



City and Borough of Wrangell
Borough Assembly Meeting
AGENDA

Tuesday, March 8, 2022

Location: Borough Assembly Chambers

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

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

a. Investment Discussion (APCM)

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Anne Morrison
- 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.*

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA - *Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. there will be no separate discussion of these items. **If the borough mayor, assembly member, manager, or clerk requests discussion on any item, that item will be removed from the consent calendar and will be considered under unfinished business (no motion is necessary to move an item from the Consent Agenda).***

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

a. **ORDINANCE No. 1020** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS IN CHAPTER 15.04, WATER, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

b. **ORDINANCE No. 1021** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.08.060 AND 15.08.240 IN CHAPTER 15.08, SEWERS, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

c. **RESOLUTION No. 03-22-1667** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN HARBOR FUND BY TRANSFERRING \$2,323.04 FROM THE HARBOR RESERVES TO THE HARBOR RENTAL EXPENSE (PARKING LOT) ACCOUNT TO COVER THE SHORTFALL THAT WAS ORIGINALLY BUDGETED

- d. **RESOLUTION No.03-22-1668** OF THE CITY & BOROUGH OF WRANGELL, ALASKA, SUPPORTING FULL FUNDING (\$20,160,062) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2023 STATE CAPITAL BUDGET
- e. **RESOLUTION No. 03-22-1669** OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,500 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING THE EXPENDITURE FOR APPRAISAL SERVICES AND TITLE REPORTS
- f. **RESOLUTION No. 03-22-1670** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ACCEPTING THE DEPARTMENT OF COMMERCE COMMUNITY AND ECONOMIC DEVELOPMENT'S DIVISION OF COMMUNITY AND REGIONAL AFFAIRS LOCAL GOVERNMENT LOST REVENUE GRANT IN THE AMOUNT OF \$469,785 AND AMENDING THE FY 2022 BUDGET TO APPROPRIATE THE FUNDS TO MULTIPLE PROJECT ACCOUNTS FOR EXPENDITURE
- g. Approval of Beverage Dispensary - Golf Course - Seasonal Liquor License Renewal Application for Muskeg Meadows Golf Course
- h. Final Plat review of the Stewart Replat, a subdivision and replat of Lot 15, (Plat No. 73-1) within USS 3403, creating Lots 15A and 15B, zoned Rural Residential I, owned by Bruce Ward and requested by Susan Stewart
- i. Final Plat review of the Johnson-Harrison Replat, a replat of Lot 2B and Lot 2C of Trust Land Survey 2020-02 (Plat No. 2020-10); Lot B of Ned's Resubdivision (Plat 2004-5); Lot 2 of Gillen Subdivision (Plat No. 82-10) creating Lot 2B-1 and Lot 2C-1, zoned Rural Residential 1 and 2, requested by Harley Johnson and Victor Harrison
- j. Minutes from the February 22, 2022 Regular Assembly Meeting
- k. CORRESPONDENCE: School Board action from the 2-28-2022 Regular Meeting

7. BOROUGH MANAGER'S REPORT

- a. Borough Manager's Report

8. BOROUGH CLERK'S FILE

- a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS – None.

11. PUBLIC HEARING – None.

12. UNFINISHED BUSINESS – None.

13. NEW BUSINESS

- a. Approval to renew the Parking Lot Lease Agreement with Roger Purdy
- b. Approval of the Community Garden Land Improvement Proposal
- c. Approval of the Revised Community Garden Memorandum of Agreement

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

15. EXECUTIVE SESSION- None.

16. ADJOURNMENT

CITY AND BOROUGH OF WRANGELL

STRATEGIC REVIEW

for the period ending January 31, 2022

Agenda

- 01 Strategic Review
- 02 Market Review
- 03 Portfolio Review
- 04 Appendix



Account Summary as of January 31, 2022

City and Borough of Wrangell

Item a.

	Permanent Fund	Operating Fund
Account Inception	January 31, 2020	February 26, 2020
Contributions	\$ 9,230,416	\$ 5,000,000
Withdrawals <i>Does not include management or custodial fees</i>	\$ 250,000	\$ 0
Current Market Value	\$ 10,658,637	\$ 4,993,316
Annualized Account Return <i>Since Inception; Gross of Fees</i>	+9.35%	-0.01%
Current Allocation	45% Fixed Income / 47% Equity / 8% Alternatives	100% Fixed Income

Strategic Review

Strategic Review

Market Review

Portfolio Review

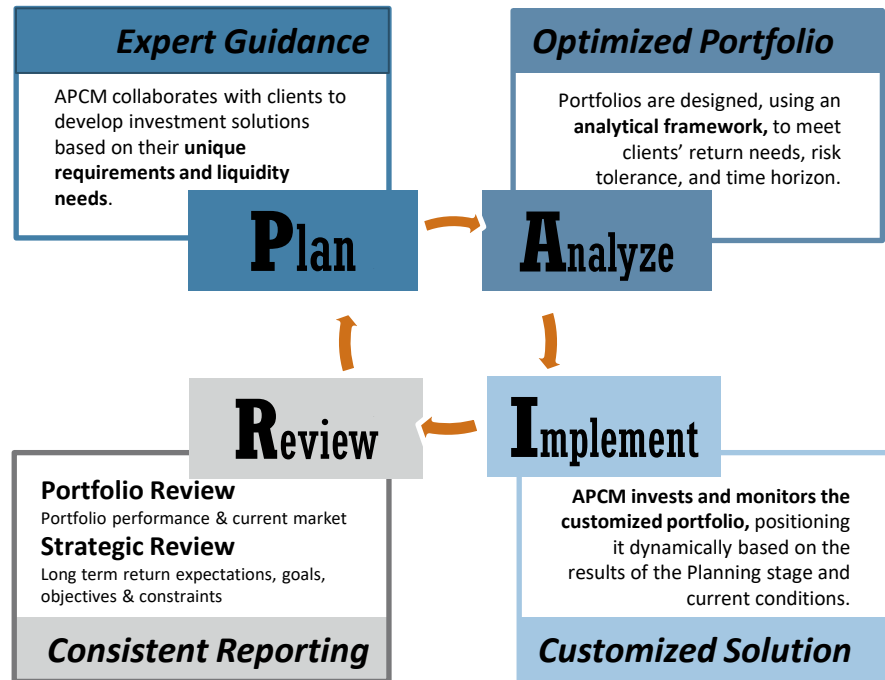
Appendix

Prudent Investment Management Process

APCM's proprietary process is a framework for sound decisions

Item a.

- APCM'S prudent investment process, is an integrated set of steps undertaken consistently to **create and maintain an optimal portfolio**.
- APCM designed this process to **promote and protect the interests of the City and Borough of Wrangell** and continuously confirm that **each client's customized strategy achieves the highest return possible given a specified level of risk**.
- This process is perpetual and formal reviews conducted each year maintain a customized investment strategy that:
 - Prudently **evaluates new investment opportunities**.
 - Confirms the **ability of the strategic allocation(s) to meet the stated long-term investment objectives**.



Permanent Fund Purpose and Goals

City and Borough of Wrangell Permanent Fund



Asset Preservation

Sec. 5.20.080(A), 5.20.090 - The primary objective is to achieve returns in excess of the rate of inflation plus spending over the long-term in order to preserve purchasing power of plan assets. Specifically, the rate of return should satisfy the amount to be deposited annually in the City and Borough of Wrangell's general fund including inflation proofing.

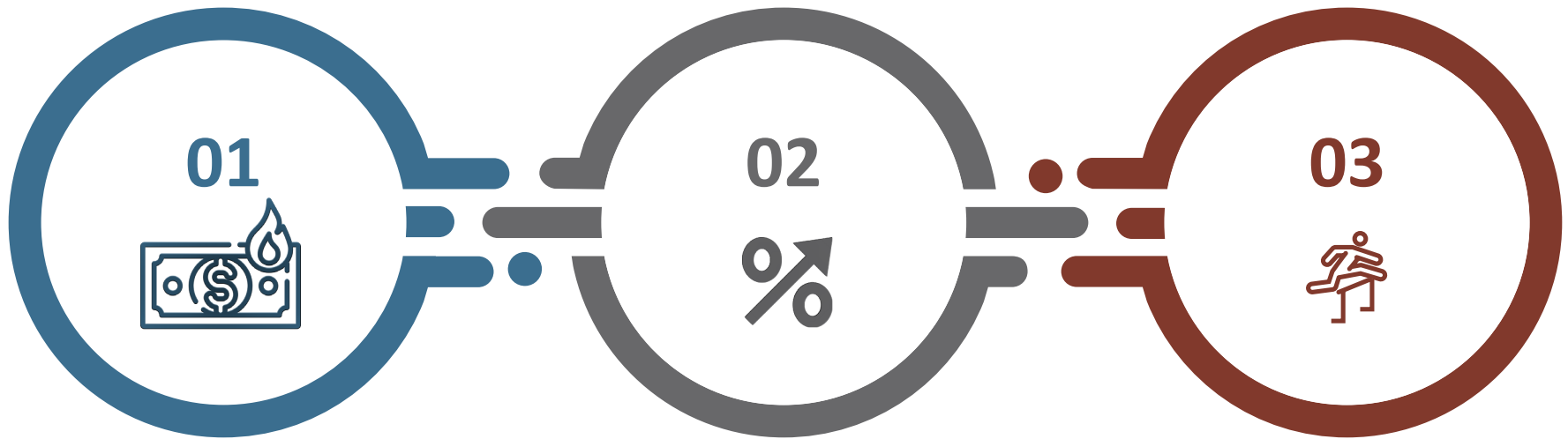


Long-Term Growth

Sec. 5.20.080(B) – The secondary objective in the investment management of plan assets shall be to emphasize long-term growth of principal while avoiding excessive risk. Short-term volatility will be tolerated in as much as it is consistent with the volatility of a comparable market index.

The Environment Ahead

City and Borough of Wrangell Permanent Fund



Higher Inflation

APCM is anticipating a higher inflation environment over the next 10 years compared to the post-Global Financial Crisis.

Rising Rates

Given rates are quite low, and higher inflation than the post-Global Financial Crisis period, global central banks will need to increase interest rates over the near- to medium-term.

Challenges Ahead

In the environment ahead, diversification will be essential for a robust portfolio. In particular, in times when stocks and bonds behave similarly.

Additional Tools for the Future

City and Borough of Wrangell Permanent Fund

High Yield Bonds

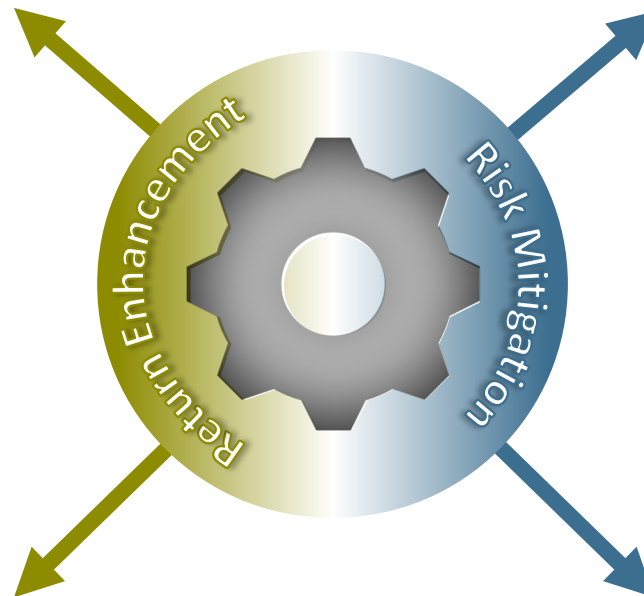
A mix of stock-like and bond-like return drivers combine to provide some of the highest yields and one of the highest long-term fixed income return expectations.

High yield bonds also have **lower sensitivity to interest rate changes** than aggregate IG bonds. **Combined with higher yields, these assets may provide positive returns** even when IG bonds are negative.

Alternative Beta

Implementation strategies that target **unique return drivers that are expected to provide higher returns than bonds**. These can **generate positive returns in market environments that are challenging for other asset classes**.

In 2018, when rates were rising significantly, alt beta provided positive .6% returns vs. -4.4% for the S&P 500 and 0.0% for aggregate bonds.



High Yield Bonds

Though these are fixed income securities, **APCM views them as risk assets like equities**, with upside participation in risk-on environments and **downside protection in risk-off environments compared to equities**.

High yield bonds historically have **captured 55% of the upside of equities, but only 33% of the downside**.

Alternative Beta

Because these **strategies isolate specific return drivers, they do not behave like stocks or bonds** – a significant diversification benefit for the total portfolio.

For example, during the COVID crisis, the S&P 500 was down -19.6% vs. alt beta down -3.5%.

Asset Allocation Considerations

City and Borough of Wrangell Permanent Fund

Goals:

Asset
Preservation

Long-Term
Growth

Sustainable
Distribution Rate

=
Long Term Expected
Return – Inflation
– Expenses

Original Growth
Above Asset
Preservation:

3.25%

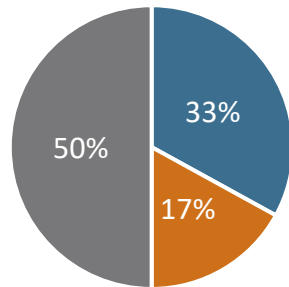
- Per Code Chapter 5.20.080, the goals of the Permanent Fund are to provide asset preservation after inflation, appropriations, and expenses, and long-term growth.
- Given the perpetual nature of the Permanent Fund, as long as distributions remain at or below the sustainable distribution rate for the strategic asset allocation, all options are expected to provide asset preservation.
- No specific target has been provided for long-term growth, however, at account inception the projected growth rate after asset preservation (net earnings) of the chosen strategic asset allocation was 3.25%.

Portfolio Return and Risk Characteristics

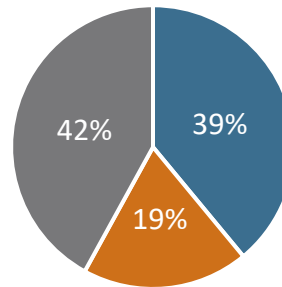
City and Borough of Wrangell Permanent Fund

Item a.

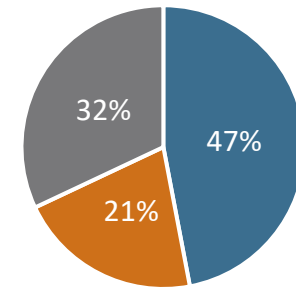
Model 4



Current



Model 5



■ Risk Assets ■ Alternatives ■ Risk Control Assets ■ Risk Assets ■ Alternatives ■ Risk Control Assets ■ Risk Assets ■ Alternatives ■ Risk Control Assets

Characteristics	Model 4		Current		Model 5	
	Expected	Range*	Expected	Range*	Expected	Range*
Annual Return	5.8%	-11.3% to 22.9%	5.6%	-12.4% to 23.7%	6.6%	-13.7% to 26.8%
Long-Term Return	5.5%	5.2% to 5.7%	5.3%	5.0% to 5.5%	6.1%	5.8% to 6.4%
Net Earnings (<i>Long-Term Return Less 2% Expected Inflation and Fees**</i>)	3.0%	2.7% to 3.2%	2.9%	2.6% to 3.1%	3.6%	3.3% to 3.9%
Average Loss in Extreme Conditions <i>Within a 1-Year Horizon</i>	-21.0%		-22.0%		-24.3%	

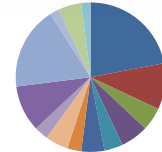
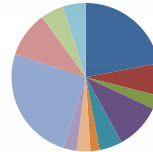
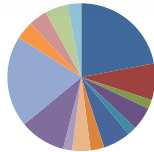
11 ge denotes the 95% confidence interval. ** Fees include APCM's management fees, internal fund fees, and estimated expenses (0.5% for Models 4&5, 0.4% for Current). Risk and return data from Windham Portfolio Advisor.

STRATEGIC REVIEW

Permanent Fund Portfolio Options

City and Borough of Wrangell Permanent Fund

Item a.

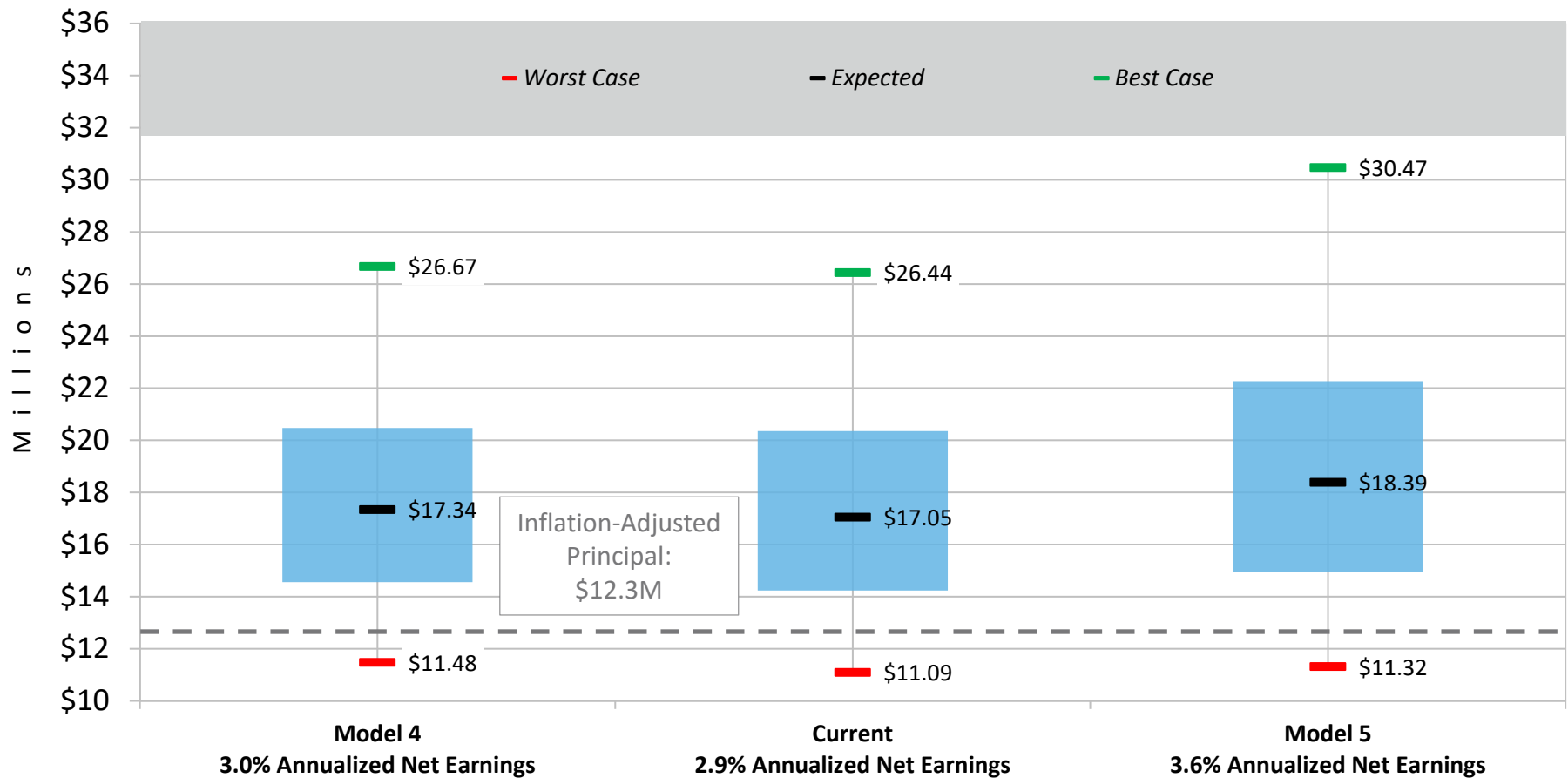


Asset Class	Model 4	Diff. from Current	Current	Diff. from Current	Model 5
Total Risk Assets	45.0%	-2.0%	47.0%	5.0%	52.0%
Large Cap Equity	22.0%	0.0%	22.0%	0.0%	22.0%
Mid Cap Equity	8.0%	1.0%	7.0%	3.0%	10.0%
Small Cap Equity	2.0%	-1.0%	3.0%	2.0%	5.0%
International Equity	5.0%	-5.0%	10.0%	-4.0%	6.0%
Emerging Markets Equity	2.0%	-3.0%	5.0%	-1.0%	4.0%
U.S. Corporate High Yield	6.0%	6.0%	0.0%	5.0%	5.0%
Total Alternatives	19.0%	11.0%	8.0%	13.0%	21.0%
REITs	3.0%	1.0%	2.0%	1.0%	3.0%
Infrastructure	4.0%	1.0%	3.0%	2.0%	5.0%
Commodities	2.0%	-1.0%	3.0%	0.0%	3.0%
Alternative Beta	10.0%	10.0%	0.0%	10.0%	10.0%
Total Risk Control Assets	36.0%	-9.0%	45.0%	-18.0%	27.0%
U.S. Fixed Income	20.0%	-5.0%	25.0%	-7.0%	18.0%
U.S. 1-5 Year Gov/Credit	4.0%	4.0%	0.0%	0.0%	0.0%
TIPS	4.0%	-6.0%	10.0%	-8.0%	2.0%
International Fixed Income	5.0%	0.0%	5.0%	0.0%	5.0%
Cash	3.0%	-2.0%	5.0%	-3.0%	2.0%

Wealth Simulation – 10-Year Horizon

City and Borough of Wrangell Permanent Fund

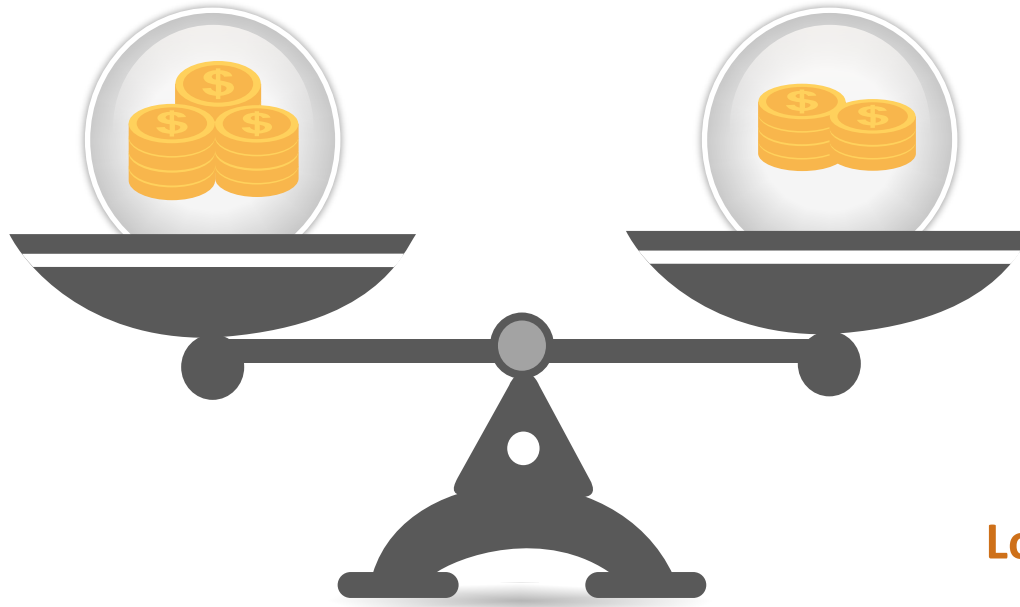
Item a.



Data: Windham Portfolio Advisor. Simulation method: Monte Carlo. Portfolio starting value of \$10.7M. No contributions or withdrawals were included in the simulations. Inflation-adjusted principal based upon realized CPI-U through 1/31/2022 and 2.0% annually thereafter.

Decision Framework

City and Borough of Wrangell Permanent Fund



Risk Tolerance

If **lower risk** is a priority, the Model 4 allocation is appropriate. Model 4 is expected to provide lower risk than the current allocation with similar growth projections when compared to the current strategic asset allocation.

Long-Term Growth

If increasing long-term growth is the City's priority, the Model 5 allocation is appropriate. Model 5 is expected to provide a significant boost to long-term growth potential with some additional risk.

Market Review

Strategic Review

Market Review

Portfolio Review

Appendix

Mid-Cycle Investing Requires Selectivity

Transitioning from Recovery to Expansion

Item a.

2021 was a strong calendar year with returns above the expected returns of the strategic asset allocations that were designed to meet client goals. Risk on positioning was the right thing to do during the recovery phase of this cycle.

