

November

Incidents: 21
Patients transported: 9
Motor Vehicle Accident: 2
Emergency Medical: 7
Vehicle vs Moose: 1
Light Smoke in Structure: 1
Gas Leak: 3
Chemical Odor inside: 1
Recreation Evaluation: 1
Citizen/Agency Assist: 2
AFD Mobile Crisis Team: 3

December

Incidents: 10 thru 12/16 1700
Patients transported: 4
Motor Vehicle Accident: 2
Emergency Medical: 5
Fire Alarm: 2
Citizen/Agency Assist: 1
AFD Mobile Crisis Team: 1

Highlights:

- * MCI exercise with Cooper Landing, Whittier fire departments
- * Hosted fire instructor class with Homer and Whittier firefighters
- * Remote access fire planning with Alyeska Resort
- * Former members returning to provide specialist lectures
AFD Captain MacDonald, Dr Gus O'Malley, Dr Jerry Kempton



Happy Holidays from your Girdwood Firefighters!



Monday December 23 6pm Santa Visiting Neighborhoods

Photo Credit: Lt Anna Ferntheil

Whittier Police Department

December 2024

CMR

Whittier Police 2024 Statistics - **Girdwood ONLY**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Traffic / DUI / Parking	29	22	35	61	53	64	71	61	34	36	32	
Area and Business Security Check	143	113	164	129	144	108	188	199	182	209	197	
Suspicious Activity	5	1	1	10	7	4	4	9	4	3	1	
Property Crimes (Theft / Vandalism)	1	3	7	5	7	10	8	7	6	3	4	
Assault / Disorderly Conduct	12	3	9	18	9	8	11	11	8	4	10	
Drug Problem (Sale / Possession)								1				
Civil Problem / Citizen Assist	7	7	4	8	6	10	20	13	12	3	5	
Welfare Check / Alarm Drop	8	11	7	8	10	12	16	12	9	10	10	
Animal Control / Wildlife		1	2	1		3	3	2	1	1		
Agency Assist	3	2	1	5	6	9	8	5	3	4	2	
Other	5	2	6	16	12	10	11	4	5	3	6	
Monthly Sub Total	213	165	236	261	254	238	340	324	264	276	267	
Annual Running Total	213	378	614	875	1129	1367	1707	2031	2295	2571	2833	

Whittier Public Safety Statistics - **Whittier ONLY**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Traffic / DUI / Parking	1	3	7	3	27	42	63	29	19	23	15	
Area and Business Security Check	12	18	19	16	41	50	77	57	23	94	34	
Suspicious Activity		2		2	4	1		1	1	1	2	
Property Crimes (Theft / Vandalism)	1		1		5	1	5	6	8	12	5	
Assault / Disorderly Conduct	3	11	3		2	5	6	5	4	5	4	
Drug Problem (Sale / Possession)			1					1				
Civil Problem / Citizen Assist	1	8	8	4	5	14	11	9	8	12	8	
Welfare Check / Alarm Drop	1	3	2	3	6	20	4	8	9	2	2	
Animal Control / Wildlife				1	1	4	13	56	16			
Fire / EMS	5	5	4	4	10	25	22	27	29	9	9	
Other	5	3			8	14	15	8	10	17	7	
Monthly Sub Total	29	53	45	33	109	176	216	207	127	175	86	
Running Annual Total	29	82	127	160	269	445	661	868	995	1012	1083	
									Annual			

On November 23rd from 10am to 1pm, Whittier Police Officers participated in Coffee with the Cops in Girdwood at the Grind Coffee Shop. We had a good turnout from the Girdwood community. We would like to thank Tommy O'Malley who set up this event and provided homemade pies to everyone.

Thanksgiving weekend was uneventful. We like to thank the communities of Whittier and Girdwood for their hospitality in welcoming our officer to events and meals in both communities.

During the week of December 3rd to the 6th, Lieutenant Corbett and I attended the Law Enforcement Executive Development course in Anchorage, Alaska. I additionally attended the annual Alaska Association of Chiefs of Police.

This was a well-rounded training event that covered a variety of topics. The conference provided us with information that we can bring back to the Whittier Police Department that would enhance our abilities in public safety.

With the holiday season slowly approaching, the Whittier Police Department would like to wish everyone a Merry Christmas and a Happy and Safe New Year.

**MUNICIPALITY OF ANCHORAGE
GIRDWOOD ROADS, FACILITIES,
PARKS & RECREATION**



DATE: December 16, 2024
TO: Girdwood Board of Supervisors
FROM: Kyle Kelley, Girdwood Service Area Manager & Margaret Tyler, Parks and Recreation
SUBJECT: Roads, Facility, Cemetery & P & R Monthly Report

Remember when it was cold every day for days in November? It was beautiful! It'll be back! Be careful on icy paths and trails as it is no fun to spend time recovering from slips and falls. Trails under the canopy are now pretty ice free and pleasant. Meadow trails should not be used at this time. Please be mindful of your impact on trails.

Mutt Mitts, trash and park sweep will be handled by year round staff for the winter. If you see anything that needs attention, please contact Kyle kellykt@muni.org or Margaret tylerms@muni.org.

GVSA parks/rec projects slated for 2025 are:

- Bridge replacement over California Creek adjacent to Town Square park/Crow Creek Road funded by private donation.
- Suspension bridge to replace the Hand Tram funded by a variety of sources.
- Tread and drainage work on the Middle Iditarod National Historic Trail between the school and USFS Boundary co-funded by GVSA and RTP Grant
- Construction of a pavilion in Lions Club Park, cofounded by GVSA, Lions Club, private donations and LWCF grant.



Trails: Trails Committee approved the summer Trails map and has started work on the Winter map.

Parks & Amenities:

- *Campground:* Tent campground Closed.
- *Annual Beautification:* Cleanup complete.
- *Playground:* Open.
- *Lions Club Park:* Working on pavilion, see Grants, below
- *Disc golf:* Open.
- *Library/Community Center:* Library is open TUE-SAT 10-6
- *Tennis Courts:* Wind screens and nets are down wor winter.
- *Soccer field:* Closed
- *Sladen J Mohl Ball Field:* Closed
- *Skate Park:* Closed

Reminder: No dogs on the baseball field, playground, tennis courts, and skate park.

GBOS Non-profit Grants: 2024 grant reports have been provided to grantees. 2025 grant budget revision forms have been provided to grantees. Both are due in Jan/Feb 2025.

Other Grants: YAY! Progress to report!

Land and Water Conservation Fund (LWCF) Grant –GVSA attending info session on LWCF in preparation to work on the grant for the Lions Club Park Pavilion. match is 1:1. LWCF grant request is \$103,737.00 for a project costing \$207,474.00. This project has been accepted by the National Park Service and may begin in the next construction season, grant must be wrapped up by 2027.

Recreational Trails Program Grant (RTP): GVSA/GTC opted not to apply for 2025 RTP grant due to a number of factors, including the anticipated steel package unlikely to meet Federal Buy American Steel waiver. IN 2024 GTC/GVSA applied for and was awarded RTP funding for the Middle Iditarod National Historic Trail, match is 90:10 with match coming from GTC and MOA funds. RTP grant request is \$179,745.00, match is \$19,970.00 for a project costing \$199,715.00. This project was delayed in contracting in 2024. SOA is now completing the contracting phase, project will begin in spring 2025.

Rasmuson Foundation: GVSA received \$250,000 Tier 2 Grant to assist with construction of the suspension bridge to replace the decommissioned hand tram.

National Forest Foundation: GVSA has completed application through the National Forest Foundation of approximately \$220,000 for the bridge to replace the hand tram.

Alaska Community Foundation: Girdwood Parks and Rec received \$2032 Anchorage Trail Care Fund grant for trail tools. Grant reporting completed and filed in early December.

Social Media & Websites: GBOS, committee and sub-committee meetings are now available on a calendar view. Go to www.muni.org/gbos/events and see what meetings are coming up! GBOS videos are on line! Follow the link on our website to our YouTube videos or copy this: <https://www.youtube.com/channel/UCOUINInprZEjhbpVPiJOIEA>

We are active on Facebook as Girdwood Board of Supervisors. GVSA Websites are:

GBOS: www.muni.org/gbos

Cemetery: www.muni.org/gc

LUC: www.muni.org/gluc

Parks and Rec: www.muni.org/gpr.

GTC: www.muni.org/gtc

Girdwood Trails Plan: www.muni.org/gtp

PSAC: www.muni.org/gpsac

GHEC:

www.muni.org/gbos-ghec

Links and info:

Sen. Cathy Giessel's weekly newsletter: [Signup Form \(constantcontactpages.com\)](http://constantcontactpages.com)

Information on the ASD activities is available here: [Anchorage School District / Anchorage School District Homepage \(asdk12.org\)](http://Anchorage School District / Anchorage School District Homepage (asdk12.org))

Anchorage Assembly: Assembly Home

Heritage Land Bank information: www.Muni.org/HLB

Roads

Road Status: The weather has arrived, and it's not the type we particularly enjoy. The Road crew has been busy with sanding and peeling ice for the past 12 days. It was one of the wettest and warmest Decembers in several years. Most roads have high traffic and have lost their ice cap, so we, the crew, graded roads to address potholing. Some asphalt potholes have been fixed due to the wet weather. We're hoping for a return to colder and snowy conditions for the roadways this winter. Project planning for 2025 is underway, and we are preparing for our procurement needs once the new fiscal year starts in January.

Major project updates:

Ruane road fish passage culvert replacement. We've located the funding for this project along with AWWU funding for Girdwood improvements being managed by the EPA. We have applied with the EPA to request the funds and coordinate that effort with AWWU. The funding designated for the project is \$1.6 million, and it will require a 20% match.

The new fish culvert at Davos Road and Alyeska Creek has completed construction bidding, and the winner was Caliber Construction out of Anchorage. Depending on when the Assembly approves the bid and the lead time to get the new box culvert for the fish passage, the goal is to complete the project this summer/early fall, but it could be pushed to spring 2025.

Expenses and Budget:

Undesignated Fund Balance - Girdwood Service Area: \$390,542.05 as of August 16, 2023.

Girdwood Valley Service Area 2024 Mill Rate: 5.36 of 6 mills

Roads: Road Expenditures by Month:

<u>Month</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
January	\$81,466.17	\$62,791.19	\$51,162.50
February	\$75,435.50	\$32,793.17	\$50,612.50
March	\$43,523.63*	\$45,857.72	\$96,425.00
April	\$18,723.00	\$31,161.25	\$60,296.50
May	\$68,628.00	\$34,288.75	\$33,003.75
Remaining Flood Repair	\$112,529.20		
June	\$1,682.40	\$20,791.25	\$35,861.50
July	\$1,818.35	\$173,075.00	\$7,143.75
August	\$3,500.00	\$146,100.00	\$51,086.42
September	\$33,872.25	\$22,991.00	\$9,553.75
October	\$105,700.00	\$10,090.50	\$20,370.00
November	\$35,353.73	\$55,686.25	\$16,982.50
December	\$42,085.81	\$66,042.50	
Total thru December:	\$696,269.27	\$701,668.85	\$432,498.50

Public works operation 2024 budget expended for 2023: \$1,186,223.00 of \$1,509,392.00 =79%

2024 Capital Roads Project fund available (406): \$1073.56

2024 Davos Fish Culvert Project: \$894,164.16

Parks:

2024 Expended Budget: \$365,724.67 of \$515,546.00 =71%

2024 Capital Park Project (406) Reserve Fund available: \$840,830.82

2024 Winner Creek Trail Suspension Bridge funds = \$357,068.70

2024 Winner Creek Trail Suspension State Grant Funds = \$1,200,000.00

2024 Community Room Capital Reserve Fund (406): \$47,896.12

Police:

2024 Expended Budget: \$737,496.78 of \$811,334.00 = 90%

Fire:

2024 Expended Budget: \$1,266,955.37 of \$1,811,271.00 = 70%

2024 Fire Undesignated Capital fund (406) = \$223,317.20

Housing and Economic Fund:

2024 Expended Budget: \$4,000.00 of \$50,000.00 = 8%

Other:

JAN 2025 GBOS Regular meeting will shift to Jan 27 to avoid MLK holiday

FEB 2025 GBOS Regular meeting will shift to Feb 24 to avoid Presidents Day holiday



Municipality of Anchorage



*P.O. Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>*

Suzanne LaFrance Mayor

*GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Kellie Okonek*

Resolution 2024-12 Of the Girdwood Board of Supervisors **Resolution of Support for Seeking Grant Funding to Extend Girdwood Water Service**

WHEREAS, Anchorage Water and Wastewater Utility (AWWU) provides sewer service to almost all of lower Girdwood Valley and water service to a majority of residences in Girdwood Valley, and

WHEREAS, water service is limited to the section of the valley east of Glacier Creek and some of Girdwood Town Center, but does not serve properties to the west of California Creek, including much of Alyeska Highway, the Mine Roads and Old Girdwood, hereafter the “unserved area”; and

WHEREAS, housing and commercial property in the unserved area rely on wells or forego on-site water source; and

WHEREAS, new development in the unserved area is increasing pressure on the local aquifer and reports of unreliable and decreased well performance have risen, in addition to many wells beginning to reach end of service life, requiring homeowners to invest in more extensive maintenance, and;

WHEREAS, accounts of saltwater intrusion into private wells in the Old Girdwood area and other water-quality problems have been documented, including arsenic contamination, described at private wells within the unserved area west of Glacier Creek; and

WHEREAS, there are no fire hydrants in the unserved area of Girdwood Valley, so the fire department relies on water tender shuttle service from sources such as Glacier Creek; and

WHEREAS, during a structure fire, active fire suppression requires constant water flow from a hydrant versus drafting water into an engine from a portable water tank or a nurse tender operation with an additional apparatus, all of which is dependent upon water tankers bringing water from other hydrants in Girdwood; and

WHEREAS, the lack of hydrants is the primary reason of a higher ISO Fire Suppression Rating Schedule of a 4 for the areas with no hydrants, leading to a higher insurance rate now and into the future; and

WHEREAS, several Municipality-owned parcels suitable for higher density housing development are located within the unserved area, where future municipal water service would strengthen the feasibility of attainable housing; and

WHEREAS, AWWU has recently adopted a model of “levy on connection” for grant-funded capital projects, such that property owners only pay assessments when they choose to connect to a new system, and

WHEREAS, there are currently a historically large amount of grant opportunities available, many arising from the 2021 Infrastructure Investment and Jobs Act, 2022 Inflation Reduction Act, along with other State and Federal sources; and

WHEREAS, AWWU has produced a conceptual plan and cost estimate for Girdwood water system extension as Attachment A, split into multiple phases to allow maximum flexibility to respond to specific grant conditions.

WHEREAS, support for this action was received from the Girdwood Land Use Committee by a vote of 13 in favor, 4 opposed and 4 abstaining at their December 9, 2024 regular meeting.

THEREFORE, Girdwood Board of Supervisors supports working with AWWU to seek grant funding to extend the water system within Girdwood Valley to include Alyeska Highway, the Mine Roads, and Old Girdwood.
PASSED AND APPROVED by a vote of x to x this 15th day of December 2024.

Mike Edgington
GBOS Co-Chair

Attest

Girdwood Waterline Extension Project

9/16/2024 Briefing

We have an opportunity to add to AWWU's capital project list and advocate for extension to mains water service along Alyeska Highway to Mine Roads and Old Girdwood. This would also include Fire Hydrants through those areas.

Why now?

Two big changes over the past couple of years.

- 1) Grant opportunities for water system improvements through 2022's Inflation Reduction Act and Infrastructure Investment and Jobs Act.
- 2) Changes in how AWWU charges customers for improvements.

AWWU now have a couple of ways to fund projects:

- *Levy on construction* - the traditional approach using capital funding
All property owners potentially served by a project pays assessments as soon as construction is finished *whether they connect or not*.
- *Levy on connection* - a new approach when a project is majority grant funded.
An assessment is calculated for each property potentially served based on actual costs of construction less grants. But payments only start when a property is connected to the system, which could be years or decades later, or never.

In other words, by using grants then no property owner has to pay for mains water service until they actually connect to the system.

The extension project would be split into 4 parts since they are eligible for different specific grants. The following list includes a very rough scale of project costs for each part.

- A. Transmission water line extension along Alyeska Highway from Egloff Rd to Hottentot Mine Rd (\$10-12m)
- B. Distribution water lines throughout the Mine Roads (\$6-8m)
- C. Transmission water line extension from Hottentot Mine Rd to Old Girdwood around Main St (\$3-4m)
- D. Distribution water lines through old Girdwood (\$1.5m)

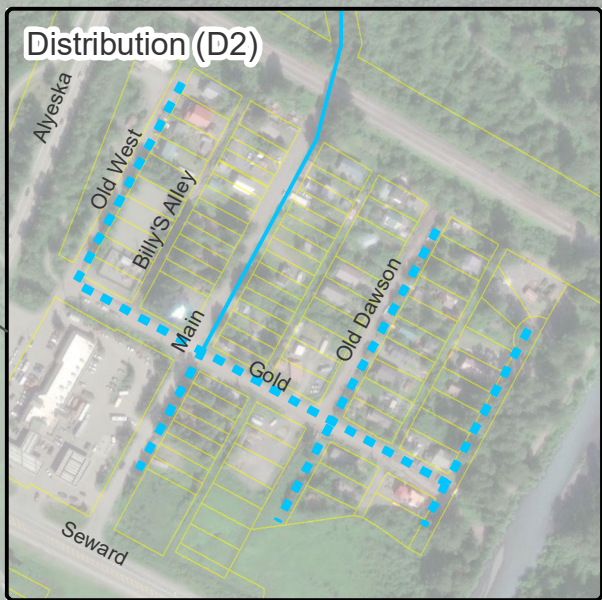
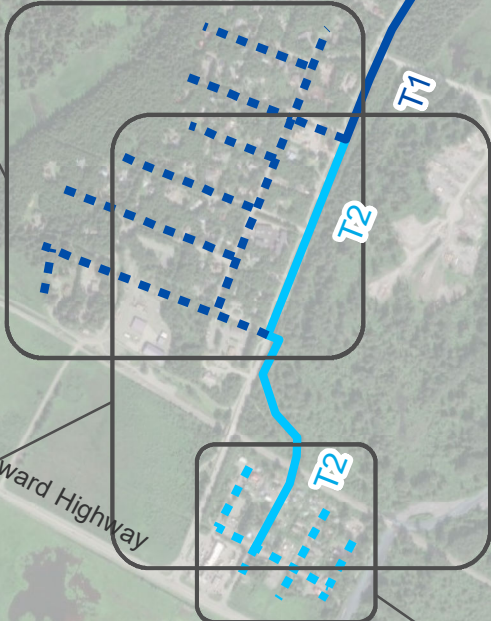
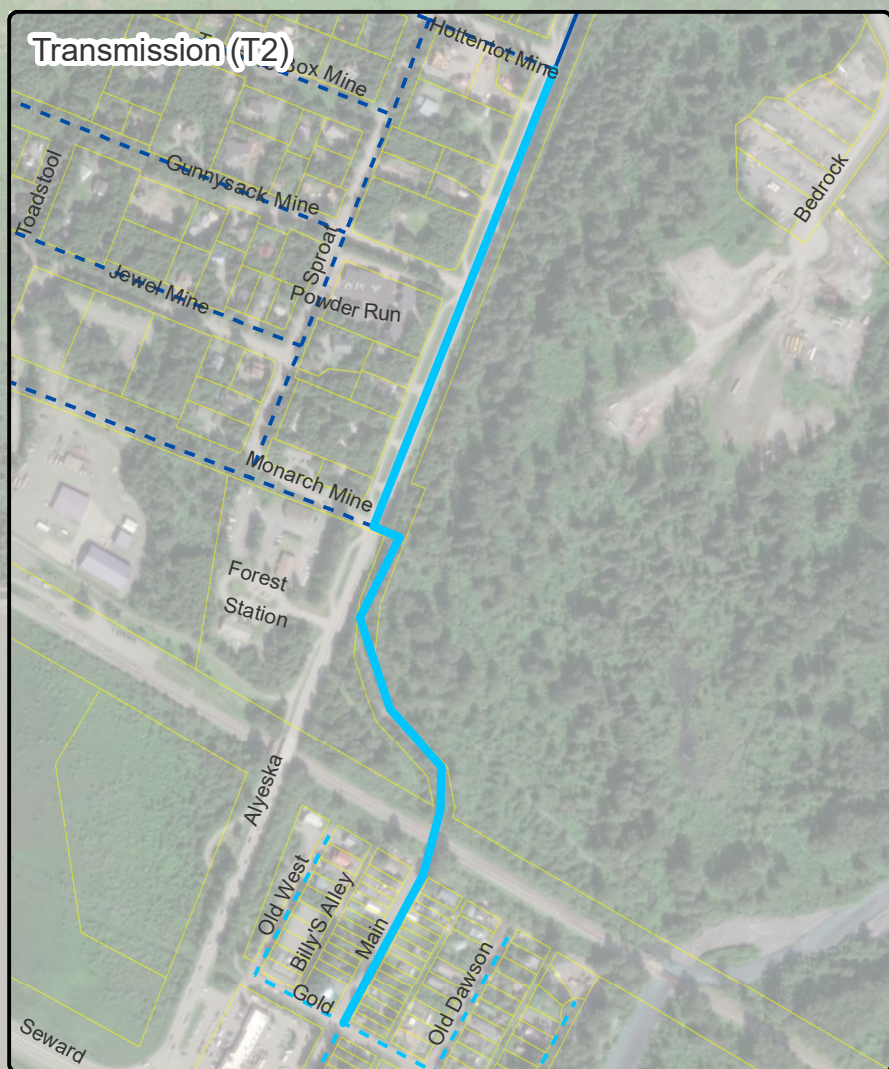
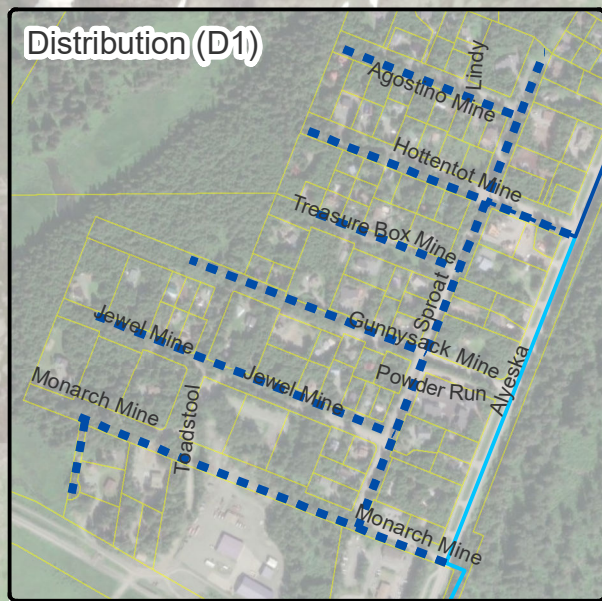
Next Steps

- AWWU cost estimations by end of September
- GBOS Resolution - next meeting
- Informally gather water quality / quantity issues in Mine Roads & Old Girdwood
- Reach out across network to identify other potential grant sources



Girdwood Water Expansion

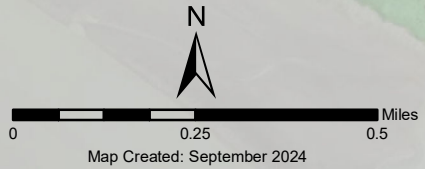
Anchorage Water and Wastewater Utility



Girdwood Water Expansion

- - - - Distribution D1
- - - - Distribution D2
- Transmission T1
- Transmission T2

Phase	Length (ft)	Unit Cost (per foot)	Phase Cost
Transmission 1	8,090	\$1,500	\$12,135,000
Distribution 1	9,720	\$800	\$7,776,000
Transmission 2	3,310	\$1,500	\$4,965,000
Distribution 2	2,930	\$800	\$2,344,000
Total Cost			\$27,220,000



Service Layer Credits: Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Municipality of Anchorage



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Suzanne LaFrance Mayor

GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Kellie Okonek

Resolution 2024-XX Of the Girdwood Board of Supervisors RESOLUTION SUPPORTING THE UNDERGROUNDING OF ELECTRIC POWER LINES ALONG HIGHTOWER ROAD IN GIRDWOOD

WHEREAS, a 2% surcharge is applied to all electric utility bills in Anchorage dedicated to the undergrounding of electrical power lines, raising approximately \$6.6m annually according to the 2024 “*Chugach Electric Association Undergrounding Plan*”; and

WHEREAS, Anchorage Municipal Code (AMC) section 21.07.050 sets out the criteria for requiring and prioritizing the undergrounding of electrical power lines; and

WHEREAS, AMC 21.07.050 F.3 provides a list of target areas including specific business districts and other areas across the municipality; and

WHEREAS, those priority areas were taken directly from a list in the prior Land Use code and were last updated in 2005 by AO 2005-2; and

WHEREAS, Girdwood Town Square was identified as a business district in the 1995 Girdwood Area Plan, zoned as a business district in November 2005 by AO 2005-81(S) and redeveloped from 2005 through 2014; and

WHEREAS, the redevelopment included underground electric power lines in Girdwood Town Square and on Holmgren Place, Lindblad Avenue and Girdwood Place, three of the four roads surrounding Town Square;

WHEREAS, all subsequent development north of Girdwood Town Square has followed AMC 21.07.050 and required underground power lines; and

WHEREAS, the only overhead electric power lines remaining in the business district extend along the eastern side of Hightower Road for approximately 500ft from the junction of Alyeska Highway to a point opposite the Stumpy’s Way; and

WHEREAS, the specific location of some of the utility poles on Hightower Road also create a direct conflict between safety and the maximum setback requirements applicable to adjacent parcels, all of which are zoned gC-8 or gC-9.

