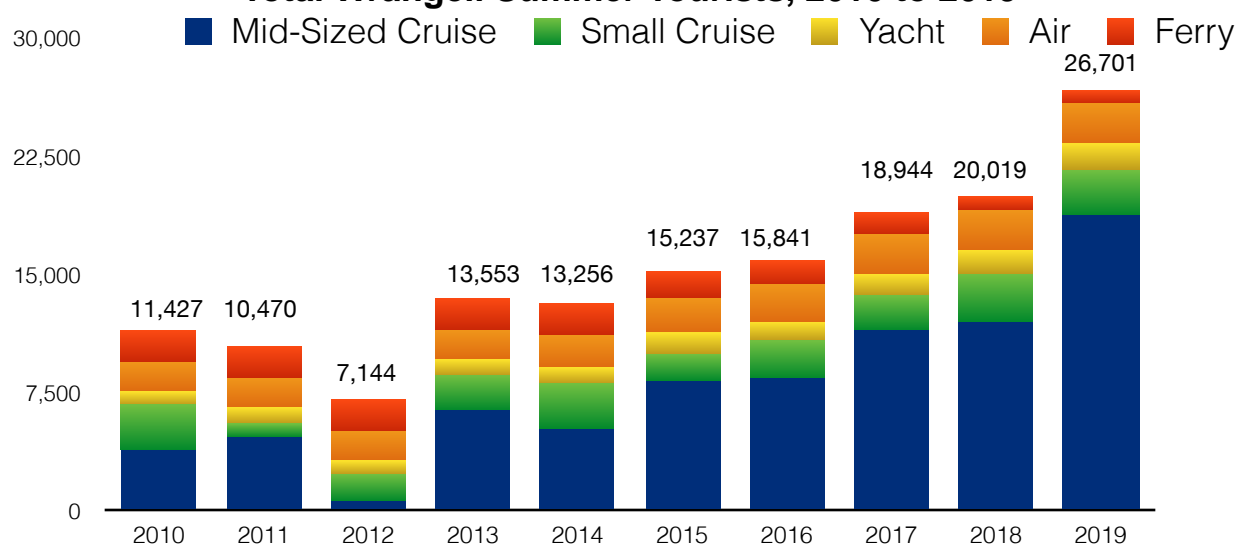
Change in the Visitor Industry

After reaching a low point in 2012 of 7,144 tourists, the total number of visitors coming to Wrangell in the summer significantly increased over the past six years, mirroring regional trends. A total of 26,701 tourists came to Wrangell in 2019. Visitor industry jobs and wages in Wrangell had remained relatively stagnant through 2017, despite an increasing number of visitors. The primary reason for this disparity appears to be Wrangell's previous reliance on the ferry system for bringing independent (non-cruise) visitors to the community. Ferry tourism decreased by 61% in Wrangell between 2014 and 2019 due to deep budget cuts to the Alaska Marine Highway System, reduced and unattractive schedules for tourists, and a lack of reliability due to last-minute cancellations of bookings by the ferry system. While cruise visitation more than doubled during the same period, cruise passengers spend fewer dollars per visitor in the community than ferry tourists did, as they stay for a much shorter time and do not require overnight accommodations.¹⁶ Another reason for lack of significant tourism employment growth is a cap on the number of people allowed to visit Anan each year.¹⁷ The Anan Wildlife Observatory is managed by the Wrangell District of the Tongass National Forest and is only accessible by boat or plane. With constraints on this prime visitor attraction it is difficult to grow the visitor sector as a whole.

¹⁶ Total arriving ferry passengers have decreased by 70% since 1999.

¹⁷ While Anan capacity is not always met, daily caps in addition to seasonal caps mean that last minute cancellations for inclement weather or other factors cannot be "made up" at later dates.

Total Wrangell Summer Tourists, 2010 to 2019



Summer Visitation and Spending Analysis

In 2019, 26,701 summer tourists visited Wrangell and spent an estimated \$6.3 million in the local economy. This includes expenditures on accommodations, food, excursions, and shopping. Across all visitor arrival modes, visitor spending was calculated at \$256 per person per visit in 2018. As a full in-depth analysis of 2019 summer spending has not yet occurred, these spending averages were applied to 2019 arrival numbers to develop the overall spending estimate.

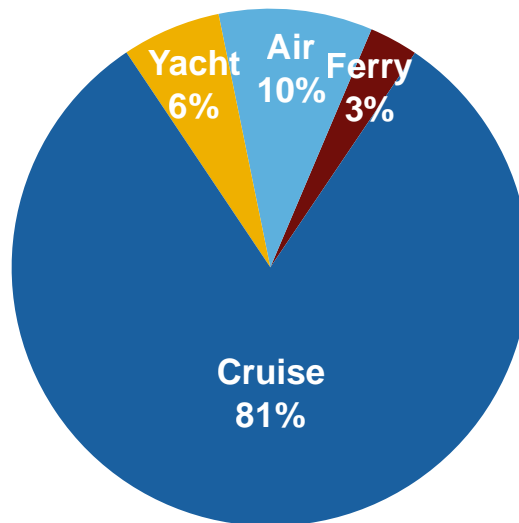
Cruise visitors represented three-quarters (81%) of all tourists in 2019, but represented just over half (58%) of all estimated summer visitor spending in 2019. Independent tourists (those staying overnight in Wrangell) are estimated to have spent \$2.6 million during the summer of 2019.

Ferry tourists represent an ever decreasing number of visitors to Wrangell. 2017 was the first year that tourists arriving by air outnumbered tourists arriving by ferry, and 2018 was the first year that tourists arriving by yacht outnumbered tourists arriving by ferry. In 2019, just 3% of tourists came by ferry, versus 28% in 2012.

Summer Tourists by Mode of Arrival and Expenditures in Wrangell

	2019	Estimated Summer Visitor Spending 2019	Total Estimated Spending Per Passenger (2018 analysis)
Total Tourists	26,701	\$6,273,866	\$256
Cruise Passengers	21,671	\$3,662,399	\$169
Yachters	(1,650 est)	\$577,500	\$350
Visitors by Air	2,566	\$1,667,744	\$650
Ferry	814	\$366,223	\$450

Summer Tourists Arriving in Wrangell by Mode, 2019



Four-fifths of all tourists arrived by cruise ship in 2019, while 10% arrived by air, 6% arrived by yacht, and just 3% arrived by ferry.

Total visitor arrivals in Wrangell were up by 33% between 2018 and 2019. Summer visitors arriving by cruise ship increased by 45%, while 5% more tourists arrived via plane to the community. However, one segment was down significantly—the total number of tourists traveling by ferry decreased by 15%.

Yacht passenger numbers are not yet available for 2019, so an estimate was used as a placeholder in the meantime.

Summer Tourists to Wrangell 2010-2018

	2010	2014	2017	2018	2019	% Change 2010-2019	% Change 2018-2019
Total	11,90	13,25	18,944	20,019	26,701	124%	33%
Cruise	6,779	8,096	13,640	14,991	21,671	220%	45%
Yachters	960	1,052	1,334	1,618	Pending	Pending	Pending
Air	1,768	2,008	2,606	2,449	2,566	45%	5%
Ferry	2,000	2,100	1,364	961	814	-59%	-15%

Between 2010 and 2019, the total number of tourists arriving via ferry decreased by 124%, while those arriving by cruise ship more than tripled.

Summer Tourist Expenditures by Category

In 2019, tourists spent an estimated \$6.3 million in the community of Wrangell, based on passenger arrival numbers.

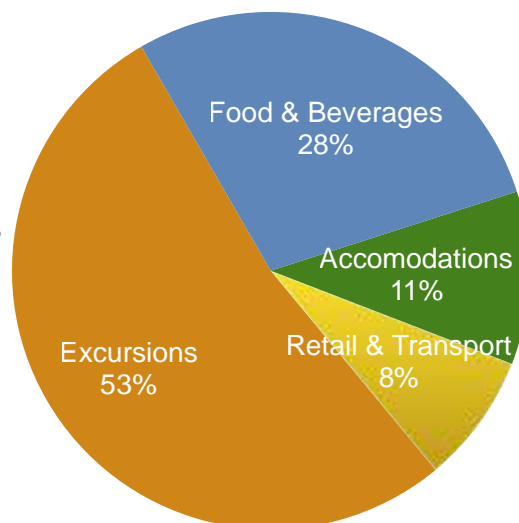
In 2017 and 2018, Rain Coast Data measured summer visitor spending by category using local sales tax records for retail spending, bars, and restaurants; transient tax database actuals for hotel rooms; Anan ticket fee actuals; Nolan Center receipts; estimates for other trips using operator survey data; and other executive interviews, research, and data analyses. This analysis has not yet been applied to 2019. In 2018, tourists spent \$5.1 million in Wrangell. Of the \$5.1 million in summer spending by visitors, \$2.7 million (53% of all spending) was spent on excursions. Excursions include jet boat tours, kayaking or canoe rentals and tours, whale watching, bus tours, sports fishing, photography tours, walking tours, flight seeing, museum visits and Shakes Island visitation.

Visitors spent close to an estimated \$1.5 million on food and beverages, including restaurants, bars, cafes, and grocery store spending. They spent more than a half million dollars on accommodations, including nights at hotels, inns, bed and breakfasts, cabins, and RV and tent campgrounds. Just under a half million dollars was spent by visitors on retail and localized transportation. Local transportation includes use of taxis and car rental, and does not include transportation to and from Wrangell, or excursions.

Total Summer Tourist Spending

Summer Spending by Visitors by Category	2017	2018
Total estimated summer tourist spending	\$4,597,453	\$5,116,591
Excursions	\$2,113,395	\$2,694,747
Food, Alcohol, Coffee	\$1,463,496	\$1,452,121
Retail Spending and Transportation	\$549,016	\$416,155
Hotel	\$471,546	\$553,568

Wrangell Summer Tourist Expenditures by Category, 2019



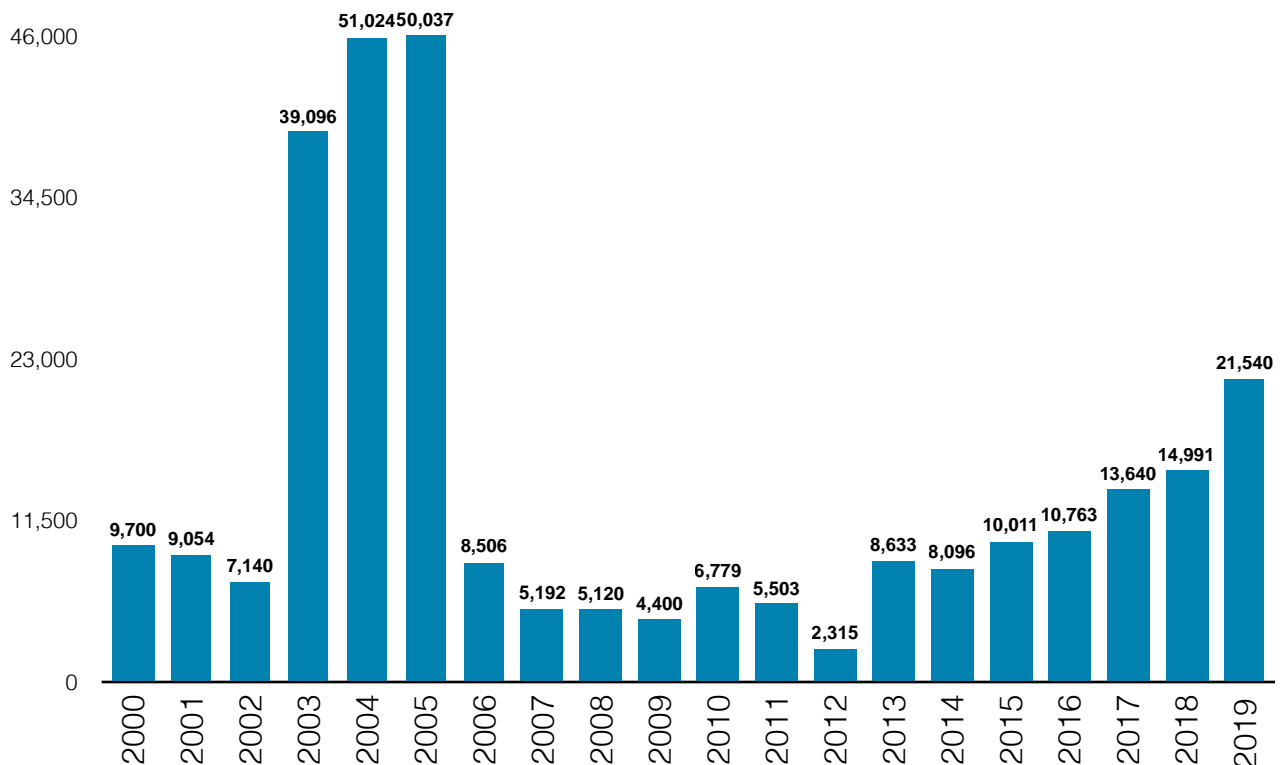
Cruise Passengers¹⁸

The number of cruise passengers arriving in Wrangell on small to mid-sized cruise ships saw more than a nine-fold increase from 2012 to 2019.¹⁹ Nine small cruise ships made port calls, and eight medium-sized cruise ships visited Wrangell in 2019. Four of these ships have the capacity for 200-700 passengers and made multiple visits to the community, including the Regatta, Seabourn Sojourn, Silver Muse, and Star Legend. The Maasdam was the largest cruise ship to visit Wrangell in 2019, with a total passenger capacity of 1,266. It made three visits.

For the purposes of this analysis, small cruise ships include those with 30 to 199 passengers per vessel; mid-sized cruise ships includes those with 200 to 1,299 passengers per vessel. Wrangell currently has no large cruise ship visitations, those with at least 1,300 passengers per vessel.

In 2019 more than 21,500 passengers visited Wrangell. This represents a 45% increase in total arriving passengers from 2018. In 2020, a total of 21,486 cruise ship passengers had been expected.

Total Cruise Passengers in Wrangell 2000-2019



¹⁸ Midsized cruise passenger actuals were provided by McDowell Group & Cruise Line Agencies of Alaska. 2019 are estimates based on capacity. All other cruise passenger data are estimated totals based on small cruise ship schedules and research regarding total capacity.

¹⁹ This figure combines actual numbers from midsized cruise ship arrivals and capacity numbers from smaller cruise ships.

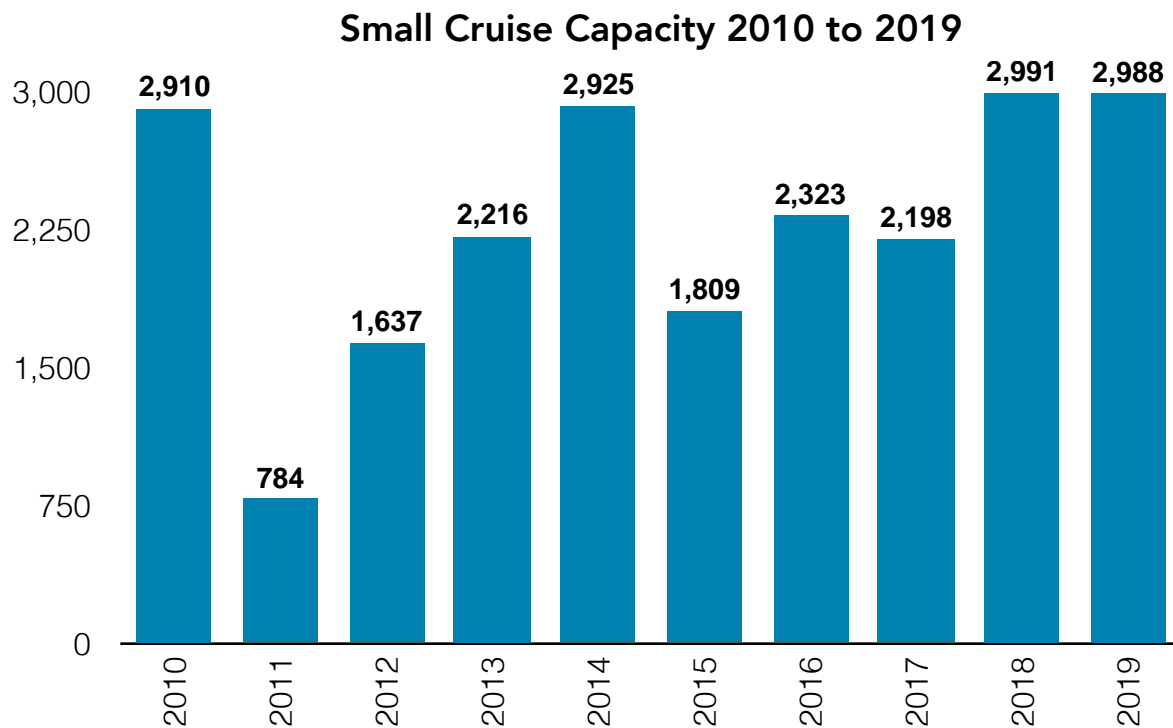
Small Cruise Ships

Small ships are an important part of the Wrangell visitor economy.

In 2019 total small cruise ship visitation to the community was roughly similar to 2018 levels, for a total of 2,988 passengers. (Note that small cruise ship data only measures capacity, and not final actuals, which is not available). In 2020 an increase of 35% had been expected.

Wrangell's small cruise ship sector experienced a disruption in 2010 when Cruise West ceased operations at the end of the summer season. Cruise West accounted for the vast majority of small ship passenger volume in Alaska. While the number of small cruise ship passengers went on to increase between 2011 and 2014, the number of passengers dropped again in 2015 when the 88-guest SS Legacy stopped making visits to the Wrangell port.