Slower, Not Slow

- Developed economic growth is expected to be 4.5% vs. trend of 2.1%
- Emerging market growth is expected to be 5.1% vs. trend 5.3%

Tighter, Not Tight

- Monetary policy will be tighter but remain accommodative (rates below neutral)
- Inflation, supply chain issues and tight labor markets will gradually ease

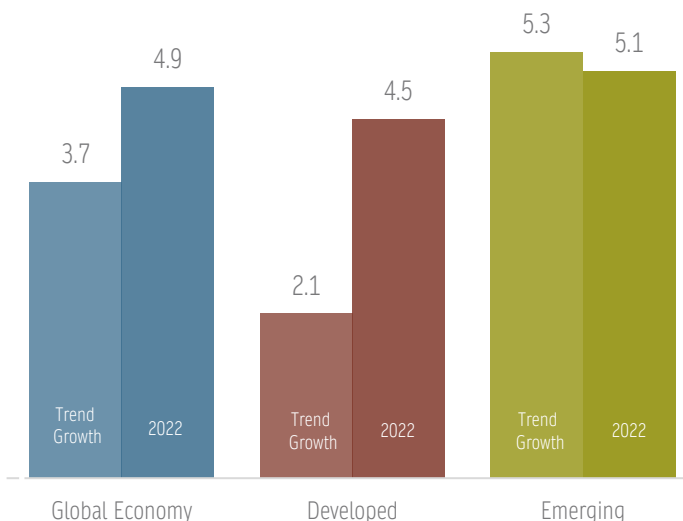
Key Risks

- Policy mistakes and inflation expectations becoming unanchored
- COVID variants remain a risk, particularly a variant that proves more deadly

Investment Insights



Growth Projections (%)



Mid-Cycle Investing Requires Selectivity



Underweight global fixed income



Overweight equities and alternatives



Emphasize sectors and countries levered to spending

Mid-Cycle Investing Requires Selectivity

Fundamentals support risk

Item a.

Above Trend Growth Supports Risk Assets

Expectations for above-trend global growth and policy that is tighter, but not tight, provides support for risk assets over risk control in 2022. In addition, our economic outlook indicates: strong consumer spending, a recovery in inventories, robust business spending as companies try to meet demand and improve productivity to offset elevated wage growth, slowly falling inflation, and real rates to rise as policy accommodation is reduced.

Mid-cycle Investing Requires Selectivity

In this environment, it will pay off to be selective about exposures now that economies have moved from recovery to expansion. Therefore, APCM is tilting exposure towards sectors that are well positioned given the economic backdrop and where valuations are the least stretched. In particular – industrial manufacturing and services, electronics manufacturing, consumer goods and retail, and to a lesser extent banks and investment services. Company fundamentals, valuations, and expected volatility round out the selection process.

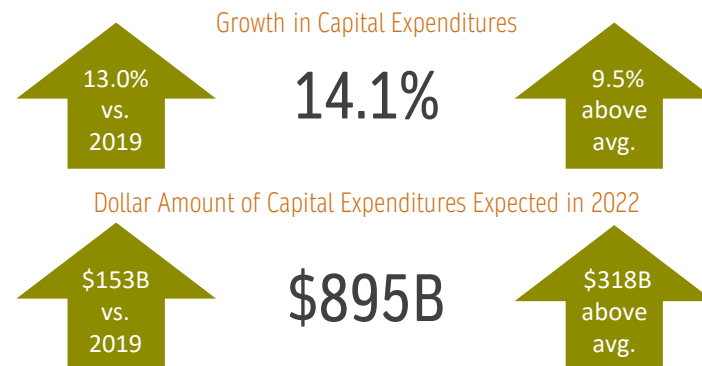
Thoughtfully Positioning in the Expansion Phase

Exposures in U.S. small companies, Japanese stocks, natural resource companies, and infrastructure stocks are the most attractive using this framework. All exhibit above-trend earnings growth expectations and relatively attractive valuations.

Lower, Not Negative Returns

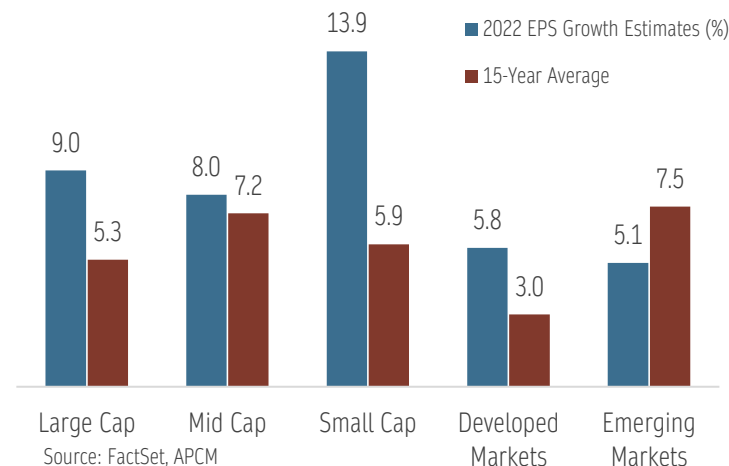
APCM does not to expect the same kind of returns from equities this year as were seen in 2020 and 2021. However, positive factors outweigh negative ones for risk assets.

2022 S&P 1500 Capex Expectations



Source: FactSet, APCM

2022 EPS Growth Estimates



Mid-Cycle Investing Requires Selectivity

Policy changes and inflation pressures create volatility

Prepare for more Volatility

Volatility will pick-up as global central bankers move to normalize policy and inflation pressures linger. But, outside of a more severe covid strain, significant downside risk is unlikely unless the Fed shifts from removing accommodation to meaningfully slowing growth to combat inflation.

Managing Volatility

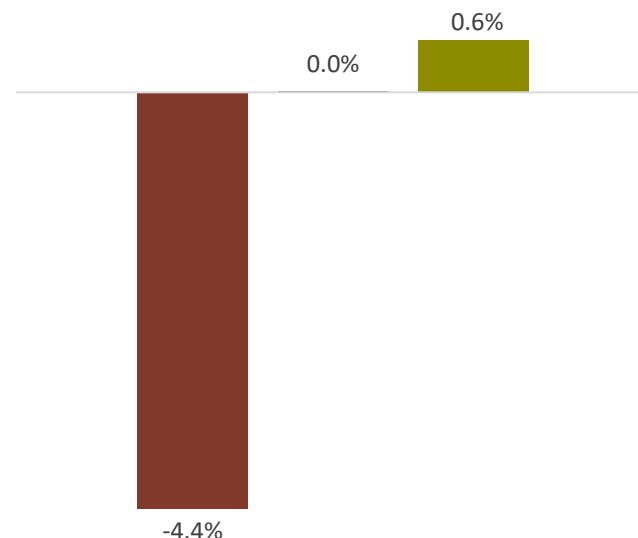
We seek to diversify our equity overweight and increase relative returns vs. bonds by overweighting alternative beta. This strategy offers upside participation and downside defense through uncorrelated strategies that have historically produced consistent returns across all markets.

In lieu of alternative beta, a combination of cash and consumer staples should reduce portfolio volatility while also providing incremental return.

Subdued Market Gains

Valuations will come under pressure as stimulus wanes, but solid earnings will provide important support for risky assets. Given this backdrop, we expect modestly positive equity returns in 2022.

Diversify Stocks and Bonds
Rising Rate Environment



■ S&P 500 ■ US Fixed Income ■ Alt Beta

Source: Bloomberg from December 31, 2017 to December 31, 2018.
Alt Beta represented by a portfolio of 75% BIMBX 25% QAI.

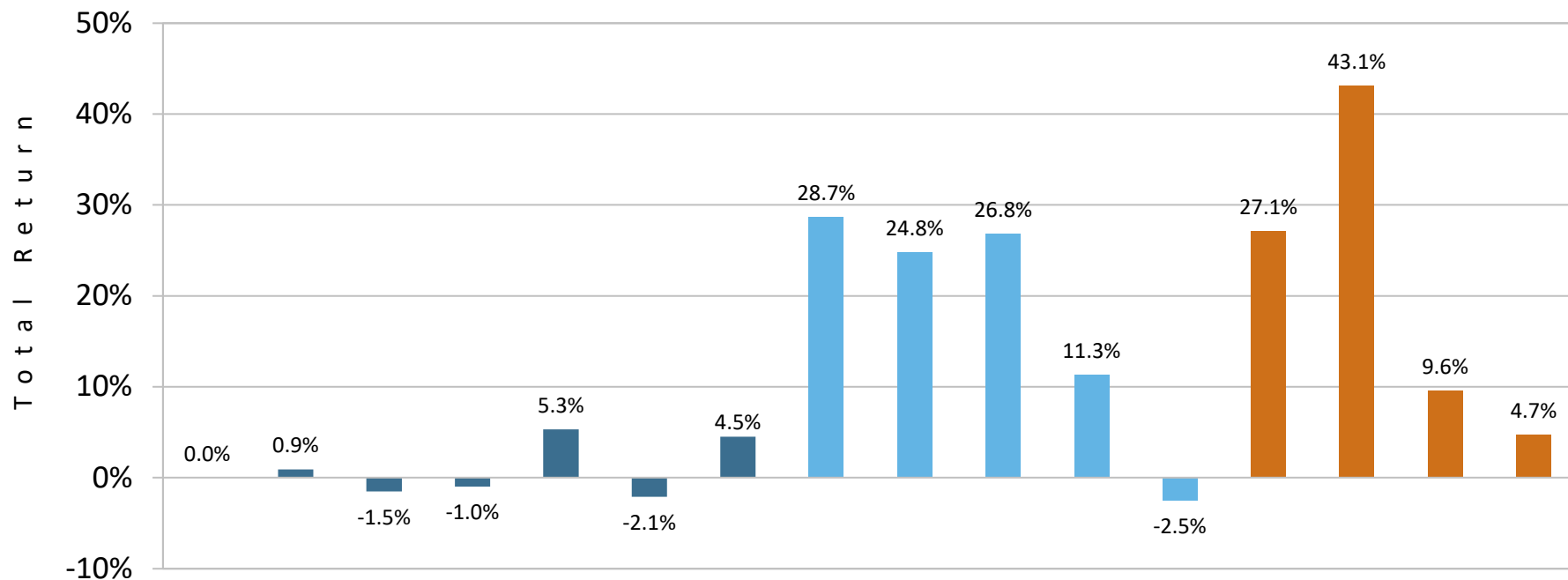
$$\text{EPS } \Delta \uparrow + \text{P/E } \Delta \downarrow + \text{Cash Yield } \uparrow = \text{Total Return } \uparrow$$

The return from an equity market derives from the growth in earnings, the change in valuations over the period, and the dividends and stock buybacks expressed as a percentage of price (*cash yield). Combined, these components determine the total return.

Asset Class Returns

Calendar Year 2021

Item a.



	RISK CONTROL							RISK ASSETS								
	FIXED INCOME							EQUITIES					ALTERNATIVES			
	Municipal		U.S. Fixed	1-5 Gov.	Intl. Fixed		HY Fixed	U.S. Large	U.S. Mid	U.S. Small	Dev. Ex-	Emerging	Real			
	Cash	Bonds	Income	Credit	TIPS	Income	Income	Cap	Cap	Cap	U.S.	Markets	Comm.	Estate	Infra.	Alt. Beta
2021	0.0	0.9	-1.5	-1.0	5.3	-2.1	4.5	28.7	24.8	26.8	11.3	-2.5	27.1	43.1	9.6	4.7
3 Year	1.0	4.0	4.8	2.9	5.1	3.5	8.4	26.1	21.4	20.1	13.5	10.9	9.9	18.1	12.2	4.9
5 Year	1.1	3.6	3.6	2.3	3.3	3.2	5.8	18.5	13.1	12.4	9.5	9.9	3.7	10.6	8.5	3.0

Portfolio Review

City and Borough of Wrangell

Strategic Review

Market Review

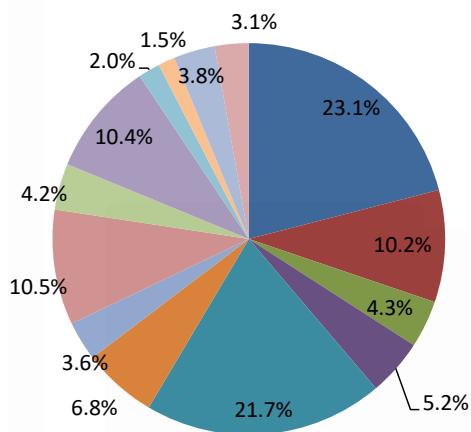
Portfolio Review

Appendix

PORTFOLIO REVIEW

Asset Allocation as of January 31, 2022 *City and Borough of Wrangell*

Item a.



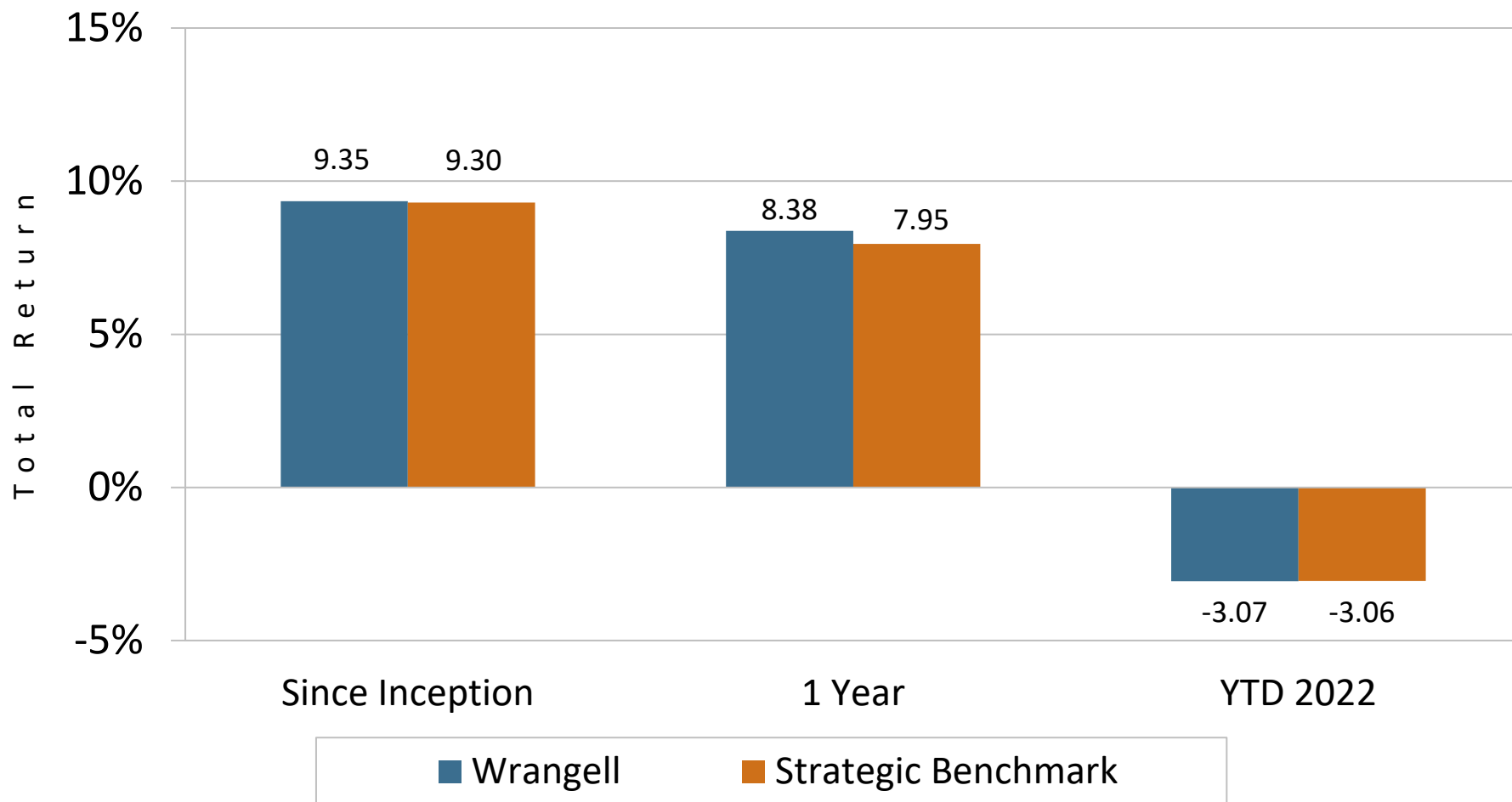
- U.S. Fixed Income ■ TIPS
- International Bonds ■ Cash
- Large Cap ■ Mid Cap
- Small Cap ■ International
- Emerging Markets ■ Alternatives
- Real Estate ■ Alt Beta
- Infrastructure ■ Commodities

Asset Class	% Assets	Strategic Benchmark	Range	Market Value
Fixed Income	42.8%	45%		\$4,563,959
U.S. Fixed Income	23.1%	25	15-35%	\$2,466,243
TIPS	10.2%	10	5-15	\$1,087,885
International Bonds	4.3%	5	0-10	\$459,299
Cash	5.2%	5	0-10	\$550,532
Equity	46.8%	47%		\$4,991,140
Large Cap	21.7%	22	12-32%	\$2,318,034
Mid Cap	6.8%	7	0-15	\$721,197
Small Cap	3.6%	3	0-6	\$381,969
International	10.5%	10	5-15	\$1,119,575
Emerging Markets	4.2%	5	0-10	\$450,365
Alternatives	10.4%	8%		\$1,103,538
Real Estate	2.0%	2	0-5	\$210,793
Alt Beta	1.5%	0	0-10	\$163,030
Infrastructure	3.8%	3	0-6	\$401,248
Commodities	3.1%	3	0-6	\$328,467
Total				\$10,658,637

Account Performance as of January 31, 2022

City and Borough of Wrangell

Item a.



22 Performance is gross of fees and annualized for periods greater than one year. Inception performance is on January 31, 2020. Strategic benchmark is a blended return of the account's target allocation.

Portfolio Review

City and Borough of Wrangell Operating Account

Strategic Review

Market Review

Portfolio Review

Appendix

PORTFOLIO REVIEW

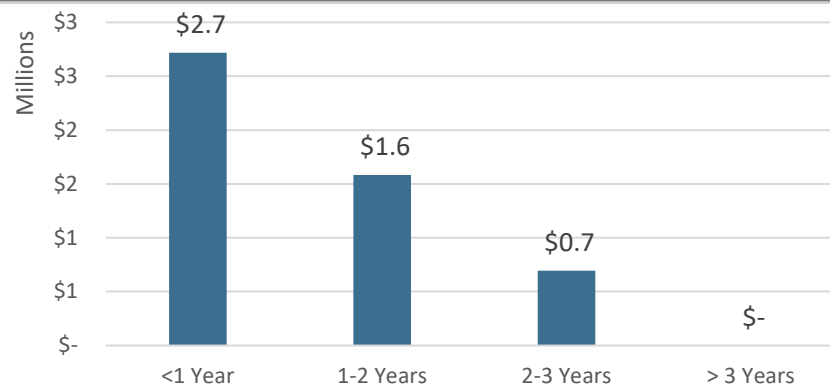
Portfolio Characteristics as of January 31, 2022 *City and Borough of Wrangell Operating Account*

Item a.

Summary Statistics

	Wrangell 12/31/20	Wrangell 03/31/21	Wrangell 01/31/22	Benchmark** 01/31/22
Market Value	\$5,029,655	\$5,027,411	\$4,993,316	-
Yield to Maturity	0.23%	0.17%	0.63%	0.63%
Avg. Quality	AAA	AAA	AAA	AAA
Avg. Maturity (yrs)	1.28	1.01	0.94	1.06
Duration	1.18	0.99	0.93	1.05

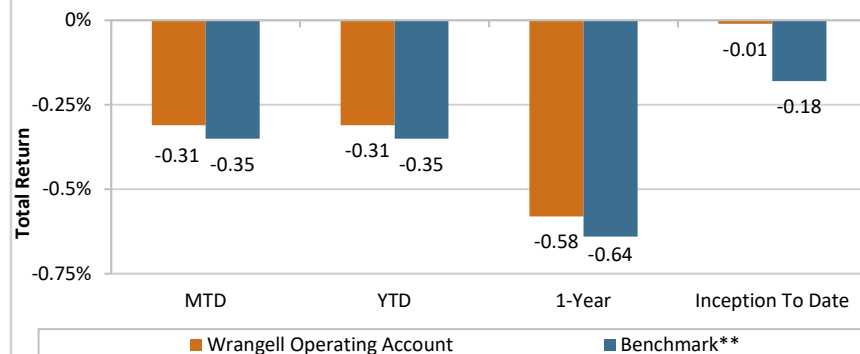
Portfolio Liquidity



Sector Breakdown

	Wrangell	Benchmark**
Cash and CDs	6.7%	-
Commercial Paper	-	-
Treasuries	84.2%	97.7%
Agencies	-	2.3%
Corporates	-	-
Municipals	9.1%	-

Performance



*Performance is gross of fees

**Blend is 50% 1-3 Yr Govt and 50% 90 Day Tbill

PORTFOLIO REVIEW

Account Positioning

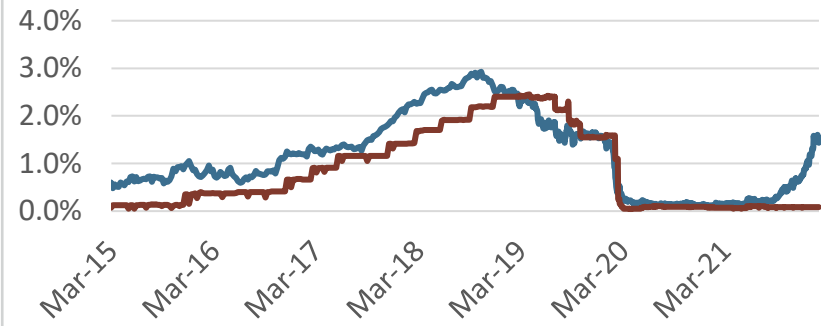
City and Borough of Wrangell Operating Account

Item a.

Current IPS

- U.S. Treasuries
- U.S. Agencies
- Certificates of Deposit
- Municipals (states, Alaskan boroughs or cities)
- Overnight repurchase agreements

2-Year Treasury and Fed Funds Rates



Data: Bloomberg — 2-Year Rates — Fed Fund Rates

Going Forward & Performance

- Portfolio has outperformed its benchmark year to date by four basis points.
- We initiated a slightly below benchmark duration at the prospect of longer-term interest rates (3yr and greater) increasing.
- The yield to maturity of the portfolio is now 0.63% up from 0.17%.
- Possible security purchases
 - Municipals
 - Treasuries & Agencies
- Fulfill liquidity needs
- Communicate with City & Borough staff

Interest Rate & Market Outlook

- The Federal Reserve maintained its benchmark rate at 0-0.25%. Minutes from recent Fed meetings point to a potential rate hike in March 2022 and allowing assets to roll off their balance sheet.
- Interest rates have increased to start 2022 as the 2yr and 5yr increased approximately 70 and 46 basis points, ending February 28th at 1.43% and 1.72%, respectively.
- Short-term global interest rates have risen as investors anticipate rate increases in 2022. Central bankers continue to keep an eye on employment and inflation.

Appendix

Market Review

Portfolio Review

Strategic Review

Appendix

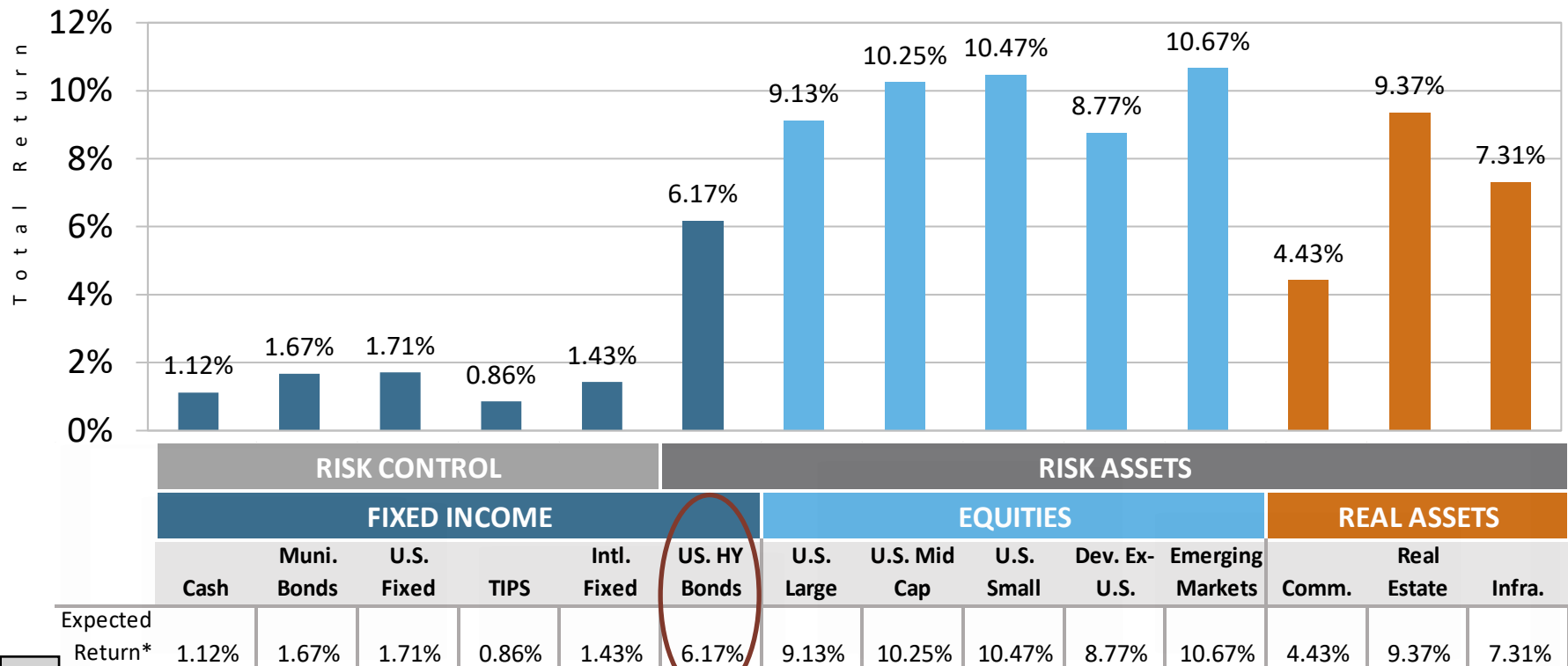
The Case for High Yield Fixed Income

Accept, Prepare, Adapt

Item a.

