



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

Tuesday, March 28, 2017

7:00 p.m.

Location: Assembly Chambers, City Hall

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member David Powell
- b. INVOCATION to be given by Don McConachie
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*
 - i. Possible presentation

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICT OF INTEREST

5. CONSENT AGENDA

- a. Items (*) 6a and 7a through 7d

6. APPROVAL OF MINUTES

- a. Minutes of the PH and Regular Assembly Meetings held March 14, 2017; Minutes of the Special Assembly Meetings held March 17th and 20th, 2017

7. COMMUNICATIONS

- *a. School Board Action from the Special School Board Meeting held 3-6-17 and the Regular Meeting held 3-13-17
- *b. School Board minutes from the meetings held Jan. 16th, Feb. 6th and March 6th, 2017
- *c. Wrangell Medical Center Board Minutes from the 2-15-17 Regular meeting
- *d. Request from SE Senior Services for the FY 2017-18 Budget (given to Finance Director Burgess)

8. BOROUGH MANAGER'S REPORT

9. BOROUGH CLERK'S FILE

10. MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

- a. Reports by Assembly Members
- b. City Boards and Committees Appointments

11. PERSONS TO BE HEARD

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **PROPOSED ORDINANCE No. 931: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING TITLE 6, BUSINESS**

TAXES, LICENSES, AND REGULATIONS OF THE WRANGELL MUNICIPAL CODE TO
ADD A NEW CHAPTER 6.05 TO BE ENTITLED MARIJUANA

- b. **PROPOSED ORDINANCE No. 932:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 6.04.030, ASSEMBLY RECOMMENDATION FOR LICENSE IN CHAPTER 6.04, ALCOHOLIC BEVERAGES
- c. **PROPOSED ORDINANCE No. 933:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 5.09, EXCISE TAX ON MARIJUANA, TO TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE
- d. **PROPOSED ORDINANCE No. 934:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE
- e. Approval of a Special Assembly meeting for Wednesday, April 5, 2017 at noon to conduct face-to-face interviews with the final Borough Manager Candidates in Executive Session
- f. Approval of Change Order No. 1 for the City Dock Lighting Project
- g. Approval to waive the procurement requirements for Water Plant modifications
- h. Discussion and Possible Action to move forward with the Alternative Phase 1 plan of the Wrangell Institute Master Plan
- i. Approval of a Professional Design Contract to Jensen Yorba Lott Inc. for the Public Safety Building Roofing and Siding replacement project

14. ATTORNEY'S FILE – Summary report was given to the Assembly

15. EXECUTIVE SESSION - None

16. ADJOURNMENT

Agenda Items 1 - 6

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY

AGENDA ITEM

March 28, 2017

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 Borough Assembly 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 Assembly Member David Powell
- b. Invocation to be given by Don McConachie
- c. CEREMONIAL MATTERS – *Community Presentations, Proclamations, Certificates of Service, Guest Introductions*

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)*

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 under Unfinished Business.*

RECOMMENDED ACTION:

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

****6a & 7a through 7d***

ITEM NO. 6 APPROVAL OF MINUTES:

INFORMATION:

- 6a Minutes of the PH and Regular Assembly Meetings held March 14, 2017;
Minutes of the Special Assembly Meetings held March 17th and 20th, 2017

**Minutes of Public Hearing
Held March 14, 2017**

Mayor David L. Jack called the Budget Public Hearing to order at 6:30 p.m., March 14, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Powell, and Mitchell were present. Assembly Members Decker and Rooney were absent. Assembly Member Prysunka participated by phone. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

Public Hearing Items:

- a. **PROPOSED ORDINANCE No. 930:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE RELATING TO PENALTIES AND INTEREST ON LATE PAYMENTS OF SALES TAX AND PROPERTY TAX
(second reading)

WRITTEN TESTIMONY – None

ORAL TESTIMONY – None

Public Hearing recessed at 6:31 p.m.

Public Hearing reconvened at 6:55 p.m.

Public Hearing Meeting adjourned at 6:56 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Regular Assembly Meeting Held on March 14, 2017

Mayor David L. Jack called the Regular Assembly meeting to order at 7:00 p.m., March 14, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Powell, and Mitchell were present. Assembly Member Rooney was absent. Assembly Members Prysunka and Decker participated by phone. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

The Pledge of Allegiance was led by Assembly Member Mark Mitchell.

The Invocation was given by Kay Larson with the Baha'i Faith.

AMENDMENTS TO THE AGENDA

Manager Jabusch requested that an item be added to the Agenda to approve holding a Special Meeting on Friday, March 17th at noon regarding the SEARHC Agreement. Mayor Jack stated that the item can be added to the Agenda after Agenda Item 13d. There were no objections from the Assembly.

CONFLICT OF INTEREST – None

CONSENT AGENDA

M/S: Mitchell/Powell, to approve Consent Agenda Items marked with an () asterisk; Items 6a, 7a, 7b, 7c and 7d. Motion approved unanimously by polled vote.*

APPROVAL OF MINUTES

The minutes of the Regular Assembly meeting held February 28, 2017 were approved as presented.

COMMUNICATIONS

- *a. Minutes of the Parks & Recreation Board meetings held December 7, 2016 and January 4, 2017
- *b. Travel Report from 8/2016 to 2/2017
- *c. Acknowledge receipt of the City and Borough of Wrangell's Year 06-30-2016 End Basic Financial Statements, Required Supplementary Information, Supplementary Information and Single Audit Reports
- *d. Letter sent to Senator MacKinnon regarding the AMHS

BOROUGH MANAGER'S REPORT

In addition to the Borough Manager's report, Jabusch stated that in the next week or so, he wanted to have a Special Meeting so that he could go over the key points of his report, specifically the water issue.

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR/ASSEMBLY REPORTS AND APPOINTMENTS

10a Reports by Assembly Members

There were no reports from the Assembly Members.

10b City Boards and Committees Appointments

As there were no letters of interest received for the remaining vacant seat on the Economic Development Committee, the Mayor directed the Clerk to continue advertising.

PERSONS TO BE HEARD – None

UNFINISHED BUSINESS

12a PROPOSED ORDINANCE No. 930: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE RELATING TO PENALTIES AND INTEREST ON LATE PAYMENTS OF SALES TAX AND PROPERTY TAX (second reading)

M/S: Mitchell/Gilbert, to adopt Ordinance No. 930. Motion approved unanimously by polled vote.

NEW BUSINESS

13a Approval of a Vacation Utility Easement in proposed Lot 7 BB of the proposed Larsson-Buhler Replat, the Replat of Lots 7B and 8B of Mitchell-Buhler Replat, creating Lots 7BB and 8BB, zoned Waterfront Development, requested by Diane Larsson, owned by DB AK Enterprises LLC.

M/S: Gilbert/Powell, to approve the Vacation Easement, as part of the Larsson-Buhler Replat process and as recommended by the Planning & Zoning Commission. Motion approved unanimously by polled vote.

13b Approval to reschedule the Regular Assembly meeting of May 23, 2017 to May 30, 2017

M/S: Gilbert/Powell, to approve rescheduling the regularly scheduled Borough Assembly Meeting of May 23, 2017 to May 30, 2017. Motion approved unanimously by polled vote.

13c Approval of the Parks Policies and Procedures, along with the Appendices

M/S: Powell/Gilbert, to approve the Parks & Recreation Policies and Procedures, along with the Appendices, as approved by the Parks & Recreation Board.

Gilbert said that she could tell that a lot of thought went into these procedures.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE – None

EXECUTIVE SESSION - None

Regular Assembly Meeting adjourned at 7:23 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held March 17, 2017**

Mayor David Jack called the Special Assembly meeting to order at 12:00 p.m., March 17, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Mitchell and Powell were present. Assembly Members Prysunka and Rooney were absent. Assembly Member Decker arrived at 12:03 p.m. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None

PERSONS TO BE HEARD – None

ITEM OF BUSINESS

5a Executive Session – Discuss with the Borough Attorney, the proposed draft agreement, submitted by SEARHC

Powell/Gilbert, moved that pursuant to AS 44.62.310 (c), (1), that we recess into executive session with the Borough Manager and the Borough Attorney to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough, specifically the City's the options regarding the disposal of Borough Property and the draft Agreement submitted by SEARHC. Motion approved unanimously by polled vote.

Special meeting recessed in to Executive Session at 12:02 p.m.

Decker arrived at 12:03 p.m. and joined the Borough Assembly in the Executive Session

Special meeting reconvened into Special Session at 1:04 p.m.

5b Approval of the proposed agreement, with amendments, submitted by SEARHC

Decker/Mitchell, to approve the agreement, submitted by SEARHC, with the proposed amendments, as requested by the Borough Attorney. Motion approved unanimously by polled vote.

Special meeting adjourned at 1:05 p.m.

David L. Jack, Mayor

ATTEST:_____

Kim Lane, Borough Clerk

**Minutes of Special Assembly Meeting
Held March 20, 2017**

Mayor David Jack called the Special Assembly meeting to order at 12:00 p.m., March 20, 2017, in the Borough Assembly Chambers. Assembly Members Gilbert, Mitchell, Prysunka and Powell were present. Assembly Members Decker and Rooney were absent. Borough Manager Jeff Jabusch and Borough Clerk Kim Lane were also in attendance.

CONFLICT OF INTEREST – None

PERSONS TO BE HEARD – None

ITEM OF BUSINESS

5a Executive Session – For the purpose of conducting interviews for the candidates for the Borough Manager’s position

Prysunka/Powell, I move, pursuant to 44.62.320 (c) (2), that we recess into executive session and invite the Borough Manager and the Borough Clerk into the session, to discuss matters that may tend to prejudice the reputation and character of any person, specifically: conducting interviews for the remaining applicants for the Borough Manager’s position. Motion approved unanimously by polled vote.

Special meeting recessed in to Executive Session at 12:01 p.m.

Special meeting reconvened into Special Session at 1:38 p.m.

Prysunka/Gilbert, to approve bringing the two remaining candidates to Wrangell for face-to-face interviews. There was unanimous consent from the Assembly.

Special meeting adjourned at 1:39 p.m.

David L. Jack, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Agenda Item 7

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

COMMUNICATIONS:

INFORMATION: The Assembly may receive items for Communications, reasons only which do not require separate 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 by an Assembly Member or the Mayor and placed on the regular agenda under Unfinished Business.

- *a. School Board Action from the Special School Board Meeting held 3-6-17 and the Regular Meeting held 3-13-17
- *b. School Board minutes from the meetings held Jan. 16th, Feb. 6th and March 6th, 2017
- *c. Wrangell Medical Center Board Minutes from the 2-15-17 Regular meeting
- *d. Request from SE Senior Services for the FY 2017-18 Budget (given to Finance Director Burgess)

BOARD ACTION**WRANGELL PUBLIC SCHOOL BOARD
SPECIAL MEETING
MARCH 6, 2017**

FOR DETAILS, CONTACT:
PATRICK MAYER.
SUPERINTENDENT
DIRECT PHONE: 907-874-2347

- Offered Aimee Romeijn, Counselor a contract and a contract addendum for the 2017-2018 school year
- Offered Butch Schmidt a contract to provide support to teachers
- Approved the hire of Kristina Bunes, Paraprofessional
- Reviewed the resignation of William Bradley, Kerry Nordstrom and Therese Pempek
- Offered teaching contracts for the 2017-2018 school year to all teachers who hold tenure status at Wrangell Public School District
- Adjourned

BOARD ACTION

WRANGELL PUBLIC SCHOOL BOARD REGULAR MEETING MARCH 13, 2017

FOR DETAILS, CONTACT:

PATRICK MAYER.

SUPERINTENDENT

DIRECT PHONE: 907-874-2347

- Approved the Agenda as presented
- Accepted the Minutes of:
 - January 16, 2017 Regular School Board Meeting
 - February 6, ,2017 Special School Board Meeting
 - March 6, 2017Special School Board Meeting
- Reviewed the Resignation of:
 - Jennifer Ludwigsen, Paraprofessional
 - Dave Silva, Speech Therapist
- Adopted the Classified Salary Schedule as presented, effective July 1, 2017
- Accepted the FY'2017 Budget as revised
- Accepted Draft II of the FY'2018 Budget as presented
- Accepted the First Reading of Board Policy:
 - #3540, Transportation
 - #4119.26, Employee Technology Usage
 - #5141.41 Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention
 - #6141.2, Religious Beliefs and Customs
- Accepted the Second Reading of Board Policy:
 - #5141.2, Suicide Prevention
 - #5141.3, Health Examinations
 - #6020, Parent Involvement
- Accepted the Resignation of School Board Member Rinda Howell
- Recessed into Executive Session
- Reconvened into Regular Session with no further action taken
- Adjourned

PROCEEDINGS

MINUTES WRANGELL SCHOOL BOARD REGULAR MEETING January 16, 2017 6:30 PM Evergreen Elementary School Room 101

School Board President Georgianna Buhler called the regular meeting of the Wrangell Public School Board to order at 6:32 P.M. on Monday, January 16, 2017.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Susan Eagle, Tammy Groshong, Rinda Howell and Aleisha Mollen. Also present was Superintendent Patrick Mayer and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

The Pledge of Allegiance was recited, led by Tammy Groshong.

PLEDGE OF ALLEGIANCE

Student Body President Reyn Hutten read the Student Council report that she had previously submitted for the board packet.

STUDENT REPRESENTATIVE REPORT

There were no guests to be heard.

GUESTS TO BE HEARD

The agenda was approved as presented by unanimous consent.

APPROVAL OF AGENDA

The items on the consent agenda were approved by unanimous consent of the Board.

ACCEPTED THE ITEMS ON THE CONSENT AGENDA

- Approved the minutes of the December 14, 2016 Regular School Board Meeting
- Accepted the donation of \$1,000.00 from Alaskan Dream Cruises to be used for student activities
- Accepted the donation of \$5,901.50 from Wrangell Academy for the Performing Arts to be used for DDF and Music as outlined in the donation letter
- Approved the application and accepted the award of the FY'2017 Alaska Migrant Education Data Quality grant to purchase two new laptops for our Migrant Education Program in the amount of \$1,348.00
- Offered Mrs. Stephanie Cartwright a pro-rated extracurricular contract for the position of Middle School Yearbook advisor pending the receipt of a satisfactory drug test
- Offered Mr. Lorne Cook a pro-rated extracurricular contract for the position of Middle School Assistant Wrestling Coach pending the receipt of a satisfactory criminal background check and a drug test
- Offered Mr. William Schwan a pro-rated extracurricular contract for the position of Junior Class Advisor pending the receipt of a satisfactory drug test
- Approved the hire of Wilma Leslie as paraprofessional, with appropriate placement on the salary schedule.

Reviewed correspondence as presented

CORRESPONDENCE

Information & Reports were accepted by unanimous consent.

ACCEPTED INFORMATION & REPORTS

Motion to accept the FY'2016 audit as presented by Aleisha Mollen, seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FY'2016 AUDIT AS PRESENTED

Motion to accept the FY'18 Budget Draft I as presented by Aleisha Mollen, seconded by Susan Eagle. Poll vote: Susan Eagle: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Aleisha Mollen: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

ACCEPTED THE FY'18 BUDGET DRAFT I AS PRESENTED

The School Board reviewed Board Policy #3100, Budget and the accompanying Exhibit. Mrs. Buhler told the board that she feels that the policy and administrative regulation need to be re-written but she is not ready to do that at this time. She feels that the Board should review the policy this evening and have a separate work session to rewrite the policy prior to the next budget meeting.

REVIEWED BOARD POLICY #3100, BUDGET

Motion to accept the first reading of Board Policy #5141.3, Health Examinations, #5141.52, Suicide Prevention and #6020, Parent Involvement based on the AASB recommended models by Susan Eagle, seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes; Georgianna Buhler: Yes. Motion approved unanimously.

The School Board reviewed Board Policy #7320, Meetings of the Board and the Exhibit being proposed for deletion from the policy manual.

Reviewed the upcoming dates and meeting announcements.

Board Member Mollen told the other board member that she is looking forward to the Legislative Fly-In.

Mrs. Howell thanked everyone for their hard work.

President Buhler said she was very discouraged after the December meeting. She doesn't like meetings where everyone is tense. She took her response to Anne Luetkemeyer very seriously and apologized to Ann. Mrs. Buhler said that she's read every single letter written to the board since 2014 and she does think the concerns have some merit. She acknowledges many of the problems we have had with communication could have been addressed by better policy and better process. She has read every policy, paying particular attention to the section on personnel. Mrs. Buhler has talked to Norm Wooten, Timmi Tullis and Lon Garrison at AASB. Mrs. Buhler doesn't like use of the term "chain of command." She has told the superintendent to strike it from the district. She wants to see our district follow established process. It's the job of the board members to make the policy fit our community. The policy should be good enough to document the effective processes of the district to ensure that procedures carry on even during leadership changes. She has a call to a gentleman on Friday who may be able to help us with our policies Mrs. Buhler feels that we need to be hard on process but soft on people. Mrs. Buhler said that she's determined to find a solution

Motion to recess into Executive Session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the district, more specifically, Negotiations with Wrangell Teachers' Association and to discuss a subject that may prejudice the character or reputation of any person, more specifically to conduct the evaluation of the superintendent by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Rinda Howell: Yes; Aleisha Mollen: Yes; Susan Eagle: Yes; Tammy Groshong: Yes; Georgianna Buhler: Yes. Motion approved unanimously. Board President Buhler invited Superintendent Mayer into the Executive Session

Reconvened into Regular Session at 9:49 PM with no further action taken.

Meeting Adjourned at 9:50 P.M.

ACCEPTED THE FIRST
READING OF BOARD
POLICY #5141.3, HEALTH
EXAMINATIONS, #5141.52,
SUICIDE PREVENTION
AND #6020, PARENT
INVOLVMENT

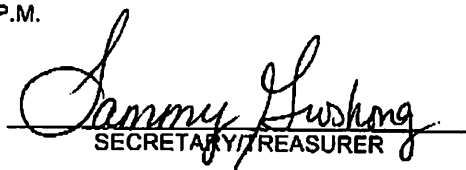
REVIEWED BOARD
POLICY #7320, MEETINGS
OF THE BOARD

REVIEWED DATES & MTG
ANNOUNCEMENTS

PRESIDENT'S REMARKS AND
COMMENTS FROM BOARD
MEMBERS

RECESSED INTO
EXECUTIVE SESSION AT
7:20 PM

RECONVENED INTO REGULAR
SESSION
ADJOURNED AT 9:50 P.M.


SECRETARY/TREASURER

PROCEEDINGS

MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING
February 6, 2017; 6:30 PM
Evergreen Elementary School Room 101-Intermediate

President Georgianna Buhler called the Special meeting of the Wrangell Public School Board to order at 6:32 PM on Monday, February 6, 2017.

CALL TO ORDER

A quorum was determined with the following school board members present: Georgianna Buhler, Susan Eagle and Aleisha Mollen. Tammy Groshong arrived at 6:40 PM. Rinda Howell was absent, unexcused. Also present was Superintendent Patrick Mayer and Recording Secretary Pam Roope.

DETERMINE QUORUM

Motion to recess into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the district, more specifically Negotiations with Wrangell Teachers' Association by Aleisha Mollen, seconded by Susan Eagle. Poll vote: Aleisha Mollen: Yes; Susan Eagle: Yes; Georgianna Buhler: Yes. Motion approved.

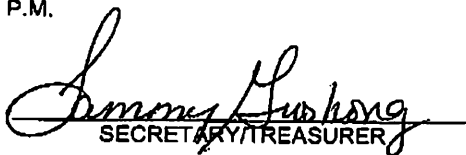
**RECESSED INTO
EXECUTIVE SESSION AT
6:33 PM**

Reconvened into Regular Session at 8:25 PM

**RECONVENED INTO REGULAR
SESSION**

Meeting Adjourned at 8:27 P.M.

ADJOURNED AT 8:27 P.M.


SECRETARY/TREASURER

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING****March 6, 2017; 6:30 PM****Evergreen Elementary School Room 101-Intermediate**

Vice-president Susan Eagle called the Special meeting of the Wrangell Public School Board to order at 6:30 PM on Monday, March 6, 2017.

CALL TO ORDER

A quorum was determined with the following school board members present: Susan Eagle, Tammy Groshong, Rinda Howell, and Aleisha Mollen. Georgianna Buhler was absent, excused. Also present was Superintendent Patrick Mayer and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

Motion to offer Ms. Aimee Romeijn a certified contract and a contract addendum for an additional twenty days to perform the duties of School Counselor during the 2017-2018 school year by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Rinda Howell: Yes; Aleisha Mollen: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved.

**OFFERED AIMEE
ROMEIJN A CONTRACT
AND A CONTRACT
ADDENDUM FOR THE
2017-2018 SCHOOL YEAR**

Motion to offer Mr. Butch Schmidt a contract to provide STEM/STEAM support to teachers as presented by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Aleisha Mollen: Yes; Rinda Howell: Yes; Tammy Groshong: Yes; Susan Eagle: Yes. Motion approved.

**OFFERED BUTCH
SCHMIDT A CONTRACT
TO PROVIDE SUPPORT
TO TEACHERS**

Motion to approve the hire of Kristina Bunes, Paraprofessional retroactive to February 20, 2017 by Tammy Groshong, seconded by Aleisha Mollen. Poll vote: Aleisha Mollen: Yes; Tammy Groshong: Yes; Rinda Howell: Yes; Susan Eagle: Yes. Motion approved.

**APPROVE THE HIRE OF
KRISTINA BUNESS,
PARAPROFESSIONAL**

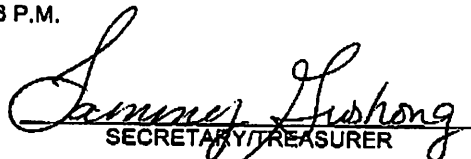
The School Board reviewed the resignation letters from William Bradley, Activities Director, Kerry Nordstrom, Counselor and Therese Pempek, Office Aide.

**REVIEWED LETTERS OF
RESIGNATION**

Motion to offer teaching contracts for the 2017-2018 school year to all teachers who hold tenure status with the Wrangell Public School District by Aleisha Mollen; seconded by Tammy Groshong. Poll vote: Tammy Groshong: Yes; Rinda Howell: No; Aleisha Mollen: Yes; Susan Eagle: Yes. Motion approved.

**OFFERED CONTRACTS
TO TENURED TEACHERS
FOR THE 2017-2018
SCHOOL YEAR**

Meeting Adjourned at 6:36 P.M.

ADJOURNED AT 6:36 P.M.
SECRETARY/TREASURER



**WRANGELL MEDICAL CENTER
BOARD OF DIRECTORS MEETING MINUTES
February 15, 2017 - 5:30 p.m.
Location: Nolan Center**

CALL TO ORDER: Meeting was called to order at 5:31 by President Terri Henson

ROLL CALL:

Present: Barb Conine, Terri Henson, Bernie Massin, Patrick Mayer, Marlene Messmer and Maxi Wiederspohn

Attending electronically:

Absent: Olinda White

Quorum established

Assembly representative Becky Rooney was present

AMENDMENTS TO THE AGENDA: None

CONFLICT OF INTEREST: None

CONSENT ITEMS:

Motion made by Barb Conine to approve consent item 5.a minutes of the regular meeting held January 18, 2017 and item 5.b Statistics for January 2017, Maxi Wiederspohn seconded, passed unanimously.

PERSONS TO BE HEARD: None

CORRESPONDENCE: None

REPORTS AND COMMUNICATIONS FROM WMC STAFF:

- a. Quality Report:
 - Quality Director, Cathy Gross, recapped the written report
- b. Compliance Report:
 - Compliance Officer, Scott Glaze, presented an option for a board training program – after discussion it may be that Petersburg and Wrangell could co-enroll and reduce the cost somewhat (will look into this)
 - Invited the board to the quarterly compliance meeting on Thursday, February 16, at 2 pm in the hospital conference room
- c. CFO Report: Doran Hammett, CFO, elaborated on the written financial report, and added:
 - The monthly payment of \$10,000 has gone to the city, bringing the total due to \$60,000 (it is hoped that the balance will be paid by the new fiscal year).
 - The purchased services budget line should begin to decrease now that many of the traveling positions have been filled by full time staff.
 - I am pleased that medical records and coding are all working well.
- d. CEO Report: Robert Rang, CEO, recapped the written report and added:
 - Erica Sherwood will start the first week of March and a contract has been offered for the final nursing position, so we should be done with agency staff for a while
 - The Long Term Care Satisfaction Survey results were recently returned to us – and a report will be available at the next meeting.

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

January 18, 2017 - 5:30 p.m.

CEO Report (continued):

- Kelse Leak has signed a PTA contract and the traveling lab tech has had good reviews from patients and staff
- Have started looking into “self insuring” and what options might be available, perhaps even talk with the school about working together
- Kudos to Deci for her high level of organization which allowed the CLIA surveyor to finish a normally two –day job in just four hours.
- The Chargemaster project is nearing completion – we should soon start to notice an increase in the monies coming in.
- Katrina Ottesen has worked hard on rolling out the Long Term Care EMR and staff seem to be adapting to it quickly

MEDICAL STAFF REPORT:

Dr Prysunka reported on the following items:

- Drs Frazier and Solenberger have completed their work in Wrangell
- A pediatric dentist from SEARCH visited recently to see if it would be possible to do clinics in Wrangell, she’s hopeful that things will work out and she will be able to begin making visits
- Dr Brice (locums) has fallen into step seamlessly and says he can give up to 4 months annually (on an intermittent basis).
- Medstaff renewals: Dr. Moore’s missing items are available and she would like to be considered for renewal
- The transition between SEARHC/AICS is a positive thing, but taking a bit longer than expected.

ACTION ITEMS:

a. Background: a working group consisting of Barb Conine, Patrick Mayer, Olinda White, Doran Hammett, Robert Rang, Mary Jo Pullman, Rose Shymanski and Scott Glaze met to develop a response to the City and Borough’s request for a review of the billing contract with TruBridge. The committee developed a report with recommendations to the Board.

Barb Conine moved to approve the response to the Borough Assembly regarding the TruBridge billing contract, Patrick Mayer seconded, with minimal discussion the motion passed unanimously (6 members voting, one absent).

DISCUSSION ITEMS: None this month

INFORMATION ITEMS:

- a. Community Health Needs Assessment: Robert Rang, CEO offered an overview of the process and highlighted the priorities which WMC will work on over the next three years.
- b. Hospital project update: Robert Rang, CEO, recapped last month’s information and added that the architect will be on site the week of March 13th to speak with staff and look at the needs for the new building in order to develop a conceptual design and rough estimate of cost.

BOARD COMMENTS:

Bernie Massin: Regarding the board training – would it be possible to combine with other boards in town to do the training? (Scott – perhaps, though this training is geared toward medical boards).

OUR MISSION: To Enhance The Quality of Life For All We Serve!

BOARD OF DIRECTORS MEETING

January 15, 2017 - 5:30 p.m.

EXECUTIVE SESSION:

Barb Conine moved that the board recess into executive session to discuss matters the immediate knowledge of which could prejudice the reputation and character of a person, specifically the annual review of the CEO, Maxi Wiederspohn seconded and the motion passed unanimously.

Meeting recessed into executive session at 6:22 p.m.

Meeting reconvened into regular session at 6:32 p.m.

ADJOURN: With no further business, the regular meeting adjourned at 6:32 p.m.

Marlene Messmer

Kris Reed,
Date Certified:



Southeast Senior Services 7d

A Division of Catholic Community Service, Inc.



Helping elders in Southeast Alaska stay healthy, safe and independent

March 20, 2017

Mr. Jeff Jabusch, City Manager
City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

Dear Mr. Jabusch,

On behalf of the staff of the Wrangell Senior Center and the senior citizens we serve, we would like to once again request \$11,000 to be included in the City of Wrangell's FY17 budget for the Wrangell Senior Program. The continued support from the City of Wrangell is essential to the senior program and will help make it possible for us to continue to provide high quality, responsive services to the Wrangell senior citizens during the coming year.

Southeast Senior Services would like to thank you and the City of Wrangell for your contribution of \$11,000 toward the FY'17 operating budget for the Wrangell Senior Program. In Fiscal Year 2016, your support helped make it possible for us to provide:

- 4,226 Home-delivered meals
- 3,255 Congregate meals
- 2,323 Rides

The nutritious meals, door-to-door transportation, homemaker services, shopping assistance and errands offered through the Senior Center help seniors stay healthy and remain in their homes.

On behalf of the senior citizens of Wrangell, thank you again for your continued generous support of the Senior Center. I welcome you to call me anytime at 463-6154 if you have questions or suggestions regarding our services.

Cordially,

Marianne Mills, Program Director
Southeast Senior Services

Agenda Item 9

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM

CLERK'S REPORT March 28, 2017

Mark Your Calendar:

3/31- 4 /2 Tent City Days

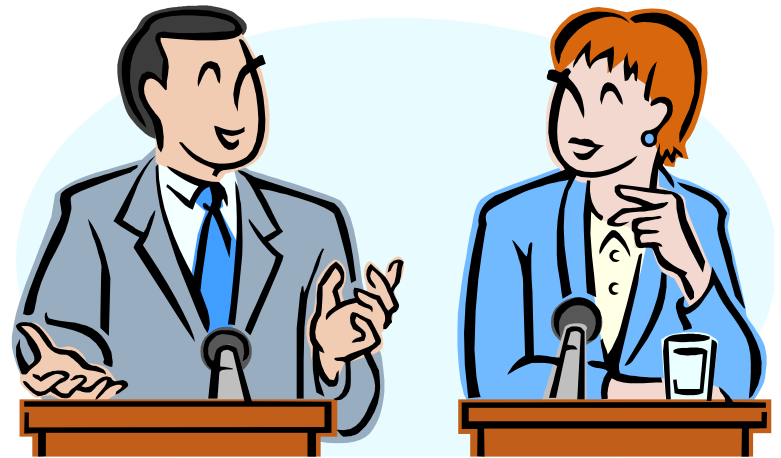
4/1 Wrangell Medical Center - Health Fair

4/6 Port Commission Mtg. @ 7pm in the Assembly Chambers

4/11 Regular Assembly Mtg. @ 7pm in the Assembly Chambers

4/13 SEAPA Board Mtg. to be held in Ketchikan, with times TBD

- Remarks must be confined to the merits of the pending question
- A member's motives must not be attacked.
- All remarks should be addressed to or through the chair.
- Members may not speak directly to one another.



