



**City and Borough of Wrangell
Borough Assembly Meeting
AGENDA**

July 24, 2012 – 7:00 p.m.

Location: Council Chambers, City Hall

- 1. CALL TO ORDER**
 - a. PLEDGE OF ALLEGIANCE** led by Assembly Member Dave Jack
 - b. INVOCATION**
 - c. COMMUNITY PRESENTATION**
- 2. ROLL CALL**
- 3. AMENDMENTS TO THE AGENDA**
- 4. CONFLICT OF INTEREST**
- 5. CONSENT AGENDA:**
 - a. Items (*) 6a, 7a, 7b, 7c**
- 6. APPROVAL OF MINUTES**
 - *a. Minutes of Special Assembly meeting held June 25, 2012; Minutes of Public Hearing and Regular meeting held June 26 , 2012**
- 7. COMMUNICATIONS**
 - *a Minutes of regular School Board meeting held May 21, 2012**
 - *b Minutes of regular TBPA meeting held April 26, 2012; Minutes of regular TBPA meeting held May 3, 2012**
 - *c Minutes of Planning & Zoning Commission regular meeting held June 14, 2012**
- 8. BOROUGH MANAGER'S REPORT**
- 9. BOROUGH CLERK'S FILE**
- 10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS**
 - a. Reports by Assembly Members**
 - b. Acceptance of Resignation from Assembly Member Michael Symons (advertisement would follow resignation)**
- 11. PERSONS TO BE HEARD**
- 12. UNFINISHED BUSINESS**
- 13. NEW BUSINESS**

a. PROPOSED RESOLUTION: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AND THE CITY OF PETERSBURG, ALASKA, SUPPORTING THE DEVELOPMENT OF NEW HATCHERIES AND RELEASES IN SOUTHEAST ALASKA GENERALLY, AND IN THE WRANGELL AND PETERSBURG AREA SPECIFICALLY, TO INCREASE THE AVAILABLE FISH FOR COMMERCIAL AND SPORT FISHING OPERATIONS

b. PROPOSED RESOLUTION: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO THREE ASSEMBLY MEMBERS FOR CANVASSING THE RESULTS OF THE SPECIAL ELECTION TO BE HELD AUGUST 21, 2012 (Assembly Members McConachie, Jack, and Stokes)

c. Request to Hold Special Assembly Meeting on August 28, 2012 to Certify Election Results from Special Election to be held on August 21, 2012

d. Consideration and Appropriate Action relating to the Renewal of Assessor's Contract for 2013 thru 2015

e. Consideration and Appropriate Action relating to the Professional Engineering Services Contract for the Marine Service Center, Concrete Paving, Phase 2 Design

f. Consideration and Appropriate Action relating to the Professional Engineering Services Contract for the Travel Lift Pier Improvements Design

14. ATTORNEY'S FILE

15. EXECUTIVE SESSION

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY

AGENDA ITEM

July 24, 2012

ITEM NO. 1 CALL TO ORDER:

INFORMATION: The Mayor, by code, is required to call the meeting to order at 7:00 p.m. in the City Council Chambers. Special meetings or continued meetings may be called for at differing times but at the same location. Notice of such will be required by the Borough Clerk. The Mayor will call the meeting to order according to such special or continued meeting notice. At all meetings of the assembly, four assembly members or three members and the mayor shall constitute a quorum for the transaction of business, but a smaller number less than a quorum may adjourn a meeting to a later date.

RECOMMENDED ACTION:

The Mayor, as presiding officer, is to call the meeting of the Borough Assembly to order, with the following actions to follow:

- a. Pledge of Allegiance to be given by Dave Jack
- b. Invocation
- c. Community Presentation

ITEM NO. 2 ROLL CALL – BOROUGH CLERK:

INFORMATION: The Borough Clerk shall conduct a roll call of each elected and duly qualified Assembly Member. Such call shall result in an entry of those present or absent from the meeting. The roll call is primarily utilized in determining if sufficient member(s) are present to conduct a meeting. The Borough Clerk may randomly change the conduct of the roll to be fair to the members of the governing body unless the council determined an adopted procedure for roll call which is different than currently in use.

RECOMMENDED ACTION:

Borough Clerk to conduct a roll call by voice vote. Each member to signify by saying here, present (or equal) to give evidence of attendance.

ITEM NO. 3 AMENDMENTS TO THE AGENDA:

INFORMATION: The assembly may amend the agenda at the beginning of its meeting. The outline of the agenda shall be as from time to time prescribed and amended by resolution of the assembly. (WMC 3.04.100)

CITY & BOROUGH OF WRANGELL, ALASKA

RECOMMENDED ACTION:

The Mayor should request of the members if there are any amendments to the posted agenda. ***THE MAYOR MAY RULE ON ANY REQUEST OR THE ASSEMBLY MEMBERS MAY VOTE ON EACH AMENDMENT.***

ITEM NO. 4 CONFLICT OF INTEREST:

INFORMATION: The purpose of this agenda item is to set reasonable standards of conduct for elected and appointed public officials and for city employees, so that the public may be assured that its trust in such persons is well placed and that the officials and employees themselves are aware of the high standards of conduct demanded of persons in like office and position.

An elected city official may not participate in any official action in which he/she or a member of his/her household has a substantial financial interest.

ITEM NO. 5 CONSENT AGENDA:

INFORMATION: Items listed on the Consent Agenda or marked with an asterisk (*) are considered part of the Consent Agenda and will be passed in one motion unless the item has been removed by an Assembly Member or the Mayor and placed on the regular agenda.

RECOMMENDED ACTION:

Move to approve those Agenda items listed under the Consent Agenda and those marked with an asterisk (*) Items:

6a, 7a, 7b

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

6a Minutes of Special Assembly Meeting held June 25, 2012; Minutes of Public Hearing and Regular meeting held June 26, 2012

*Item 6a

**Minutes of Special Assembly Meeting
Held June 25, 2012**

Mayor Jeremy Maxand called the special assembly meeting to order at 7:00 p.m., June 25, 2012, in the Council Chambers. Assembly Members Jack, Privett, McConachie, Symons and Stokes were present. Assembly Member McCloskey was absent. Borough Manager Timothy Rooney and Borough Clerks Christie Jamieson and Kim Flores were also in attendance.

CONFLICT OF INTEREST:

None.

PERSONS TO BE HEARD:

None.

ITEMS OF BUSINESS:

5a Certification of Election Results for the June 19, 2012 Special Election
Moved by Jack, seconded by McConachie, that the Borough Assembly of the City and Borough of Wrangell, Alaska, hereby certifies the results of the Special Election held June 19, 2012, as prepared by the Canvass Board, and that the following persons were recalled from the office of Wrangell Medical Center Board:

***Jim Nelson
Lurine McGee
Sylvia Ettefagh
Mark Robinson
Linda Bjorge
Jake Harris
Delores Norman
LeAnn Rinehart***

Assembly Member Privett expressed that it was time to move forward; that there would be an Executive Session to discuss with the Borough Attorney the steps to move forward at the Regular Assembly meeting, June 26, 2012; we need to get the hospital built and the Wrangell Medical Center (WMC) Board re-established and move forward.

Motion approved unanimously by polled vote.

Special meeting adjourned at 12:02 p.m.

Jeremy Maxand, Mayor

ATTEST: _____
Kim Flores, Borough Clerk

DECLARATION

*Item 6a

**Minutes of Public Hearing
Held on June 26, 2012**

Mayor Jeremy Maxand called the public hearing to order at 6:30 p.m., June 26, 2012, in the Council Chambers. Assembly Members Jack, Privett, McConachie, Symons and Stokes were present. Assembly Member McCloskey was absent. Borough Manager Timothy Rooney and Borough Clerks Christie Jamieson and Kim Flores were also in attendance.

Public Hearing Item:

PROPOSED ORDINANCE: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, BY CONTRACT ZONING (*second reading*)

Written Testimony – written documentation was included in the agenda packet.

Oral Testimony – none

Assembly Member Privett asked if the current property would be converted from a single residence into a multi-family apartment complex; which would include three (3) apartments; including the one she currently lived in.

Carol Rushmore, 6 Mile Zimovia Hwy, Zoning Administrator, said yes, there would be no more than three (3) apartments; which was the limit that the Planning & Zoning Committee agreed to; was previously an assisted living facility, so it had the same kind of designation that Ms. Taylor was requesting.

Recess at – 6:32 p.m.

Reconvene at- 6:55 p.m.

Oral Testimony- none

Adjourned at 6:56 p.m.

Jeremy Maxand, Mayor

Attest: _____
Kim Flores, Borough Clerk

Item 6a

**Minutes of Regular Assembly Meeting
Held on June 26, 2012**

Mayor Jeremy Maxand called the regular assembly meeting to order at 7:00 p.m., June 26, 2012, in the Council Chambers. Assembly Members Privett, McConachie, McCloskey, Symons, Stokes and Jack were present. Borough Manager Timothy Rooney, Borough Attorney Robert Blasco, Hoffman & Blasco, LLC, and Borough Clerks Christie Jamieson and Kim Flores were also in attendance.

Pledge of Allegiance was led by Assembly Member Wilma Stokes.

Invocation given by Father Thomas of St. Rose of Lima Catholic Church.

Community Presentation - None

AMENDMENTS TO THE AGENDA:

None.

CONFLICT OF INTEREST:

None.

CONSENT AGENDA:

Moved by Jack, seconded by Privett, to approve Consent Agenda Items marked with an () asterisk, 6a, 13e, 13f. Motion approved unanimously by polled vote.*

APPROVAL OF MINUTES:

*6a Minutes of Assembly Public Hearing and Regular Assembly Meeting held June 12, 2012, were approved as presented.

BOROUGH MANAGER'S REPORT:

Borough Manager Rooney apologized for the tardiness of the report; report will be available on the website immediately following the meeting; called attention to a letter submitted to the assembly by Mark Walker, Alaska Island Community Services, Executive Director, expressing his support for Olinda White, Interim Wrangell Medical Center Administrator and pledged to do whatever he could to help the process.

Assembly Member McConachie expressed that he appreciated the Father's Day quote in the last Manager's Report.

Assembly Member Privett commented that he hoped the weather would cooperate throughout the concrete pouring process.

Borough Manager Rooney said the contractors remained committed to making sure that Front Street was paved to the Diamond C intersection; that the concrete would be ready to be utilized by Wednesday, July 4th, in the morning.

BOROUGH CLERK'S FILE:

- Upcoming Dates to Remember
- Code Review Committee Meeting

Borough Clerk Flores thanked the following departments for their help during the Special Election held June 19, 2012:

- The Employees of Public Works
- The Nolan Center Staff
- The Wrangell Police Department
- The Election Workers

Borough Clerk Flores stated that preparations for the Special Election went very well; as of May 29, 2012, Wrangell had 1,591 registered voters; voter turnout for the Special Election of June 19, 2012 was 52% which exceeded last year's elections by about 11%; from past elections of November 15, 2011, the registered voters were 1,594, with a 37% voter turnout; October 4, 2011 the registered voters were 1,592, with a 24% voter turnout.

Borough Clerk Flores invited the Assembly and the public to come down to City Hall on June 29, 2012, between 1:00 p.m. and 3:00 p.m. to celebrate Borough Clerk Jamieson's retirement; also invited the public to come to the Stikine Restaurant on Friday, June 29, 2012 to attend Borough Clerk Jamieson's retirement party at 6:00 p.m.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

10a Reports by Assembly Members

Mayor Maxand recognized that the past week had been a difficult week for the community of Wrangell. He stated that the borough assembly was in complete support of Olinda White, Interim Wrangell Medical Center Administrator. He expressed that Ms. White was doing a tremendous job keeping staff going, keeping morale high at the hospital, and making sure patient care was being delivered.

Mayor Maxand said that Ms. White had been in communication with Borough Manager Rooney and Finance Director Jeff Jabusch who had offered their support. Mayor Maxand stated that the City had received a call from the CEO of the Ketchikan hospital offering their support.

Mayor Maxand encouraged the community to band together to get the new hospital built and see the new Wrangell Medical Center (WMC) Board seated.

Assembly Member McConachie agreed that the assembly would support Ms. White.