High yield bonds are issued by corporations with ratings below BBB- or Baa3 by established credit rating agencies.

In a company's capital structure, debt securities rank ahead of equity securities, so if a company was unable to pay all of their obligations and/or the valuation of the company dramatically declines, the **debt securities are paid back first** and are the first to capture any remaining value in the company before anything is allocated to the equity (preferred and common) holders.



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are 10-year projected returns and do not represent actual returns.

The Case for High Yield Fixed Income

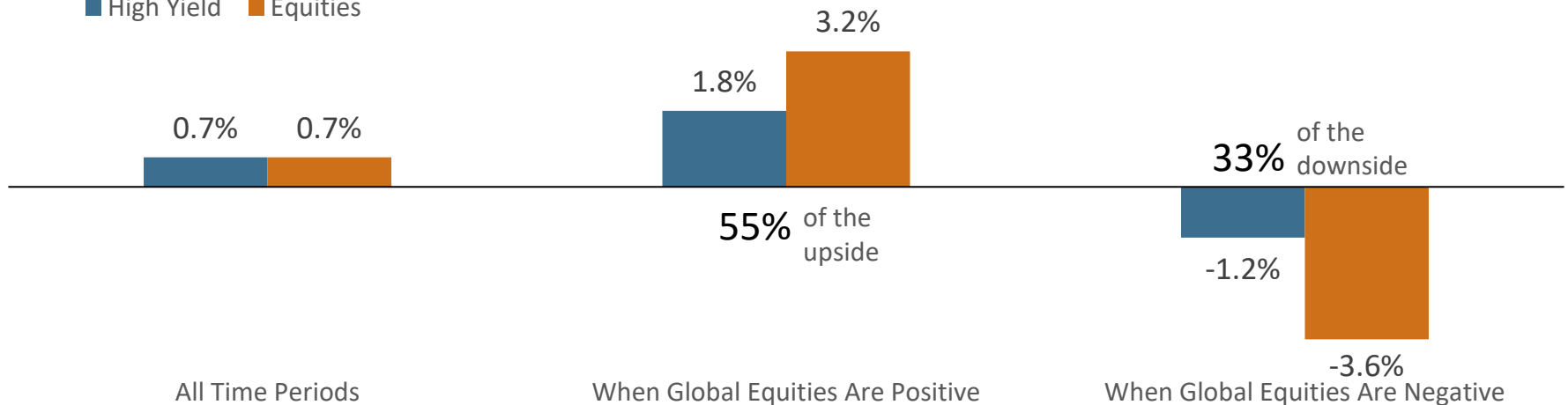
Accept, Prepare, Adapt

Item a.

An allocation to high yield has provided investors with upside participation in positive risk environments and downside protection in negative risk environments.

Average Monthly Return

■ High Yield ■ Equities



- Since 1993, high yield has averaged a 0.7% monthly return; this is similar to global equities but with less volatility and less downside risk.

- High yield's asymmetric return profile – 55% of the upside with only 33% of the downside – makes it an attractive addition to a fully diversified multi-asset portfolio.

Diversifying Benefits of Alternative Beta

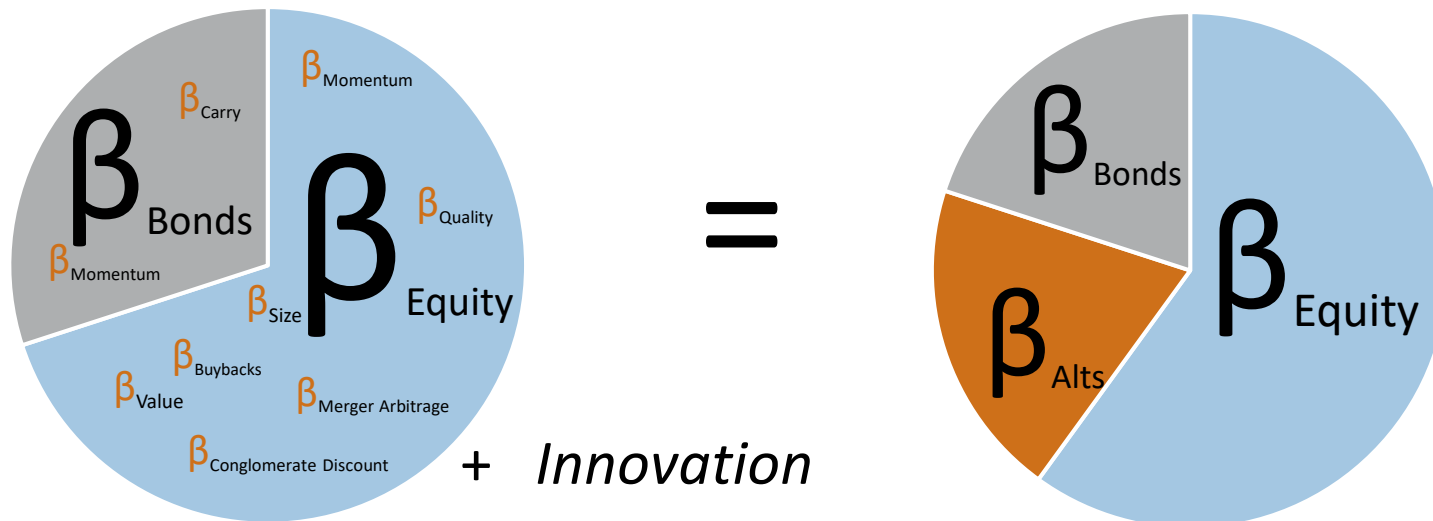
Accept, Prepare, Adapt

Alternative beta captures sources of return that exist, but are not emphasized, in traditional stock and bond portfolios.

The **industry's broader understanding of sources of return** now allow these strategies to be accessed in a quantitative, systematic manner that **does not require a specific manager's subjective judgment**.

These **alternative sources of returns can further diversify a stock and bond portfolio**, but all require complex trading strategies.

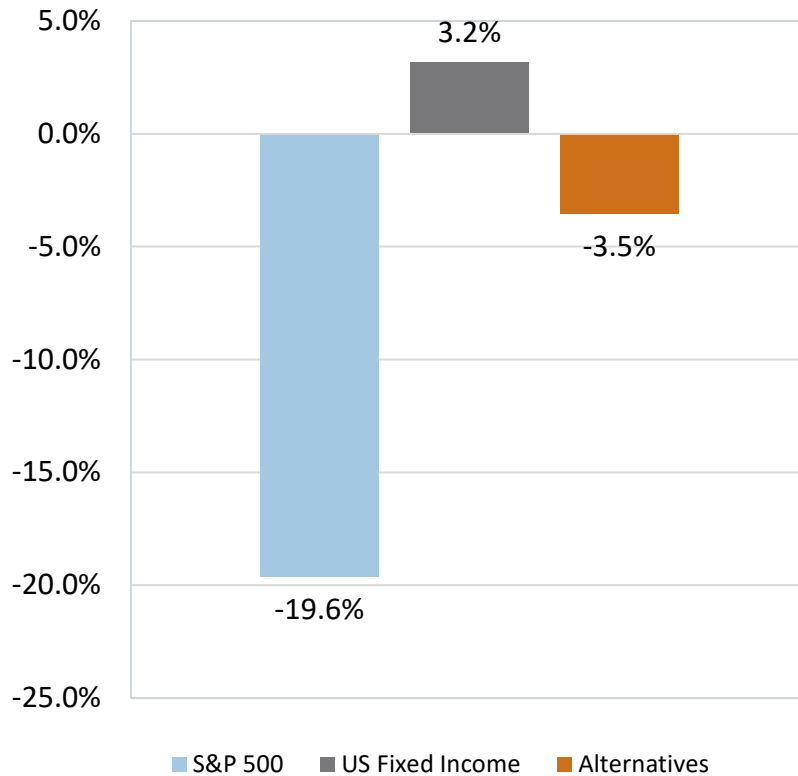
The risks associated with these trading strategies **require proper risk management and controls**.



Diversifying Benefits of Alternative Beta

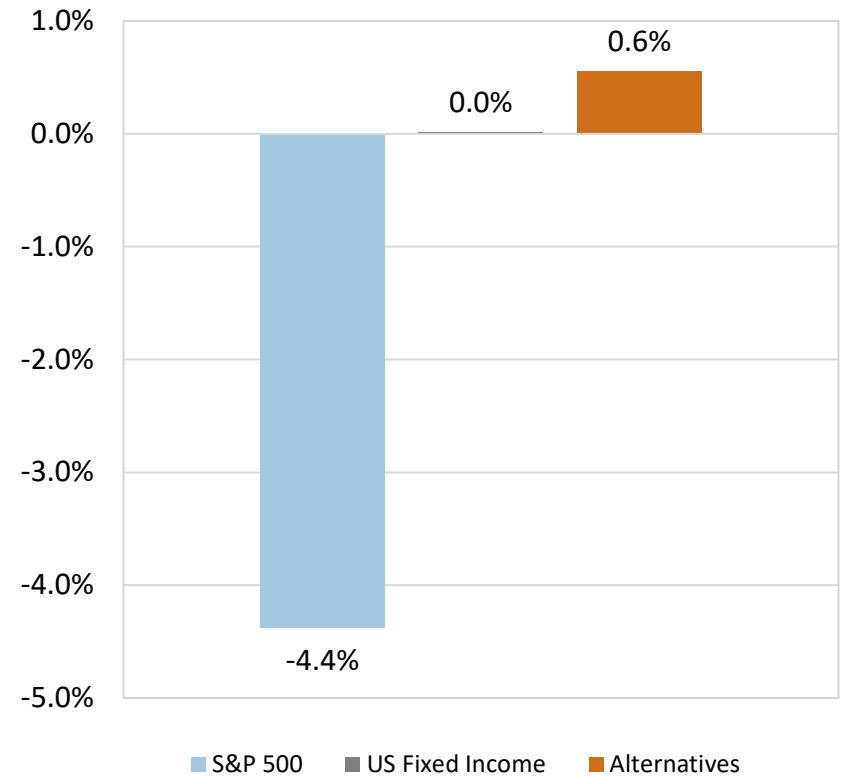
Accept, Prepare, Adapt

Manage Equity Volatility
First Quarter 2020 COVID Crisis



Source: Bloomberg from December 31, 2019 to March 31, 2020.
Alternatives represented by a portfolio of 75% BIMBX 25% QAI.

Diversify Stocks and Bonds
Calendar Year 2018



Source: Bloomberg from December 31, 2017 to December 31, 2018.
Alternatives represented by a portfolio of 75% BIMBX 25% QAI.

Vanguard High-Yield Corporate Fund

- APCM is utilizing a fund (ticker: VWEAX) to invest in a diversified group of high-yielding corporate bonds.
- Higher credit quality and lower return volatility relative to competitors.
- Utilizes an approach that aims to capture consistent income and minimize defaults and principal loss.
- Broadly diversified by issuer and industry sector with caps on individual issuers as well as bonds rated lower than B.
- APCM worked with Vanguard to **waive the normal \$50K minimum initial investment for all APCM clients.**

VWEAX Quick Facts

as of 05/31/2020

Inception Date	12/27/1978
Fund AUM	\$24.6 B
Expense Ratio	0.13%
# of Holdings	538
Provider	Vanguard
Fund Index	Vanguard High-Yield Corporate Composite Idx

IQ Hedge Multi-Strategy Tracker ETF

- APCM is utilizing a fund (ticker: QAI) to **dampen some portfolio volatility while maintaining exposure to growth.**
- Transparent, low-cost exposure to six dominant hedge fund strategies **without manager-specific risk.**
- Conservative core alternative vehicle that does not wholly rely on traditional sources of risk, including interest rates and equity market beta.

QAI Quick Facts

as of 03/31/2020

Inception Date	03/25/09
Fund AUM	\$755.55 M
Expense Ratio	0.75%
# of Holdings	99
Provider	IQ by New York Life
Fund Index	IQ Hedge Multi-Strategy Index

Systematic Multi-Strategy Fund

- APCM is utilizing a fund (ticker: BIMBX) to **dampen some portfolio volatility while maintaining exposure to growth.**
- Transparent, low-cost exposure to multiple alternative strategies including fixed income, global macro, and equity long/short – all with an emphasis on the business cycle and balance sheet strength **without manager-specific risk.**
- Conservative core alternative vehicle that does not wholly rely on traditional sources of risk, including interest rates and equity market beta.
- APCM worked with BlackRock to **waive the normal \$2M minimum initial investment for all APCM clients.**

BIMBX Quick Facts

as of 06/29/2020

Inception Date	05/19/15
Fund AUM	\$1.5B
Expense Ratio	0.97%
# of Holdings	1,804
Provider	BlackRock
Fund Index	ICE BofAML 3-Mo. T-Bill Index

Disclosures

Important Assumptions

IMPORTANT: The projections or other information generated by Alaska Permanent Capital Management Company (APCM) regarding the likelihood of various outcomes are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. There can be no assurance that the projected or simulated results will be achieved or sustained. The charts and data only present a range of possible outcomes. Actual results will vary over time, and such results may be better or worse than the simulated scenarios. Clients should be aware that the potential for loss (or gain) may be greater than that demonstrated in the simulations. Please note that the analysis does not take into consideration all asset classes, and other asset classes not considered may have characteristics similar or superior to those being analyzed.

Important Legal Information

These calculations are designed to be informational and educational only, and when used alone, do not constitute investment advice. APCM encourages investors to review their investment strategy periodically as financial circumstances do change.

Model results are provided as a rough approximation of future financial performance. Actual results could produce different outcomes (either better or worse) than those illustrated by the model, since it is not possible to anticipate every possible combination of financial market returns. APCM is not responsible for the consequences of any decisions or actions taken in reliance upon or as a result of the information provided by the results of the model.

Other Influences on Rates of Return

Investment management fees: Returns are presented gross of management fees and include the reinvestment of all income. Actual returns will be reduced by investment advisory fees and other expenses that may be incurred in the management of the account. The collection of fees produces a compounding effect on the total rate of return net of management fees. As an example, the effect of investment management fees on the total value of a client's portfolio assuming (a) quarterly fee assessment, (b) \$1,000,000 investment, (c) portfolio return of 8% a year, and (d) 1.00% annual investment advisory fee would be \$10,416 in the first year, and cumulative effects of \$59,816 over five years and \$143,430 over ten years. Actual investment advisory fees incurred by clients may vary.

Taxes: Unless noted otherwise, model results have not been adjusted for any state or federal taxes or penalties.

Inflation: Unless noted otherwise, model results do not adjust any inputs or outcomes for inflation. Inflation is assumed to be constant over the investment horizon.

Limitations Inherent in Model Results

Limitations include but are not restricted to the following:

Model results do not represent actual trading and may not reflect the impact that material economic and market factors might have had on APCM's decision making if the actual client money were being managed.

Extreme market movements may occur more frequently than represented in the model.

Some asset classes have relatively limited histories. While future results for all asset classes in the model may materially differ from those assumed in APCM's calculations, the future results for asset classes with limited histories may diverge to a greater extent than the future results of asset classes with longer track records.

Market crises can cause asset classes to perform similarly over time; reducing the accuracy of the projected portfolio volatility and returns. The model is based on the long-term behavior of the asset classes and therefore is less reliable for short-term periods. This means that the model does not reflect the average periods of "bull" and "bear" markets, which can be longer than those modeled.

The model represent APCM's best view of the next 7-10 years, but is unlikely to reflect actual investment returns worldwide over this period.



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #7990

January 31, 2022

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
ALTERNATIVE BETA									
15,736	BLCKRCK SYST MULTI-STR-INST	10.37	163,211	10.36	163,030	1.53	NA		
COMMODITIES									
3,883	FLEXSHARES GLOBAL UPSTREAM N	41.84	162,462	41.32	160,446	1.51	NA		
3,150	ISHARES BB ROLL SELECT COMMODITY ETF	38.79	122,184	53.34	168,021	1.58	NA		
			284,646		328,467	3.08			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
2,747	ISHARES CORE S&P MIDCAP 400 ETF	200.30	550,216	262.54	721,197	6.77	NA		
EMERGING MARKET FUNDS/ETF									
7,559	ISHARES ETF CORE MSCI EMERGING MKTS	54.39	411,160	59.58	450,365	4.23	NA		
DOMESTIC FIXED INCOME FUNDS/ETF									
1,694	VANGUARD SHORT-TERM BOND ETF	80.10	135,698	80.00	135,520	1.27	NA		
21,306	VANGUARD SHORT-TERM TIPS ETF	49.72	1,059,229	51.06	1,087,884	10.21	0		
28,081	VANGUARD TOTAL BOND MARKET ETF	85.25	2,393,897	83.00	2,330,723	21.87	NA		
			3,588,824		3,554,127	33.35			
INTERNATIONAL FIXED INCOME FUNDS/ETF									
8,443	VANGUARD TOTAL INTL BOND ETF	57.11	482,183	54.40	459,299	4.31	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
14,548	ISHARES ETF CORE MSCI EAFE	68.63	998,453	71.61	1,041,782	9.77	NA		
1,214	ISHARES MSCI JAPAN ETF	66.14	80,294	64.08	77,793	0.73	NA		
			1,078,747		1,119,575	10.50			
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
903	FLEXSHARES QUAL DIV ETF	48.32	43,631	58.90	53,187	0.50	NA		
5,034	SPDR S&P 500 ETF	324.66	1,634,337	449.91	2,264,847	21.25	NA		
			1,677,968		2,318,034	21.75			
REAL ESTATE & INFRASTRUCTURE									
7,146	FLEXSHAR STX GLOBAL BROAD INF ETF	54.07	386,390	56.15	401,248	3.76	NA		
2,040	JPMORGAN BETABUILDERS MSCI US REIT ETF	90.62	184,869	103.33	210,793	1.98	NA		
			571,259		612,041	5.74			



Portfolio Appraisal
CITY AND BOROUGH OF WRANGELL #7990
January 31, 2022

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
3,595	ISHARES S&P SMALLCAP 600 INDEX ETF	86.68	311,610	106.25	381,969	3.58	NA		
CASH AND CASH EQUIVILENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		550,532		550,532	5.17			
TOTAL PORTFOLIO			9,670,356		10,658,637	100	0	0	



PERFORMANCE HISTORY

GROSS OF FEES

CITY AND BOROUGH OF WRANGELL

Time Period	Percent Return																
	Per Period																
	Total Account	BLEND	Fixed Income	BLOOMBERG AGG BENCH	Domestic Large Cap Equity	S&P 500 LARGE CAPS BENCH	Domestic Mid Cap Equity	S&P 400 MIDCAP BENCH	Domestic Small Cap Equity	S & P 600 SMALL CAPS BENCH	Int'l Equity	MSCI EAFE Index	Emerging Market Equity	MSCI EMERGING MARKET BENCH	Real Estate	S&P US REIT BENCH	Diversified Alternatives
01-31-21 to 02-28-21	1.61	1.44	-0.99	-1.44	2.82	2.76	6.88	6.80	7.84	7.65	2.32	2.24	1.37	0.76	1.72	3.96	6.51
02-28-21 to 03-31-21	1.74	1.46	-0.58	-1.25	4.61	4.38	4.78	4.67	3.54	3.33	2.46	2.30	-0.57	-1.51	5.03	4.43	-1.83
03-31-21 to 04-30-21	2.81	2.75	0.65	0.79	5.27	5.34	4.41	4.50	1.94	2.04	3.15	3.01	1.72	2.49	4.82	8.04	7.97
04-30-21 to 05-31-21	1.01	0.98	0.27	0.33	0.69	0.70	0.30	0.20	2.09	2.08	3.35	3.26	1.81	2.32	1.38	0.93	3.53
05-31-21 to 06-30-21	0.62	0.61	0.52	0.70	2.20	2.33	-1.12	-1.02	0.48	0.33	-1.12	-1.13	1.34	0.17	-0.32	2.66	1.91
06-30-21 to 07-31-21	0.90	0.87	1.07	1.12	2.43	2.38	0.36	0.34	-2.41	-2.39	0.92	0.75	-5.64	-6.73	2.22	4.87	0.86
07-31-21 to 08-31-21	1.16	1.20	-0.15	-0.19	2.93	3.04	1.99	1.95	1.91	2.02	1.62	1.76	1.38	2.62	1.83	1.87	1.00
08-31-21 to 09-30-21	-2.38	-2.24	-0.65	-0.87	-4.66	-4.65	-4.01	-3.97	-2.38	-2.43	-3.26	-2.90	-3.64	-3.97	-4.96	-5.48	3.99
09-30-21 to 10-31-21	2.85	2.71	0.15	-0.03	6.92	7.01	5.92	5.89	3.54	3.43	3.04	2.46	1.08	0.99	5.05	7.74	2.57
10-31-21 to 11-30-21	-1.38	-1.31	0.24	0.30	-0.81	-0.69	-3.02	-2.94	-2.43	-2.29	-4.61	-4.65	-3.70	-4.08	-2.78	-0.67	-6.81
11-30-21 to 12-31-21	2.40	2.45	-0.13	-0.26	4.67	4.48	5.12	5.08	4.49	4.53	4.21	5.12	1.85	1.88	6.11	8.77	3.08
12-31-21 to 01-31-22	-3.07	-3.06	-1.60	-2.15	-5.14	-5.17	-7.25	-7.21	-7.44	-7.27	-4.17	-4.83	-0.38	-1.89	-3.90	-6.92	5.57
Date to Date																	
01-31-21 to 01-31-22	8.38	7.95	-1.24	-2.97	23.34	23.29	14.12	14.05	10.75	10.65	7.62	7.03	-3.68	-7.23	16.59	32.96	31.26



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #6869

January 31, 2022

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
MUNICIPAL BONDS									
25,000	State of Wisconsin 5.000% Due 05-01-22	106.00	26,500	101.15	25,288	0.51	1,250	312	0.37
25,000	STATE OF MARYLAND 5.000% Due 08-01-22	107.52	26,881	102.29	25,572	0.51	1,250	625	0.41
25,000	MISSISSIPPI ST 5.250% Due 11-01-22	109.96	27,490	103.54	25,884	0.52	1,312	328	0.52
35,000	WASHINGTON ST 5.000% Due 02-01-23	109.98	38,495	104.29	36,501	0.73	1,750	875	0.69
35,000	OHIO ST 5.000% Due 05-01-23	108.12	37,844	105.24	36,835	0.74	1,750	437	0.77
20,000	MARYLAND ST 4.150% Due 08-01-23	108.71	21,741	104.59	20,917	0.42	830	415	1.06
30,000	TEXAS ST 2.993% Due 10-01-23	106.58	31,975	103.06	30,919	0.62	898	299	1.13
25,000	GEORGIA ST 2.980% Due 02-01-24	105.14	26,285	103.41	25,854	0.52	745	372	1.24
50,000	HAWAII ST 5.100% Due 02-01-24	109.69	54,845	107.48	53,740	1.08	2,550	1,275	1.30
30,000	TEXAS ST 3.973% Due 04-01-24	107.78	32,334	105.64	31,693	0.63	1,192	397	1.32
75,000	LOUISIANA ST 0.650% Due 06-01-24	99.56	74,670	98.45	73,835	1.48	487	81	1.33
25,000	MASSACHUSETTS ST 5.000% Due 07-01-24	105.61	26,403	101.89	25,473	0.51	1,250	104	4.16
40,000	TEXAS ST 5.000% Due 10-01-24	112.34	44,936	109.40	43,759	0.88	2,000	667	1.40
	Accrued Interest				6,189	0.12			
			470,398		462,461	9.26		6,189	
TREASURY BILLS									
500,000	US TREASURY BILLS 0.000% Due 03-10-22	99.98	499,896	100.00	499,985	10.01	NA	0	0.03
500,000	US TREASURY BILL 0.000% Due 04-28-22	99.97	499,873	99.95	499,775	10.01	NA	0	0.19
265,000	US TREASURY BILL 0.000% Due 05-19-22	99.97	264,933	99.92	264,788	5.30	NA	0	0.27
235,000	US TREASURY BILL 0.000% Due 06-02-22	99.96	234,913	99.90	234,760	4.70	NA	0	0.30



