



City and Borough of Wrangell
2021-08-24 Work Session & Borough Assembly Meeting
AGENDA

Tuesday, August 24, 2021
6:00 PM

Location: Zoom Teleconference

Due to the increased positive COVID cases in the community, the **Tuesday, August 24, 2021, Work Session and Regular Assembly meeting (starting at 6:00 PM) will be held by Zoom Teleconference.**

For PERSONS TO BE HEARD: Cyni Crary, Acting Borough Clerk will maintain a Persons to be Heard Sign-up Sheet for Persons who wish to call in and speak under this item. If you would like to speak at the meeting, **please contact Cyni Crary at 907-874-3699 or email cyni@nolancenter.org by 4:00 PM on the day of the meeting, so that your name can be added to the list of Persons to be Heard.**

To Join by Computer:

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

And Enter the Meeting ID: **907 874 2381**

Then Enter Password: **99929**

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

a. Public Safety Building Alternatives

1. CALL TO ORDER

a. PLEDGE OF ALLEGIANCE led by Assembly Member Patty Gilbert

b. CEREMONIAL MATTERS

2. ROLL CALL

3. PERSONS TO BE HEARD - Section WMC 3.05.040 (C) states that: The chair may call to order any person who is breaching the peace or being disorderly by speaking without recognition, engaging in booing or catcalls, speaking vulgarities, name calling, personal attacks, or engaging in other conduct which is determined by the chair to be disruptive of the meeting. Any person so disrupting a meeting of the assembly may be removed and barred from further attendance at the meeting unless permission to return or remain is granted by a majority vote of the assembly.

a. Emailed Correspondence from Bob Lippert

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 July 27, 2021 Regular Assembly Meeting
- [b.](#) Minutes of the August 11, 2021 Special Assembly Meeting
- [c.](#) Approval of the Final Plat of the M.S.C. Subdivision and ROW Vacation
- [d.](#) Approval of Final Plat of Emde Replat
- [e.](#) Approval of Final Plat of D&P Ellis Subdivision
- [f.](#) CORRESPONDENCE: School Board Action from the August 16, 2021 Regular Meeting

7. BOROUGH MANAGER'S REPORT

- [a.](#) SE Senior Services 4th Quarter 2021 Report
- [b.](#) Economic Development Department Report
- [c.](#) Wrangell Police Department Report July 2021
- [d.](#) Capital Projects Department Report with CIP Capital Projects Schedule

8. BOROUGH CLERK'S FILE

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

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

- [a.](#) **ORDINANCE No. 1005** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING SECTION 15.12.035 PERMITS, SECTION 15.12.050 METER DEPOSITS, SECTION 15.12.055 ELECTRICAL CONNECTION FEES, SUBSECTION 15.12.065(G), AND EXTENSION POLICIES, SUBSECTION 15.12.140(D) DISCONTINUANCE OF SERVICE, AND SECTION 15.12.240 USE OF POLES IN THEIR ENTIRETY AND ESTABLISHING A NEW PROCESS FOR FEES IN CHAPTER 15.12, ELECTRICITY, OF THE WRANGELL MUNICIPAL CODE
- [b.](#) **ORDINANCE No. 1007** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING CHAPTER 20.28 OF THE ZONING CODE TITLED RR-1 DISTRICT – RURAL RESIDENTIAL SECTION 20.28.040 CONDITIONAL USES BY ADDING CONDOMINIUMS IN AREAS WITH CITY SEWER AND WATER AS A NEW CONDITIONAL USE
- [c.](#) **ORDINANCE No. 1008** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 5.03, FISCAL PROVISIONS GENERALLY, AND ADDING SECTION 5.03.001, SET-OFFS PRIOR TO DISBURSEMENTS, IN CHAPTER 5.03, OF THE WRANGELL MUNICIPAL CODE

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- [a.](#) **EMERGENCY ORDINANCE NO. 1010** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCE 1003 AND REENACTING THE REQUIREMENT OF FACE COVERINGS IN CERTAIN INDOOR SETTINGS, AND THE PENALTY IN THE WRANGELL MUNICIPAL CODE, AND STRONGLY URGING OTHER MITIGATION ACTIONS

- b. **RESOLUTION No. 08-21-1603** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE NEW PERMANENT JOB DESCRIPTION OF THE DEPUTY BOROUGH MANAGER AND AMENDING THE NON-UNION WAGE & GRADE TABLE
- c. **RESOLUTION NO. 08-21-1604** AMENDING THE FY 2022 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY TRANSFERRING \$6,694.40 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY
- d. **RESOLUTION No. 08-21-1605** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 1A, 1B, AND 1C, ETOLIN-SPRUCE SUBDIVISION, WRANGELL RECORDING DISTRICT
- e. **ORDINANCE No. 1009** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3, ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL
- f. Approval of Change Order No. 3 in the amount of \$91,002.19 to Ketchikan Ready Mix & Quarry, Inc. for Water Mains Replacement Project

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

15. EXECUTIVE SESSION

16. ADJOURNMENT

MEMORANDUM

TO: Lisa Von Barga, Borough Manager
Honorable Mayor and Members of the Assembly

FROM: Amber Al-Haddad, Capital Facilities Director

SUBJECT: Public Safety Building Improvement Alternatives

DATE: August 18, 2021

PROJECT BACKGROUND

In early March 2021, the Borough reviewed alternatives to renovate the existing Public Safety Building (PSB) and construct a new Public Safety Building. At that time the Assembly requested we pursue obtaining rough order of magnitude (ROM) costs for a variety of renovation and new construction alternatives, as follows:

- Alternative One - Renovate/Repair existing PSB with one contract with multiple phases over two years' time.
- Alternative Two – Renovate and repair existing PSB with multiple contracts over a ten-year period.
- Alternative Three - Construct a new PSB with the Corrections/Jail facility constructed as a separate, stand-alone building (assumes construction at 310 Bennett Street after the old Wrangell Medical Center hospital building is demolished).
- Alternative Four - Construct a new PSB with the Fire Hall constructed as a separate, stand-alone building (assumes construction at 310 Bennett Street after the old Wrangell Medical Center hospital building is demolished).

In early May, we received a fee proposal from AMC Engineers to develop these various project ROM costs. With further direction from the Assembly, a revised fee proposal was received from AMC Engineer in late June related to adding another project cost option as follows:

- Alternative Five - Renovate and repurpose the existing structure of the former Wrangell Medical Center building as a new home for the existing Public Safety Building tenants and City Hall tenants as the existing structure allows for each tenant's programmatic space requirement. This option would exclude the Fire Department from this structure and include an estimate for a new construction of a separate stand-alone Fire Hall building adjacent to the renovated former WMC as the new PSB.

PROJECT ALTERNATIVES NOTES

1. Phased Single Projects involve only one solicitation and procurement process, selecting one contractor for a multi-year project (i.e. a two-year construction project, potentially with some phases overlapping).
 - Phased single projects have the benefit from consolidated overhead and thus are generally less costly.
2. Phased Multi Projects involve multiple solicitations and procurements, with the potential to select a different contractor for each project. Projects would be developed to solicit and award for construction as project funding becomes available.
 - The coordination of tenant relocations with completion of multiple phases may require more time to get each project to 100% completion prior to starting a new phase with a separate contractor.
 - Conflicts that arise at the overlap between phases may be more challenging to resolve with the potential to have different contractors for each project. Potential to create unclear accountability.
 - Phased multiple projects cost will be the conglomerate of all contracts in the time frame in which they bid, each with separate mobilization and other costs associated with separated contracts. Overall procurement costs are increased by the increase in number of projects.
3. In an effort to understand how many tenants could be accommodated in a repurposing of the former Wrangell Medical Center structure, programmatic space requirements for potential tenants were shared with AMC Engineers. We provided them with:
 - Requirements from the State of Alaska Court System.
 - Requirements from the US Customs and Border Patrol.
 - Fire Station drawings for a Fire Hall design comparable to what may be appropriate to accommodate Wrangell's Fire Department needs, including new Apparatus Bays.
 - For the Police Department, it was suggested to maintain a similar space as they now have, including DMV and TSA Precheck.
 - The American Correctional Association manual for Small Jail Facilities as recommended by the State of Alaska Dept. of Corrections.
 - For City Hall, it was suggested to maintain a similar space as they now have with a small amount of added space and the possibility of increasing Assembly Chambers by up to fifty percent.

If additional Borough operations could be included within the former WMC repurposed structure, those would also be explored.

ALTERNATIVES COST REVIEW

AMC will update the construction cost estimate from November 2020 to reflect current construction cost trends. Unit costs and development of cost estimates for the five alternatives will be similar to that used for the new building construction cost developed in the November 2020 so that the same cost assumptions are utilized throughout.

AMC's fee to update the November 2020 ROM cost and develop the ROM costs for each of the five alternatives listed above is \$142,233. Of this total, the fifth alternative, the renovate and repurpose the existing structure of the former Wrangell Medical Center building, is \$60,193 and includes a site visit by each discipline to perform an assessment of the existing WMC building for the purpose of reusing the building.

The ROM cost for each alternative will assume a construction start of Spring 2023. AMC's detailed fee proposal is attached.

NEXT STEPS

- Assembly chooses project alternatives(s) for which to develop ROM costs
- AMC prepares ROM costs for those alternatives selected
- Assembly chooses preferred alternative to design and construction
- Architectural & Engineering Design - Request for Qualifications (RFQ) developed and released for competitive solicitation
- Award of Architectural & Engineering design contract
- Solicit for Construction contract following design completion

ATTACHMENT

AMC Engineers June 24, 2021 Building Assessment Survey fee proposal, Rev. 1



701 East Tudor Road, Suite
Anchorage, AK 99503 | 907.257.9100

2215 Midway Ln, Suite 200
Bellingham, WA 98226 | 360.255.7235

amc-engineers.com

Item a.

24 June 2021

Ms. Amber Al-Haddad
Capital Facilities Director
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

via email: aal-haddad@wrangell.com

RE: Wrangell Public Safety Building Replacement and Repair Options (20813)

Subject: Building Assessment Survey Fee Proposal, Rev. 1

Dear Amber:

This fee proposal is in response to your request for architectural and engineering services for the Replacement and Repair Options of the Wrangell Public Safety Building (PSB), located in Wrangell, Alaska. The building houses Wrangell's Police Department, Jail/Correctional Facility, Fire Department with Apparatus Bay, Indoor Shooting Range, Department of Motor Vehicles, TSA Pre-Check, US Customs and Border Patrol, and the State of Alaska Court System - Wrangell District. The building has been in operation for thirty-two years and is in need of significant repair and renovation work.

Our scope of services is based upon the 23 February 2021 Wrangell Public Safety Building, PSB, Assessment report and discussions with you on 4 May 2021 regarding options for consideration for moving the project forward, including follow-up conversations on 16 June 2021 to include an additional option (Option #6). AMC Engineers will provide Mechanical and Electrical services and will be the Prime Consultant. Our selected subcontractors included:

- Northwind Architects for architectural services.
- PND Engineers for structural and civil services.
- Estimations Inc. for estimation of probable construction costs.

The following understanding is the basis for our Scope of Services.

The six (6) different project cost ROM options will be developed:

Option 1: Demolition of the old Wrangell Medical Center, WMC. Construction of a new PSB at the location of the old Wrangell Medical Center, WMC. This option was estimated under the Feb. 2021 report with Nov. 2020 cost estimate. The estimate will be updated to reflect current construction cost trends.

Option 2: Demolition of the old Wrangell Medical Center, WMC. Construction of a new PSB at the location of the old Wrangell Medical Center, WMC excluding the fire department services. Include estimate for a separate new fire department, stand-alone, fire department building adjacent to the new the PSB.

Option 3: Demolition of the old Wrangell Medical Center, WMC. Construction of a new PSB at the location of the old Wrangell Medical Center, WMC excluding the detention, jail, correctional department services. Include estimate for a separate new Wrangell City and Borough corrections center, jail, building with separate male and female sections, adjacent to new

the PSB. This building would not be administrated by the SOA Public Safety or the Alaska Court System.

Option 4: Renovate/repair existing PSB using one construction contract with multiple phases.

Option 5: Renovate/repair existing PSB using multiple construction contracts over a 10 year period.

Option 6: Renovate/repurpose the old Wrangell Medical Center (WMC) to house the existing Public Safety Building PSB tenants, and City Hall tenants if the existing structure allows for each tenant's programmatic space requirement excluding the fire department services from this structure. Include an estimate for a separate new stand-alone fire department building adjacent to the renovated former WMC as the new PSB.

The project cost estimates will contain the following elements:

1. The cost estimating will be like the new building developed in the November 2020 cost estimates, so that the same cost assumptions are utilized.
2. Separate fire department or corrections center building will be at the old WMC site.
3. The project cost estimates to include related construction, administration, and project costs including:
 - 3.1. Demolition and Construction ROM estimate of probable construction costs.
 - 3.2. Architectural and engineering (AE) design, permit, bid, CA, Cx, Record documents costs.
 - 3.3. City of Wrangell administration costs including Special Inspections.
 - 3.4. Moving tenants from existing to new buildings and/or spaces.
 - 3.5. Furniture, Fixtures, and Equipment, FFE.
 - 3.6. Phasing costs, including tenant temporary locations with services, for either one phased contract or multiple repair contracts of the existing PSB.
 - 3.7. Assume construction starting in Spring of 2023.

Other assumptions include:

1. Options narrative and cost estimate deliverables in PDF format to you will include:
 - 1.1. 90% draft narrative with project options ROM cost estimate documents for conference call review meeting.
 - 1.2. Final documents incorporating 90% revisions necessary to address review comments.
2. A site visit will be needed for all disciplines to perform an assessment of the existing WMC for the purposes of reusing the building for the PSB as outlined in Option #6. An assessment report outlining modifications required to repurpose the WMC for the PSB will be provided and used as the basis for the cost estimate in Option #6.
3. Systems will be selected by us with consideration given to all advance criteria provided. We will exercise reasonable engineering judgment in the selection of systems and approaches.
4. Energy or economic analysis will not be required.

Fee Proposal:

We propose to provide the assessment services indicated per the attached 24 June 2021 Fee Proposal on a Time and Expense (T&E) basis.

Additional services including the following will be performed on a Time and Expense (T&E) basis unless other arrangements are made.

1. Additional services such as changes in project scope, delays, printing, and other impacts.
2. Formal meetings and other meetings not directly required for supporting our report and estimates.
3. Additional site visits, conference, or video-conference calls.

A portion of expenses and other costs will be charged monthly.

Our Standard Terms and Conditions apply to all services and our 2021 Rate Schedule applies to all additional services.

This agreement is between AMC Engineers and you. There are no third party beneficiaries to this agreement.

Flexibility

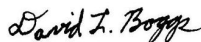
This is our current understanding of the scope and effort required for this project. We remain flexible and can work with you to adjust the scope, modify our list of deliverables, discuss the schedule, and negotiate our fee accordingly.

Thank you for contacting us on this project. If this proposal is acceptable as written, your written acknowledgment would be appreciated.

We look forward to working with you.

Sincerely,

AMC ENGINEERS

 Digitally signed by
David L. Boggs
Date: 2021.06.24
10:54:17-08'00'

David L. Boggs, PE

Principal Mechanical Engineer

Attachment PDF file, 10 pages with following bookmarked documents:

- 24 June 2021 AMC Fee Proposal Summary with discipline breakdown, 1 page
- AMC Mechanical fee proposal, 1 page
- AMC Electrical fee proposal, 1 page
- Architectural, NorthWind Architects fee proposal, 2 pages
- Structural and Civil PND fee proposal, 4 pages
- Cost estimating, Estimations fee proposal, 1 page

Project Number: 20813
Project Code: WRANGPSB
Prepared by: DLB/KAC

Date: 24-Jun-2021
Approved by: D. Boggs

WRANGELL PUBLIC SAFETY BUILDING OPTIONS

Fee Proposal, Revision 1 - Option 6

Summary of Services

	Labor	Expenses	Total
Mechanical & PM	\$26,500	\$2,100	\$28,600
Electrical	\$16,580	\$2,100	\$18,680
AMC Labor & Expenses	\$43,080	\$4,200	\$47,280
Sub-Consultants	Labor	Expenses	Total
Architectural, NWA	\$32,200	\$750	\$32,950
Civil & Structural, PND	\$34,710	\$1,683	\$36,393
Cost Estimator, Estimations	\$17,200	\$0	\$17,200
	\$84,110	\$2,433	\$86,543
10% Markup on Sub-Consultants Labor	\$8,410		
Grand Total	\$135,600	\$6,633	\$142,233

Cost Difference with Option 6

	Labor	Expenses	Total
4 June 2021 Fee Proposal =	\$82,040	\$0	\$82,040
Cost adder for Option 6 =	\$53,560	\$6,633	\$60,193

Basic Assumptions

This fee proposal is in response to your request for architectural and engineering services for the Wrangell Public Safety Building Replacement and Repair Options.

We propose to provide the services indicated above and clarified in the attached Fee Proposal letter with attachments dated 24 June 2021 on a Time and Expense (T&E) basis. This proposal has been revised from our 4 June 2021 proposal to include Option 6 described below.

Option 6: Renovate/repurpose the existing Wrangell Medical Center (WMC) to house the existing PSB tenants, and City Hall tenants if the existing structure allows for each tenant's programmatic space requirement excluding the fire department services from this structure. Include an estimate for a separate new stand-alone fire department building adjacent to the renovated former WMC as the new PSB.

This is our current understanding of the scope and effort required for this project. We remain flexible and can work with you to adjust the scope, modify our list of deliverables, discuss the schedule, and negotiate our fee accordingly.

Thank you for selecting AMC Engineers to work with you on this project!

Project Number: 20813
 Project Code: WRANGPSB
 Prepared by: DLB/KAC

Date: 18-Jun-21

Mechanical - PSB Options

TASKS	ENGR 8	ENGR 7	ENGR 6	ENGR 5	ENGR 4	ENGR 3	ENGR 2	CAD	ADMIN
Project startup & scope w/ client	1.0								1.0
Code & Standards Reviews	1.0			2.0					
Existing documents review	3.0			4.0					
Option #6 Site Travel/Assessment				24.0					1.0
Assessment Report of old WMC	2.0			6.0					1.0
Options Assessment/Recommendations	3.0			6.0					
New FD & Corrections Building	2.5			2.0					
Cost Estimate coordination	3.0			6.0					
Narrative	3.0			6.0					3.0
Design Team mgts	4.0			4.0					
Client meeting and reviews	6.0			6.0					
Mech QA/QC	1.0								
PM Refine Options & Team Approach	12.0								
PM Develop & issue Draf & Final Reports	8.0								2.0
PM Project closeout	1.0								1.0
Overall Team Project Management	9.0								1.0
Hour Totals:	59.5	0.0	0.0	66.0	0.0	0.0	0.0	0.0	10.0
Billing Rate:	\$225.00	\$215.00	\$200.00	\$185.00	\$175.00	\$160.00	\$145.00	\$125.00	\$90.00
Billing Subtotals:	\$13,388	\$0	\$0	\$12,210	\$0	\$0	\$0	\$0	\$900
Total Phase Fee									\$26,500

Project Number: 20813
 Project Code: WRANGPSB
 Prepared by: DLB/KAC

Date: 18-Jun-21

Electrical - PSB Options

TASKS	ENGR 8	ENGR 7	ENGR 6	ENGR 5	ENGR 4	ENGR 3	ENGR 2	CAD	ADMIN
Project startup & scope w/ client	1.0								1.0
Code & Standards Reviews	3.0								
Existing documents review	4.0								
Option #6 Site Travel/Assessment	24.0								1.0
Assessment Report of old WMC	5.0								1.0
Options Assessment/Recommendations	5.0								
New FD & Corrections Building	5.0								
Cost Estimate coordination	5.0								
Narrative	6.0								2.0
Design Team mgts	4.0								
Client meeting and reviews	6.0								
Elec QA/QC	1.0								
Refine Options & Team Approach	0.5								
Develop & issue Draft & Final Reports	0.5								2.0
Project closeout	0.5								1.0
Hour Totals:	70.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0
Billing Rate:	\$225.00	\$215.00	\$200.00	\$185.00	\$175.00	\$160.00	\$145.00	\$125.00	\$90.00
Billing Subtotals:	\$15,863	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$720

Total Phase Fee \$16,580



**Wrangel Public Safety Facility
Strategic Replacement Analysis**
Rev. June 18, 2021

Task	Time (hours)
Wrangel Public Safety Building - Option 1	
Demolish WMC	
New WDPS	
Program Coordination, Plan Diagram	16
Technical Narrative	8
Post-review updates	4
Wrangel Public Safety Building - Option 2	
Demolish WMC	
New DPS, Less Fire Department	
New Fire Department next to New DPS	
Program Coordination, Plan diagram	16
Technical Narrative	8
Post-review updates	4
Wrangel Public Safety Building - Option 3	
Demolish WMC	
New WDPS, Less Jail	
New Wrangel Correction Center	
Program Coordination, Plan diagram	16
Technical Narrative	10
Post-review updates	4
Wrangel Public Safety Building - Option 4	
Renovate/Repair existing PSB, one contract, multiple Phases	
Program Development, Plan diagram	8
Technical Narrative	8
Post-review updates	4
Wrangel Public Safety Building - Option 5	
Renovate/Repair existing PSB, Multiple contracts over 10 year period	
Program Development, Plan diagram	8
Technical Narrative	8
Post-review updates	4
Wrangel Public Safety Building - Option 6	
Renovate WMC, less fire department. Construct new fire hall on site identified.	
Program Development, plan w/ City Hall in WMC. New FD.	24
Technical Narrative, reno of WMC, and New FD building	8
Post-review updates	4
Site visit + travel time, overnight	16
WMC Conditions document; support renovation for new pr (Coordinated with other consultants)	24
Site use diagram development (all new sites)	8

Document Development; format coordination

4

Review Meetings

Scope and programing clarifications

4

Internal Review meeting

4

90% review meeting

4

Final review meeting.

4

Hours	Time and Expense	230
Billing rate/hr	\$	140.00
Subtotal on time	\$	32,200.00

Travel expense

Air fare

\$ 500.00

Hotel

\$ 250.00

Total

\$ 32,950.00



June 22, 2021

PND 20J053

Dave Boggs, P.E.
 AMC Engineers
 701 E. Tudor Rd. Ste 250
 Anchorage, AK 99503

Re: Wrangell Public Safety Building
 Cost Estimate Assistance and Condition Assessment
 Structural and Civil Engineering Proposal

Dear Dave:

PND Engineers, Inc. (PND) appreciates the opportunity to provide this proposal for the Wrangell Public Safety Building (WPSB). We understand that AMC is looking at several options for renovating or replacing the facility.

Scope of Services:

PND's scope of work will include assisting with developing structural and civil conceptual narratives, reviewing conceptual level cost estimates, and attending conference calls with the owner. The conceptual level cost estimates will be performed by Estimations, Inc. We anticipate the cost estimates for the demolition and new construction will be based on gross square footage of the buildings. Additional cost estimating assistance will likely be required for civil site development and geotechnical investigations. Assumptions for renovating the old Wrangell Medical Center (WMC) are included below.

The options that will be estimated include:

- 1) Demolition of old WMC. Construction of new WPSB at site of old WMC.
- 2) Demolition of old WMC. Construction of new WPSB at site of old WMC. New WPSB will consist of two separate stand-alone structures; fire station in one structure and remaining facility in separate structure.
- 3) Demolition of old WMC. Construction of new WPSB at site of old WMC. New WPSB will consist of two separate stand-alone structures; detention center in one structure and remaining facility in separate structure.
- 4) Renovate existing WPSB with one contract with multiple phases.
- 5) Renovate existing WPSB with multiple contracts over a 10-year period.
- 6) Renovation of old WMC and construction of new a stand-alone fire station adjacent to old WMC. Old WMC will be renovated for tenants of existing WPSB (except fire station) and City Hall tenants.

The following scope of work has been assumed for Option 6:

- a. Site visit for condition assessment of old WMC is included in this proposal. Condition assessment by Design Southeast dated 05-01-2018 will be used as a basis for our condition assessment. Condition assessment report documenting observations will be provided.
- b. Timber pile inspection at old WMC is included in this proposal. Timber piles will be individually sounded and checked with an ultrasonic meter where accessible. Condition assessment report will include results of pile inspection.
- c. Review existing interior walls of old WMC and verify which are load bearing and or shear walls versus which are non-load bearing and non-shear walls. It is very likely that it will not be possible to determine this for all interior walls during this site visit and a follow-up full as-built survey would be required during a schematic design phase if this option is selected.

Condition assessment report will identify which walls are non-load bearing and non-shear walls and could be demolished without structural retrofit. This proposal does not assume that the interior of the building needs to be completely gutted for a complete program change.

- d. Brief seismic assessment of old WMC including an ASCE 41 Tier 1 analysis. It is likely the structure does not meet modern seismic code and a renovation could trigger a full seismic retrofit.

Fee Proposal: PND proposes to perform this work on a Time and Expenses basis and have prepared the attached breakdown of fees for your consideration. We estimate fees will be approximately \$13,440 for the proposed scope in Options 1 through 5. We estimate fees will be approximately \$22,953 for the proposed scope in Option 6.

Please let us know if we have perceived your needs adequately or whether you desire modifications to our proposal. We look forward to working with AMC and CBW on this project.

Sincerely,
PND Engineers, Inc. | Juneau Office



Brian Nielsen, P.E., S.E.
Senior Engineer



Dick Somerville, P.E.
Vice President

Attachment

PND Engineers, Inc.
Wrangell Public Safety Building - Structural and Civil Cost Estimate Assistance
Options 1 through 5
Engineering Services Fee Proposal - June 22, 2021
PND Proposal No. 20J053



Scope of Services

<div><div>P</div><div>N</div><div>D</div></div> <div>Scope of Services</div>	PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer IV	PND Senior Engineer III	PND Staff Engineer VI	PND Staff Engineer IV	PND Land Surveyor III	PND Tech VI	PND Tech V	PND CAD Designer VI	Line Item Costs	Task Subtotal Costs
	\$210.00	\$175.00	\$165.00	\$140.00	\$130.00	\$110.00	\$125.00	\$130.00	\$115.00	\$115.00		
Engineering Design Services												
1. Conference calls with owner (3)		6	6								\$2,040	\$13,440
2. Internal team meetings (2)		4	4								\$1,360	
3. Structural narratives		8									\$1,400	
4. Civil narratives	2		16								\$3,060	
5. Assist and review civil and geotech cost estimates by Estimations, Inc	2		16	8							\$4,180	
6. Review structural cost estimates by Estimations, Inc		8									\$1,400	
Total Estimated Manhours	4	26	42	8								
Estimated Third Party & Reimbursable Expenses												
No site visits												
Admin Fee	None											
TOTAL ESTIMATED FEE (T&E)												\$13,440

PND Engineers, Inc.
Wrangell Public Safety Building - Structural and Civil Cost Estimate Assistance
Option 6
Engineering Services Fee Proposal - June 22, 2021
PND Proposal No. 20J053



Scope of Services

Scope of Services	PND Senior Engineer VII	PND Senior Engineer V	PND Senior Engineer IV	PND Senior Engineer III	PND Senior Engineer II	PND Staff Engineer IV	PND Land Surveyor III	PND Tech VI	PND Tech V	PND CAD Designer VI	Line Item Costs	Task Subtotal Costs
	\$210.00	\$175.00	\$165.00	\$155.00	\$145.00	\$110.00	\$125.00	\$130.00	\$125.00	\$115.00		
Engineering Design Services												
1. Site Visit		4			36				2		\$6,170	\$21,270
2. Seismic Assessment		8			24						\$4,880	
3. Structural Condition Assessment Report		8			32						\$6,040	
4. Civil narratives	2		4								\$1,080	
5. Assist and review civil and geotech cost estimates by Estimations, Inc	2		4	4							\$1,700	
6. Review structural cost estimates by Estimations, Inc		8									\$1,400	
Total Estimated Manhours	4	28	8	4	92	0	0	0	2	0		
Estimated Third Party & Reimbursable Expenses												
Site Vist Airfare JNU - WRG	1 RT at \$600										\$600	\$1,683
Site Visit Lodging	3 nights at \$250 per night										\$750	
Site Visit Food	3 days at \$60 per day										\$180	
Expenses Mark up	10%										\$153	
TOTAL ESTIMATED FEE (T&E)												\$22,953

Fee Proposal

June 17, 2021

David Boggs
AMC Engineers
701 East Tudor Road, Suite 250
Anchorage, AK 99503

Re: Wrangell Public Safety Building - Building Replacement and Repair Options

Dave,

We can provided you with cost estimating services for this project for the fees, outlined below. We have based our proposal on scope of work dated 27May21.

Please Allow 2 week for us to develop drafts for your review.

Item	Admin Rate	\$100.00	Estimator \$90.00	Sr Estimator \$180.00	Totals			
Option 1 - Demo WMC, Construct new PSB at Location of WMC - Cost estimate update								
Update estimate	1	\$100	\$0	8	\$1,440	9	\$1,540	
Option 2 - Demo old WMC, Construct new PSB at location of WMC, excluding the fire department services. Include estimate for a separate new fire department, sandalone, adjacent to new PSB.								
Demo WMC	1	\$100	\$0	2	\$360	3	\$460	
New PSB No Fire Dept	1	\$100	\$0	12	\$2,160	13	\$2,260	
New Fire Dept Building	1	\$100	\$0	12	\$2,160	13	\$2,260	
Option 3 - Demo old WMC, Construct new PSB at location of WMC, excluding the detention, jail department services.Include estimate for a separate Wrangell City and Borough corrections center.								
Demo WMC - Same at in 2	1	\$100	\$0	1	\$180	2	\$280	
New PSB no detention, jail	1	\$100	\$0	12	\$2,160	13	\$2,260	
New WCB Correction Center	1	\$100	\$0	12	\$2,160	13	\$2,260	
Option 4 - Renovate/Repair Existing PSB in one Contract with multiple phases.	1	\$100	\$0	12	\$2,160	13	\$2,260	
Option 5 - Renovate/Repair Existing PSB in one Contract with multiple phases.	1	\$100	\$0	4	\$720	5	\$820	
Option 6 - Renovate WMC 29KSF	1	\$100	\$0	12	\$2,160	13	\$2,260	
Review Conference Call		\$0	\$0	3	\$540	3	\$540	
Total Fees	10	\$1,000	0	\$0	90	\$16,200	100	\$17,200

Sincerely,



Jay Lavoie

From Bob Lippert Re: Work Session on August 11th (Borough Manager Goal Setting and Assistant Manager Position Discussion)

I ask and encourage the Assembly to not consider the creation of a Assistant City Manager position. I do not comprehend how a town of 2500 people with limited tax base has a need for this position. Adding more highly paid city government positions has not accomplished very much of value in the past with positions such as the Capital Facilities Director. This position has a top salary of \$100,152 while the city manager position has a top salary of \$111,093, I assume the assistant city manager position would fall somewhere within this pay range.

How can we as the tax payers of Wrangell continue to support the creation of these positions?

Why do we need an Assistant City Manager?

Is this position being created for a particular person as many people seem to have suspicions is the case?

If all of our current well paid and well benefitted city directors and manager cannot accomplish the duties required of their positions maybe this is what should be addressed rather than adding another layer of bureaucracy funded by the citizens of Wrangell.

With sincere concerns,

Bob Lippert

#1 Evergreen Pk

Minutes of Regular Assembly Meeting

Held on July 27, 2021

Vice-Mayor Gilbert called the Regular Assembly meeting to order at 6:00 p.m., July 27, 2021, in the Borough Assembly Chambers. Assembly Member Howe led the pledge of allegiance, and the roll was called.

PRESENT: COURSON, POWELL, HOWE, DALRYMPLE, GILBERT

ABSENT: MORRISON, PRYSUNKA

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

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Mr. William Burr, WPSD Superintendent introduced himself to the Assembly.

AMENDMENTS TO THE AGENDA

Von Bargaen asked that Item 13f to convey land to Mr. Woodbury and Mr. Matney and Item 13i to approve a New Cell Tower Land Lease be postponed.