Agenda Items 10 a - b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

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.

➤ **Item 10a** Reports by Assembly Members

➤ **Item 10b** City Boards and Committee Appointments

There were no letters of interest received for the one vacancy on the EDC

Vacancies:

- One vacancy Economic Development Committee (Oct 2019)

Recommended Action:

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

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

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

Agenda Item 13a

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

PROPOSED ORDINANCE No. 931: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING TITLE 6, BUSINESS TAXES, LICENSES, AND REGULATIONS OF THE WRANGELL MUNICIPAL CODE TO ADD A NEW CHAPTER 6.05 TO BE ENTITLED MARIJUANA *(first reading)*

Attachments:

1. Proposed Ordinance No. 931

The Borough Assembly directed the Borough Clerk to work with the Borough Attorney to come up with an Ordinance for the excise tax of cultivated marijuana and to also establish regulations on marijuana. This ordinance is establishing the regulations for marijuana in Title 6.

After a lot of research and back and forth between the Clerk and the Attorney, the Code Review Committee met and has agreed to allow this ordinance to go to the Assembly for consideration.

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 931 and move to a second reading with a Public Hearing on April 11, 2017.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 931

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING TITLE 6, BUSINESS TAXES, LICENSES, AND REGULATIONS OF THE WRANGELL MUNICIPAL CODE TO ADD A NEW CHAPTER 6.05 TO BE ENTITLED MARIJUANA

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

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

SEC. 1. Action. The purpose of this ordinance is to add a new Chapter 6.05, Marijuana, to Title 6, Business Taxes, Licenses, and Regulations, of the Wrangell Municipal Code.

SEC. 2. New Chapter. A new Chapter 6.05, Marijuana, is added to Title 6 of the Wrangell Municipal Code to read:

Chapter 6.05
MARIJUANA

Sections:

6.05.005 Hours of operation; penalty for violation.

6.05.010 Assembly review of license applications.

6.05.005 Hours of operation; penalty for violation.

No facility licensed under AS Title 17 may be open for business, conduct business, or allow a consumer to access the licensed premises between the hours of 6:00 p.m. and 8:00 a.m. on Monday through Sunday. No marijuana may be distributed, sold, offered for sale, furnished, delivered, or consumed at a licensed facility when the facility is required to be closed under this section.

(A) Any person violating any provision of this section is guilty of an infraction and shall be punished by the fine established in the WMC 1.20.050 fine schedule if the offense is listed in that fine schedule or by a fine of up to \$500.00 if the offense is not listed in the

WMC 1.20.050 fine schedule.

6.05.010 Assembly review of license applications.

- (A) Any person seeking the review and recommendation by the assembly, prior to issuance of a new license or renewal or transfer of a license for a marijuana facility, shall present to the assembly a copy of the application submitted to the state for a license or renewal or transfer of a license, fully completed and executed.
- (B) The assembly may protest the issuance, renewal, or the transfer of a marijuana facility license as provided in state law, AS 17.38, and state regulations, 3 AAC 306.060. The protest shall cite any of the following criteria that the assembly determines to be pertinent:
 - (1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any borough tax or penalty or interest on any borough tax arising out of the operation of the licensed facility;
 - (2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real property owned in whole or in part by the person named in the application as an applicant, or by the licensee on the license which is to be renewed or transferred, where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;
 - (3) There is a delinquent charge or assessment owing the borough by the applicant or licensee for a borough service provided for the business conducted or to be conducted under the license, or at the request of or arising out of an activity of the business conducted or to be conducted under the license;
 - (4) The business operated or to be operated under the license is violating or would violate the zoning code of the borough;
 - (5) Failure of the applicant to secure a borough permit required for operation of the business to be licensed, or if the licensee is in violation of any borough permit required for operation of the licensed facility;
 - (6) The business operated under the license is, on the date the assembly considers the application, in violation of state or borough fire, health, or safety codes; a criminal conviction for the violation is not required for a protest under this section;

(7) The applicant or licensee has violated a provision of AS 17.38 or the state regulations on marijuana, 3 AAC Chapter 306, or a condition imposed by the Marijuana Control Board on the license, or if issuance of the license would violate a provision of state law or regulations;

(8) Any factor identified by state law or regulation as appropriate grounds for a protest;

(9) Any other factor the assembly determines is generally relevant or relevant to the particular application.

(C) If the assembly determines that a licensed facility has violated a provision of AS 17.38, or 3 AAC Chapter 306, or a condition the state Marijuana Control Board has imposed on the licensee, the borough shall notify the Marijuana Control Board.

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

SEC. 4. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

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

PASSED IN FIRST READING: _____, 2017

PASSED IN SECOND READING: _____, 2017

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Agenda Item 13b

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

PROPOSED ORDINANCE No. 932: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 6.04.030, ASSEMBLY RECOMMENDATION FOR LICENSE IN CHAPTER 6.04, ALCOHOLIC BEVERAGES (*first reading*)

Attachments:

1. Proposed Ordinance No. 932

The Borough Assembly directed the Borough Clerk to work with the Borough Attorney to come up with an Ordinance for the excise tax of cultivated marijuana and to also establish regulations on marijuana.

The Borough Attorney's office recommended that the Assembly amend section in the WMC that regulates alcoholic beverages so that it is consistent with the proposed marijuana regulations. That's what this proposed ordinance will do.

After a lot of research and back and forth between the Clerk and the Attorney, the Code Review Committee met and has agreed to allow this ordinance to go to the Assembly for consideration.

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 932 and move to a second reading with a Public Hearing on April 11, 2017.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 932

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING
SECTION 6.04.030, ASSEMBLY RECOMMENDATION FOR
LICENSE IN CHAPTER 6.04, ALCOHOLIC BEVERAGES

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

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

SEC. 1. Action. The purpose of this ordinance is to amend section 6.04.030,
Assembly recommendation for license, of the Wrangell Municipal Code.

SEC. 2. Amendment. The list of sections in Chapter 6.04, Alcoholic Beverages,
of the Wrangell Municipal Code is amended to read:

Chapter 6.04
ALCOHOLIC BEVERAGES

Sections:

- 6.04.010 Intoxicating liquor defined.
- 6.04.030 **[Assembly recommendation for license]**. Assembly review of license applications.
- 6.04.100 Hours of sale – Presence on licensed premises during closing hours.
- 6.04.110 Election days.
- 6.04.120 Reserved.
- 6.04.130 Penalty for violation.

SEC. 3. Amendment of Section. Section 6.04.030 of the Wrangell Municipal
Code is amended to read:

6.04.030 [Assembly recommendation for license] Assembly review of license applications.

(A) Any person seeking the review and recommendation by the assembly, prior to issuance of
a new liquor license or renewal or transfer of a liquor license by the state, shall present to
the assembly a copy of **[his]** the application submitted to the state for a license or renewal
or transfer of a license, fully completed and executed[, **together with a current**
statement prepared by the borough clerk that any and all taxes, fees and

assessments due to the borough by the applicant have been paid in full].

(B) The assembly may protest the issuance, renewal, or the transfer of a liquor license as provided in state law, AS 04.11.480, and state regulations, 3 AAC 3064.145(d). The protest shall cite any of the following criteria that the assembly determines to be pertinent:

- (1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any sales tax or penalty or interest on sales tax arising out of the operation of the licensed facility;
- (2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real property owned in whole or in part by the person named in the application as an applicant, or by the licensee on the license which is to be renewed or transferred, where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;
- (3) There is a delinquent charge or assessment owing the borough by the applicant or licensee for a borough service provided for the business conducted or to be conducted under the license, or at the request of or arising out of an activity of the business conducted or to be conducted under the license;
- (4) The business operated or to be operated under the license is violating or would violate the zoning code of the borough;
- (5) Failure of the applicant to secure a borough permit required for operation of the business to be licensed, or if the licensee is in violation of any borough permit required for operation of the licensed facility;
- (6) The business operated under the license is, on the date the assembly considers the application, in violation of state or borough fire, health, or safety codes; a criminal conviction for the violation is not required for a protest under this section;
- (7) The applicant or licensee has violated a provision of AS 04 or the state regulations on alcohol, 3 AAC Chapter 304, or if issuance of the license would violate a provision of state law or regulations;
- (8) Any factor identified by state law or regulation as appropriate grounds for a protest;
- (9) Any other factor the assembly determines is generally relevant to the particular

application.

(C) If the assembly determines that a licensed facility has violated a provision of AS Title 04, or 3 AAC Chapter 304, or a condition imposed on the licensee by the state Alcoholic Beverage Control Board, the borough shall notify the Alcoholic Beverage Control Board.

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

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

SEC. 6. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2017

PASSED IN SECOND READING: _____, 2017

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

Agenda Item 13c

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

PROPOSED ORDINANCE No. 933: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 5.09, EXCISE TAX ON MARIJUANA, TO TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE *(first reading)*

Attachments:

1. Proposed Ordinance No. 933
2. Memo from Clerk Lane

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 933 and move to a second reading with a Public Hearing on April 11, 2017.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 933

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING A NEW CHAPTER 5.09, EXCISE TAX ON MARIJUANA, TO TITLE 5, REVENUE AND FINANCE, OF THE WRANGELL MUNICIPAL CODE

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

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

SEC. 1. Action. The purpose of this ordinance is to add a new Chapter 5.09, Excise Tax on Marijuana, to Title 5, Revenue and Finance, of the Wrangell Municipal Code.

SEC. 2. New Chapter. A new Chapter 5.09, Excise Tax on Marijuana, is added to Title 5, Revenue and Finance, of the Wrangell Municipal Code to read:

Chapter 5.09
EXCISE TAX ON MARIJUANA

Sections:

5.09.005 Purpose.

5.09.010 Definitions.

5.09.015 Excise tax on marijuana.

5.09.020 Exemptions.

5.09.025 No Tax-free days for excise tax on marijuana.

5.09.030 Disposition of proceeds.

5.09.035 Monthly excise tax returns and payment of excise tax due.

5.09.040 Collection procedures.

5.09.045 Confidential information.

5.09.050 Penalty and interest.

5.09.055 Lien for excise tax, interest and penalty due.

5.09.060 Records maintenance and inspection.

5.09.005 Purpose.

The purpose of this chapter is to provide for the levy, collection, and enforcement of an excise tax on marijuana cultivated by a licensed marijuana cultivation facility within the City and Borough of Wrangell for commercial or retail sale purposes, including marijuana cultivated by a standard marijuana cultivation facility and limited marijuana cultivation facility. The excise tax is imposed on the sale or transfer of marijuana from a marijuana cultivation facility to a retail marijuana store or a marijuana product manufacturing facility.

5.09.010 Definitions.

1. “flower and bud” means the hairy, sticky, or crystal-covered parts of mature female marijuana plants generally harvested for their high potency content;
2. “marijuana” has the meaning given in AS 17.38.900;
3. “marijuana cultivation facility” has the meaning given in AS 17.38.900 and includes both a standard marijuana cultivation facility as licensed under 3 AAC 306.400 and a limited marijuana cultivation facility as licensed under 3 AAC 306.400;
4. “marijuana establishment” has the meaning given in AS 17.38.900;
5. “marijuana product manufacturing facility” has the meaning given in AS 17.38.900;
6. “marijuana testing facility” has the meaning given in AS 17.38.900;
7. “retail marijuana store” has the meaning given in AS 17.38.900;
8. “transfer” means the exchange of marijuana, with or without consideration, or by barter, between marijuana establishments, or within marijuana establishments possessing multiple permits, for commercial purposes.

5.09.015 Excise tax on marijuana.

A. An excise tax is imposed on the sale or transfer of all marijuana from a marijuana cultivation facility licensed to operate within the City and Borough of Wrangell pursuant to 3 AAC 306.400, to a retail marijuana store or a marijuana product manufacturing facility, as follows:

1. All non-exempt marijuana sold or transferred from a marijuana cultivation facility

shall be taxed as follows:

a. Any part of the flower and bud, as defined in 15 AAC 61.290, shall be taxed at \$10.00 per ounce;

b. The remainder of the plant, not included in subsection (A)(1)(a) of this section, shall be taxed at \$2.00 per ounce.

2. A marijuana cultivation facility within the City and Borough of Wrangell that is also licensed as a marijuana product manufacturing facility must pay the excise tax on all marijuana transferred from the cultivation facility to the product manufacturing facility for the month in which the marijuana was transferred.

3. A marijuana cultivation facility within the City and Borough of Wrangell that is also licensed as a retail marijuana store must pay the excise tax on all marijuana transferred from the cultivation facility to the retail marijuana store for the month in which the marijuana was transferred.

5.09.020 Exemptions.

Transfers to a licensed marijuana testing facility are exempt from the excise tax on marijuana under this chapter.

5.09.025 No Tax-free days for excise tax on marijuana.

There shall be no tax-free days for the excise tax on marijuana.

5.09.030 Disposition of proceeds.

The proceeds of the excise tax levied under this chapter shall be deposited by the director of finance in the general fund of the borough.

5.09.035 Monthly excise tax returns and payment of excise tax due.

A. Every marijuana cultivation facility licensee within the City and Borough of Wrangell shall, on or before the last day of each calendar month, submit to the director of finance an excise tax return, upon forms provided by the finance department, and submit payment for the excise taxes due.

1. The return shall be signed under penalty of perjury by the licensee or agent and shall include:

a. A copy of the state marijuana excise tax return for that month submitted by the licensee to the Alaska Department of Revenue in accordance with 15 AAC 61.010;

b. The name and address of the licensee;

c. The name and address of the person filing the return, if different from the licensee;

d. The name under which the marijuana cultivation facility is being operated;

e. A report setting forth the total amount of marijuana transferred from the licensed marijuana cultivation facility in ounces, with fractional ounces calculated to the third decimal place, for the preceding month;

f. The amount of excise tax due;

g. Such other information and supporting documentation which may be required by the finance director.

B. A licensed marijuana cultivation facility in the City and Borough of Wrangell shall file an excise tax return each month.

C. The excise taxes imposed under this chapter and the return required by this section must be received by the finance director, or postmarked on or before the last day of each calendar month following the month covered by the return.

D. A separate excise tax return must be filed for each location when a licensee is operating in several locations within the borough.

5.09.040 Collection procedures.

A. Whenever the finance director believes a return is inaccurate, or whenever a marijuana licensee is delinquent in filing the required monthly return or paying excise tax due, the finance director shall mail to the licensee's last address on file with the borough a written demand requesting the filing of a corrected or required excise tax return and payment of

the excise tax due within 10 days.

B. In the event the licensee does not comply with the demand, the finance director shall make an excise tax assessment against the licensee. The assessment shall estimate the taxable revenue received or the amount transferred by the licensee during the period in question. The estimate may be based upon previous returns filed by the licensee, the excise tax return and information the licensee submitted to the Alaska Department of Revenue in accordance with 15 AAC 61.010, and any other relevant information known to the finance director. The assessment shall state the amount of taxes, penalties and interest assessed, and shall contain a brief statement explaining the basis of the assessment.

C. A notice of assessment shall be sent to the licensee's last known address by first class mail. The notice of assessment shall contain a copy of the assessment and a statement notifying the licensee of the licensee's right to a hearing before the borough manager. The notice of assessment shall state that if a timely request for a hearing before the borough manager is not made, the assessment shall become final 30 days after the date the notice of assessment was mailed to the licensee.

D. The licensee shall have a right to a hearing before the borough manager concerning the assessment. The licensee may request a hearing by delivering to the borough manager a written request for a hearing within 30 days of the date the notice of assessment was mailed. The borough manager shall schedule the hearing and notify the licensee of date and time for the hearing by mail. The hearing shall be conducted informally. The licensee shall make available for examination and copying at the hearing the licensee's books, records, papers and other documents pertaining to the period involved in the assessment. The licensee shall be given an opportunity to produce records and testimony and to present argument relating to the assessment.

E. After the hearing, the borough manager shall issue a written decision upholding or modifying the assessment. The decision shall be mailed by first class mail to the licensee's last address on file with the borough. The decision shall notify the licensee that the borough manager's decision may be appealed to the excise tax board of appeals by filing with the manager a written notice of appeal to the board of appeals within 30 days of the date the written decision of the manager was mailed to the licensee. Failure of the licensee to file a timely appeal shall be deemed a waiver of any right to appeal the borough manager's decision and the modified assessment, or the original assessment if no modification is made, shall be the final assessment for the purpose of determining the licensee's liability to the borough.

F. Board of Appeals.

1. The excise tax board of appeals consists of three members. One member shall be appointed by the mayor from the borough assembly, with majority approval of assembly. One member is to be appointed by the appellant. One member is to be mutually agreed upon by the other two members. If the third member is not mutually agreed upon within 45 days after receipt of the written decision of the finance director, the mayor shall appoint the third member with majority approval of assembly. The board shall elect from its membership a chairperson, a vice-chairperson and a secretary. Three members of the board shall constitute a quorum for the transaction of business. The borough shall provide secretarial and other staff support required by the board.

2. All decisions of the board shall be in writing and shall be maintained and indexed by the excise tax office for review by the public. Records and proceedings before the board is public, except that the board may deliberate in closed session. The board may recommend, in writing, that the borough manager compromise and abate penalties and interest, and may recommend, in writing, that the borough manager negotiate and enter into a payment plan for delinquent excise taxes, penalties and interest.

3. The board shall follow rules of procedure governing excise tax appeals and proceedings as adopted by the borough assembly.

4. The board shall issue a final decision upholding or modifying the assessment. The final decision shall be mailed by first class to the seller's last known address. The final assessment shall notify the seller that it is the final administrative decision of the borough on the subject of the assessment and may be appealed to the Superior Court for the State of Alaska in accordance with state law and court rules.

G. After an assessment has become final, the borough may file a civil action against the licensee for collection of the excise taxes, penalties and interest due under the assessment. The licensee shall be liable to pay the borough's full reasonable attorney's fees and costs incurred in the civil action. Interest and penalties on the assessment shall continue to accrue until the licensee's liability has been paid in full.

H. The City and Borough of Wrangell shall inform the Marijuana Control Board of a licensee's failure to pay the excise tax due, or to file a return, as required under this chapter.

5.09.045 Confidential information.

A. Except as otherwise provided in this section, returns filed with the borough for the purpose of complying with the terms of this chapter and all information obtained from such returns are private and confidential, and such returns and information shall be kept from inspection by private persons.

B. This section does not prohibit the delivery to a person, or the person's duly authorized representative, of a copy of any return filed by that person.

C. This section does not prohibit the publication of statistics presented in a manner that prevents the identification of particular buyers or sellers.

D. This section does not prohibit the disclosure of such returns or information through enforcement or collection proceedings or when required by court order or prohibit furnishing such returns and information on a reciprocal basis to other agencies or political subdivisions of the state or United States concerned with the enforcement of tax laws.

E. The borough may disclose, by public inspection or publication, the name (including any business name), the estimated balance due, and the current status of payments and filings of any marijuana licensee who does not file a return or remit in full all excise taxes and any penalty and interest due within 45 days after being required to do so by the provisions of this chapter. In disclosing or publishing information under this section, the borough need not notify a taxpayer prior to disclosure or publication. Publication of delinquencies under this section may report excise tax amounts delinquent by more than 45 days according to records maintained by the borough in the normal course of business. Publications may indicate whether the amount has been calculated based upon voluntary filings or based upon involuntary estimated filings. Publications need not reflect whether the amount is disputed by the taxpayer.

5.09.050 Penalty and interest.

In the event a return is not made or the appropriate excise tax not paid within one month following the reporting month, a penalty of fifteen percent of such excise tax as is unpaid shall be added thereto. Interest at the rate of 15 percent per year from the date of delinquency until paid shall accrue monthly.

5.09.055 Lien for excise tax, interest and penalty due.

The excise tax, interest and penalty imposed under this chapter shall constitute a lien in favor of the borough upon the assets or property of the licensee within the borough. The lien arises upon

delinquency and continues until liability for the amount is satisfied or a judgment against the licensee arising out of the liability is satisfied.

5.09.060 Records maintenance and inspection.

- A. Marijuana cultivation facilities shall keep complete and accurate records to support the information required to be included in the monthly excise tax returns required by this chapter, including sales and transfers. The records must include an accounting for inventories of live plants, trimmings, and any dried product on the first and last day of the month.
- B. An invoice, sales receipt, or other record of the sale or transfer of marijuana products from a marijuana cultivation facility must separately state the amount of excise tax due after the sale or transfer.
- C. Persons subject to this chapter shall keep such other records as the borough finance director may prescribe.
- D. The borough manager, or the manager's designee, may during business hours, enter the business premises of a licensee to inspect and examine the records, books, and other documents of the licensee, in order to carry out the provisions of this chapter.

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

SEC. 4. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

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

PASSED IN FIRST READING: _____, 2017

PASSED IN SECOND READING: _____, 2017

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

MEMORANDUM

TO: Honorable Mayor & Borough Assembly

FROM: Kim Lane, MMC
Borough Clerk

SUBJECT: Proposed Ordinance No. 933, establishing an excise tax on marijuana

DATE: March 28, 2017

The Borough Assembly directed the Borough Clerk to work with the Borough Attorney to come up with an Ordinance for the excise tax of cultivated marijuana and to also establish regulations on marijuana. This ordinance is establishing a new Chapter for that purpose.

After a lot of research and back and forth between the Clerk and the Attorney, the Code Review Committee met and has agreed to allow this ordinance to go the Assembly for consideration. The Finance Director has also reviewed this proposed ordinance and has made recommendations that are reflected.

It is important that the Assembly recognizes section 5.09.030, Limitations of use of excise tax proceeds. The Assembly can decide where the proceeds will go or they can approve it as stated in the Ordinance. The way that the Finance Director explained it to me is that if we are implementing this tax for revenue purposes, it should go into the General Fund. The Assembly (at any time) can request the amount that has been collected for the excise tax. The Assembly (at any time) can also request that the proceeds from the excise tax go towards "something".

Agenda Item 13d

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

PROPOSED ORDINANCE No. 934: AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE
(first reading)

Attachments:

1. Proposed Ordinance No. 934
2. Memo from Clerk Lane

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 934 and move to a second reading with a Public Hearing on April 11, 2017.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 934

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE

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

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

SEC. 1. Action. The purpose of this ordinance is to amend the Minor Offense Fine Schedule in Section 1.20.050 of Chapter 1.20, General Penalty, of the Wrangell Municipal Code to add to the fine schedule Section 6.05.005 on hours of operation of licensed marijuana facilities.

SEC. 2. Amendment. Section 1.20.050 of the Wrangell Municipal Code is amended to read:

1.20.050 Minor Offense Fine Schedule.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the police department. If an offense is not listed on a fine schedule, the defendant must appear in court to answer the charges. The Alaska Court System's Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

Section	Offense	Penalty/Fine
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6.05.005	Hours of operation – licensed marijuana facility	\$500.00 fine for each offense.
7.04.010	Cruelty – Abandonment	\$200
7.04.020	Animals at large prohibited	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.010	Licensing	\$25.00 fine for each offense.
7.08.020	Dog Vaccination required	\$50.00 fine for each offense.
7.08.030	At large – Prohibited – Nuisance declared	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.035	Objectionable animals	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.040	Restraint requirements	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.045 & 7.08.050	Off-leash areas & Off –leash area rules	First offense - \$15, second offense - \$50, third offense - \$100. Fourth and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$200 and a maximum fine of \$500.00.
7.08.115	Potentially dangerous and dangerous dogs: violation of restrictions, confinement requirements, and sign requirements	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.120	Biting dog – Confinement	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
7.08.140	Proclamation to confine all dogs during epidemic	First offense - \$200 Second and subsequent offenses are mandatory court appearance offenses with a

		minimum fine of \$300 and a maximum fine of \$500.00.
7.08.150	Interference with animal enforcement agents	First offense - \$200 Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.08.080	Accumulations of rubbish & materials prohibited	\$100.00 fine for each offense.
9.12.020, 9.12.030, & 9.12.040	Fireworks where prohibited; sale where prohibited; display violations	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
9.16.020	Deposit in public places	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.030	Maintaining sidewalks free of litter.	\$75.00 fine for each offense.
9.16.040	Deposit from vehicles prohibited	\$75.00 fine for each offense.
9.16.050	Operating litter-generating vehicles prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.060	Deposit on private property prohibited	0-1 pound = \$50.00 fine, 1-5 pounds = \$150.00 fine, 6-10 pounds = \$250.00, 11-15 pounds = \$350.00 fine, 15 + pounds = \$500.00 fine.
9.16.070	Property owner's responsibility to maintain premises	\$75.00 fine for each offense.
9.16.080	Handbills – Restrictions generally	\$75.00 fine for each offense.
9.16.090	Handbills – Distribution on private property	\$75.00 fine for each offense.
9.16.100	Posting notices prohibited	\$50.00 fine for each offense.
10.18.010	Abuse of 911 system	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.
10.36.010	Discharge of firearms and other weapons prohibited within certain areas	First offense - \$200. Second and subsequent offenses are mandatory court appearance offenses with a minimum fine of \$300 and a maximum fine of \$500.00.

10.44.010	Possession, Control, or Consumption of Alcoholic Beverages by persons under 21 years of age	\$500.00 fine for each offense.
10.46.010(A)(1)	Consumption of marijuana in a public place prohibited	\$100.00 fine for each offense.
10.46.010(A)(2)	Consume marijuana outdoors adjacent public place without consent of property owner	\$100.00 fine for each offense.
10.48.010	Possession of tobacco by a minor under 19 years of age	\$75.00 fine for each offense.
11.28.020	Prohibited parking places	\$50.00 fine for each offense.
11.28.030	Red-painted curbs and signs – No parking	\$50.00 fine for each offense.
11.28.040	Time-limit parking	\$50.00 fine for each offense.
11.28.080	Blocking roadway prohibited	\$50.00 fine for each offense.
11.28.090	Bus stop and passenger zone – Parking prohibited	\$50.00 fine for each offense.
11.28.100	Loading and unloading materials	\$50.00 fine for each offense.
11.28.130	Method of parking – Loading permits	\$50.00 fine for each offense.
11.30.030	Parking in excess of posted time limit – Parking lots	\$50.00 fine for each offense.
11.30.040	Proper parking required – Parking lots	\$50.00 fine for each offense.
11.30.050	Vehicles and objects prohibited – Parking lots	\$75.00 fine for each offense.
11.36.060	Stop when traffic obstructed	\$75.00 fine for each offense.
11.36.070	Bicycle restrictions on sidewalks	\$50.00 fine for each offense.
11.36.080	U-turns prohibited	\$50.00 fine for each offense.
11.36.100	Dragging objects prohibited	\$50.00 fine for each offense.
11.36.110	Projecting loads on passenger vehicles	\$50.00 fine for each offense.
11.36.160	Use of coaster, rollerskates, skateboards, sleds and skis	\$50.00 fine for each offense.
11.36.170	Excessive acceleration	\$50.00 fine for each offense.
11.64.010	Sound trucks – permit required	\$100.00 fine for each offense.
11.68.020	Registration required	\$50.00 fine for each offense.
11.68.030	Required equipment	\$50.00 fine for each offense.
11.68.040	Snowmobile operation restricted	\$50.00 fine for each offense.
11.68.050	Designated right-of-way	\$50.00 fine for each offense.
11.76.020	Junk vehicles unlawful	\$50.00 fine for each offense. Each 10 days shall constitute a separate violation.
14.09.005	Speeding	\$150.00 fine for each offense.
14.09.015	Hazard to navigation	\$100.00 fine for each offense.

14.09.020	Failure to register	\$25.00 fine for each offense.
14.09.025	Improper mooring	\$25.00 fine for each offense.
14.09.030	Inadequate equipment	\$50.00 fine for each offense.
14.09.035	Improper use of facilities	\$50.00 fine for each offense.
14.09.040	Improper waste disposal	\$50.00 fine for each offense.
14.09.045	Improper petroleum product disposal	\$100.00 fine for each offense.
14.09.050	Improper care and control of animals	\$25.00 fine for each offense.
14.09.055	Water sports	\$25.00 fine for each offense.
14.09.065	Improper use of seaplane float	\$50.00 fine for each offense.
14.09.070	Improper use of a loading zone	\$25.00 fine for each offense.
14.09.075	Improper use of fire equipment	\$100.00 fine for each offense.
14.09.080	Improper use of utilities	\$50.00 fine for each offense.
14.09.085	Tampering and defacing signs	\$25.00 fine for each offense.
14.09.090	Nuisance	\$100.00 fine for each offense.
14.09.095	Failure to comply with rules, regulations or procedures.	\$100.00 fine for each offense.
14.09.100	Obstruct or impede use of any launch ramp	\$50.00 fine for each offense.
15.18.030	Refuse containers – Required	\$150.00 fine for each offense.
15.18.032	Refuse containers – Maintained	\$150.00 fine for each offense.
15.18.050	Disposal of offensive refuse prohibited	\$150.00 fine for each offense.
15.18.052	Burning of certain materials prohibited	\$150.00 fine for each offense.
15.18.075	Monofill disposal permit and fees	\$150.00 fine for each offense.
<u>20.92.020</u>	<u>Violations deemed nuisance</u>	<u>\$100.00 fine for each offense. Fine may accumulate on a daily basis.</u>
<u>20.92.030</u>	<u>Permits not deemed approval of violations</u>	<u>\$100.00 fine for each offense. Fine may accumulate on a daily basis.</u>

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

SEC. 4. Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

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

PASSED IN SECOND READING: _____, 2017

PASSED IN SECOND READING: _____, 2017

David L. Jack, Mayor

ATTEST:

Kim Lane, Borough Clerk

MEMORANDUM

TO: Honorable Mayor & Borough Assembly

FROM: Kim Lane, MMC
Borough Clerk

SUBJECT: Proposed Ordinance No. 934, amending the Fine Schedule in Title 1

DATE: March 28, 2017

For Section 6.05.005:

The Borough Assembly directed the Borough Clerk to work with the Borough Attorney to come up with an Ordinance for the excise tax of cultivated marijuana and to also establish regulations on marijuana. This ordinance is establishing a new Chapter for that purpose.