Portfolio Appraisal

CITY AND BOROUGH OF WRANGELL #6869

January 31, 2022

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
300,000	US TREASURY BILLS 0.000% Due 08-11-22	99.93	299,785	99.76	299,268	5.99	NA	0	0.46
			1,799,400		1,798,576	36.02		0	
U.S. TREASURY									
200,000	US TREASURY NOTES 2.500% Due 02-15-22	103.87	207,736	100.08	200,156	4.01	5,000	2,310	0.58
180,000	US TREASURY NOTES 1.500% Due 08-15-22	102.36	184,255	100.55	180,984	3.62	2,700	1,247	0.49
130,000	US TREASURY NOTES 1.625% Due 11-15-22	102.61	133,389	100.74	130,959	2.62	2,112	455	0.68
80,000	US TREASURY NOTES 2.000% Due 02-15-23	104.08	83,267	101.21	80,969	1.62	1,600	739	0.83
300,000	US TREASURY NOTES 0.250% Due 04-15-23	100.01	300,038	99.24	297,714	5.96	750	225	0.89
400,000	US TREASURY NOTES 0.250% Due 06-15-23	99.98	399,905	99.03	396,108	7.93	1,000	132	0.97
230,000	US TREASURY NOTES 2.500% Due 08-15-23	107.22	246,600	102.23	235,138	4.71	5,750	2,656	1.03
210,000	US TREASURY NOTE 0.125% Due 10-15-23	99.85	209,687	98.35	206,539	4.14	262	79	1.10
245,000	US TREASURY NOTES 0.125% Due 12-15-23	99.79	244,486	98.11	240,377	4.81	306	40	1.15
200,000	US TREASURY NOTES 0.375% Due 07-15-24	99.82	199,633	97.82	195,632	3.92	750	35	1.28
250,000	US TREASURY NOTES 0.375% Due 09-15-24	99.60	248,996	97.59	243,965	4.89	937	360	1.32
	Accrued Interest				8,278	0.17			
			2,457,993		2,416,820	48.40		8,278	
CASH AND CASH EQUIVILENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		315,459		315,459	6.32			
TOTAL PORTFOLIO			5,043,250		4,993,316	100	38,434	14,468	



PERFORMANCE HISTORY GROSS OF FEES

CITY AND BOROUGH OF WRANGELL #6869

Time Period	Percent Return Per Period				
	Total Account	BLEND	Fixed Income	BLOOMBERG 1-3 YR GOV	FTSE 3-MO TBILL INDEX
01-31-21 to 02-28-21	-0.05	-0.02	-0.05	-0.06	0.01
02-28-21 to 03-31-21	0.02	-0.01	0.02	-0.03	0.01
03-31-21 to 04-30-21	0.03	0.02	0.03	0.04	0.00
04-30-21 to 05-31-21	0.05	0.05	0.05	0.09	0.00
05-31-21 to 06-30-21	-0.07	-0.08	-0.07	-0.17	0.00
06-30-21 to 07-31-21	0.09	0.09	0.09	0.17	0.00
07-31-21 to 08-31-21	0.00	0.00	0.00	-0.01	0.00
08-31-21 to 09-30-21	-0.04	-0.05	-0.04	-0.10	0.00
09-30-21 to 10-31-21	-0.16	-0.16	-0.16	-0.33	0.00
10-31-21 to 11-30-21	-0.02	-0.02	-0.02	-0.04	0.00
11-30-21 to 12-31-21	-0.10	-0.10	-0.10	-0.21	0.00
12-31-21 to 01-31-22	-0.31	-0.35	-0.32	-0.70	0.00
Date to Date					
01-31-21 to 01-31-22	-0.58	-0.64	-0.59	-1.33	0.04

Chapter 5.20 CITY AND BOROUGH OF WRANGELL PERMANENT FUND

Sections:

- [5.20.010](#) Scope of the investment policy.
- [5.20.020](#) Investment policy statement.
- [5.20.030](#) Delegation of authority.
- [5.20.040](#) Definitions.
- [5.20.050](#) Assignment of responsibility.
- [5.20.060](#) General investment principles.
- [5.20.070](#) Investment management policy.
- [5.20.080](#) Investment objectives.
- [5.20.090](#) Specific investment goals.
- [5.20.095](#) Distribution of permanent fund earnings.
- [5.20.096](#) Withdrawal of corpus.
- [5.20.100](#) Definition of risk.
- [5.20.110](#) Liquidity.
- [5.20.120](#) Marketability of assets.
- [5.20.130](#) Investment guidelines.
- [5.20.140](#) Selection of managers.
- [5.20.150](#) Investment manager performance review and evaluation.
- [5.20.160](#) Investment policy review.

5.20.010 Scope of the investment policy.

This investment policy reflects only investment policy, objectives, and constraints of the permanent fund and does not amend or change any of the policies for investment of borough general funds hereinabove. [Ord. 970 § 2, 2019.]

5.20.020 Investment policy statement.

This statement of investment policy is set forth by the City and Borough of Wrangell regarding its permanent fund in order to:

- A. Define and assign the responsibilities of all involved parties.
- B. Establish a clear understanding for all involved parties of the investment goals and objectives of plan assets.
- C. Offer guidance and limitations to all investment managers regarding the investment of plan assets.
- D. Establish a basis for evaluating investment results.
- E. Manage plan assets according to prudent standards as established in common trust law.
- F. Establish the relevant investment horizon for which the plan assets will be managed.

In general, the purpose of this statement is to outline a philosophy and attitude which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical. [Ord. 970 § 2, 2019.]

5.20.030 Delegation of authority.

The City and Borough of Wrangell is a fiduciary, and is responsible for directing and monitoring the investment management of plan assets. As such, the City and Borough of Wrangell will from time to time delegate certain responsibilities to professional experts in various fields. These include, but are not limited to:

A. Investment Management Consultant. The consultant may assist the City and Borough of Wrangell in establishing investment policy, objectives, and guidelines; selecting investment managers; reviewing such managers over time, measuring and evaluating investment performance, and other tasks as deemed appropriate.

B. Investment Manager. The investment manager has discretion to purchase, sell, or hold the specific securities that will be used to meet the plan's investment objectives.

C. Custodian. The custodian will physically (or through agreement with a subcustodian) maintain possession of securities owned by the plan, collect dividend and interest payments, redeem maturing securities, and effect receipt and delivery following purchases and sales. The custodian may also perform regular accounting of all assets owned, purchased, or sold, as well as movement of assets into and out of the plan accounts.

D. Additional specialists such as attorneys, auditors, actuaries, retirement plan consultants, and others may be employed by the City and Borough of Wrangell to assist in meeting its responsibilities and obligations to administer plan assets prudently.

The City and Borough of Wrangell will not reserve any control over investment decisions, with the exception of specific limitations described in these ordinances. Managers will be held responsible and accountable to achieve the objectives herein stated. While it is not believed that the limitations will hamper investment managers, each manager should request modifications which they deem appropriate.

If such experts employed are also deemed to be fiduciaries, they must acknowledge such in writing. All expenses for such experts must be customary and reasonable, and will be borne by the plan as deemed appropriate and necessary. [Ord. 970 § 2, 2019.]

5.20.040 Definitions.

A. "Plan" shall mean the City and Borough of Wrangell permanent fund.

B. "The City and Borough of Wrangell" shall refer to the borough assembly which shall administer the plan as specified by applicable ordinance.

C. "Fiduciary" shall mean any individual or group of individuals that exercise discretionary authority or control over fund management or any authority or control over management, disposition or administration of the plan assets.

D. "Investment manager" shall mean any individual, or group of individuals, employed to manage the investments of all or part of the plan assets. The investment manager may also act as the investment management consultant.

E. "Investment management consultant" shall mean any individual or organization employed to provide advisory services, including advice on investment objectives and/or asset allocation, manager search, and performance monitoring. The investment management consultant may also act as the investment manager.

F. "Securities" shall refer to the marketable investment securities which are defined as acceptable in this statement.

G. "Investment horizon" shall be the time period over which the investment objectives, as set forth in this statement, are expected to be met. The investment horizon for this plan is 20 years.

H. "Corpus or principal" shall mean the original investment creating the permanent fund and all inflation-proofed earnings not annually deposited into the general fund. [Ord. 970 § 2, 2019.]

5.20.050 Assignment of responsibility.

A. Responsibility of the Investment Managers. Each investment manager must acknowledge in writing its acceptance of responsibility as a fiduciary. Each investment manager will have full discretion to make all investment decisions for the assets placed under its jurisdiction, while observing and operating within all policies, guidelines, constraints, and philosophies as outlined in this statement. Specific responsibilities of the investment managers include:

1. Discretionary investment management including decisions to buy, sell, or hold individual securities, and to alter asset allocation within the guidelines established in this statement.
2. Reporting, on a timely basis, monthly investment performance results.
3. Communicating any major changes in economic outlook, investment strategy, or any other factors which affect implementation of investment process, or the investment objective progress of the plan's investment management.
4. Informing the City and Borough of Wrangell regarding any qualitative change to investment management organization. Examples include changes in portfolio management personnel, ownership structure, investment philosophy, etc.
5. Voting proxies, if requested by the City and Borough of Wrangell, on behalf of the plan, and communicating such voting records to the investment committee on a timely basis.

B. Responsibility of the Investment Consultant. The investment consultant's role is that of a nondiscretionary advisory to the investment committee of the City and Borough of Wrangell. Investment advice concerning the investment management of plan assets will be offered by the investment consultant, and will be consistent with the investment objectives, policies, guidelines and constraints as established in this statement and by resolution. Specific responsibilities of the investment consultant include:

1. Assisting in the development and periodic review of investment policy.
2. Conducting investment manager searches when requested by the investment committee.
3. Providing "due diligence," or research, on the investment manager(s).
4. Monitoring the performance of the investment manager(s) to provide the investment committee with the ability to determine the progress toward the investment objectives.
5. Communicating matters of policy, manager research, and manager performance to the investment committee.
6. Reviewing plan investment history, historical capital markets performance and the contents of this investment policy statement to members of the investment committee. [Ord. 970 § 2, 2019.]

5.20.060 General investment principles.

A. Investments shall be made solely in the interest of the beneficiaries of the plan.

B. The fund shall be invested with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the investment of a fund of like character and with like aims.

C. Investment of the fund shall be so diversified as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.

D. The City and Borough of Wrangell may employ one or more investment managers of varying styles and philosophies to attain the fund's objectives.

E. Cash is to be employed productively at all times, by investment in short-term cash equivalents to provide safety, liquidity, and return. [Ord. 970 § 2, 2019.]

5.20.070 Investment management policy.

A. Preservation of Capital. Consistent with their respective investment styles and philosophies, investment managers should make reasonable efforts to preserve capital, understanding that losses may occur in individual securities.

B. Risk Aversion. Understanding that risk is present in all types of securities and investment styles, the City and Borough of Wrangell recognizes that some risk is necessary to produce long-term investment results that are sufficient to meet the plan's objectives. However, the investment managers are to make reasonable efforts to control risk, and will be evaluated annually to ensure that the risk assumed is commensurate with the given investment style and objectives.

C. Adherence to Investment Discipline. Investment managers are expected to adhere to the investment management styles for which they were hired. Managers will be evaluated annually for adherence to investment discipline. [Ord. 970 § 2, 2019.]

5.20.080 Investment objectives.

In order to meet its needs, the investment strategy of the City and Borough of Wrangell permanent fund is to emphasize total return, that is, the aggregate return from capital appreciation and dividend and interest income.

A. Specifically, the primary objective in the investment management for plan assets shall be:

1. Preservation of Purchasing Power After Spending. To achieve returns in excess of the rate of inflation plus spending over the investment horizon in order to preserve purchasing power of plan assets. Risk control is an important element in the investment of plan assets.

B. The secondary objective in the investment management of plan assets shall be:

1. Long-Term Growth of Capital. To emphasize long-term growth of principal while avoiding excessive risk. Short-term volatility will be tolerated in as much as it is consistent with the volatility of a comparable market index. [Ord. 970 § 2, 2019.]

5.20.090 Specific investment goals.

A. Over the investment horizon established in this statement, it is the goal of the aggregate plan assets to exceed:

1. A reasonable rate of return will be aligned with the strategic asset allocation of the permanent fund. This rate of return and the corresponding strategic asset allocation will satisfy the amount to be deposited annually in the City and Borough of Wrangell's general fund, including the inflation proofing formula as determined by the Consumer Price Index for the United States and the fund growth objectives.

B. The investment goals above are the objectives of the aggregate plan and are not meant to be imposed on each investment account. The goal of each investment manager, over the investment horizon, shall be to:

1. Meet or exceed the market index, or blended market index, selected and agreed upon by the investment committee that most closely corresponds to the style of investment management.

2. Display an overall level of risk in the portfolio which is consistent with the risk associated with the benchmark specified above. Risk will be measured by the standard deviation of quarterly returns. [Ord. 970 § 2, 2019.]

5.20.095 Distribution of permanent fund earnings.

The distribution of permanent fund earnings shall be as follows:

The assembly may appropriate annually not more than the maximum sustainable distribution rate of the five-year average fund market value, to be computed using the five-prior year, calendar year end audited market value. The sustainable distribution rate is defined as the long term expected return of the fund less inflation and expenses. Draws of fund earnings are not to exceed the sustainable rate and draws cannot impair inflation adjusted principal. [Ord. 970 § 2, 2019.]

5.20.096 Withdrawal of corpus.

No corpus of the City and Borough of Wrangell Permanent Fund shall be withdrawn except upon the vote of a majority of the borough voters voting in a general election or special election called for that purpose. Corpus is defined as the inflation adjusted value of all contributions. Inflation shall be measured using the U.S. Consumer Price Index (CPI-U). [Ord. 970 § 2, 2019.]

5.20.100 Definition of risk.

The investment committee realizes that there are many ways to define risk. It believes that any person or organization involved in the process of managing the City and Borough of Wrangell permanent fund assets understands how it defines risk so that the assets are managed in a manner consistent with the plan's objectives and investment strategy as designed in this statement of investment policy. The City and Borough of Wrangell defines risk as:

- A. The probability of not maintaining purchasing power over the plan's investment time horizon.
- B. The possibility of surprises (upside or downside) in investment returns. [Ord. 970 § 2, 2019.]

5.20.110 Liquidity.

To minimize the possibility of a loss occasioned by the sale of a security forced by the need to meet a required payment, the City and Borough of Wrangell will periodically provide investment counsel with an estimate of expected net cash flow. The City and Borough of Wrangell will notify the investment consultant in a timely manner, to allow sufficient time to build up necessary liquid reserves. [Ord. 970 § 2, 2019.]

5.20.120 Marketability of assets.

The City and Borough of Wrangell requires that all plan assets be invested in liquid securities, defined as securities that can be transacted quickly and efficiently for the plan, with minimal impact on market price. [Ord. 970 § 2, 2019.]

5.20.130 Investment guidelines.

A. Allowable Assets. The assets of the permanent fund shall be invested in investment vehicles that provide exposure to asset classes or implementation strategies which have been approved as part of the strategic asset allocation. All investments must comply with the fund level investment guidelines and product level investment guidelines outlined below.

1. Fund Level Investment Guidelines. The fund will use low cost, efficient investment vehicles, such as index mutual funds and/or ETFs. The fund will achieve its objective via long-only, unlevered investments. The fund

is prohibited from engaging in short sales and margin transactions.

2. Product Level Investment Guidelines. The borough assembly will take a conservative posture on derivative securities in order to maintain a risk averse nature. Since it is anticipated that new derivative products will be created each year, it is not the intention of this chapter to list specific derivatives that are prohibited from investment; rather, it will form a general policy on derivatives. The borough assembly recognizes that derivatives may be utilized within products as a portfolio management tool. All derivative exposure must be fully collateralized. Direct leverage or borrowing for the purpose of magnifying returns is prohibited.

B. Prohibited Assets. Prohibited investments include, but are not limited to, the following:

1. Private placements;
2. Limited partnerships;
3. Venture-capital investments;
4. Interest-only (IO), principal-only (PO), and residual tranche CMOs (collateralized mortgage obligations);

C. Asset Allocation Guidelines. Investment management of the assets of the City and Borough of Wrangell permanent fund shall be in accordance with the following asset allocation guidelines:

The permanent fund's strategic asset allocation will be determined based upon the desired return, risk tolerance, and other investment parameters (liquidity needs, time horizon, etc.). The appropriateness and characteristics of the asset allocation strategy will be reviewed by the investment committee and confirmed by the assembly by resolution not less than 60 days of the fiscal year end.

The investment manager has discretion to make modest adjustments to the strategic asset allocation's allowable asset classes, weights, and ranges so long as the changes do not materially alter the risk and return profile of the investment portfolio. All discretionary adjustments to the strategic asset allocation will be made with the fiduciary obligation that decisions are made in the best interest of the City and Borough of Wrangell and its residents. Prior to the investment manager implementing any changes to the strategic asset allocation, the borough manager and finance director shall be notified, which begins a five-day negative consent period for consultation with the borough manager, finance director, and borough assembly before implementing any adjustments. [Ord. 970 § 2, 2019.]

5.20.140 Selection of managers.

The City and Borough of Wrangell's selection of investment manager(s) must be based on prudent due diligence procedures. A qualifying investment manager must be a registered investment advisor under the Investment Advisors Act of 1940, or a bank or insurance company. The investment committee requires that each investment manager provide, in writing, acknowledgement of fiduciary responsibility to the City and Borough of Wrangell permanent fund. [Ord. 970 § 2, 2019.]

5.20.150 Investment manager performance review and evaluation.

Performance reports generated by the investment consultant shall be compiled at least monthly and communicated to the City and Borough of Wrangell for review. The investment performance of total portfolios, as well as asset class components, will be measured against commonly accepted performance benchmarks. Consideration shall be given to the extent to which the investment results are consistent with the investment objectives, goals, and guidelines as set forth in this statement. The City and Borough of Wrangell shall evaluate

the portfolio(s) using a rolling three-year period annually, but reserves the right to terminate a manager for any reason including the following:

- A. Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
- B. Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
- C. Significant qualitative changes to the investment management organization.
- D. The pleasure of the borough assembly.

Investment managers shall be reviewed regularly regarding performance, personnel, strategy, research capabilities, organizational and business matters, and other qualitative factors that may impact their ability to achieve the desired investment results. [Ord. 970 § 2, 2019.]

5.20.160 Investment policy review.

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy, the City and Borough of Wrangell shall review investment policy at least annually not less than 60 days of the fiscal year end. [Ord. 970 § 2, 2019.]

The Wrangell Municipal Code is current through Ordinance 970, passed December 10, 2019.

Disclaimer: The Borough Clerk's Office has the official version of the Wrangell Municipal Code. Users should contact the Borough Clerk's Office for ordinances passed subsequent to the ordinance cited above. Click [here](#)

(<http://www.wrangell.com/administration/approved-ordinances>) to

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	6

ORDINANCE No. 1020 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS IN CHAPTER 15.04, WATER, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

SUBMITTED BY:

Steve Miller, Port & Harbor Director &
Mason Villarma, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

	FY22 \$XXX
--	------------

Account Number(s):

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

Account Name(s):

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

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ord 1020

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to Approve First Reading of Ordinance No. 1020 and move to a Second Reading with a Public Hearing to be held on March 22, 2022.

SUMMARY STATEMENT:

Staff is working on removing fees and rates from the Wrangell Municipal Code and placing them in a Fee and Rate Schedule for each department. This is a work in progress. We are requesting that the fees and rates be removed from the Water section of the Code (Sections of Chapter 15.04, Water) and placing them in a Fee and Rate Schedule.

We will be bringing a Resolution to the Assembly under the Public Hearing section of the Agenda for consideration, along with the Second Reading/Public Hearing for this Ordinance (No. 1020).

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1020

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS IN CHAPTER 15.04, WATER, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

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

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

The purpose of this ordinance is to amend Certain Sections in Chapter 15.04, Water, and Chapter 15.08, Sewers and establishing a new process for rates and fees in the Wrangell Municipal Code by establishing a Fee and Rate Schedule.

SEC. 2. Amendment. Sections 15.04.080, Deposit required, 15.04.208, Meter deposit required, 15.04.290 Water rates – Publication, 15.04.420 Service turnoff for delinquent accounts – Charges, 15.04.450 Meter accuracy – Testing upon customer request, 15.04.545 Turn-on and turn-off fee, 15.04.550 Unauthorized turning on or off of service, 15.04.630 Service connection charges, 15.04.640 Monthly water rates, are hereby amended as follows:

15.04.080 Deposit required.

All customers requesting new water service shall be required to establish an account with the borough and make a deposit before service is rendered **[in the amount of \$25.00]**.

The deposit on the customer's account will be refunded, less any amount due the borough for service, when the water service is discontinued.

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

15.04.208 Meter deposit required.

All customers requesting a water meter shall be required to deposit with the borough a water meter deposit **[in the sum of \$100.00]**.

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

15.04.290 Water rates – Publication.

The water rates to be charged for size of service, including minimum charges, charges for water used over the specified minimum, charges for specified commercial users, and service connection charges, shall be published in separate schedules. These schedules, approved by the assembly by resolution, shall become a part of the established fees and rates schedule **[this chapter. These water rates and service connection charges may be revised by ordinance, following a public hearing].**

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

15.04.420 Service turnoff for delinquent accounts – Charges.

In all instances where water has been turned off because of account delinquency, a minimum **[\$50.00]** disconnect service charge shall be imposed; a minimum reconnect service charge **[of \$50.00]** shall be made for the restoration of service, in which case replacement of the cash deposit, as stated in this chapter, will be required.

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

15.04.450 Meter accuracy – Testing upon customer request.

A customer may, giving not less than seven days' notice, request the borough to test the meter serving his premises. The borough will require the customer to deposit the testing fee. Such fee shall be listed in the Water fee and rate schedule. **[This fee shall be \$50.00 for meters one inch and smaller and for meters larger than one inch shall be an estimate of the cost of testing the meter as determined by the public works director.]** The deposit will be returned to the customer if the test reveals the meter to over register more than five percent under conditions of normal operation. If the meter is operating satisfactorily or if the meter under registers more than five percent under the standard test conditions, the deposit shall be forfeited to the borough. Customers may, at their option, witness any meter tests which they request.

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

15.04.630 Service connection charges.

A. All service connections to customers shall be charged at the actual cost of materials, equipment, and labor, plus 15 percent, **[, with the following minimum charges per connection:**

SERVICE CONNECTION CHARGES

Size of Service (in inches)	Minimum Charges
-----------------------------	-----------------

SERVICE CONNECTION CHARGES

$\frac{3}{4}$	\$350.00
1	\$450.00
2	\$600.00
3 and over	\$700.00]

Any additional charges including service connection charges for services larger than those stated will be based on the actual cost of labor, materials and equipment for installation, plus 15 percent overhead.

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

15.04.640 Monthly water rates.

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

[A. The following monthly rates as shown in Table 15.04.640 shall apply to all metered and unmetered properties:

TABLE 15.04.640

Monthly Water Rates

Metered Service Type		7/1/2017	7/1/2018	7/1/2019
Residential Metered	Monthly base charge first 4,000 gallons	28.63	29.77	30.96
	Charge additional 1,000 gallons	2.69	2.79	2.90
Commercial Metered	Monthly base charge first 4,000 gallons	28.63	29.77	30.96
	Charge per additional 1,000 gallons	2.69	2.79	2.90
Large Commercial Metered	Monthly base charge first 5,000 gallons	429.57	446.75	464.62
	Per additional 1,000 gallons	1.75	1.82	1.89
Unmetered Services Type		7/1/2017	7/1/2018	7/1/2019
Residential		43.60	45.34	47.15
Commercial/Industrial				
	Bakeries	165.07	171.67	178.54
	Bars	165.07	171.67	178.54

Barbershop – one chair	41.24	42.89	44.60
Barbershop – per each additional chair	33.02	34.34	35.71
Beauty Shop – one basin	41.24	42.89	44.60
Beauty Shop – per additional basin	33.02	34.34	35.71
Bed and Breakfast within Single-Family Residential – per rental unit	8.72	9.07	9.43
Churches	41.24	42.89	44.60
Cleaners and Cleaning Plant	82.35	85.64	89.07
Clubs, Lodges – w/o Bar or Restaurant Facilities	41.24	42.89	44.60
Clubs, Lodges – w/Bar or Restaurant Facilities	82.48	85.77	89.21
Cold Storage Plants	880.09	915.29	951.90
Convenience Stores	23.84	24.79	25.78
Vehicle and Marine Service Stations, Car Lots – w/o Wash Racks	82.35	85.64	89.07
Grocery Stores – w/o Meat Market	61.70	64.16	66.73
Grocery Stores – w/Meat Market	127.74	132.85	138.16
Hospital	328.02	341.14	354.79
Hydrants, Fire – each	26.15	27.20	28.28
Hotels and Motels – 10 Rooms or Less	123.78	128.73	133.88
Hotels and Motels – Over 10 Rooms, per additional room	9.18	9.55	9.93
Laundromats, Self Service – Under 30-lb. Capacity, per machine	50.38	52.39	54.49
Laundromats, Self Service – 30 lbs. or Over Capacity, per machine	87.89	91.41	95.06
Multifamily per unit (4 units and above)	33.41	34.74	36.13
Office Building – base rate first plumbed space	43.60	45.35	47.16
Office Building – each additional plumbed space	27.25	28.34	29.48
Offices w/Additional Laboratory and/or X-Ray Unit	87.20	90.69	94.32
Dental Offices w/o Laboratory and/or X-Ray Unit	43.60	45.35	47.16
Plane Floats	82.35	85.64	89.07
Public Showers – first two stalls	44.07	45.84	47.67
Public Showers – per additional stall	10.74	11.17	11.62
Ranger District	422.82	439.73	457.32
Restaurant, Lunch Counters, Etc. – Up to and Including 30 Seats	123.78	128.73	133.88
Restaurant, Lunch Counters, Etc. – Over 30 Seats	165.08	171.68	178.55
Fountain only	41.24	42.89	44.60
Schools, per classroom	27.25	28.34	29.48
Shops and Stores	41.24	42.89	44.60
Everything Else	43.60	45.35	47.16
Standby Fire Protection	26.15	27.20	28.28]

Note A: The residential schedule is restricted to service used exclusively for general domestic purposes.