Assembly Member McConachie reported that he had attended the Marine Transportation Advisory Board (MTAB) meeting Tuesday, June 26, 2012; explained that the MTAB regulates how often we get ferries in Wrangell; asked the MTAB if they could develop a way to utilize the Rainforest Ferry to assist people in getting from Wrangell to Petersburg; he also asked the MTAB about the possibility of some ferries staying longer periods of time in Wrangell in order to promote tourism.

10b Certificates of Service – presented to Paul Southland, TBPA.

10c Appointment to the Thomas Bay Power Authority – Mayor Maxand appointed Warren Edgley to the TBPA with no objections from remaining members of the assembly.

PERSONS TO BE HEARD:

Greg Knight, 120 Graves, thanked the Borough Assembly, Borough Manager Timothy Rooney's office, and the Convention and Visitors Bureau for assisting in getting the Street Dance Band to come and perform this year, on the 4th of July.

Olinda White, 113 Mt. Dewey Lane, expressed how wonderful the EMT and Fire Department were and believed they needed to be honored and commended; they are at the nurses of the Wrangell Medical Center's "beck and call" when they need assistance.

Greg Salard, 3.5 Mile Zimovia Highway, thanked everyone for turning out for the Special Election on June 19, 2012; believed we need to work together and was fully committed to working with the hospital, looking forward to renewed cooperation between the hospital, AICS, and the City & Borough of Wrangell to get the hospital project online.

James Stough, Stikine River, praised Olinda White for her work at the hospital; he said that she deserved all our support.

Mr. Stough gave special thanks to Christie Jamieson for doing a very professional job during trying times. He said he really appreciated what an outstanding job she had done for the City and Borough of Wrangell.

UNFINISHED BUSINESS:

12a PROPOSED ORDINANCE #864: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, BY CONTRACT ZONING (*second reading*)

Moved by Privett, seconded by McConachie, to approve second reading.

Assembly Member McConachie said that the Public Hearing for the second reading on this Proposed Ordinance had been held at 6:30 p.m., June 26, 2012 and stated that there were no objections.

Motion approved unanimously by polled vote.

NEW BUSINESS:

13a Consideration and Appropriate Action relating to the Process of Filling the Unexpired Terms of the WMC Hospital Board Members

Moved by Privett, seconded by Jack, to differ items 13a and 13d until after the Executive Session with City & Borough Attorney to discuss appropriate action to be taken. Motion approved unanimously by polled vote.

13b Request for a Letter of Performance from Borough Assembly for Borough Clerk Christie Jamieson

Moved by McConachie, seconded by Jack, that the Assembly sign and approve a Letter of Recommendation for Borough Clerk Christie Jamieson.

Mayor Maxand agreed that this letter would be a good closing letter to Borough Clerk Jamieson's employment file; something she could use if she went on to perform contract work for the State of Alaska as a former Borough Clerk.

Mayor Maxand expressed that the past couple of months had been "crazy"; had been difficult to focus on the reality that Christie was leaving; blessed to have her here for the last couple of months to keep us on the straight and narrow; Christie as a Borough Clerk had made sure that the Democratic Process had gone off without a hitch; every citizen should be extremely proud of the service Christie had given to the City & Borough of Wrangell; whatever side you (Christie) were on, the process was fair and open; would have been a complete disaster if City had not had someone of Christie's caliber in the Borough Clerk position; has confidence in the new Borough Clerk; wanted to thank Christie for her service and dedication.

Motion approved unanimously by polled vote.

13c Approval of Memorandum of Agreement (MOA) for the Development of Plans, Specifications, and Estimates Package for the Roadway Construction Project of Weber Street between Wrangell Cooperative Association (WCA) and the City and Borough of Wrangell, as prevented

Moved by Privett, seconded by McConachie, to approve Memorandum of Agreement (MOA) submitted by Wrangell Cooperative Association (WCA)

allowing them to begin the development of plans specifications and construction estimates for the Weber Street Improvement Project.

Borough Manager Rooney said that this MOA was identical to other MOA's approved for other road projects in our community between the City & Borough of Wrangell and the WCA.

Mayor Maxand thanked the WCA for continuing to collaborate in partner with the City & Borough of Wrangell; a lot of great things were going on in the community; in large part, due to the WCA; honor to see things moving forward in the community.

Motion approved unanimously by polled vote.

13d Discussion and Appropriate Action relating to the Approval of Consulting Services for Election Preparations for a Special Election and Regular Election to be held in August and October 2012

Motion was approved under item 13a unanimously by polled vote to differ items 13a and 13d until after the Executive Session with City & Borough Attorney to discuss appropriate action to be taken.

***13e** Final Plat Approval for Critter Subdivision

(APPROVED UNDER CONSENT AGENDA)

***13f** Final Plat Approval for Keller Tidelands Subdivision

(APPROVED UNDER CONSENT AGENDA)

ATTORNEY'S FILE:

June 5, 2012 invoice included in agenda packet.

EXECUTIVE SESSION:

15a To Discuss the Borough's Legal Options after the Actions of the Wrangell Medical Center Board on June 20, 2012 pursuant to AS 44.62. 310 (c) (1)

Moved by Privett, seconded by McCloskey, to move pursuant to AS 44.62.310 (c), (1), that we recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity, specifically discussion on the Borough's Legal Options after the actions of the Wrangell Medical Center Board on June 20, 2012. Motion approved unanimously by polled vote.

Recessed into Executive Session at 7:28 p.m.

Reconvened back to Regular Assembly Meeting at 8:45 p.m.

Moved by Privett, seconded by McConachie, to bring back items 13a and 13d for consideration. Motion approved by unanimous polled vote.

13a Consideration and Appropriate Action relating to the Process of Filling the Unexpired Terms of the WMC Hospital Board Members

PROPOSED RESOLUTION #06-12-1251: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DIRECTING THE BOROUGH CLERK TO SCHEDULE A SPECIAL ELECTION ON AUGUST 21, 2012, FOR THE PURPOSE OF FILLING THE VACANCIES OF EIGHT (8) BOARD MEMBERS OF THE WRANGELL MEDICAL CENTER (WMC) TO BE ELECTED

Moved by Symons, seconded by McConachie, to adopt resolution. Motion approved by unanimous polled vote.

13d. Discussion and Appropriate Action relating to the Approval of Consulting Services for Election Preparations for a Special Election and Regular Election to be held in August and October 2012

Moved by McConachie, seconded by Privett, to authorize the City Manager to work up a contract with Christie Jamieson for her services to help us through the next two elections. Motion approved by unanimous polled vote.

Moved by Privett, seconded by McConachie, to direct the Borough Manager to advise the Acting Administrator for the Wrangell Medical Center that the Wrangell Medical Center has no authority to employ any legal counsel without specific authorization from the Borough Manager to do so. And also that the Borough Manager and Borough Attorney are authorized to review and pursue any legal options with respect to the Wrangell Medical Center Board actions involving Mr. Rea's contract and amendments to his contract and the actions of the Wrangell Medical Center Board and as to individual Board Members for their actions between June 20, 2012 and June 25, 2012. Motion approved by unanimous polled vote.

ADJOURNMENT: 9:00 p.m.

Jeremy Maxand, Mayor

ATTEST: _____
Kim Flores, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 7 COMMUNICATIONS:

INFORMATION: The Assembly may receive items for Communications, reasons only which do not require action. This is an avenue to keep the Assembly informed, for the public to enter items on the record, if necessary. The Assembly also receives agenda communications directly by their constituents, Borough Manager, other agencies' Officers and Department Directors.

A MAIL BOX IS ALSO AVAILABLE IN THE BOROUGH CLERK'S OFFICE FOR EACH MEMBER OF THE ASSEMBLY AND SHOULD BE CHECKED ON A ROUTINE SCHEDULE.

All items appearing under Communications on the Agenda have been approved under the Consent Agenda unless removed.

- 7a Minutes of regular School Board meeting held May 21, 2012**
- 7b Minutes of regular TBPA meeting held April 26, 2012; Minutes of regular TBPA meeting held May 3, 2012**
- 7c Minutes of Planning & Zoning Commission regular meeting held June 14, 2012**

AGENDA

7/24/12 *7a

PROCEEDINGS

MINUTES

WRANGELL SCHOOL BOARD REGULAR MEETING

May 21, 2012 7:00 P.M.

Evergreen Elementary School Room 101-Intermediate

School Board President Susan Eagle called the regular meeting of the Wrangell Public School Board to order at 7:01 P.M. on Monday, May 21, 2012.

CALL TO ORDER

A quorum was determined with the following school board members present: Susan Eagle, Peter Helgeson, Rinda Howell and Krissy Smith. Rick Groshong was absent, excused. Also present was Superintendent Richard Rhodes, Principals Therese Ashton and Monty Bunes and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Krissy Smith.

PLEDGE OF ALLEGIANCE

Stephen Cole told the board that he is requesting a reduction in the amount of credits Wrangell requires for graduation. Mr. Cole would like the board to use the same standards as set by the state. Mr. Cole shared the package insert from a prescription drug. He said that every drug has a package insert that gives the guidelines for the drug. When the doctor and the pharmacist stay within the guidelines, the FDA is responsible for the outcome however if the doctor prescribes differently than the recommended guidelines, the doctor and the pharmacist become responsible for the outcome. Mr. Cole said that the school board is very similar. By adopting the state graduation requirements, the state is responsible for the outcome however the school board has taken on the responsibility for the outcome by setting their own standards. Mr. Cole told a story about a doctor who neglected to follow the recommended guidelines and caused Mr. Cole to lose his job. Mr. Cole told the board that the school board is putting itself out there by setting their own standards separate from the state.

GUESTS TO BE HEARD

Diane O'Brien spoke to the board about the Letter to the Editor. She felt that it would be good to put a "Let Me Explain" column in the newspaper so that the community has accurate information about what the school is doing regarding the graduation requirements. Mrs. O'Brien thanked Mrs. Powell for making the school board packet easy to find on the school website. She also appreciates the advertisement re: the transition meeting for students moving from 5th -6th grade. Mrs. O'Brien congratulated Board Member Groshong on being selected as Wrangell Citizen of the Year.

Wrangell High School Shakes Glacier Survey Team: Calleigh Millar and Kenzie Smith presented the school board about their glacier survey project. They along with a third student, Robert Marshall made up the Glacier Survey Team but he was unable to attend this evening. They were trained on the process of measuring the glacier using a GPS and a Trimble. The equipment had to be level and used four different satellites. They shared photos of the process for measuring the glacier. They thanked Eric Yancey of Breakaway Adventures, Greg Scheff and Mike Howell of R&M Engineering, Dave Rak of the USFS and teachers Marilyn Burgess, Heather Howe and Jenn Miller for their assistance with the project.

STUDENT PRESENTATION

There was not a student representative present to report.

STUDENT REPORT

The agenda was approved as presented by unanimous consent.

APPROVAL OF AGENDA

Motion to accept the items on the consent agenda as presented by Peter Helgeson, seconded by Rinda Howell. Poll vote: Krissy Smith: Yes; Peter Helgeson: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

APPROVAL OF
CONSENT AGENDA

- Accepted the minutes of the April 18, 2012 Regular Board Meeting and the April 30, 2012 Special Board Meeting as presented
- Approved disposal of the surplus equipment as presented
- Approved removing items from the inventory database as requested by Administrative Assistant Kimberly Powell.

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION
& REPORTS**

Motion to accept the fiscal year 2012 budget as revised by Rinda Howell, seconded by Peter Helgeson. Poll vote: Peter Helgeson: Yes; Rinda Howell: Yes; Krissey Smith: Yes; Susan Eagle: Yes. Motion approved.

**ACCEPTED THE
FY2012 BUDGET AS
REVISED**

Motion to approve the contract with Alaska Consultative and Educational Services in the amount of \$75,800.00 for the coordination of special education services for the district by Rinda Howell, seconded by Krissey Smith. Poll vote: Rinda Howell: Yes; Krissey Smith: Yes; Peter Helgeson: Yes; Susan Eagle: Yes. Motion approved.

**APPROVED THE
CONTRACT WITH
ALASKA
CONSULTATIVE &
EDUCATIONAL
SERVICES**

Motion to accept the Assistive Technology of Alaska Grant Award to provide iPad accessible instructional materials for our Special Education Department by Peter Helgeson, seconded by Krissey Smith. Poll vote: Krissey Smith: Yes; Peter Helgeson: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

**ACCEPTED THE
ASSISTIVE
TECHNOLOGY OF
ALASKA GRANT
AWARD**

Motion to accept the Fresh Fruit and Vegetable Program grant award in the amount of \$8,320.00 by Krissey Smith, seconded by Peter Helgeson. Poll vote: Peter Helgeson: Yes; Rinda Howell: Yes; Krissey Smith: Yes; Susan Eagle: Yes. Motion approved.