Von Bargaen also asked that the Assembly agree to a Special Assembly meeting on August 10, 2021, to address these two items as well as a couple of other items. There were no objections to a Special Assembly meeting.

CONFLICT OF INTEREST

Courson declared a conflict of interest to the Executive Session item since his wife is an employee of the City. Gilbert ruled that Courson did have a conflict. There were no objections from the Assembly.

CONSENT AGENDA

- a. Minutes of the June 22, 2021, Regular Assembly Meeting
- b. Minutes of the July 13, 2021 Special Assembly Meeting
- c. Approval of Final Plat of the Merritt Replat, a replat of Lot 5-A, of a replat with Lot 5, within Block 24 of Wrangell Townsite, according to Plat 78-1; and Lot 5-B1 of L&A Subdivision, according to Plat 2002-3, creating Lot A, Merritt Replat, zoned Multi-Family, requested by Brian Merritt

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

BOROUGH MANAGER'S REPORT

Manager Von Bargaen's report was provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Powell stated that he would like a written report on the Manager's goal setting.

MAYOR AND ASSEMBLY APPOINTMENTS – None.PUBLIC HEARING

11a ORDINANCE No. 1004 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT Y2, TRACT Y, U.S.S. 2321 FROM LIGHT INDUSTRIAL TO RURAL RESIDENTIAL 1

Vice-Mayor Gilbert declared the Public Hearing open on this item.

There were no persons to speak on this item.

Vice-Mayor Gilbert declared the Public Hearing closed.

M/S: Powell/Howe to approve Ordinance No. 1004. Motion approved unanimously by polled vote.

UNFINISHED BUSINESS – None.NEW BUSINESS

13a ORDINANCE No. 1005 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING SECTION 15.12.035 PERMITS, SECTION 15.12.050 METER DEPOSITS, SECTION 15.12.055 ELECTRICAL CONNECTION FEES, SUBSECTION 15.12.065(G), AND EXTENTION POLICIES, SUBSECTION 15.12.140(D) DISCONTINUANCE OF SERVICE, AND SECTION 15.12.240 USE OF POLES IN THEIR ENTIRETY AND ESTABLISHING A NEW PROCESS FOR FEES IN CHAPTER 15.12, ELECTRICITY, OF THE WRANGELL MUNICIPAL CODE

M/S: Powell/Courson to approve first reading of Ordinance No. 1005 and move to a second reading with a Public Hearing to be held on August 24, 2021. Motion approved unanimously by polled vote.

13b EMERGENCY ORDINANCE No. 1006 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCES 976, 980, 985, 994, and 1003 AND REENACTING THE ADOPTION OF INTERNATIONAL AND INTERSTATE TRAVEL TESTING MEASURES

M/S: Powell/Howe to approve Emergency Ordinance No. 1006. Motion approved unanimously by polled vote.

13c ORDINANCE No. 1007 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING CHAPTER 20.28 OF THE ZONING CODE TITLED RR-1 DISTRICT – RURAL RESIDENTIAL SECTION 20.28.040 CONDITIONAL USES BY ADDING CONDOMINIUMS IN AREAS WITH CITY SEWER AND WATER AS A NEW CONDITIONAL USE

M/S: Powell/Courson to approve first reading of Ordinance No. 1007 and move to a second reading with a public hearing to be held on August 10, 2021. Motion approved unanimously by polled vote.

13d ORDINANCE No. 1008 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 5.03, FISCAL PROVISIONS GENERALLY, AND ADDING SECTION 5.03.001, SET-OFFS PRIOR TO DISBURSEMENTS, IN CHAPTER 5.03, OF THE WRANGELL MUNICIPAL CODE

M/S: Powell/Courson to approve first reading of Ordinance No. 1008 and Move to a Second Reading with a Public Hearing to be held on August 24, 2021. Motion approved unanimously by polled vote.

13e RESOLUTION No. 07-21-1598 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE SOLID WASTE FUND TRANSFERRING \$15,000 FROM SOLID WASTE FUND RESERVES TO THE SOLID WASTE FUND ADMINISTRATION PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR ATTORNEY FEES AND COSTS ASSOCIATED WITH OBTAINING A CERTIFICATE OF CONVENIENCE AND NECESSITY FROM THE RCA (REGULATORY COMMISSION OF ALASKA) FOR GARBAGE COLLECTION

M/S: Powell/Courson to approve Resolution No. 07-21-1598. Motion approved unanimously by polled vote.

13f This item was postponed under Amendments to the Agenda.

RESOLUTION No. 07-21-1599 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE CONVEYANCE OF PUBLIC LANDS, LOT 6A, BLOCK 61, AMENDED INDUSTRIAL PARK SUBDIVISION III (PLAT NO. 2001-7), AS REPLATTED PER WOODBURY-INDUSTRIAL REPLAT, ZONED INDUSTRIAL, TO BRETT WOODBURY AND MIKE MATNEY

13g RESOLUTION No. 07-21-1600 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2022 BUDGET IN THE CAPITAL IMPROVEMENTS PROJECT FUND BY ACCEPTING HARBOR FACILITY MATCHING GRANT AMENDMENT NO. 2 FROM THE ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES IN THE AMOUNT OF \$80,728.27 AND AUTHORIZING ITS EXPNEDITURE FOR THE SHOEMAKER HARBOR REPLACEMENT PROJECT

M/S: Powell/Howe to approve Resolution No. 07-21-1600.

Motion approved unanimously by polled vote.

13h RESOLUTION No. 07-21-1601 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE CAPITAL IMPROVEMENTS PROJECT FUND BY ACCEPTING THE GULF OF ALASKA PINK SALMON DISASTER RELIEF GRANT IN THE AMOUNT OF \$46,276 AND AUTHORIZING ITS EXPENDITURE FOR THE SHOEMAKER BAY HARBOR NET FLOAT REPLACEMENT PROJECT

M/S: Howe/Powell to approve Resolution No. 07-21-1601. Motion approved unanimously by polled vote.

13i This item was postponed under Amendments to the Agenda.

Approval of a Cell Tower Land Lease for Lot 12, 13, and 14 Block 5, according to the Official Plat, USS 2127, with Vertical Bridge to Allow a New Cellular Tower

13j Approval to Amend the Tideland Lease in the Shoemaker Bay Harbor Parking Lot with Vertical Bridge to Allow a New Cellular Tower and Expansion of the Property

M/S: Powell/Courson to approve to Amendment of the Tideland Lease in the Shoemaker Bay Harbor Parking Lot with Vertical Bridge to Allow a New Cellular Tower and Expansion of the Property.

In response to Gilbert on questions on this request, Joel Aro with Lynx Consulting, Inc. stated that he is not the project manager for this project but stated that, in looking at the drawings for the Shoemaker project, it looks like the request is to expand the site area to construct a new cell tower; would not be 5G, would be LTE.

Gilbert questioned if there was a limit to how many additional carriers could add onto the tower; asked that when they sublease and add antennas to the tower, what about the combined affect; is there a way to gauge the combined affect?

Von Bargaen stated that we could add a non-ionizing radiation report clause to the lease that should address this.

Motion approved unanimously by polled vote.

13k Approval of the Parks & Recreation Employee Handbook

M/S: Powell/Courson to approve the Parks & Recreation Employee Handbook. Motion approved unanimously by polled vote.

13l Approval to Convey Two Fire Department Vehicles to the Wrangell Volunteer Fire Association for Divestiture

M/S: Powell/Courson to Approve Conveying Two Fire Department Vehicles to the Wrangell Volunteer Fire Association for Divestiture.

Fire Chief Bunn explained that in the past, the Wrangell Volunteer Fire Department has purchased vehicles for the department; would like to upgrade these two vehicles.

Motion approved unanimously by polled vote.

13m Approval of FY22 Marine General & Wharfinger Legal Liability & Excess Liability Insurance Policy with Traveler's Property Casualty Co. of America through Petersburg-Wrangell Insurance in the Amount of \$27,075

M/S: Powell/Courson to Approve FY22 Marine General & Wharfinger Legal Liability & Excess Liability Insurance Policy with Traveler's Property Casualty Co. of America in the Amount of \$27,075. Motion approved unanimously by polled vote.

13n Approval of FY22 Property, Auto, Liability, and Workers Compensation Insurance Renewal with Alaska Public Entity Insurance (APEI) through Wrangell-Petersburg Insurance in the Amount of \$397,923.83

M/S: Courson/Powell to Approve FY22 Property, Auto, Liability, and Workers Compensation Insurance Renewal with Alaska Public Entity Insurance (APEI) through Wrangell-Petersburg Insurance in the Amount of \$397,923.83. Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15a Executive Session: Collective Bargaining Update

M/S: Powell/Howe Pursuant to AS 44.62.310 (c)(3), I move to approve that we go into Executive Session, and invite the Borough Collective Bargaining Team, Borough Manager and Attorney, to discuss and provide an update of the status of the Collective Bargaining Negotiations, a matter "which by law, municipal charter, or ordinance" is required to be confidential. Assembly Member Courson did not participate in the Executive Session and left City Hall when the Assembly convened into Executive Session.

Motion approved unanimously by polled vote.

Regular Assembly meeting recesses at 7:34 p.m.

Regular Assembly meeting reconvened at 7:52 p.m.

Regular Assembly meeting adjourned at 7:52 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Special Assembly Meeting
Held on August 11, 2021

Mayor Prysunka called the Special Assembly meeting to order at 6:00 p.m., August 11, 2021, held in the Borough Assembly Chambers

PRESENT: PRYSUNKA, HOWE, DALRYMPLE, GILBERT, MORRISON, COURSON, POWELL

ABSENT:

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Caleb Vierkant, Sentinel Reporter stated that he is leaving Wrangell and wanted to say goodbye; moving down south to be closer to family.

Rosemary Ruoff, resident spoke in opposition to the new Cell Transmission Tower at the landfill area; stated that she didn't trust the numbers that the professionals were giving; also said "build the tower, but please build it somewhere else".

CONFLICT OF INTEREST

Gilbert declared a potential conflict of interest on item 5b (HVAC upgrades for the School). Prysunka stated that he did not see a conflict because there was no financial gain and no relationship with that contractor. There were no objections from the Assembly.

UNFINISHED BUSINESS

5a Approval of a Cell Tower Land Lease for Lot 12, 13, and 14 Block 5, according to the Official Plat, USS 2127, with Vertical Bridge to Allow a New Cellular Tower

M/S: Powell/Morrison to Approve Cell Tower Land Lease for Lots 12, 13, and 14, Block 5, according to the Official Plat, USS 2127, with Vertical Bridge to Allow a New Cellular Tower.

Julei Campos, Lynx Consulting (representing Vertical Bridge) stated that the calculations provided at the Planning & Zoning Commission were calculated with the assumption of multiple carriers co-located on the tower.

Gilbert stated that the proposed contract does not appear to have language so that CBW would have control over the cumulative effect for any subleases; Gilbert asked that cumulative language be added to the lease agreement, to address all carriers who use the tower.

Gilbert also stated that the proposed contract does not address radio frequency interference with our EMS, Fire, Law Enforcement, or private individual stammers; will there be a potential for "dead spots"?

In response to Gilbert, Ms. Campos stated that for a carrier to co-locate on the tower, they are required by law to get any permits from the municipality; once received, a NTP (Notice to Proceed) will be issued.

Also, in response to Gilbert, Ms. Campos stated that all carriers operate on the FCC spectrum; frequencies do not interfere with each other since they will be on different frequencies; essentially

everyone (AT&T, Version, radio, etc.) has their own spectrum frequency that they operate on; therefore, they will not interfere with each other; however, there will be a study done on the existing radio tower and on the proposed tower frequencies to ensure there is no interference.

Gilbert also asked if there would be amplification (constructive interference) coming off the tower and also, who does the testing to ensure that they meet FCC guidelines.

In response to Gilbert, Ms. Campos stated that if all parties are operating within their spectrum (which by law, that is the only spectrum they are licensed to use), there should be no interference.

Prysunka questioned that after the tower goes up, if there is some interference, that would be mitigated, correct?

Ms. Campos stated that yes, there should be an interference clause in the agreement.

Prysunka asked the Borough Manager to ensure that the clause was in fact in the agreement and that the agreement had the language for what people would need to do if they wanted to lodge a complaint on interference.

Gilbert asked what the industry standard was on industry standard on sublease rents, Ms. Campos stated that there would be a master lease agreement that would state what the amount would be; they are pre-negotiated and are all different; Vertical Bridge would disclose the lease amount to the City.

Fire Chief Bunes stated that he had no concerns with interference.

Motion approved unanimously by polled vote.

5b Approval of Use of FY21 Maintenance Funding by Wrangell Public Schools in the Amount of \$70,906 for HVAC Control Upgrades

M/S: Gilbert/Powell to Approve the use of Maintenance Funding by Wrangell Public School District for HVAC Control Upgrades in the amount of \$70,906. Motion approved unanimously by polled vote.

NEW BUSINESS

6a Approval to Amend the Cell Tower Lease Agreement with Vertical Bridge, at the Wastewater Treatment Plant Area to Modify the Legal Description to Approve the Proposed Guywire Configuration

M/S: Powell/Gilbert to Approve to Amendment of the Cell Tower Lease Agreement at the Water Treatment Plant Area to modify the legal description to approve the proposed Guywire configuration. Motion approved unanimously by polled vote.

6b Approval of a Sole Source Procurement in Conformance with Section 5.10.050(F) of the Wrangell Municipal Code from Phase 4 Design, Inc. for Telex Dispatch Console System Upgrade in the Amount of \$35,795.10

M/S: Howe/Morrison to Approve a Sole Source Procurement in Conformance with Section 5.10.050(F) of the Wrangell Municipal Code from Phase 4 Design, Inc. for Telex Dispatch Console System Upgrade in the Amount of \$35,795.10. Motion approved unanimously by polled vote.

6c Approval of a Contract with Tamico, Inc. in the Amount of \$64,000 for the Shoemaker Bay Harbor Net Float Replacement

M/S: Morrison/Gilbert to Approve a Contract with Tamico, Inc. in the amount of \$64,000 for the Shoemaker Bay Harbor Net Float Replacement. Motion approved unanimously by polled vote.

6d Approval of a Contract Award to Johnson's Building Supply in the Amount of \$55,686 for the Shoemaker Bay Harbor Net Float Lumber and Hardware Procurement

M/S: Gilbert/Howe to Approve a Contract with Johnson's Building Supply in the amount of \$55,686 for the Shoemaker Bay Harbor Net Float Lumber and Hardware Procurement. Motion approved unanimously by polled vote.

6e Approve the Purchase of a Portable Loading Ramp with a Cost Not to Exceed \$30,000

M/S: Powell/Morrison to Approve the Purchase of a Portable Loading Ramp with a Cost Not to Exceed \$30,000.

Amber Al-Haddad explained that this is the ramp to accommodate the Bailer; found a \$27,000 ramp and also an \$18,000 ramp; trying to find the best ramp for what we need it for.

Motion approved unanimously by polled vote.

6f Approval of a Contract Award to NK Electric for the Secondary 3-Phase Power for Baler Equipment Project in the Amount of \$20,500

M/S: Gilbert/Morrison to Approve a Contract Award to NK Electric for the Secondary 3-Phase Power for Baler Equipment Project in the amount of \$20,500. Motion approved unanimously by polled vote.

6g Approval of the Purchase of 3-Phase Electrical Components from Stusser Electric Company in the Amount of \$12,584 for the Solid Waste Transfer Station Upgrades Project

M/S: Morrison/Powell to Approve the Purchase of 3-Phase Electrical Components from Stusser Electric Company in the amount of \$12,584 for the Solid Waste Transfer Station Upgrades Project. Motion approved unanimously by polled vote.

6h **RESOLUTION NO. 08-21-1602** AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND AND CIP FUND TRANSFERRING \$4,748 FROM GENERAL FUND RESERVES TO THE CIP FUND FOR CITY PARK PAVILION FIREPLACE IMPROVEMENTS PROJECT AND AUTHORIZING EXPENDITURES

M/S: Gilbert/Dalrymple to Approve Resolution No. 08-21-1602.

Amber Al-Haddad stated that the large pavilion fireplace continues to degrade; this will allow the structural engineer to come to town to do an as-built of the structure and to identify any immediate needs.

Powell questioned why we are looking at paying someone to say that it needs to be replaced or rebuilt.

Von Barga stated that it is part of the Uniform Building Code; any commercial structure must be inspected by the State Fire Marshal and they will want to see the engineered plans to approve it.

Prysunka and Powell asked if a local contractor could take a look at the structure to see what the next course of action should be.

M/S: Gilbert/Morrison to postpone this item. Motion approved unanimously by polled vote.

Special Assembly meeting adjourned at 7:13 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	6

Approval of the Final Plat of the M.S.C. Subdivision and ROW Vacation

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 MSC Subdivision;

RECOMMENDATION MOTION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

The Final Plat of the M.S.C. Subdivision and ROW Vacation is a subdivision and replat of Lot 4BB-1 of W.S.I Subdivision II; Lot 3 of Sortyard Subdivision; and the vacation of a portion of Silvernail Work Road, creating Lots A and B of M.S.C Subdivision, zoned Waterfront Development, requested by the City and Borough of Wrangell. This subdivision has been forthcoming since 2018. Funding

was providing in the FY21 budget for the survey. During a resubdivision of the Bay Company properties and adjacent alleyway, discussion also centered around the platted right-of-way (ROW) of Silvernail Work Road as it traverses adjacent to the Bay Company property and through the Marine Service Center (MSC) yard, exiting the yard at Front Street. It is platted through an existing building that at the time of original decision, prior to the development of the MSC, it was to be removed. The actual driving lane for access through the MSC yard is not where the ROW was originally platted prior to construction of the MSC. The Port Commission and the Planning and Zoning Commission met several times to discuss jointly the vacation of the ROW and how the access easement should be platted. The easement starts at 60' wide behind the Nolan Center and per code requirement provides access to the back area of City Market and The Bay Company and to the MSC yard through the current gated entrance. The proposed easement then narrows and turns into a 30' access easement where the actual driving lanes are located. The Port utilizes the areas adjacent to the easement for lease, work area or storage.

Typically, when a ROW is vacated, half of the ROW goes to each adjacent landowner, however in this case, the Borough created the ROW before the construction of the MSC and per the attorney, the Borough retains ownership. The Assembly previously approved the vacation of the ROW in April 2015. The boundary lines for former Lot 3 abutting Front Street are being eliminated and the land area will now be part of the larger port lot area since two lease sites were located within the lot and the easement traversed across a corner of the lot. In addition, a separate lot is being created for the Cold Storage structure. This will provide a legal lot with necessary access should the Borough in the future seek and be able, per grant requirements, to dispose of the asset.

NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPEAT AND SUBSIDE LOT 48B-1 OF W.S.I. SUBDIVISION II (PLAT 2003-9) AND LOT 3 OF SORTIARD SUBDIVISION (PLAT 2001-3). VACATE A PORTION OF SILVERMAIL WORK ROAD, AND CREATE A UTILITY AND ACCESS EASEMENT.
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. CENTURINE MA MONUMENTS WERE USED TO CONTROL THE FRONT STREET ROW WIDTH, THE CENTURINE MONUMENTS ALONG THE SOUTHERN AND OF FRONT STREET RESET DURING THE FRONT STREET REVITALIZATION PROJECT IN 2010 DID NOT AGREE WITH RECORDS AND WERE NOT FIELD SET. THE TABLE LOCATED ON SHEET 2 FOR LOCATION INFORMATION.
5. REFERENCE THE FOLLOWING WITHIN THE WAPMECEL RECORDING DISTRICT:
 - PLAT 858 (A.W.L.C. RESUBDIVISION)
 - PLAT 2001-3 (SORTIARD SUBDIVISION)
 - PLAT 2003-1 (W.S.I. SUBDIVISION)
 - PLAT 2003-2 (NOLAN SUBDIVISION)
 - PLAT 2003-9 (W.S.I. SUBDIVISION II)
 - PLAT 2009-1 (BAY COMPANY REPLAT)
 - PLAT 2019-1 (BAY COMPANY REPLAT & ALTY VACATION II)

OWNERSHIP STATUS

1. LOT 4BB-1, W.S.I. SUBDIVISION II (CITY & BOROUGH OF WRANGELL)
2. LOT 3, SORTYARD SUBDIVISION (CITY & BOROUGH OF WRANGELL)

PROPOSED OWNERSHIP

1. LOT A, M.S.C. SUBDIVISION & R.O.W. VACATION (CITY & BOROUGH OF WRANGELL,
2. LOT B, M.S.C. SUBDIVISION & R.O.W. VACATION (CITY & BOROUGH OF WRANGELL,

PREVIOUS LOT AREAS

1. LOT 48B-1, W.S.I. SUBDIVISION (443,005 SQ. FT) (10.17 ACRES)
2. LOT 3, SORTYARD SUBDIVISION (26,524 SQ. FT) (0.609 ACRES)

NEW LOT AREAS

1. LOT A, M.S.C. SUBDIVISION & R.O.W. VACATION (478,524 SQ. FT.)(10.985 ACRES)
2. LOT B, M.S.C. SUBDIVISION & R.O.W. VACATION (25,876 SQ. FT.)(0.594 ACRES)

PREVIOUS LOT ZONING

1. LOT 48B-1, W.S.I. SUBDIVISION (WATERFRONT DEVELOPMENT)
2. LOT 3, SORTYARD SUBDIVISION (WATERFRONT DEVELOPMENT)

NEW LOT ZONING






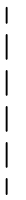




1. LOT A, M.S.C. SUBDIVISION & R.O.W. VACATION (WATERFRONT DEVELOPMENT)
2. LOT B, M.S.C. SUBDIVISION & R.O.W. VACATION (WATERFRONT DEVELOPMENT)

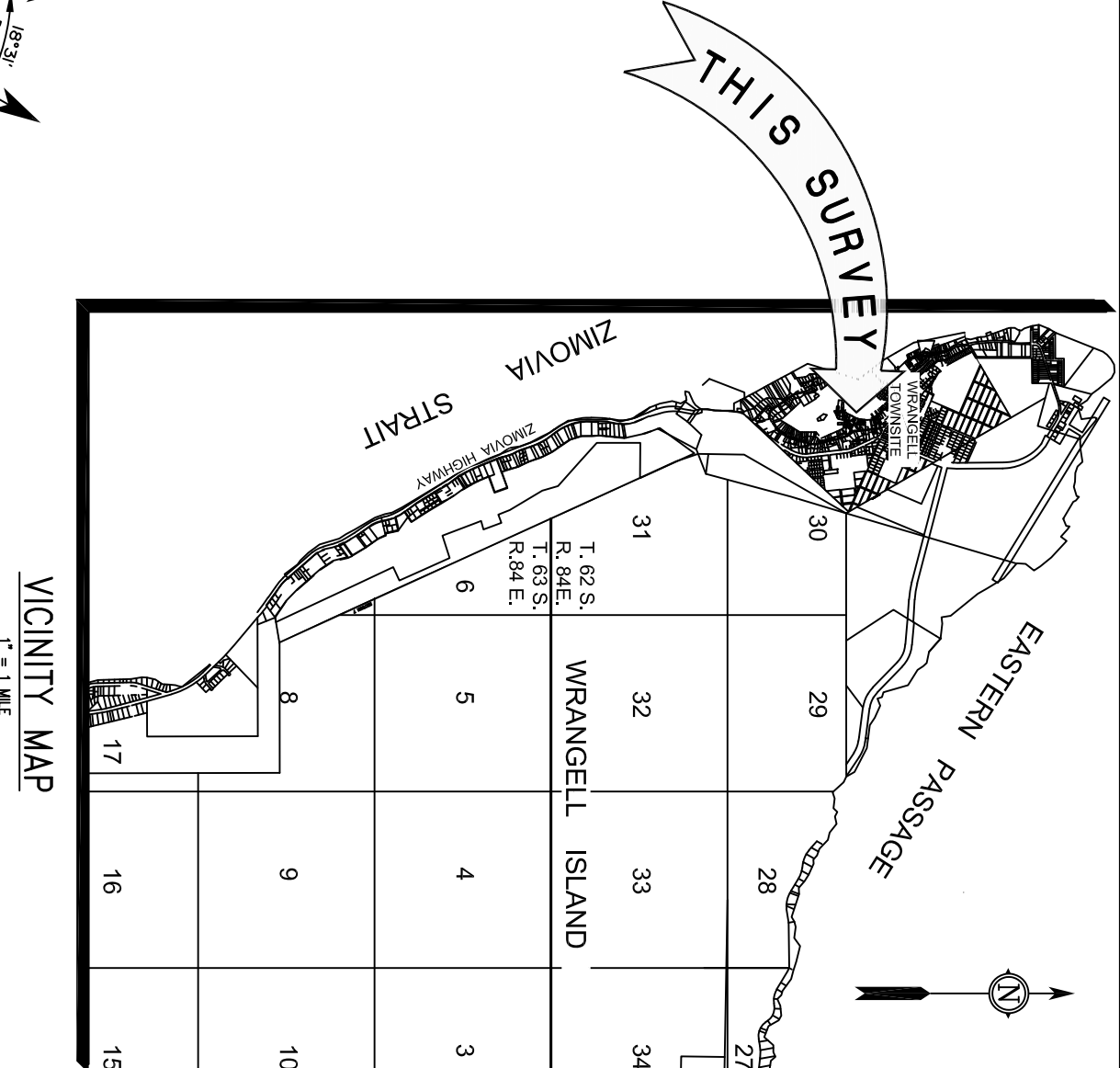
BASIS OF BEARING

BEARINGS DOWN ARE MAD. 83(2011)[EPCH: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. SOFTWARE. LOCAL PLANE BEARINGS ARE ORIENTED TO TRUE GEODETIC NORTH AT LAT: 45.667251, 16.602 LONG: -113.207255, 74.019. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

LINE TABLE		
LINE	DIRECTION	LENGTH (FT)
L1	S 76°39.52' W (57°45.00' W)	65.50 (65.50)
L2	S 88°01.21' W (58°06.28' W)	36.68 (36.68)
L3	N83°37.52' W (58°33.46' E)	24.75 (24.75)
L4	55°47'08" E	22.44'

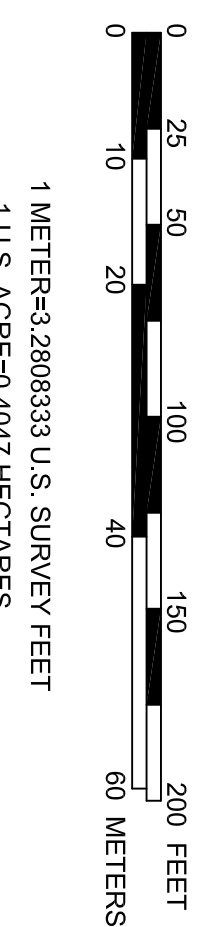
CURVE TABLE				
CURVE	DELTA	RADIUS	ARC CHORD	CH. BEARING
C1	6430.34"	65.00'	73.18'	69.38'
C2	13035.54"	1380.26'	291.93'	511152.05" W
C3	5125.49"	80.00'	71.81'	69.42'
				556.49/52" E

<u>LEGEND</u>	
	SECONDARY MONUMENT SET THIS SURVEY
	SECONDARY MONUMENT RECOVERED
	PRIMARY MONUMENT RECOVERED
	EASEMENT DEDICATED BY THIS PLAT
	EXISTING EASEMENT
	UNSURVEYED
	SURVEYED
	RECORD BOUNDARY LINE VACATED THIS PLAT
	CENTERLINE
	RECORD DATA
	MEASURED DATA



SCALE 1"=50'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



SHEET 1 OF 2

RAK ENGINEERING & CONSTRUCTION, INC.
 7180 REVILLA ROAD, SUITE 300
 KETCHIKAN, AK 99901
 WIRANSELL OFFICE
 WIRANSELL, AK 99929
 Phone: (907) 225-7917
 Fax: (907) 225-5441
 Phone: (907) 305-0320
 CERTIFICATE OF AUTHORIZATION #: C576

M.S.C. SUBDIVISION AND ROW VACATION

A SUBDIVISION AND REPLAT OF LOT 48B-1, OF M.S.I. SUBDIVISION II (PLAT 2003-9); LOT 3, OF SORTVARD SUBDIVISION (PLAT 2001-3); AND THE VACATION OF A PORTION OF SILVERMAIL WORK ROAD CREATING LOT 5 A AND B, OF M.S.C. SUBDIVISION, LOCATED WITHIN THE WRANGELL TOWNSITE (USS 1119), WRANGELL RECORDING DISTRICT, ALASKA

LOCATED WITHIN SECTION 30, TOWNSHIP 62 SOUTH, RANGE 84 EAST COOPER RIVER MERIDIAN, ALASKA WRANGELL RECORDING DISTRICT	
SUBMITTED BY: MCH DATE: JULY 2020 - JULY 2021	DRAWN BY: MCH DATE: OCTOBER 2020 - JULY 2021
SCALE: 1"=50'	CHECKED: CGP
R&M PROJECT NO: 202775.04	

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 RESERVATIONS, EASES, WAIVERS, CLAIMS 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, DUTY 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 HEREIN 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: _____.

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN WRITOUT BOOK _____ PAGE _____ DATED _____, 20____, AND THAT THE SAID HEREON HAS BEEN APPROXIMATELY RECORDED IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

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

CITY CLERK _____

**CERTIFICATE STATE OF ALASKA
(FIRST JUDICIAL DISTRICT)s**

I THE UNDERSIGNED AS THE PROPERTY TAX CLERK FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT THE RECORD IN MY POSSESSION, 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 SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ CHAIRMAN, PLANNING COMMISSION _____

SECRETARY _____

SURVEYOR'S CERTIFICATE

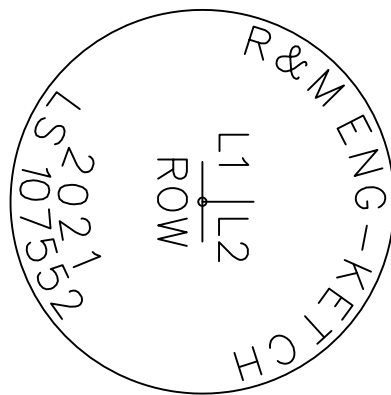
I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE _____

CHRISTOPHER G. PIBURN, PLS.# 107552



**TYPICAL SECONDARY MONUMENT
SET THIS SURVEY**



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

FOUND CORNER LOCATIONS

BEARINGS ARE FROM FOUND MONUMENT TO ACTUAL CORNER LOCATION		
MONUMENT #:	BEARING	DISTANCE
H&W #396	S 6°41'54" E	0.23'
H&W #397	N 8°02'43" E	0.22'
H&W #399	S 10°21'37" E	0.20'
H&W #400	S 15°46'33" W	0.22'
H&W #296	S 55°13'24" E	0.18'
H&W #295	S 55°50'38" E	0.25'

SHEET 2 OF 2

PSM
RAM ENGINEERING-KETCHIKAN, INC.
7180 REVILLA ROAD, SUITE 300
KETCHIKAN, AK 99901
Phone: (907) 225-7917
Fax: (907) 225-3441
WRANGELL OFFICE
P.O. BOX 2286
WRANGELL, AK 99929
Phone: (907) 305-0820
CERTIFICATE OF AUTHORIZATION #: G576

M.S.C. SUBDIVISION AND ROW VACATION

A SUBDIVISION AND REPLAT OF
LOT 48B-1, OF W.S.I. SUBDIVISION II (PLAT 2003-9);
LOT 3, OF SORTYARD SUBDIVISION (PLAT 2001-3);
AND THE VACATION OF A PORTION OF SILVERMAIL WORK ROAD,
CREATING
LOTS A AND B, OF M.S.C. SUBDIVISION,
LOCATED WITHIN THE WRANGELL TOWNSITE (USS 1119),
WRANGELL RECORDING DISTRICT, ALASKA

LOCATED WITHIN
SECTION 30, TOWNSHIP 62 SOUTH, RANGE 84 EAST
COPPER RIVER MERIDIAN, ALASKA
WRANGELL RECORDING DISTRICT
SURVEYED BY: MCH
DATE: JULY 2020 - JULY 2021
DRAWN BY: MCH
CHECKED: CGP
SCALE: 1"=50'
R&M PROJECT NO.: 202725_04

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	6

Approval of Final Plat of Emde Replat

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. Final Plat of the Emde Replat; 2. Aerial of lots

RECOMMENDATION MOTION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

The Emde Replat is a replat of a portion of Lot 14A, within Block 83 Wrangell Townsite; Lots 10A and 13A, within Block 83, Wrangell Townsite; and Lot 2 within Block 83A Tideland Addition (Plat 75-7), creating Lots A and B, Emde Replat, zoned Waterfront Development, requested by Janice Emde. The applicant is replatting four lots into two lots. Each lot will have a structure within the

lot boundaries. Each lot will have access and utilities from Peninsula Street. There are no building setback requirements in the Waterfront Development District.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AS THE OFFICIAL RECORD OF THE SUBDIVISION, AND THAT THE SAME SHALL BE A PUBLIC OR PRIVATE USE AS NOTED.