Note B: Where central laundry facilities are furnished for the exclusive use of tenants in apartment buildings or trailer courts, no charge in addition to above will be made. It is the responsibility of the owner that only their tenants are using the facility. If it is found that others are using the facility for laundry the owner will be charged under the commercial rate.

Note C: Customers who have their water turned off by the borough will pay the shutoff fee, but then will not pay any monthly fee for water.

Note D: Nonmetered rates herein apply to the average monthly usage. No adjustments will be made for seasonal use.

Note E: All commercial enterprises consisting of more than one facility shall be charged the sum of the applicable rates for each facility.

Note F: The monthly rate for any establishment not herein designated shall be determined by the borough assembly. Until such rate may be established, the rate deemed by the water department and approved by the borough manager to be most applicable shall apply, subject to adjustment.

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

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. 4. 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: _____, 2022

PASSED IN SECOND READING: _____, 2022

Stephen Prysunka, Mayor

ATTEST:_____

Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	6

ORDINANCE No. 1021 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.08.060 AND 15.08.240 IN CHAPTER 15.08, SEWERS, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

SUBMITTED BY:

Steve Miller, Port & Harbor Director &
Mason Villarma, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

	FY22 \$XXX
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Account Number(s):

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

Account Name(s):

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

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ord 1021 2. Current code sections.

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to Approve First Reading of Ordinance No. 1021 and move to a Second Reading with a Public Hearing to be held on March 22, 2022.

SUMMARY STATEMENT:

Staff is working on removing fees and rates from the Wrangell Municipal Code and placing them in a Fee and Rate Schedule for each department. This is a work in progress. We are requesting that the fees and rates be removed from the Sewers section of the Code (Sections 15.08.060 and 15.08.240 in Chapter 15.08, Sewers) and placing them in a Fee and Rate Schedule.

We will be bringing a Resolution to the Assembly under the Public Hearing section of the Agenda for consideration, along with the Second Reading/Public Hearing for this Ordinance (No. 1021).

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1021

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.08.060 AND 15.08.240 IN CHAPTER 15.08, SEWERS, AND ESTABLISHING A NEW PROCESS FOR FEES AND RATES BY REMOVING THE FEES AND RATES FROM THE WRANGELL MUNICIPAL CODE AND ADDING THEM TO A FEE AND RATE SCHEDULE

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

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

SEC. 1. Action. The purpose of this ordinance is to amend Sections 15.08.060, Service Connection Charge and Section 15.08.240, Schedule of Rates and Charges and establishing a new process for rates and fees in the Wrangell Municipal Code by establishing a Fee and Rate Schedule.

SEC. 2. Amendment. Sections 15.08.060, Service connection charge and 15.08.240, Schedule of rates and charges are hereby amended as follows:

15.08.060 Service connection charge.

Sewer connections to the borough sewer mains shall be installed only by the borough. [**The installation charge shall be \$250.00 for installing sewer line from the sewer main to the property line of the customer.**] The borough shall also bill, in addition to the installation charge, for labor and materials for the removal and replacement of concrete or asphalt, plus 10 percent to cover administrative and inspection costs.

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

15.08.240 Schedule of rates and charges.

A. The monthly rate shall be the rate shown under Class A and Class B for users who are provided service by the municipal collection and treatment system.

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

[Table 15.08.240 Class A and Class B

			5%	5%	5%	5%	5%
	Present		7/1/2011	7/1/2012	7/1/2013	7/1/2014	7/1/2015
	Rate						
Class A							
Residential							
Monthly Charge	\$	31.92	\$ 33.52	\$ 35.19	\$ 36.95	\$ 38.80	40.74
Vacation Rates		–	9.50	9.50	9.50	9.50	9.50
Class B							
Commercial							
Bakeries	\$	95.79	\$ 100.58	\$ 105.61	\$ 110.89	\$ 116.43	122.26
With Initial Prep Off Premises		47.89	50.28	52.80	55.44	58.21	61.12
Bars		95.79	100.58	105.61	110.89	116.43	122.26
Barbershop – two chairs		31.92	33.52	35.19	36.95	38.80	40.74
Barbershop – per each additional chair		15.96	16.76	17.60	18.48	19.40	20.37
Beauty Shop – two basin		31.92	33.52	35.19	36.95	38.80	40.74
Beauty Shop – per additional basin		15.96	16.76	17.60	18.48	19.40	20.37
Bed and Breakfast within Single-Family Residential – per rental unit		–	6.46	6.85	7.32	7.69	\$ 8.15
Canneries		31.92	33.52	35.19	36.95	38.80	40.74
Canneries – Shellfish	special	special	special	special	special	special	special
Canneries – Fish Processing	special	special	special	special	special	special	special
Canneries – Rinsing and Packaging Only	special	special	special	special	special	special	special

Canneries – Saltwater Process Only	special	special	special	special	special	special
Churches	31.92	33.52	35.19	36.95	38.80	40.74
Cleaners and Cleaning Plant	63.85	67.04	70.39	73.91	77.61	81.49
Clubs, Lodges – w/o Bar or Restaurant Facilities	31.92	33.52	35.19	36.95	38.80	40.74
Clubs, Lodges – w/ Bar or Restaurant Facilities	63.85	67.04	70.39	73.91	77.61	81.49
Cold Storage Plants	special	special	special	special	special	special
Convenience Stores	17.98	18.88	19.82	20.81	21.85	22.95
Docks	31.92	33.52	35.19	36.95	38.80	40.74
Garage, Service Station, Car Lots – w/o Wash Racks	31.92	33.52	35.19	36.95	38.80	40.74
Garage, Service Station, Car Lots – w/ Wash Racks	63.85	67.04	70.39	73.91	77.61	81.49
Grocery Stores – w/o meat market	31.92	33.52	35.19	36.95	38.80	40.74
Grocery Stores – w/ meat market	63.85	67.04	70.39	73.91	77.61	81.49
Hotels and Motels – First 10 rooms or less	95.79	100.58	105.61	110.89	116.43	122.26
Hotels and Motels – Over 10 Rooms, Per Room	6.36	6.68	7.01	7.36	7.73	8.12
Hospital – 2 ERUs + Per Bed Charge of 0.4 ERU per 24 Beds	370.44	388.96	408.41	428.83	450.27	472.79
Laundromats, Under 30-Pound Capacity	15.96	16.76	17.60	18.48	19.40	20.37
Laundromats, 30 Pound or Over Capacity	47.89	50.28	52.80	55.44	58.21	61.12
Multifamily per unit	31.92	33.52	35.19	36.95	38.80	40.74

Office Building – Per employee	3.17	3.33	3.49	3.67	3.85	4.05
Office Building – Each additional plumbed office	31.92	33.52	35.19	36.95	38.80	40.74
Office Building – Each additional unplumbed office	6.36	6.68	7.01	7.36	7.73	8.12
Offices – Medical	17.98	18.88	19.82	20.81	21.85	22.95
Offices – Medical – w/ laboratory and/or X-Ray Unit	63.85	67.04	70.39	73.91	77.61	81.49
Offices – Medical – w/o laboratory and/or X-Ray Unit	31.92	33.52	35.19	36.95	38.80	40.74
Public Showers – First two Stalls	31.92	33.52	35.19	36.95	38.80	40.74
Public Showers – Per additional stall	6.36	6.68	7.01	7.36	7.73	8.12
Ranger District	249.09	261.54	274.62	288.35	302.77	317.91
Restaurant, Lunch Counters, Etc. – Up to and including 30 seats	95.79	100.58	105.61	110.89	116.43	122.26
Restaurant, Lunch Counters, Etc. – each additional 20 seats or fraction thereof	31.92	33.52	35.19	36.95	38.80	40.74
Lunch Counters, Drive-Ins or Fast Food, of less than 30 seats	47.89	50.28	52.80	55.44	58.21	61.12
Industrial	special	special	special	special	special	special
Schools, per Classroom	13.71	14.40	15.12	15.87	16.66	17.50
Shops, Stores, Dry Goods, Gifts, Etc.	31.92	33.52	35.19	36.95	38.80	40.74
Swimming Pool, Public	255.48	268.25	281.67	295.75	310.54	326.06
Rooming Houses	31.92	33.52	35.19	36.95	38.80	40.74

Rooming Houses per bed	6.36	6.68	7.01	7.36	7.73	8.12
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Note 1: The residential schedule is restricted to service used exclusively for general domestic purposes.

Note 2: Where central laundry facilities are furnished for the exclusive use of tenants in apartment buildings or trailer courts, no charge in addition to above will be made.]

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. 4. 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: _____, 2022

PASSED IN SECOND READING: _____, 2022

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	6

RESOLUTION No. 03-22-1667 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN HARBOR FUND BY TRANSFERRING \$2,323.04 FROM THE HARBOR RESERVES TO THE HARBOR RENTAL EXPENSE (PARKING LOT) ACCOUNT TO COVER THE SHORTFALL THAT WAS ORIGINALLY BUDGETED

<u>SUBMITTED BY:</u>
Steve Miller Port Director

<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 20:	FY 22: \$2,323.04	FY23:
Amount Budgeted:		
	\$3,700	
Account Number(s):		
	740100007011	
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure):		
	\$3,162,404	

ATTACHMENTS: 1. Resolution No. 03-22-1667.

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 03-22-1667.

SUMMARY STATEMENT: This lease was recently renewed and it was paid in two installments previously because of the City budget cycles. It is now once a year to be paid every December. Future budgets will reflect full parking lot lease amounts.

The Harbor Dept recommends that \$2,323.04 be transferred from the Harbor reserves to the Harbor rental expense (Parking Lot) account to continue to provide parking for our customers at the standard oil float.

CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 03-22-1667

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN HARBOR FUND BY TRANSFERRING \$2,323.04 FROM THE HARBOR RESERVES TO THE HARBOR RENTAL EXPENSE (PARKING LOT) ACCOUNT TO COVER THE SHORTFALL THAT WAS ORIGINALLY BUDGETED

WHEREAS, the City and Borough of Wrangell leases a parcel of land for the purpose of a parking lot from Roger Purdy; and

WHEREAS, we did not account for the rental increase in the FY 2022 budget; and

WHEREAS, a budget amendment is required to reflect this increase in the FY 2022 budget.

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 Harbor Fund is amended by transferring \$2,323.04 from the Harbor Funds to the Harbor Rental Expense (Parking Lot) account (74010 000 7011) and authorizing its expenditure for the increase to the Parking Lot rent.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 8th DAY OF March, 2022.

CITY & BOROUGH OF WRANGELL

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>	3-8-2022
	<u>Agenda Section</u>	6

RESOLUTION No.03-22-1668 OF THE CITY & BOROUGH OF WRANGELL, ALASKA, SUPPORTING FULL FUNDING (\$20,160,062) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2023 STATE CAPITAL BUDGET

<u>SUBMITTED BY:</u>
Steve Miller Port Director

<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 20:	FY 22: \$0	FY23:
Amount Budgeted:		
	\$	
Account Number(s):		
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure):		
	\$XXXXXXXX	

ATTACHMENTS: 1. Resolution No. 03-22-1668

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 03-22-1668

SUMMARY STATEMENT: This is to help show solidarity among coastal communities in support of the State of Alaska Municipal Harbor Facility Grant Program for the fiscal year 2023. This is something that we submit every year for possible grant funding.

This grant program was how we were able to get the Shoemaker Harbor Replacement grant. We have funded several other items with this grant program.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 03-22-1668

A RESOLUTION OF THE CITY & BOROUGH OF WRANGELL, ALASKA, SUPPORTING FULL FUNDING (\$20,160,062) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2023 STATE CAPITAL BUDGET

WHEREAS, the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

WHEREAS, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

WHEREAS, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

WHEREAS, the State of Alaska over the past nearly 30 years has transferred ownership of most of these State-owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

WHEREAS, the municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the state's failure to keep up with deferred maintenance; and

WHEREAS, consequently, when local municipal harbormasters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

WHEREAS, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program (AS 29.60.800); and

WHEREAS, the Department of Transportation and Public Facilities utilizes a beneficial administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

WHEREAS, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

WHEREAS, completion of these harbor facility projects is dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

WHEREAS, during the last fifteen years the Municipal Harbor Facility Grant Program has only been fully funded twice; and

WHEREAS, a survey done by the Alaska Municipal League of Alaska's ports and harbors found that from the respondents, the backlog of projects necessary to repair and replace former State-owned harbors has increased to at least \$500,000,000; and

WHEREAS, over the past five years alone, municipal harbors have submitted \$70 million in capital project match requests, representing over \$116 million in shovel-ready capital projects that have received only \$20 million in funding through the Municipal Harbor Facility Grant program with zero funding in FY21 and half of the requested funding in FY22.

NOW THEREFORE BE IT RESOLVED that Assembly of the City & Borough of Wrangell City urges full funding in the amount of \$20,160,062 by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant Program in the FY 2023 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	6

RESOLUTION No. 03-22-1669 OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,500 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING THE EXPENDITURE FOR APPRAISAL SERVICES AND TITLE REPORTS

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: Total \$22,500

FY 20: \$	FY 21:	FY22: \$22,500
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Amount Budgeted:

FY22 \$0

Account Number(s):

52000 000 7519 = \$22, 500

Account Name(s):

Professional/Contractual Services of
Industrial Construction Funds

**Unencumbered Balance(s) (prior to
expenditure): See Agenda Statement**

Industrial Construction Reserve: \$485,200

Reviews/Approvals/Recommendations

☐

Name(s)

Name(s)

☐

Attorney

☐

Insurance

ATTACHMENTS: 1. Resolution No. 03-22-1669

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 03-22-1669.

SUMMARY STATEMENT:

The Assembly at the February 22, 2022 meeting authorized the Borough Manager to make an offer to purchase the former 6 mile mill site. An offer was made and accepted and as part of the negotiations an appraisal and title reports is necessary. Staff have reached out to three appraisal firms for quotes.

Industrial Construction Fund (Account No. 52000 000 7519):

Unencumbered Balance (before expenditure)	\$485,200
Required Expenditure	\$ 22,500

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 03-22-1669

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,500 FROM INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND PROFESSIONAL SERVICES ACCOUNT AND AUTHORIZING THE EXPENDITURE FOR APPRAISALS AND TITLE REPORTS

WHEREAS, the City and Borough of Wrangell has made an offer to purchase the former 6 mile mill site;and

WHEREAS, the Borough needs to have an appraisal of the property and title search report as part of the negotiations of the purchase offer; and

WHEREAS, a budget amendment is requested to increase the Professional/Contractual Services Account in the Industrial Construction Fund 52000 000 7519 funds by \$22,500 to cover the cost of expense of the appraisal and title search.

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

Section 1: The FY 2022 Budget is amended to reflect an increase in transfer of funds from the Industrial Construction Fund Reserves in the amount of \$22,500 to the Industrial Construction Fund Professional/Contractual Services account (52000 000 7519) and authorizing its expenditure for appraisal services and title search report.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 8th DAY OF MARCH 2022.

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>	3/8/2022
	<u>Agenda Section</u>	6

RESOLUTION No. 03-22-1670 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ACCEPTING THE DEPARTMENT OF COMMERCE COMMUNITY AND ECONOMIC DEVELOPMENT'S DIVISION OF COMMUNITY AND REGIONAL AFFAIRS LOCAL GOVERNMENT LOST REVENUE GRANT IN THE AMOUNT OF \$469,785 AND AMENDING THE FY 2022 BUDGET TO APPROPRIATE THE FUNDS TO MULTIPLE PROJECT ACCOUNTS FOR EXPENDITURE

SUBMITTED BY:

Mason Villarma, *Finance Director*

FISCAL NOTE:

Expenditure Required: \$

FY 21: \$	FY 22: \$469,785	FY23: \$
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Amount Budgeted:

FY22: \$0

Account Number(s):

Revenue Accts:

24300 000 9999 11 24006

78000 000 4599 11 78002

Expenses Accts:

24300 141 9999 11 24006

78000 602 7900 11 78002

Account Name(s):

Pool Siding and Replacement Revenue
and Expenditure/Garbage Truck Federal
Revenue and Capital Expenditure

**Unencumbered Balance(s) (prior to
expenditure):**

\$0

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. 03-22-1670

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

RECOMMENDATION MOTION: Move to approve Resolution No. 03-22-1670.

SUMMARY STATEMENT:

In December of 2021, the Finance Department applied for the DCCED's DCRA Local Government Lost Revenue Grant. In the application process, the grant administrators received four times the amount of eligible lost government revenue than predicted. As such, the DCRA granted us with \$469k, despite our application for \$1.8M.

In receiving the grant award for \$469k, Borough administration is recommending that we appropriate the funds toward the Pool Siding and Repainting Project and the Purchase of a new garbage truck in the sanitation department.

Both projects are currently not funded and have no prospects of being funded by any other external source and therefore, Borough administration wishes to complete these projects while funding is available.

CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 03-22-1670

RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ACCEPTING THE DEPARTMENT OF COMMERCE COMMUNITY AND ECONOMIC DEVELOPMENT'S DIVISION OF COMMUNITY AND REGIONAL AFFAIRS LOCAL GOVERNMENT LOST REVENUE GRANT IN THE AMOUNT OF \$469,785 AND AMENDING THE FY 2022 BUDGET TO APPROPRIATE THE FUNDS TO MULTIPLE PROJECT ACCOUNTS FOR EXPENDITURE

WHEREAS, the Borough applied for Department of Commerce Community and Economic Development's DCRA-LGLR grant in December of 2021; and

WHEREAS, the DCRA awarded the Borough \$469,785 in acceptance of our application for the LGLR grant; and

WHEREAS, Borough administration is recommending the funds be accepted and appropriated for expenditure on the pool siding replacement and repainting project and the purchase of a new garbage truck.

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 Parks and Recreation Capital Projects Fund is amended to reflect and increase in revenue in the amount of \$175,000 (24300 000 9999 11 24006).

Section 2: The FY 2022 Budget in the Parks and Recreation Capital Projects Fund is amended to reflect and increase in expenditure in account 24300 141 9999 11 24006 (Pool siding and replacement account) in the amount of \$175,000.

Section 3: The FY 2022 Budget in the Sanitation Operating Fund is amended to reflect an increase in the Federal revenue account (78000 000 4599 11 78002) in the amount of \$294,000.

Section 4: The FY 2022 Budget in the Sanitation Operating Fund is amended to reflect an increase in the capital expenditure account (78000 602 7900 11 78002) in the amount of \$294,000.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 8th DAY OF MARCH.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

Item g.

February 17, 2022

City & Borough of Wrangell

Via Email: clerk@wrangell.com

Re: Notice of 2022/2023 Liquor License Renewal Application

License Type:	Golf Course- Seasonal	License Number:	3926
Licensee:	Wrangell Golf Club Inc		
Doing Business As:	Muskeg Meadows Golf Course		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director

amco.localgovernmentonly@alaska.gov

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

02/17/2022

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

3926

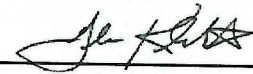
LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Golf Course – Se

4/1 - 9/30

LICENSE FEE: \$200.00

1201

CITY / BOROUGH: Wrangell
WrangellD/B/A: Muskeg Meadows Golf Cou.
.5 Mile Ishiyama DriveMail Address:
Wrangell Golf Club, Inc.
PO Box 2199
Wrangell, AK 99929This license cannot be transferred without permission
of the Alcoholic Beverage Control Board☐ Special restriction - see reverse sideISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

DIRECTOR

04-900 (REV 7/21)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

02/17/2022

ABC BOARD

LIQUOR LICENSE

2022 - 2023

TEMPORARY

3926

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Golf Course – Se

4/1 - 9/30

LICENSE FEE: \$200.00

CITY / BOROUGH: Wrangell
WrangellThis license cannot be transferred without permission
of the Alcoholic Beverage Control Board☐ Special restriction - see reverse sideISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 7/21)



Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	Wrangell Golf Club, Inc	License #:	3926
License Type:	Golf Course - Seasonal		
Doing Business As:	Muskeg Meadows Golf Course		
Premises Address:	.5 Mile Ishiyama Drive		
Local Governing Body:	Wrangell Borough Assembly		
Community Council:	City & Borough of Wrangell		

If your mailing address has changed, write the NEW address below:

Mailing Address:					
City:		State:		ZIP:	

Section 1 – Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Jeffery Good	Contact Phone:	707-779-9504
Contact Email:	jckgood@gmail.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	Kristina Woodbury	Contact Phone:	907-305-1159
Contact Email:	muskegmeadows@gmail.com		

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			

* Verified with LGB and administratively updated.

**Form AB-17: 2021/2022 License Renewal Application****Section 2 – Entity or Community Ownership Information****Sole Proprietors should skip this Section.**

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	509607
-----------------------	--------

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- **Corporations** of any type *including non-profit* must list **ONLY** the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- **Limited Liability Corporations**, of any type must list **ONLY** the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- **Partnerships** of any type, *including Limited Partnerships* must list **ONLY** the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Kristina Woodbury				
Title(s):	President	Phone:	907-305-1159	% Owned:	0
Mailing Address:	PO Box 936				
City:	Wrangell	State:	AK	ZIP:	99929

Name of Official:	Jeffery Good				
Title(s):	Vice President	Phone:	707-779-9504	% Owned:	0
Mailing Address:	PO Box 1914				
City:	Wrangell	State:	AK	ZIP:	99929

Name of Official:	Spenser Stavee				
Title(s):	Secretary	Phone:	907-305-0357	% Owned:	0
Mailing Address:	PO Box 2215				
City:	Wrangell	State:	AK	ZIP:	99929



Form AB-17: 2022/2023 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's payment of \$48.25 for each new owner, an officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone numbers, and mailing address for each owner or partner who provides information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an: ☐ Applicant ☐ Affiliate

Name:				Contact Phone:		
Mailing Address:						
City:			State:			ZIP:
Email:						

This individual is an: ☐ Applicant ☐ Affiliate

Name:				Contact Phone:		
Mailing Address:						
City:			State:			ZIP:
Email:						

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | 2020 | 2021 |
|---|-------------------------------------|-------------------------------------|
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i>
<i>If you have not met the minimum number of hours of operation in 2020 and/or 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 5 – Violations and Convictions

Have **ANY** Notices of Violation been issued for this license **OR** has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2020 or 2021?

Yes ☐ No ☒

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

AMCO

DEC 20 2021

Page 3 of 4



Alaska Alcoholic Beverage Control Board

Form AB-17: 2022/2023 License Renewal Application

Item g.

Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Kristina Woodbury
Signature of licensee



Ma D Fulgham
Signature of Notary Public

Kristina Woodbury
Printed name of licensee

Notary Public in and for the State of: Alaska

My commission expires: 09/21/2024

Subscribed and sworn to before me this 17th day of December, 2021.

Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit

Recreational Site applications must include a completed Recreational Site Statement

Tourism applications must include a completed Tourism Statement

Wholesale applications must include a completed AB-25: Supplier Certification

Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ 200.00	Application Fee:	\$ 300.00	Misc. Fee:	\$ 0.00
Total Fees Due:					\$ 500.00

AMCO

DEC 20 2021

Page 4 of 4

Department of Commerce, Community, and Economic Development

CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

Item g.

State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	WRANGELL GOLF CLUB, INC.