After a lot of research and back and forth between the Clerk and the Attorney, the Code Review Committee met and has agreed to allow this ordinance to go to the Assembly for consideration. The Finance Director has also reviewed this proposed ordinance and has made recommendations that are reflected.

It is important that the Assembly recognizes section 5.09.030, Limitations of use of excise tax proceeds. The Assembly can decide where the proceeds will go or they can approve it as stated in the Ordinance. The way that the Finance Director explained it to me is that if we are implementing this tax for revenue purposes, it should go into the General Fund. The Assembly (at any time) can request the amount that has been collected for the excise tax. The Assembly (at any time) can also request that the proceeds from the excise tax go towards "something".

For Section 20.92.020 and 030

When we started the process of revising Title 1, Fine Schedule (as required by the Alaska Court), the fines for sections 20.92.020 and 030 were removed and were not placed in the table. Therefore, we are adding those fines to the fine schedule.

RECOMMENDED ACTION:

Move to approve the first reading of Ordinance No. 934 and move to a second reading with a Public Hearing on April 11, 2017.

Revised

Agenda Item 13e

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 28, 2017**

INFORMATION:

Approval of a Special Assembly meeting for Wednesday, April 5, 2017 at noon to conduct two face-to-face interviews with the final Borough Manager Candidates in Executive Session

RECOMMENDED ACTION:

Move to approve holding a Special Assembly meeting on Wednesday, April 5, 2017 for the purpose of an Executive Session to conduct face-to-face interviews with of the final Borough Manager Candidates.

Agenda Item 13f

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

Approval of Change Order No. 1 for the City Dock Lighting Project

Attachments:

1. Memo from Amber Al-Haddad, PW Director
2. Proposed Change Order

RECOMMENDED ACTION:

Move to authorize the Borough Manager to issue Change Order #1, in the total amount of \$2,501.03 to Bunes Electric for changed electrical conditions to the City Dock Lighting project. Costs are scheduled to be paid from the Ports and Harbors FY17 Capital Projects fund.

MEMORANDUM

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

**FROM: AMBER AL-HADDAD
PUBLIC WORKS DIRECTOR**

**SUBJECT: CITY DOCK LIGHTING PROJECT
CHANGE ORDER #1**

DATE: March 21, 2017

BACKGROUND

The City and Borough of Wrangell received a grant from the State of Alaska DCCED to construct the City Dock Improvements project, under which the City Dock Lighting project falls.

The City and Borough of Wrangell entered into a contract with Bunes Electric for construction of the dock lighting and electrical service upgrades work for a total construction cost of \$254,440.00. This project is currently underway, and soon into the submittal process, several design items were reviewed for modifications as follows:

- The distance of the new service cable was incorrectly identified on the plans. The Contractor relied on this information for material quantity and the additional 85' of cable length is required to complete the 500 kcmil service run from the plans' indicated 180' to the actual length of 265'. This is the distance between the equipment rack at the head of the approach dock to the transformer in Samson's yard. (Cost +\$2,923.52)
- A 400A 277/480V receptacle in the power center was originally design with requirements for ferry use in mind. The 400A 277/480V receptacle lacks a neutral wire. Through further discussion CBW decided we would like to have the flexibility to service a variety of larger vessels which would require the neutral wire with the cable. Therefore the 3-conductor wire was changed to a 4-conductor, with the associated required neutral wire, as well as the required larger conduit and fittings. (Cost +\$8,197.13)
- Eliminate the Current Transformer and Meter at the equipment rack. The originally-design meter was present to allow the Borough the option of metering the entire services at the dock; however, due to the location of the remaining meters at the head of each separate circuit, the Borough would maintain the ability to meter all individual services while totaling those meter readings to gain a sense of the total use. (Cost -\$8,619.62)

RECOMMENDATION

Staff recommends the Assembly authorize the Borough Manager to issue Change Order #1, in the total amount of \$2,501.03 to Bunes Electric for changed electrical conditions to the City Dock Lighting project. Costs are scheduled to be paid from the Ports and Harbors FY17 Capital Projects fund.

ATTACHMENTS

1. Change Order #1 for issue to Bunes Electric

CHANGE ORDER

OWNER ☐
CONSTRUCTION MANAGER ☐
ARCHITECT ☐
CONTRACTOR ☒
FIELD ☐
OTHER ☐

PROJECT:

Wrangell Dock Lighting

City and Borough of Wrangell, Alaska
P.O. Box 531, Wrangell, Alaska 99929

CHANGE ORDER NO:

1

INITIATION DATE:

03/21/17

TO CONTRACTOR:

Buness Electric

PO Box 66, Wrangell, Alaska 99929

THE CONTRACT IS CHANGED AS FOLLOWS:

- | | |
|--|--------------------------|
| 1. Add and additional 85' of cable length to complete the 500 kcmil service run from the plans' indicated 180' to the actual length of 265'. This is the distance between the equipment rack at the head of the approach dock to the transformer in Samson's yard. | \$2,923.52 |
| 2. Replace the 3-conductor wire with 4-conductor wire, with the associated required neutral wire, and the required larger conduit and fittings. | \$8,197.13 |
| 3. Eliminate the Current Transformer and Meter at the equipment rack. | (\$8,619.62) |
| TOTAL CHANGE TO CONTRACT THIS CHANGE ORDER: | <u>\$2,501.03</u> |

Not valid until signed by the Owner, Construction Manager, Architect, and Contractor.

The original Contract Sum was:	\$ 254,440.00
Net change by previously authorized Change Orders:	\$ -
The contract Sum prior to the Change Order was:	\$ 254,440.00
The contract Sum will be <input checked="" type="checkbox"/> (increased) <input type="checkbox"/> (-decreased) <input type="checkbox"/> (unchanged) by this Change Order:	\$ 2,501.03
The new Contract Sum including this Change Order will be:	<u>\$ 256,941.03</u>
The Contract Time will be <input type="checkbox"/> (increased) <input type="checkbox"/> (-decreased) <input checked="" type="checkbox"/> (unchanged) by: 3 calendar days	

CONTRACTOR

Buness Electric

P.O. Box 66, Wrangell, Alaska 99929

OWNER

City and Borough of Wrangell

P.O. Box 531, Wrangell, AK 99929

BY

DATE

BY

DATE

Agenda Item 13g

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

Approval to waive the procurement requirements for Water Plant modifications

Attachments:

1. Memo from Manager Jabusch
2. WMC Section 5.10.030

RECOMMENDED ACTION:

Move to waive the procurement requirements for both purchasing and the hiring of employees for the water plant only in an amount up to \$50,000 and that the borough manager and staff will keep the borough assembly updated at each meeting with the progress being made and any problems that may arise.

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

**FROM: JEFF JABUSCH
BOROUGH MANAGER**

**RE: REQUEST TO WAIVE PROCUREMENT PROCEDURES FOR WATER
PLANT**

DATED: MARCH 28, 2017

History:

As we all know, the water plant had its issues last summer. We are going to be doing some changes between now and end of May that will cost some money. Some of the things we are doing we have never done before and it is unknown exactly what they will cost. But because of the time sensitive nature of what is going to be done, we don't feel we have time to go through a bid process or advertising before we can do something. We will be buying, renting or borrowing equipment, we likely will be hiring some temporary employees to assist and there may be other items that come up that we need to do.

The interim manager and our Public Works Director will have a standing agenda item in case additional action is required.

We would like to receive permission to spend up to \$50,000 for buying or renting equipment, hiring temporary workers when and if needed and other parts and materials at the water treatment plant.

Water Plant Actions to Date:

1. Workshop with assembly about ordinance changes in the water department. After the workshop and input from the assembly, we will prepare an ordinance for consideration.
2. We have reached out to both seafood processors about the upcoming summer and update them on our water improvement efforts and talk to them about their conservation efforts.
3. We have the new ozone generators ordered and they will be online in late May.
4. We have gone back and forth on whether to remove the sand and clean it and then put it back or dredge it within the build and clean it that way. Amber will talk to the assembly about that in the workshop.
5. We have ordered a new rototiller type device that we believe will turn up the top part of the sand much better than the existing equipment as this will continue to be our method of routine, weekly filter maintenance.
6. We are exploring another alternative to the proposed modifications to our roughing filters. Although we have finally received DEC approval on the modification to the roughing filters, based on their requirement to replace some of the filter media with new NSF-certified materials, the costs for the proposed modifications have increased significantly, and therefore we want to make sure this is the best direction for this portion of the plant's changes.

7. We will be looking to begin conservation education in April and will ramp up the closer we get to July. Also, part of the new ordinance will have water tank levels that trigger actions and the lower the levels the more drastic the actions. The ordinance will also have the same type of triggers if water levels in the reservoir drop.

Recommended Action:

Move to waive the procurement requirements for both purchasing and the hiring of employees for the water plant only in an amount up to \$50,000 and that the borough manager and staff will keep the borough assembly updated at each meeting with the progress being made and any problems that may arise.

5.10.030 When prior approval by the assembly is required.

Every contract for, or purchase of, supplies, materials, equipment, contractual services, or public improvements for more than \$25,000, excluding freight, shall require the prior approval by motion or resolution of the assembly; and under no circumstances may such contract or purchase be made without first obtaining the approval of the assembly. [Ord. 856 § 1, 2011; Ord. 816 § 1, 2008; Ord. 444 § 4, 1983.]

Agenda Item 13h

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

Discussion and Possible Action to move forward with the Alternative Phase 1 plan of the Wrangell Institute Master Plan

Attachments:

1. Memo from Carol Rushmore, Economic Development Director (2 memos)
2. Wrangell Institute Property Master Plan - *Draft*

RECOMMENDED ACTION:

Move to accept the Wrangell Institute Master Plan and Subdivision as prepared by Corvus Design, with changes as recommended by staff, and to take the necessary steps to begin development of the Master Plan beginning with Alternative Phase 1.

MEMORANDUM

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

**FROM: MS. CAROL RUSHMORE
ECONOMIC DEVELOPMENT DIRECTOR**

SUBJECT: DRAFT WRANGELL INSTITUTE MASTER PLAN

DATE: March 23, 2017

BACKGROUND:

In 2016, the City and Borough of Wrangell contracted with Corvus Design to prepare a master plan and subdivision for the Institute Property. The project purpose was to develop a community supported plan for the property to meet the current and future need of Wrangell. Property information and a copy of the draft plan is available online at: <http://www.wrangell.com/economicdevelopment/wrangell-institute-master-plan-and-subdivision>

Additional information is provided in Memo to the Economic Development Committee

RECOMMENDATION:

The Economic Development Committee recommended to the Assembly to advance with the necessary steps to begin development of Alternative Phase 1.

The Committee discussed the potential revenue to be generated through land sales, and future sales tax. They felt because of the \$160,000 to \$200,000 additional money necessary to install sewer to Phase I without any development along the path to recoup the cost, that moving forward immediately with Alternative Phase 1 would be in the community's best interest. The Alternative still provides space for multiuse developments in the future such as ANSEP or an Assisted Living facility. They also acknowledged that there are still steps to be taken before land is available to be sold: Zoning, Property Survey, Corps of Engineer's permit, infrastructure design and construction.

Key pages within the Draft Document to look at based on questions of the EDC:

p.1 – 4 is the Executive Summary

p.10 – 21 is the Existing Conditions.

p. 19 discusses environmental issues regarding the contaminated soils

p. 21-25 Engineering Recommendations

p.47-48 Preferred Master Plan discussion and drawing

p. 54 Subdivision layout with Alternative Phase 1

p. 59-61 Zoning recommendations

p.62-65 Construction Cost estimates of Preferred MP phases

p.66-67 Construction Cost Estimate of Alternative Phase 1

p.68 -76 Revenue Potential

p.75 Land sale estimates

p.76 Property tax estimates

Suggested modifications to the Final Report include:

- 1) Adding a drawing after p.67 that shows square footage of lots within Alternative Phase1
- 2) Adding a box or discussion of lot value and property tax values for Alternative Phase 1

ATTACHMENTS:

1. Memo to Economic Development Committee
2. Draft Wrangell Institute Master Plan and Subdivision

City and Borough of Wrangell, Alaska

Date: March 22, 2017

To: Economic Development Committee

From: Carol Rushmore, Economic Development Director

Re: Institute Master Plan

Background: In 2016, the City and Borough of Wrangell contracted with Corvus Design to prepare a master plan and subdivision for the Institute Property. The project purpose was to develop a community supported plan for the property to meet the current and future need of Wrangell. Property information and a copy of the draft plan is available online at:

<http://www.wrangell.com/economicdevelopment/wrangell-institute-master-plan-and-subdivision>

A draft plan for in-house review was submitted to staff in November 2016. The development design is based on the land topography, surrounding land uses, potential land uses, community interests and needs, infrastructure and public input.

Staff had several concerns upon reviewing the draft plan including:

- 1) Cost to extend sewer and water to Phase I went through vacant (for future development) land thus increased cost to develop infrastructure by at least \$200,000.
- 2) Public desires vs. the cost feasibility to develop
- 3) Deadend streets can create issues for maintenance
- 4) ANSEP status
- 5) Zoning of property

Staff requested an alternative Phase I development plan because the added cost for Phase I to extend sewer and water through vacant land was probably not financially feasible. Also, ANSEP is a big unknown development potential and an area for the proposed school was being set aside closer to the Park. We asked for alternative concepts if ANSEP should not occur or if delayed significantly.

The draft plan presents the Preferred Plan based on the needs identified by the community and public process to review conceptual plans. It also discusses an Alternative Plan. The Preferred Plan was based on ANSEP happening sooner than later and therefore would be the first phase to hook up to the utilities, covering the high initial cost outlay requirements (p2). Phase I was the priority of the community to get residential lands out for sale to the community. The Alternative Phase I Plan provides single family residential development which is a high priority for Wrangell with lower infrastructure costs, but still provides room for ANSEP and other mixed use developments in the future.

Issues for discussion:

Current Preferred plan provides land area for future developments: ANSEP, Senior Assisted Living, commercial neighborhood retail.

Current Alternative Phase I plan provides for residential lots on the north end of the property.

Demand for housing

Cost of Infrastructure development Phase I vs Alternative Phase I

Wrangell Institute Property Master Plan

City and Borough of Wrangell

March 16, 2017

DRAFT



Table of Contents | Wrangell Institute Master Plan

Executive Summary	1
History of Site and Existing Conditions	1
Public Outreach	1
Overview of Preferred Plan	1
Fiscal Impact Analysis	2
Funding and Feasibility	3
Dedication	4
Introduction	5
The Project	5
Site and Historic Context	5
Community Needs and the Project	7
The Master Planning Team	8
Project Goals and Process	8
Overview	8
Existing Conditions and Engineering Analysis and Recommendation	10
Existing Conditions	10
Engineering Analysis and Recommendations	21
Housing and Economic Strategies Analysis	26
Community Needs/Economic Analysis	26
Housing Needs/Analysis	28
Economic Opportunities	31
Public Outreach and Engagement	35
The Process	35
Stakeholders and Planning Partners	35
Key Meeting Summaries	37
Master Planning and Preliminary Subdivision Design	40

Fifteen Draft Alternative Master Plans	40
Three Alternative Master Plans	40
Draft Preferred Master Plan	47
Preferred Master Plan	47
Phasing	50
Preliminary Subdivision Layout	54
Community/Neighborhood Development	55
Zoning Recommendations	59
Fiscal Impact Analysis: Preferred Master Plan	62
Construction Costs	62
Phased Construction Costs	62
Preferred Master Plan: Alternative	66
Revenue Generation	68
Funding and Financial Strategies:	77
Economic Development	77
Funding Opportunities	79
Financial Feasibility	84
Final recommendations and Implementation	84
Conclusion	85

Executive Summary

History of Site and Existing Conditions

The Wrangell Institute Property is located in Wrangell, Alaska at approximately 5 mile Zimovia Highway near Shoemaker Bay Harbor. The land is adjacent to residential property and the Shoemaker Bay Recreation Area. The 134-acre site is owned by the City and Borough of Wrangell. Approximately 12 acres along the highway were previously subdivided when the former Wrangell Institute was constructed there in the 1940's. The rest of the property is forested, undeveloped land with some timber harvest. The focus of the planning effort was on creating a new and vibrant mixed-use neighborhood that could be integrated into the surrounding development and resources.

Public Outreach

This plan was developed through the input of more than 100 Wrangell stakeholders and residents throughout four community workshops, two three-day open house events, integrated design charrettes, stakeholder meetings, and intensive public outreach over a five-month period. Working with the public and local officials, the team developed 15 plans that were reduced to seven, narrowed down to three and—based on feedback and input—developed into an integrated preferred master plan.



Overview of Preferred Plan

The community's preferred master plan sets aside 20 acres for an educational campus—including a school, gymnasium, cafeteria, and green spaces. The plan also includes space for the development of a senior assisted living facility. The plan envisions vibrant self-supporting neighborhoods with room for retail and commercial development. The plan integrates these developments with existing recreation facilities including the Rainbow

Falls Trail and adjacent harbor and park, capitalizing on the adjacent location of Shoemaker Bay. Single-family housing lots will be along the Zimovia Highway and also back into the site subdivision as the market demand expands. Further residential opportunities are provided behind the education and senior care facilities in order to provide support for these developments and additional residential expansion.

Phasing

The plan is broken into seven distinct phases:

Phase I - Medium Density Residential: 5 acres, 10 lots. Roadway and utility construction = \$827,576

Phase II - Medium and Low Density Residential: 15 Acres, 14 lots. Roadway and utility construction = \$649,664

Phase III - Commercial / Educational / High Density Residential: 33.5 Acres, 3 lots (two smaller lots and one 20-acre parcel). Roadway and utility construction = \$1,175,193

Phase IV - Low Density Residential: 9 Acres, 7 lots. Roadway and utility construction = \$433,211

Phase V - Low Density Residential: 9 Acres, 9 lots. Roadway and utility construction = \$693,016

Phase VI - Medium Density / Cottage Housing: 5 acres, 10 lots. Roadway and utility construction = \$1,252,957

Phase VII - Low Density Residential: 22.5 acres, 18 lots. Roadway and utility construction = \$4,080,424

Alternative Plan

Based on discussions with ANSEP the intent is that the campus phase of the project occurs in the near future and would be the first phase hooked to the utilities extension from Zimovia Highway and would subsequently feed the rest of the site. Should the ANSEP project be delayed, there is an equal priority to provide single family housing with reasonable utility hook up costs. An alternative development plan would take the western portion of the ANSEP campus (adjacent to Institute Creek) for housing while preserving the central campus green.

Fiscal Impact Analysis

It will cost an estimated \$9.1 million to the develop roads and utilities associated with all phases of the plan. Lot sales and timber development of the site are expected to earn up to \$3 million.

Timber Value - The majority of the site is forested. A partial cut at this time will yield just short of \$400,000. A clearcut of the same site will yield approximately \$760,000 in revenue.

Lot Sales – Based on a local analysis, the raw land divided into lots across the property could be sold for an estimated \$2.8 million (excluding the value of the 20-acre lot).

Property Tax – Should the lots be developed, they would increase in value and (assuming no property tax exemptions) the City and Borough of Wrangell could receive an estimated \$136,000 annually in tax revenue from the area.

Funding and Feasibility

There are three clear ways in which the development of the facilities discussed in the master plan could attract economic development and bring an additional \$10.6 million in direct annual economic activity to Wrangell, along with approximately 85 direct jobs. These include the development of a specialized high school campus, development of an assisted living facility for seniors, and development of housing that supports local community and business needs.

Boarding School - The Alaska Native Science and Engineering Program (ANSEP) is exploring the concept of partnering with the City and Borough of Wrangell to develop a 400 bed boarding high school, and has identified the Institute Property as the location for a new campus. ANSEP expects to fundraise for the

construction of campus buildings. Funding for the school operations would come through base allocation of the Wrangell school district and a monthly rate for residential high schools. The base allocation from the state for students, plus the monthly rate for residential high schools, are estimated to total \$10 million annually if and when the school is operating at full capacity. The facility would create 75 direct jobs and approximately \$3 million in annual wages. Construction of such a facility would also create an additional economic boost to the community.

Assisted Living Facility – Wrangell has also prioritized the desire to meet the local and the regional needs of an aging senior population. Assuming a facility with 10 residents, total facility revenue could be \$600,000 per year, and contribute 15 full-time new jobs and \$300,000 in direct new annual wages in the community. (Estimates are based on an assisted living facility in Haines).

Housing – Gaps in local housing needs will be addressed through the development of a new subdivision in Wrangell. New housing will support key economic sectors of the community, including the growing maritime sector – as well as supporting potential campus or assisted living facilities, along with potential longer term developments at the former 6 mile waterfront industrial property.

Partnerships - In order to implement the Master Plan elements, the City and Borough of Wrangell must rely on partnerships and grant funding opportunities.

- **ANSEP** - An effort to formalize the City and Borough of Wrangell's relationship with ANSEP is already moving forward. This partnership will help develop one of the most significant elements of the plan, which will in turn help identify new mechanisms to further develop the larger property. Statewide support from tribal organizations is critical for this proposal to advance.
- **Tribal Grants Opportunities** - The Tlingit Haida Regional Housing Authority (THRHA) and the Wrangell Cooperative Association (WCA) are working together to pursue funding opportunities for tribal housing developments for an assisted living facility in Wrangell. A potential outcome of this partnership could result in Indian Community Development Block Grant (ICDBG) funding that could be put toward infrastructure development in the Wrangell Institute area.
- **Public Private Partnerships** - Available funding from traditional sources may fall short of total development needs. Public-private partnerships are an important way to fund and sustain infrastructure projects. Strategic collaboration with other investment partners

will enable the City and Borough of Wrangell to create a funding strategy that includes federal and state grants along with contributions from development partners. There are a number of grant options that the CBW can explore in obtaining funding for development of the utility and road work necessary to develop the project phases, including block grants if meet the eligibility requirements through the US Department of Housing and Urban Development and grants through the US Department of Agriculture.

Dedication

This plan is dedicated to Greg Scheff and Tom Siekawitch. Greg was a well loved and respected Wrangell resident, surveyor and partner of R&M Engineering, and on the planning team for this project. He died in a small airplane accident April 8, 2016 on Admiralty Island on route to a survey project in Angoon, before this plan was completed. Tom Siekawitch, Wrangell resident, employee of R&M Engineering and the individual responsible for the preliminary mapping and surveying for this project was also lost in the same plane accident.



Greg Scheff walking the Institute Property site with the project team on February 29, 2016.

Introduction

The Project

The 134-acre parcel (formerly known as the Wrangell Institute site) is the last large desirable undeveloped tract remaining in Wrangell. The Wrangell Institute Subdivision and Master Planning process resulted in a site specific master plan to guide the next stages of development for Wrangell's Institute property that will meet the needs of the community, along with providing economic opportunities.

The plan, developed through an intensive collaborative public process, promotes a mix of residential and economic opportunities for the site. It includes phased development of a variety of residential sized lots, small commercial/retail, a new education campus, an assisted living facility, open space and trail networks connecting to existing recreation facilities, and a new mixed use neighborhood that would support other development in the Shoemaker Bay area. The plan assesses and identifies utility and storm water infrastructure needs, protection of wetlands, site access, land uses, environmental issues, potential development and financial partnerships, economic opportunities, and fiscal impact analysis.

This project included significant public involvement to engage the community and allow input and help direct the planning effort. The Wrangell Institute planning team was comprised of Corvus Design, R&M Engineers (Ketchikan), Rain Coast Data, NorthWind Architects, and LEI Engineering.

Site and Historic Context

Site Location

The site is located south of downtown near 5 mile Zimovia Highway adjacent to the US Forest Service Rainbow Falls Trail, and across the street from Shoemaker Bay Park. The site is adjacent to residential property as well as lands owned by the Alaska Mental Health Trust Land Office.

The property includes 12-acres of filled previously developed and subdivided lots. Tyee hydroelectric lines cross the northeast corner of the property within an easement. Zimovia Highway separates the property from beach access. Recently, a pioneer road was constructed on the south end of the property to access timber on adjacent Mental Health Trust Lands and in the southeast corner of the subject property. The site was originally home to the former Wrangell Institute.



A historic photo of the Wrangell Institute when it served as a boarding school.

Historic Context and Uses

In 1924 the Alaska Native Brotherhood and Alaska Native Sisterhood successfully lobbied the federal Bureau of Indian Affairs to build the first Native boarding school, the Wrangell Institute. Eight years later, in 1932, the U.S. Bureau of Indian Affairs (BIA) began classes at the new Wrangell Institute with 71 high school students.

Eventually, kindergarten through high school-aged Alaska Native children were brought in from communities across the state. The campus included a large school building with a gymnasium connected by enclosed walkways to two dormitories, an apartment complex for staff, a medical clinic, garage, boathouse, and an additional log cabin for staff housing. During World War II, the campus doubled as a relocation camp for Aleut people.

By the mid-1960s approximately 260 students were enrolled in the Institute. The school operated for 43 years, ultimately closing in 1975 due to decreasing enrollment, high

repair and maintenance cost considerations, and a lessening role for BIA boarding schools in Alaska. In 1978, the facility was transferred to Cook Inlet Region, Inc. and was used for housing for the Young Adult Conservation Corps by the U.S. Forest Service until 1980. Over the next 15 years, the buildings mostly languished. In 1995 ownership was transferred to the City of Wrangell. Due to the use of lead paint and asbestos in the original construction, along with the

deteriorated state of the property, all but one of the campus buildings were demolished in 2001.

The history of the BIA campus in Wrangell is contentious. While the BIA's primary objective was to educate children who didn't have schools in their villages, there were additional objectives of forced assimilation and acculturation, along with stories of physical and sexual abuse. According to the City and Borough of Wrangell's website: "While many of the former students feel they were given a golden opportunity for an education they never would have received in the 'bush'; there are an equal number still scarred by the trauma they faced as small children far from home in a completely different environment and social structure... The establishment of the Wrangell Institute is clearly the 'triumph and tragedy' of forced assimilation and government paternalism."

Historic photo of the Wrangell Institute buildings.



Zoning

The current zone for the Institute Property is "Holding" and is intended to "maintain future development options by setting aside large areas (in excess of short-term needs), by piecemeal development for possible future use."

Community Needs and the Project

Two decades ago the regional Southeast Alaska economy changed course as the timber industry abruptly declined, deeply impacting Wrangell. When the Wrangell sawmill closed in 1994 it accounted for a quarter of all local jobs, and a third of all direct local wages. Local government officials reacted quickly, developing a long-term large-scale vision for the future Wrangell economy—as a modern Southeast Alaska working waterfront maritime economy with appropriate housing options. Through excellent leadership that vision is being carefully and patiently implemented piece by piece. These deliberate and careful investments in local community infrastructure have resulted in significant changes. The Wrangell Institute Master Plan Development is the next piece in this comprehensive approach to local economic development, along with the Waterfront Industrial Property Assessment and Feasibility Analysis.

The Master Planning Team

The Wrangell Institute planning team was comprised of Corvus Design, R&M Engineering (Ketchikan), Rain Coast Data, NorthWind Architects, and LEI Engineering.

The design team led by Corvus Design Landscape Architects used extensive community involvement to identify ideas, use conflicts, potential growth, and opportunities.

Corvus Design teamed with four Southeast Alaskan firms that, like Corvus Design, have a proven track record working for the City and Borough of Wrangell.

- Corvus Design and NorthWind Architects led the overall land use planning and design effort, integrating the diverse uses, elements and needs into a unified design. They focused on guiding the design work and implementation plan to fit smoothly within the existing character of Wrangell.
- R&M reviewed this work to ensure that the concepts were feasible from an engineering and permitting standpoint, as well as providing preliminary subdivision layout and construction costs on the individual elements of the design alternatives.

- LEI Engineering took the lead in assessing potential timber revenue.
- Rain Coast Data developed an analysis of local and regional socioeconomic trends to forecast and identified the potential economic benefits to be gained from this project. This analysis informs the implementation strategy to allow the City of Wrangell to maximize the returns on the investment required for the Wrangell Institute Master Plan.

Project Goals and Process Overview

Project Purpose

The project purpose was to develop a community-supported master plan for the Institute property that meets the current and future needs of Wrangell. Based on the master plan a preliminary subdivision plat is to be developed for the highest priority area through logical implementation.

Goals

The focus of the planning effort was to create a new and vibrant mixed use neighborhood that was integrated with surrounding development and resources, and

create an implementation plan based on needs, costs, revenue generation and construction sequencing.

Public Meetings

This project included a significant public involvement process to engage the community, allow input and help direct the Institute property planning effort.

Trip #1

Day 1: Public Workshop–Housing trends/opportunities and priority development

Day 2 and 3: Community Design Session–Develop alternative master plans

Day 3: Public Workshop–Presentation of alternative master plans and preliminary costs and financial analysis for comments

Trip #2

Day 1: Public Workshop–Presentation of alternative master plans and subdivision layouts for selection with costs, scale analysis, funding sources and strategies.

Day 2 and 3: Community Design Session–Refine preferred master plan and subdivision layout and costs, scale analysis, funding sources and strategies.

Day 3: Public Workshop–Presentation of preferred master plan and subdivision layout for comments with scale and financial feasibility recommendations.

Trip #3

Day 1 : Public Workshop and Presentation to Assembly of Final Master Plans and Report and Final Recommendations for adoption.

Up-to-date project developments were posted at: **wrangell-institute.blogspot.com**. The project team also provided regular updates to 236 Wrangell officials, business leaders, and residents through Constant Contact email communications.