In the last several years Wrangell has rebuilt the small cruise visitor market. Wrangell competes with other Southeast Alaska communities to attract operators.



Yacht Visitors

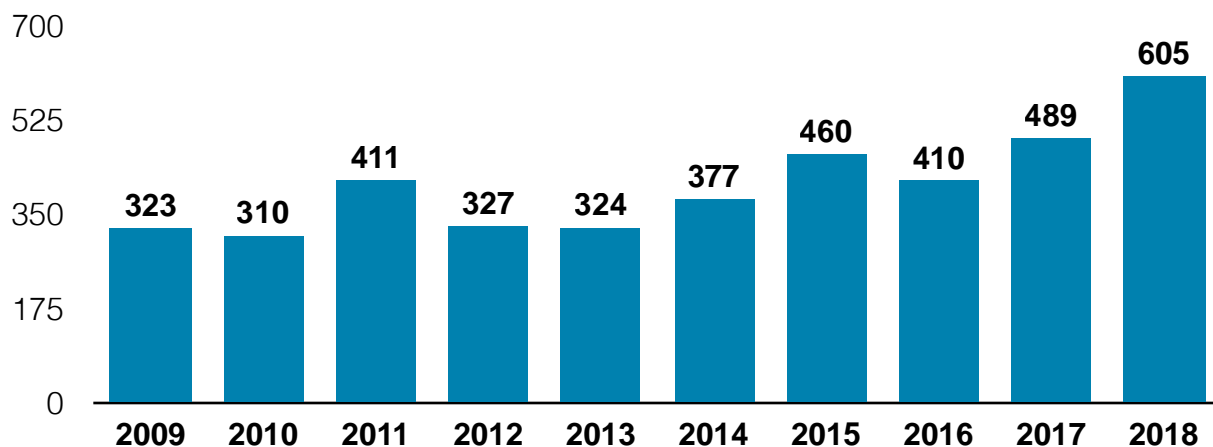
City and Borough of Wrangell staff record the size of yachts and length of stay, along with total passengers, for each yacht visit to the city. In 2018, a total of 1,618 people came to Wrangell aboard yachts and stayed an average of two days each. The “average yacht” is 44.6 feet. Total yacht visits were up by 24% in 2018 over 2017. The average number of people per yacht is approximately three, and remained the same as the year before. Total visitors arriving by yacht increased by 21% between 2017 and 2018. Yacht data for 2019 is not yet available.

Wrangell Yacht Traffic

Year	Total yacht visits	Average yacht length	Average People per Vessel	Average Days Stayed	Total Days Stayed	Total Visitors
2009	323	45.5		2	557	
2010	310	46.4		2	665	
2011	411	46.0		2	700	
2012	327	46.2		2	639	
2013	324	50.2		2	700	
2014	377	49.0	2.8	2	858	1,052
2015	460	48.5	2.9	2	1,052	1,326
2016	410	47.5	3.1	2	868	1,178
2017	489	45.3	2.7	2	1,015	1,334
2018	605	44.6	2.7	2	1,189	1,618
Change 2017-2018	24%	-2%	0%	0%	17%	21%

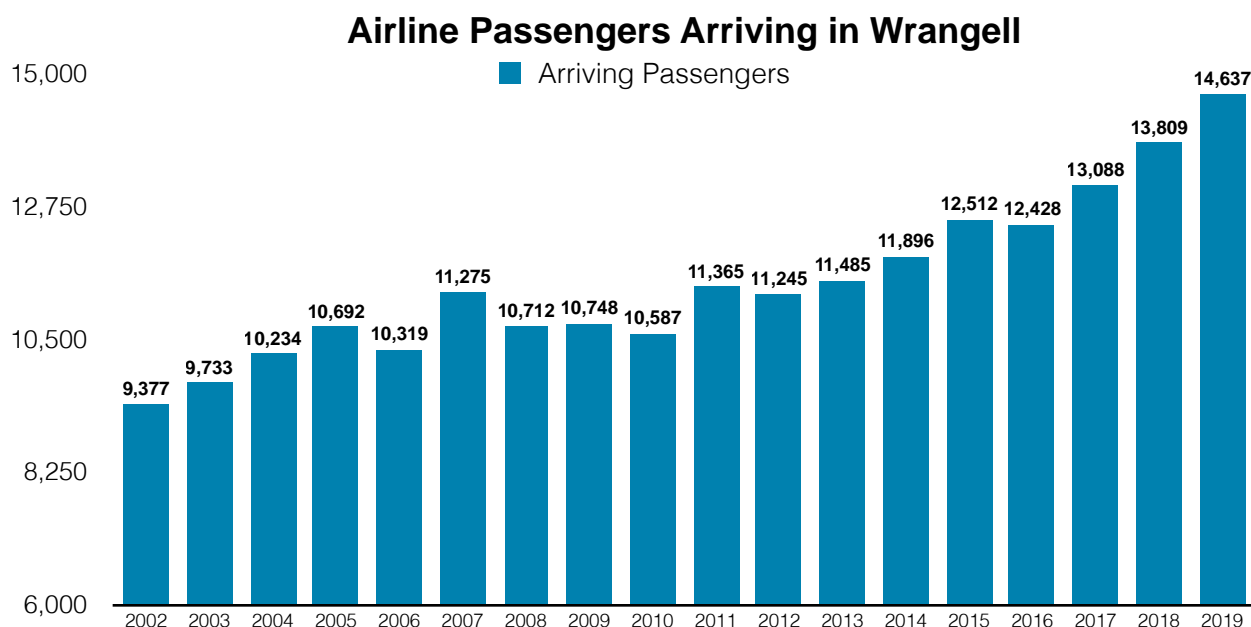
Note: Totals exclude Meyers Chuck yacht visits.

Wrangell Yacht Visits: 2009 to 2018



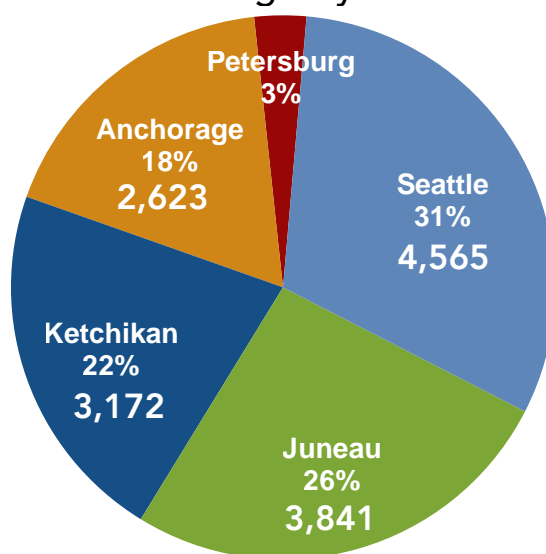
Air Passengers²⁰

In 2019, there were 14,637 air passengers arriving in Wrangell. This represents a 6% increase in total passengers from 2018, and a 38% increase since 2010.



Looking at a full year of passenger data, the greatest percentage of passengers arrived in Wrangell via Seattle (31%), while more than a quarter (26%) arrived via Juneau, and 22% of arrivals came by way of Ketchikan. An additional 18% arrived via Anchorage. Three percent of Wrangell passengers came on flights via Petersburg. (Data includes all scheduled flights only).

Passengers Disembarkments by Connecting City 2019

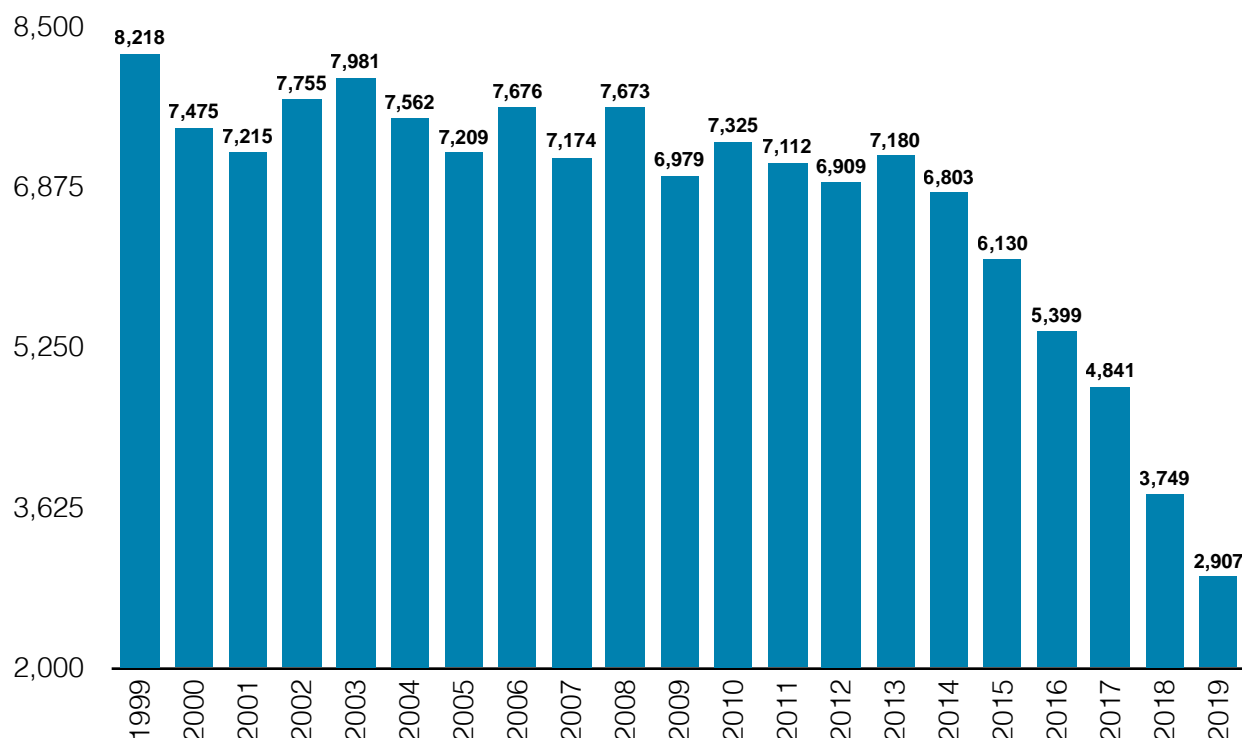


²⁰ Bureau of Transportation Statistics T-100 Market data.

Ferry Passengers²¹

In 2018, a total of 3,749 Alaska Marine Highway (AMHS) ferry passengers arrived in Wrangell; of these, 55%, or 2,056, arrived during the summer (May through September). Total ferry passenger numbers decreased by 23% between 2017 and 2018. Since 2013, the number of passengers disembarking in Wrangell has decreased every year, with significant annual decreases since 2015. Total arriving passengers are 65% lower than they were 20 years ago.

Ferry Passengers Arriving in Wrangell 1999 to 2019



In recent years the Alaska Marine Highway System has been hit hard by state budget cuts, significantly reducing state funding levels. Service and port calls have been cut significantly, and Wrangell has been disproportionately impacted. The unreliability of the ferry scheduling and the increase in costs to travel have impacted ferry users, but even more significantly impacted those who have built their businesses around serving ferry passengers. A reputation for the unreliability of the ferry system means that potential customers are less likely to want to use the ferry for travel, further impacting total ridership numbers.

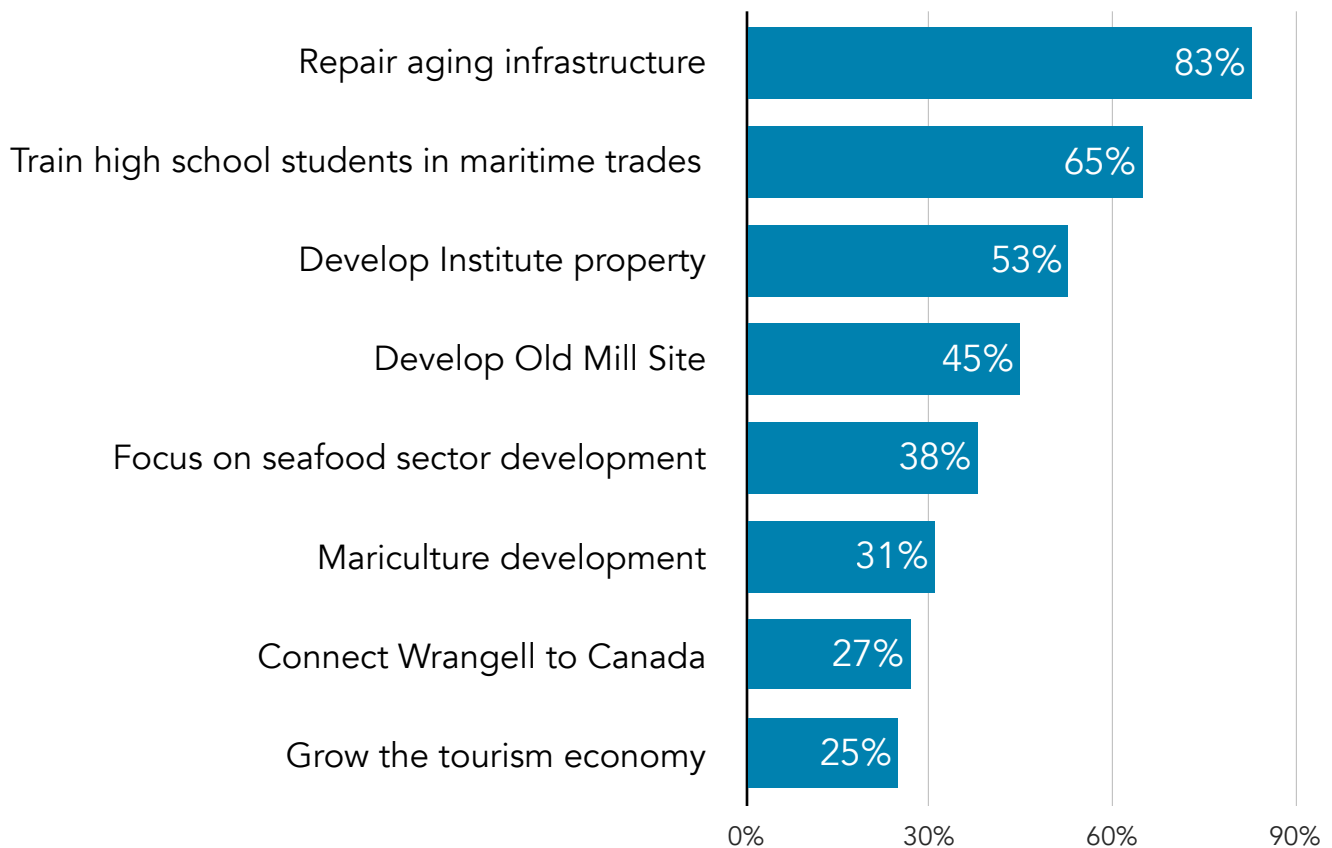
²¹ Alaska Marine Highway System Annual Traffic Volume Reports for 2010 and 2014. Direct data request for 2016, 2017, 2018, and 2019 data.

2019 Wrangell Economic Survey

The Wrangell Cooperative Association (WCA) conducted a community survey in 2019, including questions regarding the local economic development preferences. Rain Coast Data designed the survey on behalf of the WCA. The web-based survey was administered electronically from June 21st through July 19th, 2019. A total of 482 people in Wrangell took the survey.

Respondents were asked which of eight economic development initiatives are the most valuable to the community at this time. The top three economic development related needs in the community include 1) repairing aging infrastructure, 2) training high school students in the maritime trades, and 3) developing the former Wrangell Institute property for housing and mixed-use neighborhoods. While nearly two-thirds of Wrangell residents (61%) say growing the tourism economy has a high or medium level of demand, it ranked at the bottom of the eight community economic development initiatives presented in the survey, with only a quarter of residents saying that tourism growth is highly needed.

How Important are the Following Economic Development Initiatives in Wrangell?



Housing

Housing in Wrangell has many unique characteristics that make it stand apart from other communities in the Southeast Alaska region, as well as the state as a whole, including the following:

Larger Homes—The average home size in Wrangell is 1,875 square feet, which makes it the largest, on average in Southeast Alaska. The SE average is 1,576 square feet. As a reference, Wrangell homes are more than twice the average size of homes in Hoonah. In addition, Wrangell homes are not “overcrowded.” The overcrowding rate is 0.2%. Wrangell is one of the least overcrowded cities in Alaska.