Entity Type: Nonprofit Corporation

Entity #: 50960D

Status: Good Standing

AK Formed Date: 1/21/1993

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 7/2/2023

Entity Mailing Address: PO BOX 2199, WRANGELL, AK 99929

Entity Physical Address: .5 MILE ISHIYAMA RD, WRANGELL, AK 99929

Registered Agent

Agent Name: Clifford F. James

Registered Mailing Address: PO BOX 1258, WRANGELL, AK 99929

Registered Physical Address: 302 FRONT ST, WRANGELL, AK 99929

Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
	Apryl Hutchinson	Treasurer	
	BRETT WOODBURY	Director	
	ERIC KADING	Director	

AK Entity #	Name	Titles	Ow	Item g.
	JAMES BROOKS II	Director		
	JEFFERY GOOD	Vice President		
	JOSEPH DELEBRUE	Director		
	KATHLEEN HARDING	Director		
	KRISTINA WOODBURY	President		
	SPENSER STAVEE	Secretary		
	Trevor Sande	Director		
	VICTORIA HOUSER	Director		

Filed Documents

Date Filed	Type	Filing	Certificate
1/21/1993	Creation Filing	Click to View	
7/10/1995	Biennial Report	Click to View	
6/24/1997	Biennial Report	Click to View	
7/19/1999	Biennial Report	Click to View	
7/11/2001	Biennial Report	Click to View	
6/27/2003	Biennial Report	Click to View	
6/20/2005	Biennial Report	Click to View	
6/25/2007	Agent Change	Click to View	
7/02/2007	Biennial Report	Click to View	
7/02/2007	Agent Change	Click to View	
6/16/2009	Biennial Report	Click to View	
7/07/2011	Biennial Report	Click to View	
8/05/2013	Biennial Report	Click to View	
6/25/2015	Biennial Report	Click to View	
8/21/2017	Biennial Report	Click to View	
5/20/2019	Biennial Report	Click to View	
11/14/2019	Change of Officials	Click to View	
1/14/2021	Change of Officials	Click to View	
6/29/2021	Biennial Report	Click to View	

LICENSE DETAILS

License #: 283280

Print E

Business Name: MUSKEG MEADOWS GOLF COURSE

Status: Active

Issue Date: 05/10/2001

Expiration Date: 12/31/2023

Mailing Address: PO BOX 2199
WRANGELL, AK 99929

Physical Address: .5 MILE ISHIYAMA DR
WRANGELL, AK 99929

Owners

WRANGELL GOLF CLUB INC

Activities

Line of Business	NAICS	Professional Lic
72 - Accommodation and Food Services	722330 - MOBILE FOOD SERVICES	

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed periods between an expiration date and renewal date.

No Lapses on record for the last 4 years.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	13

Final Plat review of the Stewart Replat, a subdivision and replat of Lot 15, (Plat No. 73-1) within USS 3403, creating Lots 15A and 15B, zoned Rural Residential I, owned by Bruce Ward and requested by Susan Stewart

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
-----------	-----------	----------

Amount Budgeted:

	FY22 \$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 Stewart Replat 2. Aerial

RECOMMENDATION MOTION:

Move to Approve the final plat of the Stewart Replat

SUMMARY STATEMENT:

A portion of the Shoemaker Bay Loop Road is created by a public easement through private properties. A record of survey from 2015 (Plat No. 2015-1) shows that the Ward property, Lot 15 is in the section of Shoemaker Bay Loop Road that is created this way. The easement is part of the

total square footage which allows the lot to be subdivided. Each new lot will be just over 12,000 sq ft. although the buildable useable area is much smaller due to the road taking. Both lots are zoned Rural Residential 1. The Planning and Zoning Commission approved the preliminary plat in December 2021.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item h.



1 inch = 183.333333 feet
89
e: 3/2/2022

Public Map



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

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	13

Final Plat review of the Johnson-Harrison Replat, a replat of Lot 2B and Lot 2C of Trust Land Survey 2020-02 (Plat No. 2020-10); Lot B of Ned's Resubdivision (Plat 2004-5); Lot 2 of Gillen Subdivision (Plat No. 82-10) creating Lot 2B-1 and Lot 2C-1, zoned Rural Residential 1 and 2, requested by Harley Johnson and Victor Harrison

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
-----------	-----------	----------

Amount Budgeted:

	FY22 \$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 Johnson-Harrison Replat 2. Aerial

RECOMMENDATION MOTION:

Move to Approve the final plat of the Johnson-Harrison Replat

SUMMARY STATEMENT:





This plat meets the conditions of the approvals of the Johnson-Harrison Subdivision, Trust Land Survey 2020-02 (Plat No. 2020-10).

Harley Johnson/Johnson Construction and Victor and Kaelene Harrison purchased Trust land behind their existing construction business and residential lots from the Alaska Mental Health Trust in 2020. A preliminary plat was approved by the Planning and Zoning Commission initially that combined the new lots with each of their existing individual parcels. This, however, presented a problem for the Trust Land Office. The Trust Land Office requested the Borough approve a plat only for the two back lots purchased from the Mental Health Trust without a guaranteed access. The Trust cannot sell land unless the parcel is surveyed distinctly separate because combining lots clouds their chain of custody for the land that is being sold. However, creating lots without guaranteed access is not permissible by the Wrangell Municipal Code. The Borough agreed to work with the Trust Land Office if the condition of Sale in their agreement and noted on the Plat included recombining the lots within a year and prior to the issuance of a deed. This plat meets those conditions.

Lot 2B-1 owned by Johnson Construction will have split zoning and is identified on the plat as such. The additional acreage obtained by both Harley Johnson/Johnson Construction and Harrison's is zoned Rural Residential 1. Johnson Construction's existing lot is zoned Rural Residential 2, so the combined lot will be a split zoning lot unless a zone change is requested. Harrison's combined lot is all zoned Rural Residential 1. Any future subdivisions will be limited by the existing access. Any proposed future uses, such as rock excavation, subdivision development etc, will need to come back to the Planning and Zoning for review and conditional use approval.

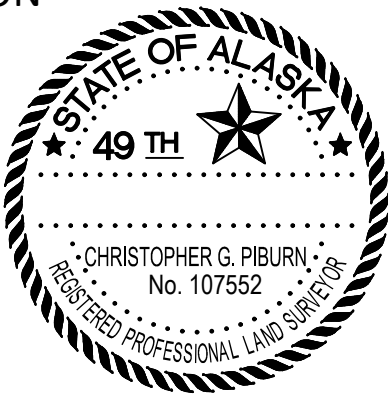
1. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
2. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
3. REFERENCE AK. ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 57991
4. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
(R1) PLAT 64-112 (U.S.S. No. 2321)
(R2) BOOK 26, PAGE 791 (QUITCLAIM DEED)
(R3) US PATENT 2006-000136-0
(R4) PLAT 73-4
(R5) PLAT 76-1
(R6) PLAT 76-2
(R7) PLAT 81-5
(R8) PLAT 82-10 (GILLEN SUBDIVISION)
(R9) PLAT 89-6 (ILDS RESUBDIVISION)
(R10) PLAT 98-2 (ZIMOVIA HIGHWAY ROW MAP)
(R11) PLAT 2004-5 (NED'S SUBDIVISION)
(R12) PLAT 2011-6 (F&D SUBDIVISION)
(R13) PLAT 2020-3 (T.L.S. 2018-09)
(R14) PLAT 2020-10 (T.L.S. 2020-02)
(R15) DEED 2021-000087-0
(R16) DEED

THE SHOWN NAD 83 COORDINATES ARE BASED ON AN OPUS SOLUTION (2011)(EPOCH:2010.0000) FOR CORNER #4 OF TRACT "K" AS SHOWN ON THE RECORD PLAT FOR USS 2321. THE COORDINATES WERE CONSTRAINED TO THE NATIONAL SPATIAL REFERENCE SYSTEM USING THE CORS REFERENCE STATIONS: AKSI (DQ7572), AIS5 (DK6482), AND JNU1 (DF4367).

<div>LEGEND</div>	
	FOUND BLM/GLO MONUMENT - 3 3/4" DIA. BRASS CAP ON 2" IRON PIPE UNLESS OTHERWISE NOTED
	SECONDARY MONUMENT SET THIS SURVEY
	SECONDARY MONUMENT RECOVERED
	MONUMENT NUMBER
----	UNSURVEYED
=====	SURVEYED PARENT PARCEL BOUNDARY
=====	LOT LINES CREATED THIS PLAT
(R1)	RECORD PER PLAT NO. 64-112 (USS 2321)
(R2)	RECORD PER PLAT NO. 76-1
(R3)	RECORD PER PLAT NO. 81-5
(R4)	RECORD PER PLAT NO. 82-10 (GILLEN SUBD.)
(R5)	RECORD PER PLAT NO. 2004-5 (NEDS SUBD.)
(R6)	RECORD PER PLAT NO. 2011-6 (F&D SUBD.)
(R7)	RECORD PER PLAT NO. 98-2 (ZIMOVIA HIGHWAY ROW)
(R8)	RECORD PER PLAT NO. 2020-10 (T.L.S. 2020-02)



RECOVERED 2.5" DIA. BRASS CAP
ON A 1" X 30" STEEL PIPE
MONUMENT. IN GOOD CONDITION



1. LOT 2B, T.L.S. 2020-10 (JOHNSON)
2. LOT 2C, T.L.S. 2020-10 (HARRISON)
3. LOT B, NED'S SUBD. (JOHNSON)
4. LOT 2, GILLEN SUBD. (HARRISON)

1. LOT 2B-1, JOHNSON - HARRISION REPLAT (JOHNSON)
2. LOT 2C-1, JOHNSON - HARRISION REPLAT. (HARRISON)

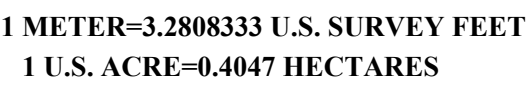
1. LOT 2B, T.L.S. 2020-10 (217,800 SQ. FT) (5.000 ACRES)
2. LOT 2C, T.L.S. 2020-10 (90,911 SQ. FT) (2.090 ACRES)
3. LOT B, NED'S SUBD. (109,271 SQ. FT) (2.509 ACRES)
4. LOT 2, GILLEN SUBD. (23,831 SQ. FT) (0.547 ACRES)

1. LOT 2B-1, JOHNSON - HARRISION REPLAT (327,124 SQ. FT)(7.510 ACRES)
2. LOT 2C-1, JOHNSON - HARRISION REPLAT (114,741 SQ. FT)(2.634 ACRES)


1. LOT 2B, T.L.S. 2020-10 (RURAL RESIDENTIAL 1)
2. LOT 2C, T.L.S. 2020-10 (RURAL RESIDENTIAL 1)
3. LOT B, NED'S SUBD. (RURAL RESIDENTIAL 2)
4. LOT 2, GILLEN SUBD. (RURAL RESIDENTIAL 1)

1. PORTION OF LOT 2B-1 / PREVIOUS LOT B, JOHNSON - HARRISON REPLAT (RURAL RESIDENTIAL 2)
2. PORTION OF LOT 2B-1 / PREVIOUS LOT 2B, JOHNSON - HARRISON REPLAT (RURAL RESIDENTIAL 1)
3. LOT 2C-1, JOHNSON - HARRISON REPLAT (RURAL RESIDENTIAL 1)

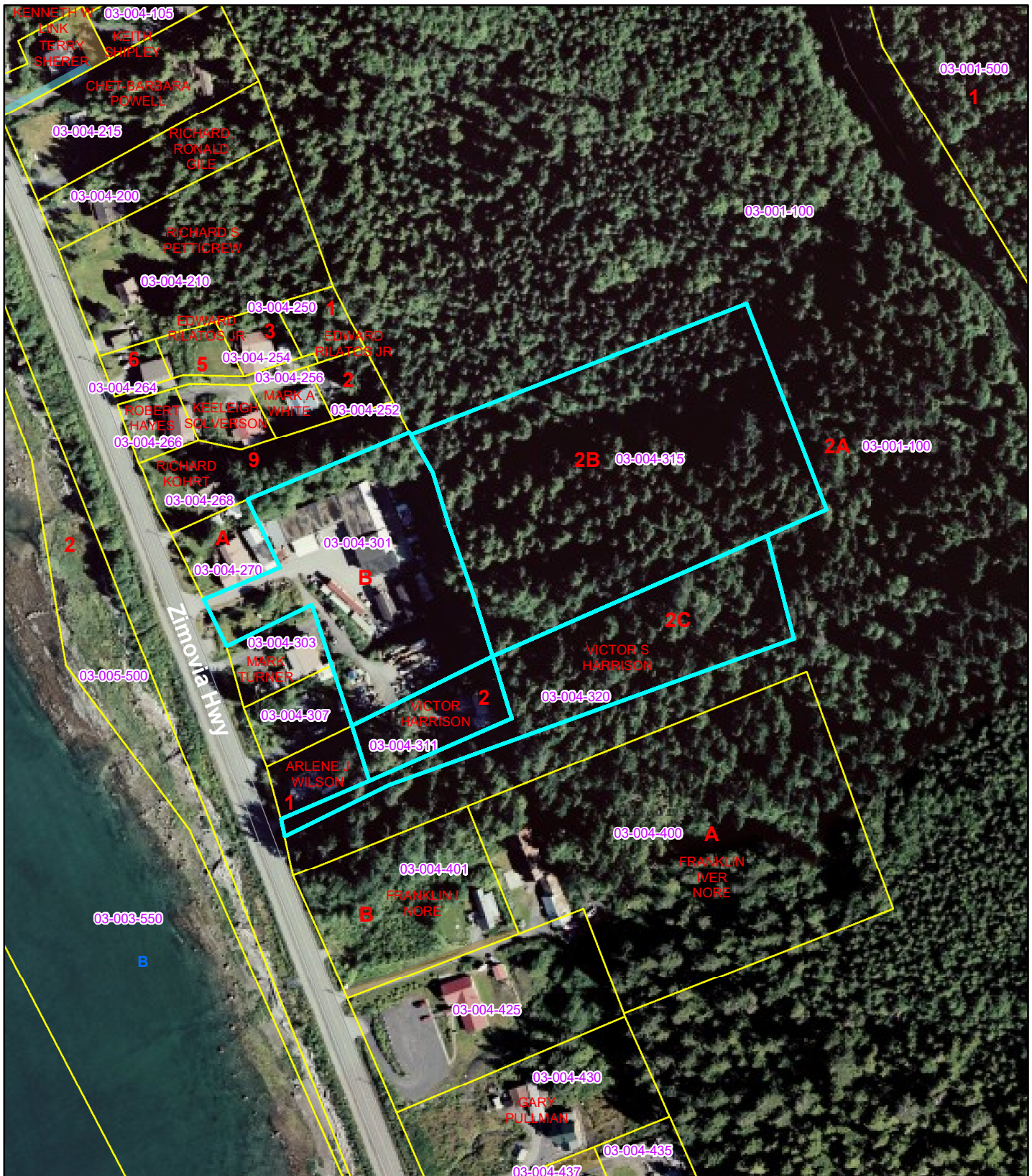
THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



SHEET 1 OF 2

		R&M ENGINEERING-KETCHIKAN, INC. 7180 REVILLA ROAD, SUITE 300 KETCHIKAN, AK 99901		Phone: (907) 225-7917 Fax: (907) 225-3441	
WRANGELL OFFICE P.O. BOX 701 WRANGELL, AK 99929		Phone: (907) 305-0820			
CERTIFICATE OF AUTHORIZATION #: C576					
<h1>JOHNSON - HARRISON REPLAT</h1>					
<p><i>A REPLAT OF</i> <i>LOTS 2B & 2C OF TRUST LAND SURVEY No. 2020-02 (PLAT 2020-10);</i> <i>LOT B OF NED'S RESUBDIVISION (PLAT 2004-5); AND</i> <i>LOT 2 OF GILLEN SUBDIVISION (PLAT 82-10);</i> <i>CREATING</i> <i>LOTS 2B-1 & 2C-1, OF JOHNSON - HARRISON REPLAT</i></p>					
<p><i>LOCATED WITHIN</i> <i>PARTIALLY SURVEYED SECTION 6, TOWNSHIP 63 SOUTH, RANGE 84 EAST</i> <i>COPPER RIVER MERIDIAN, ALASKA</i> <i>WRANGELL RECORDING DISTRICT</i></p>					
SURVEYED BY: MCH			DRAWN BY: MCH		
DATE: NOVEMBER 2021 - DECEMBER 2021			DATE: NOVEMBER 2021 - JANUARY 2022		
SCALE: <div style="text-align: center;">1"=50'</div>		CHECKED: <div style="text-align: center;">CGP</div>		R&M PROJECT NO: <div style="text-align: center;">212788</div>	

Item i.



N

$$1_{\text{inch}} = 223.443973 \text{ feet}$$

94

Revised: 3/2/2022

Public Map

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



Minutes of Regular Assembly Meeting
Held on February 22, 2022

Mayor Prysunka called the Regular Assembly meeting to order at 6:00 p.m., February 22, 2022, in the Borough Assembly Chambers. Assembly Member Gilbert led the pledge of allegiance, and the roll was called.

PRESENT: POWELL (arrived at 6:23p.m.), MORRISON, DEBORD, HOWE, DALRYMPLE, GILBERT

ABSENT: PRYSUNKA

Borough Manager Jeff Good and Borough Clerk Lane were also present.

CEREMONIAL MATTERS - None.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

AMENDMENTS TO THE AGENDA

Dalrymple requested to move Items 6a (Res. 02-22-1664) and 6b (Res. 02-22-1666) from the Consent Agenda and move them to Unfinished Business for consideration. These items were removed and placed under Unfinished Business.

CONFLICT OF INTEREST

CONSENT AGENDA

6a RESOLUTION No. 02-22-1664 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE HARBOR FUND BY TRANSFERRING \$7,780 FROM HARBOR RESERVES TO THE HARBOR FACILITY REPAIRS AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR REIMBURSEMENT TO THE MEYERS CHUCK COMMUNITY ASSOCIATION FOR EMERGENCY DOCK REPAIRS AND REPEALING RESOLUTION NO. 05-21-1587

6b RESOLUTION No. 02-22-1666 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORTS AND HARBORS FUND TRANSFERRING \$140,381 FROM THE PORTS FUND RESERVES TO THE BARGE RAMP FLOATATION TANK REPAIRS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

6c ORDINANCE No. 1019 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

6d Approval of the February 8, 2022 Regular Assembly Meeting Minutes

6e Approval of Beverage Dispensary - Tourism Liquor License Renewal Application for North Star Ventures LLC (Stikine Inn and Restaurant)

Clerks Note: Items 6b, 6c, and 6e were removed from the Consent Agenda and placed under Unfinished Business.

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

BOROUGH MANAGER'S REPORT

Manager Good's report was provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Morrison stated that Southeast Conference in Juneau was very informative; made several contacts.

Dalrymple stated that he attended the AML Legislative session in Juneau, and it was a good opportunity to speak to our constituents; met our State Lobbyist; would be good to have him provide his annual report, which is a requirement of his contract.

MAYOR AND ASSEMBLY APPOINTMENTS

Appointment of an Assembly Member to be a Point of Contact for select Forest Service Projects

Vice-Mayor Gilbert appointed Assembly Member Dalrymple as the Point of Contact for the Forest Service Projects. There were no objections from the Assembly.

Dalrymple suggested that the Assembly move forward with entering into a Memorandum of Understanding as a cooperating agency, with the Forest Service on the Environmental Analysis for Cabin Projects. There were no objections from the Assembly.

PUBLIC HEARING

11a ORDINANCE No. 1017 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, 15.12.215, AND 15.12.222 IN CHAPTER 15.12, ELECTRICITY AND ESTABLISHING A NEW PROCESS FOR RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE

Vice-Mayor Gilbert called to order the Public Hearing on this item and asked if there was an administrative report.

Manager Good explained why this was being brought forward for consideration.

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

M/S: Morrison/Howe to approve Ordinance No. 1017. Motion approved unanimously by polled vote.

11b RESOLUTION No. 02-22-1665 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE RATE AND FEE SCHEDULE FOR THE WRANGELL MUNICIPAL

LIGHT & POWER DEPARTMENT AND INCREASING THE RATE FOR SEPERATELY METERED HEAT AND HOT WATER TO CONSISTENT WITH THE RATE INCREASE IN ORDINANCE NO. 1016

Vice-Mayor Gilbert called to order the Public Hearing on this item and asked if there was an administrative report.

Manager Good explained why this was being brought forward for consideration.

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

M/S: Howe/Powell to approve Resolution No. 02-22-1665. Motion approved unanimously by polled vote.

11c ORDINANCE No. 1018 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE

Vice-Mayor Gilbert called to order the Public Hearing on this item and asked if there was an administrative report.

Finance Director Villarma explained why this was being brought forward for consideration.

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

M/S: Powell/Morrison to approve Ordinance No. 1018. Motion approved with Powell, Morrison, Dalrymple, Powell, and Gilbert voting yes; DeBord voted no.

11d ORDINANCE No. 1019 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

Vice-Mayor Gilbert called to order the Public Hearing on this item and asked if there was an administrative report.

Finance Director Villarma explained in detail why this was being brought forward for consideration.

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

M/S: Powell/Morrison to approve Ordinance No. 1019. Motion approved unanimously by polled vote.

UNFINISHED BUSINESS

12a *Transferred from Consent Agenda – RESOLUTION No. 02-22-1664* OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE HARBOR FUND BY TRANSFERRING \$7,780 FROM HARBOR RESERVES TO THE HARBOR FACILITY REPAIRS AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR REIMBURSEMENT TO THE MEYERS CHUCK COMMUNITY ASSOCIATION FOR EMERGENCY DOCK REPAIRS AND REPEALING RESOLUTION NO. 05-21-1587

M/S: Morrison/Dalrymple to approve Resolution No. 02-22-1664. Motion approved unanimously by polled vote.

12b *Transferred from Consent Agenda – RESOLUTION No. 02-22-1666* OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORTS AND HARBORS FUND TRANSFERRING \$140,381 FROM THE PORTS FUND RESERVES TO THE BARGE RAMP FLOATATION TANK REPAIRS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

M/S: Morrison/Dalrymple to approve Resolution No. 02-22-1666. Motion approved unanimously by polled vote.

NEW BUSINESS

13a Approval of a Contract Award to Dave's Welding & Repair, LLC in the amount of \$211,220 for the Barge Ramp Floatation Tank Repair Project

M/S: Morrison/Powell to approve a contract award to Dave's Welding & Repair, LLC in the amount of \$211,220 for the Barge Ramp Floatation Tank Repair project.

In response to DeBord on how long the tank might last, Dave Miller, Dave's Welding & Repair stated that the life expectancy was unknown, but he would estimate it to be at least 10 years; the biggest factors was the coating and the zincs.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15a Potential Mill Property Acquisition Update and Discussion

M/S: Morrison/Powell moved, pursuant to AS 44.62.310 (c)(1), that we recess into executive session to discuss matters in which the immediate knowledge would clearly have an adverse effect upon the finances of the borough, specifically for an update and to discuss the possibility of acquiring the Mill Site property. Motion approved unanimously by polled vote.

The Assembly invited the Borough Manager, Finance Director, and the Economic Development Director into the Executive Session.

Regular Assembly meeting recessed at 6:50 p.m.

Regular Assembly meeting reconvened at 7:32 p.m.

Gave the Borough Manager instructions to pursue the purchase of the Mill Site property.

Regular Assembly meeting adjourned at 7:33 p.m.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

BOARD ACTION**WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)****February 28, 2022****For Details, Contact:**

Bill Burr

Superintendent

Direct Phone: 907-874-2347

- Accepted and approved the agenda as written
- Revised the Covid-19 Mitigation Plan as presented and removing Masking on School Buses, Effective March 2, 2022
- Approved the consent agenda as presented
 - Approved the minutes of the January 17, 2022, Regular School Board Meeting
 - Offered teacher contracts for the 2022-2023 school year as presented
 - Offered Josh Blatchley, Maintenance Director, a contract for 2022-2023
 - Offered Robert Russell, Technology Director, a contract for 2022-2023
 - Offered Jennifer Wiederspohn an extracurricular contract for the position of Sophomore Class advisor, prorated for the remainder of the school year
 - Offered Delton Clagett, a long-term substitute teaching contract for high school science, pending receipt of an Alaska Teaching Certificate
 - Offered Tracey Martin a temporary teaching contract for the 2021-2022 school year to work with elementary migrant students
 - Approve the hire of:
 - Blaine Cartlidge, Paraprofessional
 - Anna Kleinhofs, Paraprofessional
 - Raymond Martinez, Paraprofessional
 - Reviewed the resignation of:
 - Anna Allen, Paraprofessional
 - Laurie Brown, Elementary Teacher
 - Matthew Kramer, Secondary Teacher
 - Nicholas Lewis, Custodian
 - Trisa Rooney, Activities Director
 - Kyla Teat, Paraprofessional
- Accepted the Fiscal Year 2022 budget as revised
- Approved the application and accepted the award of the APEI Safety Grant
- Accepted the FY'21 Staff Development Grant Award
- Approved the application and accepted the award of the KidsGardening.org Grant
- Entered into a memorandum of agreement with Wrangell Teachers' Association to amend Article 7, Section 1 School Year as presented
- Accepted the first reading of:
 - Board Policy 3350, Authorized Signatories
 - Board Policy 6171, Title I Programs
 - Board Policy 7011, Disclosure of Confidential Information
 - Board Policy 7123, Duties of the Secretary
- Reviewed Board Policy 7010, Public Statements
- Adjourned

MEMORANDUM

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

**FROM: JEFF GOOD
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: February 22, 2022

INFORMATION:

- Met with DNR to discuss the long term plan for land use in the Borough of Wrangell. Agreed to follow on meetings to ensure that State's plans and Borough plans are compatible and complement each other.
- Met with the State's Division of forestry, Hans Rinke to discuss State lumber sales in southeast Alaska.
- Met with DOWL engineering for the kick off of the design of the WTP

Barge Ramp: The Borough met with AML to discuss existing deficiencies with the barge ramp and future repair or replacement.