**ACCEPTED THE
FRESH FRUIT AND
VEGETABLE GRANT
AWARD**

Motion to approve the application of the State of Alaska K-12 Tobacco Prevention Grant as presented by Peter Helgeson, seconded by Rinda Howell. Poll vote: Rinda Howell: Yes; Krissey Smith: Yes; Peter Helgeson: Yes; Susan Eagle: Yes. Motion approved.

**APPROVED
APPLICATION OF
TOBACCO
PREVENTION
GRANT**

The School Board discussed Alaska's Pre-Kindergarten Program Grant Application. Superintendent Rhodes told the board that the governor vetoed the funding so unfortunately, this will not be an option. There will be further meetings to review and address the needs of our preschool students. Board Member Helgeson said that two years ago when he was in Juneau lobbying, there were mixed feelings among the legislators about whose responsibility it is for the education of preschool students. Superintendent Rhodes said that the Governor feels that it should be the role of the family to address the needs of preschool students. Mr. Rhodes said that 65% of Wrangell qualifies for a free and reduced meal. Although he said that this does not necessarily mean that these students aren't coming from a literature rich environment, studies show that if a family is worried about food and shelter, they are not focusing on the educational needs of their children. Board Member Smith told the board about the Best Beginnings program. Every single kindergarten student next year will be coming from a pre-school program due to the Best Beginnings program. Wrangell has limited preschool opportunities and there are only three licensed daycares left in town.

**DISCUSSED
ALASKA'S PRE
KINDERGARTEN
PROGRAM GRANT
APPLICATION**

Motion to allow Krissey Smith to abstain from voting on the Memorandum of Agreement with AICS re: Counseling Service due to a conflict of interest; Mrs. Smith's salary is paid from this MOA by Rinda Howell, seconded by Peter Helgeson. Poll vote: Peter Helgeson: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

**ALLOWED KRISSEY
SMITH TO ABSTAIN
FROM VOTING ON
AN MOA WITH AICS
DUE TO A CONFLICT**

Motion to approve the Memorandum of Agreement with Alaska Island Community Services in the amount of \$30,000.00 per year to provide counseling services at Wrangell Public Schools by Peter Helgeson, seconded by Rinda Howell; Poll vote: Rinda Howell: Yes; Peter Helgeson: Yes; Susan Eagle: Yes. Motion approved.

**APPROVED THE
MEMORANDUM OF
AGREEMENT WITH
AICS TO PROVIDE
COUNSELING**

Motion to approve the Memorandum of Agreement with Alaska Island Community Services in the amount of \$63,893.00 to provide tobacco prevention services during the 2012-2013 school year by Rinda Howell, seconded by Peter Helgeson. Poll vote: Peter Helgeson: Yes; Rinda Howell: Yes; Krissey Smith: Yes; Susan Eagle: Yes. Motion approved.

**APPROVED THE
MEMORANDUM OF
AGREEMENT WITH
AICS TO PROVIDE
TOBACCO
PREVENTION**

Motion to offer Rory Prunella a contract as Head Baseball Coach and Peter Wilson a contract as Assistant Baseball Coach effective May 1, 2012, prorated for the remainder of the 2012 season by Rinda Howell, seconded by Peter Helgeson; Poll vote: Rinda Howell: Yes; Krissey Smith: Yes; Peter Helgeson: Yes; Susan Eagle: Yes. Motion approved.

**OFFERED RORY
PRUNELLA AND
PETER WILSON
CONTRACTS TO
COACH BASEBALL**

The resignation of Joseph Scott McAuliffe, Baseball Coach, Edward Ousley and Stephanie Smith, Paraprofessionals and the Retirement of Sharry Rooney, Paraprofessional were presented as items of information.

PRESENTED
RESIGNATIONS AS
ITEMS OF
INFORMATION

Motion to offer extracurricular contracts for the 2012-2013 school year as presented by Activities Director Monty Buness by Peter Helgeson, seconded by Rinda Howell. Poll vote: Krissy Smith: Yes; Peter Helgeson: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

OFFERED
EXTRACURRICULAR
CONTRACTS FOR
2012-2013

Motion to accept the second reading of Board Policy #2300, Staff Conflicts of Interest and Board Policy #3350, Authorized Signatories for Inclusion in the policy manual by Peter Helgeson, seconded by Rinda Howell. Poll vote: Peter Helgeson: Yes; Rinda Howell: Yes; Krissy Smith: Yes; Susan Eagle: Yes. Motion approved.

ACCEPTED THE
SECOND READING
OF BOARD
POLICIES #2300 AND
#3350

Reviewed Board Policy:

- BP-3452, Student Activity Funds
- BP-3514.1, Hazardous Substances and Pesticides
- BP-4155.1, Tax Sheltered Annuities
- BP-5131.43, Bullying

REVIEWED BOARD
POLICY

Motion to move forward with implementing our own food service program per the recommendation of Food Service Director Therese Ashton by Rinda Howell, seconded by Krissy Smith. Poll vote: Rinda Howell: Yes; Krissy Smith: Yes; Peter Helgeson: No; Susan Eagle: Yes. Motion approved.

APPROVED MOVING
FORWARD WITH
IMPLEMENTATION
OF OUR OWN FOOD
SERVICE PROGRAM

Motion to enter into the SYSTEMS Project Administration Agreement with Alaska Island Community Services and to pay them \$121,700.00 annually for personnel and \$280,700.00 annually for contractual services for the term of the grant by Rinda Howell, seconded by Krissy Smith. Poll vote: Krissy Smith: Yes; Peter Helgeson: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

ENTERED INTO THE
SYSTEMS PROJECT
ADMINISTRATION
AGREEMENT WITH
AICS

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES &
MTG ANNOUNCEMENTS
PRESIDENT'S REMARKS
AND COMMENTS FROM
BOARD MEMBERS

Krissy Smith requested that the school board meetings start at 6:00 P.M. so that the board members could get home to their families earlier. President Eagle agreed and requested that Mrs. Powell contact Officer Groshong to see if starting school board meetings at 8:00 PM would work for him.


WTA President asked the board if changing the graduation credits would be on a future board agenda. She said that if it were on an agenda, the Wrangell Teachers' Association would like to give input. President Eagle said that the item would only be put on an agenda if requested by a school board member. No board members requested that the item be placed on the agenda.

Peter Helgeson told the board that he does support a food program in the district but has a lot of questions about the budget. He enjoyed the graduation ceremonies and the all-night party. The students were well behaved and the parents put in a lot of time making it a special event.

Susan Eagle thanked Michele Galla for attending the school board meetings. She said that the school board appreciates WTA's input.

Meeting Adjourned at 8:55 P.M.

ADJOURNED AT 8:55 P.M.



SECRETARY/TREASURER

AGENDA
7/24/12* 7b



— TYEE LAKE HYDROELECTRIC PROJECT —
P. O. BOX 1318 WRANGELL, ALASKA 99929 (907) 874-3834 FAX (907) 874-2581

**THOMAS BAY POWER AUTHORITY
REGULAR COMMISSION MEETING**

**Minutes of
April 26th, 2012
FY2012**

MEETING LOCATION

**WRANGELL MUNICIPAL LIGHT & POWER OFFICE
1064 CASE AVENUE – WRANGELL, AK 99929**

Summary of Items Discussed at this meeting:

TBPA/Tyee foreman, Approval of meeting minutes of March 26, 2012- March 28, 2012- April 23, 2012, Continued Power Sharing, Thrift Retirement, 15% Overhead outside contract work.

Thomas Bay Power Authority's Regular Commission Meeting was called to order by President John Jensen on Thursday April 26th, 2012 at 7:00 pm.

Present were Commissioners: President John Jensen, Vice President Robert Larson, Secretary/Treasurer Dave Galla, Member at Large Brian Ashton, Joe Nelson, Paul Southland and Clay Hammer, including TBPA Commission Secretary Rhonda Dawson.

A QUORUM was established.

Visitors Acknowledged: None.

Persons to be heard: None

Amendment to the Agenda: None

Conflict of Interest:

Paul Southland – Item 12-B, TBPA General Manager.

TBPA meeting minutes of March 26th, 2012, March 28th, 2012, and April 23rd, 2012:
Commissioner Clay Hammer **MADE A MOTION** to approve the meeting minutes of March 26th, 2012, March 28th, 2012, and April 23rd, 2012 as presented. Commissioner Dave Galla **SECONDED the MOTION.**

Discussion was called for:

Hearing None

Question was called for roll call vote:

Yes – Commissioner Joe Nelson
Yes – Commissioner David Galla
Yes – Commissioner Paul Southland
Yes – Commissioner Clay Hammer
Yes – Commissioner Robert Larson
Yes – Commissioner Brian Ashton
Yes – Commissioner President, John Jensen
MOTION CARRIED unanimously 7/0.

New TBPA /Tyee Foreman Discussion and Decision:

It was the consensus of the Commission that the Interim TBPA General Manager hire applicant Michael Nicholls as the TBPA/Tyee Foreman.

New TBPA General Manager Discussion:

TBPA Interim General Manager Paul Southland provided his interest to the Commission for the TBPA General Manager position. Southland shared that he has proven to the Commission that he is fully capable of doing this job in which he has clearly shown the last four months and is interested in the position. He would like a confirmed (1) one year contract if the Commission should choose to hire him. The Commission agreed he was doing a fine job but wished to review the submitted applicants one more time before making a final decision. The Petersburg Commissioners will meet together to review applicants and the Wrangell Commissioner will review applicants at the TBPA office a TBPA meeting will be called for Thursday May 3rd, 2012 or a final decision to be made by the Commission.

**Commissioner Paul Southland stated a conflict of interest with this discussion.*

**Commissioner Ashton refrained from this discussion.*

Carl Thrift Retirement Appreciation:

Commissioner Joe Nelson **MADE A MOTION** to authorize the Interim General Manager and TBPA Commission President to establish a correct amount of a retirement gift and make it happen. Commissioner Dave Galla **SECONDED the MOTION.**

Discussion was called for:

There has been a lot of discussion in what to get for Carl as a retirement appreciation. It was clear that Carl Thrift is downsizing a lot so buying something for him would be difficult and he already has basically what he needs and wants and doesn't want more stuff. He did make a suggested money is always appreciated and then he could use it for what he needs down the road. Discussion took place of what an appropriate amount might be acceptable. It was noted he has been the Tyee foreman for many years and TBPA's longest employee on record so with his time and dedication to TBPA and Tyee a generous amount of some kind only seems right. The decision of the Commission was that Paul Southland and John Jensen figure something out and whatever that might end up being the Commission would be fine with that. Mrs. Dawson asked for a formal motion to be made since there is money involved.

Question was called for roll call vote:

Yes – Commissioner David Galla
Yes – Commissioner Paul Southland
Yes – Commissioner Clay Hammer
Yes – Commissioner Robert Larson
Yes – Commissioner Brian Ashton
Yes – Commissioner Joe Nelson
Yes – Commissioner President, John Jensen
MOTION CARRIED unanimously 7/0.

Item 13-A 15% Overhead Outside Contract Work:

Commissioner Paul Southland **MADE A MOTION** that we bill SEAPA 15% on all labor and expenses that are extended outside of our contract responsibilities to recover NNB costs. Commissioner Clay Hammer **SECONDED the MOTION.**

Discussion was called for:

Commissioner Interim General Manager Paul Southland had brought this discussion up before a few months ago at the February 22nd, 2012 meeting when the O&M Contract and budget was being discussed. This has to do with work that TBPA does outside of our O&M contract responsibilities and billing a certain amount of overhead to recover some of our expense that is now passed onto our cities. TBPA now needs formal action taken and then we can bill activities that are outside of our O&M contract and working areas. It was the consensus of the Commission that they would proceed forward with this direction and noted that Ketchikan is already doing this. The Commission has talked about taking this action extensively and this is a fair number or percentage to start at to cover expenses. The Commission acknowledged in the past TBPA has not recovered these expenses and will now move in the right direction to begin to do so.