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 _____, KNOWN TO ME TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE SAME, AND THAT THE SAME WAS SIGNED AND DELIVERED TO ME BY HIM/HER/IT, AND THAT HE/SHE/IT WAS NOT UNDER ANY DURESS, COERCION, OR UNLAWFUL INFLUENCE, AND THAT HE/SHE/IT WAS 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

OWNERSHIP STATUS

1. PORTION OF LOT 13A, WITHIN BLOCK 83 (JANICE E. ENDE)
2. PORTION OF LOT 14A, WITHIN BLOCK 83 (JANICE E. ENDE)
3. PORTION OF LOT 10A, WITHIN BLOCK 83 (JANICE E. ENDE)
4. LOT 2, WITHIN BLOCK 83-A (JANICE E. ENDE)

PROPOSED OWNERSHIP

1. LOT "A", EMDE REPLAT (JANICE E. ENDE)
2. LOT "B", EMDE REPLAT (JANICE E. ENDE)

PREVIOUS LOT AREAS

1. PORTION OF LOT 13A, WITHIN BLOCK 83 (4,982 SQ. FT.)
2. PORTION OF LOT 10A, WITHIN BLOCK 83 (5,038 SQ. FT.)
3. PORTION OF LOT 10A, WITHIN BLOCK 83 (6,149 SQ. FT.)
4. LOT 2, WITHIN BLOCK 83-A (12,812)

NEW LOT AREAS

1. LOT "A", EMDE REPLAT (24,473 SQ. FT.) (0.562 ACRES)
2. LOT "B", EMDE REPLAT (6,508 SQ. FT.) (0.149 ACRES)

PREVIOUS LOT ZONING

1. LOT 2, BLOCK 83A (WATERFRONT DEVELOPMENT)
2. PORTION OF LOT 10A, BLOCK 83 (WATERFRONT DEVELOPMENT)
3. PORTION OF LOT 13A, BLOCK 83 (WATERFRONT DEVELOPMENT)
4. PORTION OF LOT 14A, BLOCK 83 (WATERFRONT DEVELOPMENT)

NEW LOT ZONING

LOT "A", EMDE REPLAT (WATERFRONT DEVELOPMENT)
LOT "B", EMDE REPLAT (WATERFRONT DEVELOPMENT)

NOTES

1. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
2. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
3. REFERENCE AK, ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 61995.
4. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - U.S. No. 1119 (WRANGELL TOWNSITE)
 - AT'S 83 (WRANGELL TIDELANDS ADDITION)
 - PLAT 73-8
 - PLAT 73-7
 - PLAT 73-6
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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, AS RECORDED IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA, 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
CITY CLERK _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

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

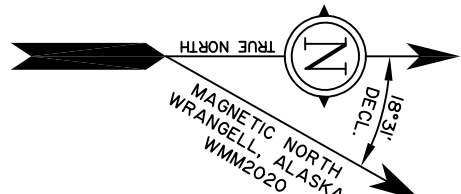
DATE _____ CHAIRMAN, PLANNING COMMISSION
SECRETARY _____

CERTIFICATE STATE OF ALASKA
(FIRST JUDICIAL DISTRICT) SS

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

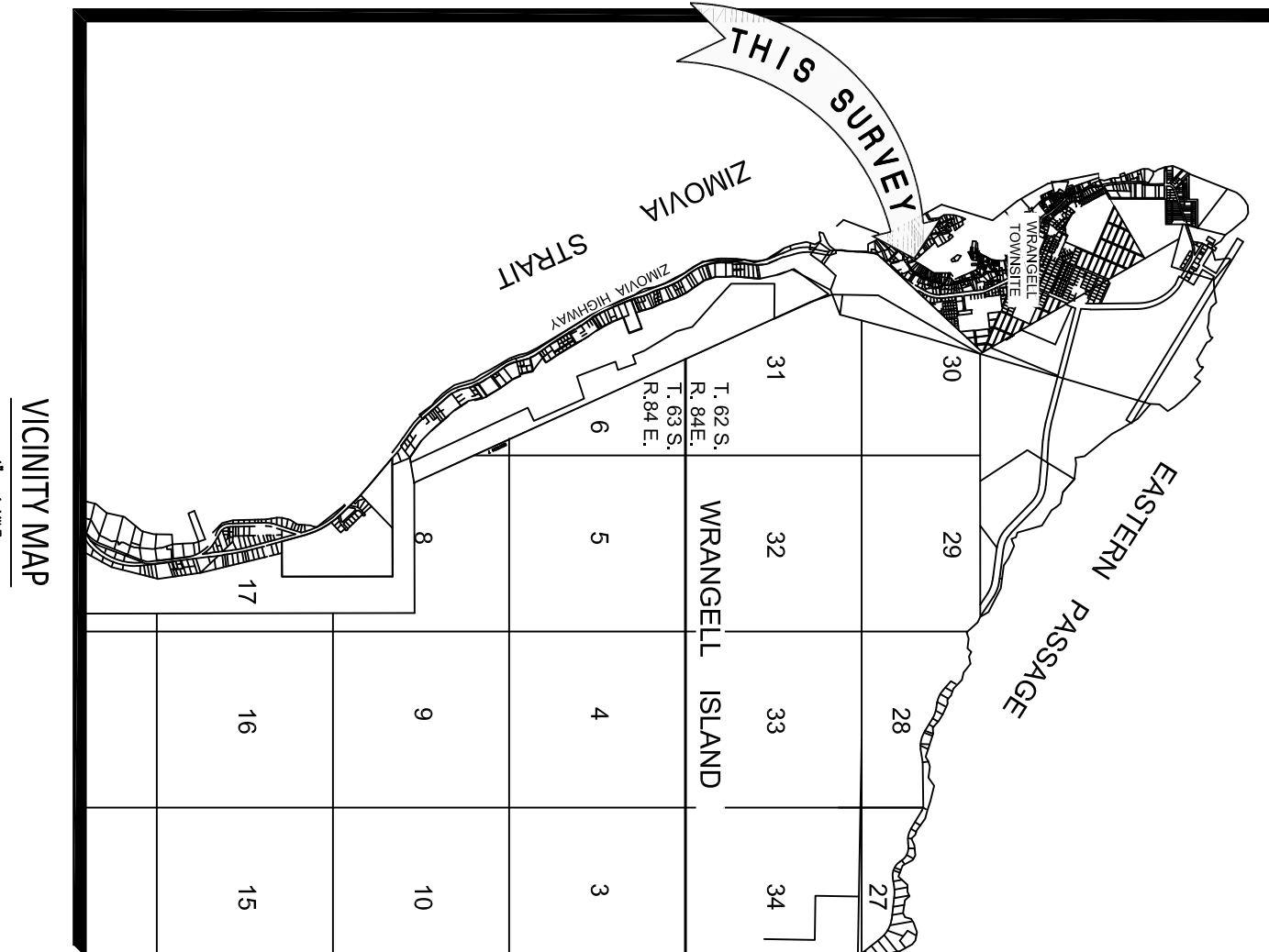
AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____.

ASSESSOR CITY AND BOROUGH OF WRANGELL



BASIS OF BEARING

BEARINGS SHOWN ARE IND. 8812011 (EPOCH 2010) GEODETIC BEARINGS
BASED ON THE STATE OF ALASKA'S GEODETIC DATUM 1983 (GDA83)
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
AT LAT: N65°25'11.6602" LONG: W132°20'55.74019" DISTANCES SHOWN ARE
REDUCED TO HORIZONTAL FIELD DISTANCES.



TYPICAL SECONDARY MONUMENT
SET THIS SURVEY

CITY AND BOROUGH OF WRANGELL, ALASKA

Item d.



1 inch = 208.333333 feet
37 e: 7/6/2021

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>	August 24, 2021
	<u>Agenda Section</u>	6

Approval of Final Plat of D&P Ellis Subdivision

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. Final Plat of the D&P Ellis Subdivision; 2. Aerial of lots

RECOMMENDATION MOTION:

Approved under the Consent Agenda.

SUMMARY STATEMENT:

D&P Ellis Subdivision is a subdivision and replat of Lot 8, Block 24A, Wrangell Tidelands Addition (Plat 65-87); and Lots 15, 16, and 17, Block 24, USS 1119, creating Lots A and B, zoned Waterfront Development, requested by owner Wrangell Boat Shop LLC. The applicant owns three lots along Case Avenue adjacent to one single tideland lot. The four lots are being subdivided to modify side

property lines so that structures are on a single lot and each upland lot is being combined with a portion of the tideland lot to create two lots. The final plat was approved by the Planning and Zoning Commission in September 2020. The delay in this moving forward had to do with obtaining the signature from the lien holder.

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, WAIVERS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ WRANGELL BOATSHOP, L.L.C.
DATE _____ PRINT NAME AND 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, DUTY 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 8, WITHIN BLOCK 24A OF TIDELANDS ADDITION TO WRANGELL TOWNSITE (PLAT 65-87), AND LOT 15, 16, AND 17 WITHIN BLOCK 24, OF WRANGELL TOWNSITE (U.S.S. No. 1119).
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. REFERENCE AC, ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 59009.
5. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - U.S.S. No. 1119 (WRANGELL TOWNSITE)
 - PLAT 65-87 (TIDELANDS ADDITION TO WRANGELL TOWNSITE)
 - BOOK 9, PAGE 496 - 498 (RIGHT-OF-WAY DESCRIPTION OF CASE AVENUE)
 - BOOK 4, PAGE 304 (SEWER PIPELINE EASEMENT ON LOT 17)
 - BOOK 4, PAGE 306 (SEWER PIPELINE EASEMENT ON LOT 16)
 - DEED 2007-000236-0
 - DEED OF TRUST 2017-000029-0

OWNERSHIP STATUS

1. LOT 8, WRANGELL TIDELANDS ADDITION (WRAGNELL BOATSHOP, L.L.C.)
2. LOT 15, WRANGELL TOWNSITE (WRAGNELL BOATSHOP, L.L.C.)
3. LOT 16, WRANGELL TOWNSITE (WRAGNELL BOATSHOP, L.L.C.)
4. LOT 17, WRANGELL TOWNSITE (WRAGNELL BOATSHOP, L.L.C.)

PROPOSED OWNERSHIP

1. LOT A, D&P ELLIS SUBDIVISION (WRAGNELL BOATSHOP, L.L.C.)
2. LOT B, D&P ELLIS SUBDIVISION (WRAGNELL BOATSHOP, L.L.C.)

PREVIOUS LOT AREAS

1. LOT 8, WRAGELL TIDELANDS ADDITION (24,811 SQ. FT)
2. LOT 15, WRANGELL TOWNSITE (2,957 SQ. FT)
3. LOT 16, WRANGELL TOWNSITE (3,479 SQ. FT)
4. LOT 17, WRANGELL TOWNSITE (6,716 SQ. FT)

NEW LOT AREAS

1. LOT A, D&P ELLIS SUBDIVISION (28,933 SQ. FT)(0.664 ACRES)
2. LOT B, D&P ELLIS SUBDIVISION (7,464 SQ. FT)(0.171 ACRES)

BASIS OF BEARING

BEARINGS SHOWN ARE NAD 83(2011) (NAD83-2010) GEODETIC BEARINGS, WHICH WERE OBTAINED FROM THE NATIONAL DATA CENTER, NATIONAL CENTER FOR GEODETIC INFORMATION, USING THE STATE-IDEALIZED SYSTEM TECHNOLOGY USING TRIANGLE (TR3.8.RD) RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER VERSION 4.1 SOFTWARE. LOCAL PLANE BEARINGS ARE ORIENTED TO TRUE GEODETIC NORTH AT LAT: N56°25'1.16602 LONG: W132°20'55.74019. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

LEGEND	
●	SECONDARY MONUMENT SET THIS SURVEY
○	SECONDARY MONUMENT RECOVERED
⊙	FOUND PRIMARY BRASS CAP MONUMENT
---	UNSURVEYED
---	SURVEYED
---	RECORD BOUNDARY LINE VACATED THIS PLAT
(XX)	CENTERLINE
---	RECORD DATA
XX	MEASURED DATA

LIEN HOLDER CERTIFICATE

WE HEREBY CERTIFY THAT WE ARE THE LIEN HOLDERS OF LOTS 15, 16, & 17 OF WRANGELL TOWNSITE, ACCORDING TO U.S.S. 1119, AND LOT 8 OF WRANGELL TIDELANDS SURVEY, ACCORDING TO PLAT 65-87, WITHIN THE WRANGELL RECORDING DISTRICT, AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND WITHOUT RESERVATION OF ANY RIGHTS, WAIVERS, ALLEYS, WAIVES, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ TONGASS FEDERAL CREDIT UNION
DATE _____ PRINT NAME AND 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, DUTY 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 _____.

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 STATE OF ALASKA
(FIRST JUDICIAL DISTRICT)s

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, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX OFFICIO RECORDER, WRANGELL, ALASKA.

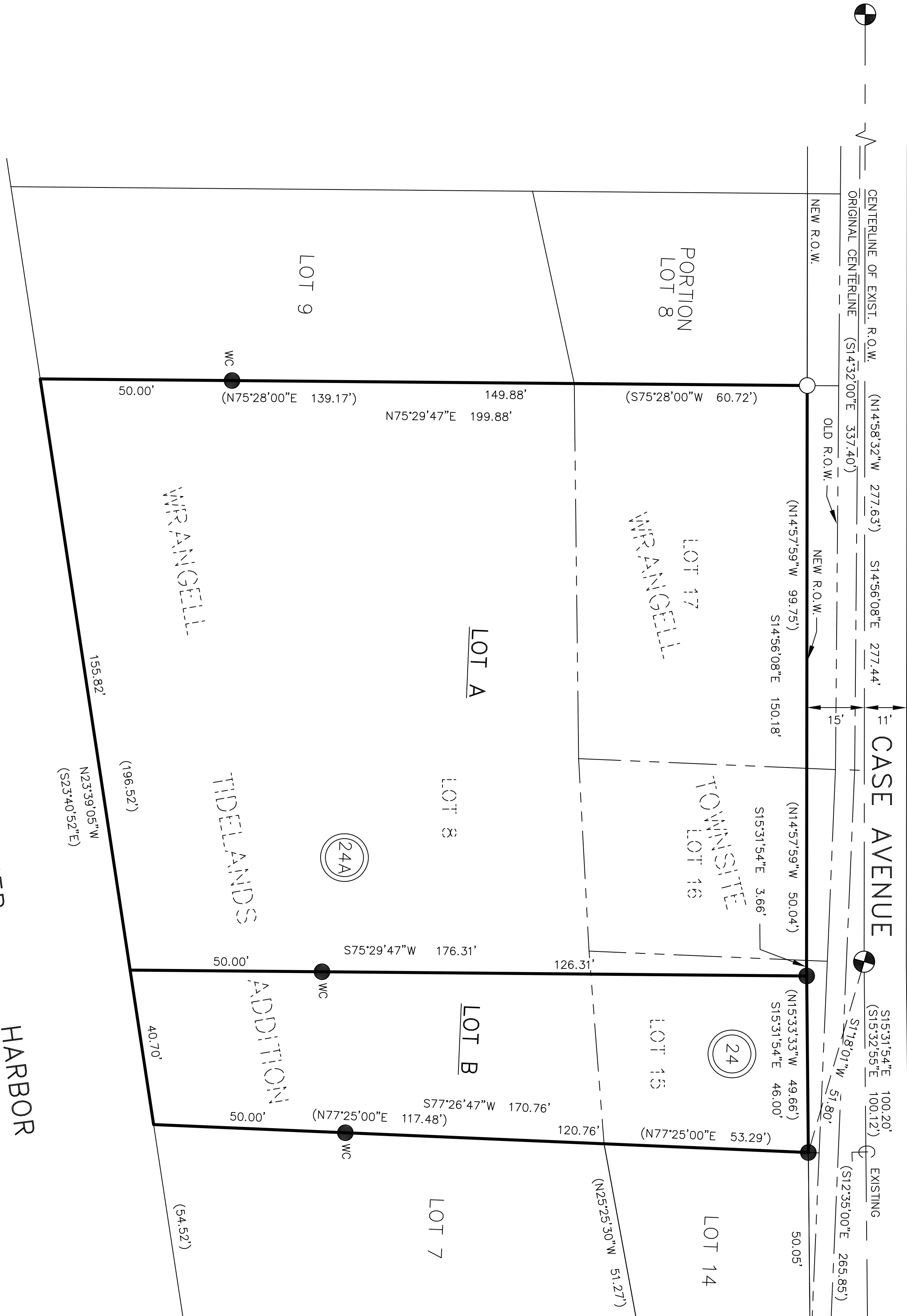
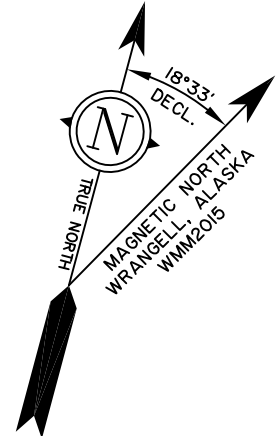
DATE _____ CHAIRMAN, PLANNING COMMISSION
SECRETARY _____

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 MONUMENT MADE BY ME OR UNDER MY DIRECT SUPERVISION THAT THE MONUMENTS SHOWN ON THIS PLAT HAVE BEEN CORRECTLY LOCATED, MEASURED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

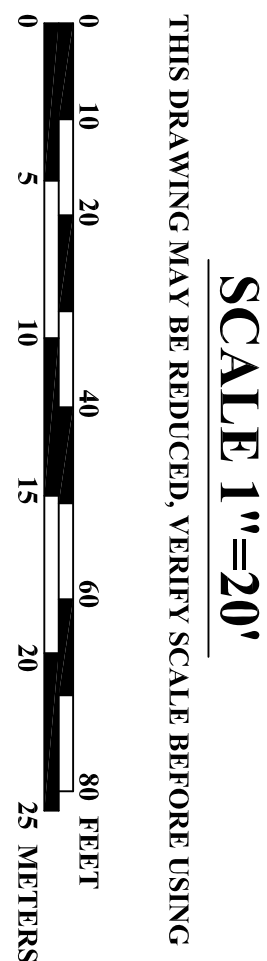
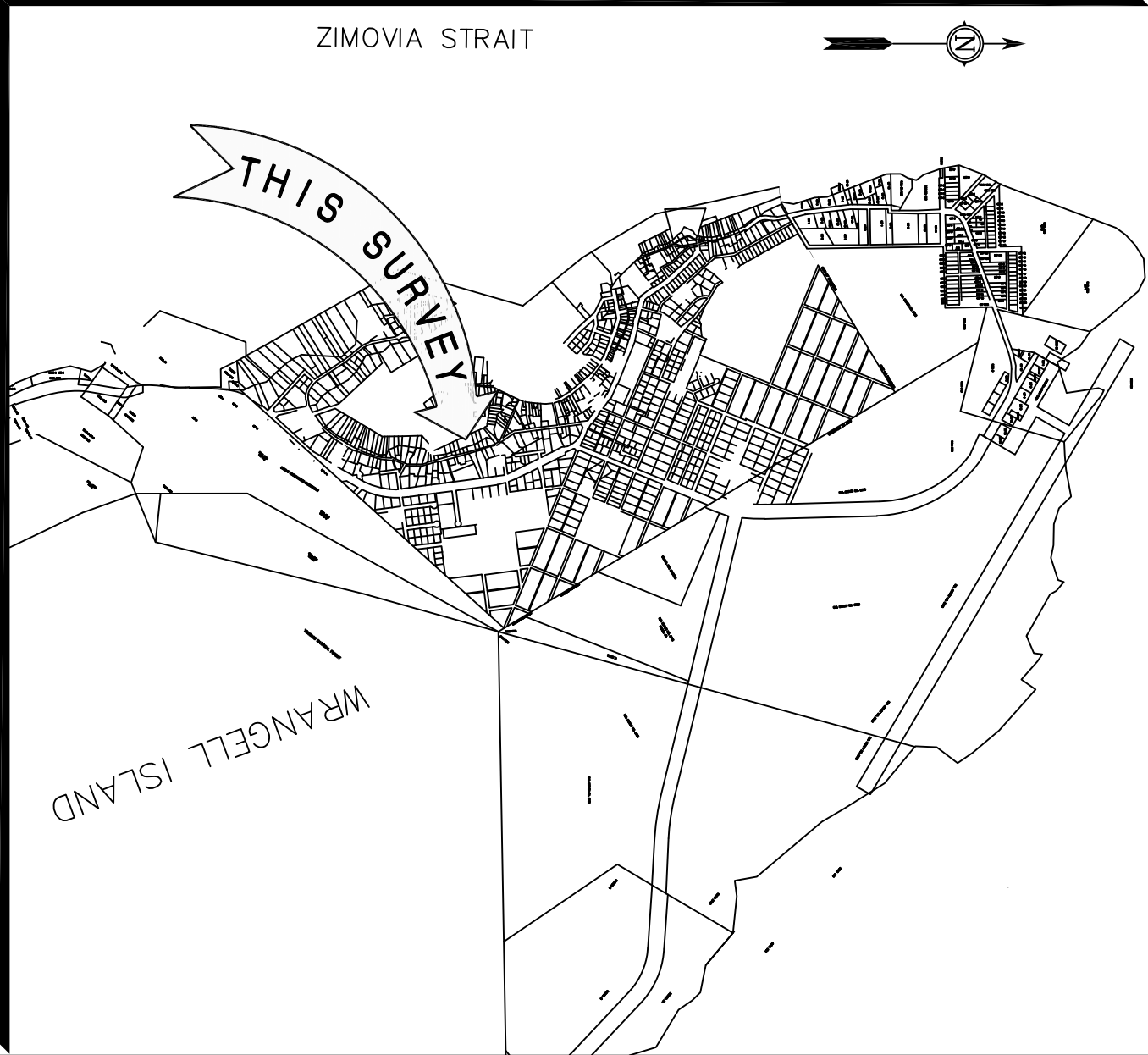
DATE _____

CHRISTOPHER G. PIBURN, PLS # 107552

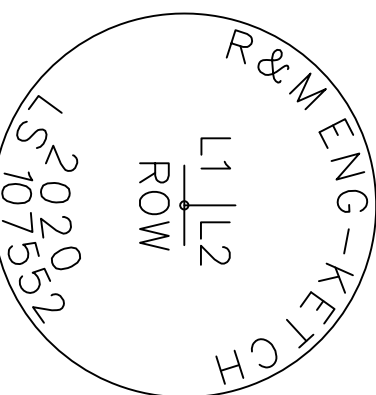


VICINITY MAP

SCALE: NOT TO SCALE



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



TYPICAL SECONDARY MONUMENT
SET THIS SURVEY

SHEET 1 OF 1

1 METER = 3.280833 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

RS&M
KETCHIKAN, INC.
7180 REVILLA ROAD, SUITE 300
KETCHIKAN, AK 99901
Phone: (907) 225-2917
Fax: (907) 225-4441

WRANGELL OFFICE
P.O. BOX 701
WRANGELL, AK 99929
Phone: (907) 306-4820

CERTIFICATE OF AUTHORIZATION #: C576

D&P ELLIS SUBDIVISION

A SUBDIVISION AND REPLAT OF
LOT 8, BLK 24A, OF WRANGELL TIDELANDS ADDITION (PLAT 65-87),
AND LOTS 15, 16, AND 17, BLK 24, OF WRANGELL TOWNSITE
(U.S.S. No. 1119),
CREATING
LOTS A AND B,
D&P ELLIS SUBDIVISION
WRANGELL RECORDING DISTRICT, ALASKA

LOCATED WITHIN
SECTION 25, TOWNSHIP 62 SOUTH, RANGE 83 EAST
COPPER RIVER MERIDIAN, ALASKA
WRANGELL RECORDING DISTRICT

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

SCALE: 1"=20'
CHECKED: CGP
R&M PROJECT NO: 202727



1 inch = 125 feet
41 Date: 8/18/2021

Public Map



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

BOARD ACTION**WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)****AUGUST 16, 2021****FOR DETAILS, CONTACT:**

BILL BURR

SUPERINTENDENT

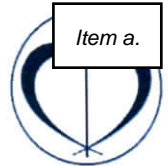
DIRECT PHONE: 907-874-2347

- Approved the agenda as presented.
- Approved the consent agenda as submitted
 - Approved the removal of item #1651 iPhone 7 from the inventory
 - Approved the minutes of the June 21, 2021, Regular School Board Meeting
 - Offered Ryan Howe a contract addendum to teach the Special Education Extended School Year
 - Offered Tasha Morse an extracurricular contract as Art Festival Director
 - Approved the hire of Tyler Gillen, Custodian
 - Approved the hire of Olivia Stead, Paraprofessional
 - Reviewed the resignation of Graham Gablehouse, Assistant Basketball Coach
 - Reviewed the transfer of Jason Beaty to Assistant Maintenance Director
 - Approved the Superintendent's travel for the 2021-2022 school year
- Discussed the AASB Call for Resolutions
- Approved the Six-Year Capital Improvement Plan
- Approved the 2021-2022 Wrangell Public Schools Covid-19 Mitigation Plan
- Recessed into Executive Session
- Reconvened into Regular Session
- Adjourned



Southeast Senior Services

A Division of Catholic Community Service, Inc.



Helping elders in Southeast Alaska stay healthy, safe and independent

July 29, 2021

Ms. Lisa Von Bargaen, City and Borough Manager
City and Borough of Wrangell
P O Box 531
Wrangell, AK 99929

RECEIVED
AUG 02 2021
WRANGELL CITY HALL

Dear Ms. Von Bargaen:

We want to thank the City and Borough of Wrangell for its generous support of our Wrangell Senior Center. We are pleased to report the following services provided by our Wrangell Senior Center staff in the fourth quarter of Fiscal Year 2021:

- * 95 senior citizens received 3,240 home-delivered meals.
- * 83 senior citizens received 3,524 rides.
- * 14 senior citizens received 25 congregate meals.

During the fourth quarter the Wrangell Senior Center was closed due to COVID-19. All elders were able to receive home-delivered meals during this time. UPDATE: the Senior Center has reopened to serve congregate meals.

Please contact me at (907)463-6154 or Marianne.mills@ccsjuneau.org if you would like additional information.

Sincerely,

Marianne Mills
Program Director

MM/mk



1803 Glacier Highway, Juneau, AK 99801 • Telephone: (907) 463-6177 • Fax: 888-756-6664

Find us on www.facebook.com/CatholicCommunityServiceInc • www.ccsak.org

MEMORANDUM

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

FROM: CAROL RUSHMORE, ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Economic Development Department

DATE: August 2021

Economic Development:**Landless:**

Staff finalized and submitted comments regarding public concerns and maps to Senator Murkowski's office.

Planning and Zoning:**Institute Property:**

Due to the recent national issues surrounding Native Boarding schools and potential cultural resources and burials, US Department of Interior will be conducting an investigation of all BIA schools, Wrangell Institute being one of those schools. Staff has made contact with the Alaska lead for the BIA investigation although they have yet to be issued direction. We are working on a cultural resource plan in cooperation with the Corps of Engineers (COE) and the State Historic Preservation Office (SHPO) to meet the Section 106 requirements of the National Historic Preservation Act. The Borough Manager and I participated in a consultation with the Corps of Engineers and SHPO, to determine what our responsibilities will be to investigate the site for cultural artifacts and remains. There will be a fairly intensive archaeology/cultural resource survey of the property required of the Borough. The exact requirements will differ somewhat between the Corps of Engineers and SHPO but a survey of the entire site will be needed and exactly what that entails is still to be determined. We also don't know what will overlap with the Dept of Interior investigation and if we can work cooperatively.

Appraisals:

Staff have been responding to inquiries from Roger Ramsey, the appraisal contractor providing information he needs to complete the appraisals. All of the appraisals are completed and Staff are reviewing these for questions or comments.

Tourism:**Cruise ships:**

Staff met with Cruise Line Agency of Alaska representatives from Ketchikan to discuss Wrangell services, infrastructure, cruising trends in Alaska, and community attitudes.

Alaska Rainforest Islands website modifications:

Wrangell and Petersburg partner on some marketing efforts under a cooperative program of the Alaska Rainforest Islands. The joint website we have is out of date and the platform it was originally constructed on is obsolete. We are working with MSI Communication to update the site and move it to a new platform.

Covid-Safe Travel and Marketing Grant:

Southeast Conference applied for this marketing grant focused on travel to Alaska this summer. Wrangell is a direct beneficiary because we were not eligible to apply on our own. Thompson and Co (PR firm) is coordinating with the Southeast Alaska Tourism Council for social media postings.

Mt. Dewey Trail Extension – FLAP Grant:

July 6, staff met with PND Engineers, the contractors hired by the City to implement the Non Motorized Transportation project, or better known as Mt. Dewey Trail extension. The crew were in town to finalize the trail path, survey the trail, perform a wetland delineation and other scoping planning efforts.

Police Department Report for the Month of July 2021

During the month of July 2021, the Correctional Staff had 10 days of vacation time which resulted in 1 days of overtime and Police staff had 13 days of vacation which resulted in 4 days of overtime. The number of people housed at the jail were:

6 in January, with 32 days served between them

3 in February with 34 days served between them

4 in March with 14 days served between them

3 in April with 43 days served between them.

8 in May with 55 days served between them

5 in June with 37 days served between them

8 in July with 54 days served between them

Attached is a summary of all the calls for service that the Police Department received in the month of July 2021. We had 233 calls for service. We had 2233 DMV transactions in the amount of \$14191.00 total revenue.

July 2021 Stats		
ALCOHOL OFFENSES		ANIMAL VIOLATIONS
Citizen Report DWI	3	Animal Citations
DWI	1	Bear Complaints
Contributing to Delinquency of Minor		Bird Complaints
Furnishing Alcohol to Minor		Cat Complaints
Intoxicated Person	2	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	1	Truancy
Assault 4	2	
Assault with Weapon		MISCELLANEOUS OFFENSES
Child In Need		Conditions of Release Violation
Indecent Exposure		DVO Violation
Misconduct Involving Weapons		MISC 3
Sexual Abuse of Minor		MISC 4
Sexual Assault	1	MISC 6
Sexual Harassment		Minor with Tobacco
Suicide Threat		Probation Revocation
Stalking		Probation Violation
CRIMES AGAINST PROPERTY		Restraining Order Violation
		SOR Violation
Arson		
Attempted Theft	1	OFFENSES AGAINST PUBLIC ORDER
Burglary	2	
Criminal Trespass	2	Discharge Firearms
Forgery		Disturbance
Fraud		Disorderly Conduct
Larceny from Business		Domestic Disturbance
Larceny from Others	6	Failure to Obey Police Officer
Larceny from Residence	1	Fight
Malicious Mischief	2	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

July 2021 Stats Page 2			
TRAFFIC OFFENSES			
Abandoned Vehicle	5	Funeral Escort	
Citation Equipment/Registration	4	Health & Safety	1
Citation License Violations	1	Illegal Entry	
Citation Parking		Inmate Booking	6
Citation Speeding		Inmate Incident	
Complaint ATV		Juvenile Contacts	
Complaint Parking	1	Lost Property	
Complaint Reckless Driving	3	Miscellaneous Paper Service	2
Complaint Speeding	1	Missing Person	
Failure to Yield to Pedestrian		911 Wrong Number/No One There	15
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	2	Prisoner Transport	
Traffic Accident/Property Damage		Possible Fugitive	
Traffic Hazard		Probation Referral (juvenile)	
Unauthorized Use of Vehicle		Prowler Report	
Vehicle Impound		Reckless Endangerment	
Verbal Warning	14	Recovered Firearm	
		Runaway	
MISCELLANEOUS ENTRIES		Search Warrant	1
		Security Check	
Agency Assist	56	SOR Registration	
Arrest Warrant (other Agency's)		Shoplifting	
Background Check		Subpoena Service	31
Bench Warrant (our Agency)		Summons Service	2
Brady Law		Suspicious Circumstance	3
Burglar Alarm		Stolen Property	
Citizen Assist	11	Title 47	1
Civil Matter	3	Unattended Death	
Controlled Burn		Unsecured Premises	
Courtesy Transport	2	Vacation Check	3
Dance Permit		Watercraft Accident	5
Death Investigation		Welfare Check	
Death Notification			
DMV Items Issued	14191.00	233	UCR INFO
DVO Service	2		
Drug Information		Physical Arrests	4
Drug Interdiction		Theft \$ Amount	1030.00
86'd Letter		Vehicle Theft \$ Amount	
EDP	2		
Extra Patrol		JUVENILE INFO	
Fire		Arrests	
Found Property	9	Contacts	
		Crime	
		Traffic Stops or Citations	

City and Borough of Wrangell Capital Facilities Department Report August 19, 2021

Facilities Service & Maintenance - Capital Facilities provides service and maintenance to City and Borough of Wrangell facilities.