Finance Additions to BM Report:

DCCED-DCRA Local Government Lost Revenue Grant Project Recommendations:

- Pool siding and repainting (\$175k)
- Garbage Truck (\$290k)
- Any additional funding to go towards new utility billing software (something that replaces the meter reading program MVRS and is integrated with our utility billing)

Tentative schedule for Budget Work Sessions shall be provided.

**City and Borough of Wrangell
Wrangell Municipal Light and Power Department Report
March 3, 2022**

WML&P Status

February 2022

Accomplishments

- Completed rebuild of harmonic damper on generator Unit #1
- Completed 5 Inspections
- Completed 3 Service Connections

- Completed clean-up of City Park Windstorm debris
- Replaced rotten pole along case Avenue
- Replaced broken pole along Wood Street
- Effected repairs to Altec Truck (water pump failure)
- Effected repairs to 'Digger Truck' (PTO failure)
- Signed Contract with Electrical Power Constructors – Still awaiting our schedule

Work Orders

- 54 Work orders of reads, disconnects and installs were completed in February

Financials:

- In the month of **February** WML&P sold 3,506,857.00 KW Hours of Electricity, generating \$412,147.98 of Revenue. This can be compared to 2020 and 2021 as follows:
 - 2020 - WML&P sold 3,713,344 KW Hours of Electricity, generating \$408,025.59 of Revenue.
 - 2021 - WML&P sold 4,330,649 KW Hours of Electricity, generating \$465,798.80 of Revenue.

March happenings at the Nolan Center:

- We have two new lobby displays showcasing items in our collection related to fishing and hunting. Considering the game dinner was last weekend - it seemed appropriate!
- Tax Aid continues every Saturday from 10am-2pm until **April 9th**. Please call Paula Rak 907-874-3824 to set up an appointment.

3/5/2022 - March Community Market

3/5/2022 - Alaskan Nets (school sponsored film showing). This is a fundraiser and each ticket purchased goes into a drawing for a chance to win two Alaska Airlines tickets. The film was produced right here in SE Alaska (about fishing and basketball, Metlakatla style) <https://www.imdb.com/title/tt14207588>

3/14/2022 - TSA Training event

3/15/2022 - 4/15/2022, Traveling Exhibit - Illustrating Alaska: Artists Making Children's Books explores the colorful and intriguing process of illustrating children's books. The exhibit highlights the jobs of four different Alaskan illustrators: Jim Fowler, Evon Zerbetz, Michaela Goade, and Mitchell Watley.

3/18/2022 - KSTK Fundraising Art Auction

3/26/2022 - Wrangell Chamber of Commerce Annual Fundraising Dinner

Coming in April:

4/6/2022 - Concert: Sundae + Mr. Gossel

<https://sundaeandmrgoessl.com>

4/22/2022 - 5/8/2022 - Birdfest

Economic Development:

Funding Opportunities: Staff (team effort) completed:

- 1) The CDBG-CV grant application for the Recreational Facility HVAC updates;
- 2) FEMA Homeland Security Grant program for: Harbor Security Cameras; Addressing; Standby generator at the Water plant; Stand by generator at the Community Center;
- 3) CAPSIS submittals to the Legislature for the 20 prioritized projects on the CIP list. A summary list is attached;
- 4) Summary information of transportation needs was submitted to Southeast Conference for future funding opportunities

The Federal Department of Transportation RAISE grant program is open and due in April. Three applications can be submitted. Applications for planning assistance – engineering design – are being submitted for downtown harbor basin floats, barge ramp, and if time permits repaving of local roads. These applications require no match.

Port Infrastructure Grant has opened and applications are due mid May and a 25% match is required.

Appraisal for former Wrangell Medical Center: The RFQ for appraisal services closed the end of January. Besides being publicly noticed, the RFQ was sent directly to three appraisal firms. One responded that they were swamped and would be unable to complete, one indicated they would look at but never submitted, and I did not hear back from the third. We reached out to three firms for quotes and received two back. Assembly authorized up to \$30,000 in December for the appraisal. A Professional Service Contract was awarded to Reliant LLC for \$22,500.

Institute Property: A draft Phase I archaeological survey workplan has been presented to staff to review by True North Solutions. Once comments and questions are addressed which should be in the next week or so, a draft will be sent to the Corps of Engineers, State Historic Preservation Office and Wrangell Cooperative Association for review and comments prior to initiating the survey.

Southeast Alaska Sustainable Strategy: The Borough was notified by the US Forest Service that two of Wrangell's submitted projects had been selected for funding in this first year. We have been told they were the Wild Blueberry Management and a Trails project. Staff have met with the USFS to figure out the Implementation requirements, contracts and agreements which are still being sorted out.

Child Care Services: Staff participated in a tribal initiated teleconference to discuss child care issues and opportunities in Wrangell and to hear what is happening in other communities. The Tribe will continue to sponsor monthly teleconferences.

Planning and Zoning:

GIS Mapping: Updates to the mapping program are beginning. Information on subdivisions and other errors are being sent to our contractor to update the maps.

Entitlement Lands: Back in 2018 the Planning and Zoning Commission and Economic Development Committee began discussions regarding land uses for the entitlement lands. Due to other commitments and COVID, this was put on the back burner. The Commission has begun conversations again and the EDC will take it up beginning in March or April. From this discussion draft zoning codes will be developed for the areas. Staff has been trying to obtain from DNR survey status of the selected lands but due to staff turnover, request lost etc, to date we have received only one land area patent – St. John’s parcel on Zarembo Island. That parcel had been previously surveyed for a timber sale and subdivision. If any of our other selected areas have been surveyed, the patent will transfer to us upon the decision. Otherwise, we will be responsible for a survey prior to the patent being issues. The Borough currently has management authority for the entitlement areas, but cannot sell until the survey is complete and patent received. According to DNR personnel, survey status should be available in February.

Tourism:

Tourism Plan: The CVB is beginning to look at development of Tourism Plan to address the expected surge in cruise and independents in the next 5 years.

Tourism Best Management Practices: The Wrangell CVB has developed a draft TBMP document and will hold a public meeting soon. The TBMP is modeled after Juneau’s which has been in place for over 20 years but tailored specifically for our needs. It is a document that identifies Best Practices for the visitor industry, helps address growth issues, and is a mechanism for the public to comment about infractions or issues of concern that they witness. The TBMPs for Wrangell are not being developed because there is a problem, but to get a mechanism in place as the industry and pressures grow.

Seattle boat show: Staff and volunteers (Chamber, Port, CVB) attended the Seattle Boat Show. We have been attending this show for at least 15 years if not longer. Last year was virtual show. The show is shared between Port and Harbors and Convention and Visitor Bureau. It is a 10- day show but there are lots of boaters and travelers that attend looking for information about southeast Alaska. This year the number of vendors was probably only at 60% of what is typical and it felt like attendance numbers were down – due to COVID. Attendees and participants needed to show proof of vaccination or a negative test. The yachters are ready to travel and there is considerable interest in flotillas and other boaters heading to southeast and Wrangell.

2022 Advertising: Marketing and promotional opportunities for the upcoming season are now available and CVB is determining investment strategies. Travel Guide, State co-operative opportunities, and online banners are being discussed.

M/V Chugach:

Staff participated in a teleconference with the USFS regarding the lease agreement for the siting of the M/V Chugach on the Nolan Center property. Staff are still working out the details of the

land lease with the USFS for the site. Preliminary designs were just presented for the Interpretation of the MV Chugach and staff are reviewing.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY: Kim Lane, MMC, Borough Clerk

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

March 8 – *Possible* Parks & Recreation Board Mtg. at 5:30 pm in the Assembly Chambers

March 10 – Planning & Zoning Mtg. at 6 pm in the Assembly Chambers

Community Events:

Meetings and Other events of the Borough Assembly:

March 22 – Work Session & Regular Borough Assembly Mtg. at 6 pm in the Assembly Chambers

FY 2023 Budget Calendar (proposed):

April 6 – *Preliminary* Draft Budget to Assembly

April 13 - General Fund Budget Work Session with Assembly at 5:30 p.m.

April 20 – Special Revenue Fund Work Session with Assembly at 5:30 p.m.

April 27 - Enterprise Fund Work Session with Assembly at 5:30 p.m.

May 4 - Misc. Budget Work Session with Assembly at 5:30 p.m.

May 24 – *Proposed* Budget Public Hearing

June 7 – *Proposed* Budget Adoption

Public Surplus Items: We have several items on the Public Surplus site. Primarily shelving units. Most of the auctions have received bids and will be closing tomorrow at 3:00 pm.

I have spoken with the Public Works director about surplusing the old dump truck and that item will come before the Assembly for approval at the next Assembly meeting.

Budget: I have been working on the Clerk / Assembly budget and the one thing that I am asking for that is new from last year is the Laserfiche Module upgrade. I have mentioned this upgrade several times throughout the last two years. I have not asked for it before now because there were several other irons in the fire, due to COVID. I believe that this upgrade would allow me to create and maintain a more usable records management system.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8, 2022
	<u>Agenda Section</u>	13

Approval to renew the Parking Lot Lease Agreement with Roger Purdy

<p><u>SUBMITTED BY:</u></p> <p>Steve Miller, Port & Harbor Director</p>	<p><u>FISCAL NOTE:</u></p> <p>Expenditure Required:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">FY 20: \$</td> <td style="width: 33%; border-bottom: 1px solid black;">FY 21:</td> <td style="width: 33%; border-bottom: 1px solid black;">FY22: \$6023.04</td> </tr> </table> <p>Amount Budgeted:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"></td> <td style="width: 40%; border-bottom: 1px solid black;">FY22 \$3,700</td> </tr> </table> <p>Account Number(s):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"></td> <td style="width: 40%; border-bottom: 1px solid black;">740100007011</td> </tr> </table> <p>Account Name(s):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"></td> <td style="width: 40%; border-bottom: 1px solid black;"></td> </tr> </table> <p>Unencumbered Balance(s) (prior to expenditure): See Agenda Statement</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"></td> <td style="width: 40%; border-bottom: 1px solid black;"></td> </tr> </table>	FY 20: \$	FY 21:	FY22: \$6023.04		FY22 \$3,700		740100007011				
FY 20: \$	FY 21:	FY22: \$6023.04										
	FY22 \$3,700											
	740100007011											

<u>Reviews/Approvals/Recommendations</u>	
<input type="checkbox"/> XXX	Port Commission Approval
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS:

RECOMMENDATION MOTION:

Move to approve renewing the Parking Lot Lease Agreement with Roger Purdy.

SUMMARY STATEMENT: This is an ongoing lease that expired at the end of fiscal year 2021. The Ports and Harbors lease this parking lot at Standard Oil Float to provide parking

for our customers. The Parking lot is located adjacent to the south side of Petro Marine fuel distributors.

PARKING LOT LEASE AGREEMENT

- A. Parties. The parties to this agreement are Roger Purdy of PO Box 1680 Gainesville, Texas, 76241 (Roger Purdy) and the City and Borough of Wrangell of PO Box 531 Wrangell, Alaska, 99929 (Tenant).
- B. Subject Matter. This Agreement pertains to the lease of real property located in Wrangell, Alaska (Property) by Roger Purdy to Tenant for use as a parking lot.

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, they now agree as follows:

1. Incorporation of Recitals. The recitals are set forth above are Incorporated herein by this reference.
2. Property. Roger Purdy does lease to Tenant the following described premises located in the city of Wrangell described as follows:

A parcel of land whose address is 1413 Peninsula street, Wrangell, Alaska, 99929 containing approximately 13.838 sq. ft.

More accurately described as: All of Lots Five (5) and Six (6) in block Eighty-Four (84) of the Townsite of Wrangell, Alaska according to the U.S. Survey No. 1815. Wrangell Recording District, First Judicial District, State of Alaska.

3. Term. The term of this agreement is for three (3) years. Commencing January 1, 2022 and shall continue until December 31, 2024, subject to execution of this agreement by both parties and shall continue thereafter until either party gives thirty (30) days written notice of its intention to terminate the agreement. If at the end of the three (3) year contract period, Roger Purdy wishes to increase the rental amount, he shall do so by giving at least 90 days' notice to the Tenant.
4. Rent. Tenant shall pay Roger Purdy rent in the amount of \$6,023.04 annually, upon receipt of an invoice from Roger Purdy. Rent shall be at a fixed rate with no increase during the three (3) year lease period.
5. Parking Rights. Tenant shall have the right to park passenger vehicles on property described above.

6. Permitted Uses. The property shall be used by Tenant only for the purposes of operating a parking lot and for no other use or purpose without Roger Purdy's prior written consent which shall be granted or withheld in Roger Purdy's sole discretion. The Tenant shall comply with all laws, ordinance, codes and regulations regarding the Property and the permitted use upon the Property.
7. Improvements and Repairs. Tenant shall make no improvements to the Property without prior written consent of Roger Purdy. Tenant shall be responsible for all repairs, maintenance, or improvements to the Property as necessary and appropriate during the term of this Agreement.
8. Snow Removal. Tenant shall be responsible for snow removal.
9. Security, Risk of Loss, and Indemnity. Tenant shall be responsible for providing such security at the Property as it deems reasonable and appropriate under the circumstances. Tenant shall also be solely responsible for any loss of or damage to any vehicle stored on the Property and personal injuries suffered by any party parking a vehicle on the Property. Tenant shall indemnify, defend and hold Roger Purdy harmless from any and all claims of any nature or kind arising in any way at any time out of parking of vehicles on the Property, provided, however that Tenant shall not be required to indemnify Roger Purdy for loss, injury, death or damage arising by reason of the gross negligence or intentional misconduct of Roger Purdy, its agents, or employees.
10. Contamination of the Real Property. Tenant shall be responsible for any contamination of the Property resulting from its use of the Property as a parking facility. Tenant shall be responsible for removing and properly disposing of any hazardous substances or wastes (as identified under State and Federal Law) deposited on the Property as a result of parking vehicles on the Property during the term of this agreement and shall return the Property upon termination of this Agreement in the same condition that existed at the commencement hereof.
11. Insurance. During the term of this Agreement. Tenant will secure comprehensive general liability insurance coverage covering claims arising out of use of the Property by Tenant or its contractors, subcontractors, guests, invitees, or customers. Coverage will extend to personal injury and damage to personal property and improvements located on the Property. Personal injury coverage will be In the amount of not less than one million and 00/100 Dollars (\$1,000,000.00) in the aggregate. Coverage for property damage will be at least five hundred thousand and 00/100 Dollars (\$500,000.00). Roger Purdy shall be named as an additional insured

under each policy. Upon request, Tenant will provide reasonable proof that all required insurance is in full force and effect.

12. Miscellaneous. This Agreement reflects the entire Agreement of the parties and supersedes all prior discussions and understandings between them. This Agreement shall not be modified except In writing signed by or on behalf of each of the parties hereto. Neither party may assign its rights or obligations under this agreement without the express prior written consent of the other party. Failure of any party to require strict performance by any other party of any of the provisions, warranties, terms, or conditions of this agreement will not be deemed a waiver or diminishment of any right of such party to demand strict performance of the agreement thereafter. This Agreement shall be construed under the laws of the State of Alaska and shall be binding upon each party and its successors and assigns. The Superior Court for the State of Alaska, First Judicial District at Wrangell, Alaska, shall be the exclusive Jurisdiction and venue for any and all actions of any kind and any nature arising out of or related to this Agreement. If, at any time, any party shall employ counsel in connection with the enforcement of its rights under the terms of this agreement, the prevailing party shall be entitled to recover actual attorney's fees and costs incurred with respect to pursuing such rights. Each party warrants to the other that this Agreement and the transactions contemplated hereby has been or will be duly authorized, executed and delivered and that this Agreement and all existing documents and those executed in conjunction herewith constitute valid and legally binding obligations of each party and are enforceable against them in accordance with their respective terms. Each party agrees to execute such additional documents as the other party may reasonably deem necessary to complete the transactions contemplated by this Agreement. Each party has had an adequate opportunity to have this Agreement reviewed by counsel of its own choosing. This Agreement shall not be construed against the party which prepared it.

Dated: _____, 2022

Roger Purdy

By: _____

Its: _____

Dated: _____, 2022

City & Borough of Wrangell

By: _____

Its: _____

Assembly Approval on:_____

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8 th , 2022
	<u>Agenda Section</u>	13

Approval of the Community Garden Land Improvement Proposal

SUBMITTED BY:

Kate Thomas, P&R Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

N/A

Account Number(s):

N/A

Account Name(s):

N/A

Unencumbered Balance(s) (prior to expenditure):

N/A

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. 2022 Community Garden Land Improvement Proposal
2. Garden and Compost Proposal Presentation

RECOMMENDATION MOTION:

Move to Approve the 2022 Community Garden Land Improvement Proposal as presented.

SUMMARY STATEMENT:

The Community Garden Committee sought approval from the City & Borough of Wrangell to utilize the Lion's Ball Field (adjacent to the lower cemetery) for gardening purposes in 2009. The site was approved for the

proposed purpose. To date, the site has been used as an educational and gathering space for those interested in gardening. There have been no major improvements to the land since the garden got its start in 2009.

In 2020 the garden saw increased interest, as the pandemic highlighted the need for sustainability and food security, nationwide. While interest was growing, there were many improvements identified as project priorities on site. Through the efforts of volunteers and agency support from USFS and CBW, countless hours of site work were performed. In the same year, the Wrangell Cooperative Association generously donated 16 raised garden beds for the site to replace the ones that were aging and deemed unusable. Since the garden was long overdue for improvements and upgrades, committee members knew additional funds were needed to cover the costs of materials and labor to complete all the necessary improvements to sustain the site for the intended purpose of gardening.

Throughout the year of 2021 committee members Kim Wickman and Valerie Massie worked to identify different grant opportunities that would fund the improvements. The committee was successful in obtaining money from two grant programs: the RURAL CAP GROW Program and the Alaska Grown Micro Grant. Together the two awards total \$27,000. These funds are earmarked for the priorities outlined in the Land Improvement Proposal. Funds from the RURAL CAP program must be spent by September 15, 2022. Funds from the Micro Grant must be spent by December 14th, 2022.

The Community Garden Committee's proposal includes a request to; update the existing Memorandum of Agreement, continue use of the site and its utilities, update the electrical utilities to accommodate a new composter, position an industrial composter within the existing concessions building, add aggregate fill to encourage proper drainage and level the ground for the new garden beds and relocate the fence system to enclose a smaller area of the garden. The committee is also committed to making the necessary repairs to the exterior buildings on site and decommissioning any unusable structures such as the old cold compost system.

The Land Improvement Proposal was unanimously approved by the Parks & Recreation Advisory Board. Additionally, the proposal was reviewed by the Planning and Zoning Commission who concurred that the proposal falls within the scope of the original Conditional Use Permit approved by the Commission in 2009.

**Community Garden Committee
Land Use Proposal to the City & Borough of Wrangell
January 3, 2022**

To: The Parks & Recreation Advisory Board
The Honorable Mayor Prysunka & Assembly of the City & Borough of Wrangell

From: Community Garden Committee, Kim Wickman & Valerie Massie

Introduction

The Community Garden Committee was established in 2009. At the time the committee brought forward a land use proposal to the Assembly which was approved for the requested purpose of developing a community garden. The garden has been supported by many Wrangell residents who continue to show their enthusiasm for this long-term project.

Currently the Community Garden is in need of improvement to encourage continued growth and enhance the efficiency of the site. The Community Garden Committee intends to rebuild the community garden by creating a smaller area at the Lion's Ball Field that will contain the garden and compost site, provide the structure needed to maintain the garden, and act as an organization with which to apply for future funding opportunities. The rebuilt community garden will provide an enjoyable and safe place to grow food, offer an outdoor place to gather as friends, and promote learning successful gardening techniques from others.

Proposal

The Community Garden Committee would like to continue use of the Lion's Ball Field as our preferred land site for several reasons: 1) the City of Wrangell previously determined this land would be of good use for a community garden project; 2) the property is close to town; 3) there is adequate, existing parking; 4) there is an existing fence/gate; 5) there is an existing shed and enclosed building; 6) there are existing bathroom facilities nearby; 7) there is access to water in the near-by creek; 8) there is an existing power source.

Along with approving continued use, the Community Garden Committee is seeking approval of the outlined work plan and site improvements. The Community Garden Committee work plan includes reestablishing a multi-plot (raised beds) garden. This garden will be in the Lion Ball Field but will take up roughly half of the space of the previous garden. This smaller footprint will be easier to maintain. The work plan also includes adding rock, installing three-phase power near the concessions stand, and installing a fence that will encompass the new garden area and community compost site. We propose to use the land as an agricultural, educational and community engagement space.

In collaboration with the Wrangell Cooperative Association Indian General Assistance (WCA IGAP) Department, a grant proposal was submitted to the RurAL CAP GROW Program to procure funding for the proposed site improvements. A notice of award was received on November 8th with funding up to \$17,000. Purchases planned for this improvement project include: 1.) a commercial composter to expedite the composting process and divert food waste from Wrangell's waste stream; 2.) a new fence for animal control and layer of rock for drainage in the garden and composting area; and 3.) installation of three-phase power to connect to the old concessions stand. The concessions stand is currently connected to single-phase power but will need to be upgraded in order to accommodate the new commercial composter. Installation will include laying new wire under the section of gravel road between the concessions stand and nearest power line. These expenses will be supplemented by current Community Garden and WCA IGAP funds as needed. Volunteer hours will be utilized when possible.

Conclusion

In conclusion the Community Garden Committee is requesting approval of this proposal to include the following items:

1. Update and approve a Memorandum of Understanding and/or a Land Use Agreement;
2. Permission to continue to use existing structures for garden tool sheds, composting sheds, or other structural requirements for garden use;
3. Permission to erect permanent signs identifying the garden, outlining rules, posting general information, or other signage required for garden use;
4. Permission to use existing utilities extending to the garden site;
5. Permission to update the electrical power required to run a commercial composter in the old concessions stand if needed;
6. Permission to add rock needed to raise and level the surface of the new community garden area to encourage proper drainage; and
7. Permission to install a fenced in area around the smaller footprint of the community garden area.

We look forward to the Borough Assembly's reply to our request for continued use of the Lion's Ball Field property and the subsequent site improvements. Please email igapcoord.wca@gmail.com or call 425-345-1275 with any questions or comments.

Respectfully Requested,
Community Garden
Committee Wrangell, Alaska





Wrangell Community Garden and Compost

Presentation by WCA IGAP for Wrangell
Parks and Rec. Advisory Board

January 5, 2021

2021 – 2022 WCA IGAP Funding



GROW - \$17,000
Must be spent by Sept. 15, 2022



Micro Grant - \$10,000
Must be spent by Dec. 14, 2022

Proposed GROW Budget (\$17,000)

Line Items	Budget Amount	Account Title	Narrative Description	Item b.
100	\$ 2,604	Personal Services	WCA IGAP staff time = \$2,386 Bookkeeper time + part of annual audit = \$0 Fringe Benefits (9.15% of staff hours) = \$218 <u>\$2,386 + \$218</u> Total = \$2,604	
200	\$0	Travel	N/A	
300	\$4,896	Facility	Brett Woodbury gravel fill and moving new composter = \$4,896 1-2 interpretive signs = \$0 Cement + new fencing + labor = \$1,500* Total = \$4,896	
400	\$0	Supplies	N/A	
500	\$9,500	Equipment	Commercial Composter: (EcoRich ER-20: \$8,500 unit price + \$1,000 Shipping via ground and barge:) Phase 3 pole, conduit, and labor = \$6,000* Total = \$9,500	
600	\$0	Other	10% de minimus = \$0 Educational handouts and pay for teachers = \$0	
Total	\$17,000		This is the total applied for from the RurAL CAP GROW program and does not include the \$1,500 for fencing or \$6,000 allocated for a 3 Phase electrical installation	

Project Timeline

1st Quarter:

- November 5, 2021 – notification of grant award
- By November 12, 2021 – Fully executed memorandum of agreement
- Project Lead online RurAL CAP GROW training, establishment of relationship with RurAL CAP staff

2nd Quarter:

- Purchase commercial composter and organize shipment logistics
- January 15, 2022 – 1st Quarter Report due
- Installation of commercial composting unit, including any necessary changes to electrical hookups
- WCA IGAP staff composter training, test run of unit for 1+ month
- After 1 month of “private use,” WCA IGAP staff begin advertising unit and feeding public compost into unit for compost production
- Purchase and installation of gravel fill in smaller garden site
- Acquire 2-3 quotes for fencing labor, materials, and concrete
- Compile CBW Parks and Rec. Community Garden email survey data and contact those interested in joining the Garden Committee

3rd Quarter:

- April 15, 2022 – 2nd Quarter Report due
- Host Wrangell Forest Service (and community volunteer) “Workday” to fill new garden beds OR offer second annual in-person class to demonstrate how to “lasagna garden” while filling all 17 new beds (15 ground-level, 2 raised)
- Host 2022 Community Garden Committee meeting to determine any changes to the subscription fee structure, additional Summer 2022 goals, share WCA IGAP compost information, and determine a list of interested gardening/traditional foods class teachers
- Share commercial composter information with community via monthly WCA IGAP and CBW newsletters, annual Free Disposal Guide, hard copies handouts at grocery store message boards and 2022 Community Clean-Up (co-hosted by WCA IGAP), WCA and WCA IGAP Facebook pages, Wrangell Sentinel newspaper and KSTK radio station.