Question was called for roll call vote:



Yes – Commissioner Paul Southland
Yes – Commissioner Clay Hammer
Yes – Commissioner Robert Larson
Yes – Commissioner Brian Ashton
Yes – Commissioner Joe Nelson
Yes – Commissioner David Galla
Yes – Commissioner President, John Jensen

MOTION CARRIED unanimously 7/0.

Next TBPA Meeting:

Will take place in Petersburg and a date will for this meeting will be set at the May 3rd, 2012 teleconference.

Commissioner President John Jensen asked the meeting be adjourned. It was the consensus of the Commission to adjourn the meeting at 8:01 pm.

	06/07/12	
John Jensen, TBPA President	Date	David Galla, TBPA Secretary/Treasurer Date

AGENDA

7/24/12 * 76



— TYEE LAKE HYDROELECTRIC PROJECT —

P. O. BOX 1318 WRANGELL, ALASKA 99929 (907) 874-3834 FAX (907) 874-2581

**THOMAS BAY POWER AUTHORITY
REGULAR COMMISSION MEETING**

**Minutes of
May 3, 2012
FY2012**

TELECONFERENCE

**THOMAS BAY POWER AUTHORITY OFFICE
4498 ZIMOVIA HIGHWAY – WRANGELL, AK 99929**

~AND~

**WRANGELL MUNICIPAL POWER & LIGHT OFFICE
11 SOUTH NORDIC DRIVE – PETERSBURG, AK 99833**

Summary of Items Discussed at this meeting:
TBPA General Manager.

Thomas Bay Power Authority's Regular Commission Meeting was called to order by President John Jensen on Thursday, May 3rd, 2012 at 10:00 AM.

Present were Commissioners President John Jensen, Vice President Robert Larson, Secretary/Treasurer Dave Galla, Member at Large Brian Ashton, Joe Nelson, Paul Southland, Clay Hammer and Commission Secretary Rhonda Dawson.
Excused Absence: none

A QUORUM was established.

Visitors Acknowledged: Carl Thrift, Tyee Foreman

Persons to be heard: None

Amendment to the Agenda: None

Conflict of Interest: Possible conflict under General Manager Discussion was acknowledged by: Paul Southland and Brian Ashton.

TBPA General Manger:

Commissioner Dave Galla **MADE A MOTION** to offer an extension to Paul Southland for his temporary position as General Manager with a contract not to exceed (1) one year and for this

contract to be negotiated with the TBPA President and whom he chooses to assist him and to come to an agreement. Commissioner Joe Nelson **SECONDED the MOTION.**

Discussion was called for:

Commissioner Larson would agree with this motion but with the understanding that the Commission will continue to move forward in the search and hire of a permanent General Manager. Discussion was brought forth changing the General Manager's job description and that this would be brought forth for discussion at the next meeting.

Commissioner Ashton noted if we are looking for a new GM while the position is being given to another how are we going to do this? Commissioner President John Jensen stated that we have some time to work this right, we have someone for a year and then we have some time to look for somebody new. Commissioner President John Jensen suggested if there is no further discussion then a vote should take place on the motion. Hearing nothing further~

Question was called for roll call vote:

Yes – Commissioner Robert Larson

Yes – Commissioner Joe Nelson

Yes – Commissioner Dave Galla

Yes – Commissioner Clay Hammer

Yes – Commissioner President, John Jensen

MOTION CARRIED unanimously 5/0.

Abstained: Commissioner Brian Ashton and Commissioner Paul Southland.

TBPA General Manger:

Commissioner Robert Larson **MADE A MOTION** to terminate the process of the new hire for the TBPA General Manager and that we advertise with a new job description. Commissioner Joe Nelson **SECONDED the MOTION.**

Discussion was called for:

Hearing None

Question was called for roll call vote:

Yes – Commissioner Brian Ashton

Yes – Commissioner Joe Nelson

Yes – Commissioner Dave Galla

Yes – Commissioner Clay Hammer

Yes – Commissioner Robert Larson

Yes – Commissioner President, John Jensen

MOTION CARRIED unanimously 6/0.

Abstained: Now Former Commissioner Paul Southland.

Commission Direction:

It was the consensus of the Commission to begin to review the TBPA General Manager's job description at the next meeting.

Next TBPA Meeting:

The next TBPA Commission meeting will tentatively take place in Petersburg on Friday June 8th, 2012 at 8:30am.

It was the consensus of the Commission to adjourn the meeting at 10:48am.

	
John Jensen, TBPA President	Dave Galla, TBPA Secretary Treasure
06/16/12	06/22/12
Date	Date

*City and Borough of Wrangell, Alaska***WRANGELL PLANNING AND ZONING COMMISSION****MINUTES****June, 14, 2012****A. CALL TO ORDER/ROLL CALL**

Chairman Augie Schultz called the regular meeting of the Wrangell Planning and Zoning Commission to order at 7:00 pm on June 14, 2012 in the Wrangell Borough Assembly Chambers. Commissioners' August Schultz, Kipha Valvoda, Betty Keegan, Terri Henson, attended. Commissioners' Rudy Briskar, Stan Schnell and John Taylor were absent. Recording Secretary, Lavonne Klinke and Zoning Administrator, Carol Rushmore were present.

B. AMENDMENTS TO THE AGENDA

NONE

C. APPROVAL OF MINUTES: May 10, 2012 and Special meeting May 14, 2012

Keegan moves to approve all submitted minutes, Henson 2nds. Minutes approved by unanimous vote

D. PERSONS TO BE HEARD

NONE

E. CORRESPONDENCE

NONE

F. OLD BUSINESS**G. NEW BUSINESS**

- 1. Final Plat of Critter Subdivision, a subdivision of ATS 1592, creating Lots 1 and 2, Block A and Lot 1 Block B; and easement vacation within Lot 1, Block A and the dedication of public access within Lots 5A and 5C, Spur Road Subdivision, zoned Waterfront Development, requested by Critter Enterprises and City and Borough of Wrangell.**

Henson moves to approve the Final Plat of Critter Subdivision, a subdivision of ATS 1592, creating Lots 1 and 2, Block A and Lot 1 Block B; and easement vacation within Lot 1, Block A and the dedication of public access within Lots 5A and 5C, Spur Road Subdivision, zoned Waterfront Development, requested by Critter Enterprises and City and Borough of Wrangell, Keegan seconds. Motion passes with unanimous vote.

2. Final Plat of Keller Tidelands Subdivision, the subdivision of Lots 1 and 2A-1, easement vacation and relocation within Block A, Tract C, ATS 1531, creating Lots A and B, Block A, zoned Rural Residential, requested by Steven and Helen Keller.

Keegan moves to approve the Final Plat of Keller Tidelands Subdivision, the subdivision of Lots 1 and 2A-1, easement vacation and relocation within Block A, Tract C, ATS 1531, creating Lots A and B, Block A, zoned Rural Residential, requested by Steven and Helen Keller. Valvoda seconds, Motion passed by unanimous vote.

3. Variance application for a variance to the side yard setbacks for proposed new Lot 4B-3, back yard setbacks for proposed new Lot 4B-4, and variance to the width of the access easement to proposed flag Lot 4B-2, zoned Single Family Residential, requested by Woody Wilson.

Commission has one public hearing for Item's #3 and #4, but will have two separate motions for each item.

Open Public Hearing

Woody Wilson, 1003 Case Avenue, Wrangell Alaska. Purchased property and has been renovating since he purchased, is zoned Single Family but doesn't understand why as there are 4 houses on the property that were rented out. Front house will be destroyed. Barn house will be a 2 bedroom house. The large house is a duplex with one 3 BR and one 4 BR townhouse inside. Working on the outside and more improvements planned. The third house is a cottage has never had a bedroom and plans are to add a room to make it a 1 bedroom home. Still 11000 sq feet of property that could be developed in future, thus request for the easement.

Staff asks how the water is being diverted off the property. Wilson states that it's being diverted to existing storm drains along property line.

Close Public Hearing

Henson moves to approve Variance application for a variance to the side yard setbacks for proposed new Lot 4B-3, back yard setbacks for proposed new Lot 4B-4, and variance to the width of the access easement to proposed flag Lot 4B-2, zoned Single Family Residential, requested by Woody Wilson, Keegan seconds. Motion passes; Schultz yes, Valvoda no, Keegan yes, Henson yes,

4. Preliminary plat review of Woody Wilson Subdivision, a subdivision of a portion of Lot 4, (Lot 4B), Block 2, USS 1593, creating four lots, Lots 4B-1 – 4B-4, zoned Single Family Residential, requested by Woody Wilson.

Henson moves to approve preliminary plat review of Woody Wilson Subdivision, a subdivision of a portion of Lot 4, (Lot 4B), Block 2, USS 1593, creating four lots, Lots 4B-1 – 4B-4, zoned Single Family Residential, requested by Woody Wilson, Keegan seconds. Motion passed by unanimous vote.

5. Variance application for a variance to the side and back yard setback requirements for a garage on Lot 11A-1, Green Valley Subdivision II, zoned Rural Residential, requested by John and Kitty Evers.

Open public hearing

John Evers 11.6 Zimovia Hwy; requesting variance for a garage. Valvoda ask location of garage is due to slope of property. John says yes.

Close public hearing

Henson moves to approve the Variance application for a variance to the side and back yard setback requirements for a garage on Lot 11A-1, Green Valley Subdivision II, zoned Rural Residential, requested by John and Kitty Evers Keegan seconds. Motion passed by unanimous vote.

6. Discussion of Draft Ordinance Amending Chapter 20 (for the Remote Zoning – RMU district)

Staff states this ordinance is pretty much the same version of changes with some cleanup of terms.

Agriculture is enhanced by four more descriptions, Staff suggested keeping ours or adopting Kenai's? We will keep our description.

B&B's; additional suggestions B&B's must be owner occupied. Henson suggests leaving as is.

Cottage Industry; to differentiate from a home occupation has no employees.

Since redoing title 20; fixing descriptions of trailers; modulars, manufactured homes etc. Our is very outdated

What is a rural residential dwelling is the question posed? Should "rural" be removed??

What about small scale commercial use?

Home occupations: requires a conditional use, does P&Z still want this to apply. Yes so information is available about what is going on in these areas.

Off Street parking will be modified.

H. PUBLIC COMMENT

None

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

Welcome to Mr. Valvoda to the P&Z Commission.

J. ADJOURNMENT 8:03 pm

**BOROUGH ASSEMBLY
AGENDA ITEM
July 24, 2012**

ITEM NO. 9

BOROUGH CLERK'S FILE:

Upcoming Dates to Remember

- 8/06 Absentee Voting begins for the upcoming August 21, 2012 Special Election
- 8/09 Planning & Zoning Public Hearing & Regular Meeting @ 7:00 pm in Assembly Chambers
- 8/13 Absentee Voting begins for the Primary Election from 10 am to 5 pm in the Assembly Chambers
- 8/21 SPECIAL ELECTION @ Nolan Civic Center
- 8/23 Canvass Board Meets @ 1:00 pm in the Assembly Chambers
- 8/28 Special Assembly Meeting @ 7:00 pm to Certify Election Results

Special Election Calendar

- 8/06/12, Monday First Day to Absentee Vote in Person, Fax or Mail
- 8/20/12, Monday Last Day to Absentee Vote in Person
- 8/21/12, Tuesday SPECIAL ELECTION DAY – Polls open at 8:00 am and close at 8:00 pm
- 8/23/12, Thursday Canvass Board meets at 1:00 pm in the Assembly Chambers
- 8/28/12, Tuesday Certify Election Results (this item is on this Agenda to be Approved)

The election workers are as follows: Vivian Grosshardt, Chairperson; Sharry Rooney, Karen Lockabey, Gina Simonek – Workers

Code Review Committee

The Committee held their monthly meeting on July 18th, and reviewed the first two (2) chapters of the Wrangell Municipal Code. The Committee will hold their next monthly meeting on August 29th at 5:00 p.m.

The Committee will meet monthly in the Council Chambers to thoroughly go through each title of the Wrangell Municipal Code, and begin bringing forth proposed revisions to the Borough Assembly.

UNTIL NEXT TIME...

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY

AGENDA ITEM

July 24, 2012

ITEM NO. 10

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS:

INFORMATION: This agenda item is reserved for the Mayor and Assembly Member's special reports. Such information items as municipal league activities, reports from committees on which members sit, conference attendance, etc., are examples of items included here.