Project Workplan

1.0 Project Kickoff

2.0 Background Research and Analysis

3.0 Public Outreach and Engagement

4.0 Master Planning

5.0 Subdivision Design

6.0 Construction Costs and Revenue Generation

7.0 Financially Feasibility

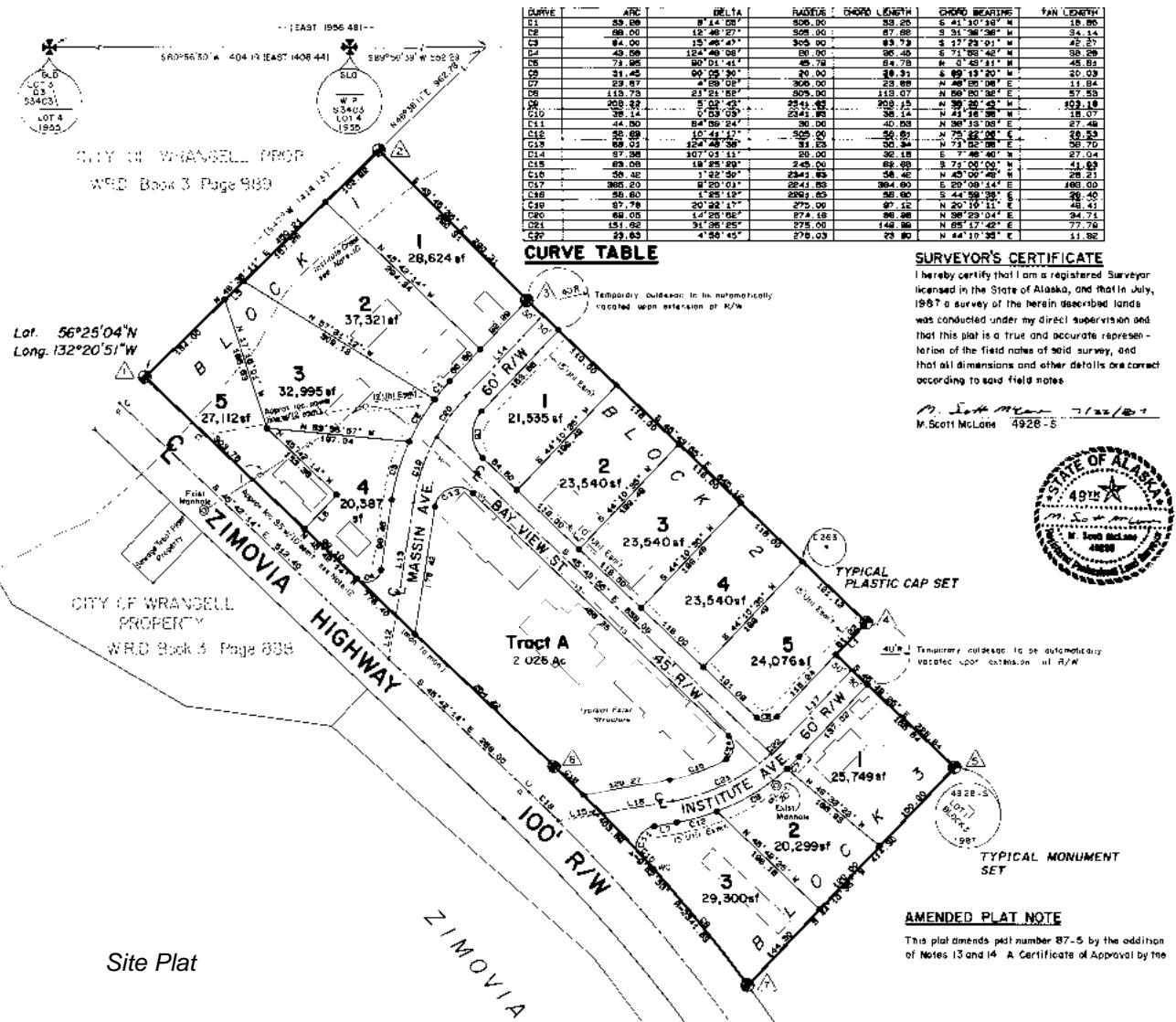
8.0 Document Preparation

Existing Conditions and Engineering Analysis and Recommendation

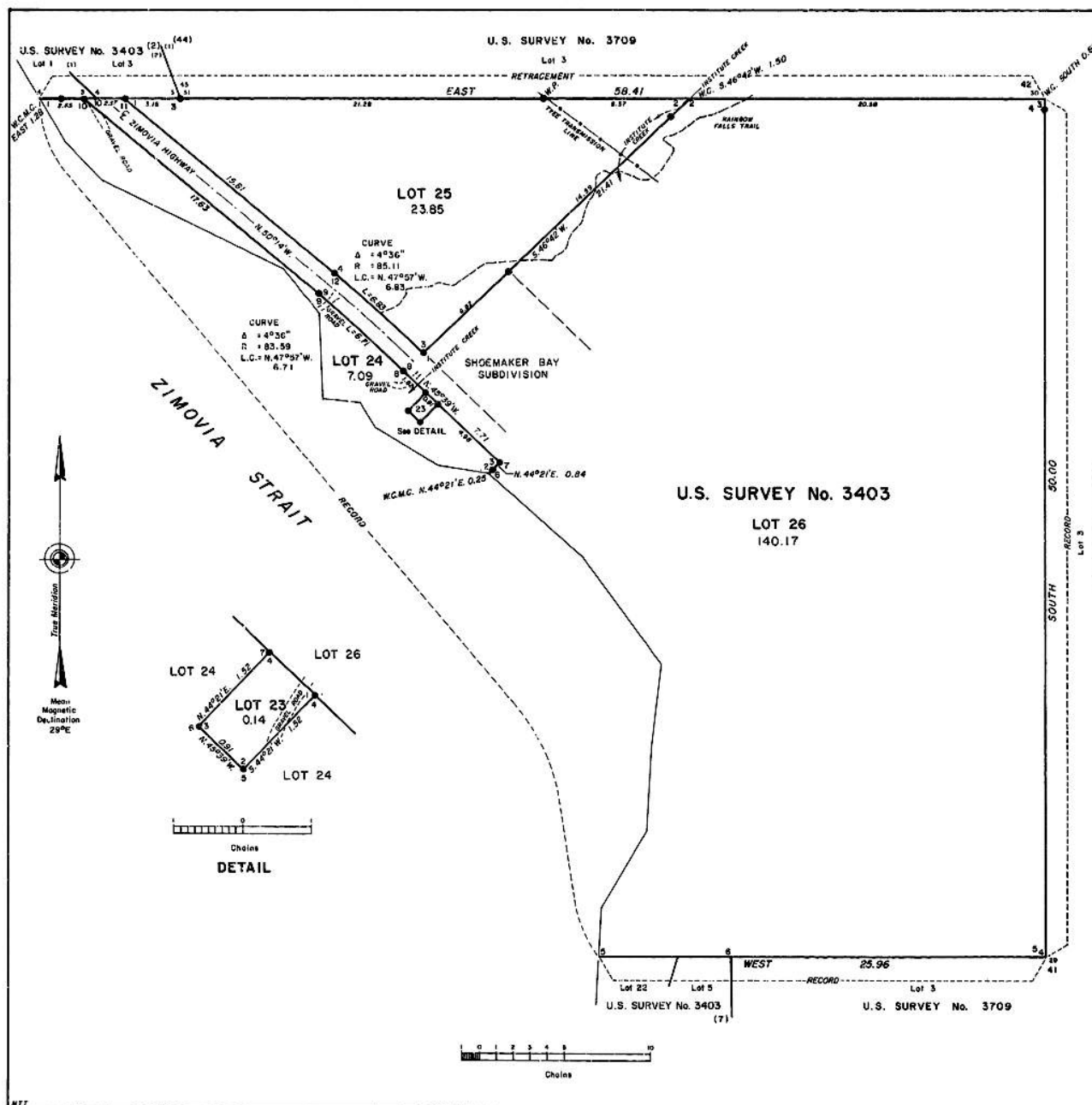
Existing Conditions

Site Location

The site is located at mile 4.7 Zimovia Highway south of the City of Wrangell and is within the City and Borough of Wrangell. The project area includes Lot 26, U.S. Survey No. 3403 and all of the northerly parcels within the Shoemaker Bay Subdivision Amended, which was recorded as Wrangell Plat 87-9. The site is approximately 134 acres.



Site Plat



**U.S. SURVEY
No. 3403, ALASKA**
THE RETRACEMENT AND SUBDIVISION
OF
LOT 4, U.S. SURVEY No. 3403
CREATING LOTS 23 THROUGH 26
AND
THE RETRACEMENT OF A PORTION OF
U.S. SURVEY No. 3709

SITUATED ALONG BOTH SIDES OF THE ZIMOVIYA HIGHWAY
APPROXIMATELY 4 MILES SOUTH
OF THE CITY OF WRANGELL, ALASKA
APPROXIMATE GEOGRAPHIC POSITION

CORNER 1, LOT 24, IDENTICAL
WITH CORNER No. 3, LOT 1, BOTH MEANDER CORNERS

IS:

LATITUDE: 56°25'14" NORTH

LONGITUDE: 132°21'17" WEST

(NAD 27)

SURVEYED

BY

M. SCOTT McLANE

REGISTERED ALASKA LAND SURVEYOR NO. LS-4928

FOR

McLANE AND ASSOCIATES

AUGUST 1 THROUGH AUGUST 10, 1988

UNDER SPECIAL INSTRUCTIONS DATED

FEBRUARY 10, 1989

APPROVED FEBRUARY 27, 1989

AND CONTRACT NO. YA651-CT6-340058

AWARDED JUNE 7, 1989

Acceptance of this survey does not purport to transfer any interest in submerged lands to which the State of Alaska is entitled under the Equal Footing Doctrine and Section 6(m) of the Alaska Statehood Act, P.L. 85-508, notwithstanding the use, location, or absence of meander lines to depict water bodies.

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Anchorage, Alaska

This plat is strictly conformable to the approved field notes, and the survey, having been correctly executed in accordance with the requirements of law and the regulations of this Bureau, is hereby accepted.

For the Director
Robert H. Conder June 1990
Date
Deputy State Director for Cadastral Survey,
Alaska

Climate

Wrangell lies in the maritime climate zone and experiences cool summers, mild winters with snow, and year-round rainfall.

January/July Average Temp	30.5°F / 58.1°F
65 yr Min. / Max Recorded	-10°F / 92°F
Average Annual Rainfall / Snowfall	82.4" / 64"
Prevailing Wind Direction / Speed	SE / 5-15 mph

Geology

The geologic conditions reflected in the soils at the site began with the last major glaciation, which buried the area under 2,000' to 3,000' of ice. The ice deposited some soils directly as "glacial till" on the ice-scoured bedrock. Some soils of similar composition were deposited as sediment from meltwater as the glacier retreated 8,000 to 10,000 years past. Subsequently the regional land surface, depressed below sea level by the weight of the glacial ice rebounded, approaching pre-glacial levels. As formerly submerged land passed through the intertidal stage, beach deposits were formed over the underlying soils and were subsequently uplifted and overgrown by vegetation which in turn formed the peat which recently covered the site, as evidenced by soil conditions exposed over most of that area.

Soils

Soils noted within the study area included peat, organic muck, and silty gravel mineral soils. Peat and muck were found on most locations with gradients of less than 10%, while mineral soils were found on steeper locations. Both of these soils are listed as hydric soils, and are one indicator of wetlands. One non-hydric soil was found throughout the upland area on steeper landforms. This soil is a bright or brightly mottled mineral soil. The peat soil is composed of varying depths of saturated mosses, usually sphagnum moss. This soil is found in wetland units in the lower areas near the highway. The muck soil is found in the area behind the former Institute property and is composed of saturated decomposed organic material. Observations show it is likely that the upper portions of the watershed contribute to recharge of groundwater within the mountain talus slopes that then discharge at the base of the slope in forested wetlands.

Vegetation

The site is primarily a forested wetland with western hemlock, Sitka spruce trees, and organic muck soils; and a forested wetland with western hemlock, Alaska cedar trees, and peat soils. There are some uplands which are mostly on steep slopes, with western hemlock, Sitka spruce trees, and mineral soils. These wetlands rate high or moderate to high for such functions as: ground water discharge, riparian support, disturbance sensitive wildlife (deer), and recreation use. The wetlands and

streams in the study area likely are fed by groundwater that is charged by wetlands higher in the watershed. The 2003 Welsh/Dunn Environmental wetlands survey for the site indicates that most all undeveloped portions of the site are forested wetlands with formally developed areas (disturbed areas) and a small portion of the northern extents of the site not being wetlands.

Tectonic Activity

In Southeast Alaska, postulated subduction zones of crustal plates run predominantly from Northwest to Southeast. These zones create linear features in the earth's crust that appear to be faults or fault scars. Tectonic movement along these regions create seismic activity. Historical records show that there has not been an earthquake epicenter in the vicinity since 1788. A majority of earthquakes felt by the Wrangell region have been generated approximately 140 miles to the west along the Queen Charlotte Island-Fairweather fault system; however, no severe damage in the Wrangell region has been reported. The USGS categorizes Wrangell as Seismic Design Category B: $S_s=0.248$ (0.2 second), $S_1=0.254$ (1.0 second); magnitudes of 6 or greater (Richter Scale) can be expected. From historical data, the probability of an earthquake with a magnitude of 6 or greater occurring in the Wrangell region is minimal; however, possible future seismic effects are as follows:

- Large-scale surface deformation resulting in land level changes
- Ground shaking
- Compaction
- Liquefaction
- Submarine slides
- Ground fracturing with sediment-water ejection
- Sensitive clay reaction
- Tsunamis and other wave actions (low risk due to island protection)

Field Exploration and Sampling

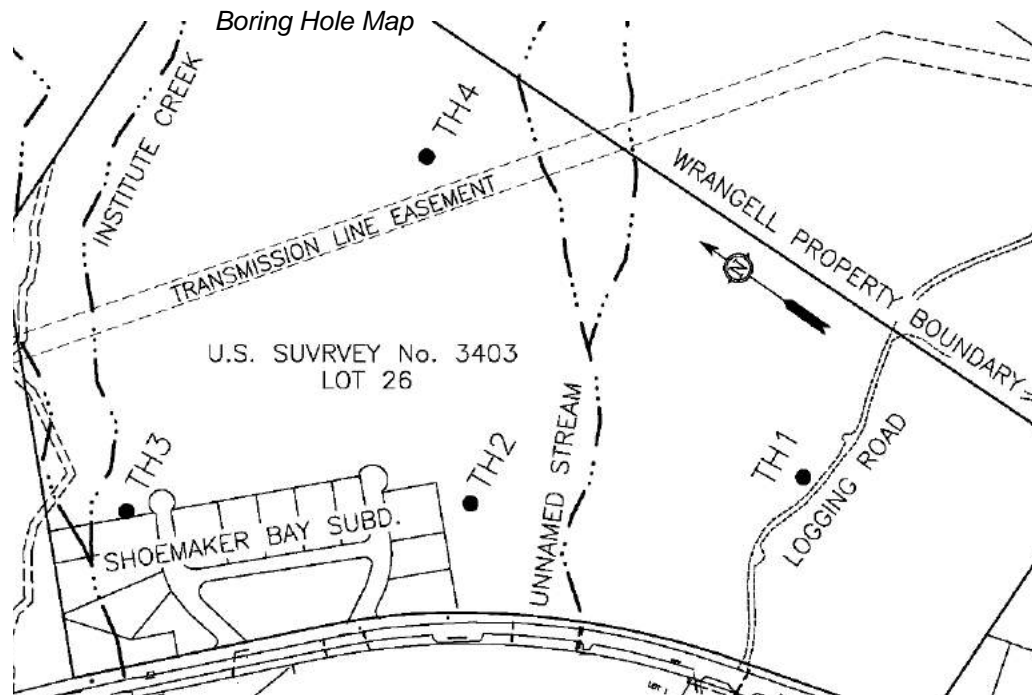
Test pit exploration was conducted on March 13, 2016, with a total of four hand-dug test holes recorded. Various samples were taken as needed to accurately represent the soil strata encountered. The purpose of this investigation was to generalize the types of soils and the extent (depth) of organic soils over the underlying more stable mineral soils present and their suitability for use in the proposed development and to assist with predicting the development costs. The soil conditions at each location are summarized on the boring logs on the following page.

Boring Hole Table

Hole Number	Location	Materials Encountered	Test Hole Depth
	Northing/ Easting	(feet)	(feet)
TH-1	1674757, 2955272	0-1 Peat 1-2 Sand >2 Gravel	3
TH-2	1675760, 2954279	>1 Mixed Clay	3
TH-3	1676433, 2953814	0-0.5 Peat 0.5-3 Silty Sand	3

The overall material encountered in the test holes was fairly consistent. Our investigation did not include the previously developed property that housed the Institute School facility. Due to the limited nature of the investigation, refusal at bedrock was not performed. Groundwater was encountered in each of the test holes.

In general, the results of the four test pits indicate that the project site is underlain by several distinct soil layers consisting of organic topsoil (peat) and varying granular underlying soils.



Organic Soil (Peat) – This is the existing soil mantle covering the project site. It is commonly rich in organics, moist to wet in-situ condition, is very soft and has a low density. Thickness varies from 0.5 to 1.5 feet.

Glacial Till/Clay – This layer consists mainly of gray, clayey sands (SC). This layer is frost susceptible and generally medium dense and contains some sands, silts and clays.

Hydrology

Streams

The Institute Creek/Rainbow Falls Tributary stream system has several deeply incised channel types in the upper stretches, then in the lower gradient stretches becomes a Moderately Incised Footslope Channel, and finally in the vicinity of the Institute fill, a Narrow Shallow Contained Channel. Management concerns for this stream in the wetlands study area are low because the stream is well contained in the channel, has large rock substrate, and is not a salmon (anadromous fish) stream. However, the stream in the lower stretches does have resident fish, and fish passage through a round culvert would be difficult because of the gradient of the stream.

There is a small stream located just south of the Institute fill which bisects the area proposed for development. This stream is rated as having resident fish. Although small, this stream is deeply incised in the vicinity of the power line while lowering to a shallowly to moderately incised footslope channel for the remainder of the channel, to the highway. Concern for management of large woody debris and stream bank sensitivity is moderate within the study area, while



sediment retention, sideslope sensitivity, and culvert fish passage are low.

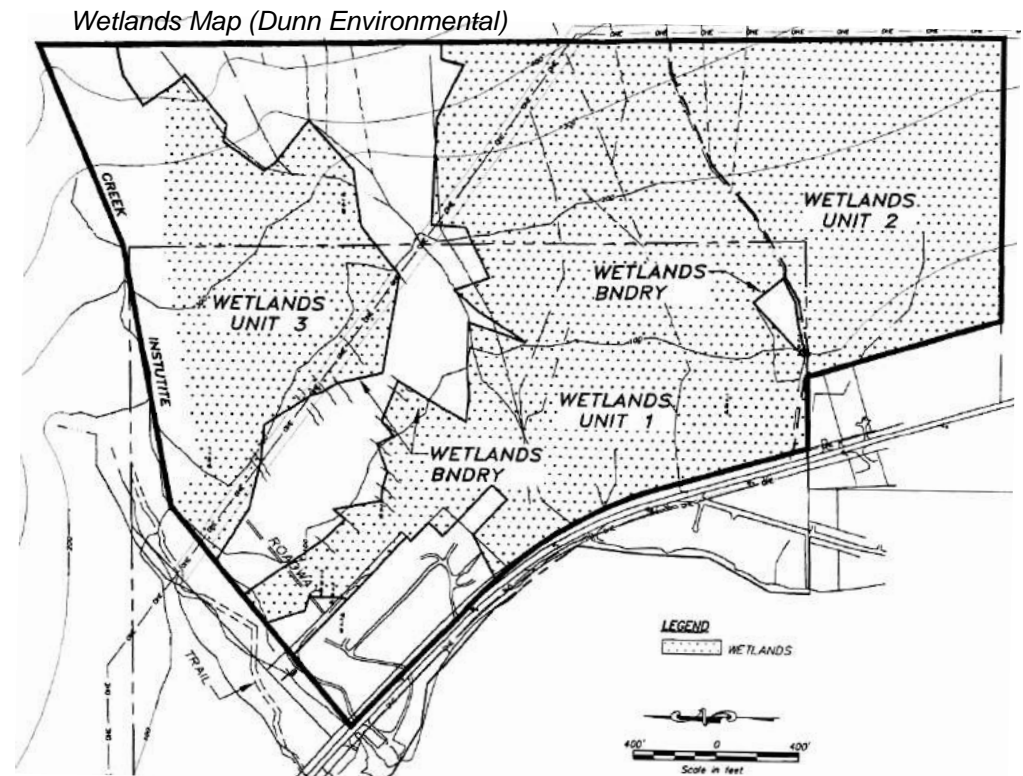
The lower gradient land on the south end of the property contains numerous intermittent and ephemeral streams less than 1 foot in width. These streams are a combination of the Palustrine Narrow Placid Flow Channel, Scrub Forest Phase and the Moderate Gradient Alluvial Fan Channel.

Stormwater

Stormwater concerns in Southeast Alaska arise with high precipitation events that introduce so much water into watercourses that erosion occurs. Severe events can cause significant transportation of sand, soil, rocks and trees and thus damage to property. Institute Creek endured a debris torrent in 1993. This event probably had the effect of cleaning out the debris that posed a hazard and so another torrent is less likely until more material accumulates over the years. The study area is drained by dozens of very small watercourses and this has the effect of dispersing the impact of unusual rain events. The Wrangell Institute study area, if left undeveloped, is probably safe from significant stormwater damage because it does not have any large watercourses into which sudden extreme runoff will be directed and into which large volumes of debris can build up. This situation will change if the property is developed in such a way as to channel surface flows into a smaller number of drainages.

Wetlands

A preliminary wetlands delineation was performed on the study area of approximately 206 acres by Art Dunn of Dunn Environmental Consulting in 2003. A limited investigation was performed by Greg Scheff in 2016 and confirmed the previous delineation report. Wetlands were found on most low-gradient land within the study area. Most of those wetlands were classified as Forested Wetlands, but Scrub Shrub muskeg wetlands were also found. The Preliminary Wetlands Jurisdictional



Delineation and Functional Analysis, which follow, detail the wetlands information. (Figure 1d, Wetlands). Mr. Dunn's report divided the site into three units. These units were distinguished by vegetation, soils, and slopes. We will summarize Mr. Dunn's findings below.

Unit 1 is located south and east of the Wrangell Institute site. It is approximately 84 acres in size and is characterized by western hemlock and Sitka spruce forest, with an understory of blueberry and huckleberry, and abundant skunk cabbage. Soils in this unit are characterized by saturated organic muck overlying saturated silty gravel. This wetland unit contains numerous small continuously flowing and intermittent streams. The unit most likely receives ground water discharge from the slopes above. Functional analysis of Unit 1 shows a moderate to high rating for ground water discharge, a moderate to high rating for riparian support (near Institute Creek and the unnamed stream bounding the south side of the unit), a high rating for disturbance sensitive wildlife (for deer habitat), and a high to moderate rating for potential recreation use (because of its proximity to the highway and large area).

Unit 2 is located south of Unit 1 outside of this project area on lands owned by the Mental Health Trust Land Office, and is approximately 49 acres in size. Vegetation is characterized by Alaska cedar and western hemlock, with an understory of blueberry and huckleberry, and

abundant skunk cabbage. Unit 2 has peat soils, saturated to near the surface, and only a few streams by comparison. Unit 2 has a high to moderate rating for ground water discharge, a high rating for sediment/toxicant retention, a moderate to high rating for riparian support (near resident fish streams), a high rating for disturbance sensitive wildlife (for deer habitat), a high rating for disturbance sensitive wildlife (for deer habitat), a high rating for ecological replacement cost (because of the long period of time necessary to replace peat soils), and a high to moderate rating for recreation use (because of the proximity to a highway).

Unit 3, about 33 acres in size, is located upslope of the Wrangell Institute site and is bounded by the Institute Creek gorge to the north and uplands on the remaining sides. Vegetation is characterized by Alaska cedar and western hemlock, with an understory of blueberry and huckleberry, and abundant skunk cabbage. Because of its topography, Unit 3 has different wetland function ratings than Unit 2, even though it has similar vegetation and soils. Unit 3 has high to moderate rating for both ground water recharge and discharge (recharge on the crown of land, discharge around the lower edges), a moderate to high rating for riparian support (near the Institute Creek ravine), a high rating for disturbance sensitive wildlife (again, for deer habitat), a high rating for ecological replacement cost (for peat soils again), and a high to moderate rating for recreation use.

Water quality within the Institute study area is good, with little development to alter natural water quality. Hydrologically, it appears that wetlands in the wetlands study area receive ground water discharge from slopes above the study area, and that this ground water is most likely recharged from muskeg or forested wetlands near the top of the watershed and on benches, like Unit 3.

During future stages of planning, it will be important to take into consideration such natural events such as floods, debris torrents, flooding, and habitat fragmentation.

Because the study area is small in comparison to the watershed, less than 10 percent, it is particularly important to understand and be able to predict the fate of the upper watershed. The lower watershed would be the receiving "waters/lands" for adverse events in the upper watershed, i.e. debris torrent, landslide, flooding, and erosion. At this point, the only likely development that would occur on the upper watershed is selective helicopter logging. It appears that any new logging will be above the Institute Creek watershed (Rainbow Falls Creek Tributary) and not above that portion of the watershed that drains onto the study area. Logging activity, especially on Alaska Mental Health Lands and USFS-managed land, is subject to extensive conditions to prevent erosion and instability.

Recreation

A recreation trail follows the Rainbow Falls Creek drainage from near the Institute Creek Bridge at Zimovia Highway upstream to the top of the drainage in the alpine. This trail system extends north out of the watershed, and also south around the top of the watershed to the Shoemaker Overlook Shelter located on Tongass National Forest land, and maintained by the USDA Forest Service. A USDA Wrangell Island Analysis reports that this trail system "is probably the most popular trail on the island." In addition, the City maintains a small recreation area on the beach at the mouth of Institute Creek and includes a small day-use recreation facility and shelter, playground, tennis courts and a small area for camping for RV and tents.

Adjacent to the recreation area to the north is Shoemaker Harbor. The harbor includes 250 slips for small and large commercial fishing and recreational vessels and various harbor support facilities such as tidal grids, a hoist, boat launch, restrooms and work float.

Environmental Review

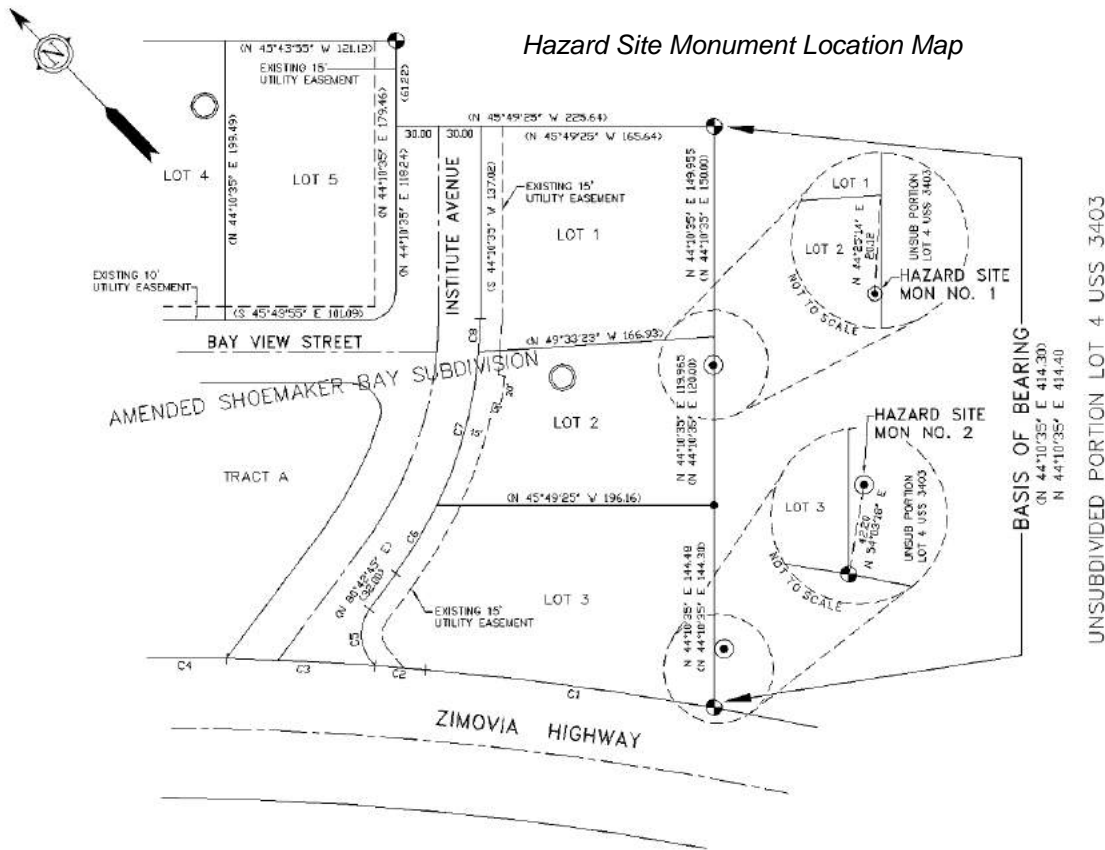
The site has a history of multiple contaminated soil cleanup activities resulting from leaking underground heating oil storage tanks and leaking fuel delivery pipelines located on the southern property line of Lots 1-3 of Block 3 and the northern property line of Lot 4 of the Amended Shoemaker Bay Subdivision. Based on our research of Alaska Department of Environmental Conservation (ADEC) records for this site, the City and Borough of Wrangell (CBW) began removal of approximately 1500 cubic yards of contaminated soil in July of 2001. While completing this work CBW determined the extent of the contaminated area was far greater than originally anticipated and therefore requested assistance from ADEC to perform the additional work necessary to provide a Site Characterization Report to assess the extent of the contamination.

In October of 2003 ADEC contracted SLR Corporation to perform the fieldwork required to develop a Site Characterization Report. This field work consisted of the excavation of 52 test pits in the areas of potential contamination and hand auger test holes along the southern-side fuel supply pipeline that were accessible to track mounted excavators. From these 52 test holes 40 soil samples were taken and sent in for laboratory analysis. Based on the results of the soil samples laboratory analysis, 5 main locations were identified with

hydrocarbon concentrations well above ADEC published clean up levels. It was estimated that 5,800 cubic yards of contaminated soil remained on site. In addition to digging the test pits, SLR also installed 8 groundwater monitoring wells on the site. Diesel range organics and polycyclic aromatic hydrocarbons were found in 5 of these groundwater monitoring wells.

In July of 2007, ADEC contracted with Shannon & Wilson, Inc. (S&W) to conduct a cleanup of these sites identified in the Site Characterization plan. Excavation and removal of all of the contaminated soil on the main site was completed in May of 2009 and ADEC issued a Cleanup Complete determination in October of 2009.