4th Quarter:

- July 15, 2022 – 3rd Quarter Report due
- Facilitate 1+ class on gardening/preservation/garden bed winterization, sharing knowledge from WCA IGAP, local gardeners, the UAF Cooperative Extension, and/or the SEARHC Southeast Traditional Food Guide
- Host a WCA and community-wide “end-of-season” potluck focused on home grown or locally harvested foods (as was planned for September 2021 but was canceled due to Wrangell’s largest COVID-19 case count since the beginning of the pandemic).
- Record total weight of compostable materials put into, and finished compost produced from the commercial composter; share data with community as in 3rd Quarter and distribute/sell finished compost
- Present project and data to other Southeast Alaska Tribal Environmental Professionals via the annual Southeast Environmental Conference (location TBD)
- September 30, 2022 – GROW grant closeout
- October 15, 2022 – 4th Quarter Report due

2009 Dimensions



2022 Approx. Dimensions





CITY AND BOROUGH OF WRANGELL, ALASKA



A Community Garden ^{Item b.}
Land Use Proposal was
submitted to the
Wrangell Assembly on
Sept. 5, 2009

Pictured here is a
diagram from the
approved Wrangell
Community Garden Lion's
Ball Field Site Plan (Sept.
20, 2009)

A MOA between the City
and Community Garden
Group was made Oct. 13,
2009

Our new proposal
requests continued use of
the concessions stand
and less than ¼ of the
ball field



Concession Stand



EcoRich ER-20

Model No:	ER-20	ER-50	ER-100	ER-150	ER-200
Daily Processing Capacity (lbs.)	20	50	100	150	200
Approx. Daily Output (lbs.)	2	5	10	15	20
Connected Load kW	2.1	3.2	4.7	5.5	7
Power Supply	110 VOLTS/60hz Single Phase	220Volts/60Hz Three Phase	220Volts/60Hz Three Phase	220Volts/60Hz Three Phase	220Volts/60Hz Three Phase
Estimated 24hr Power consumption (kW hours) ¹	8-10	15-18	20-25	28-35	40-48
Machine Dimensions (W x D x H) - feet	3.6 x 1.4 x 3.0	5.2 x 3.08 x 4.5	5.7 x 3.25 x 4.9	6.1 x 3.4 x 5.25	7.45 x 3.75 x 4.4

ER-20 3.6' Wide x 1.4' Deep x 3' High



Benefits of Commercial Composting

- Most successful method of waste reduction for Southeast Alaska – Zach Gianotti, ADEC Landfill Specialist for SE AK
- Every pound of food waste composted is a pound of food waste we don't pay to have shipped down to the Roosevelt Landfill
- Produces rich, fertile soil for gardeners in Wrangell to produce food locally and help modify our naturally-acidic soil
- Creates a Wrangell-made product that can be sold for less than current store-bought soil/compost and is immune to fluctuating shipping costs
- It turns “trash” into treasure!

WRANGELL

INTEGRATED SOLID WASTE MANAGEMENT PLAN

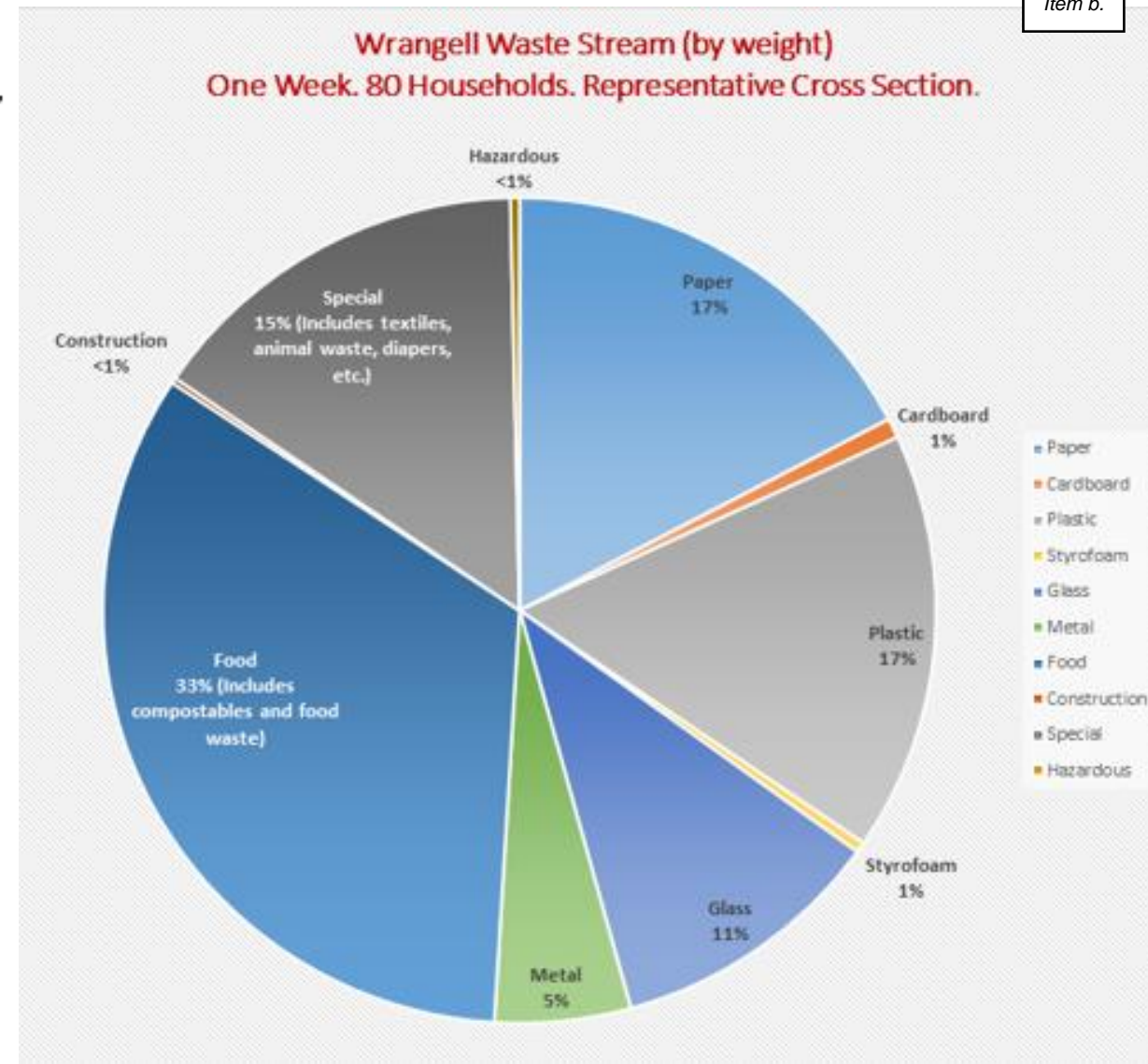
UPDATED
DEC. 2021



PREPARED BY
WCA IGAP

Table 1. Annual poundage of waste shipped out of Wrangell, Alaska from 2014 to 2018, including the total cost for transshipment (do not include SWTS operational costs)

Year	Poundage (Tons)	Total Dollars
FY2014	1,616.82 Tons	\$190,258.78
FY2015	1,717.44 Tons	\$171,331.48
FY2016	1,576.59 Tons	\$189,010.12
FY2017	1,540.57 Tons	\$198,094.12
FY2018	1,581.75 Tons	\$219,852.44
FY2019	1,724.95 Tons	\$222,629.00
FY2020	1,854.19 Tons	\$250,781.00
FY2021	1,578.82 Tons	\$269,107.00



ER-20 turns 20 lbs. of food waste into 2 lbs. of compost within 24 hrs.
(8-10 kW hours) x (\$0.13/kW hours) = \$1.04 - \$1.30 per 24-hour cycle
10 lbs. of compost = approx. \$6.50

Item b.



16 qt. Black Gold - \$9.99

36 lb. Garden-tone - \$48.99

5 lb. Kelp Meal - \$26.99



60'



60'



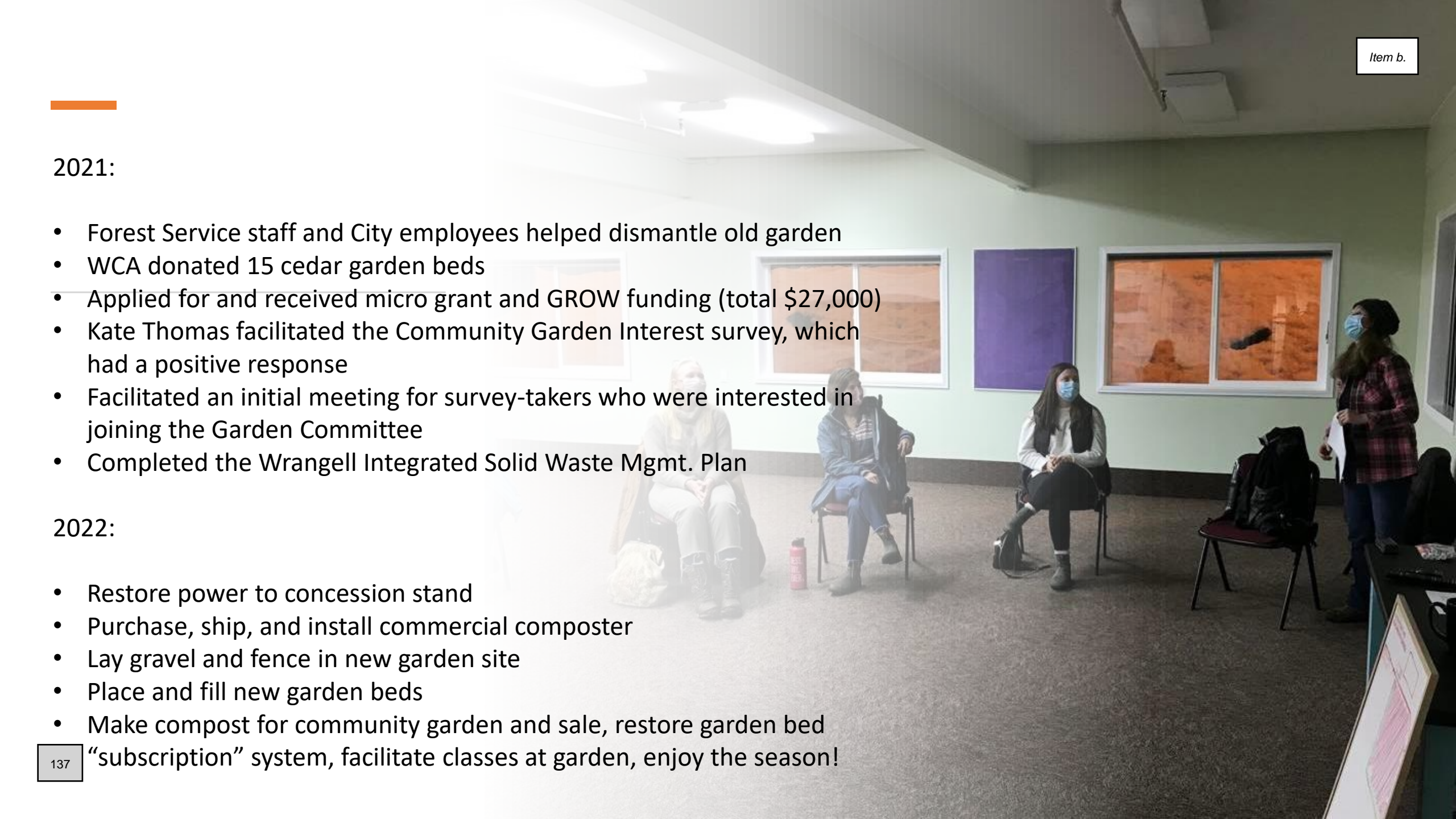
54'



78'



Item b.




2021:

- Forest Service staff and City employees helped dismantle old garden
- WCA donated 15 cedar garden beds
- Applied for and received micro grant and GROW funding (total \$27,000)
- Kate Thomas facilitated the Community Garden Interest survey, which had a positive response
- Facilitated an initial meeting for survey-takers who were interested in joining the Garden Committee
- Completed the Wrangell Integrated Solid Waste Mgmt. Plan

2022:

- Restore power to concession stand
 - Purchase, ship, and install commercial composter
 - Lay gravel and fence in new garden site
 - Place and fill new garden beds
 - Make compost for community garden and sale, restore garden bed
- “subscription” system, facilitate classes at garden, enjoy the season!



Gunalchéesh Haw'aa Thank you!

WCA IGAP

(907) 874 – 4303 ext. 103

igapcoord.wca@gmail.com

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	March 8 th , 2022
	<u>Agenda Section</u>	13

Approval of the Revised Community Garden Memorandum of Agreement

SUBMITTED BY:

Kate Thomas, P&R Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

N/A

Account Number(s):

N/A

Account Name(s):

N/A

Unencumbered Balance(s) (prior to expenditure):

N/A

Reviews/Approvals/Recommendations

<input checked="" type="checkbox"/>	Commission, Board or Committee
Name(s)	Parks & Rec Advisory Board
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. 2022 (updated) Community Garden MOA
2. 2009 (previously adopted) Community Garden MOA Approval Document

RECOMMENDATION MOTION:

Move to Approve the 2022 Community Garden Memorandum of Agreement as presented.

SUMMARY STATEMENT:

In conjunction with the Land Improvement Proposal the Community Garden Committee requested a review and update of the existing Memorandum of Agreement (MOA)

established in 2009. The attached document outlines the updates to the responsibilities of the Property Owner (CBW) and the Community Garden Committee. Additionally, the proposal states that The Wrangell Cooperative Association will act as a sister group to the Community Garden to assist with dismantling the garden in the event the committee dissolves or the site is scheduled to be repurposed for another use. By approving this MOA, the Property Owner has more clarity as to how issues will be managed in the future such as land improvements, site maintenance and a permanent closure to garden activity. The agreement is effective upon execution of both parties and is applicable until further notice.

MEMORANDUM OF AGREEMENT
Between
THE CITY AND BOROUGH OF WRANGELL
And
COMMUNITY GARDEN GROUP

This agreement entered into this 8th day of March 2022, by and between the City and Borough of Wrangell (hereafter Wrangell) and the Community Garden Group (hereafter CGG).

WHEREAS, Wrangell owns the land currently occupied by the Lion's Ball Field located at the City Park;

WHEREAS, it is the desire of the CGG to maintain and improve the community garden for the purpose of providing an enjoyable and safe place for the residents of Wrangell to garden; and

WHEREAS the CGG's request to continue use of the Lion's Ball Field has been approved by the Wrangell Park & Recreation Department with no objection made by the Planning & Zoning Commission;

WHEREAS the CGG's application for a conditional use permit with a site plan review was approved on the 8th day of October 2009.

Wrangell and the CGG do hereby agree as follows:

The CGG's request to continue use of the Lion's Ball Field located at City Park for the purpose of maintaining and improving a community garden is approved by Wrangell.

The CGG's use of the property is limited to the operation, through community effort, of a community multi-plot, raised bed garden, compost system and subsequent use of the garden, including any and all related activities.

The CGG shall additionally have permission to use the existing permanent structures located at the site as a garden tool shed, composting shed, or other similar use.

The CGG is hereby authorized to erect a permanent sign identifying the garden, garden rules promulgated by the CGG, and/or general information, provided that said signage comply with any applicable state or federal laws.

The CGG will be solely responsible for maintenance at the community garden site, including maintenance of the permanent structures which shall be used for storage, composting, and other related gardening activities. Wrangell shall be responsible for any maintenance in the surrounding area, including the access parking lot and sidewalk.

The CGG shall designate the Wrangell Cooperative Association IGAP (hereafter WCA) responsible for dismantling the community garden space with reserves set aside by the CGG in

the event the CGG dissolves.

The CGG, WCA and Wrangell will designate a representative to oversee all matters related to this agreement.

The CGG shall indemnify, save harmless, defend, and protect Wrangell, its departments, agents, employees, and contractors from any and all claims, actions, or liabilities, for any loss, damage, injuries, or other casualty of whatever kind, sustained by any person or property proximately arising from the activities assumed by the CGG under the terms and conditions of this Memorandum. This indemnification does not indemnify Wrangell, its departments, agents, employees, or contractors for actions, omissions, or negligence on the part of Wrangell.

This agreement contains the entire agreement by the parties, and there are no written or oral promises or understandings between the parties that modify its terms. It may be amended only by written agreement of the parties, signed by their respective authorized representatives.

This agreement is effective upon execution of both parties, and is applicable until further notice. It may be extended annually by letter, signed by authorized representatives of each party.

THE PARTIES HERETO have executed this Agreement as of the date of the last signature.

CITY & BOROUGH OF WRANGELL

Jeffrey Good, Borough Manager

COMMUNITY GARDEN GROUP



CITY OF WRANGELL, ALASKA

INCORPORATED JUNE 15, 1903

BOX 531, 99929

(907) 874-2381

FAX: (907) 874-3952

October 13, 2009

Wrangell Community Garden
Bob Lippert
P.O. Box 752
Wrangell, AK 99929

To Whom It May Concern:

The Planning and Zoning Commission at their regular meeting on October 8, 2009 approved your Conditional Use application for the use of Lion's Field for a Community Garden on Lot 1, ATS 1209, requested by Bob Lippert and Amber Al-Haddad, representatives for Wrangell Community Garden Project, Zoned Open Space Public, owned by the City and Borough of Wrangell. Subject to conditions recommended by staff:

1. Care is taken regarding the types of compost material used in composting. The compost area should be appropriately designed, enclosed if necessary, to eliminate ravens, and other foraging animals creating a nuisance.

If you have any questions concerning this matter, please contact Carol Rushmore, Economic Developer, at the number listed above.

Sincerely,

Kristi Crayne
Planning & Zoning Secretary

MEMORANDUM OF AGREEMENT
Between
THE CITY AND BOROUGH OF WRANGELL
And
COMMUNITY GARDEN GROUP

This agreement entered into this 29th day of October, 2009, by and between the City and Borough of Wrangell (hereafter Wrangell) and the Community Garden Group (hereafter CGG).

WHEREAS, Wrangell owns the land currently occupied by the Lion's Ball Field located at the City Park;

WHEREAS, it is the desire of the CGG to create a community garden for the purpose of providing an enjoyable and safe place for the residents of Wrangell to garden; and

WHEREAS the CGG's request to use the Lion's Ball Field has been approved by the Wrangell Park & Recreation Department with no objection made by the Planning & Zoning Commission;

Wrangell and the CGG do hereby agree as follows:

- A. The CGG's request to use the Lion's Ball Field located at City Park for the purpose of installing and maintaining a community garden is approved by Wrangell, subject to the CGG submitting a successful application for a conditional use permit and site plan review to the Planning & Zoning Commission.
- B. The CGG's use of the property is limited to the installation, through community effort, of a community multi-plot, raised bed garden, and subsequent use of the completed garden, including any and all related activities.
- C. The CGG shall additionally have permission to use the existing permanent structures located at the site as a garden tool shed, composting shed, or other similar use.
- D. The CGG is hereby authorized to erect a permanent sign identifying the garden, garden rules promulgated by the CGG, and/or general information, provided that said signage comply with any applicable state or federal laws.
- E. The CGG will be solely responsible for maintenance at the community garden site, including maintenance of the permanent structures which shall be used for storage, composting, and other related gardening activities. Wrangell shall not be responsible for any maintenance at the location, except that Wrangell will continue to be responsible for maintenance of the access parking lot and sidewalk.
- F. The CGG shall indemnify, save harmless, defend, and protect Wrangell, its departments, agents, employees, and contractors from any and all claims, actions, or liabilities, for any loss,

damage, injuries, or other casualty of whatever kind, sustained by any person or property proximately arising from the activities assumed by the CGG under the terms and conditions of this Memorandum. This indemnification does not indemnify Wrangell, its departments, agents, employees, or contractors for actions, omissions, or negligence on the part of Wrangell.

G. This agreement contains the entire agreement by the parties, and there are no written or oral promises or understandings between the parties that modify its terms. It may be amended only by written agreement of the parties, signed by their respective authorized representatives.

H. This agreement is effective upon execution of both parties, and is applicable until until further notice. It may be extended annually by letter, signed by authorized representatives of each party.

City and Borough of Wrangell

DATED: 10/29/09


Donald J. McConachie, Sr., Mayor

DATED: 10/29/09

Attest: 

Christie L. Jamieson
Borough Clerk



Community Garden Group

DATED: 10/29/09


Title

Committee Member

OLD BUSINESS

Variance permit application for a 1 foot side-yard setback for a garage on Lot 8A, Block 17 Presbyterian Mission, Zoned Single Family Residential, requested by Brian Merritt.

Taylor – nice picture, 9' between and what about overhang? Brian Merritt, 317 1st Avenue, 2' overhang.

Moved by Schultz, Seconded by Henson, to approve the Variance permit application 1 foot side-yard setback for a garage on Lot 8A, Block 17 Presbyterian Mission, Zoned Single Family Residential. Motion passed unanimously by polled vote.

Discussion of Smoke from Wood Stoves – (DEFER ITEM)

Industrial Park Expansion – (DEFER ITEM)

NEW BUSINESS

Preliminary Plat Review of Elliot Relpat, a replat of a portion of Lot 17, USS 2589, creating Lots 17 B-1 and 17 B-2, zoned Rural Residential, requested by Steve and Theresa Elliot.

Rushmore – the sewer easement is abandoned because they hooked up to City sewer and water. The access easement would hold, request it as a plat note, sewer pump station.

Moved by Schultz, Seconded by McMurren, to Approve the Preliminary Plat Review of Elliot Relpat, a replat of a portion of Lot 17, USS 2589, creating Lots 17 B-1 and 17 B-2, zoned Rural Residential. Motion passed unanimously by polled vote.

 **Conditional Use Permit application request for the use of Lion's Field for a Community Garden on Lot 1, ATS 1209, requested by Bob Lippert and Amber Al-Haddad, representatives for Wrangell Community Garden Project, Zoned Open Space Public, owned by the City and Borough of Wrangell.**

Bob Lippert, 1315 Peninsula, please grant this CU. My understanding on the composting, is it will be vegetated and low smell.

Moved by Henson, Seconded by, to approve the Conditional Use Permit application request for the use of Lion's Field for a Community Garden on Lot 1, ATS 1209. Subject to conditions recommended by staff. Motion passed unanimously by polled vote.

Comprehensive Plan Discussion – Growth Maps Rushmore – from last nights discussion. Industrial Park expansion was not popular, especially with views from the road. What about the triangle from Bennett down the Spur Road, what do you want to see happen there? Industrial, Commercial or Residential uses. And around the harbor in Waterfront Development, do we want it to be Residential on the waterfront or just to have water uses. We need to have a conversation about this because it is important. The Forest Service is doing an EIS for a 10 year logging plan in Wrangell's Borough.

PUBLIC COMMENT -

COMMISSIONERS' REPORTS AND ANNOUNCEMENTS –

ADJOURNMENT - meeting adjourned at 8:29 p.m.

Wrangell Community Garden
Lion's Field Site Plan
September 20, 2009

To: Wrangell Planning and Zoning Commission

From: Community Garden Site Committee

Introduction

During their September 5th meeting, the Wrangell Assembly unanimously voted in favor of allowing the Community Garden Project the use of the Lion's Field. The Community Garden Project would like to begin preparation of the site with the intent of offering a community garden to Wrangell in the spring of 2010.

Site Plan (see attached aerial photo)

All garden activities will be contained within the perimeter of the ballfield fence with the exception of vehicle access to the northern corner (right field) access by the maintenance gate in the fence and the occasional use of the creek to the south of the field. Water from the creek will occasionally be pumped into water tanks located within the field. Some brushing, mostly of alders, will be done along the outside of the fence. A new gate will replace the old maintenance gate along the right field fenceline and some other fence repair will be done.

The community garden will consist of raised beds of uniform sizes in rows along the southern fenceline (left field). Garden beds will be planted, harvested and maintained by the community garden members to whom the specific bed is assigned. A path of wood chips and/or gravel will lead from entry gates to all raised beds. Two plastic water tanks will be located within the raised bed area as well as several work tables. The northern corner will be used as the composting site and will be enclosed within its own fence in the field.

The remaining unused area of the field (center field) will remain as open space until needed for garden expansion or possibly a greenhouse in the future. This space can be used as a play area for children of garden users or some other recreational opportunities of garden users and visitors.

The old concession stand will be used as a storage building for tools and other maintenance items. The remaining dugout will also be used for storage or as a work area for garden users. A sign for the Wrangell Community Garden will be placed either on the concession stand or on the fence behind home plate.

The parking area will not be altered in any way. The service road to the telecommunications site behind the field will not be used by the community garden for any reason leaving access to that area unchanged. The trail along the southern side of the field which accesses the telecommunications site will not be used for garden activities. Garden users and visitors will be encouraged to park nearest to the field in order to leave adequate parking for cemetery visitors.



Disclaimer: These maps are for planning purposes only.
Property Lines are approximate.