- a. Reports by Assembly Members
- b. Acceptance of Resignation from Assembly Member Michael Symons

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 11 PERSONS TO BE HEARD:

INFORMATION: The Assembly has provided by Resolution an opportunity for Persons to be Heard on items not elsewhere placed on the Agenda. If the item is listed as an Agenda item, the person should be referred by the Mayor to conduct the discussion at the time when the item appears on the Agenda. If not on the Agenda, the Mayor may prescribe the time limits, require designated speakers for groups; determining redundancy and other effective meeting procedures. The Assembly is conducting the business of a major public corporation and has the right to prescribe its own methods.

The Mayor should inquire if there is anyone present who desires to address the Assembly on any item not already appearing on the Agenda.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 13a PROPOSED RESOLUTION: A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AND THE CITY OF PETERSBURG, ALASKA, SUPPORTING THE DEVELOPMENT OF NEW HATCHERIES AND RELEASES IN SOUTHEAST ALASKA GENERALLY, AND IN THE WRANGELL AND PETERSBURG AREA SPECIFICALLY, TO INCREASE THE AVAILABLE FISH FOR COMMERCIAL AND SPORT FISHING OPERATIONS

INFORMATION:

Attachments:

1. Proposed Joint Resolution signed as approved by the City of Petersburg.
2. Memorandum from Mayor Maxand dated July 18, 2012.
3. Copy of a letter from Trident Seafoods Corporation addressed to Governor Sean Parnell dated July 13, 2012.

RECOMMENDED ACTION:

Move to Adopt Resolution

**CITY AND BOROUGH OF WRANGELL, ALASKA and
CITY OF PETERSBURG, ALASKA**

JOINT RESOLUTION NO.101-2012

A Resolution Calling for Development of New Fish Hatcheries and Releases

WHEREAS, the fishing industry in Southeast Alaska is estimated to be worth \$1 billion and employ more than 7,000 people; and

WHEREAS, many residents of Wrangell and Petersburg depend on the fishing industry to support their families; and

WHEREAS, fishing supports local fish processing operations, boat manufacturing and repair, and other related businesses, which in turn create local jobs; and

WHEREAS, the management of fish in Southeast Alaska is recognized as one of the most sustainable in the world; and

WHEREAS, fish hatcheries in the Wrangell and Petersburg area are producing the maximum amount of fish with the water available at current facilities; and

WHEREAS, there is competition between commercial and sport fisherman over the existing quantity of available fish; and

WHEREAS, efforts are being made by organizations in Southeast Alaska to develop new hatcheries and release sites.

NOW, THEREFORE BE IT RESOLVED that the City and Borough of Wrangell and the City of Petersburg support the development of new hatcheries and releases in Southeast Alaska generally, and in the Wrangell and Petersburg area specifically, to increase the available fish for commercial and sport fishing operations.

Passed and Approved by each governing board as indicated below:

Date

Signed: _____
Jeremy M. Maxand, Mayor
City & Borough of Wrangell

ATTEST: _____
Kim Flores, City & Borough of Wrangell Clerk

7-18-2012

Date

Signed: Al Dwyer

Al Dwyer, Mayor
City of Petersburg

ATTEST: Kathy O'Rear

Kathy O'Rear, City of Petersburg Clerk (Res. #2017 on 7-18-2012)

TO: Borough Assembly

FROM: Jeremy Maxand, Mayor

DATE: July 18, 2012

RE: Fish Hatchery Joint Resolution

This proposed resolution is a follow-up to the Chamber of Commerce Annual Dinner, at which Dave Hambleton discussed Trident's support for the development of a new hatchery, and the meeting with Governor Parnell in Wrangell at which Chris Guggenbickler expressed the need to make the "pie" of available fish larger.

It was felt that a joint resolution between Petersburg and Wrangell in support of a new hatchery in the Wrangell-Petersburg area would be an appropriate step that our respective governing bodies could take to help support such a project.

The Petersburg City Council approved the joint resolution at their July 16 meeting. Trident's chief legal council, Mr. Joe Plesha, has also provided a letter of support for the development of new hatcheries.

The goal is to send a joint letter from the City of Petersburg and Borough of Wrangell, along with the resolution and additional letters of support, to Governor Parnell sometime in August.



TRIDENT SEAFOODS CORPORATION

5303 Shilshole Ave NW, Seattle, WA 98107-4000 USA • (206) 783-3818 • Fax: (206) 782-7195

Domestic Sales: (206) 783-3474 • Fax: (206) 782-7246

Canned Sales: (206) 781-7606 • Fax: (206) 781-7604

Export Sales: (206) 783-3818 • Fax: (206) 782-7195

July 13, 2012

Governor Sean Parnell
Juneau Governor's Office
PO Box 110001
Juneau, Alaska 99811-0001

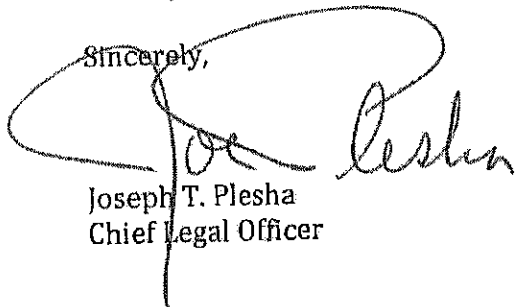
Dear Governor Parnell:

Trident Seafoods Corporation supports the development of new hatcheries for pinks and chums in the Wrangell and Petersburg area. Responsibly increasing the number of salmon in these areas will have substantial economic benefits to the communities where we currently operate.

Trident has salmon processing plants in Ketchikan, Wrangell, and Petersburg, and these plants are significant contributors to the communities where they are located. Ample salmon returns are essential for the financial viability of these operations. New hatcheries have the potential to significantly improve the availability of returns in the Southeast region. Trident strongly supports consideration and possible development of new pink and chum hatcheries in the Wrangell and Petersburg area.

Thank you very much for your consideration of this matter.

Sincerely,


Joseph T. Plesha
Chief Legal Officer

Alaska



Washington

Akutan • Anchorage • Chignik • Clarks Point • Cordova • Dillingham • Dutch Harbor
Ketchikan • Kodiak • Naknek • Petersburg • Sand Point • South Naknek • St. Paul



Anacortes • Bellingham • Everett
Tacoma • Seattle

Motley, MN • Newport, OR

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

**ITEM NO. 13b PROPOSED RESOLUTION: A RESOLUTION
OF THE ASSEMBLY OF THE CITY AND BOROUGH OF
WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES
TO THREE ASSEMBLY MEMBERS FOR CANVASSING THE
RESULTS OF THE SPECIAL ELECTION TO BE HELD AUGUST 21,
2012 (Assembly Members McConachie, Jack, and Stokes)**

INFORMATION:

Attachments:

1. Proposed Resolution.

RECOMMENDED ACTION:

Move to adopt resolution.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. _____

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO THREE ASSEMBLY MEMBERS FOR CANVASSING THE RESULTS OF THE SPECIAL ELECTION TO BE HELD AUGUST 21, 2012

WHEREAS, Wrangell Municipal Code Sec. 2.28.050 Canvass Board, provides that the Council shall, prior to the date of the election, designate three council members to serve on the Canvass Board.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that Assembly Members Don McConachie, David Jack, and Wilma Stokes, be designated to serve on the Canvass Board and to attend the election, pursuant to Wrangell Municipal Code Sec. 2.28.050 to be held within six days after the election, pursuant to Wrangell Municipal Code Sec. 2.28.060 Canvass of Returns-Procedures Generally.

ADOPTED: _____ 2012

Jeremy Maxand, Mayor

ATTEST: _____
Kim Flores, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 13c Request to Hold Special Assembly Meeting on August 28, 2012 at 6:30 p.m. to Certify Election Results from Special Election to be held on August 21, 2012

INFORMATION:

RECOMMENDED ACTION:

Move to approve scheduling a Special Assembly Meeting on Tuesday August 28, 2012 at 6:30 p.m., to certify election results from special election to be held on August 21, 2012.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 13d **Consideration and Appropriate Action relating to
the Renewal of Assessor's Contract for 2013 thru 2015**

INFORMATION:

1. Memorandum from Jeff Jabusch, Finance Director dated July 18, 2012.
2. Proposal from Appraisal Company of Alaska.

RECOMMENDED ACTION:

Move to approve the proposal from Appraisal Company of Alaska for the 2013, 2014 and 2015 tax years and to increase the budget for these services in the amount of \$15,000 with funds to come from the General Fund Reserve.

MEMORANDUM

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

**FROM: MR. JEFF JABUSCH
FINANCE DIRECTOR**

SUBJECT: RENEWAL OF ASSESSOR'S CONTRACT FOR 2013 THRU 2015

DATE: July 18, 2012

BACKGROUND:

Appraisal Company of Alaska has been the assessor for Wrangell for in excess of 18 years and has always done a good job for the City, and now the Borough. The Borough assessments have been a difficult job because of their locations and characteristics. Mr. Mike Renfro of Appraisal Company of Alaska has done a good job of working with people that filed appeals. We are scheduled in 2013 to do a complete reevaluation as required by State Statutes and it will be of a great assistance with the experience he brings in general and to Wrangell specifically.

Not that long ago, Petersburg switched to Appraisal Company of Alaska. I believe Haines also retains Appraisal Company of Alaska. All seem to like his ability to work with people in oftentimes difficult situations.

When the City of Wrangell went out to bid more than 18 years ago, the next bidder was 3 times more and we still are not paying that amount today with Appraisal Company of Alaska. I think we have received a good deal over the years and feel that will continue for the next three if their proposal is accepted.

The attached proposal included a complete reevaluation and inspection of all properties for 2013 in the amount not to exceed \$60,000. Our 2013 budget had \$45,000 for assessor costs. We will need to do a budget amendment of \$15,000 to be able to accept this proposal.

RECOMMENDATION:

Staff recommends Borough Assembly approval of the proposal from Appraisal Company of Alaska for the 2013, 2014 and 2015 tax years and to increase the budget for these services in the amount of \$15,000 with funds to come from the General Fund Reserve.

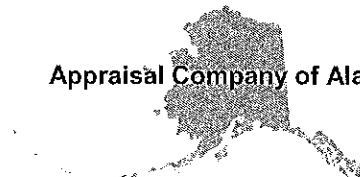
ATTACHMENTS:

1. Proposal from Appraisal Company of Alaska

**PROPOSAL FOR
ASSESSMENT SERVICES
CITY AND BOROUGH OF WRANGELL
WRANGELL, ALASKA
TAX YEARS 2013, 2014, 2015**

*APPRAISAL COMPANY OF ALASKA
3940 ARCTIC BOULEVARD, STE. 103
ANCHORAGE, ALASKA 99503*

Appraisal Company of Alaska



Fax
(907) 563-1368

Telephone
(907) 562-2424

Appraisal Company of Alaska

3940 ARCTIC BOULEVARD, SUITE 103
ANCHORAGE, ALASKA 99503
office@appraisalalaska.com

July 17, 2012

Jeff Jabusch, Finance Director
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Re: Professional Services for Contract Assessments
For the Tax Years, 2013, 2014, 2015

Dear Mr. Jabusch:

Enclosed please find our proposal and agreement for professional services for the City and Borough of Wrangell real property assessments for tax years 2013, 2014, 2015.

Compensation and Terms of Payment

Assessment fees per year are as follows:

2013	60,000	Not to Exceed
2014	45,000	
2015	50,000	

Contract Assessor to also represent the City and Borough of Wrangell at the annual Board of Equalization (BOE).

Recommended method of compensation as follows:

20% at Beginning of Project
30% at 50% Completion
40% at Project Completion
10% at B.O.E. and Appeals Completion

100% Total Fee

Qualifications and Key Personnel:

The Appraisal Company of Alaska presently has a well qualified staff of 15 appraisers with extensive experience in the real property assessment field. The primary contact personal for this particular project would be Michael C. Renfro, a partner in the firm. The appraisal qualifications of the key personnel are attached.

Appraisal Company of Alaska

SCOPE OF WORK:

The object of this Professional Services Agreement is to appraise all commercial and residential real property for tax assessment at full and true fair market value as prescribed by Alaska Statutes.