The cleanup determination noted two small localized areas along the southern-side fuel pipeline which were left untouched because accessing these areas would result in extensive damage to the surrounding wetland areas. Once it was determined impractical to clean up these two localized areas, S&W hired Greg Scheff & Associates to perform a survey of the remaining contaminated areas and set monuments in these areas so they could be identified in the future.



Wetland Regulatory Requirements

If a parcel of land larger than a tenth of an acre is determined to be a wetland under the criteria set by the U.S. Army Corps of Engineers ("Corps" hereafter), then most forms of development are subject to the jurisdiction of that agency. Wetlands are legally defined as "those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas." (Corps, 1980). This authority springs from the federal Clean Water Act of 1972 and several court decisions that have been made since passage of that act.

The specific act that requires a permit from the Corps is the placing of fill dirt or material into the wetland. This is a very typical early step for all forms of development and is usually necessary because unfilled wetlands do not provide good support for building foundations.

Finally, after interviewing Anne Marie Palmieri from ADEC, it was determined that prior to any development activities taking place in the area near the southern-side pipeline route, the proposed developer would be required to coordinate with ADEC to prepare a Site Characterization plan and to manage any contaminated soils remaining on site in accordance with the current regulations and policies.

Engineering Analysis and Recommendations

Site Access

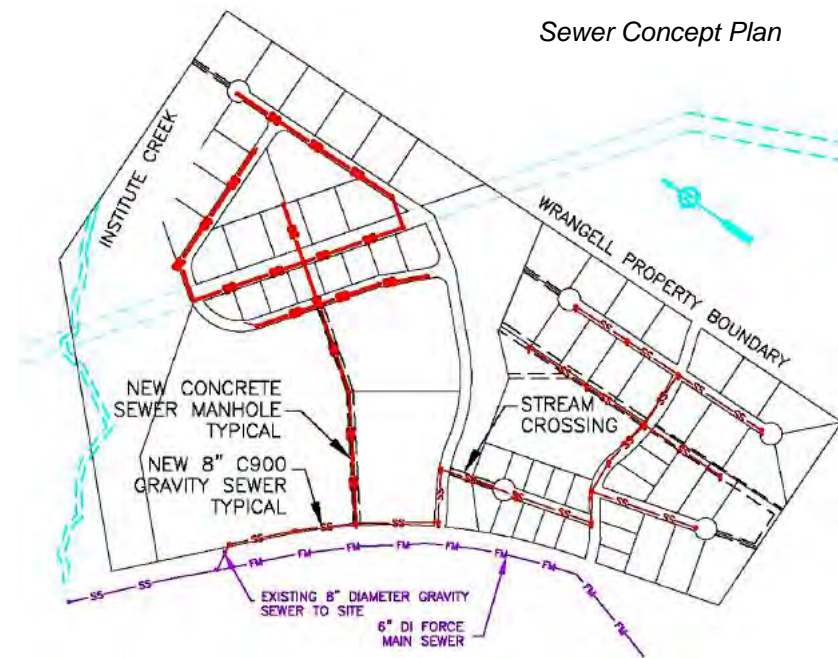
The site is accessed directly from Zimovia Highway. Site distances for highway entrances in most locations along the frontage of the property meet American Association of State Highway and Transportation Officials (AASHTO) design requirements. The preliminary design alternative splits the site into two regions with access to the education and commercial areas from a separate driveway on the north near the former institute site. The access road is gently sloping with large radius curves. Access to the proposed residential areas on the south would be from an existing logging road entrance. This entrance would also be gently sloping at approximately 5% maximum gradient. The proposed roadway alignment generally follows the existing topography and gradients are generally less than 10% except where the roadway transitions from the lower commercial area to the housing area above the power lines. Most of the areas of the site can be graded to meet Americans with Disabilities Act (ADA) requirements for slope.

Cul De Sac Design Alternatives

All streets currently shown as cul-de-sac ends may be designed as through streets as shown in several of the early design iterations. Cul-de-sacs were picked for the preferred alternative due to the lower design costs and

public comment. Adding through streets in lieu of Cul-de-sacs will add 1400 feet of street at a cost of approximately \$700,000. Areas for snow retention could be added with increased public easements at the end of each street. Alternatively, the Borough could retain some land at each street for snow retention.

Utilities Sewer

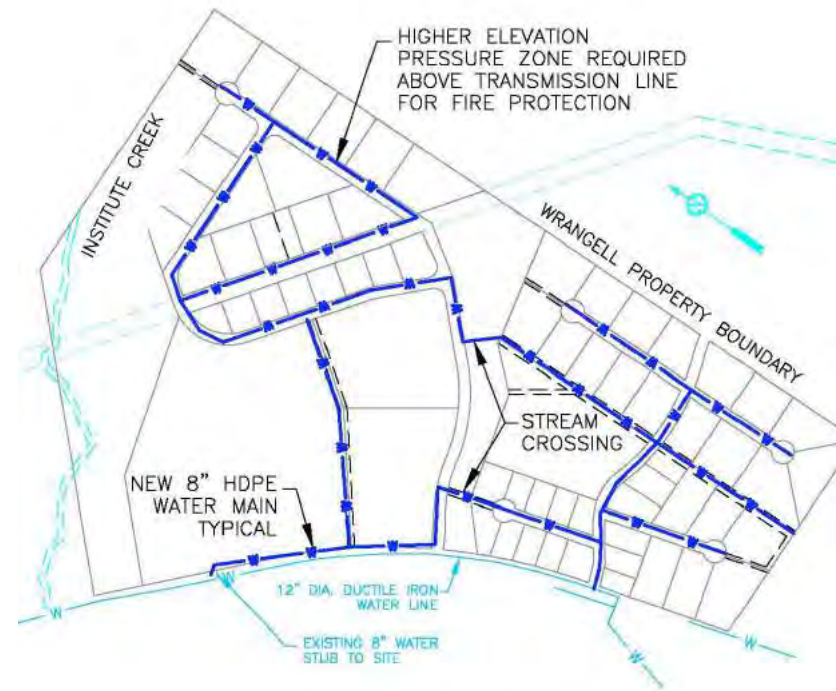


There is an existing 8-inch diameter ductile iron gravity sewer located in the Zimovia Highway near the north end of the institute property. There are no other sewer utilities within the limits of the project and all sewer lines

will need to be extended from that point. A hydraulic analysis of the existing sewer system revealed that there is ample sewer capacity in the existing system to accommodate the entire development. An 8-inch gravity sewer line would be extended for service to the commercial and education development, then further extended to the residential sites. The location of the sewer could be coordinated with the future roads to minimize impacts to the forested areas on site. Nearly all of the site is easily served with gravity sewer. 8" C900 PVC sewer main and laterals are recommended with precast concrete manholes at intersections and spaced at intervals not to exceed 400 feet. A schematic design of the proposed sewer layout is shown on the previous page.

Water

Water Concept Plan



Water service for domestic and sprinkler use will be from two locations enabling a looped system through the development. The two services will be connected with an 8-inch pipe to complete a loop of the site. Fire hydrants will be provided at the end of each street for the housing development, and at four locations within the commercial and education development. A maximum hydrant spacing of 500 feet is recommended. The looped water line shall be a minimum of 8" DR 11 HDPE and secondary lines shall be a minimum of 6" DR

11 HDPE. Dead end lines shall be avoided in the design if possible. There are currently 4 dead end lines shown which could be looped for an additional cost of \$70,000 for the approximately 1000 feet of additional pipe. A schematic of the possible water line is shown below. Water pressures above the utility line easement do not meet the minimum requirements of the Uniform Fire Code without a water storage tank and a booster station to create a zone of higher pressure. This will likely make development of those areas unfeasible.

Embankment, Grading and Drainage

The most economical site development technique will be excavation of the organic materials and other unsuitable materials to hardpan and replacement with shot rock. There is a community-owned rock quarry located nearby on Zimovia Highway and several private quarries making rock cost effective to truck to the site. It is unlikely that a rock source exists within the property. Surface runoff will be collected with both curb inlet and field inlet grates and diverted via 12-inch to 24-inch HDPE culverts into established watershed runoff areas.

Surface water within the development will be collected and transferred in roadside ditches and some limited driveway culverts and stormwater collection systems with culvert sizes ranging from 12" to 24" in diameter.

The stormwater from the upper portion of the site will be collected and directed to the north into Rainbow Creek. The stormwater from the lower portions of the site will be collected and diverted into an established drainage in the middle of the property where it crosses the Zimovia Highway through an existing 48-inch culvert. The culvert appears in good condition and sized adequately for the development.

Site utilities need not be excavated to bedrock. Utilities are typically excavated to dense glacial till with approximately 24" of over-excavation for foundation rock below the pipes.

The soil conditions are generally favorable with shallow mineral soils suitable for building. Building construction will require over-excavation to remove the very loose, soft, or compressible soil prior to the placement of an engineered rock pad.

The following building site preparation methods are recommended for buildings, road and parking lots.

1. Install erosion and sediment control devices around the site prior to beginning construction.
2. Install dewatering devices, as necessary.
3. Excavate the area beneath the proposed buildings (20' outside of the building foundation wall) to a firm

foundation. Remove all material encountered to an offsite waste area.

4. Place 12" minus, non-frost susceptible (N.F.S.) shot rock borrow.
5. Place on 12" lift of N.F.S. select borrow material (3" minus)

When practical, cut and fill activities, including areas requiring non-structural fills, should not be initiated during or immediately after periods of heavy rain or snow.

Foundations

Spread footing founded on the structural fill may be designed for a maximum allowable soil bearing pressure of 2,000 pounds per square foot. This is based on the excavation and removal of organics and unsuitable fill down to undisturbed dense glacial till or bedrock. This allowable bearing pressure may be increased by one-third (1/3) when load combinations involving wind or earthquake effects are considered, where allowed by the building code. Perimeter footings for the heated structure should be founded at least 24 inches below the adjacent exterior grade. Additionally, all interior footings of heated structures should be founded at least 12 inches below the lowest adjacent grade unless constrained by the floor slab. These recommendations are predicted on the assumption that the buildings will be continually heated during the life

of the structure. If unheated footings are to be used or if the building at slab elevation is not heated, the footing should be founded at a minimum depth of 32 inches.

Earthworks

Excavation: Any existing fill, peat or clay within the building footprint areas must be removed and replaced with structural fill. Any fill, peat, clay, or debris encountered at this site are not reusable as structural fill but may be incorporated into landscaped areas.

During site excavation, care must be taken to protect the bearing soils from excessive disturbance by workman and equipment, or ponding and saturation from precipitation. The excavation bottom must be kept dry. If silt and glacial till soils are allowed to become wet they will turn into unmanageable slurry, even if found to be dry originally. For this reason, large areas of exposure must be protected in some manner. Should the combination of surficial disturbance become unavoidable, covering the soil bearing with a thin (2" to 4") layer of non-frost susceptible, free draining, gravelly material is recommended.

Frozen Soils: Do not place fill or construct foundations over frozen soils. Do not fill or backfill with frozen soils.

Permanent Cut and Fill Slopes: Permanent cut and fill slopes in organic, mineral soils, and the weathered

bedrock layers above the site should not be steeper than 1.5:1. Erosion protection in the form of a rock blanket 12" in thickness constructed with uniformly graded 12" minus rock should be provided in all cut slope areas. Steeper shotrock slopes to 1:1 may be achieved if the slopes are built using Class I riprap boulders. Slopes must first be constructed slightly beyond the fill limits, and then trimmed back to the final permanent design slope.

Street and Parking Lot Design

Sub-base should be prepared in accordance with the earthwork requirements. Base course used for grading should conform to Alaska Department of Transportation and Public Facilities (ADOT&PF) Base Course D-1 according to Table 703-2 of ADOT&PF Standard Specifications for Highway Construction.

Asphalt available in the Wrangell region conforms to the ADOT&PF Type II mix design. Blended aggregate fractions must conform to the broadband for Type II Asphalt Concrete Pavement Aggregate found in Table 703-3 of ADOT&PF Standard Specifications for Highway Construction. It is our recommendation that light pavement areas are a minimum asphalt thickness of 2", and heavy pavement areas are a minimum asphalt thickness of 3". A CBR value of 9 was used for asphalt thickness selection.

Off street Parking

The planned right-of-way width was sized to accommodate both pedestrian access and off-street parking. Both of these items should be carefully considered during subdivision design as increasing the width of the roadway add significant total project cost in addition to the master planning costs. Widening the roadway for off street parking would add approximately \$200,000 per phase. We would recommend a minimum width of 34' in that instance. In all cases, a minimum width of 5' shall be maintained between the edge of the roadway and the edge of the right-of-way for public safety.

Design Loads

In proportioning the footing pad under dead plus code-specified live loads, the following soil parameters may be assumed.

Lateral Bearing Value:	200 psf
Coefficient of friction:	0.30
Angle of Internal Friction:	32°
avg. soil moist unit weight:	120 pcf
Active Earth Pressure	30 psf per foot of depth
At-rest Earth Pressure	50 psf per foot of depth
Passive Earth Pressure	450 psf per foot of depth

The International Building Code (IBC) soil classification for this site, in our opinion, is Class D.

Housing and Economic Strategies Analysis

Community Needs/Economic Analysis

Several trends affecting community economics are happening concurrently in Wrangell. The community is growing—mostly due to investment in the maritime sector which has shown robust growth. Wrangell's population is aging significantly—the median age of 48 is 13.5 years older than the average Alaskan. The community is also attracting more visitors—nearly 30,000 in 2015. Each of these developments creates their own set of specific needs within the community, and each have their own housing needs.

Economic Overview and Recent Trends

The community of Wrangell has restructured its economy and identity many times over the years, and is in the process of doing so again. By the early 1990's timber industry jobs accounted for twenty percent of Wrangell's workforce, and nearly a third of all direct local wages. When the Alaska Pulp Company sawmill closed in 1994 the local economy was devastated. During the same period, salmon prices tumbled, reducing the value of the area's commercial fisheries, and the community's largest seafood processor's parent company filed for bankruptcy in 1998. Between 1994 and 2006 the population of the community fell by 19% (losing 522 residents). Immediately after the mill's

closure, the community set about enhancing its locally based seafood and marine services sector and enhancing visitor infrastructure. Through twenty years of concentrated efforts, systematically obtaining and strategically using funding, and an unwavering focus on long-term goals, the community of Wrangell is emerging from this economic devastation intact, and is in many ways a shining example for the region. The analysis of Wrangell's economic indicators showed that the economic tide of the community turned in 2006, and between 2010 and 2015, nearly every economic indicator was up. In that period, population increased by 3%, jobs increased by 5%, total workforce earnings increased by 16%, while maritime jobs and wages were up by 41% and 51% respectively (excluding the self-employed). Commerce is also up. Sales tax receipts increased by 22%, and passenger arrivals increased by 32%.

The City and Borough of Wrangell represents approximately three percent of total population, jobs, and earnings for Southeast Alaska. Altogether, there were 1,225 jobs in Wrangell in 2015 with \$52 million in associated wages. In 2015, maritime related wages (mostly the seafood industry) accounted for more than a third of all workforce earnings, and have outpaced government as being the top income provider in the community: maritime jobs now account for 35% of all employment earnings, versus 28% for government.

Wrangell By the Numbers

Changes in the
Economy 2010 -
2015

Demographics	2010	2015	% Change
Wrangell Population	2,369	2,442	3%
65 to 79 year olds	299	390	30%
Median Age Wrangell (AK is 34.3)	46.4	47.8	3%
K-12 Students	312	274	-12%
Under 10 year olds	265	284	7%
General Economic Conditions	Including Self-Employed Total Jobs = 1,225 Total Workforce Earnings = \$52 million		
Wage and Labor Employment ^(excludes self-employment)	812	855	5%
Wage and Labor Payroll ^(excludes self-employment)	\$28,105,755	\$32,520,622	16%
Wage and Labor Average Wage ^(excludes self-employment)	\$34,613.00	\$38,036	10%
Annual Unemployment Rate ⁽²⁰¹¹⁻²⁰¹³⁾	8.8%	7.8%	-1%
Maritime Economy	Top Sector: 35% of employment earnings Total Jobs = 338 (includes self employed) Total Workforce Earnings = \$17.8 million		
Seafood Processing + Mariculture Jobs ^(excludes self employed)	84	105	25%
Processing + Mariculture Earnings ^(excludes self employed)	\$2,967,150	\$4,054,021	37%
Other Maritime (Boatbuilding, tourism, etc) ^(excludes self employed)	13	32	146%
Other Maritime earnings ^(excludes self employed)	\$371,825	\$994,018	167%
Port of Wrangell: Total Seafood Pounds (2010 & 2014)	4,932,410	28,493,190	478%
Commercial Fishing	Total Commercial Fishermen 2012 = 181 Earnings = \$11.5 million Total Commercial Fishermen 2014 = 195 Earnings = \$12.7 million		
Government	Public Sector: 28% of all employment earnings Total Jobs = 309 Total Workforce Earnings = \$14.3 million		
Total Government Employment	318	309	-3%
Federal Employment	58	51	-12%
State Employment	23	23	0%
City and Tribal Employment	236	235	0%
Total Government Payroll	\$14,148,023	\$14,291,774	1%
Visitor Industry	Key Industry: 8% of all jobs (4% of all employment earnings) Total Jobs = 96 Total Workforce Earnings = \$2.1 million		
Visitor Industry Employment ^(excludes self employed)	88	80	-9%
Total Visitor Industry Wages/Earnings ^(excludes self employed)	\$1,413,226	\$1,682,734	19%
Passenger Arrival via Jet, Cruise, Ferry	21,781	28,653	32%
Alaska Airline	10,587	12,512	18%
Large Ship plus Small Ship	3,869	10,011	159%
Alaska Marine Highway System	7,325	6,130	-16%
Other Selected Statistics	2010	2015	% change
Sales Tax Receipts	\$2,205,839	\$2,681,436	22%
Assessed Values	\$121,950,067	\$140,786,313	15%
Housing Starts	3	13	333%
Total MWh sold in Wrangell	27,221	34,166	26%

Housing Needs/Analysis

Based on analysis, there are several immediate housing needs the community should be addressing:

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

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

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

Low Quality Housing—Based on available data, Wrangell homes appear to be lower in quality than other comparable communities. Wrangell has more

older homes than the region as a whole. On average, 12% of homes were built pre-1940’s, compared to 8% across the region. Moreover, Wrangell has the lowest percentage of homes in the region (5%) with continuous ventilation systems.

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

Low Percentage of Rentals—Another element that sets Wrangell apart from other housing markets is a lower than average amount of housing units available for rent. Typically rental units comprise just over one-third of the housing market—35 or 36 percent. In Wrangell, just 28% of the units are renter-occupied, while 72% are owner-occupied. Wrangell would need to have an additional

90 housing units available for rent to create a more typical balance between housing categories.

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

Low Rental Vacancy Rates—In 2015 Wrangell had the lowest rental vacancy rates in the state in several categories. According to the Alaska Housing Market Indicators 2015 Residential Rental Market Survey, the vacancy rates for one-bedroom apartments, three-bedroom apartments, and two-bedroom single families homes was zero. In 2014 one-bedroom apartments and two-bedroom single-family homes had vacancy rates of zero as well, and in 2013 there was a zero vacancy rate for all single-family home types listed. The 2016 data was just released showing healthier vacancy rates in

most categories, but there remains a zero vacancy rate for two-bedroom single-family homes. It is also important to note that the rental surveys are conducted in spring, prior to Wrangell's busy summer season that attracts those in the seafood industry, shipyard workers, and those serving the tourism sector.

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

the least likely across the region to call housing prices an economic barrier in their community.

Low Rental Prices—According to the Alaska Housing Market Indicators 2015 Residential Rental Market Survey, despite such low vacancy rates, the lowest median adjusted rents in Alaska in 2015 were in the Wrangell Borough. This was also true for two-bedroom and three-bedroom rentals. Early data shows that Wrangell remains the lowest in the state in 2016. Overall, rent in Wrangell is two-thirds the average for Southeast Alaska as a whole. By comparison Rental homes in Wrangell are half the cost of Juneau and apartments are 43% less.

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

Wrangell Tribal Citizen Housing Assessment—In the summer of 2016, a comprehensive survey of Wrangell's Alaska Native households was conducted, revealing the following key findings: The highest priority housing need identified was to make **current homes more energy efficient**, followed by a general call for more affordable housing. There was nearly universal agreement that Wrangell needs an **assisted living senior housing facility**, with 98% of tribal households calling this a high level or medium level need. Wrangell tribal members also want **more 2- to 3-bedroom homes**. They said Wrangell needs more rental housing—but 94% of households also said they would prefer to own a home than to rent (35% of tribal members currently rent).

Wrangell tribal members generally want to live near downtown but not in downtown. Homes located far out of town—past Shoemaker Bay—were rated very low in this analysis. Three-quarters of respondents (75%) said they had some level of interest in living in the area of the Institute property, with one in five respondents calling it their first choice of home location. When asked how much tribal members would be willing to pay per month for new homes, excluding utilities, the average was \$730. When asked, only one-third of tribal members surveyed said that they would be willing to live in a small (up to 800 square foot home) in order to cut costs; 76% said that they would be willing to help build their own home in order to lower their housing costs.

Economic Opportunities

Wrangell's economy is growing. With some of the lowest electrical rates in the State, a strong maritime economy, a reemerging visitors industry, and a high level of entrepreneurship (nearly a third of all workers are self-employed), Wrangell continues to move in a positive direction. Current opportunities for the community as a whole include growing the maritime and tourism sectors, and working to attract new businesses and residents to the community. New facilities, such as a new boarding school campus or assisted living facility would provide significant economic contributions to the community - both in terms of operations and the construction phase.

Educational Campus

Potential Jobs: 75

Potential Wages: \$3 million annually

If the Alaska Native Science and Engineering Program builds a new four hundred-bed facility on the Institute Property, the economic impacts would be substantial. Such a facility would include building classrooms, student and faculty housing, a cafeteria, a gymnasium and other administration and support facilities. A new high school boarding school campus would have an important impact on the overall community of Wrangell. Mount Edgecumbe—a nearby boarding school with 405 students—accounts for 75 direct jobs in Sitka. Assuming the campus would create 75 direct jobs in Wrangell with

an average of \$40,000 paid annually, that would be a contribution of \$3 million in annual wages into the community. The impact would be a 6 percent increase in total earnings and jobs in the community. The secondary induced and indirect impacts of these new dollars in the community would also be significant.

Continue to Grow the Maritime Economy

Potential Jobs: 35 new jobs (every five years)

Potential Wages: +\$1.8 million annually

Through twenty years of concentrated efforts, systematically obtaining and strategically using funding, and an unwavering focus on long-term goals, the City and Borough of Wrangell has focused on developing a robust maritime sector in the community. These efforts have clearly paid off. Between 2010 and 2015 the maritime industry became the economic leader of the community, responsible for 35% of all direct workforce earnings. During the same period, the maritime workforce grew by 40% and maritime workforce earnings grew by 50% (commercial fishermen are excluded from these growth rates). In total there are 338 ocean-focused jobs in Wrangell with total annual earnings of \$17.8 million. In addition the City and Borough of Wrangell is investigating purchasing the former mill waterfront property to continue building out the industrial maritime needs of the community. Located just south of the Institute property, a recent study recommends a mix of marine-related, industrial, and

education uses as the most viable vision for redevelopment of the former sawmill property. If a focus on developing the maritime sector continues to grow at a steady but less dramatic rate, and the commercial fishing sector remains flat, this would add approximately 35 new jobs and \$1.8 million in annual average wages to the economy every five years.

Housing and retail at the Institute Property could provide support for future development at the old mill site once redevelopment begins.

Assisted Living Senior Housing Facility

Potential Jobs: 15

Potential Wages: +\$300,000 annually

There is need and community support to develop an assisted living senior housing facility in Wrangell. If such a facility were to be developed it might look a great deal like the Haines Assisted Living facility. Assuming a facility was developed and it housed 10 assisted living residents, there would likely be a \$5,000 monthly fee. Total revenue for the operations of a senior assisted living facility would be projected at \$600,000 annually. Such a facility would be expected to create 15 jobs with earnings of approximately \$300,000 annually. In addition to direct revenue, an assisted living facility would also be able to attract grant dollars.

Support and Grow Visitor Industry

Potential Jobs: 20 new jobs (every five years)

Potential Wages: +\$440,000 annually

Wrangell is an attractive visitor destination, although it differs from other destinations in the region in that its visitors are more likely to be independent travelers rather than off of a cruise ship. Wrangell's charm includes a "working waterfront" rather than a set of retail focused tourism shops. The areas surrounding Wrangell provide many opportunities for nature-based tours and wildlife viewing. The most popular visitor destination is Anan Wildlife Observatory, known for its world-class bear viewing. Anan, located 35 miles southeast of Wrangell, has been steadily gaining in popularity as a place to watch the grizzly and black bears that congregate between early July and late August to take advantage of Southeast's largest pink salmon spawning event. Other popular visitor activities in Wrangell include visits to the Stikine-Leconte Wilderness Area, the LeConte Glacier and Shakes Glacier, Chief Shakes Island, and Petroglyph Beach State Historic Park, which has the highest concentration of rock engravings in Southeast Alaska.

There have been two contrasting developments in Wrangell's visitor industry. The first is positive. Total visitors are up significantly into the community. Between 2010 and 2015, total passenger arrivals (including Alaska Airlines, the Alaska Marine Highway, and large

and small cruise ships) have increased by 32%. However, Wrangell has not been able to capitalize on these visitors. During the same period, total visitor industry employment decreased by nine percent. Total sales tax receipts increased 22% over the same period. While this could be an indicator that that visitors are spending money, it seems more logical that increased sales are due to a growing maritime sector that is dependent on local supplies. There appear to be artificial constraints in place that are keeping the community of Wrangell from enjoying the full impacts of a growing number of tourists to the area. Based on past research, federal government regulations have been highlighted as one of these constraints. A more focused effort to benefit from tourism is clearly an economic opportunity.

Low Electric Rates

At just over 11 cents per average megawatt hour, the City of Wrangell has one of the lowest electrical rates in the state of Alaska. Comparing all 185 Alaska communities, Wrangell's rates are the 6th lowest, enabling the community to attract business and industrial development to a degree that other communities in the state cannot. The community has clearly taken advantage of this asset. In the past five years, the amount of electricity used in Wrangell has increased by 24%. Wrangell has also managed to keep the price of electricity stable. While rates increased 20%

in the region over the past decade, average rates in Wrangell grew by just 4%.

Promote Wrangell's recreation, culture, and quality of life

Wrangell itself is a draw in its own right. It is picturesquely situated. The community has direct access to highly ranked recreation areas along the Stikine River and is a popular jet boat destination for locals and visitors alike. The community is on an extensive road system on Wrangell Island that provides access to numerous and outstanding recreation opportunities not found elsewhere in the region. Hunting, camping, fishing and other activities are easily accessed by vehicle and are cost effective. As previously mentioned it has the most affordable housing in the state and some of the lowest electrical costs. It also has one of the highest overall school district test scores in Alaska.

Wrangell's 4th of July festivities are among the most elaborate in the nation, which earned the Wrangell Chamber a statewide award in 2016. It has a rich and vibrant Native Alaskan population that regularly celebrates its heritage and culture and is an important part of the community. In a recent survey, 85% of business leaders called the overall quality of life in Wrangell a benefit or significant benefit to their businesses. Continuing to promote the general attractiveness and character of the community as a

family friendly place to live would continue to attract residents and new businesses to the area.



Site photos and site map.

Public Outreach and Engagement

The following pages summarize the public outreach and engagement with the public over a five-month period that led to the creation of the adopted preferred master plan.

The Process

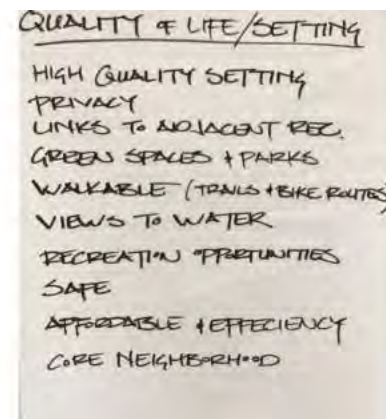
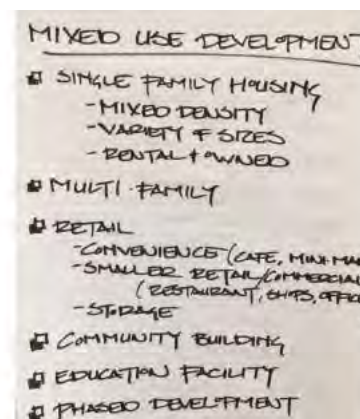
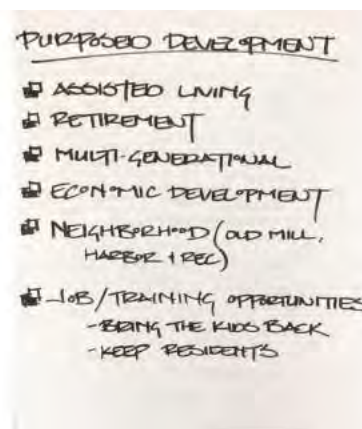
The project team developed a process for the Wrangell Institute Master Planning effort that began with a review of past planning initiatives and an analysis of the Wrangell economy and housing needs to ensure that the resulting plan would have the maximum benefit for the community. Based on initial input, initial plans were developed and, through community input, prioritization, and construction cost estimates, initial plans were distilled into a single Wrangell Institute Property Preferred Master Plan.