THEREFORE, the Girdwood Board of Supervisors resolves to support adding Girdwood Town Center as a business district to the list of designated areas under AMC 21.07.050 F.3

AND THEREFORE ALSO, requests Chugach Electric Association to add Hightower Road to the list of projects in the “Chugach Electric Association, Inc. Undergrounding Plan” 5-year undergrounding plan.

PASSED AND APPROVED by a vote of X to X this 16th day of December 2024.

Municipality of Anchorage



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Suzanne LaFrance Mayor

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Resolution 2024-XX
Of the Girdwood Board of Supervisors
RESOLUTION OF SUPPORT FOR
GIRDWOOD ARTS AND RECREATION PROPOSAL CONCEPT FOR PROJECT ANCHORAGE

WHEREAS, this action has been recommended by the Girdwood Housing and Economic Committee and the Girdwood Land Use Committee at their regular December 2024 meetings.

THEREFORE, the Girdwood Board of Supervisors resolves support for the concept of the Girdwood Arts and Recreation proposal to for consideration by the Anchorage Assembly,

PASSED AND APPROVED by a vote of X to X this 16th day of December 2024.

Jennifer Wingard
GBOS Land Use Supervisor

Margaret Tyler
Attest

From: [Jennifer McCombs](#)
To: gbos.medgington@gmail.com; Girdwoodgalaxy@gmail.com; [Brian Burnett](#); kelliegbos@gmail.com; bsullivan.gbos@gmail.com; [Tyler, Margaret S.](#); [Girdwood Board of Supervisors](#)
Subject: Project Anchorage - Girdwood Arts and Recreation Support
Date: Friday, December 6, 2024 2:49:14 PM

[EXTERNAL EMAIL]

Dear Girdwood Board of Supervisors,

I am writing to express support for the Girdwood Arts and Recreation District project being considered in the Project Anchorage proposal.

I have reviewed the presentation and support the investment in Arts and Recreation in our community.

I have been a Girdwood resident since 2007, and I lived there as a kid in the 90s. I strongly urge the municipality to invest in the Girdwood community, especially in arts and recreation. This project is a great way to support economic development in Anchorage and Girdwood. It will benefit locals and visitors, and provide more options for people to enjoy.

Thank you,

Jennifer McCombs

REQUEST FOR PROPOSAL (RFP)

GIRDWOOD PARKS LAND MASTER PLAN

1.0 GENERAL INFORMATION

1.1 Purpose

The Municipality of Anchorage, Girdwood Parks and Recreation Department is soliciting proposals from qualified consultants to provide professional planning services for the preparation of the Girdwood Park Land Master Plan. The Municipality will select a firm or firms with demonstrated professional expertise and experience in park planning, public involvement, community development, landscape architecture and graphic design.

The Municipality will engage the contractor and will be responsible for contract administration and supervision. Preparation of the plan will be coordinated by the Municipality and will include a range of stakeholders including user groups, community recreation groups and booster clubs and representatives from the broader community.

Beginning project tasks will involve developing a public involvement plan, conducting background research and assessing existing site conditions. Implementation of the public involvement plan will continue with community engagement to identify issues and opportunities and develop a collective vision for the park. The result of the project will be a public hearing draft of the Girdwood Park Land Master Plan that will be submitted for formal review and approval by municipal decision-makers.

The Girdwood Park Land Master Plan is intended to fulfill the community's desire to develop a plan that includes Girdwood Park, Girdwood Townsquare Park, Lions Club Park, Moose Meadows Park and Park Reserve Greenbelts located in the Girdwood Valley Service Area. The final outcome of this process will be an approved Girdwood Park Land Master Plan that will be an appendix to the Girdwood Comprehensive Plan.

1.2 Background

The Girdwood Park Land Master Plan will focus on four park areas: Girdwood Park (aka Forest Fair Park), Moose Meadows Park, Lions Club Park, Townsquare Park and Park Reserve Greenbelts in the Girdwood Valley Service Area. The plan will consist of several park parcels which may include trails recognized in the previously Assembly adopted Girdwood Trails Plan.

The Girdwood Comprehensive Plan highlights development of the Park Land Plan for the Girdwood Valley Service Area as a key priority for action. Residents in the area value park lands as assets worth protecting and enhancing. However, there are differing opinions within the community as to how best to develop the Girdwood Park Lands to meet the various needs of the community. Participants in the Girdwood Comprehensive Plan

Commented [MT1]: I'm not sure I understand this sentence

process voiced strong opinions regarding the type of Park Land development within the Girdwood Valley Service Area.

Public involvement will be critical to the success of the Girdwood Park Land Master Plan. The Contractor will be expected to facilitate the public in developing a vision for the park and define what types of development best meet the desires and expectations of the community.

1.3 Questions

Any questions regarding this proposal are to be submitted in writing to:

Municipality of Anchorage
Purchasing Department
632 W. 6th Avenue, Suite 520
P.O. Box 196650
Anchorage, AK 99519-6650
Phone: (907) 343-4590
Fax: (907) 343-4595
Email: wwpur@muni.org (preferred method of contact)

Please identify the project/title number in the subject line of any correspondence.

Purchasing Office hours of operation are: 8:00 a.m. to noon; 1:00 p.m. to 5:00 p.m. local time Monday through Friday, excluding Municipal holidays. Due to time constraints on this project, all questions regarding the scope of work should be received prior to the deadline indicated on the RFP cover letter.

1.4 Preparation Costs

The Municipality shall not be responsible for proposal preparation costs, nor for costs including attorney fees associated with any (administrative, judicial or otherwise) challenge to the determination of the highest ranked proposer and/or award of contract and/or rejection of proposal. By submitting a proposal each proposer agrees to be bound in this respect and waives all claims to such costs and fees.

2.0 RULES GOVERNING COMPETITION

2.1 Examination of Proposals

Proposers should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP. Proposers should become fully aware of the nature of the work and the conditions likely to be encountered in performing the work.

2.2 Proposal Acceptance Period

Award of this proposal is anticipated to be announced within 60 calendar days, although all offers must be complete and irrevocable for 90 days following the submission date.

2.3 Confidentiality

The content of all proposals will be kept confidential until the selection of the Contractor is publicly announced. At that time the selected proposal is open for review. After the award of the Contract, all proposals will then become public information.

2.4 Proposal Format

Proposals are to be prepared in such a way as to provide a straightforward, concise delineation of the proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on:

- 1) Conformance to the RFP instructions;
- 2) Responsiveness to the RFP requirements;
- 3) Completeness and clarity of content.

Marketing and/or company brochures included as part of the proposal response shall be considered general information and not a response to these RFP requirements. **Such material shall be submitted only as attachments and shall not be used as a substitute for written responses.** In case of a conflict between the content in any attachments and the vendor's answers in the body of the proposal, the latter shall prevail.

2.5 Signature Requirements

All proposals must be signed. A proposal may be signed: by an officer or other agent of a corporate vendor, if authorized to sign contracts on its behalf; a member of a partnership; the owner of a privately-owned vendor; or other agent if properly authorized by a power of attorney or equivalent document. Signature on the "Letter of Transmittal" (See Para 4.3) will meet this requirement.

Failure to sign the Proposals is grounds for rejection. The name and title of the individual(s) signing the proposal must be clearly shown immediately below the signature.

2.6 Proposal Submission Requirements

2.6.1 ONE ORIGINAL, single sided unbound, plus FIVE complete copies of the proposal must be received by the Municipality prior to the date and time specified in the cover letter. Copies may be bound or enclosed in folders/binders as the proposer chooses.

2.6.2 IN ADDITION to the copies required by paragraph 2.6.1 above, the proposer is asked to also submit a single CD or flash drive containing a PDF copy of the complete proposal, including attachments. Since the full proposal will include the proposer's fee schedule as one attachment, the CD should be forwarded in a separate sealed package to avoid early disclosure of fees.

2.6.3 All copies of the proposals are requested to be submitted in a single sealed cover which should be plainly marked as a Request for Proposal Response with the Number and Title prominently displayed on the outside of the package.

2.6.4 Proposals must be delivered or mailed to:

Physical Address

Municipality of Anchorage
Purchasing Department
632 W. Sixth Avenue, Suite 520
Anchorage, AK 99501

Mailing Address

Municipality of Anchorage
Purchasing Department
P.O. Box 196650
Anchorage, AK 99519-6650

2.7 News Releases

News releases by or on the behalf of any Proposer pertaining to the award resulting from the RFPs shall not be made without prior written approval of the Municipal Purchasing Officer.

2.8 Disposition of Proposals

All materials submitted in response to this RFP will become the property of the Municipality of Anchorage. One copy shall be retained for the official files of the Purchasing Department and will become public record after award of the Contract.

2.9 Oral Change/Interpretation

No oral change or interpretation of any provision contained in this RFP is valid whether issued at a pre-proposal conference or otherwise. Written addenda will be issued when changes, clarifications, or amendments to proposal documents are deemed necessary by the Municipality.

2.10 Modification/Withdrawal of Proposals

A respondent may withdraw a proposal at any time prior to the final submission date by sending written notification of its withdrawal, signed by an agent authorized to represent the agency. The respondent may thereafter submit a new proposal prior to the final submission date; or submit written modification or addition to a proposal prior to the final submission date. Modifications offered in any other manner, oral or written will not be considered. A final proposal cannot be changed or withdrawn after the time designated for receipt, except for modifications requested by the Municipality after the date of receipt and following oral presentations.

2.11 Late Submissions

PROPOSALS NOT RECEIVED PRIOR TO THE DATE AND TIME SPECIFIED IN THE COVER LETTER WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED AFTER RECOMMENDATION OF AWARD.

2.12 Rejection of Proposals

The Municipality of Anchorage reserves the right to reject any or all proposals if determined to be in the best interest of the Municipality.

2.13 Equal Employment Opportunity/Contract Compliance Reporting Requirements

The successful proposer shall be required to execute and return such forms as may be necessary to the Equal Employment Opportunity Contract Compliance Officer in accordance with Municipal Regulation 7.50, prior to the award of a contract. Failure to complete and return the forms, or failure to meet the requirements of the Regulation, shall be grounds for not awarding a contract to that proposer.

The Municipality of Anchorage is required by federal law to obtain employment information from every municipal Contractor and first tier Sub-Contractor that have 50 or more employees and contract(s) with the Municipality in excess (cumulative value) of \$50,000 or more per year.

Forms for meeting these annual reporting requirements may be obtained at the following website: http://www.muni.org/Departments/equal_opportunity/Pages/default.aspx, titled, "Contract Compliance Program: Equal Opportunity Special Provisions". These forms are required to be filed on an annual basis from all Contractors who have previously done business with the Municipality as well as new Contractors prior to award of a contract.

3.0 SCOPE OF WORK

3.1 Scope of Work Narrative

Work on the Girdwood Park Land Master Plan will take place in 2025 and 2026, beginning with public involvement and working through Master Plan development and final approval. It is anticipated that the contract will be negotiated and a Notice to Proceed will be issued by January 2025. Initial project tasks include developing a public involvement plan and conducting an inventory and site analysis. Implementing the public involvement plan, conducting a site analysis, developing alternatives and drafting the Master Plan, and producing public review and public hearing drafts of the plan will follow.

The Scope of Work outlined in this RFP is intended to provide flexibility to Contractors to propose the most appropriate means of completing this project in the most efficient, timely, and cost-effective manner. The primary tasks anticipated to complete the Girdwood Park are described below.

Proposers are expected to develop an appropriate public process and a methodology for each of the project components. At a minimum, the following tasks shall be included in the schedule of work to be performed. The selected Contractor will be expected to work closely and regularly with the MOA Girdwood Parks and Recreation Department throughout the project, to ensure successful completion of the scope of work.

3.2 Tasks

3.2.1 Task 1: Public Involvement Plan

Community engagement is important to park master planning projects, and public participation will be critical to the success of the Girdwood Park Land Master Plan. The Contractor will develop and implement a public involvement plan to support the project. The public involvement plan will identify participants and stakeholders and include details of how the Contractor will involve them in this planning effort. Use of creative and innovative methods for generating genuine community and stakeholder involvement is encouraged. The Contractor should expect to conduct an appropriate number of meetings and use a variety of tools throughout the planning process, including but not limited to:

- **Outreach:** The Contractor will coordinate with MOA Girdwood Parks and Recreation staff to successfully reach out to community members. Outreach includes presentations to the Girdwood Board of Supervisors and Girdwood Land Use committee, providing information to relevant stakeholders and user groups, and coordinating project partners.
- **Stakeholder Interviews:** The Contractor will work with staff from MOA Girdwood Parks and Recreation to identify key stakeholders to interview early in the planning process. Stakeholder interviews will provide important background information that will allow the planning team to identify important issues and concerns and community priorities that will inform the development of the Master Plan. These may include the Girdwood Board of Supervisors and its subcommittees, local, state, and federal agencies, local decision-makers, housing and faith-based organizations, business associations, youth groups and youth organizations, and other organizations that represent Girdwood.
- **Regular Meetings with MOA Girdwood Parks and Recreation staff:** The Contractor will meet regularly with MOA Parks and Recreation staff.
- **Public Meetings:** The Contractor will facilitate a series of (2-4) public meetings. Meetings will include an informational kickoff meeting to generate interest in the Girdwood Park Land Master Plan project as well as subsequent public meetings, open house, workshop or other format, to allow members of the public an opportunity to provide input and feedback that will inform the development of the Master Plan. Once a Draft Master Plan has been developed, a final public meeting will be held to solicit feedback and input before advancing the Master Plan for approval.
- **Project Website.** The Contractor will create a project-specific website for the Girdwood Park Land Plan and provide graphic and written materials for the site. In addition to the website, other methods, such as the media and mailings, should be used to communicate information about the project.

- **Advisory Group Meetings:** The Contractor will work with Girdwood Parks and Recreation staff to assemble an advisory group of stakeholders, representatives from various user groups, community council representatives, local leaders, and other interested parties. The Contractor will facilitate a series of (2-4) meetings with an advisory group. The advisory group will assist the planning team in developing and refining recommendations.
- **Meetings with Stakeholders:** As with any planning process, it is necessary to schedule meetings with stakeholders, user groups, agency representatives and/or local decision makers to solve a problem, address an issue or advance an idea. The Contractor should account for these meetings when crafting a public involvement plan.
- **Approval:** The Contractor will present a draft of the Girdwood Park Land Space Master Plan for review and resolution at the Girdwood Land Use Committee (LUC) and Girdwood Board of Supervisors. Following a LUC approval and resolution from GBOS, the plan will be presented to the Planning and Zoning Commission for final approval. Anticipated dates are listed in Task 3.4.

Other tools such as focus groups, surveys, or workshops should be considered if such methods will augment broader public participation. The Municipality's role in assisting with implementation of the public involvement plan will be determined by staff and funding availability. Details will be resolved during contract negotiation with the successful proposer.

3.2.2 Task 2: Site Assessment and Analysis

The Contractor will prepare an inventory and site analysis of the Girdwood Valley Service Area Park Land that will inform the public (Task 1) and guide the development of the Master Plan (Task 3-4). The following elements are to be included in the final Master Plan. Additional analysis may be required as deemed necessary to successfully complete the Master Plan.

- **Park Context:** The Contractor will conduct background research and document the findings. This research includes a review of all relevant plans, developing an understanding of the history of the park property and the park's context within the neighborhood and broader community. The Contractor will also assess levels of service standards established in the Park Land Master Plan. Specific knowledge of the Girdwood Valley Service Area guiding documents of the area and the natural resources and climate is necessary to understand the park context within the Turnagain Arm community..
- **Aerial Map:** The Contractor will create an aerial-based map to support public involvement and site analysis.
- **Site Inventory and Analysis:** The Contractor will examine and document the full range of resources and existing site conditions, including but not limited to:

vegetation, wetlands, floodplains, streams, drainage, topography, soils, utilities, easements, access points, circulation patterns, wildlife, and water quality.

- **Issues and Concerns:** The Contractor will identify and document any issues and concerns. This task will be informed by meetings and interviews identified in Task 1 as well as through site inventory and analysis process.
- **Opportunities and Constraints:** The Contractor will assess and document opportunities and constraints for the development of Girdwood Park Land. This task will be informed by meetings and interviews identified in Task 1 with additional information from the site analysis.
- **Inventory of Future Parkland in Girdwood:** The contractor will identify potential suitable future park land that may come up during the meetings and interviews identified in Task 1. This task should give general suitability of the future parklands and steps get them to add them to the Girdwood Park inventory.

The Municipality will supply available information as needed, including digital data, aerial photography (2024 imagery), area characteristics (wetlands, topography, surficial geology, surface waters, floodplains, and wildlife habitat, major utilities, traffic count data, and other relevant information that is current and available. Other data, such as soils and aircraft-related noise contours, may be available from municipal and non-municipal sources.

3.2.3 Task 3: Design Alternatives

The Contractor will prepare a series of schematic alternatives that will be used to inform the development of a preferred alternative. Alternatives will be developed based on input gathered from Task 1 and will be presented to the public to ensure that the improvements proposed in the Master Plan align with the needs and desires of the community.

- **Schematic Alternatives:** The Contractor will work in collaboration with MOA Girdwood Parks and Recreation staff to develop a series of schematic alternatives to present to the public. Development of the schematic alternatives should occur through a public design workshop, an internal design charrette with Parks staff, or other appropriate method.
- **Preferred Alternative:** The Contractor will hold an internal design charrette with MOA staff to refine alternatives into a preferred alternative based on feedback from the public. The design charrette may also include other technical experts or participants if deemed necessary.

3.2.4 Task 4: Master Plan

Using findings and conclusions from Tasks 1 through 3, the Contractor will draft the components for the Girdwood Park Land Master Plan. The organization and specifics of

these components may be adjusted during plan development; however, at a minimum, they should include the following general information:

- **Introduction**
- **History of the park:** As identified in Tasks 1 and 2
- **Relevance of other planning documents:** As identified in Tasks 1 and 2
- **Description of the planning and approval process**
- **Issues and Opportunities:** As identified in Tasks 1 and 2
- **Existing Conditions:** As identified in Tasks 1 and 2
- **Site Analysis:** As identified in Tasks 1 and 2
- **Vision:** A description of the communities vision as identified in Task 1
- **Design Alternatives:** As identified in Task 3
- **Preferred Alternative:** As identified in Task 3
- **Implementation Plan:** This section will provide an action plan for the implementation of the Girdwood Park Master Plan. It may be integrated into the various plan elements or provided as a separate chapter in the Master Plan. The implementation plan will include a timeline, planning level cost estimates, and a prioritized list of improvements to guide future investment and development. The plan should also identify potential funding sources as well as project partners.
- **Appendices:** This section will include items not included in the plan but relevant to the plan and planning process. Potential examples include: meeting minutes, results from public involvement exercises, public comments, etc.

The Contractor will provide a draft of the Master Plan for internal review by MOA Girdwood Parks and Recreation staff. After review of the Draft Master Plan is complete, the Contractor will present the Draft Master Plan to Girdwood Land Use committee and Girdwood Board of Supervisors for additional feedback and resolution. The Contractor will make recommended revisions and prepare a Public Hearing Draft of the plan for review, consideration and adoption by the Planning and Zoning Commission. Additional reviews by other decision-making bodies may be scheduled.

3.3 Proposed Deliverables

The Contractor will be responsible for providing the following deliverables to MOA Girdwood Parks and Recreation.

- Public Involvement Plan
- Site Assessment and Analysis Report
- Issues and Opportunities Report
- Draft Vision
- Schematic Alternatives
- Preferred Alternative
- Draft Master Plan and Implementation Plan
- Girdwood Park Master Plan – Public Hearing Draft

The Contractor will submit draft versions of all plan components to the Municipality for review before distributing to other project participants or other public parties.

The Girdwood Park Land Master Plan - Public Hearing Draft should be delivered to the Municipality using programs and formats that are compatible with municipal systems. Details will be resolved during contract negotiation with the successful proposer.

3.4 Project Schedule

The project will commence in early 2025 and should be completed by early 2026. The successful proposer selected for this RFP will be the Contractor for all phases of the project. Following are proposed major milestones for plan development subject to scheduling, internal review, and printing needs:

- January 2025 Notice to proceed to the successful proposer
- February 2025 Public Involvement Plan
- March 2025 Public Meetings and Plan Development
- June 2025 Preferred Alternative
- August 2025 Draft Girdwood Park Land Master Plan
- August 2025 Girdwood Land Use and Board of Supervisors Review and Resolution
- November 2025 Planning and Zoning Commission Hearing

The selected Contractor shall present a schedule for performance of various elements of the scope of work, which fit into the above milestones in a timely manner.

The selected Contractor must be available to attend work sessions associated with the development of this plan, as needed with Parks and Recreation staff, Girdwood public meetings, the Planning and Zoning Commission, and other advisory entities as needed.

3.5 Project Budget

The total contract amount, including all expenses, for this project is approximately \$100,000. Fee and payment schedule will be negotiated with the selected Contractor.

3.6 Resources

The following is a list of resources for Girdwood Park Land Master Plan. This list is not intended to be comprehensive.

Girdwood Area Plan (1995)

<https://www.muni.org/Departments/OCPD/Planning/Publications/Pages/GirdwoodAreaPlan.aspx>

Girdwood South Townsite Area Master Plan

Girdwood Commercial Areas and Transportation Master Plan

<https://www.muni.org/Departments/OCPD/Planning/Publications/Pages/GwoodCATMP.aspx>

Title 21, Chapter 9: Girdwood Land Use Regulations

<https://www.muni.org/Departments/OCPD/Planning/Publications/Pages/GwoodCATMP.aspx>

Girdwood Trails Plan

https://www.muni.org/Departments/operations/streets/Service/Trails/GirdwoodTrailsPlan_February2024.pdf

4.0 PROPOSAL AND SUBMISSION REQUIREMENTS

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals shall not exceed (20) pages in length (excluding letter of transmittal, resumes, title page(s), index/table of contents, attachments, or dividers). Information in excess of those allowed will not be evaluated/scored. One page shall be interpreted as one side of single-spaced, typed, 8 1/2" X 11", piece of paper.

Proposers are urged to prepare simple, economical proposals. A complete, yet concise, description of the proposer's ability to successfully undertake and complete the requirements outlined in the Scope of Work is sought. Samples of relevant prior work may be submitted as attachments. (Submitted samples will not be returned.)

4.1 Title Page

Show the RFP number and subject, the name of your firm, address, telephone number(s), name of contact person, and date.

4.2 Table of Contents

Clearly identify the materials by section and page number.