- Task 1: The appraiser will complete all building inspections not previously inspected and the appraiser will revalue all property based upon the prior year's sales ratio study.
- Task 2: The appraiser will provide new assessments, digital photographs and valuation for all new properties constructed in assessment year.
- Task 3: The appraiser will update all tax rolls from information supplied by the City Clerk.
- Task 4: The appraiser will justify appraisals and represent the City and Borough of Wrangell at the annual Board of Equalization.
- Task 5: The appraiser will provide data for the annual State of Alaska sales ratio study and State Report.

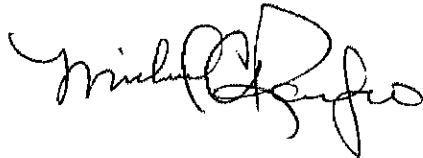
The Appraisal Company of Alaska will also be available to assist the City Clerk as needed for appraisal services.

It should be noted that 2013 would be a complete revaluation year with inspection of all properties. Revaluation would depend on the level of assessment at the end of 2012.

If you have any questions on this proposal, please contact me at (907) 562-2424.

Sincerely,

APPRAISAL COMPANY OF ALASKA



Michael C. Renfro
Partner

MCR

Appraisal Company of Alaska



CITY OF WRANGELL, ALASKA

AGREEMENT FOR PROFESSIONAL TAX ASSESSMENT AND APPRAISAL SERVICES

THIS AGREEMENT is between the CITY AND BOROUGH OF WRANGELL, ALASKA, ("City") and APPRAISAL COMPANY OF ALASKA ("Contractor"), effective on the first day of _____, 2012.

THIS AGREEMENT is for professional tax assessment services for the City and Borough of Wrangell. Contractor's primary contact person under this agreement is Michael C. Renfro. Contractor's primary contact person may not be changed without written consent of the City.

ARTICLE 1. SUMMARY OF SERVICES

- 1.1 The scope of work to be performed hereunder is more completely described in Appendix A which is incorporated herein by reference.

ARTICLE 2. COMPENSATION

- 2.1 Compensation shall be paid in accordance with the Basis of Compensation Schedule attached hereto as Appendix B and incorporated herein by reference.

ARTICLE 3. PERIOD OF PERFORMANCE

- 3.1 The Contractor agrees to commence work under this agreement only as authorized by and in accordance with written notice to proceed and to complete the work in accordance with Scope of Work (Appendix A) and such time schedules contained in Wrangell Borough Code and any resolutions the Wrangell Borough Assembly passes pursuant thereto.
- 3.2 The period of performance under this agreement shall be tax assessment work for the City and Borough of Wrangell 2013, 2014, and 2015 tax years and shall end upon completion of the Board of Equalization hearings and appeals for the 2015 tax year or December 31, 2015, which ever is last.
- 3.3 This contract may be carried over with the agreement of both parties.

ARTICLE 4. SUBCONTRACTORS

- 4.1 The Contractor shall perform all services required under this agreement except as may be performed by its subcontractors. Subcontractors may be retained only upon written consent from the City.



ARTICLE 5. INSURANCE

5.1 The following minimum limits of insurance coverage are required:

<u>Type Insurance:</u>	<u>Limits of Liability</u>	
	<u>Each Occurrence</u>	<u>Aggregate</u>
Workmen's Compensation	Statutory	Statutory
Employers General Liability	\$1,000,000	\$3,000,000
Comprehensive General Liability	\$1,000,000	\$3,000,000
Comprehensive Automobile Liability	\$1,000,000	\$3,000,000

ARTICLE 6. APPENDICES

6.1 The following appendices are attached to this agreement and incorporated herein:

Appendix A	Scope of Work
Appendix B	Basis of Compensation

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 2012.

CONTRACTOR:

APPRAISAL COMPANY OF ALASKA

CITY AND BOROUGH OF
WRANGELL, ALASKA



Michael C. Renfro, Partner

Appraisal Company of Alaska



APPENDIX A

SCOPE OF WORK

The Contractor shall:

1. Establish the full and true value of all taxable real property located within the limits of the City and Borough of Wrangell to be assessed in the name of the person by whom it is owned on the first day of January of the tax year.
2. Provide assessments with new photographs and valuations for all new buildings constructed in the prior year, and continue to research and inspect annex area properties Borough wide.
3. Create and/or update in full detail a property card for each tax parcel showing size, dimensions, construction materials, and other pertinent data as well as a minimum of one exterior photograph.
4. Investigate, evaluate and report to the Borough and merits of all written complaints received by the Borough and forwarded to the Contractor after evaluation notices have been mailed and prior to the Board of Equalization.
5. Represent the Borough at Board of Equalization hearings.
6. Be accessible to Borough staff throughout the tax year to offer advice and to correct problems that may arise out of the assessment work.
7. Comply with all requirements of the City and Borough of Wrangell Code respect to the time of performance and the particulars of the details of Contractor's work.
8. After completion of the Board of Equalization hearings, provide changes and certify the final assessment roll.
9. The assessor will be available to assist the City and Borough with any non-tax real estate appraisals on an as needed basis for additional fees which are to be negotiated and job specific.
10. 2013 will be a complete revaluation year with inspections of all properties based on the 2012 assessment rates.



APPENDIX B

BASIS OF COMPENSATION

Contractor shall be paid for all tax assessment work as follows:

2013	60,000	Not to Exceed
2014	45,000	
2015	50,000	

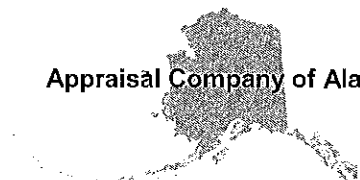
Twenty percent (20%) at beginning of project;

Thirty percent (30%) at fifty percent completion;

Forty percent (40%) at completion of tax roll;

Ten percent (10%) upon satisfactory completion of the Board of Equalization hearings and final certification of the tax roll.

All expenses incurred by Contractor shall be borne by Contractor.



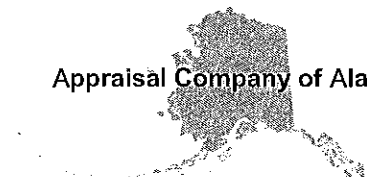
QUALIFICATIONS OF APPRAISER

MICHAEL C. RENFRO

EDUCATION:

- | | |
|------|---|
| 2009 | Quality Assurance in Residential Appraisals, sponsored by Appraisal Institute, Chicago, IL |
| 2009 | Market Conditions Addendum to the Appraisal Report, sponsored by Appraisal Institute, Chicago, IL |
| 2009 | Appraisal Challenges, Declining Markets & Sales Concessions, sponsored by Appraisal Institute, Chicago, IL |
| 2009 | Forecasting Revenue, sponsored by Appraisal Institute, Chicago, IL |
| 2009 | Uniform Standards of Professional Practice, 7 Hour Update, sponsored by Appraisal Institute, Chicago, IL |
| 2007 | National USPAP Update Course |
| 2007 | Condemnation Appraising Basic Principals & Applications |
| 2007 | Apartment Appraisals |
| 2005 | Rates & Ratios by Appraisal Institute, Girdwood, Alaska |
| 2005 | USPAP Update by Appraisal Institute, Girdwood, Alaska |
| 2003 | The Road Less Traveled; Special Purpose Properties by Appraisal Institute, Girdwood, Alaska |
| 2003 | Appraisal of Non-Conforming Uses by Appraisal Institute, Girdwood, Alaska |
| 2003 | Partial Interest Valuation Dividend; Appraisal Institute, Girdwood, Alaska |
| 2003 | Subdivision Analysis; Appraisal Institute, Girdwood, Alaska |
| 2002 | Introduction to Real Estate Econometrics with a Trend Analysis Application; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska |
| 2002 | IAAO Course 102 – Income Approach to Valuation; sponsored by AAAO, Anchorage, Alaska |
| 2001 | Seminar on Partial Interest Valuation – Divided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska |
| 2001 | Seminar on Partial Interest Valuation – Undivided; sponsored by Appraisal Institute of Alaska, Anchorage, Alaska |
| 2000 | Standards of Professional Practice, Part C, sponsored by Appraisal Institute of Alaska, Anchorage, Alaska |

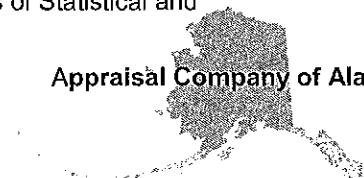
Appraisal Company of Alaska



QUALIFICATIONS (PAGE 2)
MICHAEL C. RENFRO

EDUCATION (Continued):

- | | |
|------|--|
| 1999 | On-Line Residential Design and Functional Utility, sponsored by Appraisal Institute, Chicago, IL |
| 1999 | The Technical Inspection of Real Estate, sponsored by The Beckman Company, Anchorage, Alaska |
| 1999 | Appraisal of Non-conforming Issues, sponsored by the Appraisal Institute, Anchorage, Alaska |
| 1997 | IAAO Course 311: Residential Modeling Concepts, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska |
| 1995 | Standard of Professional Practice, Course 410 & 420, sponsored by the Appraisal Institute, Anchorage, Alaska |
| 1995 | IAAO Course 630: Personal Property Auditing, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska |
| 1994 | Valuing Property Affected by Environmental Contamination sponsored by the International Association of Assessing Officers, Seattle, Washington |
| 1993 | IAAO Course 301: Mass Appraisal of Residential Property, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska |
| 1993 | IAAO Course 1: Fundamentals of Real Property Appraisal, sponsored by the Alaska Association of Assessing Officers, Prudhoe Bay, Alaska |
| 1993 | IAAO Course 4: Assessment Administration, sponsored by the Alaska Association of Assessing Officers, Anchorage, Alaska |
| 1991 | An Introduction to the Appraisal of Conservation Easements and Restricted Lands, sponsored by the Lincoln Land Institute, Phoenix, Arizona |
| 1991 | Valuation of Wetlands, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska |
| 1991 | Valuation Of Contaminated Properties and the Effect On Assessed Values, sponsored by the Alaska Association of Assessing Officers, Fairbanks, Alaska |
| 1991 | Standards of Professional Practice, sponsored by the Appraisal Institute, Anchorage, Alaska |
| 1989 | Seminar, The Appraisal of Possessory Interests for ad valorem tax purposes sponsored by the Alaska Association of Assessing Officers |
| 1989 | ANSCA 1991 Amendments workshop sponsored by the Alaska Association of Assessing Officers |
| 1989 | Seminar, Methods and Techniques Appropriate for the Development of a True Computer Assisted Mass Appraisal System for Commercial Properties and the Usefulness of a Graphic Information System. Methods of Statistical and |



QUALIFICATIONS (PAGE 3)
MICHAEL C. RENFRO

EDUCATION (Continued):

Quantitative Techniques for Tracking Market Trends. Sponsored by the International Association of Assessing Officers, Fort Worth, Texas

1987 Cash Equivalency Seminar sponsored by the American Institute of Real Estate Appraisers

1983 Condominium Seminar, Society of Real Estate Appraisers

1979 Attended Society of Real Estate Appraisers' Narrative Report Writing Seminar

1979 Completed Society of Real Estate Appraisers R-2 (Residential Narrative) Examination

1976 Attended Feasibility Analysis Seminar, sponsored by the Society of Real Estate Appraisers and the American Institute of Real Estate Appraisers, Anchorage

1972-1974 Western State College of Colorado, Degree Bachelor of Arts in Business Administration

1971 Completed Course 1A, "Real Estate Appraisal" Basic Principles, Methods and Techniques, American Institute of Real Estate Appraisers, Chicago, Illinois

1966-1968 Drake University, Des Moines, Iowa

EXPERIENCE:

1976 to
Present Appraiser, Appraisal Company of Alaska

1974-1976 Real Estate Appraiser with Gebhart and Peterson, Inc.