Stakeholders and Planning Partners

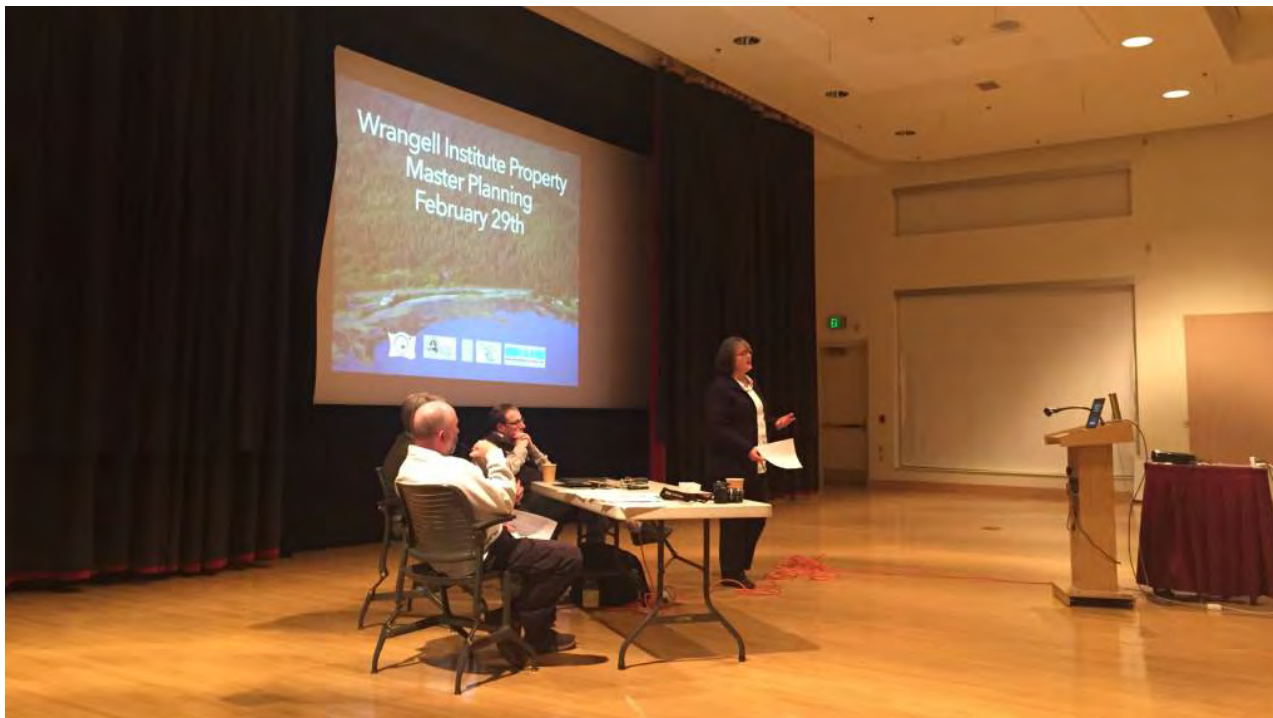
The Public

The Institute Property team came to Wrangell for two four-day sessions and four public meetings were conducted as part of the master planning efforts for the Institute

Property project. Each session included two public meetings organized in a workshop format, a three-day open house at the Nolan Center, and targeted meetings with specific stakeholder groups and individuals. A key step in the design process is an integrated design charrette: intensive public design workshops. The purpose of the charrette was to develop a vision and plan for the property. The workshop format was predicated on a participatory iterative process, where attendees are required to participate and contribute to the discussion. In order to maximize participation, the meetings were announced in the Wrangell Sentinel, through a series of Public Service Announcements on Stikine River Radio (KSTK 101.7 FM), through a series of Facebook posts on the Wrangell Community Board, through event posters placed around the community, through Constant Contact and individual emails, and through announcements on the following websites: City and Borough of Wrangell webpage and Facebook



pages, Wrangell Chamber Facebook pages, and on the Wrangell Institute Master Plan Project Blog site www.wrangell-institute.blogspot.com prior to each public meeting. Turnout ranged from 20 to 40 community members at each of the meetings. Altogether, more than 100 Wrangell residents and stakeholders were involved in the process of developing the Wrangell Institute Master Plan, attending public meetings, submitting comments during the planning process, or acting as stakeholders in the process and communicating with the planning team electronically.



Carol Rushmore addresses the audience during the February 29th presentation.

Key Meeting Summaries

Below is a summary of the public exercises that occurred during the meetings combined with public feedback.

February 29, 2016

On Monday, February 29th the planning and design team made a series of presentations to the public at the Nolan Center. The presentations evaluated the existing site, identified opportunities, presented findings from the preliminary Wrangell housing needs assessment and discussed types of housing and development that might be most appropriate for the Institute Property.

The overwhelming direction was to create a mixed use development neighborhood, with a focus on a variety of housing types (including single family, medium density, and cottage). The neighborhood should be supported by small retail and commercial development, a community center and linked to existing and new recreation opportunities. There is also a strong desire to create an assisted living and senior housing development, explore opportunities for an educational facility, and support/expand the community's economy.

Following Monday's public meeting on priorities and needs for the Institute Property, the planning and design team remained in Wrangell for a two-day open studio format. During this time the team development

numerous alternative master plans that were based on the priorities and needs provided by the public on Monday's meeting. During the open studio, members of the public interacted and provided input on these master plans.



The images above show a presentation and public participation in the first meeting. The pages below show a summary of public priorities and concerns from a group exercise that evening.

March 2, 2016

Seven plans were presented to the community on Wednesday, March 2nd and members of the public voted on their favorite and provided comment and input on their desires for each of the seven plans.



Community Economic Development Director Carol Rushmore takes a photo of one of the seven plans presented to the community at the second public meeting.

June 13, 2016

Approximately 40 people gathered in Wrangell's Nolan Center to see a presentation by Alaska Native Science and Engineering Program (ANSEP) on a possible accelerated boarding high school for underserved Alaska Native children on June 13th. There was also a short introduction to the work being done on housing by the Wrangell Cooperative Association and the Tlingit Haida Regional Housing Authority. Three master plans for the Institute Property were presented to the public at this meeting.



Aaron Angerman, Tribal Administrator for the Wrangell Cooperative Association, discusses the launch of a tribal housing survey to better understand tribal housing priorities in the institute area.

June 15, 2016

On Wednesday, June 15th 2016, the planning and design team presented a phased master plan that reflected the input and comments heard during three previous public meetings, two three-day open house events, integrated design charrettes, stakeholder meetings, and public comments.



Community members provide input to the draft plans after the concepts were introduced by the project team.

Master Planning and Preliminary Subdivision Design

Fifteen Draft Alternative Master Plans

The team developed numerous alternative master plans that were based on the priorities and needs provided by the public. Fifteen plans were originally developed and reduced to seven prior to the second public meeting. All seven draft master plans are presented in the appendix. Members of the public voted on their favorite and provided comment and input on their desires for each of the plans.

Three Alternative Master Plans

Three unique master plans were developed to present a wide-variety of use arrangements. The individual studies purposefully placed mixture of different programs such as an educational development, senior assisted care facility, support retail and the range of housing options between single-family housing, cottage housing and medium/high density housing in different relationships to ensure that the broader discussions of adjacencies, assess, public and private proximities to traffic, noise, light and view were discussed.



Above: Project team leader Chris Mertl points out key differences among the seven draft alternative master plans. Below: A draft alternative plan entitled "Campus Greens" is shown.



Alternative Master Plan 1

Alternative Master Plan 1 supports an educational campus development as well as senior assisted care, neighborhood retail node, and a mixture of single family and medium density housing.

This plan would showcase the campus from a visual point of view. The plan places green space at the front of the property. In order to facilitate implementation, there is a single driveway that would come up and serve the school only so that the campus would be self contained. This plan offers centralized parking. The plan provides space for a school campus along the highway.

Senior assisted living care is included and the proposed site facilities take advantage of a desirable neighborhood setting coupled with an adjacent educational campus development. The proposed site for a care facility would be towards the more private and quiet portions of the site to create an opportunity for the desire to be in a more secluded peaceful environment.

Single-family housing lots are proposed to be developed early to meet immediate market needs in the community. Future phases are planned in adjacent areas.

Constraints of this plan compared to the other options is the lack of cottage housing options, no smaller lot sizes, and that the location for the senior assisted care facility may perhaps be too isolated.

Master Plan 1 Likes

- **Location and compact layout of school property (4)**
- Single family housing developed first
- Larger lot sizes, ability to phase with single family lots being developed early.



Master Plan 1 Dislikes

- **Needs cottage housing (5)**
- **Assisted living center phase too late, too far back (4)**
- **No medium density housing (3)**
- **No faculty housing (3)**
- **Road doesn't connect through (two exits) (2)**
- **Put school on south side, not prime ocean view (2)**
- More school parking
- Open space for family housing
- No mixed housing
- Put small lots on south side





WRANGELL INSTITUTE

MASTER PLAN 1

DRAFT Wrangell Institute Property Master Plan

0 100 200 400FT



2016/06/09

Alternative Master Plan 2

Alternative Master Plan 2 balances senior assisted living as well as an educational campus development including a small retail location located in a primary public frontage off of Zimovia Highway. This plan has shared mixture of medium density, cottage, and single-family lots concept.

In this plan, single-family and cottage housing lots are located toward the back of the development with proposed siting at the more quiet and private areas of the subdivision. The noted attributes of this development are that senior assisted care facilities are located in a public location with a strong connection to the waterfront.

Master Plan 2 Likes

- **School layout (9)**
- **Integrating streams into school green space (2)**
- Using Assisted Living Center and school as anchors
- Ocean view for seniors
- Cottage housing privacy
- Making senior housing phase early.



Master Plan 2 Dislikes

- **Location of senior housing (7)**
- **Break up high, medium density, and single family homes (4)**
- **Educational footprint too big (2)**
- Lot size too big
- Not enough cottage housing
- No homes with ocean view in front
- Location of cottage housing
- Too much multi family (should be downtown)
- Single family homes expensive to develop
- Too much green space
- Need health center for seniors





WRANGELL INSTITUTE

MASTER PLAN 2

DRAFT Wrangell Institute Property Master Plan



2016/06/09

Alternative Master Plan 3

Alternative Master Plan 3 provides a more random layout of the many proposed uses. Areas along the Zimovia highway are shared between retail, educational development, faculty housing, and single-family housing. Senior care facilities and a mixture of medium density, cottage housing, and single-family homes are placed in the locations farther into the more private portions of the site.

This plan provides a good mixture of medium density, cottage and single-family lots.

Master Plan 3 Likes

- **Mix of housing types is good (6)**
- **Cottage housing location (2)**
- Single family by highway
- Senior housing in the back
- Overall layout nice



Master Plan 3 Dislikes

- **School campus too big and spread out (shouldn't straddle creek) (7)**
- **Lots are too large (3)**
- **Put retail on right side (3)**
- **leave waterfront for big homes (2)**
- **Too much green space (2)**
- Needs a more varied tract layout
- Road shouldn't be on both sides of school





WRANGELL INSTITUTE

MASTER PLAN 3

DRAFT Wrangell Institute Property Master Plan

0 100 200 400FT



2016/06/09

Draft Preferred Master Plan

Based on extensive feedback, the project team synthesized the comments and preferences made regarding the three alternative master plans, and developed a preferred master plan that drew the best elements from each of the options.



Preferred Master Plan

The preferred master plan closely reflected Alternative Master Plan 1. The Alaska Native Science and Engineering Program (ANSEP) development is proposed on the historic Institute school site. The school

includes a central campus green creating a focal point, open space, and access through the property to the various components. The campus has its own access and housing for students and faculty located behind the classroom/school block. A gymnasium and cafeteria provides support for the campus and can also be used for community events and hub for the neighborhood. Senior assisted living is located with retail in close proximity to provide support and activities for the residents while capitalizing on the views from the higher elevation and separating senior residents from the busy highway. Retail and commercial is centrally located.

Single-family housing lots include a mix of small, medium and larger lots on east side of the property that minimizes conflicts with other uses and create easy access to these areas. The main residential road utilizes the existing pioneer road as a proposed first phase development fronting Zimovia Highway with subdivision expansion back into the site as the market demand expands.

Further residential opportunities are provided behind the educational campus and senior assisted care facility for possible support to those developments. Recreation trails link the interior of the mixed use development and neighborhood to existing surrounding recreation facilities.

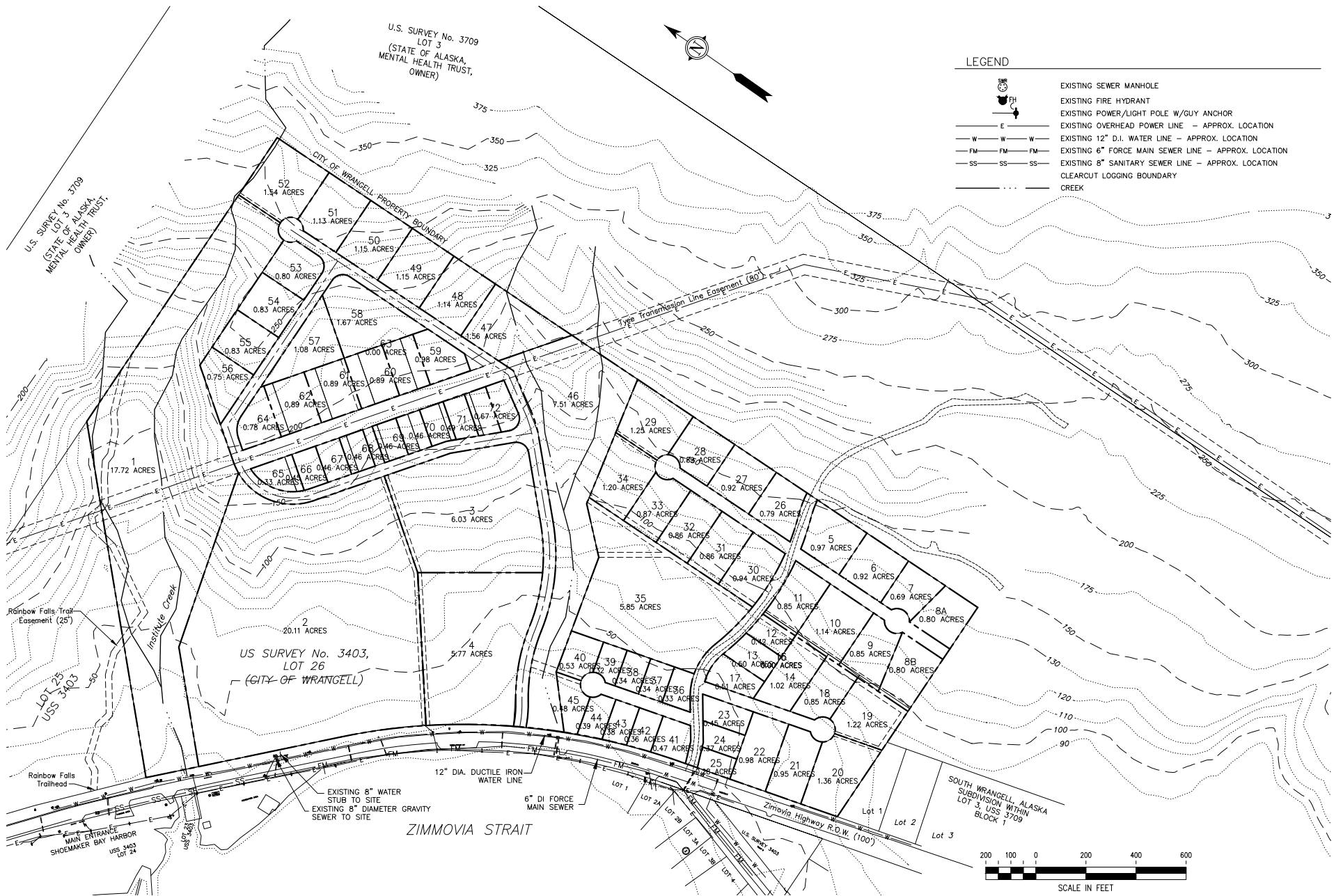


Wrangell Institute Property

Preferred Master Plan

REV: 10/17/2016



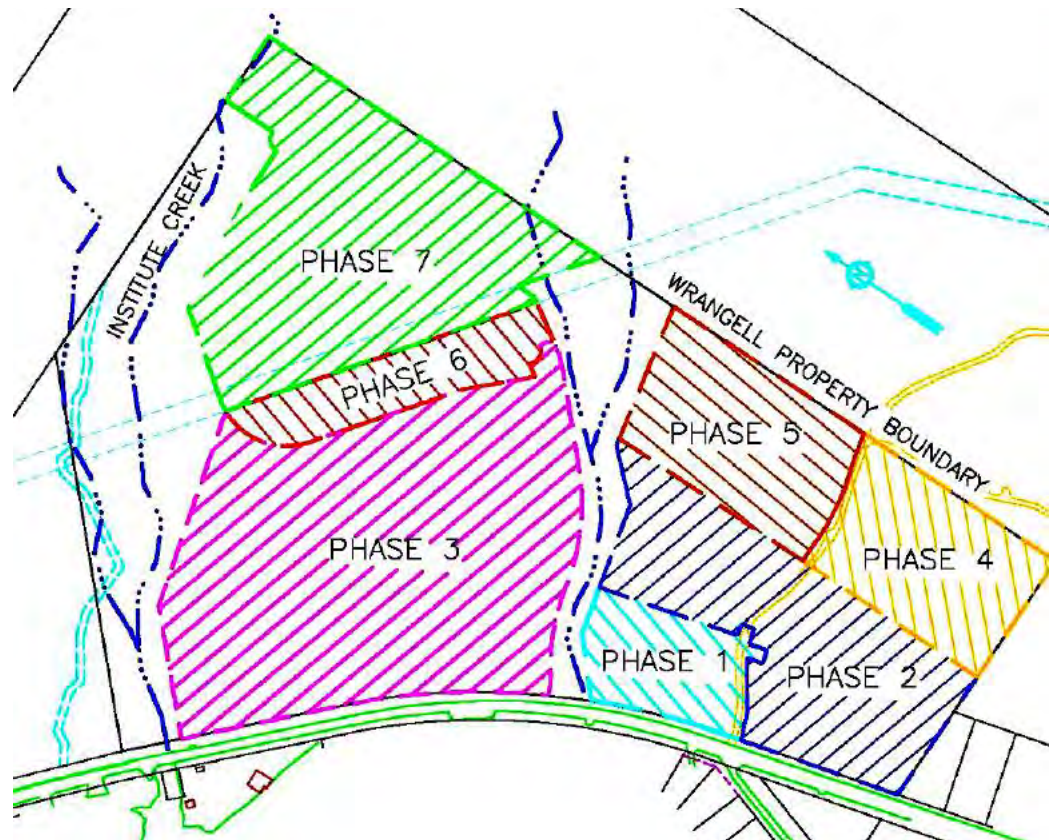


Phasing

This project can be logically developed with each phase building on infrastructure from the previous phases. The extensions of the sewer and the water can progress linearly once the sewer is extended through the proposed ANSEP campus to the phase 1 housing development due to the location of the existing gravity main near Shoemaker Harbor. While this will result in higher utility development costs for the first phase of housing it would maintain the preferred master plan and the inclusion of the ANSEP campus in the location shown if not developed in the near future or in conjunction of the phase 1 housing. Should funding be limited or the development of ANSEP campus unlikely or delayed long term, it may be desirable to use the “preferred master plan: alternative” where housing on the west portion of the project along Institute Creek would be the first phase of development with utilities running under the new housing road. This would be a cost savings but could negatively impact the development of the ANSEP campus if housing continues to expand within the proposed campus location and a campus is later constructed.

See page x for discussion of alternative plan and mapping.

Institute Property Phased Construction Approach Map



Phases I & II shown in the Phasing Map to the right are based on the immediate need of residential property. Phase 3 (ANSEP) could also be constructed first if funding is available.

A table of the areas and proposed primary uses is listed below.

Phasing Table

Phase	Area	Units	No. Lots	Use
1	5	Acres	10	Medium Density Residential
2	15	Acres	13	Medium and Low Density Residential
3	33.5	Acres	3	Commercial / Educational / High Density Residential
4	9	Acres	7	Low Density Residential
5	9	Acres	9	Low Density Residential
6	5	Acres	10	Medium / Cottage Housing
7	22.5	Acres	18	Low Density Residential

Phase I - Medium Density Residential: 5 acres, 10 lots

Phase I is adjacent to the existing logging road so a portion of the access from the highway is already constructed. A new 400' road and cul-de-sac would be required to access the lots. The lots are medium sized at 15,000 square feet and intended to be more affordable. A water main is located in the highway adjacent to both phases which makes the extension for domestic fire protection cost effective. The closest gravity sewer line is located near the former Institute property driveway which makes sewer to this phase much more expensive with nearly 2,000 feet of sewer required to serve the subdivision. There are only minor streams in this phase and surface water runoff would be collected and diverted to the stream to the north.

Phase II - Medium and Low Density Residential: 15 acres, 13 lots

Phase II is similar to Phase I with the addition of some larger (1 acre) lots mixed with medium sized lots. 500 feet of roadway and utilities would be constructed with this phase. If demand and funding is available, phase II could be developed in conjunction with phase I.

Phase III - Commercial/Educational/High Density Residential: 33.5 acres, 3 lots

Phase III includes the already developed former Institute property as well as a portion of the sloped land to the east and the land along the adjacent creek. Primary access to the Phase III property will be from a new entrance near the center of the site near the unnamed creek and a new dedicated ANSEP driveway adjacent to Institute Creek. The central new road would provide access to future Phases VI and VII also. Phase III consists of two smaller 6 acre lots and one 20 acre parcel. Gravity sewer and water would already be provided through the site from work necessary for Phase I. Water would be extended up the access road to future Phases VI & VII and extended to the southeast for a future connection to Phase V, which would loop the water system and provide greater fire flows. The topography near the northeast side of Phase III is beginning to climb and development along that side will require significant earthwork. Most of the property within this phase is gently sloping.

Phase IV - Low Density Residential: 9 acres, 7 lots

Phase V - Low Density Residential: 9 acres, 9 lots

Phases IV & V are extensions to the first two phases and are intended for residential development. These phases have very favorable topography and soils. Utilities would progress much like the previous phases with gravity sewer extensions from the property downslope. The water line at the end of Phase V would be extended to the creek to the north for a looped connection to Phase III for enhanced fire flows. Both phases have approximately 500 feet of roadway and utilities.

Phase VI - Medium Density / Cottage Housing: 5 acres, 10 lots

Phase VI is located on moderate to steep terrain with small lots that would overlook the proposed campus below. Access to the phase would be possible from a roadway traversing the slope below and also possible from the power line corridor above. This phase provides great view potential and close proximity to the proposed campus below but has moderate to high development costs.

Phase VII - Low Density Residential: 22.5 acres, 18 lots

Phase VII includes 16 large (1 acre) parcels above the power line easement. It is not likely that this phase will be cost effective to develop given the high cost of utilities. The largest challenge to develop this phase is the elevation, which is all greater than 200 feet above the existing highway and would require another water pressure zone to provide fire protection.

Remainder - Undeveloped Green Spaces & Streams: 26 acres

Preliminary Subdivision Layout

U.S. SURVEY No. 3709
LOT 3
(STATE OF ALASKA,
MENTAL HEALTH TRUST,
OWNER)

U.S. SURVEY No. 3709
LOT 28
(STATE OF ALASKA,
MENTAL HEALTH TRUST,
OWNER)

PHASE 7

PHASE 6

PHASE 5

PHASE 2

PHASE 4

PHASE 2

PHASE 1

PHASE 1 ALTERNATE

RECREATION AREA

SHOEMAKER BAY HARBOR
PARKING LOT
US 540
LOT 24

RAINBOW FALLS
TRAILHEAD

LOT 1

LOT 2

LOT 3

LOT 24

LOT 25

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R&M
R&M ENGINEERING-KETCHIKAN, INC.
355 Carliniana Lake Road
Ketchikan, AK 99901
Phone: (907) 225-7917
Fax: (907) 225-3441

WRANGELL OFFICE
P.O. Box 1331
Wrangell, AK 99929
Phone: (907) 874-2177
Fax: (907) 874-2187

City and Borough of Wrangell
Wrangell Institute Property
Master Plan and Subdivision
Wrangell, Alaska

DATE: 3-1-17
JOB NUMBER: 152383
DRAWN BY: TSS
CHECKED BY: CM

SUBDIVISION PLAN
SHEET #
C101

Community/Neighborhood Development

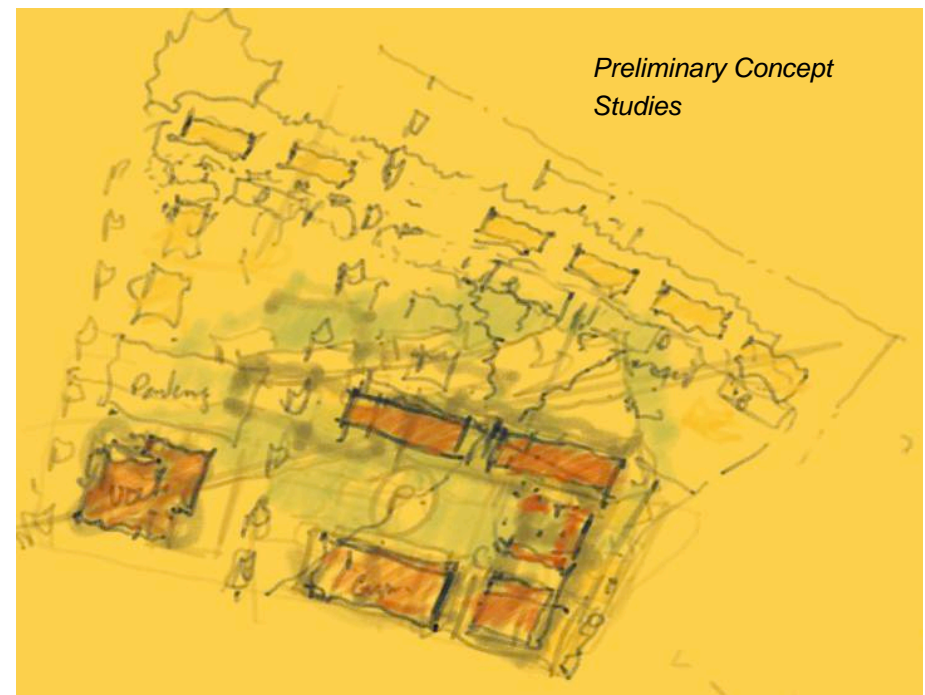
Existing Opportunities

The Institute Property provides the initial precedence for a planned neighborhood vision. The site has a strong frontage along Zimovia Highway providing immediate public access, Shoemaker Bay Recreation Area offers a wonderful park within walking distance of the site, previous development at the Institute Property provides a relatively flat and previously filled buildable area, and the existing access roads are in place to provide the basis for future roads to access further into the site.

Community and neighborhood development planning takes the existing opportunities into consideration to help establish areas within the proposed site that are suited for different types of uses. A neighborhood plan also identifies areas which the initial development makes the most sense, with future expansion leveraging the initial installations of roadways and utilities.

Vision and Neighborhood Characteristics: Great neighborhoods make great communities

The proposed vision for the Institute Property is to develop a long-range neighborhood development plan locating different uses that will serve Wrangell's



community need supporting economic growth and housing. The proposed preferred concept presents a range of residential opportunities from large single-

Single Family Housing



family lots, low and medium density housing, cottage housing, commercial, retail, senior assisted living and an education campus.

The initial housing subdivision is closest in proximity to the highway and allows the creation of a residential neighborhood with a variety of lot sizes. Utility costs will result in higher development costs as the existing sewer terminates near the original Institute facility and would need to be extended to this area. Future expansion

*Typical Historic Southeast Alaska
Community Housing*



would continue back and further outward from the highway, leveraging the initial investments. Economic viability would become more attainable the larger the over-all development becomes.

Portions of this housing could also repurpose as potential support to an educational campus or community use development. This housing would support staff and provide support for a larger development, as well as serve families who would find it desirable to be closer to a facility such as an educational



campus and the future development of the Shoemaker Bay Industrial Park (old mill site).

The concepts for a proposed neighborhood development started with a general review of how different housing types sited in specific manners supported a desirable community characteristic. Discussion began by reviewing historical images of the community of Wrangell back before European and

American influences, where a typical Tlingit village shared similarities with how we look at neighborhood development today. These characteristics include housing located in close proximity to each other, pedestrian ways and a relationship to the street or common path. These neighborhood characteristics coupled with different types of housing serving single and multi-family roles created rich community feel.

Characteristics of the Wrangell community over the years supported housing and building types that offered a mixture of size and uses. In order to discuss what was desirable and served the best community need, we also provided a general over-view of the typical types of housing one might find in a local neighborhood development and how the relationships of housing from single-family to multi-family, to mixed use and institutional housing, grouped in sensitive proximity, provided the basis for a rich community character.

Despite the higher than typical utility costs to access the residential development to the east portion of the site, many agreed that having a variety of housing types, lot sizes and their clustering into a neighborhood was the preferred planning option. Creating a positive residential neighborhood character supported by recreation links would help market and support future development such as an assisted and senior care facility, a regional education institution, and small scale neighborhood retail and commercial.

Next Steps: Template for a Neighborhood Use Plan

The desired neighborhood vision in the master plan creates a neighborhood developable in phases, supporting different densities, and allows for these different uses and scales of use to be harmonious in their placement. The inclusion of the two anchor developments (the ANSEP campus and senior assisted living facility) creates close proximity employment opportunities to the housing. It also provides the ability for families to live close to their family members in the assisted living facility. Complimenting this with the needed support of small commercial and retail linked by open spaces and trails connected to surrounding recreation creates a vibrant mixed use neighborhood.

This effort would in turn support a neighborhood Use Plan specific to this site that would eventually become a

design guideline for the overall site development. This guideline would provide a template for long-term development identifying where certain uses should be located and how the proposed uses would be best serve to create an optimal neighborhood environment. This template would propose specific allowable use, locations for the specific types of uses within the neighborhood, the desired density of development, dimensional standards for each type of proposed use, and a method to manage parking, utilities and access.

Many communities throughout Alaska have utilized community planning such as Mixed Use zones or more complex Planned Community Development to direct desired planning strategy. As an example, the introduction of a mixed used zone for this area coupled with the adoption of the preferred master plan provides a community guideline for development.

An additional detailed master plan is recommended once actual use is proposed to help preserve and direct a desired vision for development. Communities such as Juneau have utilized a local steering committee group to direct input and clarify a desired vision, as represented by the 2016 Auke Bay Area Plan—an adopted area or neighborhood plan for the Juneau Auke Bay Community. The recommendations of that committee’s work resulted in the issuance of Goals and Policies implementing amendments to their adopted

comprehensive plan designating uses that support their vision for development.

Zoning Recommendations

The Institute Property is currently zoned as holding (H) district (20.36.010) and is intended to “maintain future development options by setting aside large areas (in excess of short-term needs), by piecemeal development for possible future use. By preventing premature development at densities that under-utilize the land, relatively large parcels can be retained for major development projects (e.g., industrial use) when and if a need arises.”