Facility Maintenance Report

- ◇ We currently have only one maintenance staff and have not rehired the second since Dwane Ballou left in February. The in-house employment advertisement solicited no applicants. The public advertisement is on the street and is listed as open until filled with the first round of interviews to occur on August 25th.
- ◇ Special maintenance and repair projects included coordinating with an outside contractor for fire sprinkler system inspections, rehabilitation of the library's exterior benches, control replacements for the pool, ceiling repair at the PSB and jail faucets, painting of Library and Nolan Center walls in dire need of coating, and fire alarm replacement in the Nolan Center.
- ◇ The remaining time was spent on routine daily management of heating, air, and ventilation systems at the PSB, Nolan Center, and Swimming Pool, and performing preventive maintenance as time allows.

AKOSH Consultation Visit

Capital Facilities staff met with a consultant from the Alaska Occupational Safety and Health (AKOSH), on August 5th at the Public Safety Building. Because much of our work is performed in that building, the consultation with operations review was suggested by AKOSH to be performed at that site. The consultant asked questions about our use of equipment, tools, and chemicals, as well about our Borough-wide and/or site-specific policies related to occupational hazards and safety. The consultant suggested having a safety officer is the best way to combat the lack of safety protocols, consistency, and follow-up in the workplace. While the consultant will be providing us with a detailed report of their review with our staff and of our operations, a few key takeaways from the consultation visit are as follows:

- ◇ Good housekeeping required
- ◇ Ladders and pressurized tanks must be stored properly
- ◇ Maintain clear 18" below sprinkler heads (pay attention to stored items on upper shelves)
- ◇ Safety Data Sheets (SDS) needs to be on hand for all chemicals used and/or stored
- ◇ Haz Com policy for building maintenance recommended to be developed

Capital Improvement Projects - Capital Facilities provides management of capital improvement projects and major maintenance to City and Borough of Wrangell facilities and infrastructure.

CURRENT PROJECT PLANNING AND IMPLEMENTATION

Included with this report is a DRAFT schedule of the current CIP Capital Projects, which have been funded for implementation or are in the planning phase and/or seeking funding to advance them. An updated version of this schedule will be submitted prior to Tuesday, August 24, 2021.

FUTURE PROJECT PLANNING

FY22 CIP Capital Projects Budget

- ◇ A proposed CIP Capital Projects budget is being developed for consideration for future project funding.

CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 1	Water Mains Replacement	Mon 27-Jul-20	Wed 07-Jul-21	✓	100%						
▶ 1.1	Design and Bid Water Mains Replacement	Mon 27-Jul-20	Thu 28-Jan-21	✓	100%						
▶ 1.2	Construct Water Mains Replacement	Fri 29-Jan-21	Wed 07-Jul-21	✓	100%						
▶ 2	Nolan Center DDC Upgrades for Air Handlers	Wed 01-Jul-20	Fri 30-Apr-21	✓	100%						
▶ 3	Swimming Pool Hot Water Tank Replacement	Wed 01-Jul-20	Thu 17-Dec-20	✓	100%						
▶ 4	Water Treatment Plant Improvements	Fri 01-Jul-16	Mon 25-Sep-23	☐	63%						
▶ 4.1	DAF Pilot Study	Fri 01-Jul-16	Fri 30-Sep-16	✓	100%						
▶ 4.2	Preliminary Engineering Report (PER) Development	Mon 03-Oct-16	Wed 01-Feb-17	✓	100%						
◆ 4.3	Secure USDA Loan & Grant	Thu 02-Feb-17	Thu 02-Feb-17	✓	100%						
▶ 4.4	Secure EDA Grant	Sat 01-Jul-17	Fri 27-Sep-19	✓	100%						
▶ 4.5	Seek Concurrence from USDA/EDA to Accept CRW Engineerin	Fri 30-Apr-21	Mon 06-Sep-21	✓	100%						
▶ 4.6	Engineering Design RFQ	Sat 01-Aug-20	Mon 04-Jan-21	✓	100%						
▶ 4.7	Negotiate with Selected Engineering Firm, DOWL	Tue 05-Jan-21	Thu 18-Mar-21	✓	100%						
▶ 4.8	Develop ROM Cost for Membrane Filtration Equipment	Sat 24-Apr-21	Thu 27-May-21	✓	100%						
◆ 4.9	Provide Update & Seek Assembly Direction for PER Update	Wed 09-Jun-21	Wed 09-Jun-21	✓	100%						
◆ 4.10	Work Session Scheduled for Assembly to Review and Provide	Tue 13-Jul-21	Tue 13-Jul-21	✓	100%						
▶ 4.11	Value Engineering / PER Update	Fri 23-Jul-21	Thu 30-Sep-21	☐	0%						
▶ 4.12	Consider Additional Project Funds with EDA/USDA	Fri 01-Oct-21	Fri 01-Oct-21	☐	0%						
▶ 4.13	Award Design and CA Services to Engineering Firm	Mon 03-Jan-22	Tue 15-Feb-22	☐	0%						
▶ 4.14	Design Phase	Wed 16-Feb-22	Tue 30-Aug-22	☐	0%						
▶ 4.15	Solicit and Award Construction Project	Thu 01-Sep-22	Fri 21-Oct-22	☐	0%						
▶ 4.16	Construction Phase Complete to New Plant Commissioning	Tue 25-Oct-22	Mon 25-Sep-23	☐	0%						
▶ 5	Public Safety Building Condition Survey	Mon 14-Jun-21	Tue 24-Aug-21	☐	86%						
▶ 5.1	In-Field Building Condition Assessment	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 5.2	Receive Draft Report	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						

CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 5.3	Receive Final Report	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 5.4	Review Report with Assembly	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 5.5	Seek Optional Renovations and New Construction Cost Propo	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 5.6	Seek Optional WMC Renovations Cost Proposal	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
◆ 5.7	Request Work Session with Assembly to Review Optional Cosi	Tue 24-Aug-21	Tue 24-Aug-21	□	0%						
▶ 6	Skeet Range Improvements	Tue 01-Jun-21	Fri 29-Oct-21	□	0%						
▶ 6.1	Develop Solicitation for Construction	Tue 01-Jun-21	Fri 27-Aug-21	□	0%						
▶ 6.2	Solicit and Award Construction Project	Tue 24-Aug-21	Fri 10-Sep-21	□	0%						
▶ 6.3	Construction Phase Complete	Tue 14-Sep-21	Fri 29-Oct-21	□	0%						
▶ 7	Nolan Center Civic Center Flooring Replacement	Tue 12-Jan-21	Fri 12-Feb-21	✓	100%						
▶ 8	Swimming Pool Lighting Upgrades	Tue 10-Aug-21	Fri 15-Oct-21	□	0%						
▶ 8.1	Engage Engineer to Discuss Design Challenges	Tue 10-Aug-21	Fri 27-Aug-21	□	0%						
▶ 8.2	Perform Design and Bid Ready Documents	Mon 30-Aug-21	Fri 15-Oct-21	□	0%						
▶ 9	Kyle Angerman Playground Replacement	Tue 22-Sep-20	Tue 22-Sep-20	□	0%						
▶ 10	High School Elevator Replacement	Mon 14-Jun-21	Mon 21-Mar-22	□	50%						
▶ 10.1	Scope Project - Repairs vs Replacement	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 10.2	Seek Funding for Replacement Project	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 10.3	Identify Elevator Consultant	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 10.4	Scope Project with Consultant	Mon 14-Jun-21	Mon 14-Jun-21	✓	100%						
▶ 10.5	On-Site Field Review with Consultant	Tue 03-Aug-21	Wed 04-Aug-21	□	0%						
▶ 10.6	Develop Elevator Replacement Design and Solicitation Docurr	Wed 08-Sep-21	Fri 22-Oct-21	□	0%						
▶ 10.7	Solicit Construction Project	Mon 25-Oct-21	Mon 15-Nov-21	□	0%						
▶ 10.8	Construction Elevator Replacement	Tue 16-Nov-21	Mon 21-Mar-22	□	0%						
▶ 11	High School Sidewalk Replacement	Mon 17-May-21	Thu 30-Jun-22	□	0%						
▶ 11.1	Scope Project with Public Works, School and Parks & Rec	Mon 17-May-21	Thu 05-Aug-21	□	0%						

CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

						2020		2021			
						Q3	Q4	Q1	Q2	Q3	Q4
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 11.2	Solicit Bids and Construct Sidewalk Replacement	Mon 02-May-22	Thu 30-Jun-22	<input type="checkbox"/>	0%						
▶ 12	Environmental Assessment Utilities Campus Master Plan	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 13	Environmental Work Plan Development - Three Contaminated	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 14	Upper Dam Stability Alternatives Analysis	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 15	Ash Street Water Main Replacement	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 16	Repair Water Transmission Line with Hot Tap Valve Install	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 17	Node 8 Pump Station Replacement	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 18	Non-Motorized Transportation System (Mt Dewey Trail Ext)	Tue 22-Sep-20	Tue 22-Sep-20	<input type="checkbox"/>	0%						
▶ 19	LiDAR and Aerial Surveys	Tue 20-Apr-21	Fri 21-May-21	<input checked="" type="checkbox"/>	100%						
▶ 20	North Country Trailhead Access Road Repair	Tue 01-Sep-20	Tue 01-Sep-20	<input type="checkbox"/>	0%						
▶ 21	High School Fire Alarm System Replacement Design	Mon 14-Jun-21	Mon 14-Jun-21	<input type="checkbox"/>	50%						
▶ 21.1	Design Funds Approved	Mon 14-Jun-21	Mon 14-Jun-21	<input checked="" type="checkbox"/>	100%						
▶ 21.2	Design Fire Alarm System Replacement	Mon 14-Jun-21	Mon 14-Jun-21	<input type="checkbox"/>	0%						
▶ 22	Shoemaker Harbor Net Float and Boat Grid Electrical Improve	Tue 05-Jan-21	Wed 11-Aug-21	<input type="checkbox"/>	25%						
▶ 22.1	Receive ADOT Eligibility Approval for Scope of Amendment N	Tue 05-Jan-21	Thu 27-May-21	<input checked="" type="checkbox"/>	100%						
▶ 22.2	Develop Competitive Solicitations for Various Amendment Nc	Mon 14-Jun-21	Mon 14-Jun-21	<input type="checkbox"/>	0%						
▶ 22.3	Seek Amendment No 2 Approval from ADOT (based on bids)	Mon 14-Jun-21	Mon 26-Jul-21	<input type="checkbox"/>	0%						
▶ 22.4	Execute Construction Tasks under Amendment No. 2	Wed 11-Aug-21	Wed 11-Aug-21	<input type="checkbox"/>	0%						
▶ 23	Port and Harbor Security System	Fri 31-Jan-20	Mon 14-Jun-21	<input type="checkbox"/>	50%						
▶ 23.1	Apply for Homeland Security Grant and Receive Approval witl	Fri 31-Jan-20	Tue 20-Oct-20	<input checked="" type="checkbox"/>	100%						
▶ 23.2	Seek Shortfall in Funding for Priority No 1, Marine Service Cer	Mon 14-Jun-21	Mon 14-Jun-21	<input type="checkbox"/>	0%						
▶ 24	City Dock Fender Pile Repair	Thu 27-May-21	Fri 29-Oct-21	<input type="checkbox"/>	3%						
▶ 24.1	Procure Creosote-Timber Piles	Thu 27-May-21	Mon 09-Aug-21	<input type="checkbox"/>	10%						
▶ 24.2	Solicit for Construction of Fender Pile Repairs	Tue 10-Aug-21	Wed 01-Sep-21	<input type="checkbox"/>	0%						
▶ 24.3	Construction Fender Pile Repairs	Thu 02-Sep-21	Fri 29-Oct-21	<input type="checkbox"/>	0%						

CIP Capital Projects Timeline

Project Lead: Amber Al-Haddad

Project Lead: Amber Al-Haddad						2020		2021			
		Q3	Q4	Q1	Q2	Q3	Q4				
WBS	Task Name	Start	Finish	Done	Percent Complete						
▶ 25	Reservoir Bypass Design	Wed 06-Feb-19	Fri 29-Oct-21	<input type="checkbox"/>	95%						
▶ 25.1	Develop Alternative Analysis and Probable Costs for Dam Tap	Wed 06-Feb-19	Thu 05-Mar-20	✓	100%						
▶ 25.2	Design Selected Alternative: Trench through Spillway for Siph	Fri 03-Apr-20	Fri 29-Oct-21	<input type="checkbox"/>	85%						
▶ 25.3	Submit Request for FY22 Federal Appropriations	Tue 30-Mar-21	Thu 24-Jun-21	✓	100%						
▶ 26	Upper Dam Stabilization Alternatives Analysis	Fri 11-Jun-21	Thu 14-Oct-21	<input type="checkbox"/>	75%						
◆ 26.1	Issue NTP to Shannon & Wilson Engineers	Fri 11-Jun-21	Fri 11-Jun-21	✓	100%				◆		
▶ 26.2	Dam Analysis with Modeling	Mon 14-Jun-21	Thu 14-Oct-21	<input type="checkbox"/>	50%						
▶ 27	Node 19 Standby Generator	Mon 14-Jun-21	Mon 14-Jun-21	<input type="checkbox"/>	0%						
▶ 28	Solid Waste Transfer Station Upgrades (Baler)	Fri 20-Nov-20	Thu 30-Sep-21	<input type="checkbox"/>	81%						
▶ 28.1	Develop Transition Plan & Secure Project Funding	Fri 20-Nov-20	Tue 13-Apr-21	✓	100%						
▶ 28.2	Procure Baler Equipment	Thu 22-Apr-21	Tue 10-Aug-21	✓	100%						
◆ 28.3	Receive Baler Equipment	Mon 09-Aug-21	Mon 09-Aug-21	✓	100%					◆	
▶ 28.4	Procure Associated Equipment and 3Ph Power Identified Und	Mon 14-Jun-21	Thu 30-Sep-21	<input type="checkbox"/>	25%						

DRAFT

Type here to add a new task

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY:

Kim Lane, Borough Clerk

Upcoming Meetings & Other Informational dates:

Community Events & Other City Boards/Commissions:

September 1 – Parks & Recreation Board mtg. at 5:30 pm in the Assembly Chambers

September 2 - Port Commission mtg. at 6:00 pm in the Assembly Chambers

September 9 - Planning & Zoning Commission mtg. at 6:00 pm in the Assembly Chambers

Meetings and Other events of the Borough Assembly:

September 14 – Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

September 28 – Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

October 7 – Canvass Board meets to count the Absentee / Questioned Ballots at 1:00 PM in the Assembly Chambers (either Prysunka, Morrison, Howe, or Gilbert (need 3) will be asked to be on the Canvass Board).

October 7 – Special Assembly Meeting to Certify the Borough Election at 6:00 PM in the Assembly Chambers

October 12 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

October 26 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

Parliamentary – I took my exam and passed! I am now a Registered Parliamentarian. My next step is to work towards becoming a Professional Registered Parliamentarian. That process is quite involved but I am confident that I will achieve this higher certification.

Out of Town (Clerk) – I am out of town for this Assembly Meeting and will return on August 30th. Cyni has agreed to act as Clerk in my absence.

Election Information - Once again, here are the upcoming Elected Term Expirations:

Borough Assembly:

- Courson
- Powell
- Dalrymple

Port Commission:

- Roppel
- Merritt
- Martin

School Board:

- Gilbert
- Angerman
- Crary

Declaration for Candidacy will be from August 2nd, through August 31st, 2021. I have the forms available in my office, for those wishing to declare their candidacy for an open seat, come October.

Robbie Marshall will assist those who wish to file for candidacy while I am gone. He will also email the Assembly, Lisa, Kimberly Powell (for School Board), and Steve Miller (for Port Commission), just as I have done when anyone files a Declaration for Candidacy with my office.



Information on the Upcoming AML Winter Conference (no change from the last report):

Alaska Municipal League (Annual Meeting)

Newly Elected Officials Training – November 9-10, 2021 (*will be held virtually*)

Regular Conference – November 15-19, 2021 (*will be held in-person in Anchorage*)

Armory Building / Land: The Armory Building and Land has sold. The funds have been received, the purchase agreement signed, the Quit Claim Deed filed, and the keys have changed hands.

CITY & BOROUGH OF WRANGELL, ALASKA
PUBLIC HEARING BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	11

ORDINANCE No. 1005 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING SECTION 15.12.035 PERMITS, SECTION 15.12.050 METER DEPOSITS, SECTION 15.12.055 ELECTRICAL CONNECTION FEES, SUBSECTION 15.12.065(G), AND EXTENTION POLICIES, SUBSECTION 15.12.140(D) DISCONTINUANCE OF SERVICE, AND SECTION 15.12.240 USE OF POLES IN THEIR ENTIRETY AND ESTABLISHING A NEW PROCESS FOR FEES IN CHAPTER 15.12, ELECTRICITY, OF THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Rod Rhoades, Electrical Superintendent
Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: N/A

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

FY20 N/A

Account Number(s):

N/A

Account Name(s):

N/A

Unencumbered Balance(s) (prior to expenditure):

N/A

Reviews/Approvals/Recommendations

☐

Name(s)

Name(s)

☒

Attorney

☐

Insurance

ATTACHMENTS: 1) Proposed Ord 1005; 2) Current WMC Section 15.12; 3) Exhibit A - 2020 Electrical Fee Schedule.

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

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

RECOMMENDATION MOTION:

Move to approve Ordinance No. 1005.

SUMMARY STATEMENT:

No changes from the July 27th Regular Assembly Meeting.

Wrangell Municipal Light and Power has not seen any Fee Structure changes, in some cases, since 2000.

A close examination of the fees codified in Chapter 15.12 of the Wrangell Municipal Code revealed that WML&P's fee structure has not kept up with increases in both cost of wages, and cost of materials.

Approval of Ordinance No. 1005 removes the fee structure from the code and allows the fees to be set by resolution, similarly to the way this has been done previously for other departments.

If first reading is approved, second reading and approval will take place at the August Assembly meeting. Concurrently, a resolution will be brought forward for public hearing, and approval that sets the new fees. The new fees are intended to match WML&P's Electrical Fee Structure with current actual costs. To be clear, this is for fees associated with work of services provided by WML&P. This is not a proposed change to the cost of electricity.

A draft copy of the proposed fee schedule is attached for reference.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1005

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, REPEALING SECTION 15.12.035 PERMITS, SECTION 15.12.050 METER DEPOSITS, SECTION 15.12.055 ELECTRICAL CONNECTION FEES, SUBSECTION 15.12.065(G), AND EXTENSION POLICIES, SUBSECTION 15.12.140(D) DISCONTINUANCE OF SERVICE, AND SECTION 15.12.240 USE OF POLES IN THEIR ENTIRETY AND ESTABLISHING A NEW PROCESS FOR FEES IN CHAPTER 15.12, ELECTRICITY, OF THE WRANGELL MUNICIPAL CODE.

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

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

SEC. 1. Action. The purpose of this ordinance is to amend Sections 15.12.035, 15.12.050, 15.12.055, 15.12.065(G), 15.12.140, and 15.12.240(D) of the Wrangell Municipal Code to authorize the Assembly to establish fees and provide for the collection of fees associated with electrical service connections.

SEC. 2. Repeal & Reenactment. Section 15.12.035 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.035 Permits – Approval – Posting – Fees – Issuance.

Electrical installations shall be made only upon receipt of permits approved by the office of the electrical superintendent. Permits are to be posted in a conspicuous location whenever electrical installations are being made and must be displayed until such time as final approval has been received on the entire installation. Permits shall be issued only upon submission of drawings and/or a complete description in writing of the work to be performed and the payment of required fees.

The assembly shall, by resolution, establish fees for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees.

Barring complications, permits will be issued within three business days from the time of application.

SEC. 3. Repeal & Reenactment. Section 15.12.050 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.050 Meter Deposits

A. All customers requesting new electrical service shall be required to establish an account with the borough and make a deposit, of an amount set by the assembly from time to time by resolution. A Public Hearing shall be required on the resolution that establishes such fees.

B. All deposits will be refunded, less any amount due the borough for service, when service is discontinued.

SEC. 4. Repeal & Reenactment. Section 15.12.055 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.055 Electrical connection fees.

After the office of the electrical superintendent has seen the plans and has issued the electrical permit, the connection fees shall be paid. These rates are for overhead service within 100 feet of an existing power pole and for a single point of attachment.

The assembly shall, by resolution, establish fees for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees.

SEC. 5. Repeal & Reenactment. Subsection 15.12.065(G) of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.065 (G) Extension policies.

....

G. The borough has established a “per pole span” fee for all electric utility extensions. These fees include easement and right-of-way acquisition, surveying, and design, engineering, administrative costs, materials, labor and equipment.

The assembly shall, by resolution, establish fees for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees.

SEC. 6. Repeal & Reenactment. Subsection 15.12.140(D) of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.140(D) Discontinuance of service.

....

D. Service shall be discontinued by the borough in the following manner for delinquent accounts: Notice shall be given with the issuing of the next monthly electrical/utility billing statement. The monthly billing statement will be printed on pink paper with a statement indicating the account is delinquent and scheduled for a disconnection of electrical service. If the full delinquent amount has not been paid or a signed contract for repayment has not been consummated with the finance department by the due date on the statement, electrical service will be disconnected. No further notice is required prior to disconnect. Failure to receive mail is not a valid reason for nonpayment of the bill. The borough reserves the right to also provide notice by a telephone call, personal contact or by hanging a notice on the customer's door informing them that service will be disconnected.

1. Service to customers with delinquent accounts may be discontinued in accordance with the procedures in this code. Service may not be reestablished until the account is paid in full, plus the disconnection and reconnection fees as set by resolution. A Public Hearing shall be required on the resolution that establishes such fees.
2. These fees also apply to customer requested disconnection and/or reconnections of service.
3. The right is reserved to refuse service to anyone who is indebted to the borough for light or power, merchandise or labor and materials in connection with electric service.
4. Where scheduling does not permit normal service reconnection on the same day as requested, the customer may elect to pay an after-hours charge equal to the actual cost of double time labor to obtain reconnection of service that day; otherwise, service will be reconnected the next business day.

SEC. 7. Repeal & Reenactment. Section 15.12.240 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

15.12.240 Use of Poles

A. Power poles and service poles belonging to the electric utility or for which the electric utility has jurisdiction may not be used for any purpose other than electrical power transmission and distribution, unless per a written pole attachment agreement.

B. The annual rate for each attachment to any pole by any user, the rate to include right-of-way maintenance by the borough at the base of the pole only, shall be set from time to time by resolution. A Public Hearing shall be required on the resolution that establishes such fees.

C. All poles used in the transmission and distribution of electrical power will be approved by the electric utility and be treated with an approved preservative.

SEC. 8. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

SEC. 9. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 10. Effective Date. This ordinance shall be effective upon adoption. However, until which time that a new fee schedule is duly adopted, the fees reflected in the former sections amended herein shall remain as an interim fee schedule.

PASSED IN FIRST READING: _____, 2021

PASSED IN SECOND READING: _____, 2021

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

15.12.035 Permits – Approval – Posting – Fees – Issuance.

Electrical installations shall be made only upon receipt of permits approved by the office of the electrical superintendent. Permits are to be posted in a conspicuous location whenever electrical installations are being made and must be displayed until such time as final approval has been received on the entire installation. Permits shall be issued only upon submission of drawings and/or a complete description in writing of the work to be performed and the payment of the following fee(s):

A. Residential up to six meter sockets: \$25.00.

B. Residential over six meter sockets: \$50.00.

C. Commercial: \$50.00.

D. Temporary: \$20.00.

The above fees include two inspections, one rough-in and one final.

E. For each additional inspection made necessary for defective workmanship or material or for recall by customer: \$35.00.

Barring complications, permits will be issued within three business days from the time of application. [Ord. 693 § 4, 2000.]

15.12.050 Meter deposits.

All customers requesting new electrical service shall be required to establish an account with the borough and make a deposit in the following amount before service is rendered:

Residential: \$100.00.

Commercial: \$200.00.

All deposits will be refunded, less any amount due the borough for service, when service is discontinued. [Ord. 961 § 4, 2019; Ord. 693 § 4, 2000; Ord. 601 § 4, 1995; Ord. 305 § 6, 1974; prior code § 54.20.050(d).]

15.12.055 Electrical connection fees.

After the office of the electrical superintendent has seen the plans and issued the electrical permit, the following connection fees shall be paid. These rates are for overhead service within 100 feet of an existing power pole and for a single point of attachment.

Residential:

Temporary	\$50.00
100, 150 and 200 amp	\$400.00
Over 200 amp	See commercial connections schedule

Commercial (single-phase):

100, 150 and 200 amp	\$500.00 plus transformer cost
Over 200 but less than 400 amp	\$600.00 plus transformer cost
Over 400 amp	\$800.00 plus transformer cost

Commercial (three-phase):

100, 150, and 200 amp	\$700.00 plus transformer cost
-----------------------	--------------------------------

Over 200 amp

\$700.00 plus transformer cost

plus \$10.00 per KVA required

For services which are in excess of 100 but less than 200 feet from existing power poles and not requiring a service pole, an additional charge of \$3.00 will be added for each foot over 100 feet. [Ord. 693 § 4, 2000.]

15.12.065 Extension policies.

A. Any person desiring an extension of the electrical utility service shall make application at the office of the electrical superintendent.

B. Extensions shall be made at the convenience of the electric utility and only after approval of proper design and feasibility by the electrical superintendent or a duly appointed representative.

C. The applicant may contract with a licensed contractor qualified to install the electric utility line extension, have the electric utility install the electrical utility line extension, or the electric utility may contract with a licensed contractor qualified to install an electric line extension.

D. Upon the applicant's acceptance of the cost and agreement by the applicant and the electric utility to proceed, both parties shall enter into a written agreement. The terms of the agreement shall include a completion date and the cost of the electric utility extension and such other provisions as may be required and deemed necessary.

E. 1. If the utility is to install the service, the property owner shall be required to deposit with the borough an amount equal to 50 percent of the cost of the electric utility line extension. Full payment must be made prior to energizing the electric utility extension.

2. If the property owner contracts to install the electric utility line extension, the installation shall be inspected and approved by the electrical superintendent. Any associated charges and costs shall be paid in full prior to energizing the electric utility line extension.

F. Upon inspection and approval of the electric utility line extension by the electrical superintendent and full payment of the project costs, ownership of the electric utility line extension shall be transferred to the borough and shall become and remain property of the borough.

G. The borough has established a "pole span" fee for all electric utility extensions. These fees include easement and right-of-way acquisition, surveying, and design, engineering, administrative costs, materials, labor and equipment.

Secondary: \$1,500 per pole span.

Primary (single-phase): \$3,500 per pole span.

Primary (three phase): \$4,500 per pole span. [Ord. 804 § 4, 2007; Ord. 693 § 4, 2000.]

15.12.140 Discontinuance of service.

A. The borough reserves the right to cut off the supply of electric current and discontinue service in the event the customer fails to comply with the provisions of this chapter or any rule or regulation made hereunder.

B. The right to discontinue service for default may be exercised whenever and as often as default occurs and neither delay nor omission on the part of the borough to enforce this rule shall be deemed a waiver of its right to enforce this rule at any time so long as the default continues.

C. The due date for monthly electric/utility bills is the twentieth day of the month except when such date falls on a weekend or borough holiday. In that event, the due date is the last business day before such weekend or holiday. The account shall become delinquent if payment is not actually received on or before the due date. Payments placed in the City Hall drop box after 5:00 p.m. or on a weekend or borough holiday will be deemed received the next business day. Interest will be added to the delinquent account at the maximum rate allowable under AS 45.45.010.

D. Service shall be discontinued by the borough in the following manner for delinquent accounts: Notice shall be given with the issuing of the next monthly electrical/utility billing statement. The monthly billing statement will be printed on pink paper with a statement indicating the account is delinquent and scheduled for a disconnection of electrical service. If the full delinquent amount has not been paid or a signed contract for repayment has not been consummated with the finance department by the due date on the statement, electrical service will be disconnected. No further notice is required prior to disconnect. Failure to receive mail is not a valid reason for nonpayment of the bill. The borough reserves the right to also provide notice by a telephone call, personal contact or by hanging a notice on the customer's door informing them that service will be disconnected.

Service to customers with delinquent accounts may be discontinued in accordance with the procedures in this code. Service may not be reestablished until the account is paid in full, plus the following fees:

Charge for disconnect	\$20.00
Charge for reconnect	\$20.00
Total extra cost	\$40.00

These fees also apply to customer requested disconnection and/or reconnections of service.

The right is reserved to refuse service to anyone who is indebted to the borough for light or power, merchandise or labor and materials in connection with electric service.

Where scheduling does not permit normal service reconnection on the same day as requested, the customer may elect to pay an after-hours charge equal to the actual cost of double time labor to obtain reconnection of service that day; otherwise, service will be reconnected the next business day.

E. Any customer with a delinquent account will not be allowed to move or open another account until the delinquent amount is paid in full or a contract for repayment has been consummated with the finance department.

F. Electric utility service will not be disconnected for nonpayment of a delinquent account in the following situations:

1. Life-support equipment is used and the customer is dependent on that utility service for the operation of the apparatus;
2. The customer has made prior credit arrangements for payment and is complying with the terms of such credit arrangement;
3. For delinquency in the payment of utility service rendered to a prior customer at the same premises where service is currently being provided, except in the instance where the prior delinquent customer also continues to reside on the premises. [Ord. 863 § 1, 2012; Ord. 768 § 1, 2005; Ord. 737 § 4, 2003; Ord. 736 § 4, 2003; Ord. 682 § 4, 2000; Ord. 556 §§ 9, 10, 1990; Ord. 455 §§ 8, 9, 1984; Ord. 238 § 5, 1969; prior code § 54.20.046.]

15.12.240 Use of poles.

A. Power poles and service poles belonging to the electric utility or for which the electric utility has jurisdiction may not be used for any purpose other than electrical power transmission and distribution, unless per a written pole attachment agreement.

B. The annual rate for each attachment to any pole by any user, the rate to include right-of-way maintenance by the borough at the base of the pole only, shall be as follows:

1. \$20.00 per attachment effective July 1, 2014.

C. All poles used in the transmission and distribution of electrical power will be approved by the electric utility and be treated with an approved preservative. [Ord. 883 § 7, 2014; Ord. 693 § 4, 2000; Ord. 678 § 4, 2000; Ord 543 § 5, 1988.]

CITY & BOROUGH OF WRANGELL, ALASKA
PUBLIC HEARING BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	11

ORDINANCE No. 1007 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING CHAPTER 20.28 OF THE ZONING CODE TITLED RR-1 DISTRICT – RURAL RESIDENTIAL SECTION 20.28.040 CONDITIONAL USES BY ADDING CONDOMINIUMS IN AREAS WITH CITY SEWER AND WATER AS A NEW CONDITIONAL USE.