4.3 Letter of Transmittal (Limited to 2 pages).

- Briefly state your firm's understanding of the services to be performed and make a positive commitment to provide the services as specified.
- Give the name(s) of the person(s) who are authorized to make representations for your firm, their titles, address, and telephone numbers.
- **The letter must be signed by a corporate officer or other individual who has the authority to bind the firm.**

4.4 Proposal Contents

Proposals should contain, but not necessarily be limited to, the following items:

4.4.1 Project Methodology and Approach

The proposer shall describe how the scope of work requirements in Section 3 will be undertaken for this project. The methodology shall be described in sufficient detail to demonstrate the proposer's familiarity with this type of project. It shall also include a proposed schedule to undertake the work items, together with an indication of major project milestones. Describe overall approach to include any special considerations that may be envisioned.

4.4.2 Firm's Experience

The proposal should provide information detailing the experience of the proposing firm (or firms) with similar projects. Address all of the elements under Section 3 Scope of Work. Previous experience with preparation of park master plans is particularly desirable. Provide at least three (3) references for which your firm has provided the same or similar services. Include a point of contact, telephone number, and a brief description of the services provided.

4.4.3 Experience and Qualifications of Key Project Staff and Sub-Consultants

The proposal shall identify key personnel proposed for this project, and their qualifications and experience shall be described for their assigned roles. The proposal will identify areas of project responsibility for key personnel and their level of commitment to the project. For this project, the Municipality is seeking personnel with demonstrated professional experience in park planning, public involvement, landscape architecture, and graphic design.

4.4.4 Management Plan

A management plan shall be prepared, which includes a description of how the proposer plans to carry out the project. At a minimum, the following items shall be considered:

- The firm (or firms') organizational capacity for effective and efficient project management, including dependability, timeliness and the submission of progress reports. Where more than one firm is involved, the roles and responsibilities or each shall be clearly outlined.
- A staffing plan detailing project assignments by key personnel, together with an estimate of the hours required of each item of the proposed work program.
- Policies and procedures to be used to ensure that high quality work is provided within project deadlines.
- A description of the firm's location where the primary services are to be provided and the ability to meet in person with municipal personnel when required during the performance of the contract.
- The project manager's name, address, telephone and FAX numbers, and e-mail address.

4.4.5 Fee Schedule

Under a separate cover, submit a copy of a fee schedule for all services which may be required in the performance of this work. The fee schedule shall be all inclusive of overhead, G&A, fringe benefits, profit, insurance, etc. The fee schedule shall not be used in evaluations. Only the highest ranked proposer’s fee schedule will be opened for the purpose of commencing contract negotiations.

5.0 EVALUATION CRITERIA AND PROCESS

5.1 Criteria

The criteria to consider during evaluations, and the associated point values, are as follows:

1. Project Methodology and Approach	0-30 points
2. Experience of Firm(s)	0-25 points
3. Qualifications of Key Personnel	0-25 points
4. Management Plan	0-20 points
Total Points Available	100 points

5.2 Qualitative Rating Factor

Firms will be ranked using the following qualitative rating factors for each RFP criteria:

- 1.0 Outstanding
- .8 Excellent
- .6 Good
- .4 Fair
- .2 Poor
- 0- Unsatisfactory

The rating factor for each criteria category will be multiplied against the points available to determine the total points for that category.

EXAMPLE: For the evaluation of the experience factor if the evaluator feels the response as provided was “Good” they would assign a “qualitative rating factor” of .6 for that criterion. The final score for that criterion would be determined by multiplying the qualitative rating factor of .6 by the maximum points available (30) and the resulting score of 18 would be assigned to the experience factor. This process would be repeated for each criterion.

NOTE IF YOU ELECT TO USE SECTION 5.2 MAKE SURE THAT THE RESULTING SCORES ON EVALUATIONS ARE MATHEMATICALLY POSSIBLE.

5.3 Evaluation Process

A committee of individuals Anchorage will perform an evaluation of the proposal. The committee will rank the proposal as submitted. The Municipality of Anchorage reserves the right to award a contract solely on the written proposal.

The Municipality also reserves the right to request oral (in-person or telephone) interviews with the highest ranked firms (short list). The purpose of the interviews with the highest ranked firms is to allow expansion upon the written responses. If interviews are conducted, a maximum of (3) firms will be short-listed. A second score sheet will be used to score those firms interviewed. The final selection will be based on the total of all evaluators' scores achieved on the second rating. The same categories and point ranges will be used during the second evaluation as for the first. The highest ranked proposer after the second scoring, if performed, may be invited to enter into final negotiations with the Municipality for the purposes of contract award.

6.0 SELECTION PROCESS

The Proposer with the highest total evaluation points may be invited to enter into contract negotiations with the Municipality of Anchorage. If an agreement cannot be reached with the highest ranked proposer, the Municipality shall notify the proposer and terminate negotiations. If proposals are submitted by one or more other proposers determined to be qualified, negotiations may then be conducted with such other proposers in order of their respective rankings. The second highest proposer may be contacted for negotiations. This process may continue until successful negotiations are achieved. However, the Municipality reserves the right to terminate negotiations with any proposer should it be in the Municipality's best interest. The Municipality of Anchorage reserves the right to reject any and all proposals submitted.

7.0 SAMPLE CONTRACT OR MINIMUM MANDATORY CONTRACT PROVISIONS

In addition to carefully reading all of the information in the RFP, all Proposers must carefully read and review the attached sample contract (ATTACHMENT A). The successful Proposer shall be required to enter into a Contract with the Municipality of Anchorage, which will be substantially similar to the sample.

Therefore, the Proposer must make any proposed changes to the sample Contract that the Proposer desires. All changes must be made legibly and conspicuously in red ink on all copies submitted with the Original Proposal. This may be in a sealed envelope if desired. Page(s) on which the change(s) appear must be tabbed as to be easily identified. The respondent must also provide the rationale for all changes.

IF NO CHANGES ARE MADE, THE PROPOSER SHALL BE DEEMED TO HAVE ACCEPTED THE SAMPLE CONTRACT. IF THE RESPONDENT MAKES CHANGES, SUCH CHANGES WILL BE CONSIDERED IN ANY NEGOTIATIONS WITH THE MUNICIPALITY OF ANCHORAGE. CHANGES MADE TO THE SAMPLE CONTRACT SHALL NOT BE CONSIDERED DURING PROPOSAL EVALUATIONS.

List of Attachments:

Attachment A – Sample Contract

Attachment B – Map of Girdwood Park Land

**ATTACHMENT A
SAMPLE CONTRACT
CONTRACT FOR PROFESSIONAL SERVICES
WITH _____**

In consideration of the mutual promises herein, ANCHORAGE and _____ agree as follows. This contract consists of:

- A. Part I, consisting of 15 sections of Special Provisions;
- B. Part II, consisting of 11 sections of General Provisions;
- C. Appendix A, consisting of X pages;
- D. Appendix B, consisting of X pages;

PART I

SPECIAL PROVISIONS

Section 1.0 Definitions. In this contract:

- 1.1 "Administrator" means the Director of the Traffic Department or its designee.
- 1.2 "Anchorage" means the Municipality of Anchorage.
- 1.3 "Consultant" means _____.

Section 2.0 Scope of Services.

- 2.1 The Consultant shall perform professional services in accordance with Appendix A, which is attached hereto and incorporated in this section by reference.
- 2.2 Anchorage shall not allow any claim for services other than those described in this section. However, the Consultant may provide, at its own expense, any other services that are consistent with this contract.

Section 3.0 Time for Performance.

- 3.1 This contract becomes effective when signed on behalf of Anchorage.
- 3.2 The Consultant shall commence performance of the work described in Section 2 upon receipt of written notice to proceed from the Administrator and complete that performance in accordance with the schedule set forth in Section 2.

Section 4.0 Compensation; Method of Payment.

- 4.1 Subject to the Consultant's satisfactory performance, Anchorage shall pay the Consultant no more than \$_____ in accordance with this section.

- 4.2 Anchorage shall pay the Contractor in accordance with the schedule of professional fees attached as Appendix B and incorporated herein by reference for services actually performed under this contract.
- 4.3 Each month the Consultant shall present a bill to the Administrator describing the work for which it seeks payment and documenting expenses and fees to the satisfaction of the Administrator. If any payment is withheld because the Consultant's performance is unsatisfactory, the Administrator must, within ten (10) days of the payment denial, notify the Consultant of the payment denial and set forth, with reasonable specificity, what was unsatisfactory and why.
- 4.4 The Consultant is not entitled to any compensation under this contract, other than is expressly provided for in this section.
- 4.5 As a condition of payment, the Consultant shall have paid all municipal taxes currently due and owing by the Consultant.

Section 5.0 Termination of the Consultant's Services.

The Consultant's services under Section 2 may be terminated:

- 5.1 By mutual consent of the parties.
- 5.2 For the convenience of Anchorage, provided that Anchorage notifies the Consultant in writing of its intent to terminate under this paragraph at least 10 days prior to the effective date of the termination.
- 5.3 For cause, by either party where the other party fails in any material way to perform its obligations under this contract. Termination under this subsection is subject to the condition that the terminating party notifies the other party of its intent to terminate, stating with reasonable specificity the grounds therefore, and the other party fails to cure the default within thirty (30) days after receiving the notice.

Section 6.0 Duties Upon Termination.

- 6.1 If Anchorage terminates the Consultant's services for convenience, Anchorage shall pay the Consultant for its actual costs reasonably incurred in performing before termination. Payment under this subsection shall never exceed the total compensation allowable under Section 4. All finished and unfinished documents and materials prepared by the Consultant shall become the property of Anchorage.
- 6.2 If the Consultant's services are terminated for cause, Anchorage shall pay the Consultant the reasonable value of the services satisfactorily rendered prior to termination less any damages suffered by Anchorage because of the Consultant's failure to perform satisfactorily. The reasonable value of the services rendered shall never exceed the contract rate for such services, and payment under this subsection shall not exceed ninety percent (90%) of the total compensation allowable under Section 4. Any finished or unfinished documents or materials

prepared by the Consultant under this contract shall become the property of Anchorage at its option.

- 6.3** If the Consultant receives payments exceeding the amount to which it is entitled under subsections A or B of this section, he shall remit the excess to the Administrator within thirty (30) days of receiving notice to do so.
- 6.4** The Consultant shall not be entitled to any compensation under this section until the Consultant has delivered to the Administrator all documents, records, work product, materials and equipment owned by Anchorage and requested by the Administrator.
- 6.5** If the Consultant's services are terminated, for whatever reason, the Consultant shall not claim any compensation under this contract, other than that allowed under this section.
- 6.6** If a final audit has not been performed before the Consultant's services are terminated, Anchorage may recover any payments for costs disallowed as a result of the final audit.
- 6.7** Except as provided in this section, termination of the Consultant's services under Section 5 does not affect any other right or obligation of a party under this contract.

Section 7.0 Insurance.

- 7.1** The Contractor shall maintain in good standing the insurance described in this section. Before rendering any services under this contract, the Contractor shall furnish the Administrator with proof of insurance in accordance with of this section in a form acceptable to the Risk Manager for Anchorage.

The Contractor shall provide the following insurance:

7.1.1 \$500,000 Employer's Liability and Workers' Compensation as required by Alaska Statute.

7.1.2 Commercial Automobile Liability per occurrence in the amount of \$500,000 single limit to include: owned, hired, and non-owned.

7.1.3 Commercial General Liability in the amount of \$1,000,000 (lower limit of \$500,000 may be acceptable for a sole proprietor with no employees) combined single limit to include:

- Premises Operations
- Products and Completed Operations
- Blanket Contractual
- Broad from Property Damages
- Independent Contractors
- Personal Injury

7.1.4 Professional liability in the amount of \$1,000,000

Policies written on a "claims made basis" must have a two (2) year tail of coverage from the completion of the contract requirements.

- 7.2 Each policy of insurance required by this section shall provide for no less than thirty (30) days' advance notice to Anchorage prior to cancellation.
- 7.3 With the exception of Worker's Compensation and Professional Liability each policy shall name the Municipality as an additional insured and the actual policy endorsement shall accompany each Certificate of Insurance.
- 7.4 General Liability and Automobile policies shall be endorsed to waive all rights of subrogation against the Municipality of Anchorage by reason of any payment made from claims under the above coverage. This policy endorsement should accompany each Certificate of Insurance.

Section 8.0 Assignments.

Unless otherwise allowed by this contract or in writing by the Administrator, any assignment by the Consultant of its interest in any part of this contract or any delegation of duties under this contract shall be void, and an attempt by the Consultant to assign any part of its interest or delegate duties under this contract shall give Anchorage the right immediately to terminate this contract without any liability for work performed.

Section 9.0 Ownership; Publication, Reproduction and Use of Material.

- 9.1 Except as otherwise provided herein, all data, documents and material produced by the Consultant under this contract shall be the property of Anchorage, which shall retain the exclusive right to publish, disclose, distribute and otherwise use, in whole or in part, any such data, documents or other materials. Exclusive rights shall not be attributed to portions of such materials presently in the public domain or which are not subject to copyright.
- 9.2 Equipment specifically purchased by the Consultant with contract funds shall be the sole property of Anchorage marked and inventoried as such with a copy of the inventory forwarded to Anchorage.

Section 10.0 Notices.

Any notice required pertaining to the subject matter of this contract shall be either sent via facsimile (FAX) or mailed by prepaid first class registered or certified mail, return receipt requested to the following addresses:

Anchorage: Municipality of Anchorage
Parks and Recreation Department
P.O. Box 196650
Anchorage, AK 99519-6650 FAX: (907) 343-6523

Consultant: _____

Notices are effective upon the earlier of receipt, proof of good transmission (facsimiles only), or five (5) days after proof of proper posting.

Section 11.0 Contract Budget.

In connection with its performance under this contract the Consultant shall not make expenditures other than as provided in the contract budget.

Section 12.0 Force Majeure.

- 12.1** Any failure to perform by either party due to force majeure shall not be deemed a violation or breach hereof.
- 12.2** As used in this contract, force majeure is an act of substantial magnitude beyond the control of the delayed party, which delays the completion of this contract, including without limitation;
 - 12.2.1** Any interruption, suspension or interference resulting solely from the act of Anchorage or neglect of Anchorage not otherwise governed by the terms of this contract.
 - 12.2.2** Strikes or work stoppages.
 - 12.2.3** Any interruption, suspension or interference with the project caused by acts of God, or acts of a public enemy, wars, blockades, insurrections, riots, arrests or restraints of governments and people, civil disturbances or similar occurrences.
 - 12.2.4** Order of court, administrative agencies or governmental officers other than Anchorage.

Section 13.0 Financial Management System.

The Consultant shall establish and maintain a financial management system that:

- 13.1** Provides accurate, current, and complete disclosure of all financial transactions relating to the contract;
- 13.2** Maintains separate accounts by source funds for all revenues and expenditures and identifies the source and application of funds for the Consultant's performance under this contract, including information pertaining to subcontracts, obligations, unobligated balances, assets, liabilities, outlays and income;
- 13.3** Effectively controls and accounts for all municipal funds and contract property;

- 13.4 Compares actual expenditures with budgeted amounts and relates financial information to performance or productivity data including unit cost information where applicable;
- 13.5 Allocates administrative costs to direct service delivery units;
- 13.6 Minimizes the time between receipt of funds from Anchorage and their disbursement by the Consultant;
- 13.7 Provides accounting records supported by source documentation; and
- 13.8 Provides a systematic method assuring the timely and appropriate resolution of audit findings and recommendations.

Section 14.0 Funding Requirements.

In the event that any funding source for this contract should impose additional requirements upon Anchorage for the use of those funds, the Consultant agrees to abide by those additional requirements immediately upon receipt of written notice thereof from Anchorage.

Section 15.0 Subcontracts.

The Consultant may enter into subcontracts for the purchase of goods and services necessary for the performance of this contract provided:

- 15.1 Every subcontract shall be reduced to writing and contain a precise description of the services or goods to be provided and the nature of the consideration paid therefore.
- 15.2 Every subcontract under which the Consultant delegates the provision of services shall be subject to review and approval by the Administrator before it is executed by the Consultant.
- 15.3 Every subcontract in an amount exceeding \$1,000.00 shall require reasonable access to business records of the sub-consultant relating to the purchase of goods or services pursuant to the subcontract.

PART II

GENERAL CONTRACT PROVISIONS

Section 1.0 Relationship of Parties.

The Consultant shall perform its obligations hereunder as an independent Consultant of Anchorage. Anchorage may administer the contract and monitor the Consultant's compliance with its obligations hereunder. Anchorage shall not supervise or direct the Consultant other than as provided in this section.

Section 2.0 Nondiscrimination.

- 2.1 The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, or marital status or who is a "qualified individual with a disability" (as that phrase is defined in the Americans With Disabilities Act of 1990). The Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, or mental or physical impairment/disability. Such action shall include, without limitation, employment, upgrading, demotion or transfer, recruitment or recruiting advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Consultant agrees to post, in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- 2.2 The Consultant shall state, in all solicitations or advertisements for employees to work on contract jobs, that all qualified applicants will receive equal consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex or marital status, or mental or physical impairment/disability.
- 2.3 The Consultant shall comply with any and all reporting requirements that may apply to it that the Anchorage Office of Equal Employment Opportunity Contract Compliance may establish by regulation.
- 2.4 The Consultant shall include the provisions of subsections A through C of this section in every subcontract or purchase order under this contract, so as to be binding upon every such sub-consultant or vendor of the Consultant under this contract.
- 2.5 The Consultant shall comply with all applicable federal, state and municipal laws concerning the prohibition of discrimination including, but not limited to Title 5 and Title 7, Chapter 7.50 of the Anchorage Municipal Code.

Section 3.0 Permits, Laws and Taxes.

The Consultant shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to its performance under this contract. All actions taken by the Consultant under this contract shall comply with all applicable statutes, ordinances, rules and regulations. The Consultant shall pay all taxes pertaining to its performance under this contract.

Section 4.0 Nonwaiver.

The failure of either party at any time to enforce a provision of this contract shall in no way constitute a waiver of the provision, nor in any way affect the validity of this contract or any part hereof, or the right of such party thereafter to enforce each and every provision hereof.

Section 5.0 Amendment.

5.1 This contract shall only be amended, modified or changed by in writing, executed by authorized representatives of the parties, with the same formality as this contract was executed.

5.2 For the purposes of any amendment modification or change to the terms and conditions of this contract, the only authorized representatives of the parties are:

Consultant: _____

Anchorage: **Mayor, Municipal Manager or Authorized Designee**

5.3 Any attempt to amend, modify, or change this contract by either an unauthorized representative or unauthorized means shall be void.

Section 6.0 Jurisdiction; Choice of Law.

Any civil action arising from this contract shall be brought in the Superior Court for the Third Judicial District of the State of Alaska at Anchorage. The law of the State of Alaska shall govern the rights and obligations of the parties under this contract.

Section 7.0 Severability.

Any provision of this contract deemed invalid by a court of competent jurisdiction shall not invalidate the remaining provisions of the contract.

Section 8.0 Integration.

This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein; and this contract shall supersede all previous communications, representations or agreements, either oral or written, between the parties hereto.

Section 9.0 Liability.

The Contractor shall indemnify, defend, save and hold Anchorage harmless from any and all claims, lawsuits or liability, including attorney fees and costs,

allegedly arising out of loss, damage or injury to persons or property or from any wrongful or negligent act, error or omission of Contractor, Contractor's agents, employees, subcontractors or invitees, occurring during the course of, or as a result of the Contractor's, Contractor's agents, employees, contractors, subcontractors or invitees performance pursuant to this contract.

Section 10.0 Inspection and Retention of Records.

The Consultant shall, at any time during normal business hours and as often as Anchorage may deem necessary, make available to Anchorage, for examination, all of its records with respect to all matters covered by this contract for a period ending three years after the date the Consultant is to complete performance in accordance with Section 2 of the Special Provisions. Upon request, and within a reasonable time, the Consultant shall submit such other information and reports relating to its activities under this contract, to Anchorage, in such form and at such times as Anchorage may reasonably require. The Consultant shall permit Anchorage to audit, examine and make copies of such records, and to make audits of all invoices, materials, payrolls, records of personnel and other data relating to all matters covered by this contract. Anchorage may, at its option, permit the Consultant to submit its records to Anchorage in lieu of the retention requirements of this section.

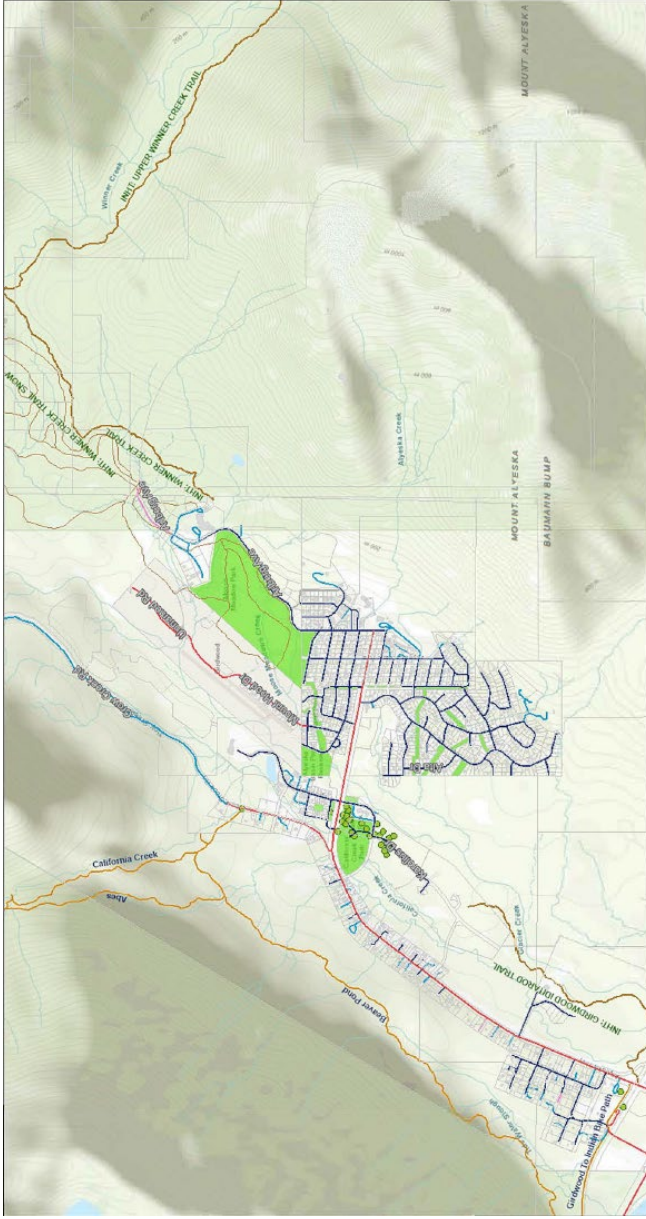
Section 11.0 Availability of Funds.

Payments under this contract require funds from future appropriations and are subject to future appropriations. If sufficient funds are not appropriated for payments required under this contract, this contract shall terminate without penalty to Anchorage and Anchorage shall not be obligated to make payments under this contract beyond those which have previously been appropriated.

IN WITNESS WHEREOF, the parties have executed this contract on the date and at the place shown below.

SIGNATURES WILL BE DETERMINED AFTER NEGOTIATIONS

ATTACHMENT B



10/8/2024, 9:41:02 AM

1,43,705

0 0.28 0.55 1.1 mi

0 0.42 0.85 1.7 km

Municipality of Anchorage, ENA, HERE, GERMANY, USGS, METIVADA, EPL, USDA

Girdwood Park Land

Project Planning Area

- Property Information
- Property owner
- Trails
- Streets
- Unknown
- USDA National Forest System Trails
- State DOT & PF
- Other
- DNR Park Trails
- Girdwood Village, CA

Municipality of Anchorage



P.O. Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>

Suzanne LaFrance Mayor

*GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Kellie Okonek*

Resolution 2024-XX Of the Girdwood Board of Supervisors RESOLUTION OF SUPPORT FOR PROPOSED NO CHANGE TO GIRDWOOD COMMUNITY COUNCIL BOUNDARY

WHEREAS, as required, the Municipal Planning Department and boundary advisory committee has studied, received comments, and considered amendment to the community council boundaries throughout the Municipality of Anchorage; and

WHEREAS, Girdwood has a robust system for hearing community council concerns and taking action on them through the Land Use Committee hearing process and the GBOS in its role as Community Council Ex-Officio; and

WHEREAS, change to the Girdwood Community Council boundary has not been brought as a majority opinion in any of those meetings; and

WHEREAS, this action has been recommended by the Girdwood Land Use Committee at their regular December 2024 meeting.