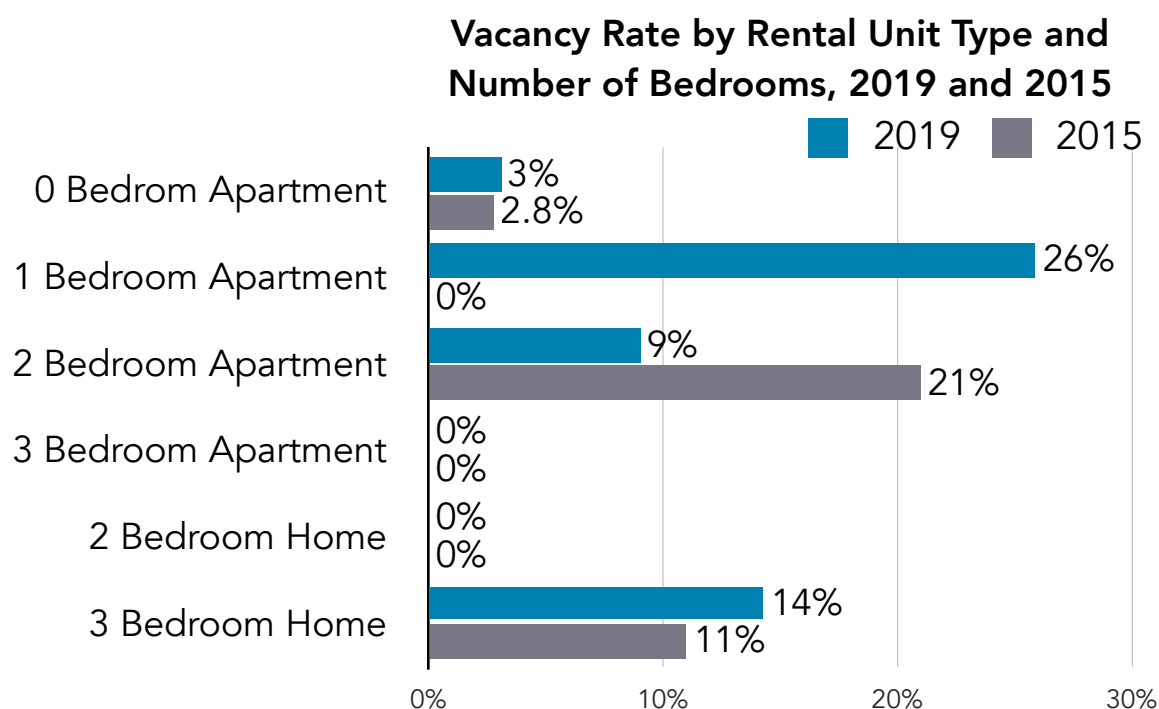
Low-Quality Housing—Based on available data, Wrangell homes appear to be lower in quality than other comparable communities. Wrangell has more older homes than the region as a whole. On average, 12% of homes were built pre-1940’s, compared to 8% across the region. Moreover, Wrangell has the lowest percentage of homes in the region (5%) with continuous ventilation systems.

Inefficient Home Energy—There appears to be a marked lack of energy efficiency in Wrangell homes. Wrangell has the highest energy use and costs in the region: \$6,590 annually. This is 2.4 times more than the cost in Anchorage, and 3.1 times more than the national average. The average annual energy cost for homes in Southeast Alaska is \$5,440. This is even more remarkable due to the relatively low cost of electricity in Wrangell, which is among the lowest in the region. Even taking the larger than normal house size into account, Wrangell’s energy per square foot is the second highest in the region. For occupied housing annual energy costs constitute 13% of census median area income—versus 8% for the region.

Low Percentage of Rentals—Another element that sets Wrangell apart from other housing markets is a lower than average amount of housing units available for rent. Typically rental units comprise just over one-third of the housing market—approximately 35%. In Wrangell, just 28% of the units are renter-occupied, while 72% are owner-occupied. Wrangell would need to have an additional 90 housing units available for rent to create a more typical balance between housing categories.

Fewer Multi-units and 2- to 3-Bedroom Homes—The mix of housing types is also unique in Wrangell. Just 20% of Wrangell’s homes are in multi-unit buildings, compared to 34% in Southeast Alaska as a whole. Wrangell also has more mobile homes than other areas (14% of all occupied housing units in Wrangell compare to 5% statewide, and 8% across the region.) Also in comparison to other places, Wrangell has a higher percentage of one-bedroom homes, and a smaller percentage of 2-3 bedroom homes. Nearly a quarter (22%) of Wrangell’s housing units are one-bedroom, compared to 16% across the region, while 54% of Wrangell homes are 2-3 bedroom, compared to 62% across the region.

Low Rental Vacancy Rates—While vacancy rates in Wrangell are not as low as they were in 2015, in 2019 Wrangell had the lowest rental vacancy rates in the state in several categories. According to the Alaska Housing Market Indicators 2019 Residential Rental Market Survey, the vacancy rates for three-bedroom apartments and two-bedroom single families homes was zero. It is also important to note that the rental surveys are conducted in spring, prior to Wrangell's busy summer season that attracts those in the seafood industry, shipyard workers, and those serving the tourism sector.



High Housing Affordability—Statewide, Wrangell is considered to have the most “affordable housing” of any community. This is measured by the “Rental Affordability Indexes” computed by the Alaska Department of Labor. The affordability index looks at how many average wage earners are required to afford the average contract rent—the amount paid to the landlord each month—assuming 24 percent of gross income is available for rent. In Wrangell, less than a single wage earner is needed to make rent (0.92), the lowest in the state. An alternate way to measure housing affordability is to look at the percentage of total household income that goes towards housing. In Wrangell, one-fourth of households spend more than 30% of total income on housing costs, which include rent, utilities, and energy costs—which means one-quarter of Wrangell households are “cost burdened” by housing. In comparison one-third of the region and state is cost burdened, while in the US the share is 37%. Finally, the regional Business Climate Survey conducted by Southeast Conference reported that business leaders in Wrangell were the least likely across the region to call housing prices an economic barrier in their community.

Low Rental Prices—According to the Alaska Housing Market Indicators 2019 Residential Rental Market Survey, despite such low vacancy rates, the lowest median adjusted rents in Alaska in 2019 were in the Wrangell Borough. This was also true for two-bedroom and three-bedroom rentals. Overall, rent in Wrangell is two-thirds the average for Southeast Alaska as a whole. Rental homes in Wrangell are half the cost of Juneau and apartments are 43% less.

Low Housing Prices—Home sales prices are also comparatively lower in Wrangell. According to the US Census, the median value of a home is just 60% that of the median value for all homes in the region. Moreover, an analysis of the Juneau and Wrangell Assessor's Databases shows the average single family home in Wrangell is assessed at \$151,818, less than half of the average Juneau value of \$361,001. A unique disadvantage to further developing housing in Wrangell is that residents are accustomed to lower price points for housing than other communities in the state and region, and the willingness to pay market rate for new and improved housing is under-developed.

Based on the state of housing in Wrangell, the following recommendations have been made:

- **More rentals**—especially for rentals with one or two bedrooms;
- **Higher quality housing** with better **energy efficiency**;
- More **two- to three-bedroom single family homes**;
- More **short-term or summer housing options** for those involved in the maritime and tourism sectors; and
- Development of an **assisted living senior housing facility**.

Land Ownership

The City and Borough of Wrangell encompasses 2,582 square miles of land and 883 square miles of water. Like most places in Southeast Alaska, Wrangell's land ownership is dominated by the federal government, which manages 97 percent of the land base. The State manages 2.5 percent of the total land base, while the City and Borough of Wrangell manages less than one tenth of one percent of the entire land base at 0.08%. Other private land holdings account for 0.17%. The lack of municipally or privately owned land and land available for development impedes the ability of Wrangell to nurture the private sector.

Wrangell October 2020 Business Impact Survey

On August 25, 2020 the Wrangell Borough Assembly approved Resolution No. 08-20-1539 declaring an economic disaster in the municipality. The declaration was based on two economic failures – the disintegration of the statewide summer tourism season due to COVID-19, and the collapse of the regional Southeast salmon fisheries due to poor returns of all species.

In October 2020 City and Borough of Wrangell commissioned a survey to gauge the impacts of COVID-19 and the 2020 seafood season on the Wrangell business community, in order to focus economic solutions moving forward. More than 100 Wrangell business owners and top managers responded to the survey. The survey found the following:

- Responding employers had laid off 32% of their total workforce.
- Wrangell business revenue was down 50% on average in 2020 compared to the same period in 2019.
- More than one-fifth (21%) of respondents said that they are at risk closing permanently (including 2% that have already closed).
- 37% of respondents feel that the upcoming year will be worse.
- The most significant impact to Wrangell businesses from COVID-19 has been lost revenue (reported by 79% of businesses).
- The top challenge moving forward is trying to make good business decisions in the face of considerable uncertainty (reported by 54% of businesses).
- The help Wrangell businesses are most wanting is access to grants (63%).
- A similar survey conducted 3 months earlier showed fewer impacts, but a bleaker outlook.

To: The Honorable Stephen Prysunka
The Wrangell Borough Assembly
Lisa Von Bargaen, Borough Manager

From: Brad Gilman & Sebastian O’Kelly

Re: Washington Update

Date: October 13, 2020

1. FY 2021 Appropriations: The House passed 10 of the 12 appropriations bills over the summer, while the Senate failed to pass any. As a result, Congress has passed a short-term Continuing Resolution to keep Federal agencies and programs operating at existing funding levels through Dec. 11. Congress is planning a post-election lame duck session to begin in mid-November to consider the appropriations bills and other remaining legislation to close out the 116th Congress. We are likely to see an Omnibus Appropriations Bill or series of “Minibuses” voted on by the end of 2020 or in the early part of 2021.

The Senate is in pro-forma session this week while Judiciary Committee hearings are underway to consider the nomination of Amy Barrett to the Supreme Court. The full Senate will reconvene the week of October 19th to vote on her nomination. The House has adjourned until after the election but the Speaker has told Members to be ready to return to Washington should vital legislation require a vote. All these plans are tentative and subject to change.

2. Further CV-19 Legislative Relief – State, Local, Territorial & Tribal Government (SALT) Assistance: Negotiations continue on the next round of CV legislative relief. Negotiations on behalf the Trump Administration have been led by Dept of Treasury Secretary Mnuchin, with Speaker Pelosi leading them on behalf of Congressional Democrats. Senate Majority Leader McConnell has been more in the background during these discussions as there are splits among Senate Republicans on the need for and amount of relief. The prospects for agreement on a final package are difficult to forecast as of the date of this report. If a final deal is reached, we will send an additional report with the details.

The Administration had issued a counteroffer amount of \$1.8 trillion to the House Democratic proposal of \$2.2 billion (see below analysis of the “revised” HEROES Act). Secretary Mnuchin has indicated a willingness to accept additional SALT relief in the amount of \$300 billion, a lesser amount than in the “revised” HEROES Act (\$436 billion). There is general bi-partisan agreement on issues such as further relief to schools; extension of the Payroll Protection Program; further individual stimulus checks; and additional airline industry relief. The main issues of outstanding disagreement, in addition to overall bill cost and the amount of SALT assistance, include the levels of unemployment funding; liability protections for employers; CV-19 testing, PPE, contract tracing funding and planning; and childcare funding and tax credits.

At the beginning of the month, the House passed on a largely party-line vote, a “revised” or “updated” HEROES Act that drops the cost of the earlier-passed HEROES Act from \$3.4 trillion to \$2.2 trillion. The “revised” HEROES Act includes \$436 billion in SALT relief. By way of comparison, the earlier version provided \$915 billion while the CARES Act included \$150 billion. The new bill provides separate funding streams to States, counties/boroughs, municipalities, territories, tribes, and multistate transportation entities. The House formula for distribution in the funding streams is population-based and will generally favor more populous States, counties and municipalities.

- **States** – \$238 billion. Each State would receive an amount based on the ratio of the State’s unemployed to the national number of unemployed, with each State receiving a minimum floor payment of \$500 million. By way of comparison, the CARES Act provided minimum State payments of \$1.25 billion, the amount that the State of Alaska received.
- **Counties (includes Boroughs)** – \$89.5 billion, with each county’s award based on its population relative to all counties nationally. The distribution would come directly from the Treasury Department to the counties/boroughs.
- **Municipalities** – \$89.5 billion, of which \$26.85 billion would go to municipalities of populations less than 50,000. For the <50,000 municipalities funds, the allocation each State receives is based on the ratio of the population of all its <50,000 municipalities versus the population of all same-sized municipalities nationally. Once a State allocation is made it is further divided for award to each <50,000 municipality in the State as a proportion of its population relative to all <50,000 municipalities in that State. A State must make the distributions within 30 days. Failure to distribute funds by a State in that period results in the responsibility reverting to the Treasury.
- **Tribes** – \$9.5 billion. Alaska Native/Village Corporations are prohibited from receiving any relief.
- **Territories** – \$9.5 billion.
- **Multistate transportation entities** -- \$100 million.

The “revised” HEROES Act includes language extending the deadline on use of SALT funds from the CARES Act to Dec. 31, 2021 and provides greater flexibility in the use of those funds to make up for foregone revenue as a result of the pandemic. Further, the bill provides broad flexibility in the use of the new funding to replace foregone revenue with no deadline on when those funds must be spent.

3. CARES Act – SALT Stabilization Payment Guidance/FAQs: The Treasury Department continues to update its guidance on permissible uses of SALT stabilization payments. The most recent update was September 2nd with link below as well as to the accompanying FAQs. The recent additions are more favorable to SALT use of CARES Act stabilization funds. The most important determination is that a SALT can use the funds for full

payroll and benefits costs (including hazard and overtime pay but not bonuses) of public health and safety personnel from March 1 to December 30 if those personnel have been “substantially dedicated” to responding to and mitigating the CV pandemic, with the presumption that all SALT health and safety personnel meet that standard unless the SALT’s chief executive determines otherwise. Furthermore, the guidance and FAQs allow for the designation of time/expense by other SALT personnel on CV-19-related work provided it is properly documented. There remains, however, a statutory requirement that stabilization payments must be spent by the end of the calendar year.

Guidance -- <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

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

4. 2020 Federal Election: The following reflects a summation of what many non-partisan analysts are assessing as possible outcomes for the Presidential, Senate and House elections in November. They reflect trends present at this time and are subject to change (and most likely will) as we get closer to November 3rd.

- **Presidential:** Aggregate averaging of the major national polls over the latter half of the summer had former Vice President Biden up by 6 to 7 points over President Trump, but that gap has widened in the last 2-3 weeks and is at 10-11 points at the start of this week. His average polling lead nationally is about 4 points above the advantage Hillary Clinton had during the same time period in 2016. Biden holds a lead in a number swing states (Arizona, North Carolina, Wisconsin, Pennsylvania, Michigan and Iowa) that the President won in 2016. The average polling differential in several of those states is within the statistical margin of error of 5 points while others (Michigan, Pennsylvania and Wisconsin) are in the 5 to 10 point range. The key bellwether states of Florida and Ohio are polling so tightly that they are too close to make a forecast. The bases of both parties will be highly motivated but turnout may also be affected by pandemic fears and closing or consolidation of many polling places. Those constraints, however, will be mitigated in many states by the greater availability of early or mail in voting than in 2016.
- **Senate:** The Republicans currently control the Senate 53-47, with 23 Republican and 12 Democratic-held seats up for election. For the Democrats to gain control of the Senate, they must have a net gain of 4 or more seats, or 3 seats and the Presidency (the Vice President acting as tiebreaker). There are 10 closely contested seats held by Republicans and 2 held by Democrats. It is expected that Republicans will lose seats in Arizona and Colorado. Democrats currently have the polling edge in Maine, North Carolina and Iowa as well. Republicans are expected to gain a seat in Alabama and challenge in the Michigan race. They hold slight edges for incumbent seats in Georgia (2) and South Carolina but those races are now tightening. The other Democratic and Republican seats facing election are not expected to change hands.

- **House:** The Democrats currently control the House by 232 to 198. There is 1 Libertarian (former and retiring Republican Rep. Justin Amash from Michigan) and 4 vacancies (3 Republican seats and 1 Democratic seat) due to recent resignations or death. There are 11 seats currently held by Democrats that are considered “toss ups” by the non-partisan Cook Political Report. These include multiple freshmen that captured seats in the 2018 mid-term elections that put the Democrats in control of the chamber, with a number of these districts voting in favor of President Trump in 2016. Eight of these districts supported him with a 10 percentage point or greater advantage. There are 4 Republican-held seats that are favored to flip to the Democrats (this includes two recently redrawn seats in North Carolina due to court-ordered redistricting that are now very blue districts and persuaded the Republican incumbents to retire), while there are 14 Republican-held seats that are considered “toss ups.” Almost all non-partisan election analysts forecast that the House will remain under Democratic control, with the vast majority of Democratic- and Republican-held seats considered safe for the incumbent party. As a result, the net shift in seats from one party to the other in either direction is likely to be less than a dozen seats, with the probabilities showing the Democrats more likely to secure a slight net gain.

5. Earmarks: The House Select Committee on Modernization of Congress has issued its final bipartisan recommendations on ways to improve the functions and operations of Congress. Included in its recommendations is the return to the practice of Congressionally-directed spending, otherwise known as earmarking. Earmarking has been prohibited since 2011, although in the last few years there has been increased discussion within both parties about resuming the practice. The recommendation will be considered as part of a package of House procedural and other rule changes considered by the House Rules Committee to go into effect for the 117th Congress. Under the recommendation, Congressionally-directed spending will be restricted to SALT governments and non-profits. If the recommendation is adopted, it might apply to the FY 2022 appropriations bills, surface transportation/public infrastructure legislation, and other project-related bills. Both the House Majority Leader and Whip, the number 2 and 3 positions in the House Democratic Leadership, have endorsed resumption of the practice.

6. Infrastructure Investment: There have been no significant developments on this issue since our last report. There is bi-partisan support on this issue, with some legislative progress (bills passing the House and through Senate committee) in the 116th Congress that will hopefully carry over in the next Congress.

7. Payroll Protection Program (PPP): The deadline for applying for a PPP loan closed August 8 but Congress is considering providing additional funding and extending that time period as part of the next CV-19 relief package as well as allowing for a second loan under certain conditions. Separately, the Treasury Department and SBA have given the go-ahead for lender approval of PPP loan forgiveness applications. This includes a simplified forgiveness application for those who received less than \$50,000. Instructions and applications are at the link -- <https://www.sba.gov/funding-programs/loans/coronavirus-relief-options/paycheck-protection-program#section-header-5>

8. Landless Villages Legislation: Senator Murkowski is considering moving legislation in the lame duck session to provide land withdrawals to the landless villages via formation of an urban corporation. The withdrawals are in Haines, Petersburg, Wrangell, Ketchikan and Tenakee. The withdrawals total 23,000 acres in each community and have been outlined in maps that have been made publicly available. The Senator's staff has been circulating drafts of the bill and has been willing to brief Local governments to hear any concerns. Issues that still need clarification in the bill are ensuring continued public access to USFS roads, rights-of-way, cabins, and recreational facilities that are within the borders of some of the proposed withdrawal areas.