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. WMC 20.28 Rural Residential 1 District; 2. Ord. 1007

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

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

RECOMMENDATION MOTION:

Move to approve Ordinance No. 1007.

SUMMARY STATEMENT:

No changes from the July 27th Regular Assembly meeting.

The action of the Planning and Zoning Commission is a recommendation to the Assembly. The Commission at a Special Meeting on June 1, 2021 recommended moving forward for Assembly approval to add as a new conditional use within the Rural Residential 1 Zoning District, Condominiums if Municipal Sewer and Water are available.

The Planning and Zoning Commission made the following findings:

1. **Findings as to need and justification for the proposed change including findings as to the effect which the proposed change would have on the objectives of the comprehensive plan;**

The proposed Condominium use addition to the conditionally approved uses in Rural Residential 1 (RR1) provides another development option for properties from the cemetery all the way to McCormack's Creek. Roadhouse Condominiums has been a successful venture such that additional similar developments could be appropriate. There are currently no standards for housing or structure density in RR1 (WMC 20.52.090) other than minimum lot size requirement. The minimum lot size requirement for the RR1 District that is served by municipal sewer and water is 10,000 square feet, but 15,000 square feet if municipal utilities are not available. Any proposal, if the condominium use is approved, would be reviewed on its own merit looking at lot size, number of units, parking, storage, and other shared spaces as designated within the application. The proposed zoning modification meets the Comprehensive Plan Policy 31 and two action items.

The Comprehensive Plan Policy 31: Support development of a range of housing types/living arrangements over time in Wrangell, south of town along Zimovia Highway and in remote areas. Action: Identify and designate areas for future residential development in town, along Zimovia Highway, and in remote areas, and update zoning as needed. Action: Enact zoning that encourages construction of a diversity of housing types.

2. **Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services;**

The proposed conditionally approved use allowing Condominiums in RR1 could potentially affect adjacent properties. A condominium development could increase the residential density of the immediate surrounding area. Lot size and configuration could affect how much of an increase or impact to the neighbors there would be from additional traffic, parking, density, and utilities. The Condominium use could be modified so that condominiums would only be allowed on lots that have municipal sewer and water to guarantee environmental controls for waste disposal. Standards could also be developed for number of units per land area, similar to multi-family structure standards or as mentioned above, the proposal can be reviewed on a case-by-case basis subject to the

Commission's conditions. A proposal like this also might be appropriate in certain areas utilizing the proposed Planned Unit Development code recently drafted by the Commission and under internal review.

3. Recommendation as to the approval or disapproval of the change.

Commission recommends approval of the zone modification to allow Condominiums as a conditionally approved use in the RR1 District if municipal sewer and water are available.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1007

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 20.28 OF THE ZONING CODE TITLED RR-1 DISTRICT – RURAL RESIDENTIAL SECTION 20.28.040 CONDITIONAL USES BY ADDING CONDOMINIUMS IF MUNICIPAL SEWER AND WATER ARE AVAILABLE AS A NEW CONDITIONAL USE

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

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

SEC. 1. Action. The purpose of this ordinance is to amend Chapter 20.28 Rural Residential 1 Zoning District, Section 20.28.040 Conditional Uses, of the Wrangell Municipal Code by adding Condominiums if Municipal Sewer and Water are available as a new conditional use.

SEC. 2. Amendment, Chapter 20.28, Section 20.28.040 of the Wrangell Municipal Code is hereby amended as follows:

20.28.040 Conditional uses.

The following are the uses which may be permitted in the RR-1 district by action of the commission under the conditions and procedures specified in Chapter 20.68 WMC:

- A. Home occupations;
- B. Public and private elementary and secondary schools and colleges;
- C. Nursery schools, private kindergartens, and child care centers;
- D. Public buildings and structures;
- E. Hospitals, sanitariums, nursing homes and convalescent homes;
- F. Churches and cemeteries;
- G. Radio and television transmitters and towers;
- H. Mobile home parks;
- I. Neighborhood-oriented commercial development (e.g., neighborhood grocery);
- J. Quarrying, material extraction and processing;
- K. Energy-related facilities;
- L. Commercial animal establishments;
- M. Fisheries enhancement/aquaculture;
- N. Recreational vehicle parks;
- O. Marine ways;
- P. Storage of equipment for private and/or commercial use only;
- Q. Cottage industry;

R. Licensed retail marijuana store facility, provided the facility must be located on one acre or more of land and meet setbacks;

S. Licensed marijuana testing facility, provided the facility must be located on one acre or more of land and meet setbacks;

T. Licensed marijuana product manufacturing facility, with the exception of solvent based manufacturing processes which are not allowed, and provided the facility must be located on one acre or more of land and meet setbacks;

U. Licensed standard cultivation marijuana facility (500 square feet or more under cultivation), provided the facility must be located on two acres or more of land and meet setbacks;

V. Licensed limited cultivation marijuana facility (fewer than 500 square feet under cultivation), provided the facility must be located on one acre or more of land and meet setbacks.

W. Condominiums if municipal sewer and water are available.

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

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

PASSED IN FIRST READING: _____, 2021

PASSED IN SECOND READING: _____, 2021

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

**Chapter 20.28
RR-1 DISTRICT – RURAL RESIDENTIAL**

Sections:

20.28.010 Purpose.

20.28.020 Principal uses permitted.

20.28.030 Accessory uses permitted.

20.28.040 Conditional uses.

20.28.050 Standards.

20.28.010 Purpose.

The rural residential district is intended to provide for low impact land and water uses and activities in areas that are not suitable or desirable for intensive development due to their distance from established utility service areas, existing large lot development or existing rural lifestyles. These areas shall be protected from high density or incompatible development in order to maintain their character and avoid the high public costs associated with utility service for outlying or scattered development. Within the RR-1 district, low density uses, compatible with the character of the district, are encouraged provided they will not require public sewers, water systems or high volume traffic arteries. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 219 § 5, 1969; prior code § 95.33.010.]

20.28.020 Principal uses permitted.

The following are principal permitted uses in this district:

- A. One- and two-family dwellings to include modular and manufactured housing and mobile homes;
- B. Public parks and playgrounds. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 219 § 5, 1969; prior code § 95.33.020.]

20.28.030 Accessory uses permitted.

The following are permitted accessory uses in this district provided they do not create a nuisance or hazard:

- A. Private garages;
- B. Houses and tool sheds;
- C. Private docks, moorage, boat houses and net houses;
- D. Uses and structures which are customarily accessory and clearly subordinate to permitted uses;

E. Animal establishments other than commercial animal establishments. [Ord. 867 § 1, 2013; Ord. 785 § 10, 2006; Ord. 462 § 6, 1984; Ord. 219 § 5, 1969; prior code § 95.33.030.]

20.28.040 Conditional uses.

The following are the uses which may be permitted in the RR-1 district by action of the commission under the conditions and procedures specified in Chapter 20.68 WMC:

- A. Home occupations;
- B. Public and private elementary and secondary schools and colleges;
- C. Nursery schools, private kindergartens, and child care centers;
- D. Public buildings and structures;
- E. Hospitals, sanitariums, nursing homes and convalescent homes;
- F. Churches and cemeteries;
- G. Radio and television transmitters and towers;
- H. Mobile home parks;
- I. Neighborhood-oriented commercial development (e.g., neighborhood grocery);
- J. Quarrying, material extraction and processing;
- K. Energy-related facilities;
- L. Commercial animal establishments;
- M. Fisheries enhancement/aquaculture;
- N. Recreational vehicle parks;
- O. Marine ways;
- P. Storage of equipment for private and/or commercial use only;
- Q. Cottage industry;
- R. Licensed retail marijuana store facility, provided the facility must be located on one acre or more of land and

meet setbacks;

S. Licensed marijuana testing facility, provided the facility must be located on one acre or more of land and meet setbacks;

T. Licensed marijuana product manufacturing facility, with the exception of solvent based manufacturing processes which are not allowed, and provided the facility must be located on one acre or more of land and meet setbacks;

U. Licensed standard cultivation marijuana facility (500 square feet or more under cultivation), provided the facility must be located on two acres or more of land and meet setbacks;

V. Licensed limited cultivation marijuana facility (fewer than 500 square feet under cultivation), provided the facility must be located on one acre or more of land and meet setbacks. [Ord. 926 § 3, 2016; Ord. 867 § 1, 2013; Ord. 785 § 11, 2006; Ord. 462 § 6, 1984.]

20.28.050 Standards.

The standards found in Chapter 20.52 WMC applicable to this district are:

- A. Standards policies: WMC 20.52.005;
- B. Principal structures per lot: WMC 20.52.010;
- C. Traffic vision impediments: WMC 20.52.020;
- D. Distances between buildings: WMC 20.52.030;
- E. Air, land and water quality: WMC 20.52.040;
- F. Volatile products storage: WMC 20.52.050;
- G. Noise: WMC 20.52.060;
- H. Airport interference: WMC 20.52.070;
- I. Building height: WMC 20.52.080;
- J. Density – Minimum lot size: WMC 20.52.090;
- K. Coverage – Minimum open areas: WMC 20.52.100;
- L. Setbacks – Yards: WMC 20.52.110;

M. Shoreline dependency: WMC 20.52.120;

N. Piers, docks, shoreline protection and shoreline construction: WMC 20.52.130;

O. Drainage: WMC 20.52.150;

P. Dredge and fill: WMC 20.52.160;

Q. Home occupations: WMC 20.52.170;

R. Mobile homes and mobile home parks – Defined: WMC 20.52.180;

S. Off-street parking: WMC 20.52.190;

T. Signs: WMC 20.52.210;

U. Traffic generation: WMC 20.52.230;

V. Recreational vehicle parks: WMC 20.52.240;

W. Recreation: WMC 20.52.250;

X. Firewood storage: WMC 20.52.260;

Y. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 12, 2006; Ord. 586 § 6, 1993; Ord. 486 § 7, 1985; Ord. 462 § 6, 1984.]

CITY & BOROUGH OF WRANGELL, ALASKA
PUBLIC HEARING BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	11

ORDINANCE No. 1008 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 5.03, FISCAL PROVISIONS GENERALLY, AND ADDING SECTION 5.03.001, SET-OFFS PRIOR TO DISBURSEMENTS, IN CHAPTER 5.03, OF THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required:

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

Account Number(s):

Account Name(s):

Environmental Assessment for
Utilities Campus

Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ord 1008

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

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

RECOMMENDATION MOTION:
Move to Approve Ordinance No. 1008.

SUMMARY STATEMENT:

No changes from the July 27th, Assembly Meeting.

Currently, when a customer is due a refund from the Borough, we are not allowed to take those funds and pay them toward outstanding accounts receivables. This ordinance would allow us to do that. For example, if we follow the procedures and impound a vessel and ultimately hold an auction to sell it and the sale brings in an excess of funds from what is owed on the vessel storage, we are required to contact the registered owner of the vessel and send them the excess funds from the sale (less advertising and/or attorney fees). If the vessel owner owes other outstanding amounts to the Borough, like utilities, we are unable to use the excess revenue to offset the debt because we don't have this proposed provision in our code.

Working with our Borough Attorney and looking at what other municipalities are doing, we are bringing this Ordinance to you for consideration. If adopted, we will be able to apply any excess funds towards other outstanding accounts receivables that the registered owner may have.

In addition to the Accounts Receivable provision, if adopted, we will have the ability to withhold lease payments as well as any contract amounts that the City would pay out, to go towards any outstanding Accounts Receivable delinquencies.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1008

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING CHAPTER 5.03, FISCAL PROVISIONS GENERALLY, AND ADDING SECTION 5.03.001, SET-OFFS PRIOR TO DISBURSEMENTS, IN CHAPTER 5.03, OF THE WRANGELL MUNICIPAL CODE

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

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

SEC. 1. Action. The purpose of this ordinance is to add Chapter 5.03, Fiscal Provisions Generally, and to add Section 5.03.001, Set-Offs Prior to Disbursements, in Title 5, Revenue and Finance of the Wrangell Municipal Code.

SEC. 2. Addition. Chapter 5.03 and Section 5.03.001 of the Wrangell Municipal Code are hereby added as follows:

Chapters:

5.02 Investment of Borough Funds

5.03 Set-Offs Prior to Disbursements

5.04 Property Tax

5.06 Transient Occupancy Tax

5.08 Sales Tax

5.09 Excise Tax on Marijuana

5.10 Purchases and Sales

5.11 Remote Seller Sales Tax

5.12 Improvements and Assessments

5.14 Borough Budget

5.16 Improvements by Petition

5.18 Grants Administration

5.20 City and Borough of Wrangell Permanent Fund

5.22 Enhanced 911 Telephone Service

5.24 General Fixed Assets

5.26 Investment Policy, Objectives, and Guidelines for the Swimming Pool Fund

5.03.010 Set-Offs Prior to Disbursements

- A. Disbursements of money to a person, firm or corporation shall be made only after all the various receivable accounts of the Borough have been reviewed for outstanding

balances owed. The disbursement will be reduced by setting off the amount of any delinquent indebtedness due the Borough from such person, firm, or corporation.

- B. All contracts to which the Borough is a party which will or may involve the disbursement of Borough funds shall contain the following clause, or its substantial equivalent: "Disbursement of money by the City and Borough of Wrangell hereunder shall be subject to set-off pursuant to the provisions of the Code of the City and Borough of Wrangell Municipal Code." Such contracts include, but are not limited to, oral contracts, employment contracts, construction contracts, purchasing contracts, contracts, and revenue from impounded vessels or vehicle sales, sale of foreclosed properties, sale of police forfeiture items, and lease agreements.

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

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

SEC. 5. Effective Date. This ordinance shall be effective upon adoption. However, until which time that a new fee schedule is duly adopted, the fees reflected in the former sections amended herein shall remain as an interim fee schedule.

PASSED IN FIRST READING: _____, 2021

PASSED IN SECOND READING: _____, 2021

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>	August 24, 2021
	<u>Agenda Section</u>	13

EMERGENCY ORDINANCE NO. 1010 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCE 1003 AND REENACTING THE REQUIREMENT OF FACE COVERINGS IN CERTAIN INDOOR SETTINGS, AND THE PENALTY IN THE WRANGELL MUNICIPAL CODE, AND STRONGLY URGING OTHER MITIGATION ACTIONS

<u>SUBMITTED BY:</u>
Lisa Von Bargaen, Borough Manager

<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: \$	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	

ATTACHMENTS: 1. Emergency Ordinance 1010

RECOMMENDATION MOTION:
Move to approve Emergency Ordinance No. 1010.

SUMMARY STATEMENT:

Given the local surge of cases, and the situation around the region and state with case counts and ICU beds, the EOC and Administration felt is prudent to bring a mandatory face covering requirement back to the Assembly for consideration. This ordinance calls for a two-week

timeframe beginning upon approval of the ordinance and sunseting on September 7th at 11:59pm unless rescinded earlier, or extended by action of the Assembly.

This ordinance carries the same enforcement penalties as the previous face covering ordinances.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1010

AN EMERGENCY ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA REAFFIRMING THE DECLARATION OF EMERGENCY IN EMERGENCY ORDINANCE 1003 AND REENACTING THE REQUIREMENT OF FACE COVERINGS IN CERTAIN INDOOR SETTINGS, AND THE PENALTY IN THE WRANGELL MUNICIPAL CODE, AND STRONGLY URGING OTHER MITIGATION ACTIONS

WHEREAS, Alaska, along with the rest of the United States, and World, has been fighting the global COVID-19 pandemic since March 2020; and

WHEREAS, The Assembly has approved several Emergency Ordinances, declaring an Emergency due to the Novel Coronavirus (COVID-19) Pandemic; and

WHEREAS, in the past few weeks Alaska, and Southeast has seen a surge in positive case counts with daily numbers equaling or exceeding those during the height of the pandemic; and

WHEREAS, increased positive case counts are resulting in increased hospitalizations putting significant pressure on the statewide healthcare system, specifically ICU capacity; and

WHEREAS, diminished ICU capacity puts all Alaskans, including Wrangell residents, at increased risk for medevac outside of the state for normal health emergencies and COVID-19 emergencies; and

WHEREAS, all regions of the State, including all of Southeast Alaska, are categorized as high risk for transmission of COVID-19; and

WHEREAS, Wrangell currently has 19 positive cases, the highest number since the beginning of the pandemic, with 10 of those cases happening within a 24-hour period; and

WHEREAS, the Wrangell EOC believes it is of paramount importance Wrangell temporarily reenact a face covering requirement to help slow the spread of COVID; and

WHEREAS, it is known that the far more aggressive Delta Variant can impact both unvaccinated and vaccinated individuals; and

WHEREAS, one of the most effective, and easiest, mitigation measure to keep our residents, economy and active lifestyle safe is wearing a face covering; and

WHEREAS, the EOC continues to strongly urge other mitigation efforts in addition to the face-covering mandate.

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

SECTION 1: AUTHORIZATION. This is a non-codified EMERGENCY ORDINANCE provided for in the Home Rule Charter of the City & Borough of Wrangell, Alaska Section 2-11.

SECTION 2: FACE COVERING MANDATE.

- A. Requirement.** All individuals must wear a mask, cloth face covering over their nose and mouth, or a face shield when they are indoors in public settings or communal spaces outside the home. This ordinance is subject to the conditions and exceptions stated below.
- B. Context.** The settings included in this ordinance include, but are not limited to, the public and communal spaces within the following:
 - 1. Grocery stores, pharmacies, and all other retail stores.
 - 2. Restaurants, cafes, and bars – including food preparation, carry-out, and delivery food operations. There is a limited exception for customers while they are eating or drinking in one of these settings.
 - 3. Buses, taxis, and other forms of public transportation when passengers are present.
 - 4. Personal care facilities.
 - 5. Child care facilities.
 - 6. Communal areas of offices where people from multiple households are present.
 - 7. Elevators and indoor communal spaces in other buildings.
- C. Employment.** Employers are responsible to make sure employees who are present in the workplace have access to and wear mask, cloth face coverings, or face shield when in direct contact with customers, members of the public, or other employees. Masks or face shields are not required when the only direct contact is between members of the same household or when employees are not near others (within six feet).
- D. Exceptions.** This ordinance does not apply to the following categories of people or activities:
 - 1. Any child under the age of 2 years. These very young children should not wear a face covering because of the risk of suffocation;
 - 2. Any individual for whom wearing a mask, cloth face covering, or face shield would be contrary to his or her health or safety because of a medical condition or mental health condition, and any individual unable to tolerate a mask or face shield due to a physical or mental disability;

3. Individuals who are speech impaired, deaf, or hard of hearing, or individuals communicating with someone who is deaf or hard of hearing, where facial or mouth movements are an integral part of communication;
4. Any individual who has trouble breathing or otherwise unable to remove the face covering without assistance;
5. Individuals who are exercising, if mask or face shield wearing would interfere with their breathing;
6. Individuals who are incarcerated, in police custody, or inside a courtroom; these individuals should follow guidance particular to their location or institution;
7. Individuals performing an activity that cannot be conducted or safely conducted while wearing a mask or face shield (for example, a driver experiencing foggy glasses, a dental patient receiving care, an equipment operator where there is a risk of dangerous entanglement); and
8. Musicians, presenters, ministers, and others communicating to an audience or being recorded, for the duration of their presentation/practice/performance where mask or face shield usage impairs communication, and so long as safe physical distancing is maintained.

E. Proof of Medical Reason or Disability. If a person declines to wear a mask, face covering, or face shield because of a medical condition or disability as described above, this ordinance does not require them to produce medical documentation verifying the stated condition or disability. Businesses may wish to consider accommodating such individuals through curbside or delivery service or by allowing the individual inside without a mask or face shield if doing so will not place others at risk.

F. Enforcement Policy. The City and Borough of Wrangell reserves the right to use all available enforcement options to assure compliance with this ordinance. However, employers will not be subject to fines based on non-compliance by customers so long as there is a clearly posted sign informing customers that they are required to wear face coverings. Brief removal of a face covering, such as is necessary to eat, drink, or scratch an itch does not constitute a violation of this ordinance (although hand washing/sanitizing is recommended after such activities). Additionally, violation of this ordinance does not create grounds for residents to harass individuals who do not comply with it.

G. Violation. Violation of the face covering requirement in Section 2 shall be a minor offense. In accordance with AS 29.25.0709(a), citations for violation of this ordinance may be disposed of as provided in AS 12.25.195 through 12.25.230, without a court appearance, upon payment of a fine of \$25.00 plus any surcharge required to be imposed by AS 12.55.039 and 29.25.074584019, which shall be considered incorporated into Wrangell Municipal Code (WMC) Section 1.20.050; payment of the fine shall be accepted in satisfaction of the

violation; and the violation shall be subject to the provisions outlined in WMC Section 1.20.050.

SECTION 3: OTHER MITIGATION EFFORTS ENCOURAGED: 1) Avoid gatherings if possible, but if necessary limit indoor gatherings to as few non-household members as possible (preferably 20 or less); 2) Reduce capacity in restaurants and bars to ensure the ability for six feet of separation between parties; 3) Use pick-up/take-out options for dining; 4) Personal services should be by appointment only with one customer per provider and no waiting areas; 5) Use caution in group gym or exercise activities and reduce capacity; 6) Travelers should test upon arrival in Wrangell and follow strict social distancing protocols until negative test results arrive.

SECTION 4: EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset September 7, 2021 at 11:59pm unless terminated sooner or extended by action of the Assembly.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 24TH DAY OF AUGUST, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

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>	August 24, 2021
	<u>Agenda Section</u>	13

RESOLUTION No. 08-21-1603 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR THE NEW PERMANENT JOB DESCRIPTION OF THE DEPUTY BOROUGH MANAGER AND AMENDING THE NON-UNION WAGE & GRADE TABLE

<u>SUBMITTED BY:</u>
Lisa Von Bargaen, Borough Manager

<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:		
	FY 22:	
Amount Budgeted:		
	FY22	
Account Number(s):		
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure):		

ATTACHMENTS: 1. Res 08-21-1603; 2. Job Description; 3. Non-Union Wage & Grade Table

RECOMMENDATION MOTION:

Move to Approve Resolution No. 08-21-1603.

SUMMARY STATEMENT:

The attached resolution officially authorizes the Deputy Borough Manager position, as directed by the Assembly on August 11th. It establishes the wage at a Grade 35, which is the highest level on the salary schedule, equal to that of the Police Chief. A copy of the position description has also been attached for additional information.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 08-21-1603

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA PROVIDING FOR THE NEW PERMANENT JOB DESCRIPTION OF THE DEPUTY BOROUGH MANAGER AND AMENDING THE NON-UNION WAGE & GRADE TABLE

WHEREAS, on August 11, 2021, the Borough Assembly directed the Borough Manager to move forward with the necessary steps in hiring a Permanent Deputy Borough Manager; and

WHEREAS, the addition of this position allows the City and Borough of Wrangell's Administration Department the ability to appropriately add the duties and responsibilities of the Deputy Borough Manager position; and

WHEREAS, the Non-Union Wage & Grade Table must be amended to reflect the new job description of Deputy Borough Manager; and

WHEREAS, the pay scale for the Deputy Borough Manager position will be placed on the current Non-Union Pay Scale, Grade 35 (\$8,038 to \$10,154 per month).

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

Section 1. The attached Exhibit "A" is the new job description which describes the duties, responsibilities, and qualifications for the Deputy Borough Manager.

Section 2. The new job description for the Deputy Borough Manager position will be effective as of August 25, 2021.

Section 3. The attached Exhibit "B" is the Non-Union Wage and Grade Table reflecting the addition of the Deputy Borough Manager position, grade 35.

Section 4. The attached Exhibit "B" repeals all other previous Non-Union Pay Plans and becomes effective August 25, 2021.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 25th DAY OF AUGUST 2021.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

City & Borough of Wrangell**Position Description**

Position: Deputy Borough Manager	Type: Permanent, Full-Time
Department/Site: Administration	FLSA: Exempt
Evaluated by: Borough Manager	Salary Grade: 35

Summary

Under the direction of the Borough Manager, this position is responsible for working closely with and providing highly responsible and complex support to the Borough Manager in administration of municipal functions, as assigned, including: overseeing Borough departments, programs and operations; managing all manner of human resources; supervising a variety of projects; responsible for activities in the area of contract administration and grant management; managing the Borough's safety program; and providing innovative solutions for organizational effectiveness and efficiency.

Essential Duties and Responsibilities

- Participates with the Manager in framing the Assembly's vision and strategies.
- Assists in the administration of Borough affairs and in overseeing Borough departments, employees, programs, and operations.
- Maintains a comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new practices, trends and advances in the profession; reads professional literature; maintains professional affiliations; participates in continuing education activities; attends seminars, conferences, workshops, and training sessions as appropriate.
- Performs all aspects as the Human Resources Manager including grievances, union negotiations, employee performance standards, disciplinary procedures, employee recognition, employee recruitment and retention, employee continuity planning, and employee development.
- Maintains/updates personnel regulations.
- Manages Borough-wide training and certification requirements.
- Manages Borough-wide safety program.
- Promotes innovation, critical thinking and creativity in developing approaches and solutions to City needs. Empowers all levels of staff to be proactive and participatory. Promotes, encourages, and leads collaboratively in seeking new ways to share resources, ideas, and best practices to optimize service delivery organization wide.
- Serves as a liaison with the public for citizen ideas and activities, and resolution of issues and complaints.
- Plans, organizes, supervises, and ensures completion of projects, which may include construction, major maintenance, and professional service - related projects as assigned.
- Plans, organizes, researches, and implements assigned administrative projects.

- Manages contracts and professional agreements, as assigned.
- Oversees borough-wide grant administration in partnership with the Finance Director.
- Oversees borough-wide procurement practice/procedures in partnership with the Finance Director.
- Attends Borough Assembly meetings and work sessions; and researches data, writes, edits, and approves agenda items.
- Researches, responds to, and prepares correspondence and documentation; performs necessary follow-up and communicates with the Borough Manager on sensitive and confidential issues.
- Assists in drafting and monitoring the annual Borough budget.
- Assists the Borough Manager in monitoring state and federal legislative priorities.
- Serves as a member of the Borough's Incident Command Team.
- Facilitates and coordinates multi-department issues, projects and concerns to ensure a comprehensive approach to managing Borough business in the most effective and efficient manner.
- As assigned, serve as the Borough's representative at community functions, and on committees, task forces and boards. Serve as the Borough liaison to other community, agency, and government organizations.
- Conducts complex and sensitive administrative, operational and management analyses, studies, and researches projects including those involving City-wide issues, programs, policies and procedures; selects, adapts, and applies appropriate research and statistical techniques; gathers and analyzes data and information from various internal and external sources on a variety of assigned and specialized projects and topics. Studies problems and processes and makes recommendations to the Borough Manager including suggested changes in organization/management of City government and in types of service provided to City residents as needed.
- Serves as acting Borough Manager in the Manager's absence or disability.

Additional Job Duties

- Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections; utilizes word processing, spreadsheet, database, financial management systems, e-mail, Internet, or other software programs.
- Provides assistance to Department Directors in matters assigned by the Borough Manager.
- Attends evening or weekend meetings, and /or gives public presentations as required.
- Attends and assists or represents the Borough Manager and Borough at meetings when requested.
- Performs other duties as assigned by the Borough Manager that support the overall objective of the position and organization.

Qualifications

- Self-motivated with strong organizational and planning skills, effective management skills, including ability to communicate and work effectively with all levels of staff and a variety of diverse groups, including public officials, contractors and consultants and the public. Ability to perceive and analyze problems and issues, develop, and evaluate alternative approaches to addressing those problems and issues, and make or recommend sound decisions. Extensive knowledge of public administration and local government principles, policies, and procedures. Working knowledge of project management and public contract administration. Working knowledge of human relations issues and ability to supervise and manage employees.
- Effective written and oral communication. Ability to effectively analyze and solve problems. Ability to supervise, train, and evaluate professional staff. Ability to deal tactfully and effectively with the public, other agencies, and Borough employees.
- Competent knowledge of Microsoft Office Suite required. Knowledge of personal computers and standard office equipment is mandatory.
- Strong commitment to excellent customer service with a recognition that "customers" include not only the public, but elected and appointed Borough officials (Mayor, Assembly Members, School Board Members, School District Superintendent, Planning & Commission Members, all Committee & Commission members); representatives of other organizations (including federal, state, and local governments); and other Borough employees.
- Knowledge of principles of organization and administration. Understanding of basic supervisory skills including communication, work organization, delegation, and performance evaluation. Ability to develop effective and efficient valuation techniques and to prepare clear, concise, and accurate reports. Ability to establish and maintain effective working relationships.
- Ability to maintain a variety of data and information related to Borough issues, and to prepare accurate and meaningful financial and statistical records and reports.
- Ability to train, supervise and evaluate staff. Ability to motivate, develop, teach and direct staff.

Physical Activities

- Must be able to hear. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Ability to use hands to finger, handle, or operate objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch; and taste or smell. Each of the listed activities also requires standing, sitting, walking, bending, stooping, and ability to routinely lift and carry items up to forty pounds. Activities include significant communication in person and by telephone. The position involves long hours of sitting at a desk and working with a personal computer.
- Reading, understanding, and researching complex issues. Reading and learning to use equipment, software, and systems from written materials. Attending

evening and lunch time meetings. Driving a vehicle and ability to inspect sites which include walking, stooping, and viewing rough and unfinished terrain and outdoor construction sites.

- Travel occasionally, using air and/or water transportation to out of town meetings and functions.

Education and Experience

- Requires a Bachelors' degree from an accredited college or university with a degree or major course work in one or more of the following fields: public or business administration, public relations, planning, project management, economics, finance, or related field.
- Five years related experience in municipal government is desired. Advanced degree or certificate may be substituted for up to two years of the desired experience.

Any combination of related education and/or related experience will be considered if the candidate possesses the demonstrated ability.

Licenses and Certificates

- Requires a valid Alaska Driver's License.
- Requires SHRM-CP Certification within one year.

Working Conditions

Work is performed indoors where minimal safety considerations exist.

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.

I have read and understand the duties of the above listed job. I understand that the job duties described above are the main highlights of the position and do not fully encompass all duties required.

Employee Signature

Date

Deputy Borough Manager

Resolution No. 08-21-1603

8	Custodian	14	Dispatch/Corrections Officer	18	Administrative Assistant - Police
9	Library Assistant I	15	Public Works Administrative Assistant		Corrections Sergeant
12	DMV Assistant Recreation Coordinator Library Assistant II	17	Police Officer Recruit Accounting Clerk II	21	Firemedic/Trainer
	Nolan Center Attendant - Museum Collection Nolan Center Coordinator			23	Police Officer
13	Accounting Clerk Utility Accounts Clerk			25	Police Sergeant
				26	Police Lieutenant

19	Civic Center Manager	25	Harbormaster	30	Finance Director
24	Library Director	28	Economic Development Director		Electrical Superintendent
	Parks & Recreation Director				Director of Public Works & Capital Projects
	Fire Chief			35	Police Chief
	Nolan Center Director				Deputy Borough Manager

Grade	Step	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		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		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		3.20	3.50	3.80	4.10	4.40	4.70	5.00	5.30	5.60	5.90	6.20	6.50
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
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
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
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

1	Lifeguard	5	Park Maintenance I	8	Museum Clerk
	Recreation Assistant				
	Theater Sales Associate	6	Park Maintenance II	9	Maintenance Custodian
3	Head Lifeguard			11	Theater Manager
4	Sales Assistant	7	Clerical Assistant		
	Laborer				

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	April 27, 2021
	<u>Agenda Section</u>	13

RESOLUTION NO. 08-21-1604 AMENDING THE FY 2022 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY TRANSFERRING \$6,694.40 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL IMAGERY

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$6,694.40

FY 21: \$	FY 22: \$6,694.40	FY23: \$
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Amount Budgeted:

FY21 \$0

Account Number(s):

52000 000 7519

Account Name(s):

Professional Services

Unencumbered Balance(s) (prior to expenditure):

\$0 before resolution

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 08-21-1604

RECOMMENDATION MOTION:

Move to Approve Resolution No. 08-21-1604.