Review of the existing Wrangell Municipal Code, Title 20 Zoning, shows 13 zoning districts within Wrangell that include from a variety of residential, commercial, timber, industrial, waterfront, open space and others that provide guidelines on largely single use land uses and allowable development. The community currently does not have a true “mixed use” zoning district that would support the development of the Institute property as shown in the preferred master plan and the variety of desired uses to create a neighborhood environment. To support the preferred master plan of the Institute property we have made three recommendations related to zoning.

To support the Institute property and other future development in other locations within the community the first option or recommendation for Wrangell is to develop a new district, Mixed Use Neighborhood, to accommodate a mix of appropriate commercial, retail, and residential uses. The Mixed Use Neighborhood is intended to create a self-supporting neighborhood that is stable and allows flexibility and variety of uses. Multifamily residential and single family uses are allowed and encouraged as are libraries, schools, recreation, entertainment, restaurants, retail, transit, institutional care (clinics, assisted living, daycare), professional offices and other uses typically allowed in a downtown use or neighborhood district.

Many communities throughout Alaska have a Mixed Use or a Planned Community Development district that are focused on a downtown or neighborhood development pattern and include elements that integrate different desired uses. These could serve as a template for developing a new district for Wrangell.

Appropriate ordinances might include (and are not limited to):

- City and Borough of Juneau: 49.25.220 Mixed Use District
- Municipality of Anchorage: 21.04.060, D: Planned-Community- Development

A new district would identify allowable uses, conditional uses and other requirements, but does not prescribe specific uses to specific areas within the district. As a result development could occur that is not consistent with the master plan and will still meet the district requirements. Additional ordinance changes to address the adoption of the preferred master plan would further specify the allowable or preferred uses and their locations within the Institute Property.

A second option would be to zone the Institute Property as MF District - Multifamily Residential under the current Wrangell zoning ordinances and apply a Planned Unit Development overlay to the property. Wrangell currently does not have a Planned Use Development (PUD) ordinance and would need to develop one. A PUD allows varied and compatible land uses, such as housing, recreation, commercial, institutional and open space, all within one development or subdivision. This is a universal planning tool that could be overlaid onto any existing zoning to allow a variety of uses and create a

neighborhood environment. This is a tool that can be used project by project as appropriate within the community. A PUD allows the following:

1. Flexibility in the use of land to promote the most appropriate use.
2. Efficient, economical and aesthetic use of land
3. Encourage quality housing and neighborhoods while limiting costs.
4. Economical design and construction of streets, utilities and common facilities.
5. Encourage innovation in design, circulation, parking, open space and mixed use developments and housing.
6. Avoidance of hazard areas and sensitive landscapes.
7. Preserve the natural and scenic qualities of open space and natural features.

Appropriate ordinances for review might include (and are not limited to):

- City and Borough of Juneau: Title 49. Article VI: Planned Unit Developments
- Matanuska Susitna Borough Chapter 17.36: Residential Planned Unit Developments
- City and Borough of Sitka, Chapter 21.28 Planned Unit Developments and Cluster Subdivisions
- Ketchikan Gateway Borough, Chapter 18.35 Planned Unit Development

A final option is the development of land use designations. Wrangell currently does not have land use designations and mapping, also known as “Comprehensive Plan Maps” and this may be a cumbersome effort for a small community. These maps provide specific land use designations for residential, commercial, industrial, natural areas, and other uses and the range of acceptable use where the intent is to promote the highest and best use of the land under consideration.

Best use examples could include higher housing densities near schools or preservation of undisturbed land subject to natural hazards like flooding. These do not have regulatory measures like zoning, as zoning district regulates how land can be used. If land use designation is enacted, Wrangell might consider a Traditional Town Center (TTC) for the Institute Property. These lands are typically characterized by high density residential and non-residential land uses around shopping centers, universities, major employment centers and public transit corridors, as well as other areas suitable for a mixture of retail, office, general commercial. A TTC is typically associated with high density residential uses at densities at 18 or more residential units per acre, which is not consistent with the master plan for the Institute Property.

A TTC typically includes residential and non-residential uses combined within a single structure, including off-street parking or ground floor retail space facing roads with parking behind the retail and housing above. This type of development is found in the Institute property master plan in a limited manner. Developing a version of a TTC that would be modified to meet the needs of the community would be another approach. However, developing community-wide land use designations may be a low priority for Wrangell and the least desirable option for zoning of the Institute property.

Any of the three zoning recommendations above needs to be developed in consultation with the City Attorney to understand the legal implications before pursuing any changes to accommodate the Institute property.

Fiscal Impact Analysis: Preferred Master Plan Construction Costs

Total project budget for roadway and utility construction is estimated at \$9.1 million using 2016 estimates.

CONSTRUCTION COST ESTIMATE WRANGELL INSTITUTE PROPERTY

PHASE	COST	DESCRIPTION
1	\$827,576	Medium Density Residential
2	\$649,664	Mixed Density Residential
3	\$1,175,193	Education / Commercial
4	\$433,211	Low Density Residential
5	\$693,016	Low Density Residential
6	\$1,252,957	Med/High Density Residential
7	\$4,080,424	Low Density Residential

Phased Construction Costs

The next seven tables show detailed roadway and utility construction costs for each phase of the project.

Phase I - Medium Density Residential: 5 acres 10 lots = \$827,576

CONSTRUCTION COST ESTIMATE WRANGELL INSTITUTE PROPERTY

PHASE 1 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	470	\$94,000
RECONSTRUCT EXISTING LOGGING ROAD	LF	\$100	380	\$38,000
2" ASPHALT PAVEMENT	SF	\$3	11280	\$33,840
CURB & GUTTER	LF	\$40	760	\$30,400
SIDEWALK	SF	\$7	1900	\$13,300
18" - 24" CULVERT	LF	\$50	300	\$15,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	3	\$18,000
8" C900 SEWER PIPE	LF	\$80	750	\$60,000
SEWER SERVICE LATERAL	EA	\$2,500	14	\$35,000
8" WATER VALVE	EA	\$1,500	5	\$7,500
FIRE HYDRANT ASSEMBLY	EA	\$3,000	3	\$9,000
8" HDPE WATER PIPE	LF	\$60	1100	\$66,000
1" WATER SERVICE	EA	\$2,500	14	\$35,000
CONNECT TO EXISTING WATER	EA	\$5,000	1	\$5,000
OVERHEAD ELECTRICAL INSTALLATION	POL E	\$10,000	4	\$40,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$51,304
SURVEYING & ENGINEERING	LS	8%	1	\$45,148
ADMINISTRATION & INSPECTION	LS	7%	1	\$42,664
CONTINGENCY	LS	20%	1	\$130,431
Total				\$652,156

Sewer Extension to Phase I

SEWER EXTENSION TO PHASE I
CONSTRUCTION ITEM
4 DIAMETER SEWER MANHOLE
8" C900 SEWER PIPE
BACKFILL GRAVEL

UNIT	COST	QTY.	TOTAL
EA	\$ 6,000	5	\$ 30,000
LF	\$ 80	1350	\$ 108,000
CY	\$ 25	800	\$ 20,000
		SUBTOTAL	\$ 158,000

Total Phase I = \$810,156

Phase II - Medium and Low Density Residential:
15 Acres 14 lots = \$649,664

**CONSTRUCTION COST ESTIMATE
WRANGELL INSTITUTE PROPERTY**

PHASE 2 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	450	\$90,000
RECONSTRUCT EXISTING LOGGING ROAD	LF	\$100	350	\$35,000
2" ASPHALT PAVEMENT	SF	\$3	10800	\$32,400
CURB & GUTTER	LF	\$40	600	\$24,000
SIDEWALK	SF	\$7	1500	\$10,500
18" - 24" CULVERT	LF	\$50	200	\$10,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	3	\$18,000
8" C900 SEWER PIPE	LF	\$80	800	\$64,000
SEWER SERVICE LATERAL	EA	\$2,500	9	\$22,500
8" WATER VALVE	EA	\$1,500	0	\$-
FIRE HYDRANT ASSEMBLY	EA	\$3,000	2	\$6,000
8" HDPE WATER PIPE	LF	\$60	800	\$48,000
1" WATER SERVICE	EA	\$2,500	9	\$22,500
OVERHEAD ELECTRICAL INSTALLATION	POL E	\$10,000	3	\$30,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$42,590
SURVEYING & ENGINEERING	LS	8%	1	\$37,479
ADMINISTRATION & INSPECTION	LS	7%	1	\$35,418
CONSTRUCTION CONTINGENCY	LS	20%	1	\$108,277
Total				\$649,664

**Phase III - Commercial / Educational / High
Density Residential: 33.5 Acres 3 lots = \$1,175,193**

**CONSTRUCTION COST ESTIMATE
WRANGELL INSTITUTE PROPERTY**

PHASE 3 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	1160	\$232,000
2" ASPHALT PAVEMENT	SF	\$3	27840	\$83,520
CURB & GUTTER	LF	\$40	2320	\$92,800
SIDEWALK	SF	\$7	5800	\$40,600
18" - 24" CULVERT	LF	\$50	300	\$15,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	4	\$24,000
8" C900 SEWER PIPE	LF	\$80	1000	\$80,000
SEWER SERVICE LATERAL	EA	\$5,000	3	\$15,000
8" WATER VALVE	EA	\$3,000	4	\$12,000
FIRE HYDRANT ASSEMBLY	EA	\$5,000	2	\$10,000
8" HDPE WATER PIPE	LF	\$75	1100	\$82,500
8" WATER SERVICE	EA	\$5,000	3	\$15,000
CONNECT TO EXISTING WATER	EA	\$5,000	1	\$5,000
OVERHEAD ELECTRICAL INSTALLATION	POL E	\$10,000	5	\$50,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$77,042
SURVEYING & ENGINEERING	LS	8%	1	\$67,797
ADMINISTRATION & INSPECTION	LS	7%	1	\$64,068
CONTINGENCY	LS	20%	1	\$195,865
Total				\$1,175,193

Phase IV - Low Density Residential:

9 Acres 7 lots = \$433,211

CONSTRUCTION COST ESTIMATE WRANGELL INSTITUTE PROPERTY

PHASE 4 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	500	\$100,000
2" ASPHALT PAVEMENT	SF	\$3	12000	\$36,000
18" - 24" CULVERT	LF	\$50	100	\$5,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	1	\$6,000
8" C900 SEWER PIPE	LF	\$80	450	\$36,000
SEWER SERVICE LATERAL	EA	\$2,500	7	\$17,500
8" WATER VALVE	EA	\$1,500	0	\$-
FIRE HYDRANT ASSEMBLY	EA	\$3,000	1	\$3,000
8" HDPE WATER PIPE	LF	\$60	500	\$30,000
1" WATER SERVICE	EA	\$2,500	7	\$17,500
OVERHEAD ELECTRICAL INSTALLATION	POLE	\$10,000	2	\$20,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$28,400
SURVEYING & ENGINEERING	LS	8%	1	\$24,992
ADMINISTRATION & INSPECTION	LS	7%	1	\$23,617.44
CONTINGENCY	LS	20%	1	\$72,201.89
Total				\$433,211

Phase V - Low Density Residential:

9 Acres 9 lots = \$693,016

CONSTRUCTION COST ESTIMATE WRANGELL INSTITUTE PROPERTY

PHASE 5 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	635	\$127,000
2" ASPHALT PAVEMENT	SF	\$3	15240	\$45,720
CURB & GUTTER	LF	\$40	600	\$24,000
SIDEWALK	SF	\$7	1500	\$10,500
18" - 24" CULVERT	LF	\$50	200	\$10,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	4	\$24,000
8" C900 SEWER PIPE	LF	\$80	1100	\$88,000
SEWER SERVICE LATERAL	EA	\$2,500	9	\$22,500
FIRE HYDRANT ASSEMBLY	EA	\$3,000	3	\$9,000
8" HDPE WATER PIPE	LF	\$60	635	\$38,100
1" WATER SERVICE	EA	\$2,500	9	\$22,500
OVERHEAD ELECTRICAL INSTALLATION	POLE	\$10,000	2	\$20,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$45,432
SURVEYING & ENGINEERING	LS	8%	1	\$39,980.16
ADMINISTRATION & INSPECTION	LS	7%	1	\$37,781.25
CONTINGENCY	LS	20%	1	\$115,502.68
Total				\$693,016

Phase VI - Medium Density / Cottage Housing:
5 acres 10 lots = \$1,252,957

**CONSTRUCTION COST ESTIMATE
WRANGELL INSTITUTE PROPERTY**

PHASE 6 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	1200	\$240,000
2" ASPHALT PAVEMENT	SF	\$3	28800	\$86,400
CURB & GUTTER	LF	\$40	2400	\$96,000
SIDEWALK	SF	\$7	6000	\$42,000
18" - 24" CULVERT	LF	\$50	300	\$15,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	4	\$24,000
8" C900 SEWER PIPE	LF	\$80	1000	\$80,000
SEWER SERVICE LATERAL	EA	\$2,500	10	\$25,000
8" WATER VALVE	EA	\$1,500	4	\$6,000
FIRE HYDRANT ASSEMBLY	EA	\$3,000	3	\$9,000
8" HDPE WATER PIPE	LF	\$60	2000	\$120,000
1" WATER SERVICE	EA	\$2,500	10	\$25,000
OVERHEAD ELECTRICAL INSTALLATION	POLE	\$10,000	4	\$40,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	1	\$5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	1	\$5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	1	\$3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$82,140
SURVEYING & ENGINEERING	LS	8%	1	\$72,283
ADMINISTRATION & INSPECTION	LS	7%	1	\$68,308
CONTINGENCY	LS	20%	1	\$208,826
Total				\$1,252,957

Phase VII - Low Density Residential: 22.5 acres 18 lots = \$ 4,080,424

**CONSTRUCTION COST ESTIMATE
WRANGELL INSTITUTE PROPERTY**

PHASE 7 - ROADWAY & UTILITY CONSTRUCTION

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$200	3000	\$600,000
2" ASPHALT PAVEMENT	SF	\$3	72000	\$216,000
18" - 24" CULVERT	LF	\$50	800	\$40,000
4 DIAMETER SEWER MANHOLE	EA	\$6,000	9	\$54,000
8" C900 SEWER PIPE	LF	\$80	3100	\$248,000
SEWER SERVICE LATERAL	EA	\$3,500	18	\$63,000
8" WATER VALVE	EA	\$3,000	6	\$18,000
FIRE HYDRANT ASSEMBLY	EA	\$5,000	5	\$25,000
8" HDPE WATER PIPE	LF	\$75	3000	\$225,000
1" WATER SERVICE	EA	\$2,500	18	\$45,000
WATER BOOSTER STATION & WATER TANK	LS	\$1,000,00	1	\$1,000,000
OVERHEAD ELECTRICAL INSTALLATION	POLE	\$10,000	10	\$100,000
TRAFFIC CONTROL AND FLAGGING	LS	\$5,000	4	\$20,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$5,000	3	\$15,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$3,000	2	\$6,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$267,500
SURVEYING & ENGINEERING	LS	8%	1	\$235,400
ADMINISTRATION & INSPECTION	LS	7%	1	\$222,453
CONTINGENCY	LS	20%	1	\$680,071
Total				\$4,080,424


Preferred Master Plan: Alternative

Based on discussions with ANSEP the intent is that the campus phase of the project occurs in the near future and would be the first phase hooked to the utilities extension from Zimovia Highway and would subsequently feed the rest of the site. Should the ANSEP project be delayed, there is an equal priority to provide single family housing with reasonable utility hook up costs. An alternative development plan would take the western portion of the ANSEP campus (adjacent to Institute Creek) for housing while preserving the central campus green. If the ANSEP campus is later developed these housing units could become facility housing and maintain the campus environment, if desired. This alternative plan would allow cost effective utilities to access the site with short run connections to the single family housing. If ANSEP is further delayed and there is a demand for more housing, the housing would be extended to the east along the northern portion of the old Institute facility towards the proposed housing on the eastern half of the site as shown on the preferred master plan.

Alternative Phase I Construction Cost Estimates

PHASE 1 - ROADWAY & UTILITY CONSTRUCTION

Total project budget for roadway and utility construction for the alternative phase one is estimated at \$575,835.



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CONSTRUCTION COST ESTIMATE
WRANGELL INSTITUTE PROPERTY

1/17/2017

ALTERNATIVE PHASE 1 - ROADWAY & UTILITY CONSTRUCTION

PHASE I CONSTRUCTION ITEMS

CONSTRUCTION ITEM	UNIT	COST	QTY.	TOTAL
28' WIDE ROADWAY SUB-BASE	LF	\$ 200	500	\$ 100,000
2" ASPHALT PAVEMENT	SF	\$ 3	12000	\$ 36,000
CURB & GUTTER	LF	\$ 40	1000	\$ 40,000
SIDEWALK	SF	\$ 7	2500	\$ 17,500
18" - 24" CULVERT	LF	\$ 50	300	\$ 15,000
4 DIAMETER SEWER MANHOLE	EA	\$ 6,000	3	\$ 18,000
8" C900 SEWER PIPE	LF	\$ 80	700	\$ 56,000
SEWER SERVICE LATERAL	EA	\$ 2,500	14	\$ 35,000
8" WATER VALVE	EA	\$ 1,500	3	\$ 4,500
FIRE HYDRANT ASSEMBLY	EA	\$ 3,000	2	\$ 6,000
8" HDPE WATER PIPE	LF	\$ 60	700	\$ 42,000
1" WATER SERVICE	EA	\$ 2,500	14	\$ 35,000
CONNECT TO EXISTING WATER	EA	\$ 5,000	1	\$ 5,000
OVERHEAD ELECTRICAL INSTALLATION	POLE	\$ 10,000	3	\$ 30,000
TRAFFIC CONTROL AND FLAGGING	LS	\$ 5,000	1	\$ 5,000
CONSTRUCTION SURVEYING / MATERIALS TESTING	LS	\$ 5,000	1	\$ 5,000
STORMWATER POLLUTION PREVENTION PLAN	LS	\$ 3,000	1	\$ 3,000
MOBILIZATION / BONDING / INSURANCE	LS	10%	1	\$ 45,300
SURVEYING & ENGINEERING	LS	8%	1	\$ 39,864
ADMINISTRATION & INSPECTION	LS	7%	1	\$ 37,671
CONTINGENCY	LS	20%	1	\$ 115,167
			SUBTOTAL \$	575,835

Preferred Master Plan: Alternative Subdivision Plan

U.S. SURVEY No. 3709
LOT 3
(STATE OF ALASKA, MENTAL HEALTH TRUST, OWNER)

U.S. SURVEY No. 3709
LOT 3
(STATE OF ALASKA, MENTAL HEALTH TRUST, OWNER)

LOT 25
USS 3403

RAINBOW FALLS TRAILHEAD

SHOEMAKER BAY HARBOR
PARKING LOT
USS 3403
LOT 34

RECREATION AREA

ZIMOVIA STRAIT

PHASE 1
PHASE 1 ALTERNATE
PHASE 2
PHASE 2
PHASE 2
PHASE 4
PHASE 5
PHASE 6
PHASE 7

LOT 1
LOT 2
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LOT 100

SOUTH WRANGELL, ALASKA
SUBDIVISION WITHIN
BLOCK 1
LOT 1
LOT 2
LOT 3

Zimovia Highway R.O.W. (100')

LEGEND

WETLANDS DESIGNATED AREA - 2003 WELSH/DUNN ENVIRONMENTAL

EXISTING CLEARCUT LIMITS - 2016 R&M ENGINEERING-KETCH, INC.

PROPOSED NON-DEVELOPMENT/BUFFER AREA

EXISTING SEWER MANHOLE

EXISTING FIRE HYDRANT

EXISTING POWER/LIGHT POLE W/GUY ANCHOR

EXISTING OVERHEAD POWER LINE - APPROX. LOCATION

EXISTING 12" D.I. WATER LINE - APPROX. LOCATION

EXISTING 6" FORCE MAIN SEWER LINE - APPROX. LOCATION

EXISTING 8" SANITARY SEWER LINE - APPROX. LOCATION

CLEARCUT LOGGING BOUNDARY

CREEK

SCALE IN FEET

200 100 0 200 400 600

R&M
R&M ENGINEERING-KETCHIKAN, INC.
355 Carlanna Lake Road
Ketchikan, AK 99901
Phone: (907) 225-7917
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City and Borough of Wrangell
Wrangell Institute Property
Master Plan and Subdivision
Wrangell, Alaska

DATE: 3-1-17
JOB NUMBER: 152383
DRAWN BY: TSS
CHECKED BY: CM

ALT. SUBD PLAN

SHEET #:

C101

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Revenue Generation

Three revenue generation concepts are discussed below, including revenue generated through timber sales, revenue generated through lot sales, and revenue generated through property tax collection.

Timber

Economic opportunities related to generating revenue on the Wrangell Institute Property by clearcutting the site in preparation for all the subsequent construction phases are listed below. Phases 1 through 7 have a combined acreage of approximately 99 acres. The inventory cruise that was performed in 1995 stated that the “timber is a mixed stand of Western Hemlock, Sitka Spruce, Western Red Cedar and Alaska Yellow Cedar.” In 2010 there were additional stand exams of the adjoining federal timber lands that identified lodgepole (beach) pine present as well. The merchantable volume of Beach Pine was negligible in this survey and is assumed to be the same on the Institute Property.

The 1995 timber cruise identified approximately 93 acres of merchantable timber on the property with a net scale of 2.1 million board feet (MMBF). Of the 2.1 MMBF, approximately 750 thousand board feet (MBF) were Sitka Spruce sawlogs. The remaining 1.35 MMBF is broken down into: 1.25 MMBF Western Hemlock, 50 MBF Alaska Yellow Cedar and 50 MBF Western Red Cedar. The cruise report also went on to say that

approximately 50 percent of the standing Western Hemlock volume was utility or in this case pulp. Since there are no longer pulp mills operating in the southeast Alaska area, the only market for pulp is small pellet mill manufacturers. The very small use of pellet heat in southeast Alaska means that there is very little demand for this product at this time. Consequently, logging costs will be incurred during harvest operations, but the end product will have no value. The financial analyses below reflect this loss of volume and cost associated with harvest activities.

As timber matures older stems, especially Western Hemlock, will continue to degrade while younger trees will continue to mature and sustain the standing volume on the ground. There was a recent section of timber that blew down in a windstorm that is located in all of phase IV and about 25% of Phase V. This accounts for approximately 11 acres of blowdown on the Institute property. Salvage of the blow down timber was completed in early 2016. The Borough received \$20,000 for the salvage sale.

The latest release from the United States Forest Service (USFS) on sawlog values here in Southeast Alaska was compiled and released in August of 2015, and is shown in an abbreviated form below:

Species Product	Tongass End Product Selling Value 2015
Sitka Spruce – Old Growth Sawn	\$1,579.15
Hemlock – Old Growth Sawn	\$434.76
Western Red Cedar - Sawn	\$966.49
Sitka Spruce – Export Old Growth	\$693.80
Hemlock – Export Old Growth	\$655.47
Alaska Yellow Cedar - Export	\$942.27
Western Red Cedar – Lower 48 Sales	\$797.04
Sitka Spruce – Export Young Growth	\$651.05
Hemlock – Export Young Growth	\$630.11
Sitka Spruce – Young Growth Sawn	\$373.24
Hemlock – Young Growth Sawn	\$318.05

According to the report, felling & bucking is approximately \$48.27/MBF for clearcut. This cost increases by approximately \$7.00/MBF when partial cutting. Logging prices in this report are listed for helicopter, cable and ground-based methods. For

overall simplicity we will assume that the entire site would be logged with ground-based methods, known locally as “shovel-logging”.

The site has been characterized within the 1995 cruise and this report as having a grade of 30 percent or less along the fall line of the slope. Shovel logging activities can be carried out on ground up to 40 percent and for short pitches to 50 percent. The recent report by the USFS breaks down the cost of logging further by placing it into two groups. These groups are partial cut (PC) or clear cut (CC). The best economic recovery comes from clear cut. It is very difficult to partial cut while downhill logging. Consequently, we will use the costs associated with clearcut logging downhill using ground-based methods. The table on the following page uses 4 of the 11 categories above to the left. Using the mill south of town on Wrangell Island as the purchaser leads us to the assumption that all log products will be milled domestically.

Cost centers in the tables below are a combination of USFS appraisal costs and those costs obtained from local contractors in the Southeast Alaska area.

Financial Analysis by Selling Values and Cost Centers for Clearcut Methods					
	Analysis Items	Quantity	Units	Unit Cost/ Value (\$/unit)	Cost/ Value (\$)
Selling Values (Pond)	Sitka Spruce Saw Log	709	Mbf	\$1,579.15	\$1,119,61
	Western Redcedar Saw Log	47	Mbf	\$966.49	\$45,425
	Alaska Yellow Cedar Saw Log	47	Mbf	\$942.27	\$44,287
	Western Hemlock Saw Log*	590	Mbf	\$434.76	\$256,726
	Subtotal Selling Values				\$1,466,055
Cost Centers	Fell and Buck CC	2,100	Mbf	\$48.27	\$101,367
	Stump-to-Truck Ground CC	2,100	Mbf	\$85.00	\$178,500
	New Temporary Road Construction**	0.2	miles	\$250,000.00	\$50,000
	Truck Haul***	2,100	Mbf	\$65.00	\$136,500
	Mobilization	1	Lump	\$100,000.00	\$100,000
	Subtotal Cost Centers				\$566,367
	Harvest Option Value				\$899,688
	Reduced by due to blowdown to \$758,000				

Unit costs and values taken from current USFS FASTR spreadsheets

* Western Hemlock was determined to be 50 percent utility (pulp) in the 1995 cruise and 50 percent of the Western Hemlock will be unmarketable which accounts for an overall reduction of the total Western Hemlock available for purchase in the table above.

** Unit road construction costs include landings at the end of short spurs off of Zimovia Highway.

*** Trucking is assumed to be to the mill at the end of the paved road in Wrangell.

The harvest option financial analysis in the table to the left assumes:

- Single side logging production of 50 Mbf/day.
- Lump sum mobilization cost of \$100,000 for operator equipment. This value was taken from a small canvas of Southeast Alaska operators.
- Logging operations costs and log pond values as defined in the most recent Region 10 FASTR spreadsheets.
- Temporary road construction cost of \$100,000/mile plus the cost of landing construction bringing the average weighted cost for road and landing construction to \$250,000/mile in this analysis.
- No barging would be required.
- All timber would be shipped to the mill on Wrangell Island.
- A 60 percent split of hemlock, 2 percent red cedar, 2 percent yellow cedar and 36 percent Sitka spruce was used for estimating volumes and timber economics. This was based upon the 1995 timber cruise performed by Curran Consulting, Incorporated.

Financial Analysis by Selling Values and Cost Centers, for Partial Cut Methods					
	Analysis Items	Quantity	Units	Unit Cost/ Value (\$/unit)	Cost/ Value (\$)
Selling Values (Pond)	Sitka Spruce Saw Log*	375	Mbf	\$1,579.15	\$592,181
	Western Redcedar Saw Log*	25	Mbf	\$966.49	\$24,162
	Alaska Yellow Cedar Saw Log*	25	Mbf	\$942.27	\$23,557
	Western Hemlock Saw Log*	625	Mbf	\$434.76	\$271,725
	Subtotal Selling Values				\$911,625
Cost Centers	Fell and Buck CC	1050	Mbf	\$55.00	\$57,750
	Stump-to-Truck Ground CC	1050	Mbf	\$150.00	\$157,500
	New Temporary Road Construction**	0.2	miles	\$250,000	\$50,000
	Truck Haul	1050	Mbf	\$65.00	\$68,250
	Mobilization	1	Lump	\$100,000	\$100,000
	Subtotal Cost Centers				\$433,500
	Harvest Option Value				\$578,125
	Reduced by due to blowdown				\$397,846

Unit costs and values taken from current USFS FASTR spreadsheets

* Log volumes are exactly half of the cruise volume in 1995. This will account for leaving undesirable trees standing, but will increase yarding costs by approximately 76 percent over the baseline which is clearcut.

**This assumes two short spurs off of Zimovia Highway with a constructed Landing at the end.

The harvest option financial analysis, in the table to the left, assumes:

- Single side logging production of 50 Mbf/day.
- Lump sum mobilization cost of \$100,000 for operator equipment. This value was taken from a small canvas of Southeast Alaska operators.
- Logging operations costs and log pond values as defined in the most recent Region 10 FASTR spreadsheets.
- Temporary road construction cost of \$100,000/mile plus the cost of landing construction bringing the average weighted cost for road and landing construction to \$250,000/mile in this analysis.
- No barging would be required.
- All timber would be shipped to the mill south of town on Wrangell Island.
- A 60 percent split of hemlock, 2 percent red cedar, 2 percent yellow cedar and 36 percent Sitka spruce was used for estimating volumes and timber economics. This was based upon the 1995 timber cruise performed by Curran Consulting, Incorporated.
- Right-of-ways will be cleared and used for skidding corridors and phased lots in general will have 50% percent removed for building pad construction.
- Felling and bucking costs have gone up to account for additional care in the directional felling process.