9. Tongass Roadless Rule: The USDA has issued its final EIS with its preferred option a full exemption for the Tongass National Forest from the Roadless Rule. The Alaska Delegation has issued public statements in strong support of the recommendation as a tool to revitalize the Southeast timber economy and to ease access for area hydropower projects. A group of 64 House and Senate Democrats have written the Secretary urging pause or reversal of the rule, citing their view that there has been a lack of local tribal consultation as well as negative climate change implications from increased logging. Before the exemption can go into effect, the USDA must issue a Record of Decision.

10. Port Investment Toolkit: The Federal Maritime Administration has released a port investment toolkit to give guidance to those communities seeking Federal funding for maritime/port infrastructure projects through a number of Dept. of Transportation grant programs. The toolkit is at the link -- <https://aapa.cms-plus.com/files/PDFs/Toolkit/PPIT%20Marine%20Highway%20Module%20Final.pdf>

11. CARES Act – Economic Development Administration Assistance: The EDA has issued a notice of funding availability for economic development projects funded by the CARES Act. The range of individual funding for a project is \$100,000 to \$30 million with EDA anticipating making 3,000 awards with a Federal cost share from 80 to 100 percent. Applications can be submitted on a rolling basis with details at the link -- <https://www.grants.gov/web/grants/view-opportunity.html?oppId=321695>

12. Fisheries & Oceans

- **CV-19 & Fisheries Management:** Every aspect of fisheries management has been impacted by the mitigation measures and shelter-in-place restrictions imposed by Federal, State, and Local authorities in response to the pandemic. Actions taken include—
 - The Regional Fishery Management Councils have shifted from in-person meetings to meetings held electronically through telecommunication media.
 - NOAA Fisheries has cancelled 55 fishery surveys around the Nation. NOAA has indicated that these surveys account for approximately 1,380 lost planned days-at-sea between March 20 and July 20, 2020. NOAA is shifting its focus to its unmanned wind and solar powered surface vessels and underwater ocean gliders to collect fishery and ocean condition data. The unmanned surface vessels will be

deployed in the Bering Sea to conduct an emergency survey of the walleye pollock resource. Four unmanned surface vessels will also be deployed in the Arctic to continue the planned mapping of the Arctic North Slope.

- NOAA issued an emergency order providing its Regional Administrators with the authority to waive fishery observer requirements on a case-by-case basis. These waivers will be granted if there are travel restrictions in place which impede the placement of observers, or when there are insufficient qualified observers available due to health, safety, or training issues related to CV-19.
- Senator Murkowski has sent a bipartisan letter with 18 other Senators (including Senator Sullivan) to NOAA raising concern about the prospects for future fisheries surveys. The letter urges NOAA to emulate steps taken by the Navy and Coast Guard to conduct successful research cruises during the pandemic. It requests that NOAA develop a written plan for next year's surveys to be submitted by December 15.
- **CARES Act -- Fisheries Disaster Relief:** Twelve States have submitted their CV-fisheries disaster relief spend plans and gotten NMFS approval. The State of Alaska has just released its expenditure plan for the \$50 million share it received from the total \$300 million that was provided in the Act. Public comments are due by Oct 19. Once it is finalized and approved by NOAA, the Pacific States Marine Fisheries Commission will handle the processing of applications and awarding of funds to eligible individuals/businesses. Applicants must sign a sworn attestation that their revenue losses exceed 35 percent when compared to the average annual year from 2015 to 2019. The sum of the amount they apply for plus any funds they receive from other CV-19 Federal relief (such as the Payroll Protection Act) and revenues derived from 2020 fishing cannot exceed their annual average revenues from the prior five years. Application forms and directions can be found at the links along with Alaska's plan.

Alaska draft expenditure plan --

https://aws.state.ak.us/OnlinePublicNotices/Notices/View.aspx?id=199692&utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=

Application forms -- <http://www.psmfc.org/cares-act-the-coronavirus-aid-relief-and-economic-security-act>

- **USDA Seafood Trade Relief:** The USDA has announced the award of \$530 million to go to certain fisheries that have been negatively impacted by unfair trade and tariff practices by China and the European Union. Eligible commercial fishermen (processors are not eligible under this program) include those that participated in the following fisheries – salmon, cod, pollock, crab (Dungeness, king, snow and southern tanner), sablefish, and Atka mackerel. Total payments per recipient are capped at \$250,000 with application deadline of December 14th. Details on the program are below.

Guidance, Application Forms & Payment Formulas --
<https://www.farmers.gov/sites/default/files/2020-09/strp/STRP%20Application%20Packet%20v3.pdf>

Webinar -- <https://globalmeetwebinar.webcasts.com/viewer/event.jsp?ei=1372014>

FAQS -- <https://www.farmers.gov/seafood/strp-faq>

- Magnuson-Stevens Act (MSA):** The last time Congress updated the law was in 2006. We are due for reauthorization but this is an issue that will be pushed into the 117th Congress. Only one bill (H.R. 3697, from Rep. Young) was introduced in the 116th Congress that would amend the MSA in a comprehensive manner. There are approximately 32 other House bills that would amend the MSA to a far lesser degree. House Water Oceans & Wildlife Subcommittee Chairman Jared Huffman (D-CA) has conducted multiple MSA listening sessions around the country. He did not hold one in Alaska but has stated he will do so. The Senate held no MSA hearings and no Senate “discussion drafts” or actual reform bills were offered in the 116th Congress. We think MSA legislative activity will pick up in both bodies in the next Congress.
- Pink Salmon Migration Study:** The Alaska Fisheries Science Center has issued a report indicating climatic shifts in pink salmon migratory patterns northward, highlighting the future opportunities for this fishery in the Norton Sound --
<https://www.fisheries.noaa.gov/feature-story/pink-salmon-may-benefit-pacific-arctic-warms>
- National Commercial Fishing Safety Advisory Committee Openings:** The Coast Guard is seeking applicants to fill 18 openings (some will likely be reappointments) on its outside advisory committee on commercial fishing safety. Ten members must come from the commercial fishing industry. Applications are due Dec. 14, with details at the link --
<https://www.federalregister.gov/documents/2020/10/13/2020-22571/national-commercial-fishing-safety-advisory-committee-vacancy>
- Marine Mammal Interactions in Fisheries:** NMFS has published its annual list for public comment that categorize U.S. fisheries into three tiers based on the observed level of past marine mammal interactions. It also includes additions of certain marine mammals that those fisheries must account for and report on. Changes include -- the BSAI Pacific Cod pot fishery has been elevated from Category III to Category II due to a 2017 entanglement of a humpback whale. The Aleutian Island stock of harbor seals has been added to the list for the Category II BSAI Rockfish trawl fishery based on a 2014 observed mortality and to the Category III Alaska BSAI Atka Mackerel trawl fishery due to an observed mortality in 2016. Cook Inlet harbor seals were added to the Category III Gulf of Alaska halibut longline fishery. A number of species were removed from different North Pacific fisheries as well. Separately, NMFS has issued the list of foreign fisheries and nations with significant marine mammal interactions, with links to both lists below.

U.S -- <https://www.federalregister.gov/documents/2020/09/21/2020-20709/list-of-fisheries-for-2021>

Foreign -- <https://www.govinfo.gov/content/pkg/FR-2020-10-08/pdf/2020-22290.pdf>

- Aquaculture:** In August, the U.S. 5th District Court of Appeals upheld a 2018 lower court ruling that NOAA lacks the legal authority to permit aquaculture activities in the EEZ. This ruling is expected to directly impact the first major net pen operation currently in the permit approval stage to raise Almaco jacks off the coast of Central Florida in the Gulf of Mexico. The ruling is also expected to put added pressure on Congress to pass national aquaculture legislation to authorize the permitting of offshore aquaculture operations in the EEZ. In September, Senator Wicker, Chairman of the Senate Commerce, Science, and Transportation Committee, reintroduced the AQUAA Act (S. 4723) to establish a management and permitting framework for offshore aquaculture facilities. Earlier in the year, Rep. Collin Peterson (D-MN) introduced the counterpart House bill (HR 6191). The bills provide the authorization to allow aquaculture in the EEZ off the coastlines of States that otherwise restrict or prohibit aquaculture in their own waters, such as is the case with Alaska's finfish aquaculture. This federalism issue has been a major sticking point in the movement of the AQUAA Act previously, along with concerns over the socio-economic, biological, and management impacts on wild-caught species. We anticipate a more serious effort to move legislation in the 117th Congress.
- Mariculture Permitting:** The Army Corps has issued a proposed rule for public comment to establish a new nationwide permit (NWP) that authorizes structures anchored to the seabed in Federal waters over the outer continental shelf for seaweed mariculture activities. The Corps is also proposing to include multi-trophic mariculture activities, if the mariculture operator wants to cultivate other species such as bivalve shellfish with the seaweed. The rule vests much of the permitting authority with the Corps district engineers. Full rule is at the link with comments due by Nov. 16 -- <https://www.govinfo.gov/content/pkg/FR-2020-09-15/pdf/2020-17116.pdf>
- Revised HEROES Act – Fisheries Disaster Relief:** The bill includes an additional \$250 million in additional CV-19 related fisheries disaster relief. \$25 million of the amount is set aside for tribal fisheries. The bill language otherwise does not alter the criteria set in the CARES Act. The earlier HEROES Act provided \$100 million while the two Senate CV-19 relief bills from earlier in the summer each included \$500 million.
- Save Our Seas Act:** This bill, sponsored by Reps. Young and Bonamici (D-OR) in the House and Senators Sullivan and Whitehouse (D-RI) in the Senate, has now passed the House. If it clears the Senate it will go directly to the President and he is expected to sign it. Among other measures, the legislation establishes or requires -- a Marine Debris Response Trust Fund to combat marine debris events; a prize for innovation in capturing or preventing plastic waste; a strategy by EPA to reduce plastic from entering the waste stream and improve recycling; and engagement by the U.S. in negotiating further international agreements to reduce marine debris.

- World Trade Organization (WTO) Negotiation On Fishing Subsidies:** WTO negotiations for a text eliminating harmful subsidies continued in September. The WTO's goal is to secure an agreement by the end 2020 to curb illegal, unreported and unregulated fishing and prohibit certain forms of fisheries subsidies that lead to overcapacity and overfishing, with differential treatment for developing countries. The WTO did not release the draft text. At the last meeting there was discussion on delaying a final agreement until next year due to the impacts on the pandemic.
- Implementation of Seafood Promotion Executive Order:** At the annual national meeting of the Regional Fishery Management Councils, senior NMFS officials discussed implementation of the President's E.O. -- Promoting American Seafood Competitiveness and Economic Growth. Among the items being considered include re-establishing the National Seafood Council with possibly a 17 member board and upwards of a \$25 million annual budget to promote U.S. seafood exports and competitiveness.
- Digital Coast Act:** Legislation sponsored by Senators Baldwin (D-WI) and Murkowski – S. 1069, the Digital Coast Act – to improve the digitization of U.S. coastal mapping has now passed the Senate. The bill seeks greater use and deployment of advanced remote sensing and geospatial imaging by NOAA, in partnership with other Federal agencies, State and local governments and the private sector, with the goals of better mapping of coastal infrastructure, elevation, land use/cover, living resources and habitat, and human uses.
- DESCENDS Act:** The House has passed legislation that requires recreational and commercial fishermen in the Gulf of Mexico to use a venting or descending devise to reduce barotrauma to released deep water reef species and improve survival rates. The legislation does not extend to other regions, leaving it to the discretion of the regional fishery management councils on whether use of this equipment is appropriate for their fisheries.

CITY OF WRANGELL

MSW TRANSPORT & DISPOSAL CONTRACT QUARTERLY REPORT

Report Date: September 29, 2020
for the First Quarter of 2020

1. TONNAGE ACCEPTED:

	WASTE TYPE	TONS	LOADS	AVERAGE TONS/LOAD
• January	MSW	144.11	6	24.02
• February	MSW	95.09	4	23.77
• March	MSW	163.67	7	23.38
TOTALS	MSW	402.87	17	23.70

2. EXTRAORDINARY OCCURRENCES:

- None

3. DOCUMENTATION OF UNACCEPTABLE WASTE:

- None.

4. CONDITION OF FACILITIES:

♦ *ROOSEVELT REGIONAL LANDFILL*

♦ Estimated Constructed Capacity

Total remaining capacity for the life of the landfill as of January 1, 2020 is approximately 65 years, and 180,000,000 CY, as currently permitted.

♦ Capacity Added to the System:

MSW Landfill: Construction on Area 18 was completed and certified in June 2019. Total constructed capacity for the landfill as of January 1, 2020 was approximately 2 years.

♦ *ROOSEVELT INTERMODAL*

- None.

CITY OF WRANGELL

MSW TRANSPORT & DISPOSAL CONTRACT QUARTERLY REPORT

Report Date: October 9, 2020
for the Second Quarter of 2020

1. TONNAGE ACCEPTED:

	WASTE TYPE	TONS	LOADS	AVERAGE TONS/LOAD
• April	MSW	89.93	4	22.48
• May	MSW	169.40	7	24.20
• June	MSW	180.50	7	25.79
TOTALS	MSW	439.83	18	24.44

2. EXTRAORDINARY OCCURRENCES:

- None

3. DOCUMENTATION OF UNACCEPTABLE WASTE:

- None.

4. CONDITION OF FACILITIES:

♦ *ROOSEVELT REGIONAL LANDFILL*

♦ Estimated Constructed Capacity

Total remaining capacity for the life of the landfill as of January 1, 2020 is approximately 65 years, and 180,000,000 CY, as currently permitted.

♦ Capacity Added to the System:

MSW Landfill: Construction on Area 18 was completed and certified in June 2019. Total constructed capacity for the landfill as of January 1, 2020 was approximately 2 years.

• *ROOSEVELT INTERMODAL*

- None.

CITY OF WRANGELL

MSW TRANSPORT & DISPOSAL CONTRACT QUARTERLY REPORT

Report Date: October 9, 2020
for the Third Quarter of 2020

1. **TONNAGE ACCEPTED:**

	WASTE TYPE	TONS	LOADS	AVERAGE TONS/LOAD
• July	MSW	158.78	6	26.46
• August	MSW	154.58	6	25.76
• September	MSW	150.56	6	25.09
TOTALS	MSW	463.92	18	25.77

2. **EXTRAORDINARY OCCURRENCES:**

- None

3. **DOCUMENTATION OF UNACCEPTABLE WASTE:**

- None.

4. **CONDITION OF FACILITIES:**

♦ *ROOSEVELT REGIONAL LANDFILL*

♦ Estimated Constructed Capacity

Total remaining capacity for the life of the landfill as of January 1, 2020 is approximately 65 years, and 180,000,000 CY, as currently permitted.

♦ Capacity Added to the System:

MSW Landfill: Construction on Area 18 was completed and certified in June 2019. Total constructed capacity for the landfill as of January 1, 2020 was approximately 2 years.

♦ *ROOSEVELT INTERMODAL*

- None.

CITY & BOROUGH OF WRANGELL, ALASKA

CLERK'S REPORT

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

Upcoming Meeting/Informational dates:

Nov 4 Parks & Recreation Board Mtg. scheduled for 5:30 p.m. via Zoom

Nov 5 Port Commission Mtg. scheduled for 6:00 p.m. via Zoom

Nov 10 Regular Assembly Mtg. scheduled for 6:00 p.m. via Zoom

Nov 11 City offices closed for the Veterans Day Holiday

Nov 24 Regular Assembly Mtg. – canceled (if approved at this meeting)

Nov 26 Thanksgiving Day

Nov 27 City offices closed for the Thanksgiving holiday

Annual Open Meetings Act (OMA) and Parliamentary Procedure Training



Will be held on Thursday, November 12, 2020 by Zoom

The training will be held by Borough Attorney, Joe Levesque and Borough Clerk, Kim Lane.

All City Boards, Commissions, and Committees have been invited.

This event is not open to the general public.

Alaska Municipal League Newly Elected Officials Training
via Zoom on November 9th and 10th

Information on the Newly Elected Officials Training has been sent to the two newly elected Assembly Members. Since all non-essential travel and training was not approved in the FY2021 budget, funds are not available for this training.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	10

Board & Committee Appointments

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Letters of Interest (if any)

RECOMMENDATION

Appointments are to be made by the Mayor, with the consent of the Assembly.

Parks & Recreation Board	until 10/2021
Parks & Recreation Board	until 10/2022
Parks & Recreation Board	until 10/2023
Economic Development Committee	until 10/2023

Procedure - Mayor: If there are no objections to the above appointments I will declare them appointed.

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

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

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

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	10

Port Commission Appointment

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Letters of Interest

Requires a motion/second and vote of the Assembly.

RECOMMENDED MOTIN:

Move to approve the appointment of _____ to the Port Commission with the term ending October 2021.

Letter(s) of Interest received from:

- Franklin Roppel

From: Franklin Roppel, P O Box 1998, Wrangell 99929 October 20, 2020

To: Stephen Prysunka, Mayor of Wrangell City and Borough

Re: Ports & Harbors Commission Vacancy

Dear Mayor Prysunka,

I am interested in being appointed to the vacancy on the Ports and Harbors Commission that was mentioned on the radio this morning.

Following is a bit of my background:

Age: 83, Married, Resident of Wrangell since 1994, first visit to Wrangell 1967.

Graduate Ketchikan High School (1954), Oregon State University (1959) with degree in Finance and Chemistry.