THEREFORE, the Girdwood Board of Supervisors resolves to support the Planning Department and advisory committee's recommendation not to make adjustments to the existing Girdwood Community Council boundaries

PASSED AND APPROVED by a vote of X to X this 16th day of December 2024.

Mike Edgington
GBOS Co-Chair

Margaret Tyler
Attest

Municipality of Anchorage

P.O. Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>

Suzanne LaFrance Mayor



*GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Kellie Okonek*

Resolution 2024-XX Of the Girdwood Board of Supervisors Support for reduction of the speed limit on Alyeska Highway to 30 miles per hour

WHEREAS, the current speed limit of the first 1.8 miles of Alyeska Highway from the Seward Highway interchange and the New Townsite Speed Zone is 45 miles per hour; and,

WHEREAS, in 2018, the Alaska Department of Transportation installed pedestrian-vehicular safety measures where the parallel multi-use pedestrian pathway now meets with vehicle intersections closer to the road-way utilizing a pathway design commonly known as “swoops” and “sweeps;” and

WHEREAS, in 2018, the Alaska Department of Transportation modified the existing roadway to include smaller roadway shoulders, further and significantly reducing the distance between pedestrians on the pathway “swoops” and active vehicular traffic southbound on Alyeska Highway; and

WHEREAS, it is commonly accepted that the first 1.8 miles of Alyeska Highway significantly contributes to noise and air quality pollution to residents directly along Alyeska Highway; and,

WHEREAS, Alyeska Highway has passing lanes that contribute to the reduction of safety along the highway with multiple driveways entering the corridor; and,

WHEREAS, due to increased housing construction in Girdwood, there are more driveways with direct connections to Alyeska Highway and more cars using established collector roads than ever before; and,

WHEREAS, due to the increased driveways along Alyeska Highway, the snow berms along each driveway are not removed consistently resulting in low visibility for drivers and dangerous merging as cars enter Alyeska Highway from aprons and collector roads; and,

WHEREAS, Alaska Department of Transportation has conducted traffic studies and has concluded that, on average, vehicular traffic travels faster than the posted speed limit on the 45-mph section of Alyeska Highway, and,

WHEREAS, staff management of the Girdwood Valley Service Area has already identified and shared with AKDOT Southcentral Regional Director Wolfgang Junge multiple traffic calming measures that could be implemented along Alyeska Highway to improve pedestrian and vehicular safety to create a safer neighborhood with the “swoops.” These improvements include increased signage, modified road paint, and better lane alignment in regards to the size of the road shoulder*; and,

WHEREAS, visitors of the Girdwood Valley are often uninformed about our existing 30-mph speed zone through the New Townsite and often times will participate in unsafe passing and aggressive driving, especially during Girdwood’s peak visitor months; and,

WHEREAS, residents of Crow Creek Road have informed, complained, and appropriately implored the Alaska Department of Transportation to institute a slower speed limit and traffic calming measures on Crow Creek Road, including the addition of new speed signs and flags on existing speed signs**; and,

WHEREAS, it can be inferred that the common issue of excessive speeding on NB Crow Creek Road can be attributed to a confusing driver-speed zone where drivers are not adequately prepared to reduce speed from 45-mph, to 30-mph, to 25-mph in such a short distance with a semi-blind left-hand turn onto Crow Creek Road NB from Alyeska Highway NB; and,

WHEREAS, users of the Alyeska Highway Multi-Use Pathway must exercise extreme caution when encountering a “swoop” that puts pedestrians unsafely near the edge of traveled way of vehicular traffic along SB Alyeska Highway; and,

WHEREAS, a reduced speed limit to 30-mph would greatly increase the safety for pedestrians, domestic house-pets, and vehicular traffic along Alyeska Highway; and,

WHEREAS, it is the responsibility and duty of the Alaska Department of Transportation to take action to reduce vehicular-pedestrian deviations to protect the safety of Alaskan Residents and visitors alike; and,

WHEREAS, an abnormally increased amount of construction traffic will be taking place within the Girdwood Valley over the upcoming 2025, 2026, and 2027 summer construction seasons. Throughout the 2024 summer, heavy truck traffic and commercial traffic have been shown to continually disregard the speed limit and participate in excessive use of engine braking when approaching the downhill interchange with the Seward Highway; and,

WHEREAS, air quality is greatly diminished during construction season as heavy traffic, generally dump-trucks with uncovered loads, spread fine-earth particulate materials when traveling at 45-mph on Alyeska Highway further contributing to significantly decreased air quality for lower-valley residents;

WHEREAS, this action has been recommended by Girdwood Public Safety Advisory Committee and by the Girdwood Land Use Committee at their December 2024 meetings.

THEREFORE, BE IT RESOLVED, that Girdwood Board of Supervisors implores the Alaska Department of Transportation to institute a reduced speed limit of 30-mph, similar to Upper Alyeska Highway, on the first 1.8 Miles of Alyeska Highway.

FURTHERMORE, be it resolved that the Girdwood Board of Supervisors requests DOT revisit the current road alignment and shoulder width to ensure a safe passage for both vehicles and pedestrians.

PASSED AND APPROVED by a vote of X to X this 16th day of December 2024.

Briana Sullivan
GBOS Co-Chair

Margaret Tyler
Attest

From: [Sean Marx](#)
To: [Girdwood Public Safety Advisory Committee](#)
Subject: Seat D Applicant - Girdwood Public Safety Advisory Committee Vacancy
Date: Tuesday, December 10, 2024 3:05:39 PM

[EXTERNAL EMAIL]

Sean Marx


December 10, 2024

Dear Girdwood Board of Supervisors,

I am writing to express my interest in joining the Girdwood Public Safety Advisory Committee (PSAC), Seat D, and contributing to its mission of delivering impactful solutions to our Girdwood community. With experience in the private sector, federal government, and military, I am excited about the opportunity to apply my skills to address these challenges in our resource-limited setting.

During my career, I have worked across diverse environments throughout the United States and abroad, coordinating with multidisciplinary teams, managing urgent customer needs, and optimizing processes. My private sector experience has sharpened my ability to innovate and streamline operations in fast-paced environments, always with a focus on delivering excellent customer service. In addition, my time as an NCAA student-athlete on Penn State's football team, my military background, and service as a federal law enforcement officer, have strengthened my problem-solving and teamwork skills. Together, these experiences provide me with a unique perspective on the challenges we face in delivering services and support in our Girdwood community. I am particularly drawn to PSAC's commitment to adaptable and efficient solutions with limited resources and am confident that my diverse professional experience and background will help me make meaningful contributions.

Thank you for your consideration.

Sincerely,

Sean R. Marx
Operations Manager
Girdwood, AK

LinkedIn Profile: <https://www.linkedin.com/in/seanmarx>



MUNICIPALITY OF ANCHORAGE
REAL ESTATE DEPARTMENT
HERITAGE LAND BANK

Date: November 14, 2024
To: File
Thru: Tiffany Briggs, Real Estate Director
From: Heritage Land Bank Staff
Subject: Glacier Creek Embankment located on HLB Parcel 6-060

Issue

What is the history and status of the constructed embankment? What regulatory requirements at the local, state, and federal level apply? What monitoring, reporting, management, or maintenance is necessary?

Key Takeaways

- The embankment is not regulated by any government entity or subject to any reporting requirements by the Municipality of Anchorage (MOA), State of Alaska, or the U.S. Army Corps of Engineers (Corps).
- During a 100-year flood event the embankment is likely to be overtopped.
- There are no known areas of active erosion or known weak points on the embankment.
- Neighboring private property owners access their lots by driving over the embankment, not in the platted right-of-way.

MOA Action Items/Recommendations

- Continue to perform annual site visits.
- Continue to collaborate with other agencies as appropriate going forward.
- Determine a path forward regarding unauthorized physical access to private lots, potentially through issuing an Intergovernmental Permit (IGP) to Street Maintenance for continued road maintenance on the embankment.
- Support GBOS if they desire to move forward with a possible courtesy inspection of the embankment from the Corps.

Property Information

- HLB Parcel Number: 6-060
- Parcel/Tax ID: 075-141-04-000
- Legal Description: US Survey 4805 Lot 2
- Location: In Girdwood along the Seward Highway starting at the west bank of Glacier Creek
- Size: Approximately 332 acres
- Zoning: Girdwood Open Space (GOS)
- Wetlands: Nearly all of this parcel is freshwater wetlands on the inland side of the Seward Highway and tidal marshlands on the outer side of the Seward Highway.
- Existing condition and land use: This parcel is undeveloped vacant land. The property is subject to several exceptions including easements for rights-of-way, electrical, pipelines, etc. and is subject to Public Land Orders, Permits, and Alaska Division of Land decisions.
- Adopted Land Use Plan: Girdwood Area Plan (1995) shows this area as Open Space. The draft Girdwood Comprehensive Plan also shows this area as Open Space.
- Vicinity maps in Appendix A

Embankment History

On the west side of Glacier Creek, between the Alaska Railroad bridge and the Seward Highway bridge, there is a constructed earthen embankment on a parcel of land owned by the Municipality of Anchorage and managed by the Heritage Land Bank division. A limited history regarding the embankment has been formulated from conversations with many Municipal, State, and Federal agencies, and extensive research through digital archives and databases.

The embankment was constructed prior to statehood as a direct result of the Federal Aid Highways Project to construct the Seward Highway in 1950 (See Appendix B). No documents have been found that indicate any improvements or maintenance of the embankment was performed after initial construction.

During the earthquake of March 27, 1964, it is known that there was extensive damage to Old Girdwood, including an elevation loss of several feet, fire, flooding, and damage to the highway and railroad in the general area. However, there are no documents indicating whether the embankment, which was still under federal ownership at that time, was damaged. Alaska's Digital Archives contains photos of Corps personnel in the area building defenses against flooding along the Seward Highway in Girdwood after the earthquake (See Appendix B).

Until July 28, 1972, this parcel was under federal ownership. The property was patented to the State of Alaska pursuant to the Statehood Act of 1958, Patent 50-73-0028.

In 1975, the neighboring privately owned parcels, Girdwood Original Townsite Block 1 Lots 1A – 4, were replatted with a partial vacation of East Street. At the time, the parcel was still in the State of Alaska ownership and the State issued a statement of non-objection to the half cul-de-

sac to be on the State's property (See Appendix C). Further, the State did not require the cul-de-sac to be constructed, meaning that the MOA and the State knew the physical access was not in the location of the platted right-of-way.

This parcel transferred to the Municipality of Anchorage pursuant to the Municipal Land Entitlement Act of 1978 on December 19, 1984, Patent 7867. It was placed into HLB Inventory as Parcel 6-060.

In 1997, the Girdwood Board of Supervisors (GBOS) performed stabilization work on the stream bank directly next to the Railroad bridge. It is unclear whether this work was performed on the HLB Parcel or in the Railroad Right-of-Way. The work was done without permits and a violation was issued by the Alaska Department of Fish and Game.

Starting in 2006, embankment repair was listed on the MOA's Capital Improvement Project list for a few years, however a project never advanced.

In Spring of 2024, a landowner in Old Girdwood contacted HLB Staff, the HLB Advisory Commission, and GBOS with concerns about the embankment's integrity, and potential flood risk. MOA staff performed multiple site visits and did not find any indicators of erosion or areas of concern. HLB Staff contacted State, Federal and Municipal agencies, and performed extensive research through digital archives and databases to gather information about the embankment.

Agency Involvement

US Army Corps of Engineers

The Corps was in the area in March 1964 right after the March 27, 1964, earthquake. Photos from the Alaska's Digital Archive indicate that Corps personnel stacked sandbags along the Seward Highway to prevent flooding of Old Girdwood from Turnagain Arm. In a Corps report from 1969, it is stated that the Corps built an emergency sandbag dike to protect Old Girdwood against high-tide flooding after the earthquake.

The Corps does not have any records that the embankment was a federally authorized levee built with consultation from the Corps. Since it is not a Corps authorized levee, it would be up to the MOA on frequency of inspections, on-going maintenance, or repairs. There is not a MOA code requirement or policy to inspect embankments like the one found on HLB Parcel 6-060.

The Corps maintains a National Levee Database which identifies all known levees, embankments, and floodwalls in the United States, regardless of their origins. This embankment, along with the adjoining Alaska Railroad and Seward Highway embankments, have recently been added to the National Levee Database. In conversation with the Corps Levee Safety Program Manager, this addition is based on Lidar data, did not include a site visit, and does not trigger any requirements for inspections, maintenance, or repairs. The embankment being listed on the database does not entitle the MOA to any technical support or funding; it is a database for informational purposes only.

The Corps offers courtesy inspections (as time and staffing allows); however, there is not a mandate by the Corps, generally or post inspection, to do regular inspections, maintenance, or repairs.

Alaska Department of Transportation & Public Facilities

DOT&PF has reviewed their files, and they do not have any documentation regarding the embankment, despite the gated connection at the Seward Highway. It is believed that any further information regarding the original construction of the embankment as part of the Seward Highway project would be in the archives and would be challenging to locate. However, if any further information is unearthed about the original construction, the MOA will be contacted.

Alaska Railroad

The bridge that crosses Glacier Creek north of the embankment was built in the late 1920's. The bridge is routinely inspected, and ARR has no current concerns. There is no near-term replacement plan for the bridge.

Alaska Department of Fish & Game

On September 24, 1997, the State issued Girdwood Board of Supervisors a Notice of Violation for unpermitted bank stabilization with the placement of riprap with heavy machinery without a Fish Habitat Permit. There is no documentation that this work was permitted by the MOA.

MOA Watershed Management Services & Flood Hazard Administrator

The most recent flood study for Girdwood Original Townsite has determined the base flood elevation to be 25 feet mean sea-level. Furthermore, the height of the embankment is estimated between 23-26 feet of elevation (depending on location along the embankment), which would overflow at a 100-year flood event (also known as 1% Annual Chance Flood Hazard). Given the timeframe of its original construction, the embankment functions and is treated as a natural riverbank. The original construction of the embankment, the Seward Highway, and the Railroad infrastructure all pre-date, and were not regulated by FEMA regulations (Code of Federal Regulations 44). Any new work below the ordinary high-water mark of Glacier Creek would be regulated by the Corps and potentially require a flood hazard permit from the MOA under CFR 44. All new construction in Old Girdwood must be built to above the base flood elevation (see contour and FEMA flood maps in Appendix A).

MOA Planning Department

The platted right-of-way of East Street was never constructed and lots 1A - 9 of Block 1 access their private property over the embankment. The State of Alaska submitted written comments not requiring the cul-de-sac to be constructed, which suggests that the MOA was aware that the right-of-way was not constructed, and that the embankment was being utilized for physical access (see Plat 75-135 in Appendix C).

MOA Public Works

Embankment work was identified as a Capital Improvement Project for 2006 - 2011 capital planning; however, the work was never scoped out, documented, or completed. The item was listed several times over a multi-year period:

- The 2006 Project was described as, "Dike Reconstruction, redevelopment planning, road access, and pre-construction.
- 2007 Capital Improvement Budget listed the item with zero dollars for the budget.
- 2010 Capital Project Needs List, the project appears again as a priority for Heritage Land Bank.

Girdwood Board of Supervisors / Girdwood Valley Service Area

The Girdwood Valley Service Area has been maintaining the embankment as a drivable surface, including snow plowing. The location of the embankment is not within a platted right-of-way, easement, or intergovernmental permit; therefore, there is no legal right for access through this area. The legally platted right-of-way remains undeveloped.

GBOS has performed work on the embankment which was documented in 1997 by Alaska Department of Fish Game. No further information has been provided on the scope of that work.

Appendix A – Vicinity Maps

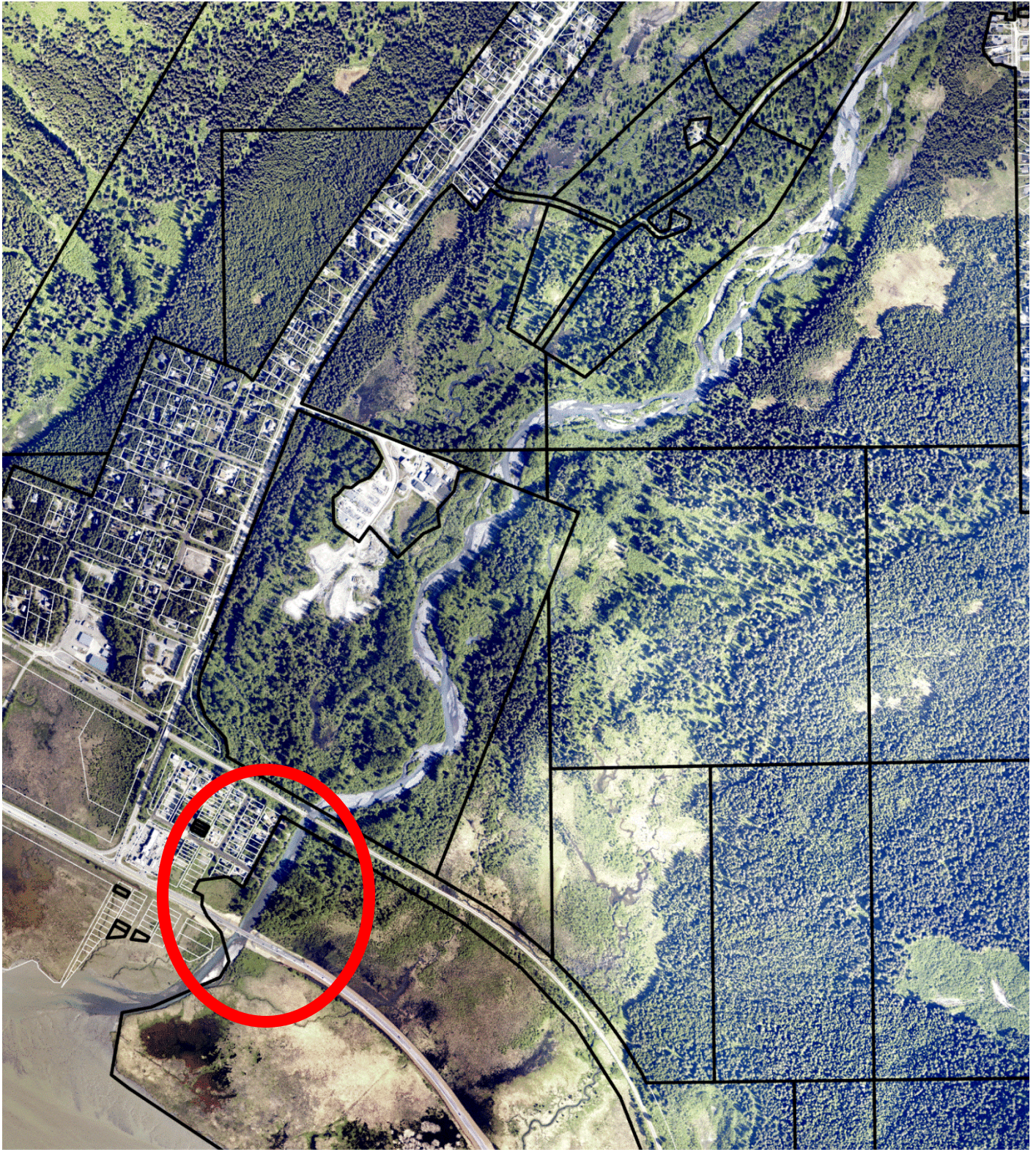
Appendix B – Photos

Appendix C – Plat 75-135

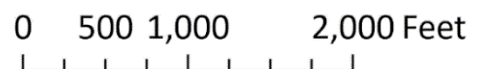
CC: Heritage Land Bank Advisory Commission

CC: Girdwood Board of Supervisors

Appendix A – Vicinity Maps

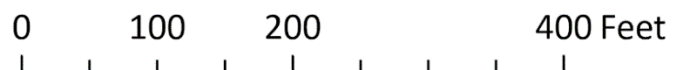


Municipality of Anchorage - Heritage Land Bank
Lower Girdwood Valley

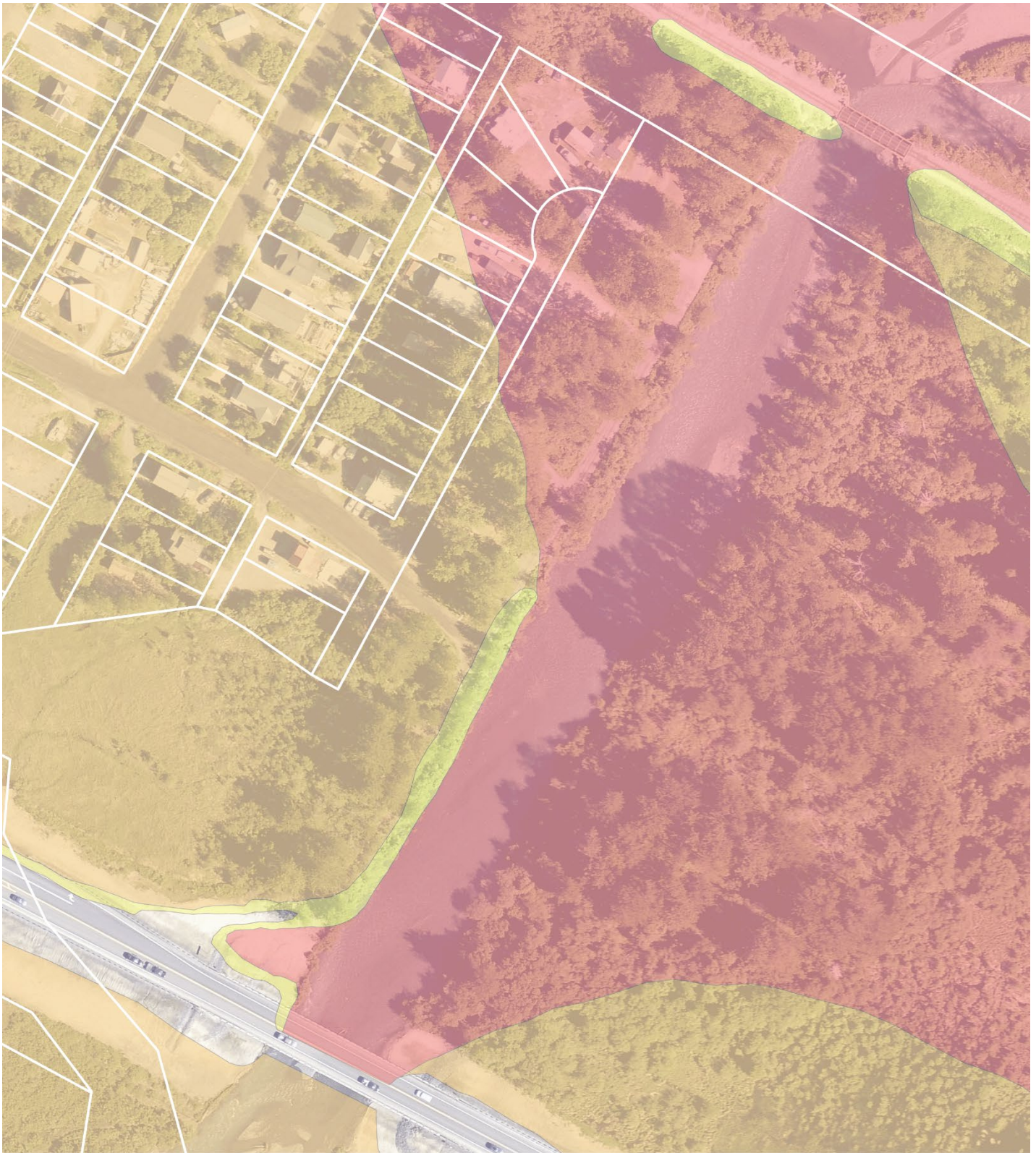







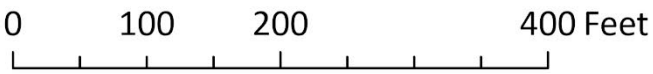
Municipality of Anchorage - Heritage Land Bank
Parcel 6-060 (PID 075-141-04)
US Survey 4805 Lot 2



FEMA Flood Hazard Mapping



-  Regulatory Floodway
-  1% Annual Chance Flood Hazard
-  0.2% Annual Chance Flood Hazard



Elevation Contours



Appendix B – Photos

2024 Aerial oblique imagery

Looking West



Looking North



Photo from "Photo Album: Original Construction of the Seward Highway and Sterling Highway, 1949 -1951"

Territory of Alaska

Project No.: Section F2

Photo by: M. M. Flint

Station:

Subject: View looking up Glacier River from highway bridge showing dike constructed between the two bridges to protect Girdwood from overflow waters.