1969-1971 Staff Real Estate Appraiser with Alaska Mutual Savings Bank

PROFESSIONAL AFFILIATIONS:

Residential Real Estate Appraiser; State of Alaska Certificate No. AA-114

Alaska Association of Assessing Officers, Alaska Certified Assessor Appraiser, Level II - Certificate No.129

Alaska Association of Assessing Officers

International Association of Assessing Officers

OTHER:

Past member of the Matanuska Susitna Borough Board of Equalization

Qualified as an expert witness in the State of Alaska Superior Court and the United States Federal Court



QUALIFICATIONS OF

ARNE G. ERICKSON

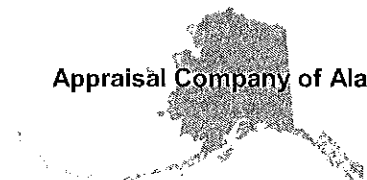
EDUCATION:

- 2008 Course Completion - Fundamentals of Real Property Appraisal.
Sponsored/conducted by AAAO.
- 2002 to
Present Appraisal Company of Alaska; Assessing Department
- 1983 Masters of Urban & Regional Planning; Eastern Washington University
- 1996 to
1997 Appraisal Company of Alaska; On-the-Job Training
- 1975 to
1980 Alaska Municipal League Sponsored Municipal Assessment Courses
- 1974 Bachelor of Arts – Community Planning; Eastern Washington University
- 1972 Bachelor of Arts – Political Science and Economics; University of Alaska

EXPERIENCE:

- 2002 to
Present Municipal Assessor; Appraisal Company of Alaska
- 1997-2002 Community Development Director; Bristol Bay Borough
- 1996-1997 Municipal Assessor; Appraisal Company of Alaska
- 1996-1990 EMS/HHS Coordinator; City of Unalaska, Alaska
- 1990-1983 Director of Planning; City of Unalaska, Alaska
- 1982- 1983 Assistant County Planner; Franklin County, Washington
- 1980-1982 Research Fellowship/Lecturer; Eastern Washington University
- 1975-1980 Administrative Assistant; Bristol Bay Borough
- 1974-1975 County Planner; Franklin County, Washington
- 1974 Community Planner; City of Winthrop, Washington
- 1966-1969 United States Lieutenant – Forward Support Platoon Leader

Appraisal Company of Alaska



QUALIFICATIONS OF APPRAISER

ADAM B. VERRIER

EDUCATION:

2009	Introduction to Valuing Green Buildings - Appraisal Institute, Chicago, IL
2009	Valuation of Green Residential Properties – Appraisal Institute, Chicago, IL
2009	Eminent Domain and Condemnation - Appraisal Institute, Chicago, IL
2009 King	Uniform Standards of Professional Appraisal Practice Update - William & Associates, Federal Way, WA
2007	Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Anchorage, Alaska
2005	Course 400: USPAP Update Course – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
2005	Rates & Ratios: Making Sense of GIMs, OARs, and DCF – Alaska Chapter of the Appraisal Institute; Girdwood, Alaska
2005	Residential Design & Functional Utility – Appraisal Institute; Chicago, Illinois
2005	The Professional's Guide to the Uniform Appraisal Report – Appraisal Institute; Warwick, Rhode Island
2002	IAAO Course 102 – The Income Approach to Valuation; Anchorage, Alaska
2001	The Technical Inspection of Real Estate - The Beckman Company; Anchorage, Alaska
2000	IAAO Course 400 – Assessment Administration; Anchorage, Alaska
2000	Introduction ACCESS 2000; Anchorage, Alaska
2000	IAAO Workshop 151 - Standards of Practice and Professional Ethics; Durham, New Hampshire
1993	B.A. Psychology, University of Wyoming, Laramie, Wyoming

Appraisal Company of Alaska



CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

**ITEM NO. 13e Consideration and Appropriate Action relating to
the Professional Engineering Services Contract for the Marine Service
Center, Concrete Paving, Phase 2 Design**

INFORMATION:

1. Memorandum from Amber Al-Haddad, Projects Manager dated July 16, 2012.
2. Proposal for engineering services from PND Engineers dated July 9, 2012.

RECOMMENDED ACTION:

Move to authorize the Borough Manager to issue a contract to PND Engineers for professional engineering services in a fixed fee amount of \$223,941, with funds to be paid from the State of Alaska, DCCED, construction funds for the Marine Service Center, Concrete Paving Phase 2 project.

MEMORANDUM

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

**FROM: AMBER AL-HADDAD
PROJECTS MANAGER**

**SUBJECT: PROFESSIONAL ENGINEERING SERVICES CONTRACT
MARINE SERVICE CENTER, CONCRETE PAVING, PHASE 2 DESIGN**

DATE: July 16, 2012

BACKGROUND:

The City and Borough of Wrangell applied for and was granted \$6.1 million from the State of Alaska Capital Grants funds (DCCED division) for the second phase of constructing concrete pavement at the Marine Service Center.

The concrete surface improvements project for the Marine Service Center, Concrete Paving, Phase 2 includes demolition of existing concrete surfacing, subgrade excavation and structural backfill, geotextile reinforcement, grading and drainage improvements, electrical upgrades, and concrete paving to support boat-handling and seafood-related activities and additional undertakings requiring the use of heavily-weighted equipment. The scope of work shall incorporate engineering design and construction necessary to accomplish the work. Design is scheduled to be complete by January 2013 in preparation for competitive construction bidding.

As PND Engineers were the engineers of record on the Marine Service Center, Concrete Paving, Phase 1 project, it is the intent of the City and Borough of Wrangell to accept PND Engineers' proposal for the design and the preparation of the construction bidding documents for the second phase of the facility's concrete surfacing. PND Engineer's engineering design services fee proposal was received in a fixed fee amount of \$223,941.

This design service is scheduled to be paid from the State of Alaska, DCCED, funds available for this project.

RECOMMENDATION:

Staff recommends the Assembly authorize the Borough Manager to issue a contract to PND Engineers for professional engineering services in a fixed fee amount of \$223,941, with funds to be paid from the State of Alaska, DCCED, construction funds for the Marine Service Center, Concrete Paving Phase 2 project.

ATTACHMENTS:

1. PND Engineer's engineering services proposal dated July 9, 2012, which reflects their design fee for \$223,941.



July 9, 2012

PND 112071.03

Amber Al-Haddad
Project Manager
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Re: Wrangell Marine Service Center (WMSC) - Concrete Paving Phase 2
Engineering Services Proposal - Design & Bid Phase Services

Dear Ms. Al-Haddad:

PND Engineers, Inc. (PND) is pleased to provide this proposal for final design and bid phase engineering services on the WMSC Concrete Paving Phase 2 project. We have included Haight & Associates on our team for electrical engineering services.

Scope of Improvements

The limits of anticipated improvements for this project are illustrated within the highlighted areas of the attached sketch. PND anticipates the following improvements will be included in the project.

- Demolition of existing concrete surfacing
- Subgrade excavation and structural backfill
- Geotextile reinforcement
- Cantilever rolling gate
- Heavy concrete paving to support the Travelift and AML operating equipment
- Grading and drainage improvements, including Additive Alternative E from Ph III
- Electrical power pedestals including Additive Alternative C from Ph III

Project Budget

PND has prepared the attached preliminary project budget for all work within the delineated work limits, prior to proceeding with the design. The total recommended project budget including construction, contingency, design and other indirect costs is currently \$6.0 million. We understand the CBW has approximately \$6.1 million available from DCCED to apply to the project. PND will update and resubmit the cost estimate as the design develops further. We will also break the Work into a base bid and additive alternatives if found necessary.

Engineering Services Proposal

PND proposes to complete topographic surveying, final design, bid ready contract documents and bid phase services for the described improvements on a fixed price basis. The design fee represents approximately 4% of the estimated construction cost including construction contingency. We are able to offer this price due to our involvement on Phase 1 and our familiarity with the site. A detailed breakdown of the proposed fee is enclosed and the fees are summarized in the following table.

Fee Proposal Summary

Task	Fixed Price
1. General conditions, surveying & basemap	\$ 20,580
2. 35% preliminary design submittal	\$ 54,630
3. 65% design development submittal	\$ 44,820
4. 95% construction document submittal	\$ 45,180
5. Bid ready stamped contract documents	\$ 20,010
6. Bid phase assistance	\$ 10,450
7. Third party expenses	\$ 28,271
Total Contract Amount - Fixed Fee	\$ 223,941

Proposed Design Schedule

PND proposes to complete the engineering work under the following schedule:

Task	Weeks following NTP
1. Topographic surveying & basemap preparation	6
2. 35% design review submittal	10
3. 65% design review submittal	16
4. 95% design review submittal	20
5. Bid ready documents	24
6. Bid advertising & opening	30

The proposed schedule anticipates receiving the CBW's written review comments within one week of delivery of each design review submittal. Should additional time be found necessary for the review periods, PND will adjust the schedule accordingly.

PND appreciates the opportunity to provide design and bid phase engineering services to the City and Borough of Wrangell on this important project. Construction phase engineering services are not included in this proposal however they may be negotiated at a future date following successful completion of the design phase. We respectfully submit this proposal for your review and comment. Let us know if we have perceived your needs appropriately or if you prefer some changes to better suit the project needs. Should you find this proposal acceptable, please forward a Professional Services Agreement for my signature. We look forward to working with you on this project.

Sincerely,

PND Engineers, Inc. | Juneau Office



Dick Somerville, P.E.
Vice President

Enclosures



**WRANGELL MARINE SERVICE CENTER
CONCRETE PAVING - PHASE 2
PROJECT BUDGET**

Prepared By: PND Engineers, Inc. on July 9, 2012

Item	Item Description	Units	Quantity	Unit Cost	Amount
AREA 1:					
1505.1	Mobilization	LS	All Req'd	8.5%	\$392,070
2060.1	Demolition & Disposal	LS	All Req'd	\$75,000	\$75,000
2202.1	Foundation Sub-excavation	CY	1,350	\$15	\$20,250
2202.2	Foundation Backfill	CY	1,350	\$20	\$27,000
2202.3	Class A Shot Rock Borrow	CY	1,350	\$20	\$27,000
2204.1	Base Course, Grading C-1	LS	All Req'd	\$25,000	\$25,000
2502.1	Raise Storm Drain Inlet	EA	1	\$2,500	\$2,500
2702.1	Construction Surveying	LS	All Req'd	\$20,000	\$20,000
2707.2	16' Cantilever Rolling Gate	EA	2	\$10,000	\$20,000
2714.1	Geotextile Reinforcement	SY	2,700	\$4	\$10,800
3305.1	Reinforced Concrete Pavement	SY	2,700	\$250	\$675,000
Storm Drain Outlet Structure: Phase 3, Add. Alt. E					
2203.1-E	Trench Excavation, Backfill & Bedding	LF	12	\$25	\$300
2204.1-E	Base Course Grading C-1	LS	All Req'd	\$1,000	\$1,000
2205.1-E	Riprap	LS	All Req'd	\$1,500	\$1,500
2501.1-E	12-Inch Pipe Culvert	LF	12	\$45	\$540
2502.6-E	Oil Water Separator, Type I	EA	1	\$18,000	\$18,000
2702.1-E	Construction Surveying	LS	All Req'd	\$1,000	\$1,000
3303.3-E	Curb and Gutter, All Types	LF	180	\$35	\$6,300
Power Pedestals at the Blast Freezer: Phase 3, Add. Alt. C					
16000.1-C	Electrical - Power Pedestals at the Blast Freezer	LS	All Req'd	\$100,000	\$100,000
AREAS 2, 3, AND 4:					
2060.1	Demolition & Disposal	LS	All Req'd	\$75,000	\$75,000
2202.2	Foundation Backfill	CY	1,000	\$20	\$20,000
2202.3	Class A Shot Rock Borrow	CY	6,300	\$20	\$126,000
2202.4	Test Pits	EA	20	\$1,000	\$20,000
2204.1	Salvage, Stockpile & Place Base Course, Grading C-1	LS	All Req'd	\$100,000	\$100,000
2702.1	Construction Surveying	LS	All Req'd	\$40,000	\$40,000
2714.1	Geotextile Reinforcement	SY	12,600	\$4	\$50,400
3305.1	Reinforced Concrete Pavement	SY	12,600	\$250	\$3,150,000
ESTIMATED CONSTRUCTION BUDGET					\$5,004,660
CONSTRUCTION CONTINGENCY (10%)					\$500,466
TOPOGRAPHIC SURVEY, FINAL DESIGN & CONTRACT DOCUMENTS					\$223,941
CONTRACT ADMIN & CONSTRUCTION INSPECTION (5%)					\$275,256
TOTAL RECOMMENDED PROJECT BUDGET (BASE BID)					\$6,004,323

P | N | D

WMSC - Concrete Paving Phase 2
PND Engineers, Inc. - Engineering Services Fee Proposal
Proposal Date: July 9, 2012
Final Design & Bid Phase Services - Fixed Price (FP) Breakdown