SUMMARY STATEMENT:

Earlier this year, the Borough had an unexpected opportunity to have updated aerial imagery and LIDAR surveys performed in certain areas of the community. This was also an opportunity for Wrangell to have LIDAR taken of the water reservoirs and entire valley, including slopes above the reservoirs and the run-out zone in the case of a dam breach.

The LiDAR survey firm, Elevate UAS, recommended their data be enhanced with Ground Control Points (GCP) to maximize its utility of the data. Because multiple sensors were used and data was aligned in the post-processing stages, it is recommended that this data be corrected with ground control, particularly if this data is to be used for engineering, planning, or survey applications. GCP bring the data into a more accurate position with the real world, allowing end users to be able to rely on it, not only to see what the area looks like and what the land topography/slope looks like, but also for its overall positioning and accuracy in the XY and Z directions.

This GCP effort entails having Elevate coordinate with a Professional Land Surveyor to provide ideal points that they can locate in the imagery/LiDAR where they could collect a high accuracy XYZ position. They would then find those points in the data and reorient the information so that it is more accurate and tied to known coordinate positions.

There was an attempt when Elevate returned to Wrangell to collect the second phase of data to connect them with R&M Engineering for the purpose of developing GCP data; however, R&M staff were not on island and this on the ground effort could not be coordinated at that time.

Wrangell has the opportunity to add Ground Control Points survey data to the previously performed Aerial imagery and LiDAR survey for an additional cost of \$6,694.40, including the cost of both the R&M Engineering GCP collection and the Elevate GCP merger into their survey data.

Administration recommends funding to perform these added survey services come from the Industrial Construction Fund. The Reserves currently have \$304,051 prior to this resolution. After this resolution the Reserves will be \$297,356.60.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 08-21-1604

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND TRANSFERRING \$6,694.40 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR AERIAL AND LIDAR IMAGERY

WHEREAS, the Borough had performed through contractual services aerial imagery and LiDAR survey for three high priority areas of land, totaling approximately 1,368 acres; and

WHEREAS, LiDAR and Aerial surveys are normally processed with Ground Control Points to increase the overall utility of the data, allowing end users to be able to rely on its positioning and accuracy in the XY and Z directions; and

WHEREAS, Wrangell has the opportunity to add Ground Control Points survey data to the previously performed Aerial imagery and LiDAR survey for an additional cost of \$6,694.40.

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

Section 1: The FY 2022 Budget in the Industrial Construction Fund is amended to reflect an increase in the transfer of funds, in the amount of \$6,694.40 from the Industrial Construction Fund Reserves into the Industrial Construction Fund Operating Budget and authorize its expenditure.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 24th DAY OF AUGUST, 2021.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk



Tuesday, August 17, 2021

ESTIMATE FOR

Wrangell Capital Facilities Department
Amber Al-Haddad
 aal-haddad@wrangell.com
 907-874-3902

ESTIMATE FROM

Elevate UAS
 6036 SW 18th Dr
 Portland, OR 97239
 541-521-6670

JOB DESCRIPTION

Elevate will use high accuracy X,Y,Z coordinate information on 20 unique targets across the entire data set to improve the global accuracy of all deliverables provided to City of Wrangell. A GCP corrected classified LiDAR pointcloud, DSM, DEM, and orthomosaic will be provided to Amber Al-Haddad / Wrangell Capital Facilities Department by secure file transfer or sending a thumb drive to a physical mailing address.

ASSUMPTIONS

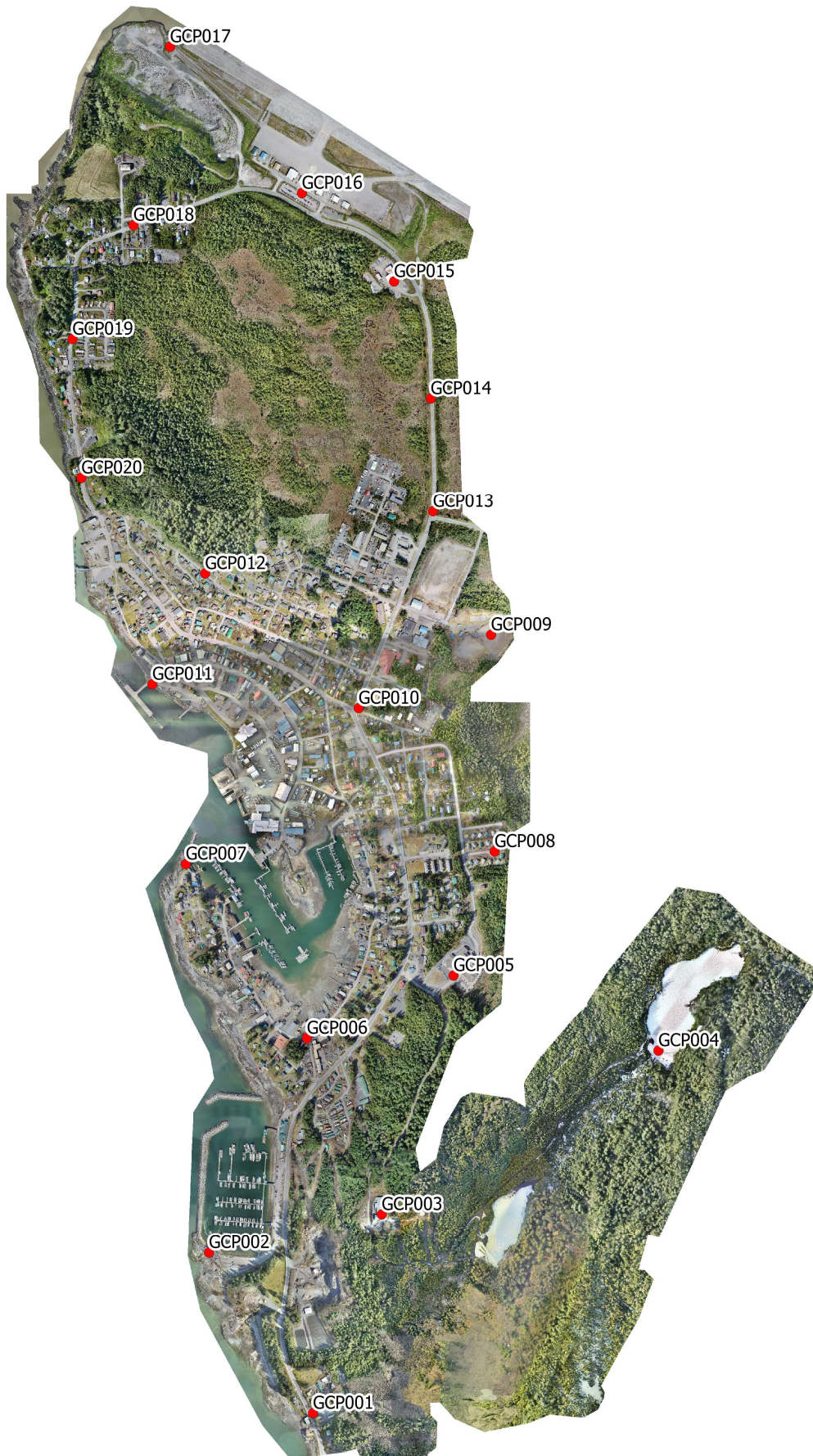
1. Work beyond the estimated amount and agreed to by the client will only be completed with approval of the Project Manager.
2. Elevate is not legally liable for any decisions made based on delivered data products.
3. All coordinate information provided to Elevate will be in EPSG 102631 (horizontal) and EPSG 6360 (vertical).

DELIVERABLE ITEMS

1. Raw and Classified pointcloud in .las or .laz format. Classifications will be 1 - unclassified, 2 - ground, and 7 - noise following ASPRS classification codes. If further classification is desired it may require additional fees for additional classifications.
2. DSM generated from first return points in pointcloud, in .tif format
3. DEM generated from ground classified points in .tif format.
4. Orthomosaic in .tif format.

Deliverable Schedule: Estimated time for post-processing all data into final deliverable items is approximately 4 weeks after returning from the field.

Description	Quantity	UOM	Rate	Amount
Post-Processing imagery	20	HR	\$ 65.00	\$ 1,300.00
Post-Processing LiDAR	20	HR	\$ 85.00	\$ 1,700.00
Total Estimated Cost				\$ 3,000.00



Proposed GCPs shared with City of Wrangell that can be targets in both LiDAR and Image datasets.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 24, 2021
	<u>Agenda Section</u>	13

RESOLUTION No. 08-21-1605 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 1A, 1B, AND 1C, ETOLIN-SPRUCE SUBDIVISION, WRANGELL RECORDING DISTRICT

SUBMITTED BY:

Carol Rushmore, Economic Development
Director; Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

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

Account Number(s):

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

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution No. 08-21-1605; 2. Appraisal

RECOMMENDATION MOTION:

Move to Approve Resolution 08-21-1605.

SUMMARY STATEMENT:

The appraisal is complete and attached for review by the Assembly for the three (3) Etolin Lots.

Administration has prepared the resolution (No. 08-21-1606) authorizing the sale of the lots. Administration is recommending the property be sold on the Public Surplus Auction Site, with pre-registration and a (refundable) registration fee required. Administration is also recommending the opening bid be 10% below the appraised value as an incentive to potential buyers.

The minimum bid for these properties shall be 90% of the properties' appraised values:

Lot 1A: ($\$31,500 \times .90 = \$28,350$) however the reserve price will be **\$31,500** (appraised value)

Lot 1B: ($\$33,250 \times .90 = \$29,925$) however the reserve price will be **\$33,250** (appraised value)

Lot 1C: ($\$35,000 \times .90 = \$31,500$) however the reserve price will be **\$35,000** (appraised value)

The auction will be listed on the Public Surplus Site for no less than 30 days. Wrangell Municipal Code requires thirty-day public notice prior to the sale of Borough-owned property.

Posting property on the Public Surplus Site means that the buyer will pay a 5% premium fee if we collect the payment at auction end. There is the option to have Public Surplus collect the final payment however, the buyer's premium would then be 8%. We are asking that we collect the final payment. Therefore, the premium that the buyer would be required to pay is 5%.

All the terms and conditions of the auction/sale of the property are outlined in Resolution No. 08-21-1606, which is attached.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO: 08-21-1605

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 1A, 1B AND 1C, ETOLIN-SPRUCE SUBDIVISION, WRANGELL RECORDING DISTRICT

WHEREAS, the Borough is the owner of the following described real property: Lots 1A, 1B, and 1C, Etolin-Spruce Subdivision, Plat 2020-8, Wrangell Recording District; and

WHEREAS, the Borough Assembly it has determined it is in the public interest for the Borough to divest itself of this property; and

WHEREAS, the appropriate pre-sale work obtaining an Appraisal has been completed; and

WHEREAS, the Borough Assembly desires to sell said property via Public Surplus platform; and

WHEREAS, the requirements for the sale of public lands have been followed in conformance with Wrangell Municipal Code Chapter 16.12.

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

Section 1. **AUTHORIZATION.** The Assembly of the City and Borough of Wrangell, Alaska authorizes the Borough Manager to sell Borough-owned real property Lots 1A, 1B, and 1C, Etolin-Spruce Subdivision, Plat 2020-8, Wrangell Recording District.

Section 2. **PROCEDURES FOR PUBLIC SALE.** The Assembly of the City and Borough of Wrangell establishes the following procedure for the sale of the Borough-owned real property Lots 1A, 1B, and 1C, Etolin-Spruce Subdivision, Plat 2020-8, Wrangell Recording District.

1. **Public Surplus Auction Website.** The property shall be made available on the Public Surplus Site for not less than 30 days, specifically September 1, 2021, through 3:00pm ADT September 30, 2021.
2. **Eligibility and Exclusions.** Eligibility for participating in the public outcry auction shall be persons eighteen (18) years of age or older with the following exceptions:

- a. No person who is delinquent in any property tax, sales tax, utility payment, or other financial obligation with the Borough may participate in the auction.
 - b. The Borough Manager, the Borough Clerk, and the Economic Development Director are prohibited from participating in the auction, either in their own name, in the name of their spouse, dependent child, or solely owned or family-owned business.
3. **Minimum Bid Established.** The minimum bid for these properties shall be 90% of the properties' appraised values:
 Lot 1A: \$28,350 (\$31,500 X .90)
 Lot 1B: \$29,925 (\$33,250 X .90)
 Lot 1C: \$ 31,500 (\$35,000 X .90)
4. **Bidders Registration and Fee Required.** Bidders shall be required to register in advance of the online auction on the Public Surplus Website (www.publicsurplus.com) and pay a \$500 registration fee. This fee shall be applied to the purchase of the property for the winning bidder. The fee shall be refunded to all non-successful bidders. If the winning bidder fails to purchase the parcel in conformance with the prescribed parameters, the bidder forfeits the registration fee. The registration fee must be paid on the Public Surplus Website.
5. **Sale Terms.** The winning bidder shall sign a Purchase Agreement within three (3) days of the closing of the auction. The property may be purchased with 20% of the winning bid amount as down payment, payable within three (3) business days from the signing of the Purchase Agreement, with the balance due to the Borough in sixty (60) days.
6. **Property Not Sold at Auction.** If the properties are not sold in the initial timeframe in which the auction was listed, they shall be relisted in increments of four (4) days until sold. They shall be listed at the full appraised values of Lot 1A - \$31, 500; Lot 1B- \$33,250; Lot 1C- \$35,000.
7. **Borough Manager Authorized to Administer.** The Borough Manager is authorized to develop whatever administrative procedures, forms and policies are necessary to implement this resolution.

Section 3. **PUBLIC NOTICE REQUIRED.** In conformance with Wrangell Municipal Code Section 16.12.040(b) the Borough Clerk shall give notice of the sale by publication of notice in a newspaper of general circulation in the Borough at least 30 days before the date of the sale, and the notice shall be posted within that time in at least three public places in the borough.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH
OF WRANGELL, ALASKA THIS 24th DAY OF AUGUST, 2021.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**APPRAISAL REPORT
REAL ESTATE APPRAISAL**

Of
Lots 1A, 1B and 1C Plat 2020-8



NHN Etolin Drive,
Wrangell, AK, 99929

As of
April 27, 2021

Prepared For
Ms. Carol Rushmore
City and Borough of Wrangell
PO Box 531
Wrangell, AK, 99929

Prepared by
RAMSEY APPRAISAL RESOURCE
Roger Ramsey, Alaska-AA 570

File Name:
RAR File# 21-016-P4

RAMSEY APPRAISAL RESOURCE

10615 Horizon Drive
Juneau,
AK, 99801

907-723-2936
Fax: 866-404-7117
rogerramsey@mac.com

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June 14, 2021

Ms. Carol Rushmore
City and Borough of Wrangell
PO Box 531
Wrangell, AK 99929

Re: Appraisal Report, Real Estate Appraisal
Lots 1A, 1B and 1C Plat 2020-8
NHN Etolin Drive,
Wrangell, AK, 99929

File Name: RAR File# 21-016-P4

Dear Ms. Rushmore:

At your request, I have prepared an appraisal for the above referenced property, which may be briefly described as follows:

The subject properties to be valued are three side by side vacant, raw, single family residential lots.

Please reference page 9 of this report for important information regarding the scope of research and analysis for this appraisal, including property identification, inspection, highest and best use analysis and valuation methodology.

I certify that I have no present or contemplated future interest in the property beyond this estimate of value. The appraiser has not performed any services regarding the subject within the three-year period immediately preceding acceptance of this assignment.

Your attention is directed to the Limiting Conditions and Assumptions section of this report (page 7). Acceptance of this report constitutes an agreement with these conditions and assumptions. In particular, I note the following:

Hypothetical Conditions:

- There are no hypothetical conditions for this appraisal.

Extraordinary Assumptions:

- There are no Extraordinary Assumptions for this appraisal.

Based on the appraisal described in the accompanying report, subject to the Limiting Conditions and Assumptions, Extraordinary Assumptions and Hypothetical Conditions (if any), I have made the following value conclusion(s):

Current As Is Market Value:

The “As Is” market value of the Fee Simple estate of the property, as of April 27, 2021, is

Reconciled Value(s): **Lot 1A \$31,500**
 Lot 1B \$33,250
 Lot 1C \$35,000

The market exposure time preceding April 27, 2021 would have been 6 months and the estimated marketing period as of April 27, 2021 is 3 months.

Respectfully submitted,
Ramsey Appraisal Resource



Roger Ramsey
Alaska-AA 570

TABLE OF CONTENTS

Summary of Important Facts and Conclusions	5
Limiting Conditions and Assumptions	7
Scope of Work	9
Location Map	16
Property Description	17
Survey	21
Subject Photographs.....	24
Assessment and Taxes	27
Highest and Best Use	29
Valuation Methodology	30
Analyses Applied	30
Sales Comparison Approach – Land Valuation.....	31
Land Comparables	31
Comparables Map	35
Analysis Grid	35
Comparable Land Sale Adjustments.....	37
Sales Comparison Approach Conclusion – Land Valuation.....	38
Final Reconciliation	38
Value Indication.....	39
Value Conclusion.....	39
Certification Statement	40
Addenda	41
Glossary	44

Summary of Important Facts and Conclusions

GENERAL

Subject:	Lots 1A, 1B and 1C Plat 2020-8 NHN Etolin Drive, Wrangell, AK, 99929
	The subject properties to be valued are three side by side vacant, raw, single family residential lots.
Owner:	City and Borough of Wrangell
Legal Description:	Lot 1A, Plat 2020-8
Date of Report:	June 14, 2021
Intended Use:	The intended use is for portfolio management and negotiation of potential sales.
Intended User(s):	The client, property owner and potential purchasers..

Assessment:

Real Estate Assessment and Taxes					
Tax ID	Land	Improvements	Total Assessment	Tax Rate	Taxes
02-032-700	\$32,900	\$0	\$32,900	\$12.75	\$419
02-032-705	\$34,100	\$0	\$34,100	\$12.75	\$435
02-032-710	\$34,100	\$0	\$34,100	\$12.75	\$435
Totals	\$101,100	\$0	\$101,100		\$1,289

Notes:

Sale History: The subject has not sold in the last three years, according to public records.

Current Listing/Contract(s): The subject is not currently listed for sale, or under contract.

Land:

Land Summary				
Parcel ID	Gross Land Area (Acres)	Gross Land Area (Sq Ft)	Topography	Shape
1A	0.43	18,825	See narrative	The site is irregularly shaped
1B	0.45	19,513	See narrative	The site is roughly rectangular.
1C	0.45	19,510	See narrative	The site is roughly rectangular.

Notes:

Zoning: SF

Highest and Best Use of the Site: Single Family Residence

Type of Value: Market Value

VALUE INDICATIONS	
Sales Comparison Approach Lot 1C:	\$35,000

Reconciled Value(s):	As Is
Value Conclusion(s)	Lot 1A \$31,500
	Lot 1B \$33,250
	Lot 1C \$35,000
Effective Date(s)	April 27, 2021
Property Rights	Fee Simple

Limiting Conditions and Assumptions

Acceptance of and/or use of this report constitutes acceptance of the following limiting conditions and assumptions; these can only be modified by written documents executed by both parties.

This appraisal is to be used only for the purpose stated herein. While distribution of this appraisal in its entirety is at the discretion of the client, individual sections shall not be distributed; this report is intended to be used in whole and not in part.

No part of this appraisal, its value estimates or the identity of the firm or the appraiser(s) may be communicated to the public through advertising, public relations, media sales, or other media.

All files, work papers and documents developed in connection with this assignment are the property of Ramsey Appraisal Resource. Information, estimates and opinions are verified where possible, but cannot be guaranteed. Plans provided are intended to assist the client in visualizing the property; no other use of these plans is intended or permitted.

No hidden or unapparent conditions of the property, subsoil or structure, which would make the property more or less valuable, were discovered by the appraiser(s) or made known to the appraiser(s). No responsibility is assumed for such conditions or engineering necessary to discover them. Unless otherwise stated, this appraisal assumes there is no existence of hazardous materials or conditions, in any form, on or near the subject property.

Unless otherwise stated in this report, the existence of hazardous substances, including without limitation asbestos, polychlorinated biphenyl, petroleum leakage, or agricultural chemicals, which may or may not be present on the property, was not called to the attention of the appraiser nor did the appraiser become aware of such during the appraiser's inspection. The appraiser has no knowledge of the existence of such materials on or in the property unless otherwise stated. The appraiser, however, is not qualified to test for such substances. The presence of such hazardous substances may affect the value of the property. The value opinion developed herein is predicated on the assumption that no such hazardous substances exist on or in the property or in such proximity thereto, which would cause a loss in value. No responsibility is assumed for any such hazardous substances, nor for any expertise or knowledge required to discover them.

Unless stated herein, the property is assumed to be outside of areas where flood hazard insurance is mandatory. Maps used by public and private agencies to determine these areas are limited with respect to accuracy. Due diligence has been exercised in interpreting these maps, but no responsibility is assumed for misinterpretation.

Good title, free of liens, encumbrances and special assessments is assumed. No responsibility is assumed for matters of a legal nature.

Necessary licenses, permits, consents, legislative or administrative authority from any local, state or Federal government or private entity are assumed to be in place or reasonably obtainable.

It is assumed there are no zoning violations, encroachments, easements or other restrictions which would affect the subject property, unless otherwise stated.

The appraiser(s) are not required to give testimony in Court in connection with this appraisal. If the appraisers are subpoenaed pursuant to a court order, the client agrees to pay the appraiser(s) Ramsey Appraisal Resource's regular per diem rate plus expenses.

Appraisals are based on the data available at the time the assignment is completed. Amendments/modifications to appraisals based on new information made available after the appraisal was completed will be made, as soon as reasonably possible, for an additional fee.

Americans with Disabilities Act (ADA) of 1990

A civil rights act passed by Congress guaranteeing individuals with disabilities equal opportunity in public accommodations, employment, transportation, government services, and telecommunications. Statutory deadlines become effective on various dates between 1990 and 1997. Ramsey Appraisal Resource has not made a determination regarding the subject's ADA compliance or non-compliance. **Non-compliance could have a negative impact on value, however this has not been considered or analyzed in this appraisal.**

Scope of Work

According to the Uniform Standards of Professional Appraisal Practice, it is the appraiser's responsibility to develop and report a scope of work that results in credible results that are appropriate for the appraisal problem and intended user(s). Therefore, the appraiser must identify and consider:

- the client and intended users;
- the intended use of the report;
- the type and definition of value;
- the effective date of value;
- assignment conditions;
- typical client expectations; and
- typical appraisal work by peers for similar assignments.

This appraisal is prepared for Ms. Carol Rushmore, City and Borough of Wrangell. The problem to be solved is to estimate the current 'As Is' market value. The intended use is for portfolio management and negotiation of potential sales. This appraisal is intended for the use of client, property owner and potential purchasers..

SCOPE OF WORK	
Report Type:	This is an Appraisal Report as defined by Uniform Standards of Professional Appraisal Practice under Standards Rule 2-2(a). This format provides a summary or description of the appraisal process, subject and market data and valuation analyses.
Property Identification:	The subject has been identified by the legal description and the assessors' parcel number.
Inspection:	A complete visual inspection of the subject property has been made, and photographs taken. The appraiser walked through the interior of each lot and around the edges as well.
Market Area and Analysis of Market Conditions:	A complete analysis of market conditions has been made.
Highest and Best Use Analysis:	A complete as vacant highest and best use analysis for the subject has been made. Physically possible, legally permissible and financially feasible uses were considered, and the maximally productive use was concluded.

Type of Value: Market Value

Valuation Analyses

Cost Approach:

A cost approach was not applied as The subject lots are unimproved property and this approach does not apply

Sales Comparison Approach:

A sales approach was applied as there is adequate data to develop a value estimate and this approach reflects market behavior for this property type.

Income Approach:

An income approach was not applied as the subject is not an income producing property and this approach does not reflect market behavior for this property type.

Hypothetical Conditions:

- There are no hypothetical conditions for this appraisal.

Extraordinary Assumptions:

- There are no Extraordinary Assumptions for this appraisal.

Comments

The appraiser talked with all of the buyers of the lots used for comparison in this valuation. The general consensus is that they are moving slowly on development as prices for materials are high. That said, one of the buyers Dan Trail, who himself is a carpenter, says that all the builders in town are real busy, even with the high cost of materials.

Market Area Analysis

The following is are excerpts from <http://www.seconference.org/wrangell>, appraiser analysis follows this.

Wrangell City and Borough*

Wrangell is one of the oldest non-Native settlements in Alaska. In 1811 the Russians began fur trading with area Tlingits and built a stockade named Redoubt St. Dionysius in 1834. The island was named for Ferdinand Von Wrangel, manager of the Russian-American Co. around 1830. The British Hudson Bay Co. leased the fort in 1840 and named the stockade Fort Stikine. A large Stikine Indian village, known as Kotzlitna, was located 13 miles south of the fort. The Tlingits claimed their own ancient trade rights to the Stikine River and protested when the Hudson Bay Co. began to use their trade routes, but two epidemics of smallpox, in 1836 and 1840, reduced the Tlingit population by half. The fort was abandoned in 1849 when furs were depleted. The fort remained under the British flag until Alaska's purchase by the U.S. in 1867. In 1868 a U.S. military post called Fort Wrangell was established and named for the island. The community continued to grow as an outfitter for gold prospectors, especially in 1861, 1874-77, and 1897. Riotous activity filled gambling halls, dance halls, and the streets. Thousands of miners traveled up the Stikine River into the Cassiar District of British Columbia during 1874 and to the Klondike in 1897. Glacier Packing Co. began operating in Wrangell in 1889. The Wilson & Sylvester Sawmill provided packing boxes for canneries and lumber for construction. The city was incorporated in 1903. By 1916, fishing and forest products had become the primary industries -- four canneries and a cold storage plant were constructed by the late 1920s. In the 1930s, cold packing of crab and shrimp was occurring. Abundant spruce and hemlock resources have helped to expand the lumber and wood products industry. The Alaska Pulp sawmill, Wrangell's largest employer, closed in late 1994 but was reopened on a smaller scale in 1998 by Silver Bay Logging. The city was dissolved and reincorporated as the City and Borough of Wrangell on May 1, 2008.

Location & Climate

The City and Borough of Wrangell is located on the northwest tip of Wrangell Island, 155 miles south of Juneau and 89 miles northwest of Ketchikan. It is near the mouth of the Stikine River, a historic trade route to the Canadian Interior. It lies at approximately 56.470830 North Latitude and -132.376670 West Longitude. (Sec. 25, T062S, R083E, Copper River Meridian.) Wrangell is located in the Wrangell Recording District. The area encompasses 2,582.0 sq. miles of land and 883.0 sq. miles of water. Wrangell is in the maritime climatic zone and experiences cool summers, mild winters, and year-round rainfall. Summer temperatures typically range from 42 to 64 °F; winter temperatures range from 21 to 44 °F. Average annual precipitation is 82 inches, with 64 inches of snowfall. Fog is common from September through December. *State of AK, DOT AMHS.

2019 Population

2,479 (1990 Census)
 2,659 (Alaska Department of Community and Regional Affairs, as of August 1994)
 2,758 (Alaska DCRA, as of August 1995)
 2,595 (Alaska DCRA, as of August 1996)
 2,543 (Alaska DCRA, as of August 1997)
 2,589 (Alaska DCRA, as of August 1998)
 2,549 (Alaska Department of Community and Economic Development, as of August 1999)
 2,569 (Alaska DCED, as of August 2000)
 2,308 (2000 Census)
 2,308 (Alaska DCED, Jan 2002)
 2,144 (Alaska DCED, Jan 2003)
 2,113 (Alaska DCED, Jan 2004)
 2,023 (Alaska DCED, Jan 2005)
 1,974 (Alaska DCCED, Jan 2006)
 1,911 (Alaska DCCED, Jan 2007)
 1,947 (Alaska DCCED, Jan 2008)
 2,072 (Alaska DCCED, Jan 2009) Borough population
 2,112 (Alaska DCCED, Mar 2009 revised 2008 Borough population)
 2,058 (Alaska DCCED, Jan 2010) Borough population
 2,369 (2010 Census, as of Mar 2012)
 2,144 (Alaska DCCED, Jan 2012)
 2,448 (Alaska DCCED, Jan 2013)
 2,456 (Alaska DCCED, Jan 2014)

Above information is found on the Wrangell Borough Website. Current DCCED population estimates are 2426 in 2019.

Following are some of the key industries, and the utility services as identified on the wrangell.com website

Marine Industry: The Marine Service Center is a thriving boat works facility for commercial and recreational vessels. Two lifts, 150-ton and 300-ton, and a 40 ton trailer provide haul out capabilities and local vendors provide the necessary services.

Timber: Wrangell has a long history in timber harvesting and processing. Once the primary economic driver for Wrangell, it is now a small contributor. While the industry is changing from an old growth harvesting model to a young growth harvesting program, there are still a few local businesses that provide a variety of timber products. The Economic Development Committee, with approval by the Assembly, developed a local Timber Products Plan to help guide community participation in State and Federal timber programs to provide incentive for industry investment.

Tourism: Visitor opportunities abound in Wrangell with the scenery and activities rivaling larger destinations! But we don't have the numbers of daily visitors which

mean you can fish alone on a stream, hikes can be quietly enjoyed by you and your friends, and scenic vistas are just that.. nothing but spectacular scenes.

Wrangell receives a few small cruiseships throughout the summer, but most visitors come via the Alaska Marine Highway and Alaska Airlines. Front Street hosts a variety of locally owned retail stores from gifts to hardware! The Wrangell Convention and Visitor Bureau recently did a [baseline analysis of the industry](#) and the draft report is available below. A list of the Cruise Calendar is also available.

[Seafood Processing](#): There are three commercial processors in Wrangell: Trident Seafoods, Sealevel Seafoods, and Alaska Seafoods, processing salmon, crab, shrimp, halibut and bottom fish.

Utilities and Services

The City and Borough of Wrangell provides drinking water, solid waste, waste water treatment and road maintenance for residents within the town proper, although public sewer and water service stops at 6 Mile Zimovia Highway . All municipal services have recently had new state of the art facilities constructed to address new environmental regulations meet community needs. Alaska State Department of Transportation administers the Wrangell Airport and provides road maintenance for Zimovia State Highway.

Electrical

Wrangell Municipal Light and Power supplies power to residents and businesses. In today's power market, Wrangell has very inexpensive power. The primary wholesale power source is Lake Tyee Hydro Electric Project. Tyee can provide 21 megawatts of power and serves Wrangell and Petersburg. Tyee is connected to Swan Lake Hydro in Ketchikan. Wrangell also has an 8+ megawatt diesel generating facility as a secondary backup source of power. Heavy industrial power users may be able to obtain a lower interruptible power rate through the Southeast Alaska Power Agency whom oversees the Tyee-Swan Lake hydro power projects.

RATES:

Residential: Base monthly rate \$8.00
0-300 KWH \$.126 per KWH
300 -1200 KWH \$.102 per KWH
>1200 KWH \$.08 per KWH

Small Commercial: Base monthly rate \$9.00
all KWH \$.116 per KWH

Large Commercial: Base monthly rate \$13.50
0-70,000 KWH \$.107 per KWH
> 70,000 \$.103 per KWH

Industrial: negotiated per KWH

Drinking Water

Drinking water is filtered through a state of the art sand filtration and ozonation plant. The community's current average daily water consumption is approximately 600,000 gallons per day. The water is not metered, thus residential and commercial uses pay different monthly base fees. Residential rate is \$32.28 and the commercial rate is defined by the Municipal Code based on type of business. Please contact the Utility Clerk for the most current commercial rates. That information can also be found on this website in our Ordinance in Chapter 15.08.

Solid Waste and Recycling

City and Borough of Wrangell provides weekly curbside garbage service. Solid waste is processed in a material recovery handling facility and currently shipped south to an approved landfill in eastern Washington. A volunteer recycling program is available for aluminum cans. The Wrangell Lion's Club promotes the "Cans for Kids" program, reinvesting proceeds from recycling the cans back into youth programs in the community. Residential rate is based on the garbage can size. Please contact the Utility Clerk for the most current commercial rates. That information can also be found on this website in our Ordinance in Chapter 9.04

Residential Rates

48 gallon can is \$24/mo

64 gallon can is \$39.90/mo

96 gallon can is \$43.98/mo

Commercial Rate: based on commercial can size and number of weekly pick-ups.