Division File No.: 7504

Route: Turnagain Arm

Date: April 20, 1950

Looking:



Title: U.S. Army Corps of Engineers personnel build sandbag defenses against flooding in the Girdwood area.

Description: View of U.S. Army Corps of Engineers stacking sandbags to prevent flooding near Girdwood, Alaska, after March 27, 1964 earthquake. Land in Girdwood area sank after the earthquake, so flooding from Turnagain Arm waters occurred. March 1964. Photo by U.S. Army Corps of Engineers.

Collection Name: AMRC. Woodman Photograph Collection

Identifier: AMRC-b80-27-12

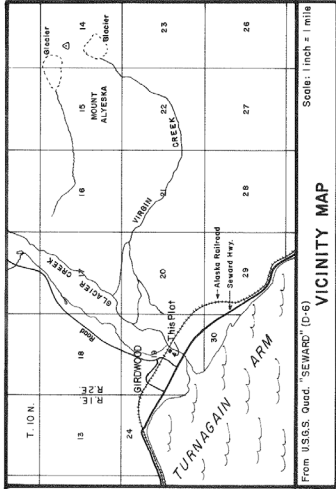


Title: Sandbag levee along Seward Highway
Description: A sandbag levee constructed by soldiers of the 172nd Infantry Brigade, Fort Richardson, to prevent floating ice from entering the Seward Highway near Girdwood. Photo by PFC John Bacheller 172nd Infantry Brigade Fort Richardson, Alaska.
Collection Name: William G. Sprowls photographs, 1964. UAA-HMC-1464
Identifier: uaa-hmc-1464-f2-22



Appendix C – Plat 75-135

(75-135) FO



VICINITY MAP
From U.S.G.S. Quad, "SEWARD" (D-6)
Scale: 1 inch = 1 mile

CERTIFICATE OF OWNERSHIP AND DEDICATION
I (WE) HEREBY CERTIFY THAT I (WE) AM (ARE) THE OWNER(S) OF THE PROPERTY DESCRIBED HEREON AND I (WE) HEREBY DEDICATE TO THE PUBLIC ALL EASEMENTS FOR PUBLIC UTILITIES, STREETS, ALLEYS, WALKWAYS, THOROUGHFARES, PARKS, AND OTHER PUBLIC AREAS SHOWN HEREON.

NOTARY'S ACKNOWLEDGEMENT
SUBSCRIBED AND SIGNED TO BEFORE ME THIS 25th DAY OF June, 1975.
Michelle M. McCreary
NOTARY PUBLIC FOR STATE OF ALASKA
MY COMMISSION EXPIRES 5-28-77

ACCEPTANCE OF DEDICATION
THE CITY OF GIRDWOOD HEREBY ACCEPTS FOR PUBLIC USE AND FOR PUBLIC PURPOSES THE REAL PROPERTY DEDICATED ON THIS PLAT INCLUDING, BUT NOT LIMITED TO, STREETS, ALLEYS, WALKWAYS, ROADWAYS, WALKWAYS, THOROUGHFARES AND PARKS SHOWN HEREON.
DATED AT GIRDWOOD, ALASKA THIS 25th DAY OF September, 1975.
Mary Ulenick
CITY CLERK
Robert S. Seward
CITY MAYOR

PLAT APPROVAL
PLAT APPROVED BY THE GREATER ANCHORAGE AREA BOROUGH PLATTING AUTHORITY THIS 25th DAY OF MAY, 1975.
Edward J. Gorman
AUTHORIZED OFFICIAL

PLAT OF
LOTS 1A, 2A & 3A, BLOCK 1
GIRDWOOD TOWNSITE, U.S. SURVEY No. 1177
A RE-SUBDIVISION OF
Lots 1 thru 4, Blk. 1, Girdwood Township, U.S. Survey No. 1177
SITUATED WITHIN
SE. 1/4 SEC. 19, T. 10N, R. 2 E, S. 14M, ALASKA

SURVEYED BY
William C. McCreary, Registered Land Surveyor
908 Lancaster Drive, Anchorage, Alaska 99503, phone 274-1217
JUNE 25, 1975

GRID SE 6113
SCALE 1" = 100'
1975-135
1975-314
S-3644
SHEET 1 OF 1

SURVEYOR'S CERTIFICATE
I, WILLIAM C. MCCREARY, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF LANDS ACTUALLY SURVEYED BY ME AND THAT ALL PERMANENT EXTERIOR CONTROL MONUMENTS, ALL OTHER MONUMENTS, AND LOT CORNERS HAVE BEEN SET AND STAKED AS OF MAY 15, 1975.
William C. McCreary
WILLIAM C. MCCREARY - 2297-S
DATE June 25, 1975

CURVE DATA TABLE

NO	RADIUS	CENTRAL ANGLE	LENGTH	TANGENT	CHORD	NO
1	50.00	45°00'00"	39.27	20.71	38.27	1
2	50.00	45°00'00"	39.27	20.71	38.27	2
3	50.00	44°24'54"	38.76	20.41	37.80	3
4	20.00	44°24'54"	15.50	8.18	15.12	4

LEGEND
 o 3" diameter standard 8 L.M. brass cap monument received.
 o 5/8" x 38" iron rod (rebar) set this survey.

NOTES

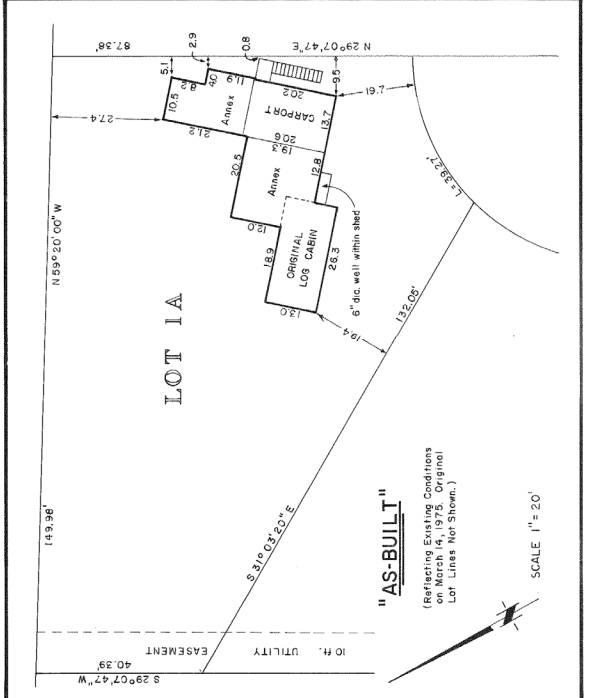
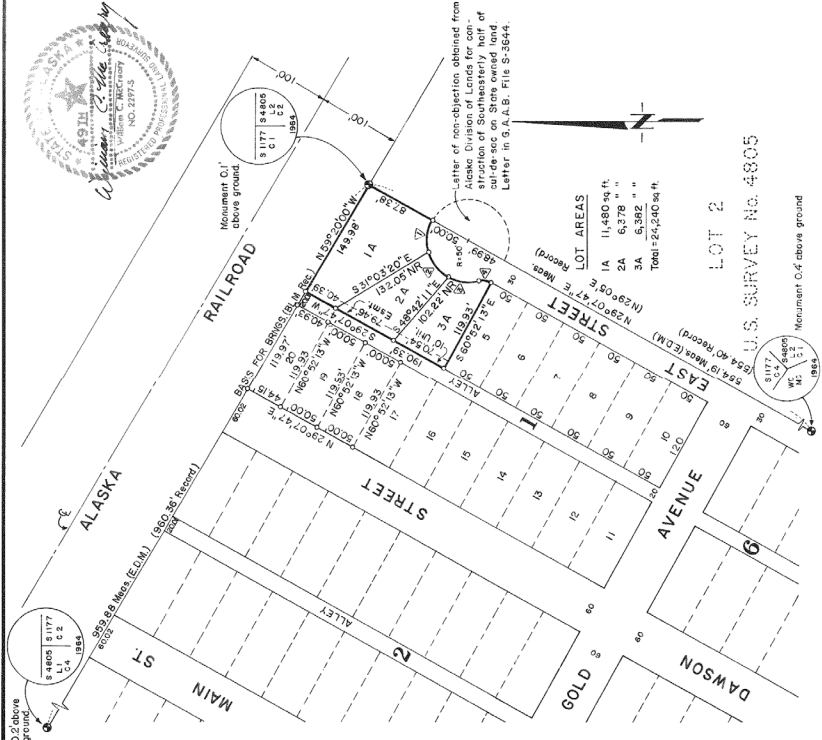
- NO DEVELOPMENT INTENDED FOR HUMAN OCCUPATION SHALL BE PERMITTED ON LOTS 2A & 3A UNTIL SUCH TIME AS PUBLIC SEWER AND PUBLIC WATER ARE AVAILABLE FOR CONNECTION.
- THE T.P.M.V. WILL BECOME NULL AND VOID AT THE TIME EITHER LOT 2A OR 3A ARE DEVELOPED.
- FOR ADDITIONAL INFORMATION REGARDING BOUNDARY CONTROL AND TIES, REFER TO WILLIAM C. MCCREARY FILE ON THIS SUBDIVISION.
- LOTS 1B & 2B, BLOCK 1, ARE OWNED BY ROSEMARY J. REDMOND AND WERE SURVEYED ALONG WITH LOTS 1A, 2A & 3A, BLOCK 1, BUT ARE NOT THE SUBJECT OF THIS RE-SUBDIVISION.

TEMPORARY PUBLIC IMPROVEMENT VARIANCE (T.P.I.V.)
IT IS HEREBY COVENANTED THAT THE OWNERS, THEIR HEIRS, ASSIGNS AND SUCCESSORS OF LOTS 1A, 2A & 3A, BLOCK 1, GIRDWOOD TOWNSITE, U.S. SURVEY No. 1177, WILL SIGN A PETITION WHEN PRESENTED FOR THE CREATION OF A ROAD IMPROVEMENT DISTRICT FOR THE IMPROVEMENT OF EAST STREET, TOWNSHIP OF GIRDWOOD, ANCHORAGE AREA BOROUGH MAYOR, OR HIS SUCCESSOR, TO SIGN THE PETITION FOR THAT PARTY BY VIRTUE OF A SPECIAL POWER OF ATTORNEY HEREBY GRANTED FOR THAT PURPOSE.

Approved in accordance with Chapter 21, Article 20, Code of Ordinances.
Surveyor
W. C. McCreary
R. and D.
Date
June 25, 1975

Approved in accordance with Chapter 21, Article 20, Code of Ordinances.
Surveyor
W. C. McCreary
R. and D.
Date
June 25, 1975

Approved in accordance with Chapter 21, Article 20, Code of Ordinances.
Surveyor
W. C. McCreary
R. and D.
Date
June 25, 1975



Municipality of Anchorage



P.O. Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>

Suzanne LaFrance, Mayor

GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS

*Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Kellie Okonek*

October 28, 2024 MOA GBOS Quarterly Meeting Agenda Final

4:00 p.m. via Microsoft Teams & Girdwood Community Room, 250 Egloff Rd.

This meeting is being held via teams with in-person attendance at the Girdwood Community Room

The Girdwood Board of Supervisors, its committees, and subcommittees are subject to the Alaska Open Meetings Act as found in Alaska Statute 44.62.310 and Anchorage Municipal Code 1.25 - Public Meetings.

The Girdwood Board of Supervisors operates under the Girdwood Public Meetings Standards of Conduct.
Call to Order 4:00 p.m. Mike Edgington, GBOS Co-Chair

Land Acknowledgement: The Girdwood Board of Supervisors acknowledges the indigenous peoples of Alaska, whose land we reside on. The community of Girdwood, situated between the areas known to be Dena'ina and Alutiiq homeland, respects the people who were stewards of this land for generations. We commit to the continued stewardship of this land and are grateful to be part of a wider community that seeks to maintain a sustainable use of Girdwood Valley for present and future peoples.

Roll Call & Disclosures

Agenda Revisions and Approval

October 28, 2024 MOA GBOS Quarterly Meeting Agenda approval

Attendees or designees requested: Becky Windt Pearson, Municipal Manager; Eva Gardner, Municipal Attorney; Tiffany Briggs, Real Estate Director; Melisa Babb, Planning Director; Emma Giboney, Land Management Officer

Agenda

Welcome and Introductions

1. Housing and Economic Stability
 - GBOS has Questions about scope of 2023 service area power: Planning Director sought legal opinion about initiating T21 text amendment and RE Director was seeking opinion about management of land
 - Discuss process for creation of Short Term Rental Registration and Regulation
2. AR 2024-278 Alcohol Tax Strategic Plan relating to Girdwood Valley Service Area's needs for First Responders and Police
3. HLB Topics
 - Method for transfer of land management responsibility from HLB to GVSA
 - Girdwood Industrial Park
 - Hydrology Study of Girdwood Valley/Watershed Study of Glacier Creek Drainage
 - Girdwood Land Use Study
 - Levees in Girdwood
 - California Creek in New Townsite
 - Glacier Creek in Old Girdwood Townsite
 - Request for gauge at levee at the confluence of Glacier Creek and California Creek

Public Comment: Persons offering public comment must state their full name and address. Public Comment is limited to three (3) minutes per person and must be on subjects not listed on the agenda.

Adjourn



MUNICIPALITY OF ANCHORAGE REAL ESTATE DEPARTMENT

HERITAGE LAND BANK

2025 ANNUAL WORK PROGRAM &
2026-2030 FIVE-YEAR MANAGEMENT PLAN

PUBLIC REVIEW DRAFT (12/09/2024)

Municipality of Anchorage

Suzanne La France, Mayor

Real Estate Department

Tiffany Briggs, Director

Heritage Land Bank Division

Emma Giboney, Land Management Officer

Nicole Jones-Vogel, Consultant, Rise Up Coaching Solutions, LLC

Real Estate Services Division

John Bruns, Foreclosure Specialist

HLB Advisory Commission

Dean Marshall, Chair

Brian Flynn, Vice Chair

Tammy Oswald

Ryan Hansen

Tim Charnon

LaQuita Chmielowski

Vacant Seat

Front Cover Photo: View from HLB Parcel 6-068 of the Lower Girdwood Valley, including HLB Parcels 6-060 and 6-057F. Photo taken by Margaret Tyler.



Heritage Land Bank

Office Location: 2nd Floor, 4700 Elmore Road, Anchorage, AK 99507

Mailing Address: PO Box 196650, Anchorage, AK 99519

Phone: (907) 343-7536

Email: hlb@anchorageak.gov

Website: www.muni.org/HLB

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Guide to Abbreviations and Acronyms

ACDA	– Anchorage Community Development Authority
ADEC	– Alaska Department of Environmental Conservation
AMC	– Anchorage Municipal Code
AO	– Assembly Ordinance
ASD	– Anchorage School District
AWWU	– Anchorage Water & Wastewater Utility
BLM	– U.S. Bureau of Land Management
CEA	– Chugach Electric Association
CSP	– Chugach State Park
DNR	– Alaska Department of Natural Resources
DOD	– U.S. Department of Defense
DOT&PF	– Alaska Department of Transportation & Public Facilities
GCP	– Girdwood Comprehensive Plan (formerly known as Girdwood Area Plan)
GDIC	– Geographic Data and Information Center
GIS	– Geographic Information Systems
GVSA	– Girdwood Valley Service Area
GLT	– Great Land Trust
HDP	– Hillside District Plan (AO 2010-22)
HLB	– Heritage Land Bank
HLBAC	– Heritage Land Bank Advisory Commission
INHT	– Iditarod National Historic Trail
MOA	– Municipality of Anchorage
NALA	– North Anchorage Land Agreement
P&R	– Parks and Recreation Department
PM&E	– Project Management & Engineering
PVLUA	– Potter Valley Land Use Analysis (AO 99-144)
RED	– Real Estate Department
RES	– Real Estate Services
ROW	– Right of Way
SOA	– State of Alaska
TSAIA	– Ted Stevens Anchorage International Airport
USACE	– U.S. Army Corps of Engineers
USFS	– U.S. Forest Service

Chapter 1. Heritage Land Bank Overview

Heritage Land Bank (HLB) is a self-supporting, non-tax-based agency of the Municipality of Anchorage (MOA), with its own fund and advisory commission. Title 25 of the Anchorage Municipal Code (AMC), “Public Lands,” contains the statutes under which the HLB operates (AMC § 25.40).

It is the mission of the Heritage Land Bank to manage uncommitted municipal land and the Heritage Land Bank Fund in a manner designed to benefit present and future residents of Anchorage, promote orderly development, and achieve the goals of the Comprehensive Plan (AMC § 25.40.010).

HLB achieves its mission by managing an inventory of HLB land and resources to benefit a wide variety of municipal objectives. The HLB manages many types of land in its inventory, over 12,000 acres, which are divided into approximately 250 parcels zoned residential, industrial, commercial, recreational, public use and open space. About half of the HLB inventory is forested lands in the Girdwood Valley, with a small percentage of HLB inventory developed or improved.

All proceeds from HLB land sales, leases, and other sources are deposited into the HLB Fund. With approval from the Mayor and Assembly, the Fund is used to: manage and/or improve HLB property; conduct land use planning and feasibility studies; carry out wetland mitigation monitoring; acquire property for municipal use; and support the annual operating expenses of HLB. Since its inception in 1983, the HLB has operated without any direct taxpayer support but has contributed millions of dollars in support to the general municipal government in ways that benefit our growing community.

More than 60 HLB parcels are subject to leases or permits held by government agencies or the private sector, with some used or managed by municipal agencies under special permit or management authorizations. See Appendix D for a complete list.

Municipal properties deemed surplus to current and future needs are generally disposed of through a competitive process, in accordance with AMC. In order to carry out the HLB mission, some parcels may be sold directly to other municipal agencies for continued use by the MOA.

With Assembly approval, the mayor may also designate any municipal land or interest in land for placement in the HLB inventory. However, land placed in the HLB inventory is generally:

1. Land reserved for unspecified purposes, or needed for specific or future public purposes;
2. Land determined excess to municipal needs but unsuitable for disposal and development;
or
3. Other land determined excess to present or future municipal needs that may be suitable for disposal or development in the future.

A Brief History of the Heritage Land Bank

In 1972, the Greater Anchorage Borough established a Land Trust Fund. Amended in 1976, the trust fund was created to acquire and manage property for the Municipality. The Land Trust Fund Council maintained oversight over the fund and its properties.

The Municipal Entitlement Act of 1978 granted Anchorage a total land entitlement of 44,893 acres from the State of Alaska (SOA). The Heritage Land Bank was formed to acquire and manage land that was transferred to the Municipality from the State as a result of the Municipal Entitlement Act for the benefit of present and future residents of Anchorage.

The ordinance that created HLB also established the HLB Advisory Commission (HLBAC), which consists of seven members appointed by the Mayor, to advise the Mayor and Assembly regarding the management of land and funds in the HLB portfolio. The commission solicits public comments when it holds public hearings in order to make informed recommendations. Staff handles the ongoing land management responsibilities of the HLB.

Inventory Mapping

In 1984, HLB completed its first land inventory. The HLB inventory is updated and is online for public and municipal access at www.muni.org/hlb. The inventory identifies all lands by HLB parcel number, municipal tax identification number, zoning classification, and acreage. See Appendix A for regional maps and a QR code to our interactive mapping application.

State Entitlements

The continuing conveyance of title to the Municipality's outstanding land entitlements is a priority. While the State has conveyed substantial acreage, and some monetary compensation to the MOA in fulfillment of the municipal entitlement mandate, other parcels await conveyance.

Accomplishments

Following are several significant land uses and facilities in the Municipality of Anchorage developed over the years through contributions from the HLB inventory or fund:

- Cuddy Family Midtown Park Acquisition
- Botanical Gardens lease on HLB lands
- Girdwood Library site, trails partnerships, and Industrial Park development
- Sale of three downtown lots for mixed-use development by Cook Inlet Housing Authority
- Long-term ground lease for Chugiak Fire Station #35
- Disposal of Girdwood Industrial Park Phase I Lots.

The Heritage Land Bank Fund

Upon formation of the HLB, the MOA Land Management Fund was renamed the HLB Fund. According to AMC § 25.40.035, the HLB Fund can be used for three main purposes: supporting the annual HLB operating budget; acquiring land for municipal use; and managing and improving HLB land. HLB's objective has been to responsibly manage the Fund in order to achieve our mission, with additional focus on increasing our asset value and fund strength.

Land Management Objectives

HLB manages land to maximize benefits to the Municipality and the public, seeking to preserve and enhance the value of its land assets. Management activities and decisions take into consideration the regulatory environment and adopted comprehensive plans, special site and area land use studies, environmental plans and studies, and intra-governmental agreements.

Our management objectives include:

- Ensuring that all HLB lands and real property interests are reasonably protected from adverse impacts, including fire, insect damage, plant disease, invasive species, illegal dumping, hazardous or contaminated materials, timber theft, vandalism, and other threats.
- Assisting with implementation of municipal plans where HLB inventory is involved in accordance with HLB policy and fund guidelines.
- Transfer of HLB properties to other departments as appropriate and the disposal of properties excess to municipal need.
- Holding land use contracts to prevailing market rates except where otherwise provided by AMC § 25.40.
- Providing opportunities for partnership in the creation of conservation easements, through permittee-responsible mitigation to protect area wetlands, promote orderly development consistent with the goals of the Comprehensive Plan & the Anchorage Wetlands Plan, and generate revenue through the preservation of high-value HLB wetlands, while working to establish a wetlands mitigation bank.
- Continuing to enforce trespass violations, by posting signs and considering the installation of fences in areas of known campsites, removal of illegal structures and vehicles, and mitigation or prevention of impacts of unpermitted use on HLB land.
- Ensuring that open space, conservation and preservation opportunities are considered in HLB development projects where those opportunities are in the best interest of the citizens of the Municipality of Anchorage.

Overview of Land Disposals

Disposals of HLB inventory can include sales, exchanges, leases, easements, intra-governmental agreements to both the public or private sector, and transfers of parcels to other municipal agencies. The HLB consults with other municipal agencies to determine whether HLB land is needed to fulfill various municipal purposes and the impact of disposal.

Table 1.1: HLB Inventory by Area

Acreage (Estimate)	Anchorage Bowl	Chugiak/ Eagle River	Turnagain Arm	HLB Total Acreage:
HLB Wetlands (A & B)	1,085	44	560	1,688
HLB Uplands	1,771	1,137	8,070	10,977
Estimated Total HLB Acreage:	2,892	1,182	8,710	12,713

Table 1.2: Development Limitations

Limiting Factor	Quantity
Wetlands - Class A&B	1,688 acres
Easements	597 acres
4 Avalanche Zone - Very High Hazard	431 acres
Special Flood Hazard Area	1,081 acres
Patent restrictions prohibiting disposal	846 acres
Leased	576 acres
Active ADEC Contaminated Sites	5 sites
Parcels under other MOA Agency Management	41

Overview of Land Acquisition

Acquiring Municipal Entitlement Lands

Under AS § 29.65.010, the Municipal Entitlements Act and the subsequent *Agreement for the Conveyance of Lands of the State of Alaska to the Municipality of Anchorage, and Settlement of Land-Related Issues with the State of Alaska*, signed November 25, 1986, the Municipality was entitled to conveyance of 44,893 acres of land within the boundaries of the Municipality.