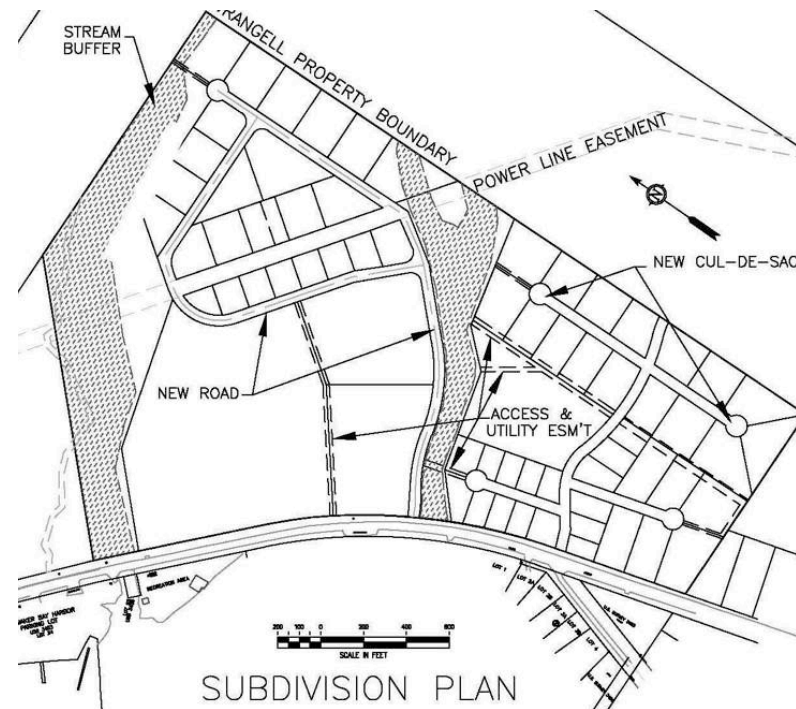
Should the Institute property undergo timber harvest to move forward with the construction phases outlined within this report, the most economical solution would

be to clearcut all phases of construction at once. If partial cut is preferred, it will be much more difficult to minimize residual tree damage within the remaining stand during yarding, especially on the upper slopes which tend to be steeper. Temporary logging roads to access the timber could be coordinated with the proposed road layouts found in the preferred master plan, resulting in future development project cost savings.

Furthermore, it would be prudent to cruise the standing timber prior to sale in order to update the data. As the market progresses, timber values rise and fall. Six years ago, this same timber was worth less than half of what it is today. There is economy in harvesting the site at one time and also working with both logging operators and mill owners to obtain the best return on the available resources onsite.

A partial cut at this time will yield just short of \$400,000. A clearcut of the same site will yield approximately \$760,000. Re-establishing a new stand of timber onsite that works with the proposed structures would ensure landscaping that would be less likely to damage the structures during severe windstorms. The largely decadent stand left behind in a partial cut would be susceptible to ongoing blowdown in this area. Consequently, we would recommend clearcutting the site in preparation for construction. Multiple entries

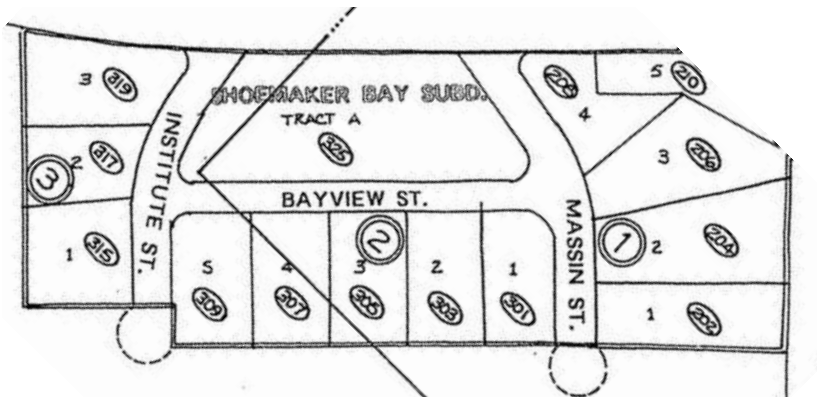
would likely end up with a negative return on resources located on the Institute Property. This would largely be driven by multiple mobilization charges to the project.



Lot Sales

An additional revenue option for the City and Borough of Wrangell is the sale of lots associated with the Institute property. Much of the area has already been assessed, although market values appear to currently be 11.5 percent higher than the assessed valued. Generally previously assessed lots are 0.466 to 0.857 acres with an average market value of \$23,400 per half-acre lot (excluding Tract A).

The map below corresponds to the lot values on the right.

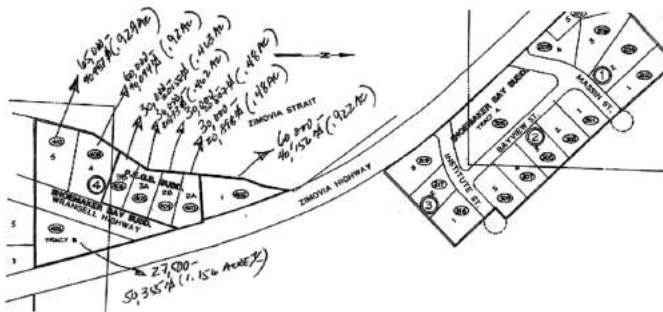


Current Institute Property Subdivision Assessments

Location	Current assessed value	Acreage	Market value is plus 11.5%
Block 1			
LT 1	\$24,200	0.657	\$26,983
LT 2	\$27,500	0.857	\$30,663
LT 3	\$26,400	0.757	\$29,436
LT 4	\$25,300	0.468	\$28,210
LT 5	\$22,000	0.622	\$24,530
Block Two			
LT 1	\$22,000	0.494	\$24,530
LT 2	\$30,000	0.54	\$33,450
LT 3	not valued	0.54	
LT 4	\$22,000	0.54	\$24,530
LT 5	\$22,000	0.54	\$24,530
Block Three			
LT 1	\$24,200	0.591	\$26,983
LT 2	\$22,000	0.466	\$24,530
LT 3	\$27,500	0.673	\$30,663
Tract A	\$60,000	2.026	\$66,900

However, since this assessment does not include full utilities, perhaps a better standard would be the assessed value of lots in the Shoemaker Bay Subdivision located across Zimovia Highway. Generally these lots, which do have full utilities, are between half an acre and an acre, with an average market value of \$34,750 per half-acre lot.

The map below corresponds to the lot values on the right. It also shows where the lots are located compared to the Institute Property (across the highway and on the waterfront).



Current Shoemaker Bay Waterfront Assessments

Shoemaker Bay Subdivision	Current assessed value	Acreage	Market value is plus 11.5%
410-5	\$65,000	0.929	\$72,475
408-4	\$60,000	0.92	\$66,900
406-3B	\$30,000	0.463	\$33,450
405-3A	\$30,000	0.462	\$33,450
404-2B	\$30,000	0.48	\$33,450
403-2A	\$30,000	0.48	\$33,450
402-1	\$60,000	0.922	\$66,900
425 Tract B	\$50,355	1.156	\$56,146

Again, there are limits to how useful these assessments are as these represent waterfront lots, as opposed to lots located across the highway. In lieu of a full valuation of the Institute area lots, there is much to be derived from the City and Borough of Wrangell Assessors Database. It is important to understand land valuation in Wrangell for lots of a similar size, as well as lots that are sold without a house currently on it. Here the “average” half-acre lot in Wrangell is currently assessed at \$38,350. For an “unimproved lot” that figure drops to \$28,820. Assuming an 11.5 percent increase for market value, this means that the average market value for an empty lot in Wrangell is currently \$32,140 per half acre.

Average land value in Wrangell, Based on Tax Roll

Lot Size	Average Assessed Value in Wrangell for lot of this size	Average Assessed value for lot of this size with no structures	Market value is plus 11.5% (no structures)
1/3 acre	\$32,570	\$24,140	\$27,000
½ acre lot	\$38,350	\$28,820	\$32,140
One acre lot	\$33,150	\$30,000	\$33,400
5 acre lot	\$36,900	\$40,500	\$45,150
20 acre lot	\$28,264	\$34,443	\$38,404

A side-by-side comparison of lot sales estimates based on overall Wrangell averages (based on actual lot sizes), current Zimovia waterfront assessed values (based on calculated lot size), and Wrangell Institute values (based on calculated lot size) is presented below, increased to reflect market value.

Comparisons of Valuations

Lot Size	Average Wrangell Assessed Rate +11.5%	Wrangell Waterfront Assessed Rate +11.5%	Current Institute Subdivision Assessment + 11.5%
1/3 acre	\$26,917	\$23,162	\$15,237
½ acre lot	\$32,137	\$34,743	\$22,855
One acre lot	\$33,434	\$64,602	\$45,710
5 acre lot	\$45,150	\$127,672	unknown
20 acre lot	\$38,404	Unknown	unknown

Since there are so many unknowns for calculating actual assessments for a future Institute Subdivision Assessment, an average of all three calculations shown above is used as a proxy for a valuation estimation below.

Estimated Value of Land Sales in Phases I through VII of the Master Plan (Based on Assessors Data)

Phase	Area	Per lot sales price range
1	10 1/3 acre lots	\$217,717
2	6 1/3-acre lot, 8 1-acre lots	\$513,953
3	2 5-acre lots; 20-acre lot (value unknown)	\$172,822
4	9 1-acre lots	\$431,238
5	7 1-acre lots	\$335,407
6	10 ½-acre lots	\$299,118
7	18 1-acre lots	\$862,475
	Potential Total Sales Value of Institute Lots (excluding 20 acre lot)	\$2.8 million

Property Tax

Once the lots are developed and improved, they would increase in value to the average lot value in the Wrangell Assessors database. The average single family home, according to the assessors database is \$116,463. Assuming an increase in lot value and a single house on each lot, the total value of taxable property in the institute would be \$11 million in 2015 dollars. (Note, this estimate only calculates the construction of single family homes).

Based on a current mill rate of 12.75, and assuming no exemptions of seniors or disabled veterans (both groups are currently exempt from the first \$150,000 of assessed value), then the City and Borough of Wrangell would receive approximately \$140,000 annually in property tax from the area.

Estimated Value of Property Tax for Phases I through VII of the Master Plan Following Lot Sales

Phase	Area	Potential Lot Value
1	10 1/3 acre lots	\$1,453,823
2	6 1/3-acre lot, 8 1-acre lots	\$2,060,341
3	2 5-acre lots	\$986,947
4	2 5-acre lots; 20-acre lot	\$1,336,553
5	7 1-acre lots	\$1,039,541
6	10 1/2-acre lots	\$1,437,704
7	18 1-acre lots	\$2,673,106
	Potential Total Taxable Value for New Housing on Institute Property	\$10,988,017
	Potential Total Property Tax Annual Revenue	\$140,097

Funding and Financial Strategies:

Implementation Strategies, Partnerships, and Funding Opportunities

The development and phasing of the master plan was done in accordance with an implementation strategy that would permit the area to be developed with lowest level of obstacles, both in term of design and financial partnerships.

Economic Development

There are several interesting ways that the Institute property could positively impact the economy of Wrangell. The most obvious of these at the moment are confined to three areas: 1) the development of an educational campus that would bring jobs and new revenue streams into the community; 2) the development of a senior assisted living facility that would retain seniors in the community and create employment in connection with the facility; 3) providing focused housing to address several housing challenges the community is currently facing that are hindering economic development.

Alaska Native Science and Engineering Program Boarding School

A new Alaska Native Science and Engineering Program accelerated high school boarding school campus would have an important impact on the overall community of Wrangell. According to the ANSEP presentation to the Wrangell community, the school will save the State of Alaska \$5.9 million annually (based on 400 students) mostly due to the accelerated nature of program that results in students finishing high school in three years, instead of the standard four-years. Assuming the campus would create 75 direct jobs in Wrangell paid an average of \$40,000 annually, it would be a contribution of \$3 million in annual wages into the community. The construction of the facility would have economic impacts in addition to these impacts, and would be a multi year project that would bring short term jobs and spending to the community.

Assisted Living Senior Housing Facility

There is clearly a demand based need and community support to develop an assisted living senior housing facility in Wrangell. Wrangell's population is the second oldest in the oldest region of the state. Such a facility could be located in the Institute Property.

To better understand the potential economic impact of such a facility, the team looked at national studies. A "typical" assisted living facility (US average) consists of

80 units with an occupancy rate of 93 percent or 74 residents. Total revenue for this “typical” assisted living facility is \$3.2 million per year, which equates to 74 residents paying an average monthly service fee of \$3,550, or \$42,600 per year. This includes base rents, additional direct-care tiered pricing charges for moderate acuity residents, and all other costs. Assisted living communities typically employ an average of 0.5 full-time equivalent (FTE) employees per total unit count—in this case a total of 40 FTE employees. Labor rates, which include wages and salaries only, can vary widely. In this example, MDS calculates approximately \$1 million in salaries and wages (\$25,000 per worker).

In Wrangell, these figures will obviously differ. Haines is a similar sized community with similar demographics, and has an assisted living facility for ten. This facility also has an additional five one-bedroom subsidized apartments to very-low-income elders who live independently attached to the facility. In Haines the monthly service fee is \$4,700-\$5,100, depending on the level of care. With 10 residents and a \$5,000 monthly fee total revenue for the operations of a senior assisted living facility would be projected to be \$600,000 annually. Assuming a similar staff to the Haines facility, there would be 15 employees (full and part time). Total earnings directly tied to assisted living in Haines is approximately \$300,000 annually. In addition to direct revenue, the Haines facility is also able to attract

government grants (including \$2 million in grants in 2014). The \$4.3 million facility in Haines was funded through eight grants and private donations—and took seven years for the fundraising.

Housing

There are several ways in which the lack of a proper housing being developed to meet demand is limiting the ability of the Wrangell economy to expand. There will also be a need for increased housing should the boarding school or assisted living facility be constructed.

Referencing the Master Planning and Preliminary Subdivision Design, phasing could allow for initial housing to emerge meeting an identified initial market need. Housing could be developed that would meet current need of the community, along with meeting the increased needs developed by the creation of an academic campus and an assisted living facility. Families could have the option to live close by extended family members under senior care to allow for close family proximity. The benefits of this could be marketed as a highly desirable feature to attract development interest in people looking for this type of relationship characteristic. Site infrastructure such as utilities, roadway construction, drainage, pathways, parking and common public spaces could be initially developed close to the existing development along the Zimovia

Highway corridor. As housing needs grow, extending these items could follow investment realized from the emerging markets.

For both facilities there is also the opportunity to attract new citizens to Wrangell either through specialized employment or to become residents at the senior assisted living facility. A priority of the community is to keep seniors in the community by locally providing the needed facilities and care, rather than having seniors live elsewhere and away from family. Students at the ANSEP campus would also attract family members to Wrangell for short term visits while their children are attending the school.

Funding Opportunities

Alaska Native Science and Engineering Program Boarding School

ANSEP is currently working with the Wrangell School District to develop a partnership in which Dr. Herb Schroder of ANSEP will take the lead on fundraising to build the school itself.

Funding to operate the school will come through base allocation of the Wrangell school district, plus a monthly rate for residential high schools. According to ANSEP this would be approximately \$10 million annually–

estimates are based on what Mount Edgecumbe in Sitka, Alaska currently receives from the State.

Housing

Indian Community Development Block Grant

The Tlingit Haida Regional Housing Authority (THRHA) and the Wrangell Cooperative Association (WCA) are working together to pursue funding opportunities for the tribal housing in Wrangell. Collaboratively these groups are considering applying for the Indian Community Block Grant (ICDBG). WCA has explored options for land to build housing and has determined that the City and Borough of Wrangell may provide the best option to acquire land.

The ICDBG Program provides eligible grantees with direct grants for use in developing Alaska Native Communities. The ICDBG program can provide funding for recipients in the following categories:

Housing: Housing rehabilitation, land acquisition to support new housing construction, and under limited circumstances, new housing construction.

Community Facilities: Infrastructure construction, such as roads, water and sewer facilities; and, single or multipurpose community buildings.

Economic Development: A variety of commercial or industrial projects which may be recipient owned and

operated or which may be owned and/or operated by a third party.

In FY16, approximately \$60,000,000 was appropriated for the ICDBG program.

A potential outcome of this partnership is that the WCA/THRHA will apply and receive ICDBG funding. If the grant is funded, and the CBW partners with the tribe, funding received could be put toward infrastructure development in the Wrangell Institute area.

HUD Community Development Block Grant (direct to community)

Another option is applying for a Community Development Block Grant (CDBG) Entitlement Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. Similar to ICDBG fund, CDBG funds may be used for construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes. Unfortunately in 2016, Wrangell is no longer considered as 51 percent low moderate income (LMI) community, an eligibility criteria. Because the LMI percentage is just

shy of the 51 percent (at 46.4 percent) Wrangell is considering conducting a statistically valid survey in order to determine eligibility.

HUD State Community Development Block Grants

HUD makes CDBG grants to states for re-granting to communities. Eligible uses include construction of public facilities and improvements, including water and sewer facilities, streets, and neighborhood centers. Other potential uses include the conversion of school buildings for eligible purposes and activities relating to energy conservation and renewable energy resources.

<https://www.hudexchange.info/programs/cdbg-state/state-cdbg-program-eligibility-requirements/>

Other funding options

In order to develop additional elements needed in the various phases of the plan, there are several funding opportunities. While by no means an exhaustive list, below presents several funding options that may or may not be applicable to the development of the property:

Opportunity: Rural Community Development Initiative Grants, USDA

Eligibility: Public entities, non-profits, federally recognized tribes in rural areas. Note: USDA gives priority to projects that support multi-jurisdictional strategic economic and community development plans (see [SECD program page](#)).

Use of Funds: To improve housing, community facilities, and community and economic development projects in rural areas.

Type of Funding: Grants (\$50,000 - \$250,000), match requirement equal to amount of grant.
www.rd.usda.gov/programs-services/rural-community-development-initiative-grants

Opportunity: Community Facilities Loans and Grants, USDA

Eligibility: Public entities, non-profits, federally recognized tribes in rural areas with populations up to 20,000. Note: USDA gives priority to projects that support multi-jurisdictional strategic economic and community development plans (see [SECD program page](#)).

Type of Funding: Low interest direct loans, guaranteed loans, grants.

Use of Funds: Development of essential community facilities (not private, commercial, or business): purchase, construct, enlarge, improve facilities for health care, public safety, education, and other community and public services.

www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program
www.rd.usda.gov/programs-services/community-facilities-guaranteed-loan-program

Opportunity: Rural Business Enterprise Grant Program (RBEG), USDA

Eligibility: Public entities, non-profits, federally recognized tribes in rural areas with populations up to 20,000.

Type of Funding: Grants (\$10,000 to \$500,000).

Use of Funds: To benefit small and emerging businesses in rural areas: includes land and right of way acquisition, building construction or renovation, access streets and roads, parking areas, utilities, rural transportation improvement, and project planning.

www.rd.usda.gov/programs-services/rural-business-development-grants

Opportunity: Transportation Investments Generating Economic Recovery (TIGER) (DOT)

Eligibility: State, local, tribal governments, other government subdivisions.

Type of Funding: Grant.

Use of Funds: Infrastructure projects that have a significant impact on the nation or region that promote economic competitiveness, improve energy efficiency, reduce greenhouse gas emissions and improve safety, quality-of-life and working environments in communities.

Opportunity: Federal Lands Access Program (FLAP)

Eligibility: The goal of this Federal Highways program is to improve transportation facilities that provide access to, are adjacent to, or are located on federal lands.

Type of Funding: Grant.

Use of Funds: Trail connections to USFS land and trails. The program supplements state and local funds for public roads, transit systems, trails, and other transportation facilities with an emphasis on high-use recreation sites and economic generators.

<http://flh.fhwa.dot.gov/programs/flap/>

Opportunity: USDA High Energy Cost Grants

Eligibility: State and local government, tribal entities, and non-profits (including cooperatives), as well as for-profit businesses. Any applying entity must be located in an area where average annual household energy costs exceed 275% of national benchmarks.

Type of Funding: Grant.

Use of Funds: Electric generation, transmission and distribution facilities, natural gas distribution and storage facilities, petroleum product storage and handling facilities, renewable energy facilities, including solar, wind, hydropower or biomass technologies used for on- or off-grid and backup or emergency power generation or energy storage technology, including generation equipment installed on consumer premises.
<https://www.rd.usda.gov/programs-services/high-energy-cost-grants>

Opportunity: Periodic grant offerings through the HUD-DOT-EPA Sustainable Communities Partnership

Type of Funding: Grant

Use of Funds: Dependent on program. Many component programs are individually listed above. However, given the comprehensive nature of the proposed Wrangell Institute development, monitoring this specific initiative may be of value.

Public-Private Partnerships

Available funding from traditional sources are likely to fall short of the investment needs. Public-private partnerships are an important way to fund and sustain infrastructure projects. Strategic collaboration with other investment partners will enable the City and Borough of Wrangell to create a multi-pronged funding strategy including federal and state grants in economic development along with contributions from development partners. Unfortunately the economic strength of state government has been collapsing, and federal funding remains uncertain at this time. Three identified primary proposed uses have been supported that allow for partnerships an educational use could partner by adjacent and readily available residential resources to house faculty, interested family associations and to provide a shared characteristic of use; education could be designed to have a desired compatibility to nearby housing and nearby housing could, in turn, developed a welcomed neighborhood characteristic.

Senior Assisted Care and Senior Housing partners well with an educational facility that could support senior care training and support the housing needs of staff. Families could have the option to live close by extended family members under senior care to allow for close family proximity. The benefits of this could be marketed as a highly desirable feature to attract development interest looking for this type of relationship characteristic.

Other Financing Options

Opportunity: Direct Energy Development Loans–Alaska Industrial Development and Export Authority (AIDEA) Sustainable Energy Transmission and Supply Development Fund (Energy Financing)

Eligibility: Sole Proprietorship, Cooperative, Corporation, Firm, Partnership, or other association of persons organized in any manner, for any credit worthy business purpose.

Type of Funding: Direct Energy Development Loans, up to one-third of total project cost, not to exceed \$20 million without legislative authorization.

Use of Funds: Eligible uses include transmission, generation, conservation, storage, or distribution of heat or electricity, as well as distribution or storage of refined petroleum products. Other uses related to natural gas distribution detailed on the program website.
<http://www.aidea.org/Programs/EnergyDevelopment.aspx>

Opportunity: Loan Participation–Alaska Industrial Development and Export Authority (AIDEA) Sustainable Energy Transmission and Supply Development Fund

Eligibility: Sole Proprietorship, Cooperative, Corporation, Firm, Partnership, or other association of persons organized in any manner, for any credit worthy business purpose.

Type of Funding: Loan participation by AIDEA in a project financed by a financial institution such as a bank or credit union. AIDEA can purchase up to 90% of a loan, not to exceed \$25 million.

Use of Funds: Eligible uses include transmission, generation, conservation, storage, or distribution of heat or electricity, as well as distribution or storage of refined petroleum products. Other uses related to natural gas distribution detailed on the program website.
<http://www.aidea.org/Programs/EnergyDevelopment.aspx>

Opportunity: Loan or Bond Guarantee–Alaska Industrial Development and Export Authority (AIDEA) Sustainable Energy Transmission and Supply Development Fund

Eligibility: Sole Proprietorship, Cooperative, Corporation, Firm, Partnership, or other association of persons organized in any manner, for any credit worthy business purpose.

Type of Funding: AIDEA provides loan or bond guarantees, allowing borrowers to access lower rates or fees in private markets.

Use of Funds: Eligible uses include transmission, generation, conservation, storage, or distribution of heat or electricity, as well as distribution or storage of refined petroleum products. Other uses related to natural gas distribution detailed on the program website.

<http://www.aidea.org/Programs/>

[EnergyDevelopment.aspx](http://www.aidea.org/Programs/EnergyDevelopment.aspx)

Financial Feasibility

Final recommendations and Implementation

The team has several recommendations at this time:

Short Term Recommendations

- 1) **Logging:** Move forward with logging the Institute property site in order to monetize the timber value before additional blow downs reduces the value of timber. Have timber cruised and protect timber resources within riparian, recreation and other areas identified on the preferred master plan.
- 2) **Campus:** Continue to work with Alaska Native Science and Engineering Program on formalizing a partnership and exploring the development of an educational campus. This opportunity is the highest economic use of the property with the highest

return. Work with ANSEP, School District, Wrangell Cooperative Association as well as other regional and statewide organizations to develop partnerships to incentivize the project and make this a high priority for the City and Borough of Wrangell.

- 3) **Senior Assisted Living:** Develop a local senior assisted living committee under the authority of the City and Borough to explore private/public partnership similar to Juneau. Conduct a senior assisted living market/demand study to determine needs, best location, and create a feasibility study. Look for investment interest partners that would take the lead on developing a facility to serve the community's aging population. This opportunity is the second highest economic use of the property and meets immediate community needs.
- 4) **Tribal Partnerships:** Work with tribal organizations to explore shared housing needs at the Institute Property. Wrangell Cooperative Association and Tlingit and Haida Regional Housing Authority have expressed interests in housing opportunities at the project area. Work with both to explore shared housing priorities and to access Tribal funding for road, utility, site and housing development.

- 5) **Zoning:** Direct city staff to develop zoning language appropriate for the Institute property and move the property from holding to the new designation. If needed further develop zoning overlays within the Institute Property to set specific stipulations related to viewsheds, right of ways, setbacks, recreation corridors and open space that support desired development characteristics for the project area. Develop basic design guidelines that support a desired neighborhood vision/character without being overly restrictive.
- 6) **Housing:** Prepare initial ten residential lots for sale. This includes the five acres called for in phase I of the plan. Use a mixture of grant funding, city savings, and timber sales receipts to pay for the roadway and utility construction of \$827,576. Housing focus should be for year-round residents to meet demand for reasonable priced lots. RFPs could be released to private developers, sold as single family lots (either as raw land or construction ready with utilities and site preparation work completed and paid for by the City).

Mid to Long Term Recommendations

- 1) **Financing:** Continue working to secure funding for the additional \$4.2 million to develop the road and utilities associated with plan phases II through VI.
- 2) **Facility Driven Development:** Let the longer term development of a high school campus or assisted living facility focus areas of development and clarify funding opportunities.
- 3) **Former 6 Mile Mill:** Coordinate development of the Institute property phases with development and long-term needs of the 6 mile waterfront industrial property.
- 4) **Business Incentives:** Investigate incentives for retail and commercial establishments to develop businesses in the area.
- 5) **Finalize:** Complete plan by developing phase VII.

Conclusion

Based on the community input and prioritization from the three alternative options, along with construction cost estimates, the planning and design team developed the single preferred master plan. This Preferred Master Plan was endorsed by the public at the conclusion of the June 15th, 2016 meeting.

Agenda Item 13i

CITY & BOROUGH OF WRANGELL

BOROUGH ASSEMBLY AGENDA ITEM March 28, 2017

INFORMATION:

Approval of a Professional Design Contract to Jensen Yorba Lott Inc. for the Public Safety Building Roofing and Siding replacement project

Attachments:

1. Memo from Amber Al-Haddad, Public Works Director
2. Jensen Yorba Lott's Fee Proposal, dated 3-22-17

RECOMMENDED ACTION:

Move to authorize the Borough Manager to enter into professional design services contract with Jensen Yorba Lott in a fixed fee amount of \$17,870.00, with funds to be paid from the FY17 Capital Budget for the Public Safety Building's roof and siding replacement tasks.

MEMORANDUM

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

FROM: AMBER AL-HADDAD, PUBLIC WORKS DIRECTOR

**SUBJECT: PROFESSIONAL DESIGN CONTRACT APPROVAL TO JENSEN
YORBA LOTT FOR DESIGN OF THE ROOFING AND SIDING
REPLACEMENT PROJECT**

DATE: March 23, 2017

BACKGROUND:

The City and Borough of Wrangell budgeted, in its FY17 capital budget, for the replacement of siding and roofing at the Public Safety Building.

The City and Borough of Wrangell has negotiated a fee proposal with Jensen Yorba Lott Architects (JYL) for professional design services related to the design for replacement of roofing and siding at the Public Safety Building.

It is staff's desire to enter into a contract with JYL for the design and preparation of bidding documents. Between the siding and roofing tasks, we would prepare two separate projects. Both projects would be designed for full facility replacement; however, the solicitation documents are expected to be prepared with additive alternates for various "phases" of each type of work, allowing us to select the level of replacement based on current/future funding available.

Further, the roofing project for the Public Safety Building would be combined with the design that Jensen Yorba Lott has already prepared for the Swimming Pool's roof replacement project. Therefore, the successful roofing contractor would have both facilities under their scope of work.

The fixed fee proposal submitted by JYL is in the amount of \$17,870.00 for the architectural design and the preparation of construction documents, related to the roofing and siding replacement design. This professional service is scheduled to be paid from the FY17 Capital Budget for the Public Safety Building's roof and siding replacement tasks.

RECOMMENDATION:

Staff recommends the Assembly authorize the Borough Manager to enter into professional design services contract with Jensen Yorba Lott in a fixed fee amount of \$17,870.00, with funds to be paid from the FY17 Capital Budget for the Public Safety Building's roof and siding replacement tasks.

ATTACHMENTS:

1. Jensen Yorba Lott's Fee Proposal dated 3-22-17

DESIGN SERVICES PROPOSAL



CONSTRUCTION DOCUMENT SERVICES

Project: **Wrangell Public Safety Building Roofing & Siding**

STAFF:	Architect						Interior Design			Construction Manage			Drafter		Exec A	Cler A	ACC	TOTAL
	PMgr	A-III	A-II	A-I	Int III	Int II	ID-III	ID-II	ID-I	CM-III	CM-II	CM-I	D-II	D-I	EA	CA	A	
	\$170	\$140	\$125	\$110	\$95	\$85	\$140	\$115	\$65	\$140	\$120	\$95	\$95	\$85	\$80	\$40	\$85	
ARCHITECTURE:																		
Project Management	4																	
Disc Coord/Doc Review	2									4								
Agency Consul/Rev																		
Schedule Dev/Monitoring																		
Cost Estimates	2									4								
Meetings																		
Construction Dwgs	4									16			40					
Specifications	2									12								
Energy Analysis																		
Code Analysis																		
Presentations																		
Quality Control	2									4								
LEED																		
Submittal										4			2					
Subtotal Hours	16	0	0	0	0	0	0	0	0	44	0	0	42	0	0	0	0	102
Subtotal Dollars \$	2,720	0	0	0	0	0	0	0	0	6,160	0	0	3,990	0	0	0	0	12,870

CONSULTANTS:

Civil Engineering
 Structural Engineering
 Mechanical Engineering
 Electrical Engineering
 Hazardous Materials Investigation
 Landscape Architecture
 Cost Estimating
 Energy Analysis

Subtotal \$0
 Overhead/Profit 10% \$0
 Total \$0

TOTAL CONSTRUCTION DOCUMENT SERVICES FEE \$12,870

Agenda Item 14

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 28, 2017**

INFORMATION:

ATTORNEY'S FILE – Summary Report was provided to the Assembly.

Agenda Item 15

CITY & BOROUGH OF WRANGELL

**BOROUGH ASSEMBLY
AGENDA ITEM
March 28, 2017**

INFORMATION - None