Waste Water Treatment

The City's new state of the art waste water treatment plant provides primary treatment to almost 85% of households. The remainder households use a state approved on-site treatment facility. Rates for residential customers is \$27.04 a month. Commercial rate is defined by the City Code base on type of business. Please contact the City's Utility Clerk for the most current commercial rates. That information can also be found on this website in our Ordinance in Chapter 15.08

Communications

Wrangell has excellent telecommunications for your business. Telecommunications is based on microwave and earth station links to a fiber optic network provided by GCI. Our local telecommunication providers offer a total package for your business requirements. Alaska Power and Telephone provides local phone service, and broadband internet/data services including wireless, DSL or 56K dial up connections. Long Distance service is provided by AP&T Long Distance, GCI Communication Inc., and AT&T. Local cellular service is provided by GCI Communication Inc.

GCI also provides cable television service.

Wrangell Sentinel publishes a weekly newspaper. The Sentinel is the oldest continually published newspaper in Alaska. Wrangell's local Public Radio Station KSTK 101.7FM provides music, news and community service announcements.

The Borough has been good about maintaining their infrastructure. Following are projects in the hopper approved by the assembly this year.

<u>Priority</u>	<u>Project Name</u>
1.	Public Safety Building Renovation
2.	High School and Middle School Life and Health Safety Upgrades <ul style="list-style-type: none"> • Fire Alarm System Upgrades • Elevator Replacement
3.	Upper Reservoir Bypass (Connection to Treatment Plant)
4.	Solid Waste Transfer Station Upgrades
5.	Diesel Generation Power Plant Replacement
6.	Ash Street Water Main Replacement
7.	Nolan Center Standby Generator Upgrades
8.	Inner Harbor Replacement
9.	Water Main Replacement Phase II, Zimovia Highway
10.	Drinking Water Dams Stabilization and Improvements
11.	Cemetery Expansion Development

Appraiser's Analysis:

Wrangell is a community that has been on the rise. They have many significant projects in the hopper and have seen significant growth in their ship haul out facility over the last ten years. While their population shows a decline from the timber days it now appears to be growing slightly. Based on what I saw in the community, and the general attitude of market participants, I think Wrangell is generally a stable community with potential for moderate growth into the future. The new hospital which was recently completed, will be a boost for the economy, adding a good resource to the community that allows for broader health care and makes it possible for a wider range of people to reside in Wrangell.

As of the date of this valuation, there is a Novel Coronavirus that has been spreading through the world for the last year+. Most people in SE AK have had the opportunity to be vaccinated, which should go a long way towards stabilizing the economy. At the time and date of this valuation it is uncertain how this will affect values of real estate in Wrangell off into the future. No price drops were noted as of the date of value and demand seems to be strong in the market for residential real estate.

In talking with market participants involved in tours, they are expecting to have another down year, but better than 2020 in this coming 2021 season and expecting to be back to normal by the season of 2022.

If prices for materials remain high, we may see a decrease in demand for vacant lots, as the affordability to develop is going to have some people holding back.

Location Map



Property Description

The subject properties to be valued are three side by side vacant, raw, single family residential lots.

Land Summary				
Parcel ID	Gross Land Area (Acres)	Gross Land Area (Sq Ft)	Topography	Shape
1A	0.43	18,825	See narrative	The site is irregularly shaped
1B	0.45	19,513	See narrative	The site is roughly rectangular.
1C	0.45	19,510	See narrative	The site is roughly rectangular.

Notes:

SITE 1A

Location:	NHN Etolin Street
Current Use of the Property:	Vacant
Site Size:	Total: 0.43 acres; 18,825 square feet
Shape:	This property has a triangular shape, with its widest end on Etolin Ave and the short end on the back alley
Frontage/Access:	<p>The subject property has good access with frontage as follows:</p> <ul style="list-style-type: none"> • Etolin Avenue: 152 feet • Wrangell Ave: 224 feet <p>The site has an average depth of -- feet. It is a corner lot.</p>
Visibility:	Average
Topography:	This lot is level with the street at its NE corner. The NW corner on Etolin is above the grade of the road and as you proceed into the lot from there the subject property slopes down. The very back portion of the lot rises back up again.
Soil Conditions:	The soil conditions observed at the subject appear to be typical of the region and adequate to support development.
Utilities:	<p>Electricity: The site is served by public electricity.</p> <p>Sewer: City sewer</p>

	Water: City water
Site Improvements and approximate amenities:	<ul style="list-style-type: none"> • bike path • Ditch • Paved access road
Wetlands/Watershed:	This property has a bit of a swale between its front line and back line. The appraiser noted some plants, like skunk cabbage which indicate wet soils, in this swaled area.
Environmental Issues:	There are no known adverse environmental conditions on the subject site. Please reference Limiting Conditions and Assumptions.
Encumbrance / Easements:	There is a 5 foot wide utility easement on all edges of this lot
Site Comments:	This site has an irregular shape and is swaled in the middle. That said the material that is elevated along Etolin could potentially be used to flatten the site and assist in development.

SITE 1B

Location:	NHN Etolin Street
Current Use of the Property:	Vacant
Site Size:	Total: 0.45 acres; 19,513 square feet
Shape:	Rectangular
Frontage/Access:	<p>The subject property has average access with frontage as follows:</p> <ul style="list-style-type: none"> • Etolin Avenue: 100 feet <p>The site has an average depth of 195 feet. It is not a corner lot.</p>
Visibility:	Average
Topography:	The lot along Etolin is above the grade of the road for its whole frontage and then slopes gently downward towards the rear.
Soil Conditions:	The soil conditions observed at the subject appear to be typical of the region and adequate to support development.
Utilities:	Electricity: The site is served by public electricity.

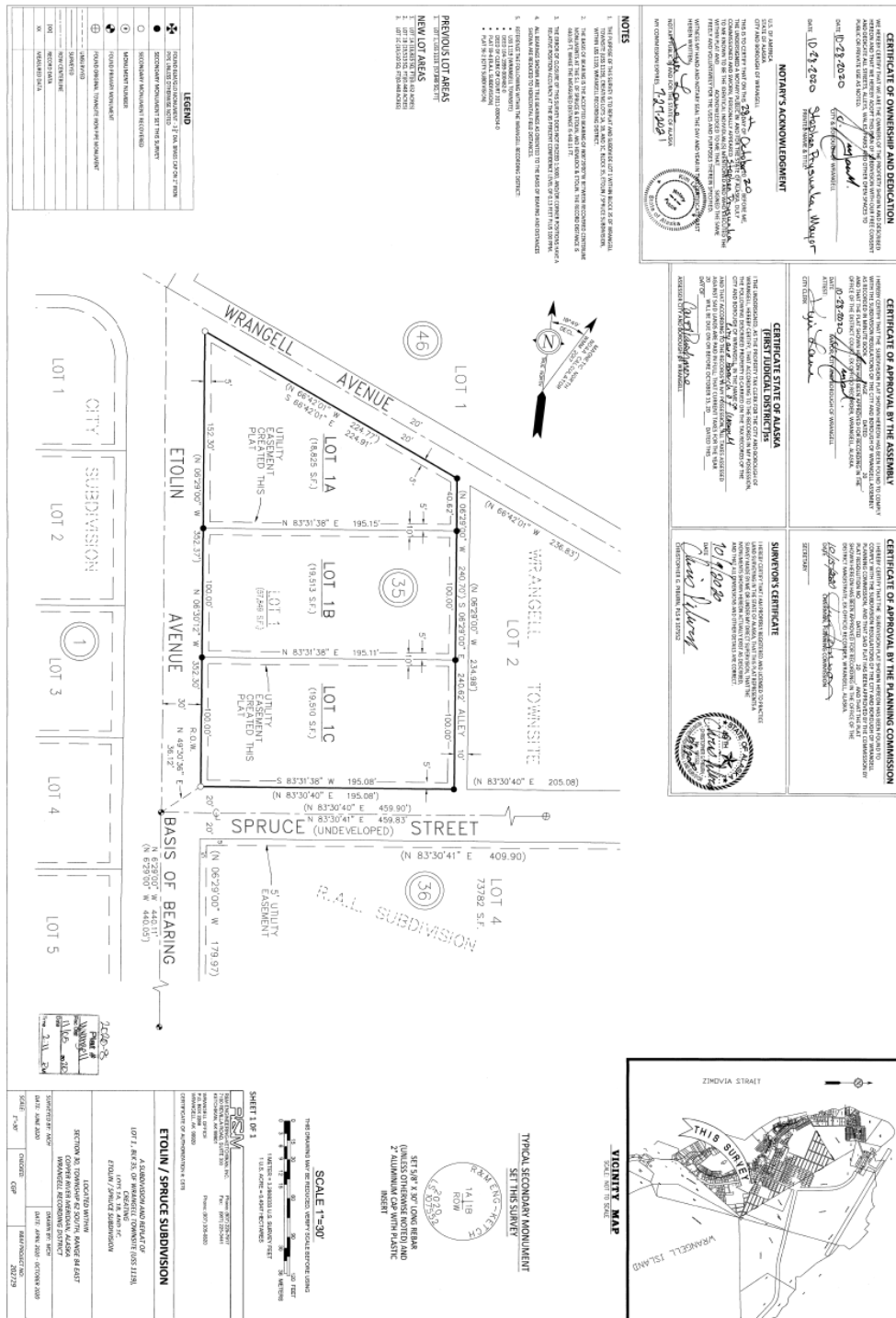
	Sewer: City sewer Water: City water
Site Improvements and street amenities:	<ul style="list-style-type: none"> • Yes • bike path • Ditch
Wetlands/Watershed:	Some areas of wet soils were noted as there was some skunk cabbage sporadically throughout the body of the site. This is typical of most SE AK Lots
Environmental Issues:	There are no known adverse environmental conditions on the subject site. Please reference Limiting Conditions and Assumptions.
Encumbrance / Easements:	There is a 5 foot wide utility easement on all edges of this lot
Site Comments:	This site is considered to have typical utility for development.

SITE 1C

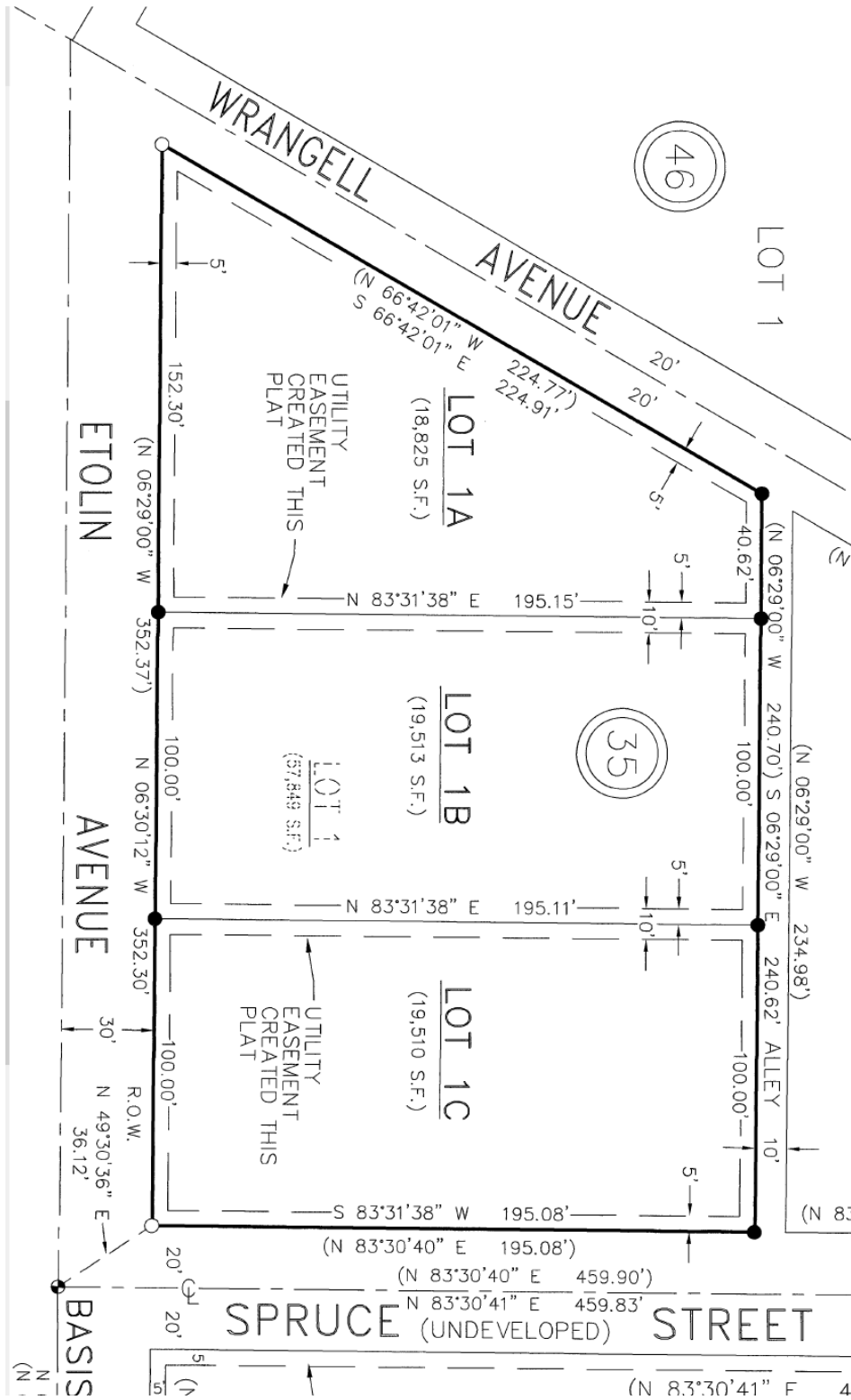
Location:	NHN Etolin Street
Current Use of the Property:	Vacant
Site Size:	Total: 0.45 acres; 19,510 square feet
Shape:	Rectangular
Frontage/Access:	<p>The subject property has good access with frontage as follows:</p> <ul style="list-style-type: none"> • Etolin Avenue: 100 feet • Spruce Street: 195 feet <p>The site has an average depth of -- feet. It is a corner lot.</p>
Visibility:	Average
Topography:	The NE corner of this lot is above the grade of the road. The NW corner is just slightly above the grade of the road and then slopes gently to the rear of the property
Soil Conditions:	The soil conditions observed at the subject appear to be typical of the region and adequate to support development.

Utilities:	Electricity: The site is served by public electricity. Sewer: City sewer Water: City water
Site Improvements and street amenities:	<ul style="list-style-type: none"> • Yes • bike path • Ditch
Wetlands/Watershed:	Some areas of wet soils were noted as there was some skunk cabbage sporadically throughout the body of the site. This is typical of most SE AK Lots
Environmental Issues:	There are no known adverse environmental conditions on the subject site. Please reference Limiting Conditions and Assumptions.
Encumbrance / Easements:	There is a 5 foot wide utility easement on all edges of this lot
Site Comments:	This site is considered to have typical utility for development. The Spruce St right of way on the south side adds development options to this site and additional privacy.

Survey



Plat 2020-8



Excerpt from plat 2020-8 showing the subject lots as subdivided.

Americans with Disabilities Act

Please reference the Limiting Conditions and Assumptions section of this report on page 8.

Hazardous Substances

Please reference the Limiting Conditions and Assumptions section of this report on page 8.

Subject Photographs

Above left is the frontage as viewed from near the northwestern corner of lot 1A looking south, with the subject lots on the viewers left. As can be seen, the ground is elevated above the road. This elevated area is a ridge and the body of the lots are lower than this ridge. Right above is a view of the frontage from the southwestern corner of 1C.



Above is the corner of Lot 1B, as viewed from the road. As can be seen in this photo The sub straight of this elevated area is rock.



Pictured above is the backside of the elevated ridge that runs along the road, as viewed from lot 1A.



Above is a view of the middle of Lot 1A



Above is a view from the back line of lot 1B. The blue tarp is a fort built with logs. This lot has decent ground with the occasional pocket of wetlands. In view is one skunk cabbage plant.



Above is the Spruce Street right of way on the south side of lot 1C as viewed from Etolin St. The soil is more supportive near Etolin St and the trees become smaller indicating less supportive soil as you move away from Etolin St.

Assessment and Taxes

Taxing Authority City and Borough of Wrangell

Assessment Year 2021

Real Estate Assessment and Taxes					
Tax ID	Land	Improvements	Total Assessment	Tax Rate	Taxes
02-032-700	\$32,900	\$0	\$32,900	\$12.75	\$419
02-032-705	\$34,100	\$0	\$34,100	\$12.75	\$435
02-032-710	\$34,100	\$0	\$34,100	\$12.75	\$435
Totals	\$101,100	\$0	\$101,100		\$1,289

Notes:

Comments

The subject lots are all assessed at approximately \$1.75 per SF. The subject properties are currently exempt as they are owned by CBW.

Zoning

LAND USE CONTROLS	
Zoning Code	SF
Zoning Description	<p>The following are principal permitted uses in this district:</p> <p>A. One-family and two-family dwellings to include modular dwellings or manufactured housing;</p> <p>B. Public parks and playgrounds.</p>
Set Back Distance Front/Back	20
Side Yard Distance	5

Highest and Best Use

Highest and best use may be defined as the reasonably probable and legal use of vacant land or improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value.

1. **Legally Permissible:** What uses are permitted by zoning and other legal restrictions?
2. **Physically Possible:** To what use is the site physically adaptable?
3. **Financially Feasible:** Which possible and permissible use will produce any net return to the owner of the site?
4. **Maximally Productive.** Among the feasible uses which use will produce the highest net return, (i.e., the highest present worth)?

Highest and Best Use of the Site

The highest and best use of the site, as vacant, is for Single Family Residence.

Single Family Residence

Valuation Methodology

Three basic approaches may be used to arrive at an estimate of market value. They are:

1. The Cost Approach
2. The Income Approach
3. The Sales Comparison Approach

Cost Approach

The Cost Approach is summarized as follows:

$$\begin{array}{r} \text{Cost New} \\ - \text{Depreciation} \\ + \text{Land Value} \\ = \text{Value} \end{array}$$

Income Approach

The Income Approach converts the anticipated flow of future benefits (income) to a present value estimate through a capitalization and or a discounting process.

Sales Comparison Approach

The Sales Comparison Approach compares sales of similar properties with the subject property. Each comparable sale is adjusted for its inferior or superior characteristics. The values derived from the adjusted comparable sales form a range of value for the subject. By process of correlation and analysis, a final indicated value is derived.

Final Reconciliation

The appraisal process concludes with the Final Reconciliation of the values derived from the approaches applied for a single estimate of market value. Different properties require different means of analysis and lend themselves to one approach over the others.

Analyses Applied

A **cost analysis** was considered and was not developed because The subject lots are unimproved property and this approach does not apply

A **sales comparison analysis** was considered and was developed because there is adequate data to develop a value estimate and this approach reflects market behavior for this property type.

An **income analysis** was considered and was not developed because the subject is not an income producing property and this approach does not reflect market behavior for this property type.

Sales Comparison Approach – Land Valuation

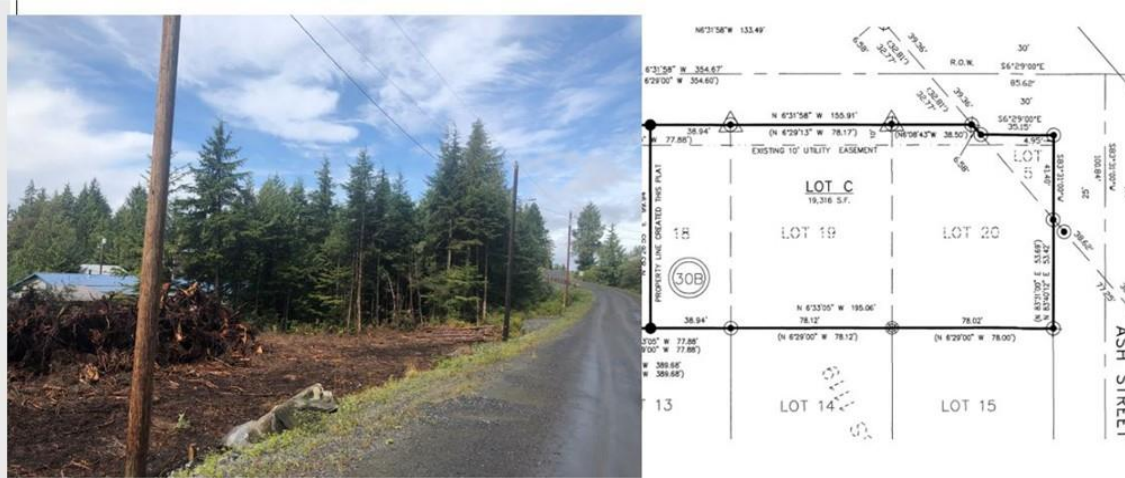
The Sales Comparison Approach is based on the premise that a buyer would pay no more for a specific property than the cost of obtaining a property with the same quality, utility, and perceived benefits of ownership. It is based on the principles of supply and demand, balance, substitution and externalities. The following steps describe the applied process of the Sales Comparison Approach.

- The market in which the subject property competes is investigated; comparable sales, contracts for sale and current offerings are reviewed.
- The most pertinent data is further analyzed and the quality of the transaction is determined.
- The most meaningful unit of value for the subject property is determined.
- Each comparable sale is analyzed and where appropriate, adjusted to equate with the subject property.
- The value indication of each comparable sale is analyzed and the data reconciled for a final indication of value via the Sales Comparison Approach.

Land Comparables

I have researched three comparables for this analysis; these are documented on the following pages followed by a location map and analysis grid. All sales have been researched through numerous sources, inspected and verified by a party to the transaction.

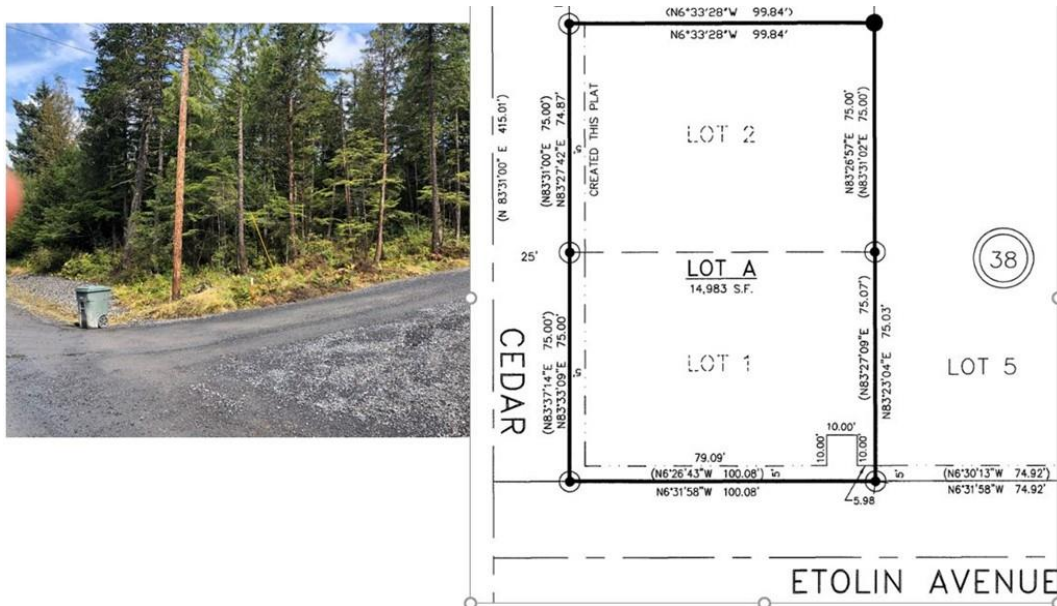
Land Comparable 1



Transaction			
ID	1090	Date	4/18/2019
Address	Etolin	Price	\$32,400
City	Wrangell	Land Value	\$32,400
State	AK	Financing	Cash
Tax ID	--	Property Rights	Fee Simple
Grantor	City and Borough of	Days on Market	--
Grantee	WHITE TODD	Verification	Todd White and CBW
Legal Description	Lot: C, Plat: 2019-2		
Site			
Land Units	1.00	Topography	below road grade otherwise
Land SF	19,316	Zoning	Residential
Road Frontage	155	Flood Zone	no
Shape	Rectangular	Encumbrance or	utility easement on edge
Utilities	City water & sewer	Environmental Issues	none known
Comments			

This lot has the potential for further subdivision. It is right next to the new hospital going in and the buyer plans on putting two new duplexes on it and timing it for when the new hospital is complete.

Land Comparable 2



Transaction

ID	1091	Date	4/18/2019
Address	Cedar St	Price	\$38,000
City	Wrangell	Land Value	\$38,000.00
State	AK	Financing	Cash
Tax ID	02-033-500	Property Rights	Fee Simple
Grantor	City and Borough of	Days on Market	--
Grantee	TRAIL, DANIEL S	Verification	CBW and Dan Trail
Legal Description	Lot: A Plat: 2019-2		

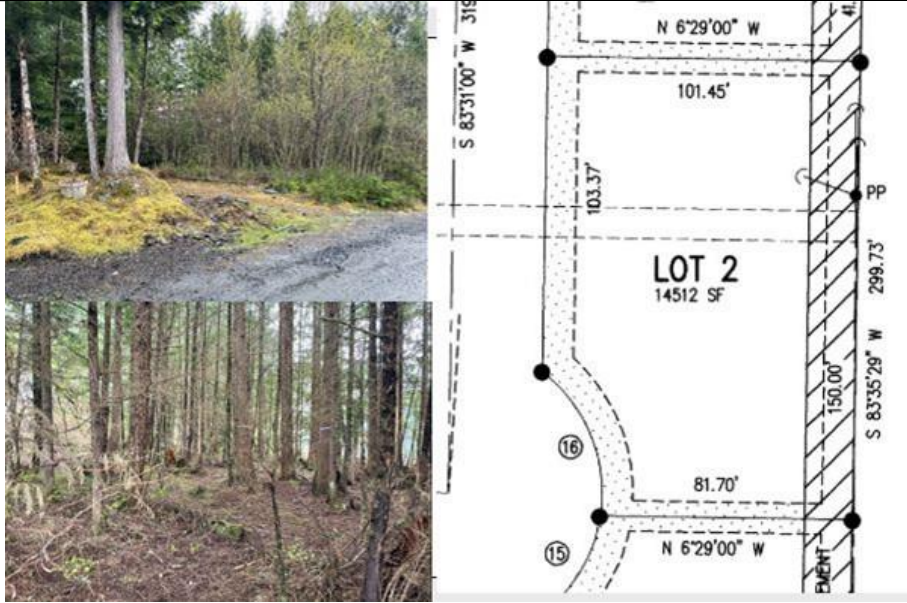
Site

Land Units	1.00	Topography	Sloping
Land SF	14,983	Zoning	Residential
Road Frontage	79/150 undeveloped	Flood Zone	no
Shape	Rectangular	Encumbrance or	utility on road edges
Utilities	City water & sewer	Environmental Issues	none known

Comments

This lot has been offered by the Borough over the counter with a minimum price. It is treed and has some potential for subdivision, but would most likely be purchased to develop a SFR residence. The Etolin Ave right of way was developed but the Cedar St RoW was not. The site slopes up from the Etolin right of way but is not too steep.

Land Comparable 3



Transaction

ID	1237	Date	10/23/2020
Address	NHN Council Drive	Price	\$35,000
City	Wrangell	Land Value	\$35,000.00
State	AK	Financing	cash
Tax ID	02-033-452	Property Rights	Fee Simple
Grantor	DELAY TERRY LEE,	Days on Market	--
Grantee	STIK BUILT HOMES	Verification	Chris Bunes
Legal Description	Lot 2, Block 2, Pat 96-2		

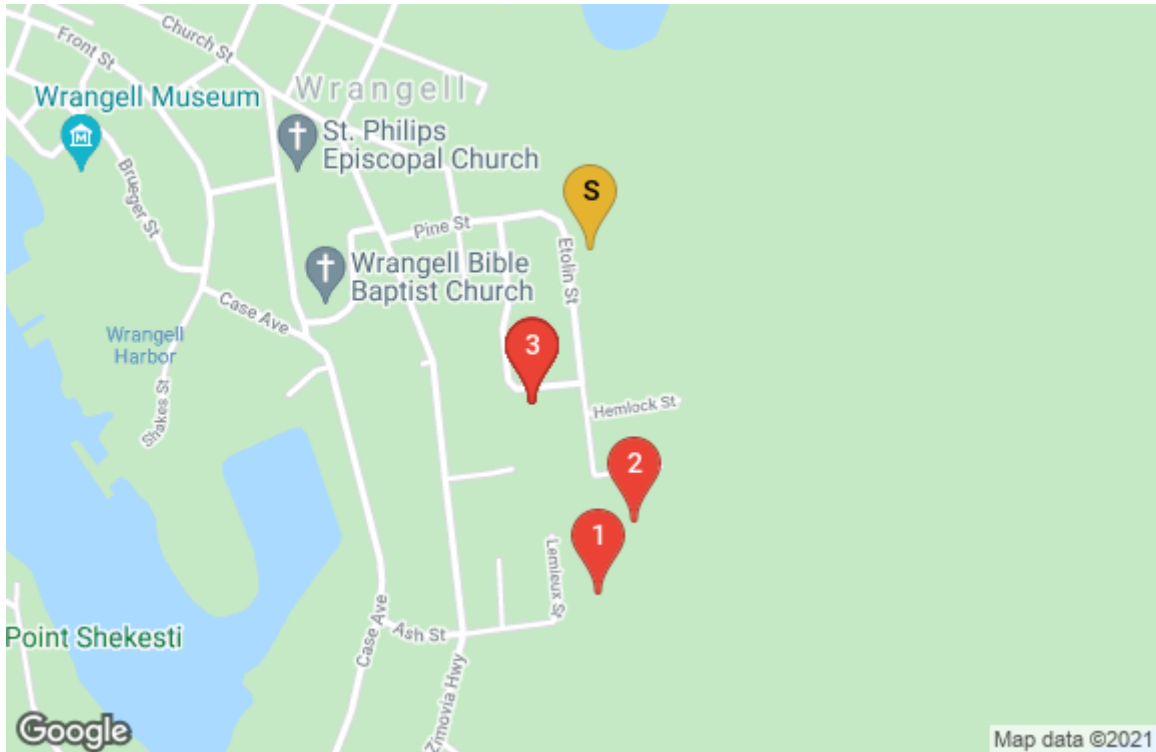
Site

Land Units	1.00	Topography	Mixed level and sloping
Land SF	14,512	Zoning	Residential
Road Frontage	156	Flood Zone	no
Shape	irregular/rectangular	Encumbrance or	Utility all edges
Utilities	City water & sewer	Environmental Issues	none known

Comments

The buyers said they saw this lot being offered on Face book and jumped on it. It has an area about 2500 SF already filled and level and a vehicle can drive onto the site. From this filled area the lot slopes down to an area that is fairly level with the culdesac of Council Drive.

Comparables Map



Analysis Grid

The above sales have been analyzed and compared with the subject property. I have considered adjustments in the areas of:

- Property Rights Sold
- Financing
- Conditions of Sale
- Market Trends
- Location
- Physical Characteristics

On the following page is a sales comparison grid displaying the subject property, the comparables and the adjustments applied. This grid values lot 1C, which will be our key parcel. Then the other two lots will be adjusted in comparison to the key lot and conclusions will be drawn, from these comparisons.