The MOA will continue to work closely with the Alaska Department of Natural Resources (DNR) to resolve any remaining land entitlement issues. The State has issued decision documents for several parcels but not patents. The State notified HLB that for management purposes the decision documents issued for conveyance of lands is equivalent to patent and considered equitable title.

North Anchorage Land Agreement

The MOA was granted rights to receive substantial acreage under the *1982 North Anchorage Land Agreement* (NALA), a federally approved agreement resolving several longstanding land ownership disputes between Eklutna, Inc., the State, and MOA. NALA provides for the future allocation of existing military land in Anchorage, in the event it is declared excess to the Department of Defense (DOD). To date, the MOA has received title to just under 300 acres of NALA land under its public interest land entitlement; no lands have been declared as excess by the DOD to date.

Overview of the Annual Work Program

The HLB Work Program is an annually approved guide for allocating and managing HLB land and resources. The program functions and activities must be consistent with Municipal Code, HLB policies, and pertinent comprehensive or area plans.

Parcels in the HLB inventory can be disposed of through trade, sale, or lease. HLB land disposals are based upon a minimum of fair market value of the land, except as otherwise provided in AMC § 25.40. HLB may exchange excess municipal land in the HLB inventory for other non-municipal land which has greater potential value or attributes for municipal use.

Per AMC § 25.40.020B, major HLB work items anticipated during each calendar year will be reviewed in advance by the public and be approved after public hearings before the HLBAC and the Assembly. The code states that public notice for the HLBAC public hearing on the annual work program is provided no less than forty-five (45) days prior to the hearing. The public will have the opportunity to comment on each item when a public hearing is scheduled.

All other HLB public hearings require that the public notice precede the hearing by no less than fourteen (14) days. HLB notification procedures shall include direct email notification to affected community councils, residents and list of email subscribers, as well as posting notice online, at least fourteen (14) days prior to public hearings. AMC requires that the HLBAC provide public notice and hold a public hearing prior to taking action on land disposals (sales, leases, exchanges, easements) and withdrawals from the HLB inventory. Any additions to the proposed list of disposals through sale, exchange, or lease require an amendment to the Work Program approved by the HLBAC and Assembly. The Program may be amended as needed.

Overview of the Five-Year Management Plan

Predicting future municipal need and market demand is difficult. The success of land transactions often depends upon economic conditions, financing, and creative marketing strategies. Consequently, the Five-Year Management Plan is best viewed as a queue of items that may be acted upon in the next five years based on community input, various municipal goals and needs, and changing market demands. The Administration expects that the HLB be prepared to seek out and respond to unforeseen opportunities as they arise that promote the goals of the comprehensive plans. Long range forecasting can be difficult, therefore the assumptions, objectives and projections that follow in this document are an attempt at planning our future given current information.

Land management decisions will be consistent with the AMC, all adopted comprehensive plans and area plans, and implementation measures. If it is unclear whether a proposed management or disposal action is consistent with adopted plans, HLB shall complete a site-specific land use study prior to a final management or disposal decision. Public comments on consistency with adopted plans will be given due consideration.

Chapter 2. 2024 Progress Report

HLB made progress on several projects in 2024, including the tract plat and disposal of the first two tracts of Holtan Hills, as well as the transfer of ten HLB parcels to Parks and Recreation to help facilitate the Potter Marsh Watershed Park Project. Additionally, HLB Staff made significant strides on evaluating and presenting the feasibility of several options for the Girdwood Industrial Park. HLB also released a Request for Proposals for a Cemetery on parcel 2-156, and a proposal was successfully selected.

Disposals, Exchanges & Transfers

HLB Parcel 2-127 - 2-136 – The withdrawal from HLB Inventory and transfer of these 10 parcels (approximately 100 acres) to the Parks and Recreation Department (P&R) was recommended by HLBAC in February and approved by the Assembly in May (HLBAC 2024-03; AO 2024-48). This action was completed as part of the Potter Marsh Watershed Project. See the below *projects* section for further updates on this project.

Portions of HLB Parcels 6-011, 6-016, 6-017 – The Anchorage Assembly approved the proposed Holtan Hills disposal of approximately 60 acres in January (HLBAC 2022-09(S); AO 2023-137, As Amended). Phases 1 and 2 were conveyed to the developer in May (Recorded Document 2024-011453-0). See the below *projects* section for further updates on this project. See the *2025 Work Program* Chapter for more details on future steps.

Acquisitions

Laurel Acres (HLB Parcels 5-041) – In 2024 there were efforts to acquire parcels in Laurel Acres through donations and purchases. There are two pending donations, and two lots approved by HLBAC and the Assembly for purchase expected to close in the coming months (HLBAC 2023-01; AO 2023-113).

Projects

Potter Marsh Watershed Park (HLB Parcels 2-127 - 2-136) – The withdrawal from HLB Inventory and transfer of these 10 parcels (approximately 100 acres) to the Parks and Recreation Department (P&R) was recommended by HLBAC in February and approved by the Assembly in May (HLBAC 2024-03; AO 2024-48). The conservation value of these parcels was used for in-kind grant matches for grants acquired by RED and local non-profit partner Great Land Trust (GLT). This grant funding is being used to acquire the neighboring 200-acres, with management authority to P&R to create the 300-acre Potter Marsh Watershed Park (AO 2024-49). The park will be under a conservation easement held by GLT (AO 2024-47). *****Expected to close before the end of the year, text will need to be amended to reflect progress.**

Girdwood Industrial Park (HLB Parcel 6-057F) – Evaluation of possible improvements has been ongoing, HLB staff presented four options to HLBAC in April, received an appraisal on the scenarios, and presented the findings to HLBAC in October. Discussions with HLBAC, GBOS, and the community are ongoing. See the *2025 Work Program* Chapter for more details on future steps.

Holtan Hills – The Anchorage Assembly approved the proposed Holtan Hills disposal in January (HLBAC 2022-09(S); AO 2023-137, As Amended). HLB Parcels 6-011, 6-016 and 6-017 were replatted into five tracts as the Holtan Hills Subdivision, recorded as Plat 2024-18. Tracts 1 and 2 were conveyed to the developer in May (Recorded Document 2024-011453-0). Tracts 3, 4, and 5 remain in HLB Inventory as HLB Parcels 6-011A, B, and C. However, the Assembly approval also included the disposal of Tract 3 (6-011A) at a later date. See the *2025 Work Program* Chapter for more details on future steps.

Cemetery RFP (HLB Parcel 2-156) – In June HLB released an RFP for the development of this 9.5-acre parcel for cemetery purposes. HLB received one submission from Alaska Natural Burial, which was reviewed by a selection committee and found to meet or exceed the criteria of the RFP. A land use permit was issued to Alaska Natural Burial for the purposes of performing Due Diligence work. See the *2025 Work Program* Chapter for more details on future steps.

Girdwood Trails Plan – In February the Assembly passed an Ordinance adopting the Girdwood Trails Plan as an element of the Comprehensive Plan (AO 2024-21). In May of 2023, HLBAC unanimously passed a Letter of Acknowledgement of the draft Girdwood Trails Plan understanding that there are several proposed trails that would be located on HLB parcels that may come before the Commission for action at a later date. See the *2025 Work Program* and *Five-Year Management Plan* Chapters for more details on future steps.



*Wetland flora on HLB Parcel 6-013.
Photo by HLB Staff*

Land Management

HLB Parcel 6-013 – HLB Staff conducted a site visit to evaluate the likely presence of wetlands, which were previously identified as Class A in the 2014 Wetlands Management Plan. The site appeared to have more than fifty percent wetland characteristics. This site would be better suited for future wetland mitigation credits rather than development.

Contaminated Sites

Certain HLB parcels have been found to contain contamination in several different forms. In the past few years, several sites have been in various stages of remediation, including but not limited to the following:

HLB Parcel 3-078E – HLB continued to conduct environmental testing and monitoring as required by ADEC. New monitoring wells were installed in July to work towards delineating the potential contamination plume.

Wetland Mitigation

As the municipal agency solely responsible for management of conservation easements, the HLB has ongoing monitoring and management requirements as outlined in the conservation easement and long-term management plans. The HLB must oversee funds generated from the sale of mitigation credits or acceptance of properties, subject to a conservation easement, to allow for care in perpetuity.

Table 2.1: Conservation Easements Managed by HLB

HLB Parcel	Year Established or Modified	Acreage
5-024; Blueberry Lake	2005	7.5 acres
3-049; Campbell Tract	2007	15.5 acres
Portions of 3-075; 3-076; 3-077; 3-065; Tudor Municipal Campus	2009	40.0 acres
3-035; Chester Creek Headwaters	2009	9.75 acres
3-029; Campbell Tract	2009	27.5 acres
3-064; Dowling Substation	2010	24 acres
6-251; Arlberg Extension	2015	5.5 acres
CE 5-041; 100 th Avenue Extension	2016	23.9 acres
CE 3-079; Best Bog Subdivision	2019/2023	4.0 acres
CE 3-037; Reflection Lake Creek	2022/2024	2.3 acres
		Total: 160.0 acres

Table 2.2: 2024 HLBAC Resolutions

Resolution	Subject	Date	Action
2024-01	Recommending approval to extend the lease of HLB Parcel 4-013, legally described as Lot 7A Block 118 Original Townsite of Anchorage (Plat 75-129), to Rupinder Alaska, Inc., dba Ramada Anchorage Downtown, for fair market value, and to amend the 2023 HLB Annual Work Program.	1/25/2024	Postponed Indefinitely
2024-02 (AO 2024-41)	Disposal by lease, at fair market value, to the United States Department of Transportation, Federal Aviation Administration of portions within HLB Parcels 4-033A and 4-034, legally described as Tract A Airport Subdivision (Plat 95-5) and E2 Sec 31 T13N R4W and to amend the 2023 HLB Annual Work Program.	1/25/2024	Approved
2024-03 (AO 2024-48)	The withdrawal and transfer of HLB parcels 2-127 through 2-136 to the Parks and Recreation Department, legally described as the W2SE4SW4 Sec 3 T11N R3W, Lots 1, 5, 6, 9, 10, 14, 15, 18 Sec10 T11N R3W, AND E2E2W4 & E2W2NE4NW4 SEC 10 T11N R3W, S.M., and to amend the 2023 HLB Annual Work Plan.	2/22/2024	Approved
2024-04 (AR 2024-92, As Amended)	Approval of the 2024 HLB Annual Work Program and 2025-2029 Five-Year Management Plan.	2/22/2024	Approved
2024-05 (pending Assembly action)	The withdrawal from HLB inventory and transfer of management authority of HLB Parcel 6-075, legally described as Alyeska - Prince Addition Tract F, to the Girdwood Parks and Recreation Department.	8/22/2024	Approved
2024-06, As Amended (pending Assembly action)	The disposal by a relocatable public use easement to Girdwood Mountain Bike Alliance of portions within HLB Parcel 6-251 and 6-296, legally described as portions within Sec 3 and 10 T10N R2E, in Girdwood, for twenty (20) years at no cost and to amend the 2024 HLB Work Plan.	8/22/2024	Approved
2024-07 (pending Assembly action)	The disposal by competitive bid of HLB Parcels 5-010, 5-011, and 5-012, legally described as Lots 3, 4, and 5, Tract 3, Maui Industrial Park Subdivision (Plat 77-133), in Anchorage.	10/24/2024	Approved

Chapter 3. 2025 Work Program

Numerous initiatives within the Municipality are set to impact the Heritage Land Bank in the upcoming year. The Real Estate Department has been assigned the responsibility of supporting various development projects associated with these efforts. Additionally, the Heritage Land Bank has several ongoing multi-year projects. It is anticipated that the Heritage Land Bank Advisory Committee (HLBAC) will address action items in nearly every regularly scheduled meeting.

2025 Potential Disposals, Exchanges & Transfers

HLB Parcel 2-156 – A proposal submitted by Alaska Natural Burial, a local non-profit, was selected through the RFP process for the development of this 9.5-acre parcel for cemetery purposes. HLB intends to dispose of this property to Alaska Natural Burial at less than fair market value, with conditions and restrictions.



HLB Parcel 2-156. Photo by Alaska Natural Burial

HLB Parcel 3-027A – Dispose of property to Chugach Electric Association. This disposal was recommended by HLBAC in 2022 (*HLBAC Res 2022-03*).

HLB Parcels 3-078A-D – The disposal of these lots, which includes an ADEC contaminated site, was approved by HLBAC and the Assembly (*HLBAC Res 2021-01; AO 2022-05*). The transaction is expected to be completed once environmental documents have been resolved with ADEC. *****this is expected to close in the coming weeks and may need to be amended to reflect any progress**

HLB Parcel 4-013 – Execute a lease with the current lessee for the continued use as a parking lot.

HLB Parcel 4-043D – Review request from Joint Base Elmendorf-Richardson for a non-development easement.

HLB Parcels 5-010, 5-011, 5-012 – HLBAC recommended the disposal by competitive bid of these parcels in October 2024 following increased public interest (*HLBAC Res 2024-07*). After an initial bidding period that resulted in no bids, HLB Staff is considering the contingencies as laid out in AMC § 25.40.025D. This would not require further HLBAC action. This disposal will be taken to the Assembly for approval after having perspective purchaser(s) and set sale prices for the lots.

HLB Parcel 6-011A, 6-011B – The improvements to the Iditarod National Historic Trail (INHT) began in 2020 led by Girdwood Parks & Recreation and the USFS. Work on the trail is consistent with the *Girdwood Trails Plan* (2024). A trail easement will be required to develop the INHT north of Hightower Road along the privately-owned Holtan Hills properties and up valley to Crow Creek and Winner Creek Trails.

Portion of HLB Parcel 6-011B – Disposal of approximately 72 acres, (27 of which is for mixed-use development, the remainder for recreation and access) to facilitate the development of Glacier Creek Village through a purchase and development agreement with Alyeska Holdings, LP, and Seth Andersen for the development of a mixed-use project consistent with the Request for Proposals (RFP) completed in 2021. A disposal recommendation will not be brought to HLBC until after the Assembly adoption of the *Girdwood Comprehensive Plan* and will be consistent with that plan, the *Girdwood Trails Plan* (2024), and any other applicable plans. ***May need amending depending on the pending approval of the *Girdwood Comprehensive Plan*

Portion of HLB Parcel 6-011B – HLBC unanimously approved Resolution 2017-09 to the Girdwood Nordic Ski Club for a 20-year public use easement for the development of trails. The HLBC recommended several conditions that are still being resolved prior to this action going to the Anchorage Assembly.

HLB Parcel 6-014 – Evaluate process for disposal, with direct sale, to owners of Alyeska Resort.

HLB Parcels 6-039, 6-061, and 6-057F – Girdwood Parks and Recreation has requested a trail easement for the Joe Danich Trail which is on the east side of Glacier Creek from the Railroad Right of Way to Alyeska Highway. This is consistent with the *Girdwood Trails Plan* (2024).

HLB Parcels 6-039 and 6-062 – Girdwood Parks and Recreation has requested a trail easement for the Lower Virgin Creek Trail which runs between the Joe Danich Trail and Virgin Creek Road. This is consistent with the *Girdwood Trails Plan* (2024).

HLB Parcel 6-057F – Staff evaluated four options for the future of the Girdwood Industrial Park in 2024. The work has continued to illustrate the complexity of the Girdwood Industrial Park. HLB Staff will work with Girdwood Board of Supervisors to evaluate if the continued analysis, with recommendation on next steps, is better completed by the Girdwood Valley Service Area with their recently expanded powers to support local housing and economic stability in the Girdwood Valley.

HLB Parcels 6-074A, 6-074B – HLBC has recommended, and Assembly has approved (AO 2022-47), a disposal to the Alaska Railroad Corp. by non-exclusive lease for the purposes of avalanche mitigation infrastructure. It is anticipated that this lease will be executed prior to construction.

HLB Parcel 6-076 – Girdwood Community Land Trust submitted an application for a long-term ground lease. A Letter of Intent and Land Use Permit were executed to allow due diligence to move forward. GCLT released a Request for Information to determine to best use of the land. More details on the development potential will be shared as it becomes available, and it will be

presented to the HLBAC. Development of the site consistent with the Girdwood South Townsite is supported.

Utility Easements Generally – HLB may coordinate with utility providers within the MOA to provide easements that benefit residents or the MOA in general.

2025 Potential Acquisitions

Municipal Entitlement Lands – HLB will continue to work for the conveyance of lands identified in the 1986 Agreement for the Conveyance of Land of the SOA to the MOA.

Laurel Acres Properties – HLB will continue to accept donations and key purchases of parcels located within the Laurel Acres subdivision. The inclusion of these parcels in the HLB Inventory will be for future conservation easement and wetland preservation credits to facilitate development in other areas of the MOA.

2025 Potential Projects

HLB Parcel 3-080 – Staff will begin to evaluate this parcel for land use entitlements including replating and rezoning for future disposal.

HLB Parcel 4-033B – The Clitheroe Center became vacant in April 2024. Staff is working with other departments to determine Municipal need, state of the structure, and propose next steps.

HLB Parcel 4-046 and 4-047 – Until such time the Master Plan can be implemented, short-term use of the site, for the purposes of activating the site, will be pursued for immediate implementation. Uses that incorporate elements of the Master Plan will be prioritized. HLB will work with the Planning Department to incorporate the Master Plan as an element of the comprehensive plan. HLB will continue to engage with local stakeholders.

Holtan Hills Tracts 1 & 2, HLB Parcel 6-011A (formerly portions of HLB Parcels 6-011, 6-016 and 6-017) – HLB Staff will continue to collaborate with the developer and implement the Development Agreement and AO 2023-137, As Amended. HLB Staff will continue coordinating with AWWU for a sewer extension and other site-related work to support the Holtan Hills project. HLB is continuing work with the State Department of Natural Resource’s to vacate the Section Line Easement in the area. The Assembly authorized HLB to convey Tract 3 (HLB 6-011A) at a later date, upon other conditions being met (AO 2023-137, As Amended).

HLB Parcel 6-011C – A separate tract containing the land that is zoned “Girdwood Institutions and Parks” will be included in the subdivision platting process of Holtan Hills Tracts 1 and 2. This new tract will be available for current and future municipal or local community needs.

2025 Land Management

Fire Fuels Reduction – HLB will work with the Anchorage Fire Department to address high priority HLB parcels at the wildland-urban interface.

Conservation Easement Management – HLB staff shall continue management and required annual site monitoring of conservation easements. HLB performs annual site inspections and monitoring of ten Conservation Easements (Table 2.1). HLB is responsible for approximately 160 acres of conservation wetlands that were preserved through permittee-mitigation with approval as part of the Corps regulatory process. This management consists of annual site monitoring and reporting. Site monitoring for conservation easements is specific for each site and thresholds for wetland functions need to be assessed; these types of things include surface water mapping, plant identification and percent cover, water quality checks, the presence of fish and other wildlife, etc. Due to the remoteness and pristine state of the sites, considerable time is necessary to evaluate the wetland functions and overall health of the sites. While most of the sites are required to be visited once per year, it is often necessary to visit in the winter, as well. More area can be accessed on these sites in the winter frozen conditions.

Spatial Analysis of HLB Parcels – With the help of the MOA Geographic Data and Information Center (GDIC), HLB completed an inventory of potentially developable HLB Parcels in Girdwood in 2023. HLB Staff will continue to with GDIC Staff to expand the spatial analysis to all HLB Parcels.

Trespass and Encroachment Issues – HLB Staff will continue to identify, track, and resolve trespass and encroachment issues. HLB will consult with appropriate agencies as necessary, including Code Enforcement, Legal Department, and Anchorage and Whittier Police Departments. We ask that the public report any Public Lands (Title 25) code violations on HLB parcels (including prohibited motor vehicle use) to HLB Staff at HLB@anchorageak.gov.

Plans, Studies & Surveys

Girdwood Comprehensive Plan Update – In April 2021 the Anchorage Assembly formally authorized Imagine! Girdwood, a non-profit organization, to develop an update of the Girdwood Comprehensive Plan (formerly known as the Girdwood Area Plan) as an element of the Municipality of Anchorage's Comprehensive Plan. The GCP is pending Assembly action and will be used to guide management of HLB land in Girdwood for the planning horizon. ***May need amending depending on the pending approval of the Girdwood Comprehensive Plan

Chapter 4. Five Year Management Plan: 2026 – 2030

The HLB will review several of its holdings for disposal during this five-year planning period. The following pages represent HLB parcels that will be considered for sale, lease or exchange, provided such disposals are consistent with the MOA Comprehensive Plan, land use studies, wetlands mitigation policies, and market conditions. As recommendations for any disposals are made, the public hearing process will be initiated through the HLBC and recommended to the Mayor, with subsequent approval required by the Assembly, also following a public hearing. Several of these parcels will need to be reviewed more carefully before determining final disposition or use. Housing is a municipal-wide need. HLB will continue to evaluate parcels for housing development potential as community planning documents are updated. Exploring non-profit entities for partnership is an avenue that will be considered to provide varied housing options.

Potential Disposals, Exchanges & Transfers: 2026 – 2030

HLB Parcels 1-081 & 1-082 – Staff may explore feasibility of residential development for an eventual disposal for that purpose with access to Chugach State Park is applicable.

HLB Parcels 2-116 through 2-122 – These parcels may be more appropriate to be withdrawn out of HLB inventory and into Real Estate Services with Management Authority provided to Parks & Recreation.

HLB Parcel 2-125 – Rabbit Creek Community Council is evaluating a connector trail from the elementary school to Bear Valley through HLB Parcel 2-125. An agreement or other proposal is anticipated for trail location, development, and management.

HLB Parcel 2-139 – Access needs to be established through a private parcel.

HLB Parcels 2-144A - D – Per the *PVLUA*, these parcels are designated for residential and open space recreational use. 2-144C was rezoned to R-6 in 2018 (AO 2017-163) and may be considered for disposal in a future work plan.

HLB Parcel 2-146 – Although the *PVLUA* recommends a rezone for this parcel from PLI to R6-SL, the *HDP* suggests that due to slopes in the area, R-10 may be more appropriate in this general area. Staff may consult with the Planning Department to assess appropriate zoning for this parcel.

HLB Parcel 2-147 – HLB received an application for the competitive bid disposal of this lot. HLB Staff will evaluate the development potential of this remote tract and perform an Agency Review to determine the public purpose need and feasibility of development.

HLB Parcel 2-158 – Grant an Intergovernmental Permit to Project, Management & Engineering (PM&E) for the purpose of increasing access to HLB parcel 2-152, with construction at a later date.

HLB Parcel 3-010 – Disposal by competitive bid or leasing of part or all of the parcel may be considered.

HLB Parcel 3-042 – Potential disposal by ground lease to CEA for the purpose of a substation. Trail easement for a Northeast Connector Trail to be completed for Parks & Recreation. Intergovernmental Permit for old Army access road used as a utility access road.

HLB Parcels 3-078E – Continue to evaluate environmental contamination and market this parcel for sale or lease.

HLB Parcels 4-032, 4-033A-F and 4-034 – The 2040 Land Use Plan Map identifies community facility uses for a portion of these areas and HLB will consider a long-term lease consistent with that approved planning document. TSAIA has a Right-of-Way easement and a Land Use Permit in the area, which would be taken into account in any future actions.

Public Access to the Tony Knowles Coastal Trail through HLB land may be considered if/when development of the parcel(s) are proposed. Additionally, HLB will work with the Turnagain Community Council, the Parks and Recreation Department, and other interested parties to determine appropriate boundaries for a trail and natural space buffer within the areas designated as Park or Natural Area, and, as funding is available, will survey the trail and natural space buffer portions for transfer of management authority to Parks and Recreation. HLB will retain all management responsibilities pertaining to existing contracts affecting these parcels. HLB will work with the Turnagain Community Council, the Parks and Recreation Department, and other interested parties to discuss possible park dedication or other permanent protection status for the trail and natural space buffer (Figure 1).