Employed; Alaska Pulp Corp, Executive VP., Sealaska Timber Corp, Pres., Ketchikan Pulp Corp, log boom, finance dept, & later as sawmills manager.

Served on Board of Alaska Housing Finance Corp as Chairman for over 20 years in 2 separate terms. Appointed by Govs Hammond (1974) and Murkowski (2002)

Am generally familiar with the waterfront properties around Wrangell, own a sport boat and have rented moorage at Shoemaker, Heritage and currently, Inner Harbor.

Have been directly involved in marine & cleanup activities at numerous logging sites, the Sitka Pulp Mill site and the many log storages around S E Alaska. Was directly involved in planning, design and construction of a major steel and concrete ship loading dock at Klawock.

It is my plan to be in Wrangell for the next year, including the winter.

Respectfully,



Franklin Roppel Home Phone 907 874 2627, Cel 907 254 2627 or 206 914 2627

CITY & BOROUGH OF WRANGELL, ALASKA
OBOROUGH ASSEMBLY PUBLIC HEARING AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	11

Proposed zone change from Multi-Family Residential to Single Family Residential for Lot 1, Block 35, USS 1119

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

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

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Planning and Zoning Commission Staff Report; 2. Final Plat of proposed Etolin-Spruce Subdivision; 3. Aerial of the subject lot 4. Zoning map of the 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 with the Clerk to speak on this item shall be called on.

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

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to Approve a zone change from Multi-Family Residential to Single Family Residential for Lot 1, Block 35, USS 1119

SUMMARY STATEMENT:

In an effort to provide lots for sale, the Assembly approved a subdivision of Lot 1, Block 35 which is located on the corner of Pine St. and Etolin Ave. During the Planning and Zoning Commission's hearing for the preliminary plat subdivision of this larger lot, there was testimony by a nearby resident stating a concern allowing multi-family structures could create more of a safety hazard for the Pine Street/Etolin Avenue corner. She requested the Commission look at changing the zone of the three lots being created in the new subdivision to Single Family. The Commission, at their meeting in October, held a public hearing to discuss a potential zone change. No testimony occurred during the hearing.

The Commission discussed the zoning change and supported the concept to rezone. All of the multi-family zoned lots on Etolin Avenue have been purchased and single family structures built on each. The Single Family District permits duplexes. If the zone of each lot were to remain as Multi Family, the maximum number of apartment units that could be constructed per lot would be 23, but that number is only based on the square foot per unit required of a lot and does not take into consideration the set back requirements, parking requirements, lot coverage, wetland mitigation, and other restrictions that would actually reduce the number of units and land area available for construction.

The Commission's discussion focused on the ambiance of the existing neighborhood, and identified that additional lands adjacent and behind this lot could be made available for multifamily development in the future if demand for multifamily development increases.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND WITHOUT RESERVATION OF ANY RIGHTS, CLAIMS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ CITY & BOROUGH OF WRANGELL
DATE _____ PRINTED NAME & TITLE

NOTARY'S ACKNOWLEDGMENT

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

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

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

NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPLAT AND SUBDIVIDE LOT 1 WITHIN BLOCK 35 OF WRANGELL TOWNSITE (USS 1119), CREATING LOTS 1A, 1B, AND 1C, BLOCK 35, ETOLIN / SPRUCE SUBDIVISION, WITHIN USS 1119, WRANGELL RECORDING DISTRICT.
2. THE BASIS OF BEARING IS THE ACCEPTED BEARING OF N06°29'00"W BETWEEN RECOVERED CENTERLINE MONUMENTS AT THE S.1. OF SPRUCE & ETOLIN, AND HEMLOCK & ETOLIN. THE RECORD DISTANCE IS 440.05 FT. WHILE THE MEASURED DISTANCE IS 440.11 FT.
3. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:3000, AND/OR CORNER POSITIONS HAVE A RELATIVE POSITION ACCURACY AT THE 95 PERCENT CONFIDENCE LEVEL OF 0.13 FEET PLUS 100 PPM.
4. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
5. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - USS 1119 (WRANGELL TOWNSITE)
 - DEED 104-1999-000482-0
 - DEED OF CLERK OF COURT 2011-000434-0
 - PDA 99-4 (R.A.L. SUBDIVISION)
 - PDA 96-2 (CITY SUBDIVISION)

PREVIOUS LOT AREAS

1. LOT 1, USS 1119, (57,849 SQ. FT.)

NEW LOT AREAS

1. LOT 1A (18,825 SQ. FT.)0.43 ACRES)
2. LOT 1B (19,513 SQ. FT.)0.448 ACRES)
3. LOT 1C (19,510 SQ. FT.)0.448 ACRES)

LEGEND	
	FOUND BLM/GLO MONUMENT - 3" DIA. BRASS CAP ON 2" IRON PIPE UNLESS OTHERWISE NOTED
	SECONDARY MONUMENT SET THIS SURVEY
	SECONDARY MONUMENT RECOVERED
	MONUMENT NUMBER
	FOUND PRIMARY MONUMENT
	FOUND ORIGINAL TOWNSITE: IRON PIPE MONUMENT
	UNSURVEYED
	SURVEYED
	ROW CENTERLINE
	RECORD DATA
	MEASURED DATA

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

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

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I, THE UNDERSIGNED, AS THE PROPERTY TAX CLERK FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____.

ASSESSOR CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

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

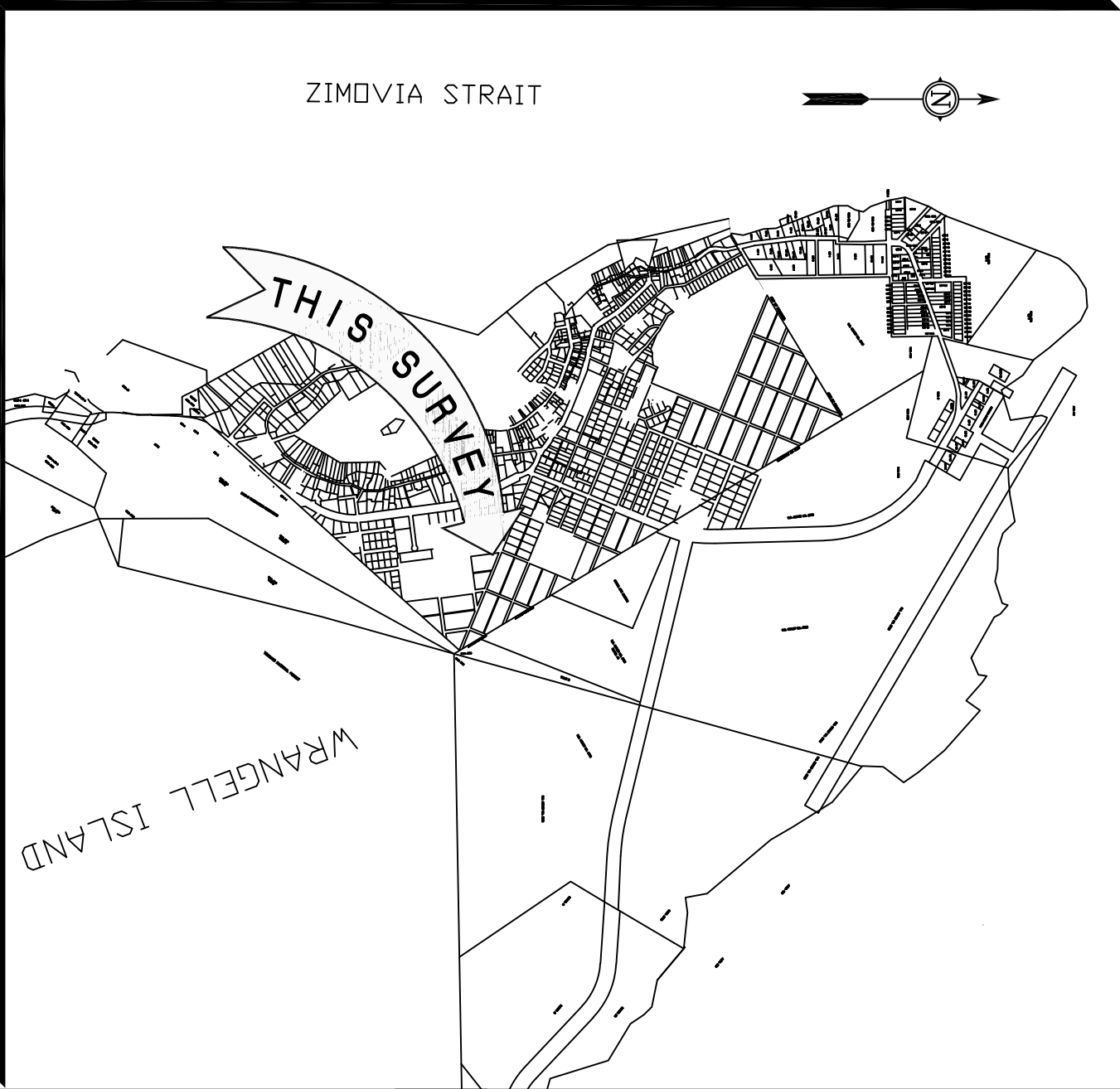
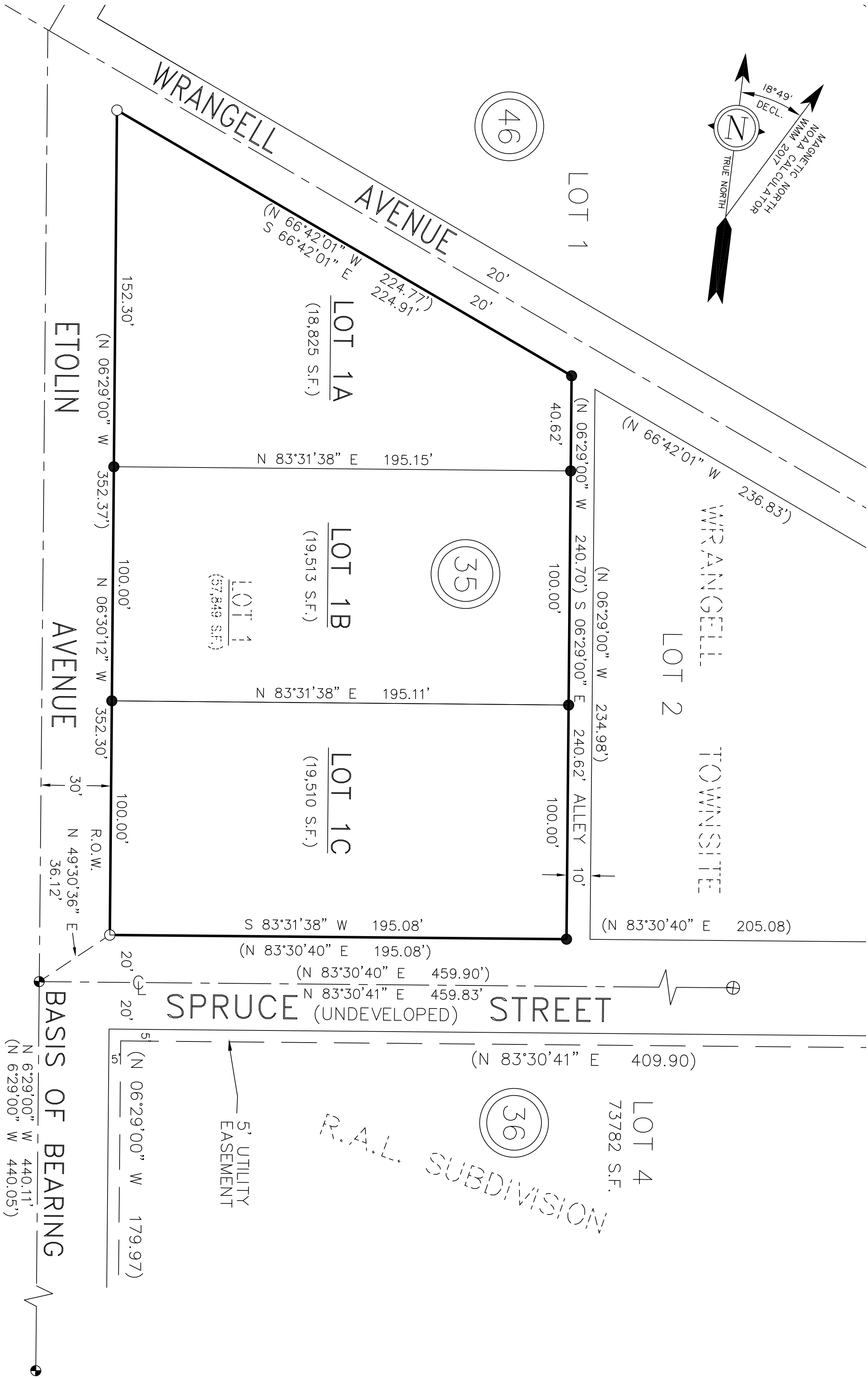
DATE _____ CHAIRMAN, PLANNING COMMISSION
SECRETARY _____

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SOUND AND SOUNDLY MADE ONE UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON HAVE BEEN PLACED IN ACCORDANCE WITH THE RECORDS AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE _____

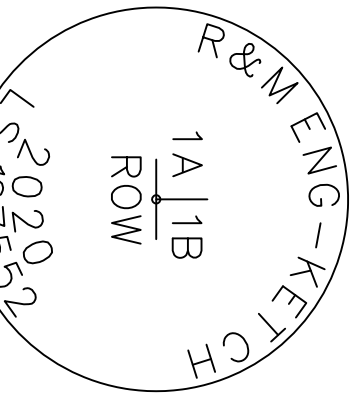
CHRISTOPHER G. PIBURN, PLS # 107552



VICINITY MAP

SCALE: NOT TO SCALE

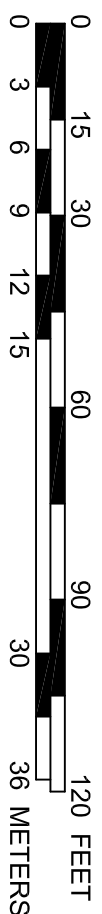
TYPICAL SECONDARY MONUMENT
SET THIS SURVEY



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

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING



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

SHEET 1 OF 1



R&M ENGINEERING-KETCHIKAN, INC.
2000 W. KETCHIKAN AVENUE, SUITE 300
KETCHIKAN, AK 99901

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

WRANGELL OFFICE
1000 W. KETCHIKAN AVENUE, SUITE 300
WRANGELL, AK 99829

CERTIFICATE OF AUTHORIZATION #: C576

ETOLIN / SPRUCE SUBDIVISION

A SUBDIVISION AND REPLAT OF
LOT 1, BLK 35, OF WRANGELL TOWNSITE (USS 1119),
CREATING
LOTS 1A, 1B, AND 1C,
ETOLIN / SPRUCE SUBDIVISION

LOCATED WITHIN
SECTION 30, TOWNSHIP 62 SOUTH, RANGE 84 EAST
COPPER RIVER MERIDIAN, ALASKA
WRANGELL RECORDING DISTRICT

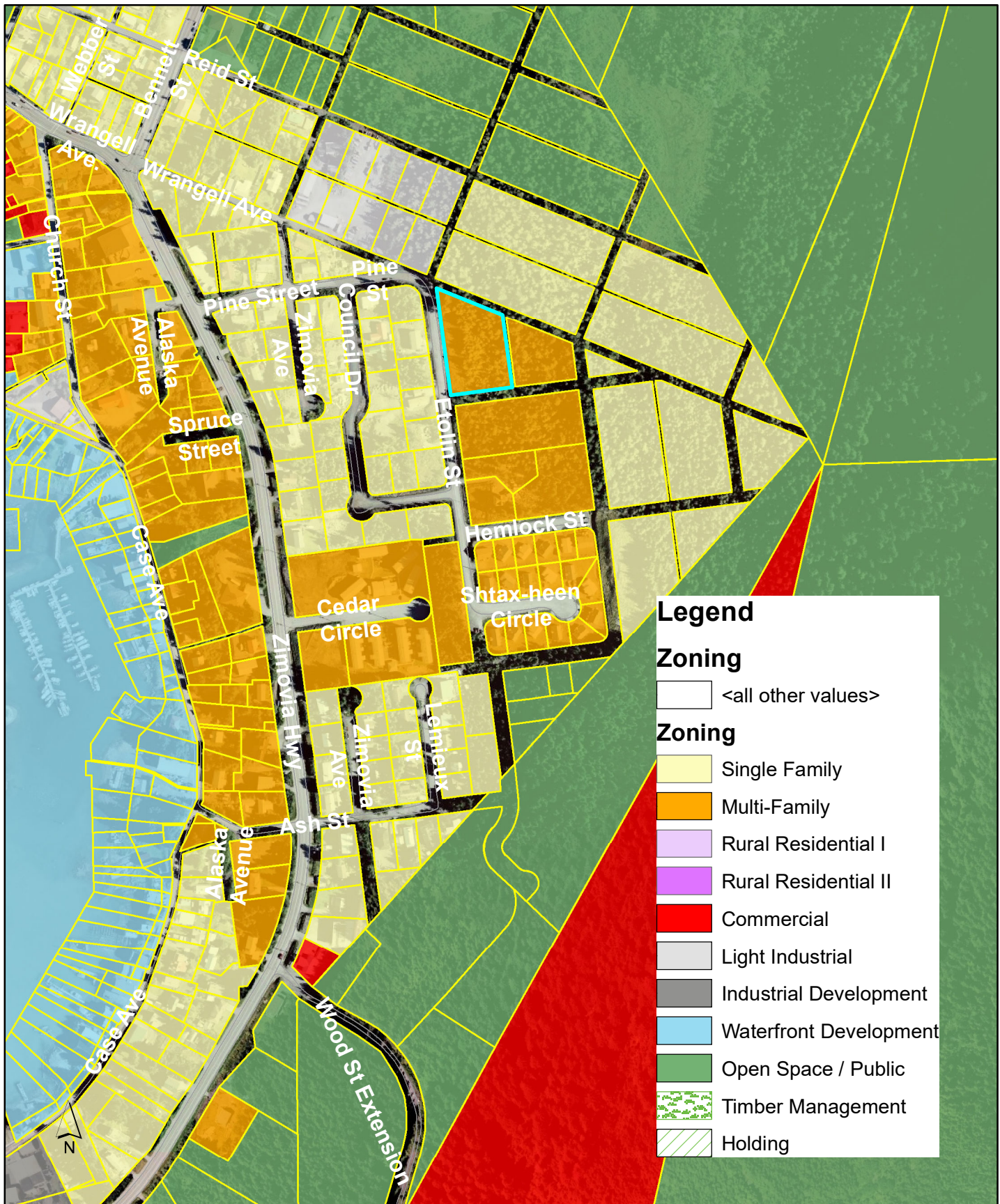
SURVEYED BY: MCH
DRAWN BY: MCH

DATE: JUNE 2020
DATE: APRIL 2020 - OCTOBER 2020

SCALE: 1"=30'
CHECKED: CGP
R&M PROJECT NO: 202729

CITY AND BOROUGH OF WRANGELL, ALASKA

Item a.