Scope of Services

Scope of Services	PND Senior Engr VII	PND Senior Engr VI	PND Senior Engr I	PND Staff Engr V	PND Staff Engr IV	PND Staff Engr III	PND CAD V	PND Tech IV	Line Item Costs	Task Subtotal Costs
	\$175.00	\$165.00	\$110.00	\$100.00	\$95.00	\$90.00	\$95.00	\$90.00		
General Conditions, Surveying & Basemap										
1. Project management, client coord, correspondence, consultant subcontracts	24			16				4	\$6,160	\$20,580
2. Field topographic survey & utility locates - Post Ph 1 construction	2		40	40				4	\$9,110	
3. Basemap preparation with utility asbuilts from CBW	2		24	8			16		\$5,310	
Total Estimated Manhours These Tasks	28		64	64			16	8		
35% Preliminary Design										
1. Site layout, Hx & Vt control	4		12	32	8		12		\$7,120	\$54,630
2. Site grading plan & construction sequencing plan	4		12	40	16		12		\$8,680	
3. Typical sections & details	4	12	12	32			16		\$8,720	
4. Storm drains & manholes	4			24	8		8		\$4,620	
5. Concrete paving & reinforcing design	8	12		24	8		8		\$7,300	
6. Material quantity computations	4			12	8		8		\$3,420	
7. 35% cost estimate	4			8	4				\$1,880	
8. Technical specifications outline	4	8		12	8			4	\$4,340	
9. 35% design submittal narrative	2			8				4	\$1,510	
10. Site visit & 35% design work session	16			16					\$4,400	
11. Respond to CBW 35% review comments	4			12			4	4	\$2,640	
Total Estimated Manhours These Tasks	58	32	36	220	60		68	12		
65% Design Development										
1. Site layout, Hx & Vt control	4		8	24	8		12		\$5,880	\$44,820
2. Site grading plan & construction sequencing plan	4		8	32	12		8		\$6,680	
3. Typical sections & details	4	8	8	32			16		\$7,620	
4. Storm drains & manholes	4			16	8		8		\$3,820	
5. Concrete paving & reinforcing design	4	8		24	8		8		\$5,940	
6. Material quantity computations	2			8	4		2		\$1,720	
7. 65% cost estimate	2			6	4				\$1,330	
8. Preliminary technical specifications	4	8		12	8			8	\$4,700	
9. 65% design submittal narrative	2			6				2	\$1,130	
10. Site visit & 65% design work session			16	16					\$3,360	
11. Respond to CBW 65% review comments	4			12			4	4	\$2,640	
Total Estimated Manhours These Tasks	34	24	40	188	52		58	14		
95% Construction Document Submittal										
1. Site layout, Hx & Vt control	2		8	24	8		12		\$5,530	\$45,180
2. Site grading plan & construction sequencing plan	2		8	32	8		8		\$5,950	
3. Typical sections & details	4	8	8	32			16		\$7,620	
4. Storm drains & manholes	2			12	8		8		\$3,070	
5. Concrete paving & reinforcing design	4	8		24	4		4		\$5,180	
6. Material quantity computations	2			8	4		2		\$1,720	
7. 95% cost estimate	2			4	4				\$1,130	
8. Final technical specifications & Bid documents	12	12		16	8			8	\$7,160	
9. 95% design submittal narrative	2			6				2	\$1,130	
10. Site visit & 95% design work session	16			16					\$4,400	
11. Respond to CBW 95% review comments	2			12			4	4	\$2,290	
Total Estimated Manhours These Tasks	50	28	24	186	44		54	14		
Bid Ready Stamped Contract Documents										
1. Finalize all design drawings	4	4	4	16			24		\$5,680	\$20,010
2. Finalize all specifications, bid & contract documents	4	8	4	16				8	\$4,780	
3. Finalize material quantity computations & prepare bid schedules	4	4	4	16				4	\$3,760	
4. Prepare final engineer's estimate	2			4					\$750	
5. PND internal QC/QA on all documents prior to advertising	8	8		12			8	4	\$5,040	
Total Estimated Manhours These Tasks	22	24	12	64			32	16		
Bid Phase Assistance										
1. Answer bidder questions during bid period	4	4		8					\$2,160	\$10,450
2. Conduct pre-bid conference in Wrg	16			16					\$4,400	
3. Prepare addenda documents	8			8			8	2	\$3,140	
4. Review bids and prepare award recommendation letters	2			4					\$750	
Total Estimated Manhours These Tasks	30	4		36			8	2		
Estimated Third Party Expenses										
Travel expenses	10 RT airfares Jun/WRG, 3 days vehicle rental, lodging & perdiem								\$6,200	\$28,271
Haight & Assocs.	Electrical Engineering - Power, lighting & controls								\$16,751	
Reproduction Costs - design submittals & bid sets	35%, 65%, 95% & bid ready plan set packages & shipping								\$2,750	
Administrative fees	10% of third party expenses								\$2,570	
Total Fixed Fee										\$223,941

526 Main Street
Juneau, Alaska
99801

Telephone
(907) 586-9788
Fax
(907) 586-5774

FEE ESTIMATE

PROJECT NAME: Wrangell Marine Service Center Phase IV

CLIENT: PND Engineers, Inc.

PROJECT NO.: 137-P

DATE: June 20, 2012

[illegible]

CONSTRUCTION OBSERVATIONS:

500 Project administration	2					1	405	
530 Utility coordination	1						160	
535 Substantial inspection	16						2,560	700
585 Final inspection	16						2,560	700
SUBTOTAL (time)	0	35	0	0	0	0	\$5,685	
SUBTOTAL (CBJ Sales Tax - 5%)							\$0	
SUBTOTAL (Reimbursable Expenses)							\$1,556	
TOTAL - CONSTRUCTION OBSERVATIONS							\$7,241	

[illegible]

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY

AGENDA ITEM

July 24, 2012

ITEM NO. 13f **Consideration and Appropriate Action relating to the Professional Engineering Services Contract for the Travel Lift Pier Improvements Design**

INFORMATION:

1. Memorandum from Amber Al-Haddad, Projects Manager dated July 16, 2012.
2. Proposal for engineering services from PND Engineer's, dated July 6, 2012.

RECOMMENDED ACTION:

Move to authorize the Borough Manager to issue a contract to PND Engineers for professional engineering services in a fixed fee amount of \$94,300, to be paid from the State of Alaska, DCCED, construction funds for the Travel Lift and Pier Improvements project.

MEMORANDUM

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

**FROM: AMBER AL-HADDAD
PROJECTS MANAGER**

**SUBJECT: PROFESSIONAL ENGINEERING SERVICES CONTRACT
TRAVEL LIFT PIER IMPROVEMENTS DESIGN**

DATE: July 16, 2012

BACKGROUND:

The City and Borough of Wrangell applied for and was granted \$2.75 million from the State of Alaska Capital Grants funds (DCCED division) for the purchase of a 250-ton travel lift hoist and for the structural improvements to the marine travel lift's pier, located in the Marine Service Center facility.

The structural improvements to the marine travel lift pier are necessary to allow use of a new hoist with a higher load capacity. In order for the pier to handle future 250-ton vessel loads, the deck panels will require support below the existing deck with additional steel beams spanning between pile caps. The design concept will be further refined during the design phase. The scope of work shall incorporate engineering design and construction necessary to accomplish the work. Design is scheduled to be complete by January 2013 in preparation for competitive construction bidding.

Since PND Engineers were the engineers of record on the original Marine Travel Lift Pier project, it is the intent of the City and Borough of Wrangell to accept PND Engineers' proposal for the design and the preparation of the construction bidding documents for the structural upgrades to this facility. PND Engineer's engineering design services fee proposal was received in a fixed fee amount of \$94,300. This design service is scheduled to be paid from the State of Alaska, DCCED, funds available for this project.

RECOMMENDATION:

Staff recommends the Assembly authorize the Borough Manager to issue a contract to PND Engineers for professional engineering services in a fixed fee amount of \$94,300, to be paid from the State of Alaska, DCCED, construction funds for the Travel Lift and Pier Improvements project.

ATTACHMENTS:

1. PND Engineer's engineering services proposal dated July 6, 2012, which reflects their design fee for \$94,300.



July 6, 2012

PND 12J052

Amber Al-Haddad
Project Manager
City and Borough of Wrangell
P.O. Box 531
Wrangell, Alaska 99929

Re: Wrangell Marine Service Center (WMSC)
Boat Haulout Pier Structural Upgrades
Engineering Services Proposal – Design & Bid Phase Services

Dear Ms. Al-Haddad:

PND Engineers, Inc. (PND) is pleased to provide this proposal for final design and bid phase engineering services on the WMSC Boat Haulout Pier Structural Upgrades project. The existing boat haulout piers were originally designed to support a 200 Ton Travelift. The piers are designed with precast concrete deck panels spanning between steel pile caps supported by steel bearing piles. The deck panels control the allowable load on the pier. In order for the piers to handle 250 Ton Travelift loads, the deck panels will need to be supported below deck with additional steel beams spanning between pile caps. New beams will be field installed with welded and bolted connections. Following installation of the new beams, designed gaps between the new beams and existing deck panels will be grouted with high strength non shrink grout to provide solid bearings and a load path to the pile caps and piles. We will refine this design concept further following a facility inspection and work session with the CBW during the design phase.

Project Budget

The attached rough order magnitude budget was prepared with the above described solution in mind. The total recommended project budget including construction, contingency, design, contract administration, inspection and other indirect costs is \$1.17 million. We understand the CBW has these funds in hand and that no other improvements to the facility are being contemplated under this specific phase of the project.

Engineering Services Fee Proposal

PND proposes to complete the final design and bid phase services for the described improvements on a fixed price basis. A breakdown of the fees as follows.

Task	Fixed Price
1. Site visit, field reconnaissance and technical memorandum	\$ 15,790
2. 65% design development review submittal	\$ 29,855
3. 95% construction document review submittal	\$ 22,785
4. Bid ready stamped contract documents	\$ 14,140
5. Bid phase assistance	\$ 6,780
6. Third party expenses	\$ 4,950
Total Contract Amount - Fixed Fee	\$ 94,300

Proposed Schedule

PND proposes to complete the engineering work under the following schedule:

Task	Weeks following NTP
1. Site visit, field reconnaissance and technical memorandum	6
2. 65% design development review submittal	14
3. 95% construction document review submittal	20
4. Bid ready stamped contract documents	24
5. Bid phase assistance	30

The proposed schedule anticipates receiving the CBW's written review comments within one week of delivery of each design review submittal. Should additional time be found necessary for the review periods, PND will adjust the schedule accordingly.

PND appreciates the opportunity to provide design phase engineering services to the City and Borough of Wrangell on this important waterfront project. Construction phase engineering services are not included in this proposal however they may be negotiated at a future date following successful completion of the design phase. We respectfully submit this proposal for your review and comment. Let us know if we have perceived your needs appropriately or if you prefer some changes to better suit the project needs. Should you find this proposal acceptable, please forward a Professional Services Agreement for my signature. We look forward to working with you on this project.

Sincerely,

PND Engineers, Inc. | Juneau Office



Dick Somerville, P.E.
Vice President

Enclosures

Scope of Services

[illegible]

**WRANGELL MARINE SERVICE CENTER
BOAT HAULOUT PIER STRUCTURAL UPGRADES
250 TON HAULOUT CAPACITY
PRELIMINARY BUDGET**

Prepared By: PND Engineers, Inc. on January 19, 2012

Item	Item Description	Units	Quantity	Unit Cost	Amount
1505.1	Mobilization	LS	All Reqd	10%	\$73,700
3601.1	Beam Bearing Grout	LS	All Reqd	\$125,000	\$125,000
5120.1	Structural Support Beams	LF	800	\$325	\$260,000
5120.2	Beam Field Connections	EA	44	\$8,000	\$352,000
ESTIMATED CONSTRUCTION BID PRICE					\$810,700
CONTINGENCY (20%)					\$162,140
DESIGN & CONTRACT DOCUMENTS (10%)					\$97,284
CONTRACT ADMIN, CITY ADMIN, CONSTRUCTION INPECTION (10%)					\$97,284
TOTAL RECOMMENDED PROJECT BUDGET					\$1,167,408

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH ASSEMBLY AGENDA ITEM July 24, 2012

ITEM NO. 14 ATTORNEY'S FILE:

No invoice submitted.