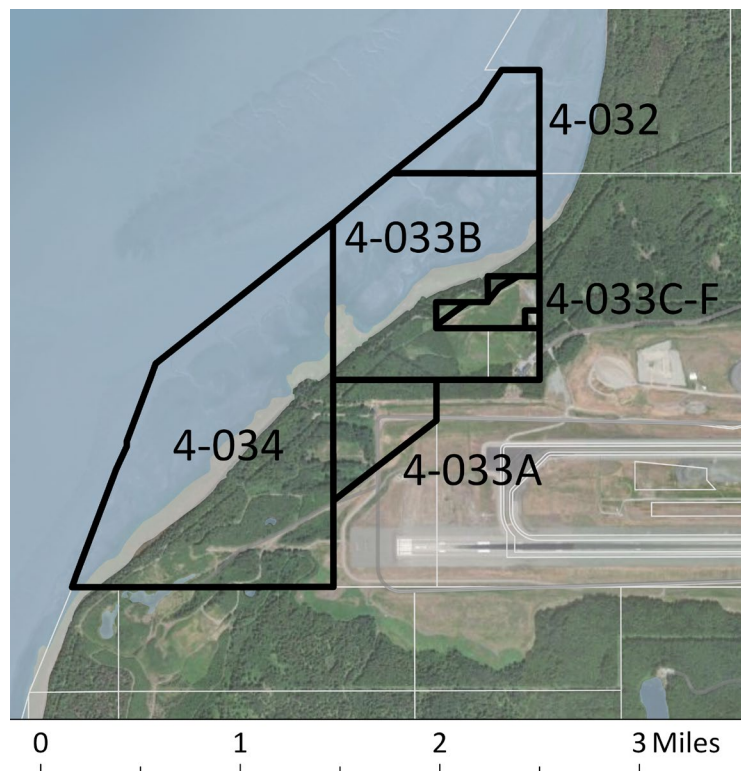


Figure 1: HLB Parcels 4-032, 4-033A-F & 4-034

HLB Parcel 4-045 – Resolve trespass issue and evaluate withdrawal of property out of HLB Inventory to Real Estate Services with management by Parks & Recreation.

HLB Parcels 6-003B – This parcel, located near the Indian Valley Bible Chalet, may be considered for disposal. The site is also located near utility lines and may be requested for expanded utility facilities.

HLB Parcel 6-003C – The Turnagain Arm Community Council has expressed interest in locating a community center on this parcel and passed a resolution in support in 2016. The TACC will notify HLB when able to move forward on their effort.

HLB Parcel 6-039 – Evaluate this parcel for potential replat into residential lots for disposal.

HLB Parcels 6-053, 6-054, 6-055 and 6-056 – Potential Pursue disposal to ADOT&PF in support of future Alyeska Highway intersection redesign.

HLB Parcels 6-075 – Withdraw from HLB inventory and transfer to Girdwood Parks and Recreation.

Potential Acquisitions: 2026 – 2030

Municipal Entitlement Lands – HLB will continue to work for the conveyance of lands identified in the 1986 Agreement for the Conveyance of Land of the State of Alaska to the Municipality.

Potential Projects: 2026 – 2030

Revolving HLB Fund – HLB staff will draft a revolving fund account policy and procedure instrument, for review and approval by the HLBAC, to allow proactive acquisition of key parcels to achieve the mission of the HLB.

Chugach State Park Access – In order to improve access to Chugach State Park (CSP) as the *Anchorage 2020 Comprehensive Plan (2001)* encourages, HLB will continue exploring the feasibility of exchanging parcels or allowing development of access to CSP from certain HLB parcels, such as HLB Parcels 2-139 and 2-152 in upper Bear Valley. CSP has produced an access inventory and trails and access plans. HLB will work with the State and the public to accommodate some of these desired access areas and evaluate these parcels for issuance of access easement across HLB land to provide CSP access (Figure 2).

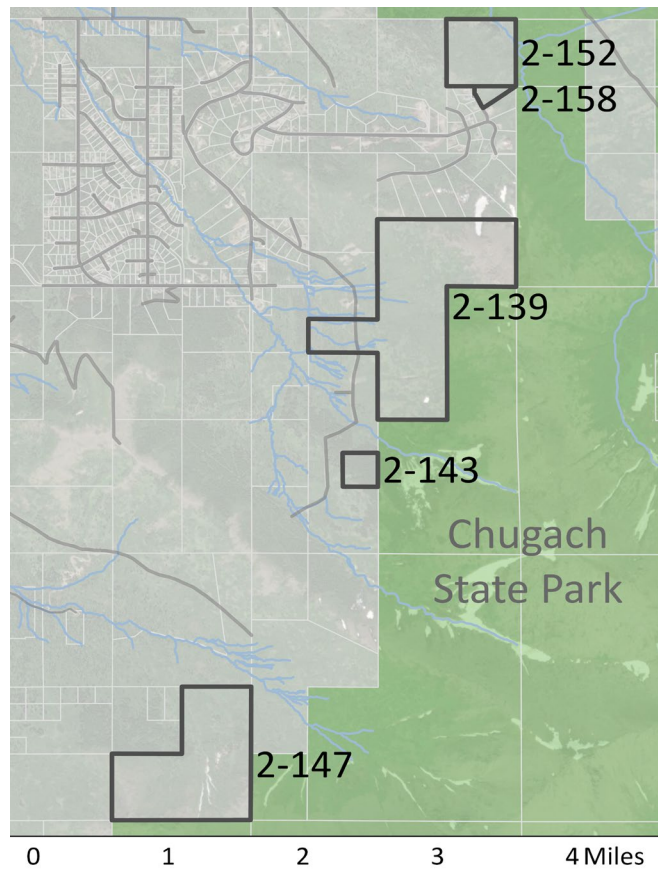


Figure 2: HLB Parcels adjacent to Chugach State Park

HLB Parcel 1-111 – In February 2024, the Anchorage Assembly voted to add a bond to the general election to fund cemeteries in Eagle River and Girdwood. However, the bond did not pass. HLB Staff will continue to work with the Chugiak-Eagle River Cemetery Committee, and Chugiak-Eagle River Parks & Recreation, and the Planning Department as they work towards next steps.

HLB Parcels 4-046 and 4-047 – The 3rd & Ingra Former Alaska Native Service Hospital Master Plan 2019 will be implemented. Uses that incorporate elements of the Master Plan will be prioritized. HLB will commence action and by 2029 complete the Near-Term Implementation (Pre-Development) Actions listed in Section 8.7 of the Master Plan. HLB will also explore means to incorporate the Master Plan as an element of the comprehensive plan, whether alone or as part of a neighborhood, district or small-area plan.

HLB Parcel 6-018 – In February 2024, the Anchorage Assembly voted to add a bond to the general election to fund cemeteries in Eagle River and Girdwood. However, the bond did not pass. HLB Staff will continue to work with the Girdwood Board of Supervisors and the Cemetery Committee as they work towards next steps.

HLB Parcels 6-251, 6-295 and 6-296 – A survey of the approximately 1,200 acres comprising the study area will be required prior to final conveyance of the land by the State to the Municipality. The BLM needs to issue a final patent to the State prior to conveyance to the MOA. *Glacier-Winner Creek Access Corridor Study (1996)* and the *Girdwood Area Plan (1995)* identified several thousand acres of HLB and state land near the confluence of Glacier and Winner Creeks in the upper Girdwood Valley for development, constrained at this time by market demand and infrastructure costs.

Heritage Land Bank Umbrella Mitigation Banking Instrument – HLB staff still finds that developing a program that will allow the sale of compensatory mitigation credits for the preservation of wetlands and streams is in the best interest of the Municipality of Anchorage. This program will utilize strategies available through the USACE permitting process, establishing a mitigation banking agreement with the USACE to protect our waterways and watersheds. Stewardship fees paid by permittees will provide care in perpetuity for the conserved wetlands. In response to USACE and agency comments, HLB developed the MOA Wetlands Prioritization Project to be used as a tool for selection of highest value municipally owned wetlands for preservation in the HLB Mitigation Bank. Additions to the Bank will also be subject to public review and comment. Upon USACE approval of the Heritage Land Bank Umbrella Mitigation Bank, HLB plans to place conservation easements on those sites approved as Bank sites. Staff will continue to evaluate bank sites and use the MOA Wetlands Prioritization Project as a guide.

Potential Heritage Land Bank Umbrella Mitigation Bank Sites

Girdwood Valley Parcels – Create a site plan for a mitigation bank site in the Girdwood Valley.

HLB Parcel 5-023 – Tract C Mike Bierne Subdivision is a parcel adjacent to Sand Lake in west Anchorage primarily made up of wetlands. The *West Anchorage District Plan (2012)* recommends

the parcel be transferred to Parks. This site will be considered for a wetland bank site prior to management authority transferring to Parks & Recreation. Any conservation easement placed on the property will be managed by HLB.

Land Management: 2026 – 2030

HLB Parcel 6-002 – One remaining party claims an interest in a mining claim on the parcel. HLB will evaluate the validity of the claim and consider the purchase of the remaining mining claim. HLB will then work towards remediation of the property and obtain a patent.

Bird Creek Homeowners’ Exchange – A group of homeowners have been working with the State and MOA to resolve long term trespass on municipal lands in Bird Creek Regional Park. This ongoing project will clear up property descriptions for the members of the Bird Creek community and add two additional parcels to the park.

Potential Plans, Studies & Surveys: 2026 - 2030

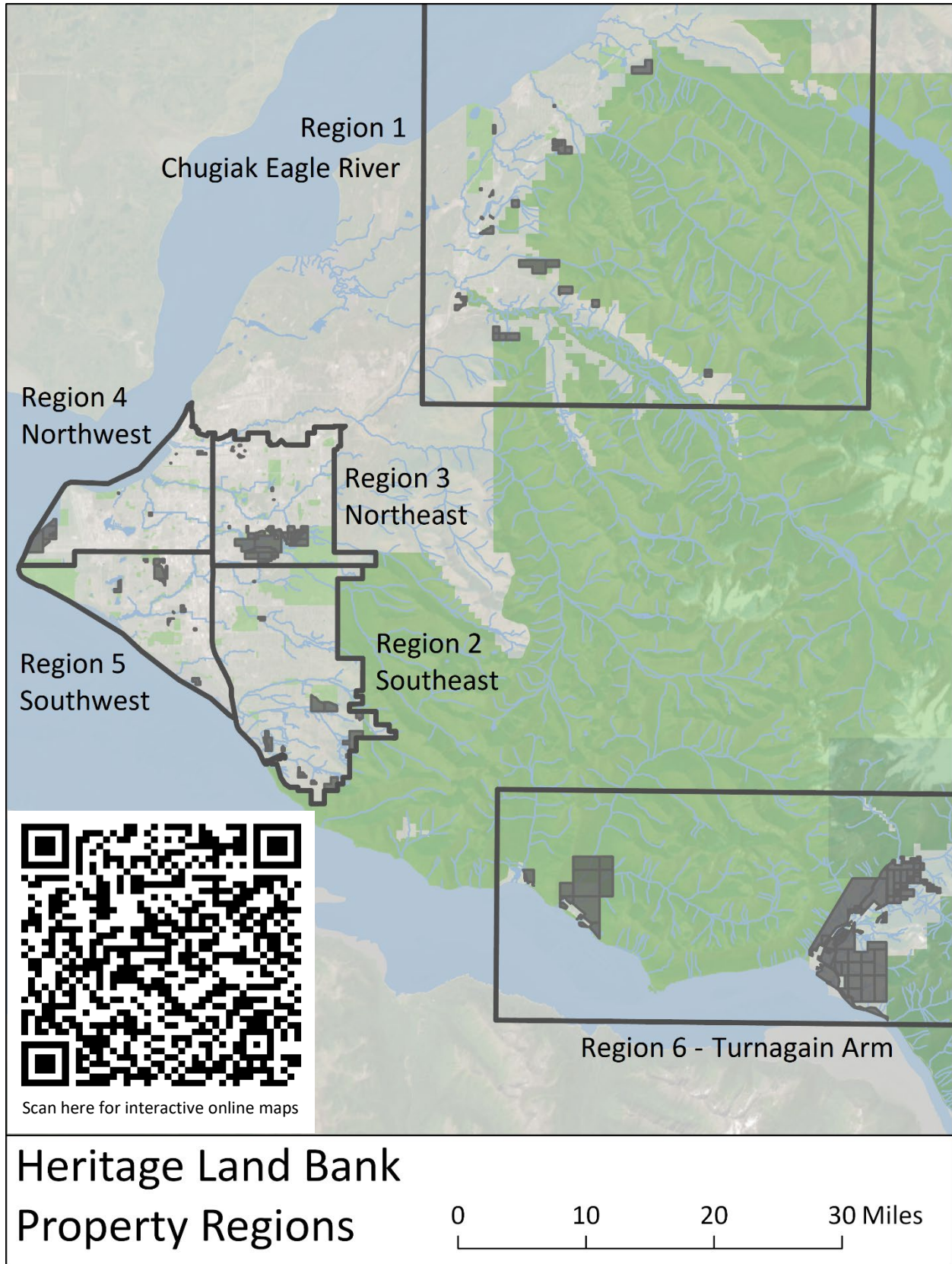
Girdwood South Townsite Master Plan – potential update after the GCP is adopted.

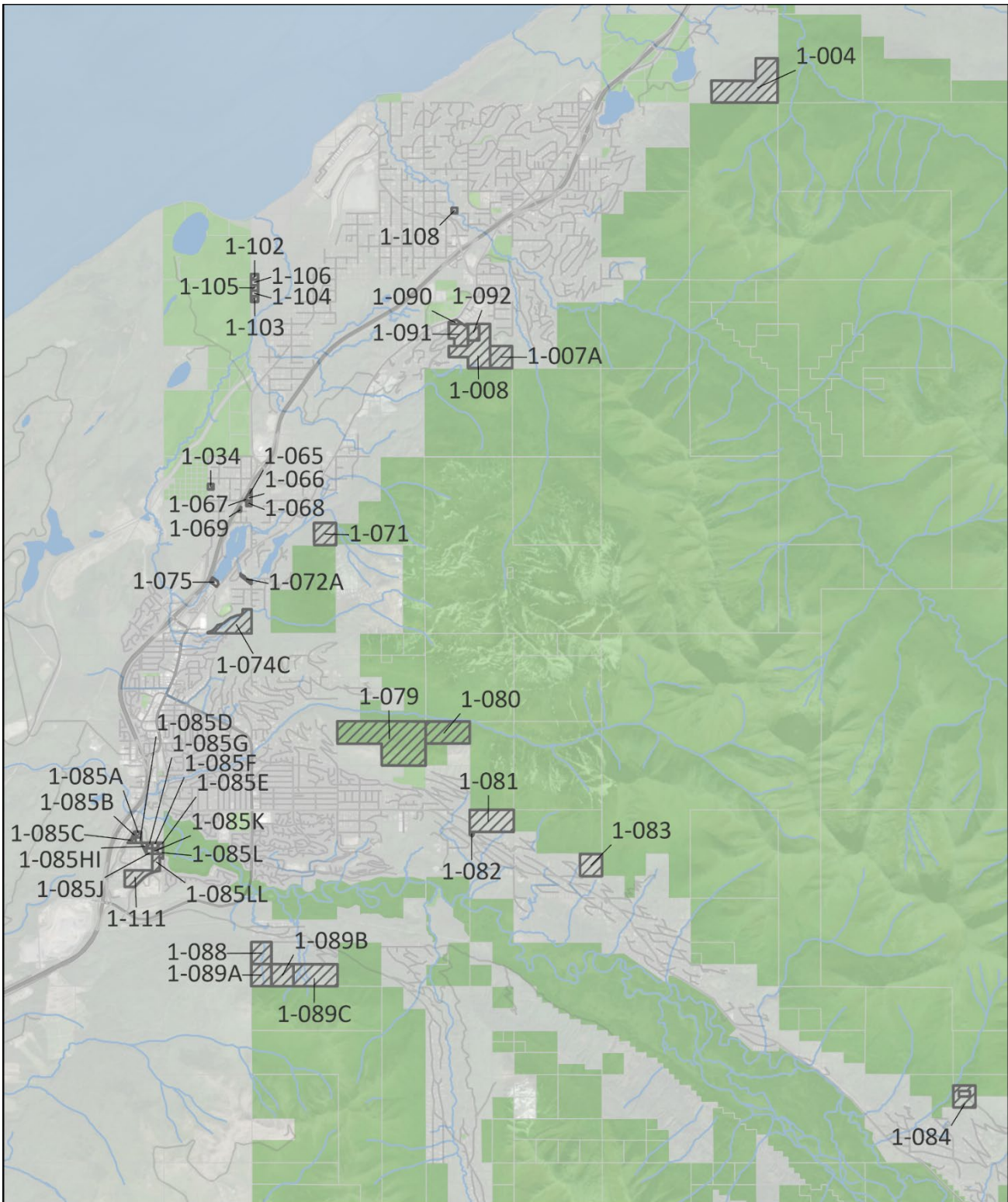
Girdwood Trails Plan Implementation – The Girdwood Trails Plan was approved by the Assembly in February 2024 (AO 2024-21). When located on HLB land, HLB’s involvement in the establishment of new trails generally begins in the conceptual phase (proposals require the support of HLBAC and the Assembly) and continues beyond approval with permitting and disposal by easement(s). HLB is aware of several proposed trails in Girdwood, both by non-profits and Girdwood Parks and Recreation, that are located on or go through HLB properties.