Public Map

1 inch = 441.973233 feet
163 : 10/20/2020

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



Item a.



WRANGELL
CITY OF THE FUTURE
INCORPORATED AUGUST 1972

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

1 inch = 150 feet
164 ft: 9/8/2020

City and Borough of Wrangell, Alaska

Agenda Item G3

Date: October 6, 2020

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Proposed zone change from Multi-Family Residential to Single Family Residential for Lot 1, Block 35, USS 1119.

Recommendation:

Staff recommends approving the zone change request.

Recommended Motion:

Move to recommend to the Assembly to change the zone of Lot 1, Block 35, USS 1119 from Multi-family to Single Family.

Findings:

The City and Borough of Wrangell, in an effort to release lots for residential construction has proposed a subdivision for Lot 1, Block 35, USS 1119, creating 3 lots approximately 19,000 square feet each. During the hearing for the subdivision, there was testimony by a nearby resident that allowing multi-family structures could create more of a safety hazard for the Pine Street/Etolin Street corner. The individual testifying indicated there were existing safety issues with the corner and was concerned multi-family units would create additional hazards. She requested the Commission look at changing the zone to Single Family.

The Commission agreed to hold a public hearing to determine if there was similar sentiment by others within the neighborhood. The decision of the Planning and Zoning Commission is a recommendation to the Assembly.

In the Single Family District, one family or two family (duplexes) dwelling units are allowed. The likely reason this area is zoned Multi-Family (which also allows single family dwellings) is that multi family dwellings better serve their residents when located closer to schools and services.

A map of the Zoning Districts in the area are attached.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	13

Approval to Cancel the November 24, 2020 Regular Assembly Meeting and hold only one Regular Meeting on November 10, 2020

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. None.

RECOMMENDATION MOTION:

Move to Approve canceling the November 24, 2020 Regular Assembly Meeting and holding only one Assembly Meeting on November 10, 2020.

SUMMARY STATEMENT:

Staff is recommending canceling the second Regularly scheduled Assembly Meeting of November 24, 2020 and holding only one Regular Assembly meeting on Tuesday, November 10, 2020.

The 24th is just two days before Thanksgiving and therefore, Staff is requesting that this schedule Assembly meeting be canceled.

If a special meeting or work session is necessary, it will be scheduled.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	13

Discussion Item: COVID-19 Large Gathering Risks

SUBMITTED BY:

Captain Dorianne Sprehe

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

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

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

<input type="checkbox"/>	Attorney
--------------------------	----------

<input type="checkbox"/>	Insurance
--------------------------	-----------

ATTACHMENTS:

RECOMMENDED MOTION:

None. Discussion Only.

SUMMARY STATEMENT:

At the time this agenda statement was prepared Alaska has seen 30 days of triple digit positive case numbers. On Friday, the number was the highest yet at 284. "Knock on wood," as Southern Southeast Alaska continues to have the lowest regional case counts in the state. It is important to not be lulled into a false sense of security as we see very rural locations like Chevak where 110 people tested positive Thursday. The common denominator in case count rises continues to be

group activities where physical distancing and mask wearing is not observed. Wrangell is no exception. There is concern by the EOC that Wrangell could see an outbreak if mitigating efforts are not taken by residents.

The EOC is requesting a discussion about the potential risks of group activities – hence the reason for this agenda item. We look forward to the input from the Assembly, and any members of the public who may choose to comment under Persons to be Heard.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	Enter Date Here
	<u>Agenda Section</u>	13

RESOLUTION NO 10-20-1548 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE RESTRUCTURING OF THE THREE (3) POSITIONS IN THE FINANCE DEPARTMENT BY AMENDING THE JOB TITLES, JOB DESCRIPTIONS, AND MODIFYING THE NON-UNION WAGE AND GRADE TABLE

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. Job Descriptions 2. Non-Union Wage & Grade Table 3. Resolution No. 10-20-1548

RECOMMENDATION MOTION:

Move to Approve Resolution No. 10-20-1548.

SUMMARY STATEMENT:

As the Assembly is aware, the Accounting Generalist position is open and Administration is in the process of trying to fill the position as expeditiously as possible. The Borough received six applications for the position. Additionally, the Finance Director reached out to Julie Hamilton, UAS

facility to ask if there is anyone located in Wrangell that has studied accounting. She could not provide any names due to FERPA but has suggested the Borough contact UAS Career Services. The Finance Director also visited with other Finance Directors in the state and they have the same hiring issues as Wrangell.

Although several of the applicants have office experience, no one has accounting experience or payroll. Payroll is the number one responsibility of this position. It is not equitable to hire any of the candidates at a Grade 18 with the level of experience and expect the other two clerks to perform all the duties at Grade 13. The Accounting Clerks are the frontline customer service staff for the Borough, and in relation to all of the other Admin staff have far greater financial responsibility – yet are paid the least. The following is an example of what the staff is doing just these past two weeks.

This past week property tax was due and the traffic in City Hall was extreme. The Finance Department has only two staff to provide customer service currently. Sherri is working on pulling the last 5 months of utility statements for over 300 local WCA members at the request of the Association in addition to her normal duties of utility billing, and cash receipts reconciliation. Erin is paying the community grants for the CARES Act funding (97 last week) in addition to answering the phone and trying to stay current with the normal accounts payable.

For additional comparison, the Admin position in the Electric Department is at Grade 16, and the Admin positions in the Harbor and Public Works are at Grade 15. Below is a table of the current Admin staff for the Borough:

		Grade	First Step	Current Step	Hire Date	Current Staff yrs w city
Finance	Acct. Clerk	13	18.55	18.55	7/27/2020	2 mo
Finance	Acct. Clerk	13	18.55	21.19	5/20/2013	7 yrs
Public Works	Admin Clerk	15	20.28	21.95	04/01/218	2 yr 5 mo
Harbor	Admin Clerk	15	20.26	24.53	5/28/2019	1 yr 5 mo
Power & Light	Admin Clerk	16	21.18	22.01	1/2/2018	2 yr 9 mo
Police	Admin Clerk/DM	18	23.19	23.19	9/1/2020	1 mo
Finance	Acct. Generalist	18	23.19			Open

The Finance Director is proposing to the Assembly a change to the job descriptions and grade of the two Finance Clerks positions to Grade 16 and the Accounting Clerk II (Accounting Generalist) to 17. The option would remain to review the Accounting Generalist at budget time to raise that position to a grade 18 if the employee competes accounting and human resources classes. The following table represents the proposed budget changes for fiscal year 2021. With the turnover in fiscal year 2021 there would be a savings of \$20,527.

	Budget			Actual (Current Grade)		
	Wages	Benefits	Total	Wages	Benefits	Total
Current						
A. Clerk Utility	43,281.00	25,001.00	68,282.00	44,213.87	24,795.99	69,009.86
A. Clerk AP	42,432.00	25,794.00	68,226.00	35,368.67	12,732.72	48,101.39
Acct Generalist	54,122.00	31,589.00	85,711.00	14,699.01	6,582.95	21,281.96
New Hire				32,156.80	17,397.11	49,553.91
	139,835.00	82,384.00	222,219.00	126,438.34	61,508.78	187,947.12
	Grade Change Admendment					
Wages	Benefits	Total				
Grade 16 & 17						
A. Clerk Utility	50,530.13	27,069.85	77,599.98			
A. Clerk AP	40,573.87	14,606.59	55,180.46			
Acct Generalist	14,699.01	6,582.95	21,281.96			
New Hire	30,742.40	16,887.93	47,630.33			
	136,545.41	65,147.32	201,692.73			
	Change		20,526.27			

The attached job descriptions have been changed to rearrange the duties in the Finance Department. It is essential that the separation of duties as part of the internal control be maintained for the department. An example of separation of duties is the clerk taking payments cannot be the same one depositing the funds.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 10-20-1548

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE RESTRUCTURING OF THE THREE (3) POSITIONS IN THE FINANCE DEPARTMENT BY AMENDING THE JOB TITLES, JOB DESCRIPTIONS, AND MODIFYING THE NON-UNION WAGE AND GRADE TABLE

WHEREAS, the amendment of these positions allows the City and Borough of Wrangell's Administration Department the ability to appropriately update the duties and responsibilities of the Accounting Clerk II, the Accounting Clerk I, and the Accounting Clerk I - Utility positions; and

WHEREAS, the Accounting Generalist title will change to Accounting Clerk II; and

WHEREAS, the Accounting Clerk title will change to Accounting Clerk I; and

WHEREAS, the Utility Accounts Clerk title will change to Accounting Clerk I – Utility; and

WHEREAS, the current rate of pay for the Accounting Clerk II position is a grade 18 with the pay range from \$23.19 to \$29.22 and based on the proposed changes to the job description will change to a grade 17 with the pay range from \$22.17 to \$27.91; and

WHEREAS, the current rate of pay for the Accounting Clerk I position is a grade 13 with the pay range from \$18.55 to \$23.32 and based on the proposed changes to the job description will change to a grade 16 with the pay range from \$21.18 to \$26.66; and

WHEREAS, the current rate of pay for the Accounting Clerk I – Utility position is a grade 13 with the pay range from \$18.55 to \$23.32 and based on the proposed changes to the job description will change to a grade 16 with the pay range from \$21.18 to \$26.66; and

WHEREAS, these positions have been reviewed and the job titles and job descriptions have been updated to accurately reflect actual duties, responsibilities, and qualifications for all three positions; and

WHEREAS, it is the desire of the City and Borough of Wrangell to bring all job descriptions into compliance with current standards.

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

Section 1. The attached Exhibit “A” includes the job descriptions which describe the duties, responsibilities and qualifications for the Accounting Generalist, the Accounting Clerk, and the Utility Accounts Clerk.

Section 2. The new job description for the Accounting Generalist, the Accounting Clerk, and the Utility Accounts Clerk positions will become effective upon passage and approval of this resolution.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY &
BOROUGH OF WRANGELL, ALASKA THIS 27th DAY OF OCTOBER 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
8	14.96	15.26	15.55	15.84	16.14	16.44	16.76	17.09	17.41	17.74	18.08	18.43	18.78
9	15.62	15.91	16.21	16.52	16.85	17.17	17.49	17.82	18.16	18.52	18.88	19.24	19.61
10	16.32	16.65	16.98	17.32	17.67	18.02	18.38	18.75	19.12	19.50	19.89	20.29	20.70
11	17.03	17.37	17.73	18.08	18.44	18.81	19.19	19.57	19.96	20.36	20.77	21.19	21.61
12	17.73	18.07	18.42	18.78	19.14	19.50	19.87	20.27	20.66	21.05	21.46	21.87	22.29
13	18.55	18.90	19.26	19.63	20.00	20.40	20.79	21.19	21.59	22.02	22.45	22.88	23.32
14	19.38	19.75	20.14	20.53	20.92	21.32	21.74	22.16	22.58	23.01	23.46	23.91	24.37
15	20.28	20.69	21.10	21.52	21.95	22.39	22.84	23.30	23.76	24.24	24.72	25.22	25.72
16	21.18	21.58	22.01	22.43	22.86	23.30	23.77	24.22	24.68	25.16	25.65	26.15	26.66
17	22.17	22.59	23.02	23.47	23.93	24.39	24.86	25.36	25.85	26.35	26.86	27.38	27.91
18	23.19	23.65	24.10	24.56	25.03	25.53	26.02	26.52	27.05	27.57	28.11	28.66	29.22
21	26.43	26.96	27.48	28.01	28.56	29.12	29.68	30.26	30.85	31.44	32.05	32.68	33.32
23	28.55	29.11	29.67	30.25	30.84	31.43	32.06	32.68	33.31	33.97	34.63	35.31	36.00
25	30.94	31.54	32.17	32.79	33.42	34.09	34.75	35.44	36.13	36.84	37.56	38.30	39.05
26	32.22	32.84	33.48	34.14	34.80	35.49	36.18	36.89	37.61	38.34	39.09	39.86	40.64

8	Custodian	14	Dispatch/Corrections Officer	18	Administrative Assistant - Poli Corrections Sergeant
9	Library Assistant I	15	Public Works Administrative Assistant		Accounting-Generalist/Deput Firemedic/Trainer
12	DMV Assistant Recreation Coordinator Library Assistant II Nolan Center Attendant - Museum Collectio	16	Accounting Clerk Utility Accounts Clerk	Accounting Clerk I Accounting Clerk I - Utility	Nolan Center Facility Manage
13	Accounting Clerk Utility Accounts Clerk	17	Police Officer Recruit Accounting-Generalist-Deputy Clerk Accounting Clerk II	21	Police Officer Probationary
				23	Police Officer
				25	Police Sergeant
				26	Police Lieutenant

Permanent, Salaried (Exempt) Employee Pay Plan, City and Borough of Wrangell, Monthly Compensation

old step	6	7	8	9	10	11	12	13	14	15			
Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
19	4,209.00	4,290.00	4,375.00	4,458.00	4,543.00	4,630.00	4,722.00	4,812.00	4,904.00	5,001.00	5,098.00	5,197.00	5,297.00
24	5,150.00	5,252.00	5,353.00	5,457.00	5,566.00	5,673.00	5,782.00	5,897.00	6,011.00	6,131.00	6,250.00	6,373.00	6,498.00
25	5,363.00	5,467.00	5,576.00	5,684.00	5,793.00	5,909.00	6,023.00	6,143.00	6,263.00	6,386.00	6,510.00	6,639.00	6,769.00
27	5,821.00	5,935.00	6,049.00	6,171.00	6,290.00	6,413.00	6,540.00	6,666.00	6,800.00	6,932.00	7,067.00	7,205.00	7,348.00
28	6,070.00	6,191.00	6,311.00	6,436.00	6,561.00	6,689.00	6,821.00	6,952.00	7,091.00	7,228.00	7,370.00	7,516.00	7,663.00
30	6,607.00	6,739.00	6,869.00	7,006.00	7,141.00	7,282.00	7,426.00	7,571.00	7,720.00	7,873.00	8,027.00	8,185.00	8,346.00
31	6,871.00	7,009.00	7,144.00	7,286.00	7,427.00	7,573.00	7,723.00	7,874.00	8,029.00	8,188.00	8,348.00	8,512.00	8,680.00
32	7,146.00	7,289.00	7,430.00	7,587.00	7,724.00	7,876.00	8,032.00	8,189.00	8,350.00	8,515.00	8,682.00	8,853.00	9,027.00
33	7,432.00	7,580.00	7,727.00	7,881.00	8,033.00	8,191.00	8,353.00	8,516.00	8,684.00	8,856.00	9,029.00	9,207.00	9,388.00
34	7,729.00	7,884.00	8,036.00	8,196.00	8,354.00	8,519.00	8,687.00	8,857.00	9,031.00	9,210.00	9,390.00	9,575.00	9,764.00
35	8,038.00	8,199.00	8,357.00	8,524.00	8,688.00	8,860.00	9,035.00	9,211.00	9,393.00	9,579.00	9,766.00	9,958.00	10,154.00

19	Civic Center Manager	25	Harbormaster	30	Finance Director Electrical Superintendent Director of Public Works & Capital Projects
24	Library Director Parks & Recreation Director Fire Chief Nolan Center Director	28	Economic Development Director	35	Police Chief

Temporary/Part-time/Seasonal Employees

Hourly Compensation

Note: Each step represents the amount above the prevailing State of Alaska Minimum Wage 10.19

Grade	Step												
▼	1	2	3	4	5	6	7	8	9	10	11	12	13
1	State MW	0.30	0.60	0.90	1.20	1.50	1.80	2.10	2.40	2.70	3.00	3.30	3.60
3	0.70	1.00	1.30	1.60	1.90	2.20	2.50	2.80	3.10	3.40	3.70	4.00	4.30
4	1.70	2.00	2.30	2.60	2.90	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30
5	2.70	3.00	3.30	3.60	3.90	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30
6	3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80
7	3.70	4.00	4.30	4.60	4.90	5.20	5.50	5.80	6.10	6.40	6.70	7.00	7.30
8	4.20	4.50	4.80	5.10	5.40	5.70	6.00	6.30	6.60	6.90	7.20	7.50	7.80
9	4.70	5.00	5.30	5.60	5.90	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30
11	6.20	6.50	6.80	7.10	7.40	7.70	8.00	8.30	8.60	8.90	9.20	9.50	9.80

Actual Temp Rates, Calendar Year 2017

	1	2	3	4	5	6	7	8	9	10	11	12	13
1	10.19	10.49	10.79	11.09	11.39	11.69	11.99	12.29	12.59	12.89	13.19	13.49	13.79
3	10.89	11.19	11.49	11.79	12.09	12.39	12.69	12.99	13.29	13.59	13.89	14.19	14.49
4	11.89	12.19	12.49	12.79	13.09	13.39	13.69	13.99	14.29	14.59	14.89	15.19	15.49
5	12.89	13.19	13.49	13.79	14.09	14.39	14.69	14.99	15.29	15.59	15.89	16.19	16.49
6	13.39	13.69	13.99	14.29	14.59	14.89	15.19	15.49	15.79	16.09	16.39	16.69	16.99
7	13.89	14.19	14.49	14.79	15.09	15.39	15.69	15.99	16.29	16.59	16.89	17.19	17.49
8	14.39	14.69	14.99	15.29	15.59	15.89	16.19	16.49	16.79	17.09	17.39	17.69	17.99
9	14.89	15.19	15.49	15.79	16.09	16.39	16.69	16.99	17.29	17.59	17.89	18.19	18.49
11	16.39	16.69	16.99	17.29	17.59	17.89	18.19	18.49	18.79	19.09	19.39	19.69	19.99

1	Lifeguard Recreation Assistant Theater Sales Associate	5	Park Maintenance I	8	Museum Clerk
3	Head Lifeguard	6	Park Maintenance II	9	Maintenance Custodian
4	Sales Assistant Laborer	7	Clerical Assistant	11	Theater Manager

City & Borough of Wrangell

Position Description

Position: Accounting Generalist Clerk II	Type: Permanent, Full-Time
Department/Site: Finance	FLSA: Non-exempt
Evaluated by: Finance Director	Salary Grade: 48 17

Summary

Assists and supports all functions of the Finance Department. The Accounting ~~Generalist~~Clerk II can perform accounting work general ledger, special fund accounting, and payroll services. The primary focus of the Accounting ~~Generalist~~Clerk II will be payroll, human resources, employee benefit administration, cash ~~receipts~~management, sales tax collection, and property tax, however the position will provide assistance in other areas as well. Acts as Recording Secretary for the Planning & Zoning Commission, and as Deputy Borough Clerk in the Borough Clerk's absence.