Land Analysis Grid			Comp 1		Comp 2		Comp 3	
Address	NHN Etolin Drive		Etolin		Cedar St		NHN Council Drive	
City	Wrangell		Wrangell		Wrangell		Wrangell	
State	AK		AK		AK		AK	
Date	4/27/2021		4/18/2019		4/18/2019		10/23/2020	
Price	--		\$32,400		\$38,000		\$35,000	
Land Units	1		1		1		1	
Price per Unit	\$0		\$32,400		\$38,000		\$35,000	
Transaction Adjustments								
Property Rights	Fee Simple	Fee Simple	0.0%	0	0.0%	Fee Simple	0.0%	
Financing	Conventional	Cash	0.0%	0	0.0%	cash	0.0%	
Conditions of Sale	Cash	See Narrative	0.0%	See Narrative	0.0%	Normal	0.0%	
Adjusted Price per Unit			\$32,400		\$38,000		\$35,000	
Market Trends Through	4/27/2021	0.0%	0.0%	0.0%			0.0%	
Adjusted Price per Unit			\$32,400		\$38,000		\$35,000	
Location			Similar		Similar		Similar	
% Adjustment			0%		0%		0%	
\$ Adjustment			\$0		\$0		\$0	
Land SF	19510		19316		14983		14512	
% Adjustment			0%		3%		3%	
\$ Adjustment			\$0		\$1,140		\$1,050	
Topography	level access		below road grade		Sloping		Mixed level and	
% Adjustment			5%		0%		0%	
\$ Adjustment			\$1,620		\$0		\$0	
Shape	Rectangular		Similar		Similar		Similar	
% Adjustment			0%		0%		0%	
\$ Adjustment			\$0		\$0		\$0	
View	Average		Similar		Superior		Similar	
% Adjustment			0%		-5%		0%	
\$ Adjustment			\$0		-\$1,900		\$0	
Soil	Good/muskeg		similar		similar		Superior	
% Adjustment			0%		0%		-10%	
\$ Adjustment			\$0		\$0		-\$3,500	
Adjusted Price per Unit			\$34,020		\$37,240		\$32,550	
Net Adjustments			5.0%		-2.0%		-7.0%	
Gross Adjustments			5.0%		8.0%		13.0%	

Comparable Land Sale Adjustments

Property Rights

All comparables were purchased for their fee simple rights and development of a single-family residence or duplex.

Financing

All were purchased with cash to the seller

Conditions of Sale

Sales 1 and 2 were purchased with sealed bids. Both purchases were from locals who are very familiar with the market.

Economic Trends

All the sales are recent enough to generally reflect the current market.

Location

All the comparables are very proximate to the subject and no adjustment is required.

Land SF

Lot 1 is very similar in size and no adjustment is required. Sales 2 and 3 were smaller and a general adjustment was made to reflect the decreased utility afforded by having a smaller site.

Topography

Comparable 1 is below the grade of the road and access will need to be developed that works for this site and it is considered inferior to the subject lot 1C. The other two lots are considered similar overall

Shape

All are rectangular in shape

View

Sale two is considered to have a slightly superior view as it slopes up from the road and a broader territorial view will be achievable.

Soil

Sale 3 has superior soil condition as a portion of this lot had been filled. The buyers felt like they got an extra good deal, due to this being one of the lots attributes

Sales Comparison Approach Conclusion – Land Valuation

Following adjustments, the comparables indicated prices per land units of \$32,550 to \$37,240, with a median value of \$34,020.

All of the value indications have been considered, and in the final analysis, all the comparables have been weighted in arriving at my final reconciled per land units value of \$35,000.

Land Value Ranges & Reconciled Value Lot 1C				
Number of Comparables:	3	Unadjusted	Adjusted	% Δ
Low:		\$32,400	\$32,550	0%
High:		\$38,000	\$37,240	-2%
Average:		\$35,133	\$34,603	-2%
Median:		\$35,000	\$34,020	-3%
Reconciled Value/Unit Value:			\$35,000	land units
Subject Size:			1.00	
Indicated Value:			\$35,000	
Reconciled Final Value:			\$35,000	
Thirty Five Thousand Dollars				

The above sales comparison conclusion was for Lot 1C. Following the appraiser will compare the other two subject lots to Lot 1C for a determination of their value.

Lot 1A

Lot 1A is an irregular shaped lot, making development a bit more of a challenge when considering placement of a residence and the setbacks required. Additionally, its topography is swale in the middle, giving it the feeling of being in a hole. It is a bit smaller in size, but the appraiser does not think its is different enough for the market to consider it inferior. Due to its shape and topography, the appraiser estimates a reduction in value in comparison to 1C would be 10% or \$3500. This then would indicate a value for this site at \$31,500.

Lot 1B

Lot 1 B is very similar in all aspects to Lot 1C, with the only difference being that Lot 1C is a corner lot with undeveloped right of way on its south side. This will give the lot increased access options and add privacy in the interim prior to Spruce Street's development. Therefore, comparing the two the appraiser feels an adjustment of 5% is reasonable, indicating a value for Lot 1B at \$33,250.

Final Reconciliation

The process of reconciliation involves the analysis of each approach to value. The quality of data applied, the significance of each approach as it relates to market behavior and defensibility of each approach are considered and weighed. Finally, each is considered separately and comparatively with each other.

Value Indication

Sales Comparison Approach – Lot 1A:	\$31,500
Sales Comparison Approach – Lot 1B:	\$33,250
Sales Comparison Approach – Lot 1C:	\$35,000

Sales Comparison Approach

The appraiser used the best and most proximate and recent data to develop a opinion of value for the subject lots. Adjustments required were minor and overall this approach is thought to produce creditable results.

Value Conclusion

Based on the data and analyses developed in this appraisal, I have reconciled to the following value conclusion(s), as of April 27, 2021, subject to the Limiting Conditions and Assumptions of this appraisal.

Reconciled Value(s): Premise: As Is
 Interest: Fee Simple
 Lot 1A \$31,500
 Lot 1B \$33,250
 Lot 1C \$35,000

Certification Statement

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions and conclusions.
- I have no present or prospective future interest in the property that is the subject of this report, and have no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report, or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP).
- No one provided significant real property appraisal assistance to the person(s) signing this certification.
- I certify sufficient competence to appraise this property through education and experience, in addition to the internal resources of the appraisal firm.
- The appraiser has not performed any services regarding the subject within the three-year period immediately preceding acceptance of this assignment.
- Roger Ramsey -- made an inspection of the subject property.



Roger Ramsey
Alaska-AA 570

Addenda

Qualification of Roger Ramsey

Since starting Ramsey Appraisal Resource in 2006, I have had the pleasure of providing high quality appraisal services to a diverse client base, on many complex appraisal assignments throughout S.E. Alaska.

A partial client list includes; AKDOT&PF, for which I have performed numerous valuations of partial and whole acquisitions, for eminent domain actions. Other State agencies which have used my services are AKDNR and Alaska Mental Health Trust Land Office. I have performed appraisals for the Cities and or Boroughs of Haines, Juneau, Petersburg, Ketchikan and Klawock. I am on the approved appraiser list of numerous lenders operating in SE Alaska and enjoy good working relationships with their review appraisers. I have been hired by attorneys and private parties for estate valuations and divorce proceedings. I have valued properties for conservation groups who are negotiating with property owners.

I am proud of my appraisal accomplishments and credit my success to good education, good mentors, helpful reviewers, persistence and hard work.

Professional Experience	Dates	Contact
Ramsey Appraisal Resource	2006-Present	Roger Ramsey
Horan and Company	4 months 2006	Charles Horan, 907-747-6666
AKDOT&PF	24 months 2004-2005	Ray Preston, 907-465-4519
Henricksen Appraisal	24 months 2002-2003	Bob Henricksen 907-723-3590
AKDOT&PF	8 months 2000-2001	Rob Murphy 907-465-4541

Education University of Alaska, BBA, 2001

Appraisal Education - Associate member of the Appraisal Institute # 401410

2019	USPAP update, HP-12C, Appraisal Statistics and financing Appraisal Institute, Seattle
2017	Income Capitalization, Appraisal Institute – San Diego and USPAP update online
2015	Appraisal of Conservation Easements and other Partial interest – Sacramento CA
2013	USPAP update, -/- Uniform Appraisal Standards for Federal Land Acquisitions, -/- Business Practices and Ethics, Anchorage, AK
2011	USPAP update, Tigard OR, -/- Real Estate Industry Perspectives on Lease Accounting, online, -/- Basic building science, Air Sealing, ventilation & Ice Dam, Juneau, AK
2010	Advance Sales Comparison and Cost Approach, Seattle WA
2009	Advanced income Approach, Tigard OR, -/- Commercial Appraisal Engagement and Review, Tigard OR, -/- 15-Hour USPAP, Tigard OR
2008	Sustainable Mixed use, Seattle, WA
2007	General Demonstration Appraisal Report Writing, Tigard, OR, -/- USPAP update Tualatin, -/- Appraisal & Appraisal Review for Federal-Aid Highway Programs, Anchorage, AK --
2006	General Applications, Online, -/- Apartment Appraisal, Concepts and Applications, Long Beach, CA
2005	Basic Income Capitalization, Tualatin, OR, -/- USPAP update Juneau, AK, -/- Best practices for Residential Report Writing, Juneau, AK
2004	Appraising Special Purpose properties, -/- Appraisal of Nonconforming Uses, -/- Partial Interest Valuation/Divided, -/- Subdivision Analysis, Anchorage, AK
2003	(USPAP) Standards of Professional Practice, Lake Oswego, OR, -/- Residential Case Study, Dublin, CA,
2002	Appraisal Procedures, Appraisal Institute, Diamond Bar, CA
1998	Appraisal Principles, Appraisal Institute, Chicago, IL

Types of Property Appraised

Commercial– I have appraised office buildings, apartments, marine facilities, restaurants, mixed use, convenience stores with gas, industrial and commercial shops. I have valued partial interest of remote recreational, industrial, commercial and residential properties for eminent domain. I have valued industrial, commercial, and residential tidelands. I have appraised large tracts of land with timber value, “special use properties (churches, armory, and funeral homes)”, and remote commercial properties (lodges).

Residential – I have appraised single family residences, duplexes, triplexes, four-plex’s, remote improved and vacant residential properties throughout SE AK.

Markets Appraised:

I have appraised both Town and remote locations in all of the following areas: Haines, Skagway, Gustavus, Hoonah, Tenakee springs, Juneau, Sitka, Petersburg, Wrangell, Ketchikan, Prince of Whales and Hyder

Glossary

This glossary contains the definitions of common words and phrases, used throughout the appraisal industry, as applied within this document. Please refer to the publications listed in the **Works Cited** section below for more information.

Works Cited:

- Appraisal Institute. *The Appraisal of Real Estate*. 13th ed. Chicago: Appraisal Institute, 2008. Print.
- Appraisal Institute. *The Dictionary of Real Estate Appraisal*. 5th ed. 2010. Print.

Effective Date

1. The date on which the analyses, opinion, and advice in an appraisal, review, or consulting service apply.
2. In a lease document, the date upon which the lease goes into effect. (Dictionary, 5th Edition)

An assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser's opinion or conclusions. (USPAP, 2020-2021 ed.)

Exposure Time

1. The time a property remains on the market.
2. The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective estimate based on an analysis of past events assuming a competitive and open market. (Dictionary, 5th Edition)

Fee Simple Estate

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat. (Dictionary, 5th Edition)

Highest & Best Use

The reasonably probable and legal use of vacant land or an improved property that is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity. Alternatively, the probable use of land or improved property—specific with respect to the user and timing of the use—that is adequately supported and results in the highest present value. (Dictionary, 5th Edition)

Extraordinary Assumption

An assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser's opinions or conclusions. Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property such as market conditions or trends; or about the integrity of data used in an analysis. (Dictionary, 5th Edition)

Highest and Best Use of Land or a Site as Though Vacant

Among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for labor, capital, and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements. (Dictionary, 5th Edition)

Highest and Best Use of Property as Improved

The use that should be made of a property as it exists. An existing improvement should be renovated or retained as is so long as it continues to contribute to the total market value of the property, or until the return from a new improvement would more than offset the cost of demolishing the existing building and constructing a new one. (Dictionary, 5th Edition)

Hypothetical Condition

That which is contrary to what exists but is supposed for the purpose of analysis. Hypothetical conditions assume conditions contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. (Dictionary, 5th Edition)

Leased Fee Interest

A freehold (ownership interest) where the possessory interest has been granted to another party by creation of a contractual landlord-tenant relationship (i.e., a lease). (Dictionary, 5th Edition)

Market Area

The area associated with a subject property that contains its direct competition. (Dictionary, 5th Edition)

Market Value

The major focus of most real property appraisal assignments. Both economic and legal definitions of market value have been developed and refined.

1. The most widely accepted components of market value are incorporated in the following definition: The most probable price that the specified property interest should sell for in a competitive market after a reasonable exposure time, as of a specified date, in cash, or in terms equivalent to cash, under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, for self-interest, and assuming that neither is under duress.

2. Market value is described in the Uniform Standards of Professional Appraisal Practice (USPAP) as follows: A type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the value definition that is identified by the appraiser as applicable in an appraisal. (USPAP, 2020-2021 ed.) USPAP also requires that certain items be included in every appraisal report. Among these items, the following are directly related to the definition of market value:

- Identification of the specific property rights to be appraised.

- Statement of the effective date of the value opinion.
- Specification as to whether cash, terms equivalent to cash, or other precisely described financing terms are assumed as the basis of the appraisal.
- If the appraisal is conditioned upon financing or other terms, specification as to whether the financing or terms are at, below, or above market interest rates and/or contain unusual conditions or incentives. The terms of above—or below—market interest rates and/or other special incentives must be clearly set forth; their contribution to, or negative influence on, value must be described and estimated; and the market data supporting the opinion of value must be described and explained.

3. The following definition of market value is used by agencies that regulate federally insured financial institutions in the United States: The most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and the seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this

definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- Buyer and seller are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their best interests;
- A reasonable time is allowed for exposure in the open market;
- Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. (12 C.F.R. Part 34.42(g); 55 Federal Register 34696, August 24, 1990, as amended at 57 Federal Register 12202, April 9, 1992; 59 Federal Register 29499, June 7, 1994)

4. The International Valuation Standards Council defines market value for the purpose of international standards as follows: The estimated amount for which a property should exchange on the date of valuation between a willing buyer and a willing seller in an arm's-length transaction after proper marketing wherein the parties had each acted knowledgeably,

prudently, and without compulsion. (International Valuation Standards, 8th ed., 2007)

5. Market value is the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of the appraisal, after a reasonable exposure of time on the open competitive market, from a willing and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of the appraisal. (Uniform Standards for Federal Land Acquisitions) (Dictionary, 5th Edition)

The type and extent of research and analyses in an assignment. (Dictionary, 5th Edition)

Marketing Time

An opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of the appraisal. Marketing time differs from exposure time, which is always presumed to precede the effective date of an appraisal. (Advisory Opinion 7 of the Standards Board of The Appraisal Foundation and Statement on Appraisal Standards No. 6, "Reasonable Exposure Time in Real Property and Personal Property Market Value Opinions" address the determination of reasonable exposure and marketing time). (Dictionary, 5th Edition)

Scope of Work

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	JUNE 22, 2021
	<u>Agenda Section</u>	13

ORDINANCE No. 1009 AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3, ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

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
--	-------

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. Ordinance No. 1009; 2. Letter requesting zone change. 3. Aerial of lot proposed for zone change; 4. Light Industrial zone; 5. Single Family Residential zone

RECOMMENDATION MOTION:

Move to approve first reading of Ordinance No. 1009, and move to a second reading with a public hearing to be held September 14, 2021.

SUMMARY STATEMENT:

The action of the Planning and Zoning Commission is a recommendation to the Assembly. The Commission at their regular meeting of July 8, 2021 recommended moving forward for

Assembly approval with the proposed zone change for Lot 12-3, Zimovia View Subdivision (Plat No. 86-2) from Light Industrial to Single Family Residential.

Previously the subject lot and the adjacent lot that became the Alaska Waters RV Park were zoned Light Industrial. At the time when the RV park was created, RV Parks were not a permitted use in Light Industrial. A Contract Zone specifically for an RV Park as allowed in the Open Space/Public District was granted. Later, RV Parks were added as an allowed use in Light Industrial, which technically voids the Contract Zone and the property reverted back to Light Industrial. The park subsequently closed which also voids the Contract Zone and the property reverts back to Light Industrial. The mapping, per the attached aerial, was not changed to reflect that the zone reverted back to the Light Industrial Zone.

Properties across Berger Street toward the waterfront from the lot are zoned Single Family. The property across Case Ave from the lot contains the Public Works Facility and is zoned Industrial. The property across Zimovia Highway is Bloom's Trailer Park and is zoned Multi-Family.

The Planning and Zoning Commission made the following findings:

1. Findings as to need and justification for the proposed change including findings as to the effect which the proposed change would have on the objectives of the comprehensive plan.

The Comprehensive Plan Policy 31: Support development of a range of housing types/living arrangements overtime in Wrangell, south of town along Zimovia Highway and in remote areas. Action: Identify and designate areas for future residential development in town, along Zimovia Highway and in remote areas and update zoning as needed.

The landowner is seeking a zone change to accommodate a different use from what the property used to serve as, but is similar to nearby properties. The Commission was concerned that once rezoned, there could be some conflicts between a residential use and light industrial uses, however the landowner of the subject lot is aware of the existing uses and is willing to reside adjacent to other zoning districts.

2. Findings as to the effect which the proposed change would have on property owners in the area of proposed boundary changes, including changes in traffic flow, population, density, off-street parking, sewer and water services.

Traffic flow and density should not change by changing the zone to Single Family Residential. While the use has changed, residential uses should have less impacts to nearby residential properties than the RV Park or other Light Industrial Zone activity. Sewer and water services are provided.

3. Recommendation as to the approval or disapproval of the change.

The Commission recommends approval of the rezone.

Return to: City & Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Wrangell Recording District

Page 1 of 2

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1009

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE ZONING MAP TO EFFECT A CHANGE TO LOT 12-3 ZIMOVIA VIEW SUBDIVISION (PLAT NO. 86-2) FROM LIGHT INDUSTRIAL TO SINGLE FAMILY RESIDENTIAL

SEC. 1. Action. The effect of this ordinance is to finalize a zone change for 12-3 Zimovia View Subdivision (Plat No. 86-2) from Light Industrial to Single Family Residential

SEC. 2. Classification. This is a non-code ordinance.

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

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

PASSED IN FIRST READING: ____.

PASSED IN SECOND READING: _.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

Yes: _____

No: _____

Absent: _____

Abstaining: _____

To whom it may concern,
I would like to transfer the zoning from light industrial to residential on my 241 Berger Street
Property. (Zimovia View SUBD. Lot 12-3 Parcel Number 02-027-107)

Thank you,

James D Leslie II

A handwritten signature in black ink, appearing to read "James D Leslie II", written in a cursive style.

RECEIVED
JUN 02 2021
WRANGELL CITY HALL

CITY AND BOROUGH OF WRANGELL, ALASKA

Item e.



1 inch = 83.33333 feet

157 : 7/6/2021

Public Map



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

Chapter 20.16
SF DISTRICT – SINGLE-FAMILY RESIDENTIAL

Sections:

20.16.010 Purpose.

20.16.020 Principal uses permitted.

20.16.030 Accessory uses permitted.

20.16.040 Conditional uses.

20.16.050 Standards.

20.16.010 Purpose.

The single-family (SF) residential district is established to provide for medium density residential uses in areas having public vehicular access and major utilities available or where such access and major utilities are expected to become available within 10 years. This district is also established to help maintain the character and integrity of existing medium density residential neighborhoods. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code §§ 95.30.010, 95.30.055.]

20.16.020 Principal uses permitted.

The following are principal permitted uses in this district:

- A. One-family and two-family dwellings to include modular dwellings or manufactured housing;
- B. Public parks and playgrounds. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.020.]

20.16.030 Accessory uses permitted.

The following are permitted accessory uses in this district:

- A. Private garages and required off-street parking;
- B. Greenhouses and tool sheds;
- C. Home occupations as defined in WMC 20.08.380;
- D. Private docks, moorage, boat houses, and net houses;
- E. Uses and structures which are customarily accessory and clearly subordinate to permitted uses. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.030.]

20.16.040 Conditional uses.

The following are uses which may be permitted in this district by action of the commission under the conditions and procedure specified in Chapter 20.68 WMC:

- A. Public and private elementary and secondary schools and colleges;
- B. Nursery schools, private kindergartens, and child care centers;
- C. Public buildings and structures;
- D. Hospitals, sanitariums, homes for the aged, nursing homes, convalescent homes;
- E. Churches and cemeteries;
- F. Radio and television transmitters or towers;
- G. Mobile homes and mobile home parks subject to the requirements of Chapter 18.20 WMC as well as the requirements of this title;
- H. Residential planned unit developments;
- I. Animal establishments other than establishments for livestock;
- J. Cottage industry. [Ord. 867 § 1, 2013; Ord. 785 § 6, 2006; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.30.040.]

20.16.050 Standards.

The standards found in Chapter 20.52 WMC applicable to this district are:

- A. Standards policies: WMC 20.52.005;
- B. Principal structures per lot: WMC 20.52.010;
- C. Traffic vision impediments: WMC 20.52.020;
- D. Distances between buildings: WMC 20.52.030;
- E. Air, land and water quality: WMC 20.52.040;
- F. Volatile products storage: WMC 20.52.050;
- G. Noise: WMC 20.52.060;

- H. Airport interference: WMC 20.52.070;
- I. Building height: WMC 20.52.080;
- J. Density – Minimum lot size: WMC 20.52.090;
- K. Coverage – Minimum open areas: WMC 20.52.100;
- L. Setbacks – Yards: WMC 20.52.110;
- M. Drainage: WMC 20.52.150;
- N. Dredge and fill: WMC 20.52.160;
- O. Home occupations: WMC 20.52.170;
- P. Mobile homes and mobile home parks – Defined: WMC 20.52.180;
- Q. Off-street parking: WMC 20.52.190;
- R. Signs: WMC 20.52.210;
- S. Traffic generation: WMC 20.52.230;
- T. Recreation: WMC 20.52.250;
- U. Firewood storage: WMC 20.52.260;
- V. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 7, 2006; Ord. 586 § 4, 1993; Ord. 486 § 5, 1985; Ord. 462 § 6, 1984.]

Chapter 20.51 IL DISTRICT – LIGHT INDUSTRIAL

Sections:

[20.51.010 Purpose.](#)

[20.51.020 Principal uses permitted.](#)

[20.51.030 Accessory uses permitted.](#)

[20.51.040 Conditional uses.](#)

[20.51.050 Standards.](#)

20.51.010 Purpose.

The light industrial district is intended to provide for an area of light industrial and high density residential uses. Uses are regulated to protect residential uses from incompatible commercial and heavy industrial uses while, at the same time, permitting warehousing and other light industrial uses. Development requirements are intended to protect areas without public sewers from contamination, and to allow space for storage, expansion and off-street parking. [Ord. 867 § 1, 2013; Ord. 632 § 5, 1997; Ord. 462 § 6, 1984.]

20.51.020 Principal uses permitted.

The following are principal permitted uses in this district:

- A. Transportation and transshipment facilities;
- B. Warehouses and storage;
- C. Manufacturing, fabricating, assembling, and storage of a light industrial nature meeting the development requirements stated under this chapter;
- D. Auto repair, and subordinate or incidental retail sale of supplies or parts. [Ord. 867 § 1, 2013; Ord. 632 § 5, 1997; Ord. 462 § 6, 1984.]

20.51.030 Accessory uses permitted.

Uses and structures which are incidental and subordinate to permitted principal uses and which will not create a nuisance or hazard are permitted as accessory uses in this zone. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984.]

20.51.040 Conditional uses.

The following are uses which may be permitted in the light industrial district by action of the commission under the conditions and procedures specified in Chapter 20.68 WMC:

- A. Those commercial uses as specified in WMC 20.44.020;
- B. Recreational vehicle parks;
- C. Multifamily structures, dormitories, roominghouses, bunk houses and boardinghouses;
- D. Public parks and playgrounds associated with a high density residential development;
- E. Animal establishments;
- F. Licensed marijuana retail store facility;
- G. Licensed marijuana testing facility;
- H. Licensed marijuana product manufacturing facility, with the exception of solvent based manufacturing processes which are not allowed;
- I. Licensed standard cultivation marijuana facility (500 or more square feet under cultivation); and
- J. Licensed limited cultivation marijuana facility (fewer than 500 under cultivation). [Ord. 926 § 10, 2016; Ord. 867 § 1, 2013; Ord. 785 § 27, 2006; Ord. 632 § 6, 1997; Ord. 462 § 6, 1984.]

20.51.050 Standards.

The following standards shall apply within the light industrial district:

- A. Standards policies: WMC 20.52.005;
- B. Air, land and water quality: WMC 20.52.040;
- C. Volatile products storage: WMC 20.52.050;
- D. Noise: WMC 20.52.060;
- E. Building height: WMC 20.52.080;
- F. Setbacks – Yards: WMC 20.52.110;
- G. Drainage: WMC 20.52.150;
- H. Off-street parking: WMC 20.52.190;
- I. Buffers: WMC 20.52.200;

J. Signs: WMC 20.52.210;

K. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 28, 2006; Ord. 586 § 11, 1993; Ord. 462 § 6, 1984.]

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 19, 2021
	<u>Agenda Section</u>	13

Approval of Change Order No. 3 in the amount of \$91,002.19 to Ketchikan Ready Mix & Quarry, Inc. for Water Mains Replacement Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$91,002.19

FY 21: \$	FY22: \$91,002.19	FY23: \$
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Amount Budgeted:

	FY22 \$0
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Account Number(s):

	72300-00-7900-00-72003
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Account Name(s):

	Water Mains Replacement CIP Fund
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Unencumbered Balance(s) (prior to expenditure):

	\$577,189.99
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Reviews/Approvals/Recommendations

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

ATTACHMENTS:

1. Change Order No. 3 for Water Mains Replacement Project, with Reconciliation Spreadsheet;
2. Change Order Report Dated August 19, 2021

RECOMMENDATION MOTION:

Move to Approve Change Order No. 3 in the amount of \$91,002.19 to Ketchikan Ready Mix & Quarry, Inc. for Water Mains Replacement Project.

SUMMARY STATEMENT:

The Water Mains Replacement capital project was scheduled with funding from the Alaska Department of Environmental Conservation's Municipal Matching Grants program and the Alaska Drinking Water Loan Fund program. Loan funds serve as the 30% required match to the grant funds used.

The work of this project is not complete with the construction work delivered by Ketchikan Ready Mix and their primary subcontractor White Enterprises. The work consisted of furnishing and installing approximately 900 feet of 6" HDPE water line, 500 feet of 8" HDPE and 500 feet of 12" HDPE water line in Wrangell, Alaska. Work also includes installation of new water services varying in size between 1" and 4" diameter.

Certain line-item bid tasks are paid on the basis of lump sum values, while others are paid on the basis of unit prices for the number of units complete. Unit price bid items are then adjusted at the end of the project to account for the actual units complete. This project included several unit price line item tasks that were not fully utilized as anticipated, including lessor quantities of storm drain replacement, concrete patching, and water service installation, for which credit have been realized. The larger contractual changes are related to unit prices for unsuitable excavation, trench backfill, and D1 basecourse, which were tracked by load counts.

Considering we are at the end of the project in terms of the original scope of work, we need to adjust the contract for line-item bid quantity adjustments and certain unforeseen additional work that was required by the Contractor and directed in the field. The total of the contractual changes are included under Change Order No. 3 and outlined in a reconciliation spreadsheet. The resulting cost change for the adjustments is a \$91,002.19 cost to the project.

CHANGE ORDER REPORT - WATER MAINS REPLACEMENT PROJECT

8/19/2021

Engineer: R&M Engineering-Ketchikan, Inc.**Contractor: Ketchikan Ready Mix & Quarry, Inc.****Project Funding Available****AMOUNT**

ADEC Loan #917051	\$	542,249.00
ADEC Matching Grant #91722	\$	696,415.00
TOTAL PROJECT FUNDING	\$	1,238,664.00

Engineering Contract

Original Contract	Engineering Design and Contract Administration Services	\$	62,400.00
Proposed Amendment No. 1	Construction Administration and Inspection Services	\$	35,300.00
	TOTAL ENGINEERING SERVICES CONTACT	\$	97,700.00

Construction Contract**AMOUNT**

Original Contract	Water Main Distribution Pipes Replacement (Spring St., Grave St., 5th Ave., Utility Easement along Salvation Army from Zimovia Hwy to Case Ave.)	\$	538,824.00
Change Order #1	Contract sum to increase compensation to the Contractor for material costs complying with the project loan requirements for American Iron & Steel products, as applicable. Details of Change Order No. 1 attached. Change Order No. 1 falls within the Borough Manager's spending authority and is currently being executed. Change Order No. 1, Percentage of Original Contract = 3.7%	\$	19,950.01
Change Order #2	Add one 2" service to new 12" water main from Zimovia Highway to Case Avenue (unit price basis)	\$	5,000.00

Change Order #3	Final Change Order including unit quatity reconciliation and additonal, unforeseen work, to close out construction contract.	\$	91,002.19
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TOTAL CONSTRUCTION CONTRACT AMOUNT	\$	654,776.20
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CHANGE ORDER

OWNER ☒
CONSTRUCTION MANAGER ☐
ARCHITECT ☐
CONTRACTOR ☒
FIELD ☐
OTHER ☐

Item f.

PROJECT/CONTRACT NO:

PROJECT:

Water Mains Replacement

CHANGE ORDER NO:

3

INITIATION DATE:

8/19/2021

TO CONTRACTOR:

Ketchikan Ready Mix & Quarry, Inc.

4418 Tongass Avenue, Ketchikan, AK 99901

THE CONTRACT IS CHANGED AS FOLLOWS:

Final Change Order including unit quantity reconciliation and additional, unforeseen work, to close out construction contract. Reconciliation spreadsheet attached. \$91,002.19

TOTAL CHANGE TO CONTRACT THIS CHANGE ORDER: Add: \$ 91,002.19

Not valid until signed by the Owner, Architect, and Contractor.

The original Contract Sum was:	\$ 538,824.00
Net change by previously authorized Change Orders:	\$ 24,950.01
The contract Sum prior to the Change Order was:	\$ 563,774.01
The contract Sum will be <input checked="" type="checkbox"/> (increased) <input type="checkbox"/> (-decreased) <input type="checkbox"/> (unchanged) by this Change Order:	\$ 91,002.19
The new Contract Sum including this Change Order will be:	\$ 654,776.20
The Contract Time will be <input checked="" type="checkbox"/> (increased) <input type="checkbox"/> (-decreased) <input type="checkbox"/> (unchanged) by:	7 Days

CONTRACTOR

Ketchikan Ready Mix & Quarry, Inc.

4418 Tongass Avenue, Ketchikan, Ak 99901

BY

DATE

OWNER

City and Borough of Wrangell, Alaska

P.O. Box 531, Wrangell, AK 99929

BY

DATE

CHANGE ORDER NO: 3, UNIT QUANTITY RECONCILIATION

Project Title: Water Mains Replacement							
Contractor Name: Ketchikan Ready Mix & Quarry, Inc.							
Date: August 18, 2021							
Pay Item No.	Item Description	Unit of Measure	Bid Quantity	Final Quantity	Quantity Difference	Unit Cost	Increase/ (Decrease)
4	Unsuitable/Common Excavation	CY	1000	2550	1550	\$ 9.00	\$ 13,950.00
5	Trench Backfill	CY	1500	2190	690	\$ 26.00	\$ 17,940.00
6	D1 Basecourse	CY	500	1430	930	\$ 40.00	\$ 37,200.00
8	18" Storm Drain Pipe Installation - Full quantity of pipe paid for and retained. Contract reduced by unused replacement.	LS			0		\$ (1,538.89)
9	Concrete Patch	SY	300	254	46	\$ 90.00	\$ (4,140.00)
21	1" Water Assembly - Water service material paid for. Contract reduced by unused part install	EA	22	21	1	\$ 2,222.0	\$ (2,222.00)
24	Rigid Board Insulation	BF	512	3968	3456	\$ 2.00	\$ 6,912.00
Field Directive	90 degree fitting rework to accommodate water/sewer separation requirements						\$ 2,700.00
Field Drective	Clearing and tree removal/haul to accommodate relocated service lines						\$ 2,700.00
Field Directive	Bedrock Removal						\$ 17,501.08
	TOTAL Increase/(Decrease)in Contract Amount						\$ 91,002.19