Distinguishing Career Features

The Accounting ~~Generalist~~Clerk II is the senior level in a two-level career ladder for clerical and technical accounting. The Accounting ~~Generalist~~Clerk II has a working knowledge of the computer accounting system and codes as well as the ability to process a range of financial transactions for complete accounts such as accounts payable and receivable. Advancement to Accounting ~~Generalist~~Clerk II is possible with knowledge of and competency in preparing journal entries to general ledger, electronic funds transfers, payroll, and special accounting performance reports. Advancement to a professional accounting position is based on need and compliance with the requirements of the position.

Essential Duties and Responsibilities**Payroll Services**

- Sets up and maintains employee payroll records. Ensures records are up-to-date and include the necessary job and biographical information for accurate group benefit and retirement plan coverage and deductions.
- Prepares regular payrolls for personnel, prepares retirement reports. Computes payroll deductions including those for retirement, union dues, tax sheltered annuities, withholding taxes and insurance.
- Verifies accuracy of individual employee benefit rates, calculating unused portion of allowable benefit cap. Sets up and maintains payroll vendor files for various benefits and miscellaneous deductions.
- Calculates pay data and benefits arrangements for employees leaving service, retirees, and special circumstances. Processes appropriate coverage and payments under COBRA and/or other agreements. Reconciles voluntary employee deductions and payments for payment to third party insurers.

- Assures payroll timelines are met, maintains payroll controls, and assures proper procedures, policies, rules and regulations are applied to payroll activities. Checks payrolls for compliance with rules, regulations and policies.
- Interprets and explains payroll policies, procedures, and technical issues to employees, referring only the most difficult and sensitive matters to higher authorities.
- Audits and updates regular and supplemental payrolls adding payroll information for new employees and calculating proper deductions on an 'as-needed' basis.
- Assists accounting staff with the reconciliation of payroll system details to general ledger. Prepares document trails to support audit requirements.
- Prepares reporting of federal, state, and special payroll taxes and statutory fund contributions to external agencies. Prepares retirement and withdrawal forms and reports for pay systems for the Finance Director approval and submission to agencies
- Performs other duties as assigned that support the overall objective of the position.

Human Resources Duties

- Assists with the recruiting and on-boarding processes during the recruitment of new employees.
- Assists department managers with compliance with all personnel regulations, collective bargaining agreements, and state and federal regulations, including EEOC guidelines.
- Assists management with development and revisions of job descriptions. .
- Manages employee training programs, safety programs, background checks, and drug testing programs, including pre-employment, random, and as-needed testing.
- Maintains all official and confidential employee files.

Property Tax Services

- Responsible for working with assessor in completing annual property tax process. This includes entering names and address changes on property during the year and filing the new deeds.
- Responsible for sending out annual property tax exemption forms and advertising the exemptions in the newspaper.
- Responsible for working with the assessor and entering new assessment information into tax records and sending out annual assessment notices.
- Responsible for advertising the assessment and appeal process and working with taxpayers filing appeals.
- Responsible for working with the assessor on property tax appeals and preparing exemption reports and appeal information for the assessor and Board of Equalization.

- Responsible for preparation of final tax rolls and preparation and sending out of property tax bills.
- Responsible for maintaining and reconciliation of property tax receivables.
- Responsible for collections on property taxes including the foreclosure process.
- Maintain ArcGIS mapping information, including new plats, easements and property owner information.

General Ledger Accounting

- Assists the Finance Director with reconciling balance sheet asset and payroll liability accounts.
- Assists with entry of budgets.
- Provides assistance to other accounting staff on an as-needed basis to balance fluctuations in workflow.

Planning & Zoning Commission Services

- Act as Recording Secretary for the Planning & Zoning Commission meetings.
- Responsible for preparation of public notices, preparation of agendas and recording of minutes for Planning & Zoning Commission meetings.

Borough Assembly Services

- Act as Deputy Borough Clerk during the absence of the Borough Clerk; perform all duties of the Borough Clerk, including public notices, preparation of agendas and recording minutes of Borough Assembly meetings.
- Assist Borough Clerk with election activities as required.

Other Duties and Responsibilities

- Provide assistance with other accounting staff as needed.
- Work cooperatively with public, other external agencies and other Borough employees.
- Perform administrative and secretarial duties as needed.
- **May require development of working knowledge of GIS Mapping programs.**

Qualifications

- **Knowledge and Skills**

The position requires considerable knowledge of the principles and procedures of accounting, auditing, and finance. Requires in-depth knowledge of generally accepted financial processes and regulations and controls applying to assigned financial operations or actively acquiring the knowledge. Requires a working knowledge of audit documentation requirements. Requires in-depth knowledge of automated accounting systems and relational databases used for storing and linking accounting data. Requires well-developed math skills to perform complex accounting computations. Requires sufficient language skills to prepare reports suitable for external publishing. Requires well-developed human relation skills to explain detailed information in small group settings and work with staff in an advisory capacity.

▪ **Abilities**

Requires the ability to perform the functions of the position. Requires the ability to apply accounting controls, rules, and procedures, and to perform accounting tests. Requires the ability to research, compile, analyze, and interpret accounting data. Requires the ability to maintain accurate and retrievable files, records, audit trails and trace transactions to original entries. Requires the ability to perform accounting and general math computations quickly and accurately. Requires the ability to organize and prioritize work to meet deadlines and timetables. Requires the ability to work as contributing member of a team, work productively, patiently, and cooperatively with other teams, vendors, and external customers, and convey a positive image of the City and Borough and its services. Requires intermediate to advanced proficiency in the use of computers, Microsoft Excel, Outlook, Access, Word, and Adobe Acrobat, and the ability to learn these and other software programs quickly.

▪ **Physical Abilities**

Incumbent must be able to work in an office setting engaged in work of a primarily sedentary nature. Requires sufficient hand-eye-arm coordination to use a keyboard and 10-key, arm/hand movements to retrieve work materials from storage files, and operate a variety of general office equipment. Requires visual acuity to read computer screens, printed material, and detailed accounting information. Requires auditory ability to carry on conversations over the phone and in person.

▪ **Education and Experience**

Bachelor's or Associate's degree in accounting, finance, or related field is desirable. Requires four years of relevant and progressively responsible experience, preferably in governmental accounting, budgeting, or closely related field. Additional education may substitute for some experience.

▪ **Licenses and Certificates**

May require a valid driver's license.

▪ **Working Conditions**

Work is performed in an office environment with minimal safety considerations.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

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Accounting ~~Generalist~~ Clerk II

Rev. ~~10-27-2020~~ 09-08-2020

City & Borough of Wrangell

Position Description

Position: Accounting Clerk I - Utility	Type: Permanent, Full-Time
Department/Site: Finance	FLSA: Non-exempt
Evaluated by: Finance Director	Salary Grade: 43 16

Summary

Performs various accounting, recordkeeping, and receptionist duties in conjunction with the finance department.

Distinguishing Career Features

The ~~Accounting Clerk I - Utility~~ ~~Accounting Clerk~~ is equal to the ~~Accounting Clerk I - Utility~~ ~~Accounting Utility Clerk - Utility~~ in referring to the first in a two-level career ladder for clerical and technical accounting. The ~~Accounting Clerk I - Utility~~ ~~Accounting Clerk~~ is the first level and focuses on assembly and processing of various accounts and handling of certain records. Advancement to ~~Accounting Clerk I - Utility~~ ~~Accounting Clerk~~ is possible with demonstrated knowledge of the computer-aided accounting system and codes as well as the ability to process a full range of financial transactions for a complete account such as payroll, cash receipts and accounts receivable.

Essential Duties and Responsibilities**Communications**

- Answers and screens telephone calls. Assists visitors and resolves problems as they arise, and refers callers and visitors to appropriate personnel.

Accounting

- Processes accounts for payment.
- Performs daily cashier duties.
- Processes invoices, accounts, lease billings, and tax accounts.
- Maintains vendor and customer files.
- [Assists with Property Tax billing & collections](#)

Deputy Clerk/ [Planning Clerk](#)

- Serves as Deputy Clerk, providing assistance to the Borough Clerk in the execution of municipal clerk duties under Alaska Statutes 29.20.380
- [Planning & Zoning meetings: Prepares agenda, minutes, publications, and all related filing. Attends meetings and acts as recording secretary](#)

Records

- Maintains various records and accounts and enters data into a computer. Processes forms regarding accounts, billings, and taxes. Maintains inventory control for office supplies.

Teamwork & Cooperation

- Performs other related duties as required or assigned. Works cooperatively with other employees, external agencies, and the public.
- ~~May be required to serve as recording clerk for an advisory board such as the Parks & Recreation Board.~~

Qualifications

▪ **Knowledge and Skills**

- Requires interpersonal skills to effectively communicate with the public, staff, and other persons. Requires courteous telephone skills.
- Requires general knowledge of accounting procedures, or ability to learn quickly. Requires ability to maintain accounts, perform banking and other transactions. Requires attention to detail and strong numerical ability.
- Requires proficiency with Microsoft Outlook (e-mail), Excel, and Word and Adobe Acrobat. Requires ability to keep records, process forms, and enter data into a computer. Requires excellent writing, grammar, spelling, and typing skills.
- Requires knowledge of all aspects of agenda ~~management~~, management, including, but not limited to, the current agenda management platform.
- Requires willingness to perform various job-related duties as situations arise, strong sense of teamwork, and the ability to work cooperatively with others.

▪ **Abilities**

Ability to keep records, process forms, and enter data into the computer.

Requires strong aptitude for learning new computer software functions and processes quickly.

▪ **Physical Abilities**

Incumbent must be able to work in an office setting engaged in work of a primarily sedentary nature. Requires sufficient hand-eye-arm coordination to use a keyboard and 10-key, arm/hand movements to retrieve work materials from storage ~~files, and~~ files and operate a variety of general office equipment. Requires visual acuity to read computer screens, printed material, and detailed accounting information. Requires auditory ability to carry on conversations over the phone and in person.

▪ **Education and Experience**

Requires equivalent to high school diploma. Three years of relevant work experience in a professional business, office or administrative setting is required. Education or experience in accounting, budgeting, or position closely aligned with the duties, responsibilities and skills of the position is strongly preferred.

▪ **Licenses and Certificates**

Requires a valid driver's license.

▪ **Working Conditions**

Work is performed in an office environment with minimal safety considerations.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

City & Borough of Wrangell

Position Description

Position: Accounting Clerk I	Type: Permanent, Full-Time
Department/Site: Finance	FLSA: Non-exempt
Evaluated by: Finance Director	Salary Grade: 43 16

Summary

Performs various accounting, recordkeeping, and receptionist duties in conjunction with the finance department.

Distinguishing Career Features

The Accounting Clerk [I](#) is equal to the Accounting Clerk [I](#) in referring to the first in a two-level career ladder for clerical and technical accounting. The Accounting Clerk [I](#) is the first level and focuses on assembly and processing of various accounts and handling of certain records. Advancement to Accounting Clerk [I](#) is possible with demonstrated knowledge of the computer-aided accounting system and codes as well as the ability to process a full range of financial transactions for a complete account such as payroll, cash receipts and accounts receivable.

Essential Duties and Responsibilities**Communications**

- Answers and screens telephone calls. Assists visitors and resolves problems as they arise, and refers callers and visitors to appropriate personnel.

Accounting

- Processes accounts for payment.
- Performs daily cashier duties.
- Processes invoices, accounts, lease billings, and tax accounts.
- Maintains vendor and customer files.
- [Assists with Property Tax billing & collections](#)

Deputy Clerk/ [Planning Clerk](#)

- Serves as Deputy Clerk, providing assistance to the Borough Clerk in the execution of municipal clerk duties under Alaska Statutes 29.20.380
- [Planning & Zoning meetings: Prepares agenda, minutes, publications, and all related filing. Attends meetings and acts as recording secretary](#)

Records

- Maintains various records and accounts and enters data into a computer. Processes forms regarding accounts, billings, and taxes. Maintains inventory control for office supplies.

Teamwork & Cooperation

- Performs other related duties as required or assigned. Works cooperatively with other employees, external agencies, and the public.
- ~~May be required to serve as recording clerk for an advisory board such as the Parks & Recreation Board.~~

Qualifications

▪ **Knowledge and Skills**

- Requires interpersonal skills to effectively communicate with the public, staff, and other persons. Requires courteous telephone skills.
- Requires general knowledge of accounting procedures, or ability to learn quickly. Requires ability to maintain accounts, perform banking and other transactions. Requires attention to detail and strong numerical ability.
- Requires proficiency with Microsoft Outlook (e-mail), Excel, and Word and Adobe Acrobat. Requires ability to keep records, process forms, and enter data into a computer. Requires excellent writing, grammar, spelling, and typing skills.
- Requires knowledge of all aspects of agenda ~~management~~, management, including, but not limited to, the current agenda management platform.
- Requires willingness to perform various job-related duties as situations arise, strong sense of teamwork, and the ability to work cooperatively with others.

▪ **Abilities**

Ability to keep records, process forms, and enter data into the computer.

Requires strong aptitude for learning new computer software functions and processes quickly.

▪ **Physical Abilities**

Incumbent must be able to work in an office setting engaged in work of a primarily sedentary nature. Requires sufficient hand-eye-arm coordination to use a keyboard and 10-key, arm/hand movements to retrieve work materials from storage ~~files, and~~ files and operate a variety of general office equipment. Requires visual acuity to read computer screens, printed material, and detailed accounting information. Requires auditory ability to carry on conversations over the phone and in person.

▪ **Education and Experience**

Requires equivalent to high school diploma. Three years of relevant work experience in a professional business, office or administrative setting is required. Education or experience in accounting, budgeting, or position closely aligned with the duties, responsibilities and skills of the position is strongly preferred.

▪ **Licenses and Certificates**

Requires a valid driver's license.

▪ **Working Conditions**

Work is performed in an office environment with minimal safety considerations.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	13

Approval to Purchase Text to 911 Router Switch from 3rd Signal in an Amount Not to Exceed \$4,000

SUBMITTED BY:

Tom Radke, Chief of Police

FISCAL NOTE:

Expenditure Required: \$4,000 Total

FY 20: \$	FY 21: \$4,000	FY22: \$
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Amount Budgeted:

	FY21 \$0
--	----------

Account Number(s):

	11000 013 70503
--	-----------------

Account Name(s):

	Information Technology
--	------------------------

Unencumbered Balance(s) (prior to expenditure):

	\$5,950
--	---------

Reviews/Approvals/Recommendations

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

ATTACHMENTS: None

RECOMMENDATION MOTION:

Move to Approve the Purchase of Text to 911 Router Switch from 3rd Signal in the amount not to exceed \$4000.

SUMMARY STATEMENT:

The Police Department is requesting approval to purchase a Text to 911 Router Switch in the amount of \$4,000. There are several reasons why this is an important purchase for emergency response. Many of those reasons are a result of the fact that Wrangell has no 911 Selective Router

Switch for carriers to connect. GCI has a waiver which lets them connect land-line 911 to the PD directly. (That's also why you have an internal ALI database - landline only).

- Currently, when cellphones dial 911, the wireless 911 calls ring into the general Admin line at the PD, which has a lower priority, and no ALI location record provided. If a 911 caller does not know exactly where they are, it's very hard for the dispatcher and responders as they often have no idea where the caller is. Another example is when a caller dials 911 on the cell phone and then the phone goes dead, dispatch does not have any call back contact information.
- When a Text-to-911 comes into the PD, there is a nice location map of the tower it hit, and if it's a modern cellphone, there will be location of the handset/ caller.
- Text-to-911 uses the data channel on the cell tower, not the voice channel; so Text-to-911 will reach much farther than a voice call; usually doubling the size of the potential service area.
- There are a limited number of 911 lines into the Wrangell 911 system. There are no limitations with Text-to-911. If there is a large-scale event, 911 will be kicking back busy signals, but Text-to-911 can have dozens of connections at the same time. Imagine a large scale event where 911 would be busy and overwhelmed. Text-to-911 has no trunk limitations.
- Text-to-911 has no monthly charges and needs no equipment upgrades.
- Officers and Search and Rescue can use Text-to-911 to check into Dispatch, and/or to have Dispatch track them if they are going somewhere dangerous.
- Text-to-911 is also a good option in a Domestic Violence situation; as when a reporting party goes into a closet or cannot talk due to the abuser being present to contact 911 and does not want their spouse to know. Another example is during an in-progress burglary.
- Hearing- and speech-impaired citizens have been waiting for Text-to-911 for a long time, as many have given up their land- lines.
- Wrangell PD would be the first PSAP in Alaska to do Text-to-911 and because of this our price to install the system is reduced at this time.

The Department is proposing to take the money for the purchase out of the Information Technology account in the Police budget for FY21. The budget in that line item was \$8,000, of which \$5,950 remains unencumbered. The \$8,000 budget originally included:

Case Reporting	\$2,500
Voice Recorder System	\$3,000
Video System Maint.	\$2,500

The Department is proposing to use the existing budget for this purchase, and come back if additional funding is needed in the future. The expenditure is within the Manager's spending authority, but because the item was not budgeted it is being brought to the Assembly for consideration.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	13

Approval to Sole Source Purchase in Conformance with Wrangell Municipal Code Section 5.10.050 (F) Axon Body 3 Police Body Cameras and Storage from Axon in the Amount of \$34,401.90

<u>SUBMITTED BY:</u>
Tom Radke, Chief of Police

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

<u>FISCAL NOTE:</u>		
Expenditure Required: \$XXX Total		
FY 20: \$34401.90	FY 21: \$	FY22: \$
Amount Budgeted:		
FY20 \$XXX		
Account Number(s):		
XXXXXX XXX XXXX		
Account Name(s):		
COVID-19 Fund		
Unencumbered Balance(s) (prior to expenditure):		
\$XXX		

ATTACHMENTS: 1. Data Sheets and Quote

RECOMMENDATION MOTION:

Move to Approve the purchase of Axon Body 3 Camera's and Storage from Axon not to exceed \$34401.90

SUMMARY STATEMENT:

In response to be able to effectively perform contact community tracing due to COVID 19 contact I am requesting that the City purchase Axon Body 3 Camera's and Storage from Axon. Due to Community demands for service and the progression and improvement of Police Services. Personnel from the Police Department are in close contact with members of the public. The advantages of the Body Cameras are they help to provide a clear picture of contacts and help identify contacts at a later time if necessary. The Cameras help improve behavior from citizens and it allows officers to self-evaluate and find opportunities to improve how they handle a situation. The cameras have resulted in a reduction in complaints and related expenses. The total amount for the Body Camera's and storage for five years is \$34,401.90. COVID 19 money has been approved for this expenditure.

F. Supplies, materials, equipment, or contractual services which must be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment, or contractual services. For purposes of this subsection the term "incompatibility" is defined as the inability to (1) interconnect, combine, interchange, or join, or (2) that which causes or necessitates maintenance expertise or training where such acquisition would result in substantial duplication. The assembly must approve by motion or resolution any purchase whose cost exceeds \$25,000 which is to be excluded from competitive bidding by the authority of this subsection



SEE THE TRUTH AT ANY MOMENT

LAW ENFORCEMENT'S #1 CAMERA, NOW WITH REAL-TIME TECHNOLOGY
CLEARER EVIDENCE | REAL-TIME AWARENESS | AI-POWERED WORKFLOWS

Axon Body 3 isn't just a camera: it's a rugged communications beacon front-and-center on every call. Featuring our new Axon Aware technology and an LTE connection that enables real-time features like live streaming, Body 3 empowers officers with more support in the moment. Coupled with enhanced low-light performance and reduced motion blur, that means clearer evidence in the now, more efficient AI-powered processes after the fact, and most importantly, safer communities in the long run.

FEATURES AND BENEFITS

IMPROVED VIDEO QUALITY: With video evidence, image quality is everything. Axon Body 3's reduced motion blur and improved low-light performance enable you to better see the truth at any moment.

MULTI-MIC AUDIO: Featuring four built-in microphones, wind noise reduction and other advancements, Axon Body 3 lets you play back crystal-clear audio for a better sense of what happened at the scene.

HANDSFREE ACTIVATION & ALERTS: Axon Body 3 can send real-time alerts, like when a weapon is deployed, allowing your agency to act fast during critical situations.

LIVE STREAMING*: Axon Body 3 can stream audio and video to Axon Evidence (Evidence.com), so officers and command staff can pull up a real-time view and act with greater awareness.

LIVE MAPS*: See officers' locations when recording within Axon Evidence with GPS.

ON-DEVICE ENCRYPTION: Axon Body 3 features end-to-end encryption from capture to storage in Axon Evidence.

FULL-SHIFT BATTERY: Axon Body 3 will last for 12 hours, so you can depend on it for your entire shift. You can even recharge it while the camera is on.

PRE-EVENT BUFFER: To help ensure key moments aren't missed, Axon Body 3 supports up to a two minute pre-event buffer with configurable audio.

SLEEK & RUGGED DESIGN: The camera hardware strikes the perfect balance between a clean and super-strong design that can survive even the harshest conditions.

EXPANDING CAPABILITIES*: In the future, take advantage of new features like live evidence preview, "Find My Camera," seamless post-event transcription & reporting, priority offload, and more.

WHAT IS AXON AWARE TECHNOLOGY?

Picture this: An officer is in a foot chase away from her vehicle, alone. She's heading into unfamiliar terrain fast. The suspect has drawn a weapon. It's life or death.

Thankfully, command staff back at HQ are with her every step of the way. With her camera already recording, they can pull up her live-stream from a precise map and send backup to her exact location. Together they apprehend the suspect, and everyone is unharmed. That's Axon Aware. With a combination of sensors, embedded GPS and an LTE connection, Aware brings new possibilities to keep officers safe.

SPECIFICATIONS

VIDEO RESOLUTION: 1080, 720H, 720L, 480

VIDEO FORMAT: MPEG-4

BATTERY LIFE: 12 hours

STORAGE: 64 GB

PRE-EVENT BUFFER: Configurable up to 120 seconds

IP RATING: IP67

US MILITARY STANDARD: MIL-STD-810G

DROP TEST: 6 feet

OPERATING TEMPERATURE: -20 C to 50 C

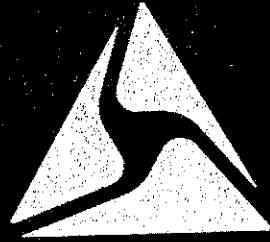
ENCRYPTION: AES 256 full disk encryption

*Requires Axon Aware purchase and activation

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AXON

Wrangell Police Dept. - AK

AXON SALES REPRESENTATIVE

Claudia Mendiola

480-681-0797

cmendiola@axon.com

ISSUED

10/5/2020



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737

Q-271438-44109 Item e.

Issued: 10/05/2020

Quote Expiration: 12/15/2020

Account Number: 181495

Payment Terms: Net 30
Delivery Method: Fedex - Ground

SALES REPRESENTATIVE

Claudia Mendiola
Phone: 480-681-0797
Email: cmendiola@axon.com
Fax:

PRIMARY CONTACT

Thomas Radke
Phone: (907) 874-3304
Email: tradke@wrangell.com

SHIP TO

Thomas Radke
Wrangell Police Dept. - AK
431 Zimovia Highway
Wrangell, AK 99929
US

BILL TO

Wrangell Police Dept. - AK
P. O. Box 531
Wrangell, AK 99929
US

Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	6	0.00	0.00	0.00
73840	EVIDENCE.COM BASIC ACCESS LICENSE	60	6	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	6	0.00	0.00	0.00
73746	PROFESSIONAL EVIDENCE.COM LICENSE	60	2	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	140	0.00	0.00	0.00
Hardware						
73202	AXON BODY 3 - NA10		7	699.00	699.00	4,893.00
74210	AXON BODY 3 - 8 BAY DOCK		1	1,495.00	1,495.00	1,495.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK		1	43.90	43.90	43.90
74028	WING CLIP MOUNT, AXON RAPIDLOCK		7	0.00	0.00	0.00
11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2		7	0.00	0.00	0.00
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	7	336.00	336.00	2,352.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	1	354.00	354.00	354.00
Other						
71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK		1	0.00	0.00	0.00

Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other (Continued)						
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	6	180.00	180.00	1,080.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73827	AB3 CAMERA TAP WARRANTY	60	7	0.00	0.00	0.00
73828	AB3 8 BAY DOCK TAP WARRANTY	60	1	0.00	0.00	0.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	140	4.80	4.80	672.00
Services						
80146	VIRTUAL BODYCAM STARTER		1	1,000.00	1,000.00	1,000.00
					Subtotal	12,825.90
					Estimated Shipping	0.00
					Estimated Tax	0.00
					Total	12,825.90

Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	1	354.00	354.00	354.00
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	7	336.00	336.00	2,352.00
Other						
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	140	4.80	4.80	672.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	6	180.00	180.00	1,080.00
					Subtotal	5,394.00
					Estimated Tax	0.00
					Total	5,394.00

Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	1	354.00	354.00	354.00

Year 3 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware (Continued)						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	7	336.00	336.00	2,352.00
Other						
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	140	4.80	4.80	672.00
73689	MULTI-BAY BWC DOCK 1ST REFRESH		1	0.00	0.00	0.00
73309	AXON CAMERA REFRESH ONE		7	0.00	0.00	0.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	6	180.00	180.00	1,080.00
					Subtotal	5,394.00
					Estimated Tax	0.00
					Total	5,394.00

Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	1	354.00	354.00	354.00
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	7	336.00	336.00	2,352.00
Other						
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	140	4.80	4.80	672.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	6	180.00	180.00	1,080.00
					Subtotal	5,394.00
					Estimated Tax	0.00
					Total	5,394.00

Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	1	354.00	354.00	354.00

Year 5 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware (Continued)						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	7	336.00	336.00	2,352.00
Other						
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	140	4.80	4.80	672.00
73688	MULTI-BAY BWC DOCK 2ND REFRESH		1	0.00	0.00	0.00
73310	AXON CAMERA REFRESH TWO		7	0.00	0.00	0.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	2	468.00	468.00	936.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	6	180.00	180.00	1,080.00
					Subtotal	5,394.00
					Estimated Tax	0.00
					Total	5,394.00
Grand Total						34,401.90

Summary of Payments

Payment	Amount (USD)
Year 1	12,825.90
Year 2	5,394.00
Year 3	5,394.00
Year 4	5,394.00
Year 5	5,394.00
Grand Total	34,401.90

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____ Date: _____

Name (Print): _____ Title: _____

PO# (Or write N/A): _____

Please sign and email to Claudia Mendiola at cmendiola@axon.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

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Axon Internal Use Only		
		SFDC Contract #:
		Order Type:
		RMA #:
		Address Used:
		SO #:
Review 1	Review 2	
Comments:		

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 27, 2020
	<u>Agenda Section</u>	13

Discussion Item: Assembly Direction Regarding State Lobbyist Professional Services Agreement

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

Amount Budgeted:

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

Account Number(s):

	XXXXX XXX XXXX
--	----------------

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

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

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

<input type="checkbox"/>	Attorney
--------------------------	----------

<input type="checkbox"/>	Insurance
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ATTACHMENTS: 1. Lobbyist Agreement

RECOMMENDATION MOTION:

None. Discussion item only.

SUMMARY STATEMENT:

It was recently brought to the Manager's attention that the Borough's professional services agreement with our State Lobbyist, Ray Matiashowski, expired on October 31, 2019. The contract has language that allows the parties to extend the agreement by mutual consent up to three

additional one-year terms. By default, that is what occurred between 2019 and 2020. Rather than just bringing the contract to the Assembly for another one-year extension, the Manager felt it necessary to ask the Assembly for direction, just as was done the last time the contract with our municipal attorney expired.

Administration just wanted to have a conversation with the Assembly about this prior to bringing action for consideration. Staff has not yet had a formal conversation with the Lobbyist about his interest in renewing the contract. Administration assumes he intends to continue the relationship as he is actively engaged in working on items for the Borough at this time.

PROFESSIONAL SERVICES CONTRACT

THIS PROFESSIONAL SERVICES AGREEMENT is entered into between the City and Borough of Wrangell (CBW), PO Box 531, Wrangell, AK 99929, and Ray Matiashowski & Associates (RM&A), PO Box 24034, Douglas, AK 99824, on this 28th day of November 2018.

Recitals

- A. CBW has a need of professional lobbying services, and
- B. RM&A offers expertise and knowledge in socio-political and government matters in the State of Alaska, and
- C. CBW desires to make a continued use of RM&A's services in these areas and engage RM&A to render these services, and
- D. RM&A desires to perform these services based on the terms and conditions hereinafter set forth:

Therefore, in consideration of the mutual terms and conditions set forth below, the parties agree as follows:

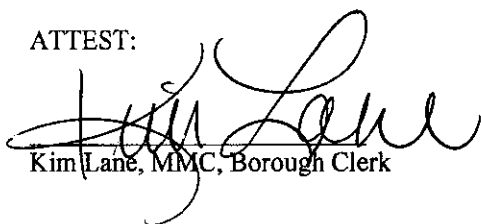
- 1. Term of Contract: CBW employs RM&A for State of Alaska consultative, legislative and administrative lobbying activities for the term of one year beginning on November 1st of 2018 through October 31th of 2019. The CBW may extend the contract by mutual consent of both parties for up to three one year terms.
- 2. Compensation: CBW shall pay RM&A \$36,000 for its services as follows: \$3,000 each month for the term of this agreement. Payment shall be made to RM&A upon presentation of an appropriate invoice. Included in each monthly invoice shall be billings for any travel and other incidental costs which are in addition to the base monthly amount: local transportation, photocopying, long distance telephone charges, overnight mail and postage. Any travel outside the Juneau metropolitan area, including meals, lodging and plane fare, shall be billed to CBW. Such travel shall not be taken unless authorized by CBW.
- 3. Deliverables:
 - A. Meet with CBW staff and assembly once a year in the fall to talk about the upcoming legislative session, the CBW's capital list and other issues that relate to the legislature and the borough's goals.
 - B. Provide e-mail or verbal communication to the Borough Manager or other appropriate staff during the legislative session to update and notify of pending items of interest to CBW.
 - C. Communicate and advise when it would be appropriate for the Mayor, Manager or other staff members to come to Juneau to talk to our representative or senator and to provide testimony when necessary.
 - D. If a conflict arises about the lobbying effort with another client that would not be in the best interest of CBW, RM&A is required to notify the Borough Manager immediately to discuss the issue and come up with a solution.
 - E. Provide the CBW with suggestions on how we can improve our lobbying effort so we are more effective.
 - F. At the end of the session provide the CBW with a written summary report of various bills that may affect the CBW. This report is due by July 1 of each year.
- 4. Termination: This agreement shall remain in full force and effect for the term herein specified unless terminated or annulled by either party upon thirty days' notice in writing.

5. No assignability: This agreement is purely and solely with RM&A. RM&A shall have no right to assign, transfer, pledge or otherwise affect the agreement, nor any interest thereunder, nor any of the monies due or to become due by reason of the terms therein.
6. Waivers, Modification, or Alterations: Any waiver or modification of any of the provisions of this agreement or the terminations thereof, shall be in writing and signed by both parties.
7. Venue: This agreement shall be governed by the laws of the State of Alaska.
8. Independent Contractor: Neither this agreement, nor anything contained herein, shall be construed to extend to RM&A the right to act as agent for CBW or to grant to RM&A any power of attorney, whether actual, or apparent, or implied. RM&A shall remain throughout the performance of this agreement as an independent contractor.

CBW employs RM&A for State of Alaska consultative, legislative and administrative lobbying activities and to advise management on all matters as defined by mutual agreement to render such services pertinent thereto in accordance with such instructions as may from time to time be given by CBW. RM&A shall report and be responsible to the CBW. RM&A shall devote its best effort and such time as shall be necessary and consistent with the provisions of this agreement. CBW hereby contracts and employs RM&A beginning November 1, 2018 and ending October 31, 2019 unless extended or shortened by mutual consent.

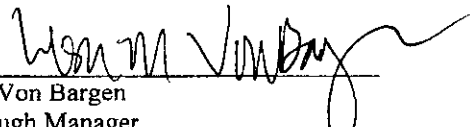
WHEREFORE the parties have entered into this agreement the date and year first above written.

ATTEST:


Kim Lane, MMC, Borough Clerk

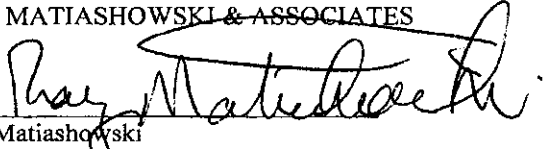
OWNER:

City and Borough of Wrangell

By: 
Lisa Von Barga
Borough Manager

CONTRACTOR:

RAY MATIASHOWSKI & ASSOCIATES

By: 
Ray Matiasowski