Campbell Creek on HLB Parcel 3-027. Photo by HLB Staff

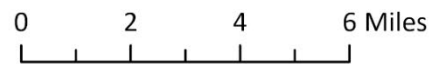
Appendix A

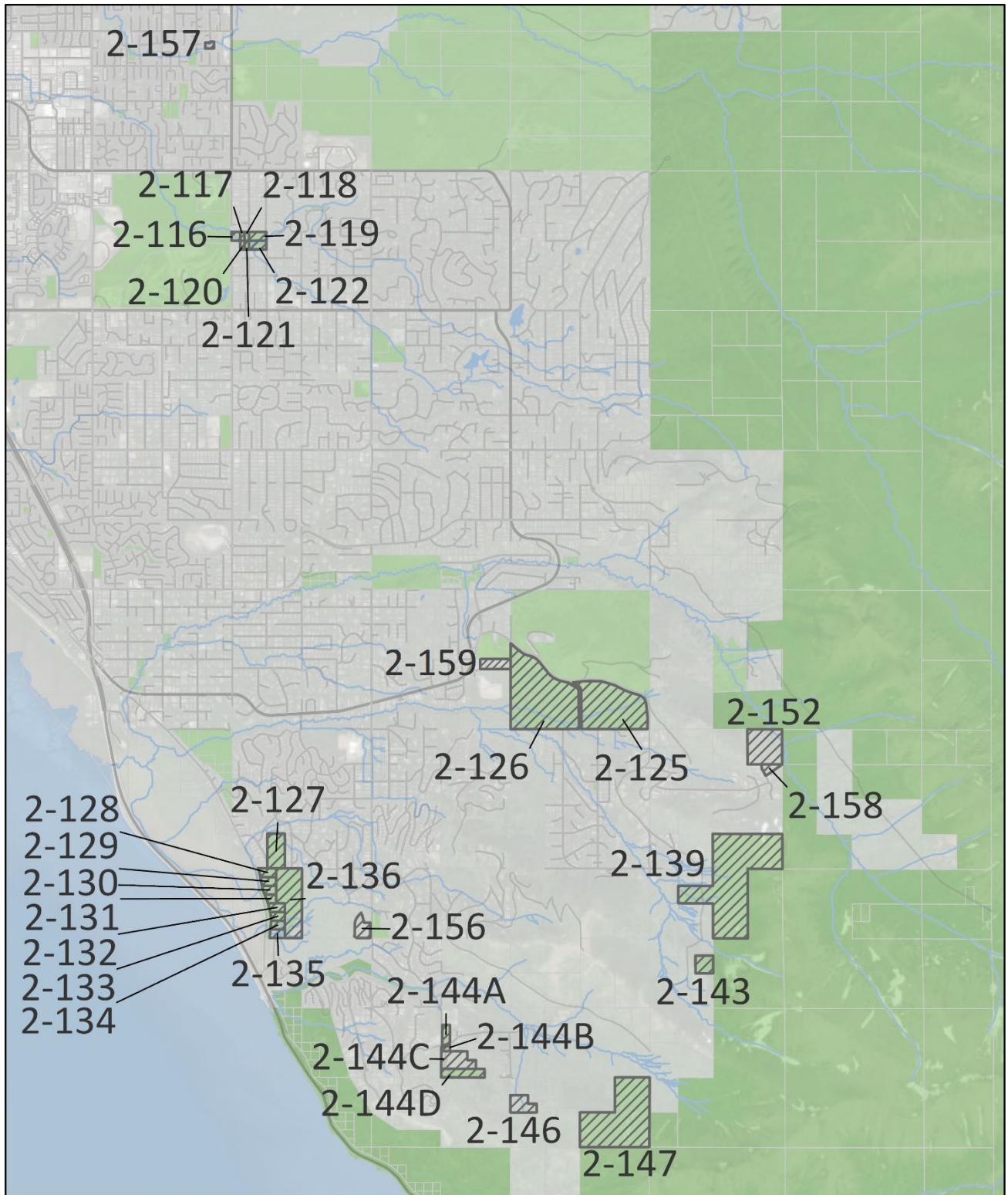




HLB Property Region 1

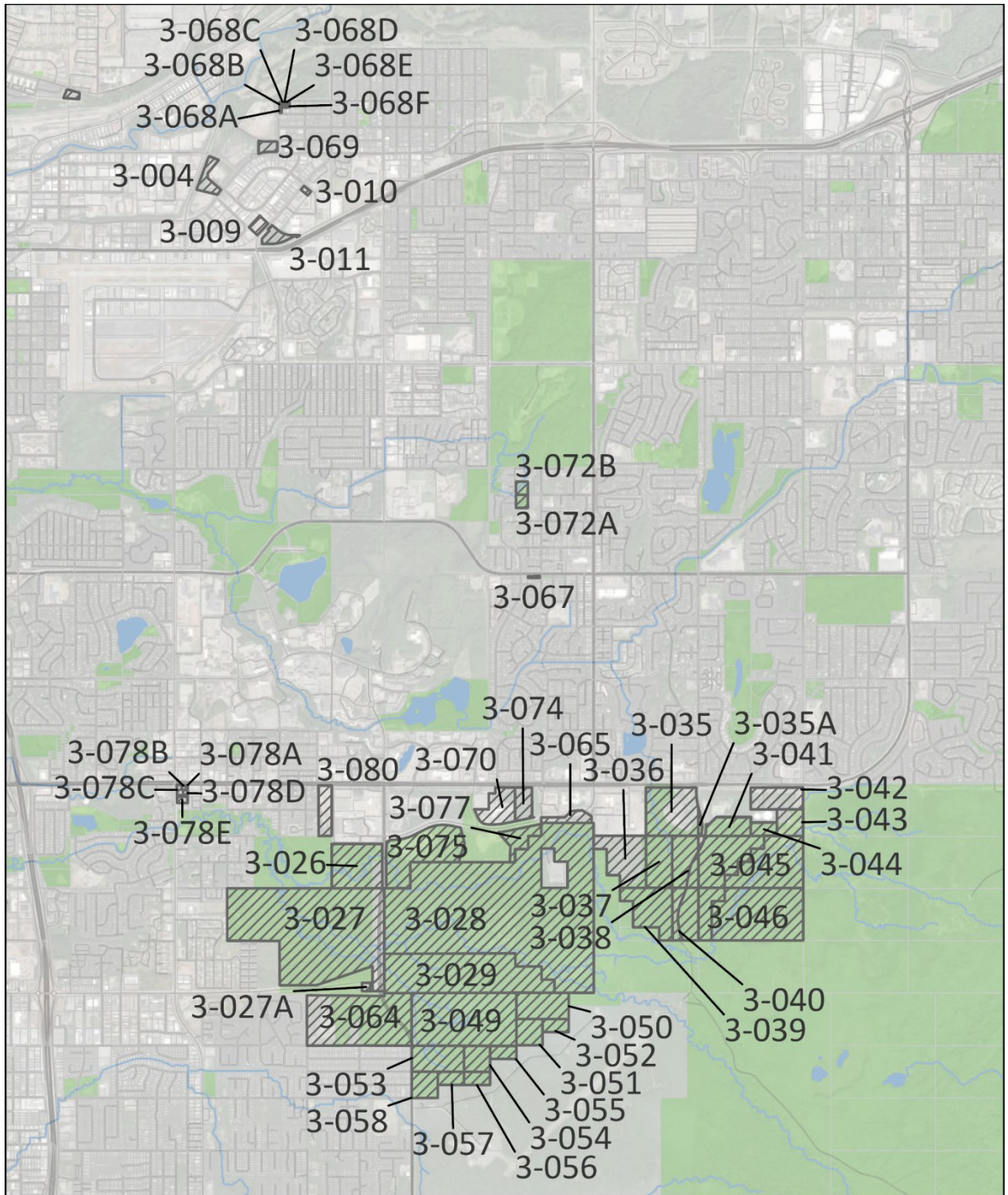
Chugiak Eagle River Parcels



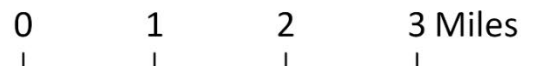


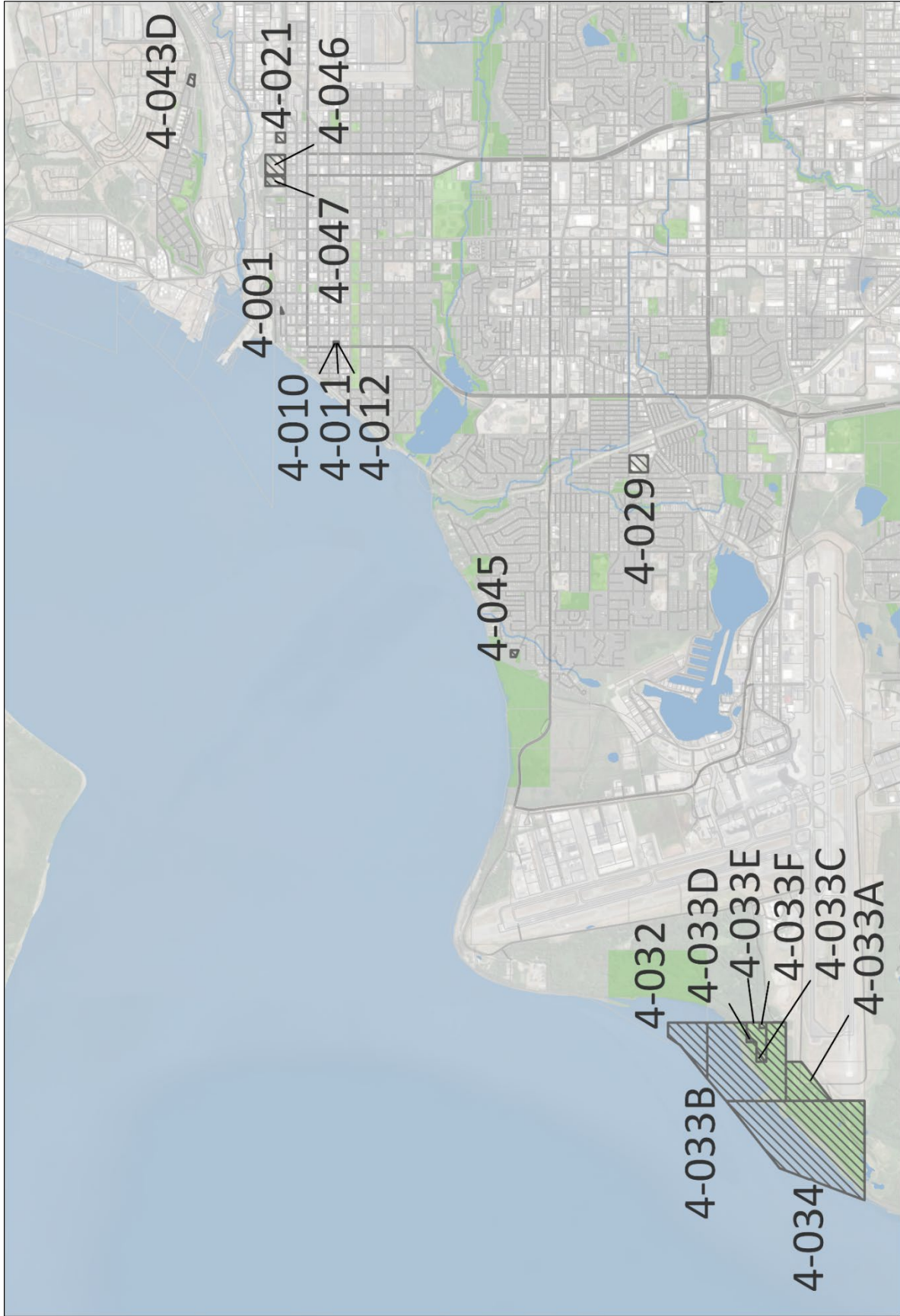
HLB Property Region 2 Southeast Parcels

0 2 4 Miles

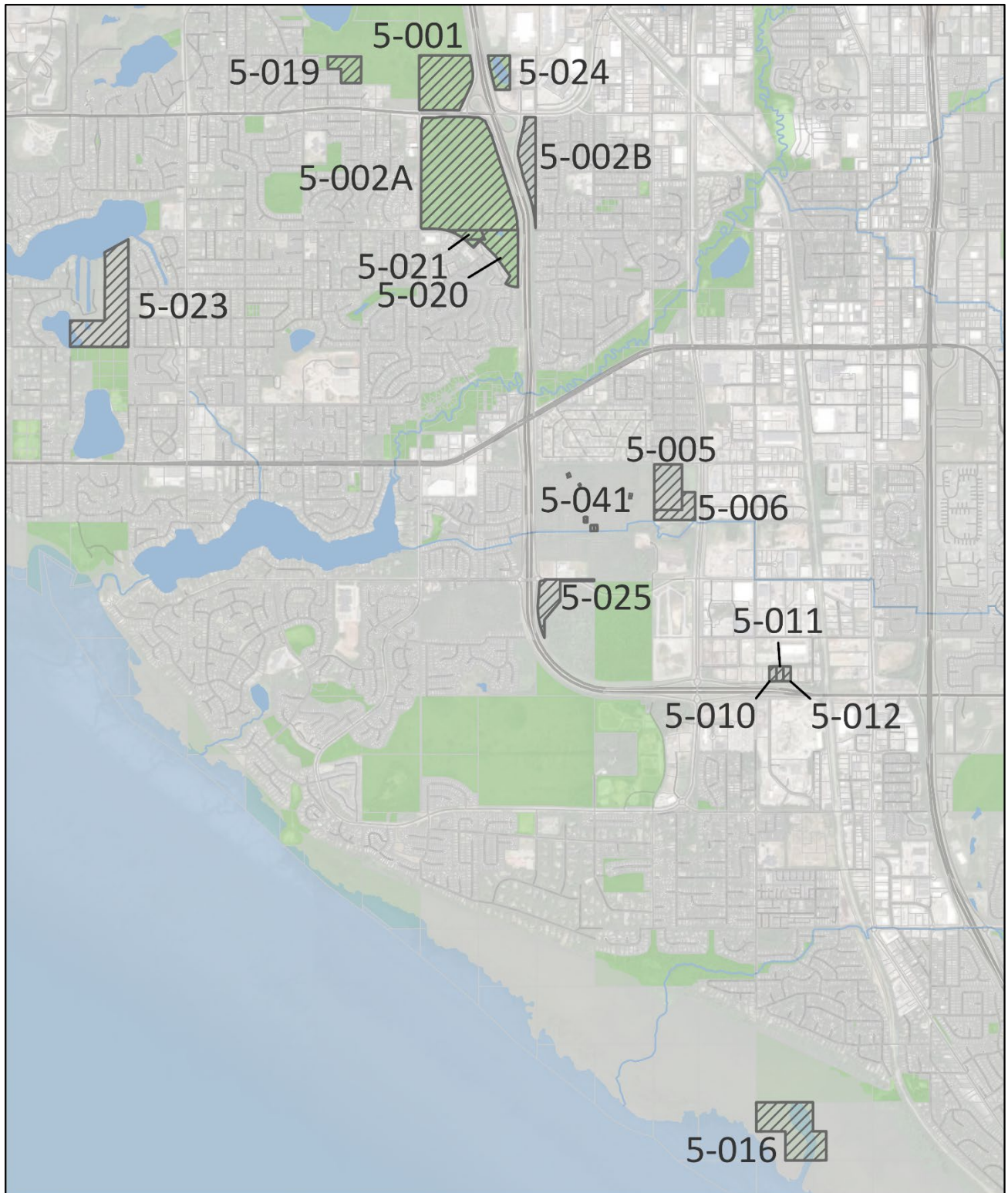


HLB Property Region 3 Northeast Parcels



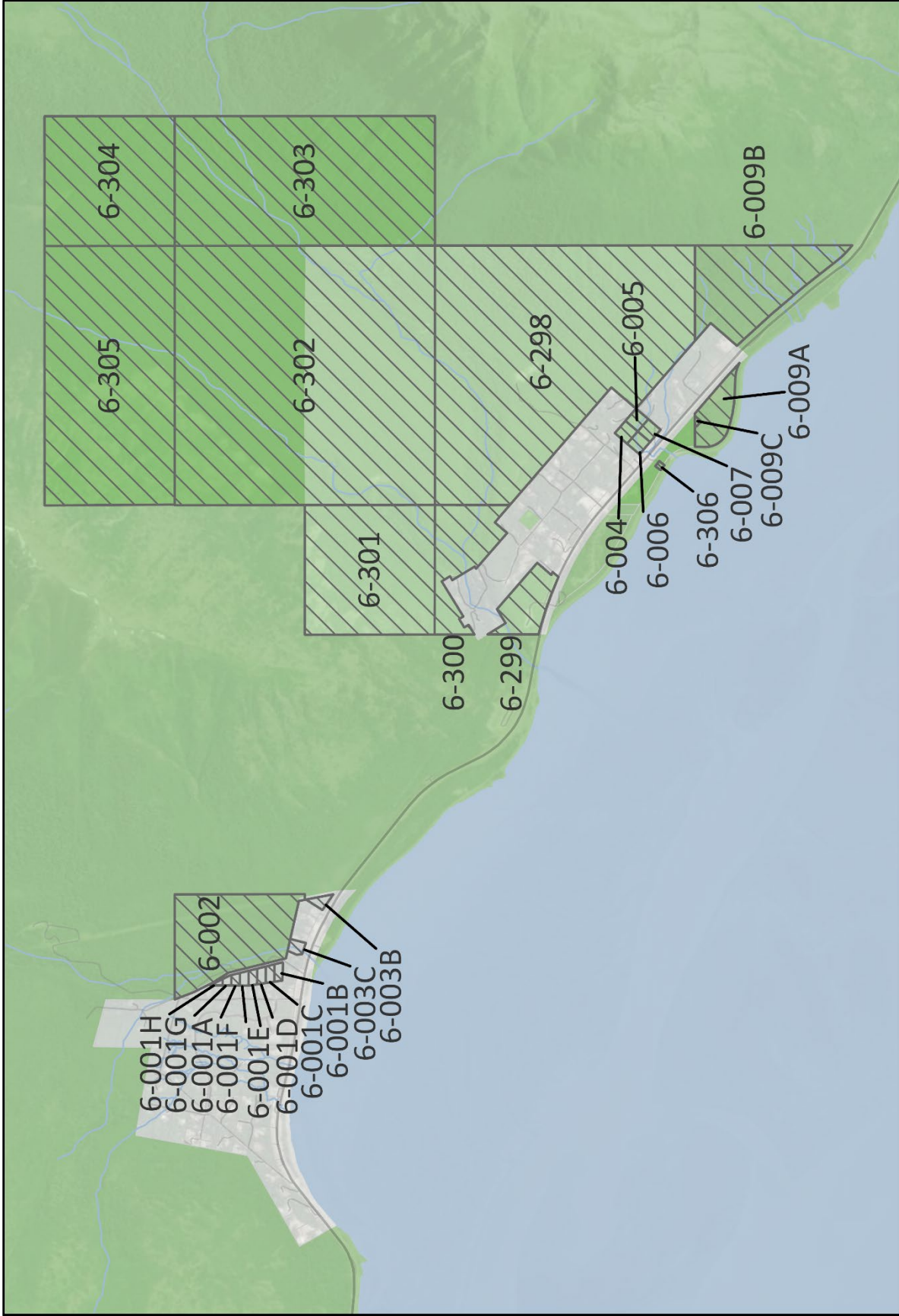


**HLB Property Region 4
Northwest Parcels**

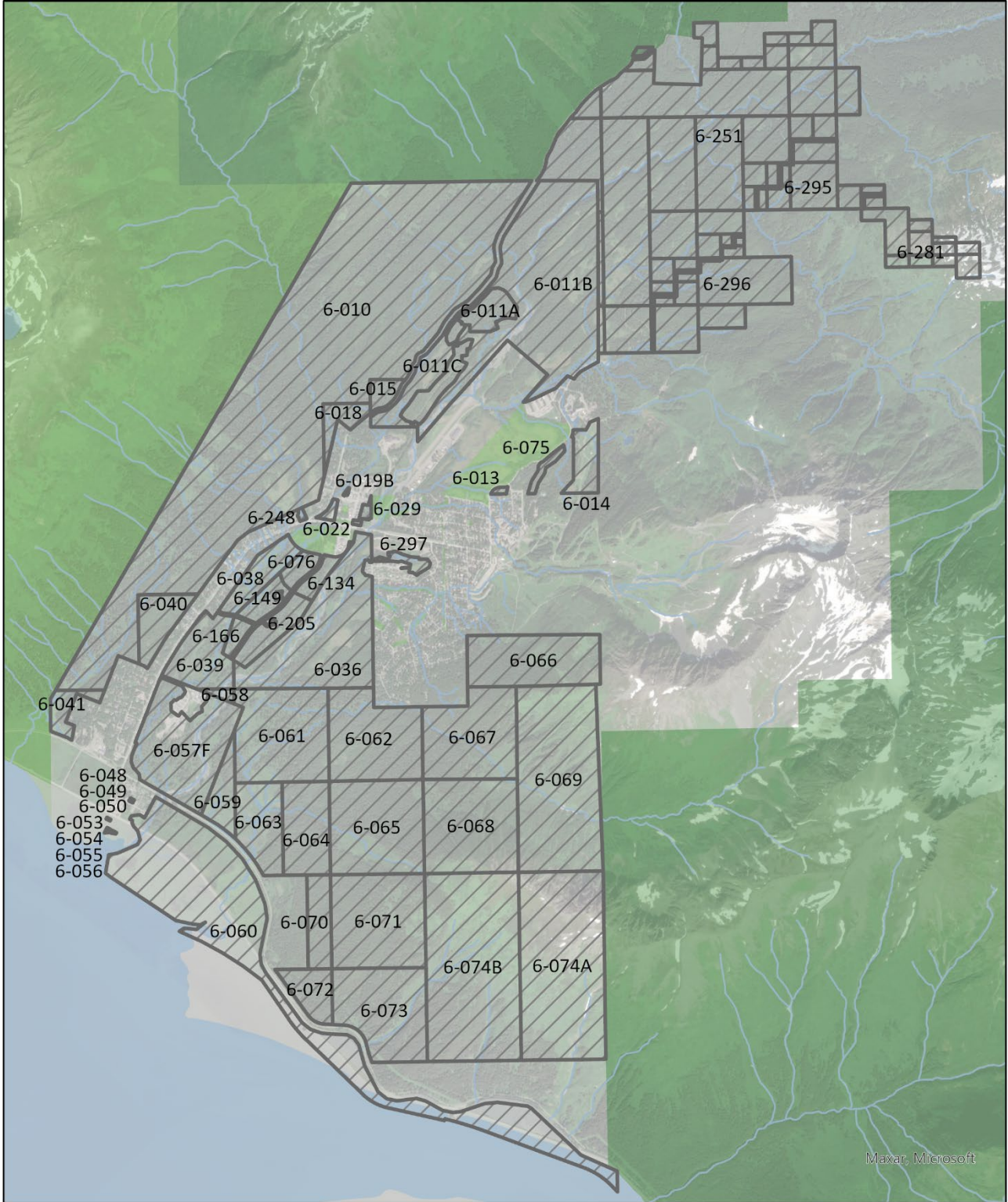


HLB Property Region 5 Southwest Parcels

0 1 2 3 Miles



HLB Property Region 6 Turnagain Arm Parcels



HLB Property Region 6 Girdwood Parcels



Appendix B

OVERVIEW & POLICIES

I. Overview

The Municipality of Anchorage Heritage Land Bank (HLB) is responsible for managing the majority of the municipality's uncommitted land base, currently consisting of over 12,000 acres. This acreage is distributed from Chugiak to Girdwood and classified as residential, commercial, industrial, open space, and recreational areas. The HLB manages this land in a manner designed to benefit the present and future citizens of the Municipality of Anchorage, promote orderly development, and achieve the goals of the Comprehensive Plan (AMC § 25.40.010).

All land and resources subject to HLB management should be included in the HLB Inventory. Land transferred to the Municipality from the State of Alaska under separate agreement or as part of the Municipal Entitlement Act is added to the inventory. Land may be withdrawn from the inventory and management transferred to other municipal agencies if such land is needed for the location of public facilities or purposes, including schools and dedicated or designated parks and open space. In addition, if HLB land is determined excess to municipal need, such land may be disposed of through land sales, exchanges, or leases. HLB staff also issues land use permits for a variety of temporary uses on HLB land.

The HLB Fund exists to receive income generated by the HLB land. The HLB Fund is used for HLB operating expenses, to acquire new land needed for municipal use, and for improvements to HLB land. All monies held in the HLB Fund are managed in a public fiduciary capacity in an account separate from other municipal funds. HLB is not tax supported and therefore has no impact on property tax revenues.

The HLB Policies and the Anchorage Municipal Charter and Code provide the general principles and guidelines necessary to govern the HLB functions related to the management of HLB land and the HLB Fund.

Any issues not explicitly covered by these policies shall be reviewed and decisions made on a case-by-case basis by the Executive Director of the Office of Economic and Community Development or their designee after consultation with the Municipal Attorney and a determination of conformance with AMC § 25.40.

II. Heritage Land Bank Advisory Commission

A seven member HLB Advisory Commission (HLBAC) from a diversity of geographic residence, occupations, and civic involvement is appointed by the Mayor and confirmed by the Assembly. The HLBAC generally makes advisory recommendations on proposed HLB actions to the Mayor and Assembly. HLBAC members serve a maximum of two consecutive three-year terms. The commission holds regular monthly meetings to consider proposed actions, except when there is no action pending.

III. Public Notice and Hearing Procedures

HLB staff provides public notice and holds a public hearing prior to making a recommendation to the Mayor and Assembly regarding actions affecting HLB land or the HLB Fund. Public notice must be postmarked 14 days prior to the public hearing. Public noticing is accomplished by:

- a. posting a sign on the land proposed for the action; and
- b. mailing notices to all property owners within 500 feet of the outer boundary of the affected HLB parcel (or the 50 parcels nearest the outer boundary of the HLB parcel, whichever is greater); and
- c. emailing notification to the Community Council where the affected HLB land is located, and the HLB distribution list, per AMC § 25.40.030; and
- d. posting the agendas on the HLB web page at <http://www.muni.org/HLB>, as well as the Municipal Boards and Commissions and Public Hearing Notices websites.

IV. HLB Land Disposals

The HLB periodically makes determinations regarding disposal of land or interests in land, consistent with the Municipal Charter, Municipal Code, the HLB Annual Work Program and Five-Year Management Plan, and HLB Policies. All land disposals must also be consistent with the Comprehensive Plan and implementing measures as well as long-term municipal and community development needs. After a public hearing on a proposal, the HLBAC submits a written finding and recommendation to the Mayor and Assembly, stating whether or not a proposed land disposal is in the best interest of the Municipality and consistent with the HLB mission and purpose. Any disposal utilizing AMC § 25.40.025H shall include additional requirements and conditions to ensure the proper development and completion of the project in the public interest, these types of disposals shall be solicited through requests for proposals or through invitations to bid.

A. Land Sales

All proposed HLB land sales occur by a competitive bid process as described in AMC § 25.40.025D for at least the appraised fair market value of the land. An application to purchase HLB land grants the applicant no right of preference or other priority.

B. Land Exchanges

The HLB may exchange HLB land for other land on at least an equal value basis, as determined by a fair market value appraisal by a certified real estate appraiser.

C. Leases

Per AMC § 25.40.025F, leases are awarded by open competitive bid process based upon one of three forms of compensation:

1. for at least appraised fair market rental rates as determined by a certified real estate appraiser; or

2. a percentage of gross receipts; or
3. a user fee. Lease rates are adjusted at intervals of not more than every five years, except as otherwise approved by the Mayor and Assembly, to reflect current market conditions. HLB land may also be leased non-competitively to a non-profit agency for less than the appraised fair market value if the municipal benefits projected to accrue are found by the Mayor and Assembly to be in the best interest of the Municipality. An application to lease HLB land grants the applicant no right of preference or other priority.

D. Easements

Easements are a disposal of an interest in land, granted non-competitively for a one-time fee based upon appraised fair market or use value, with approval of the Mayor and Assembly.

E. Rights-of-Way

Rights-of-Way (ROW) are another form of land disposal where an area may be awarded non-competitively to a specific utility or government body requesting the ROW. As with easements, the HLB allows the disposal for a one-time fee or payment based on fair market or use value of the area to be disposed of as ROW.

F. Anchorage School District

AO 2007-124(S), passed 9/25/07, covers specific procedures for site selection and acquisition of properties for school lands, amending AMC § 25.40 to include a new section (AMC § 25.40.015D), detailing selection, acquisition, and compensation to HLB for land selected as a school site.

V. Permits

HLB staff administratively issues a variety of land use permits for HLB land and resources. These permits are not a disposal of HLB land; rather a permit is a temporary grant to an individual, corporation, or agency of the right to use HLB land for a particular purpose for one year or less in duration. These authorizations include Land Use and Special Event Permits. The HLB Fee Schedule specifies the fees appropriate to various permits and use authorizations (see Section X).

VI. Intra-Governmental Authorizations and Intra-Governmental Permits

Generally Intra-Governmental Authorizations and Intra-Governmental Permits are granted to another municipal department or agency for the duration of a construction/utility project; where necessary to complete a specific project, the timeframe may exceed one year. Intra-Governmental Permits may be public use easements that are recorded and convert to full easements if the property is ever conveyed.

VII. Withdrawals from the HLB Inventory

Some HLB lands are needed by other municipal agencies for specific municipal purposes. If the need is permanent or long-term in duration, the Mayor and Assembly may withdraw the land from the HLB Inventory and transfer it to Real Estate Services. Withdrawals requested by the Mayor with Assembly approval become effective only after at least 30 days prior written notice to the HLB Advisory Commission and at least one HLBCAC public hearing, per AMC § 25.40.015B. If land is withdrawn from the HLB Inventory for the use and management of a public agency not supported by municipal taxes, compensation must be paid to the HLB for at least the fair market value of the land as well as administrative and associated costs. Withdrawals of HLB land for other municipal agencies may include a date certain reversionary clause, as determined by the Director of Community Development or their designee. If the agency does not use the parcel for the requested municipal purpose by the date certain, the Mayor may designate the land for return to the HLB inventory. The requesting agency may resubmit a second request for withdrawal at a later date, if necessary.

VIII. HLB Land Management

HLB land management practices are governed by AMC § 25.40. The code requires the HLBCAC to submit for Assembly approval an Annual HLB Work Program that conforms to the Five-Year Management Plan, Policies covering the management of the HLB land, and the HLB Fund. The Five-Year HLB Management Plan is often included with the annual work program but is required by code to be updated at least once every five years. The Five-Year Management Plan generally identifies the land acquisition, inventory, management, transfer, and disposal objectives anticipated during this timeframe. The Annual HLB Work Program includes more detailed descriptions of the proposed activities for the coming calendar year and related revenue and expenditure projections.

IX. HLB Policies

A. Land Management Policies

1. HLB staff shall manage land in the HLB inventory with the objective of maximizing municipal purposes and benefits. Its present responsibility is to provide sites for public facilities and uses for the present and future citizens of the Municipality of Anchorage. HLB staff shall consult regularly with other municipal agencies and the Assembly to determine whether HLB land is needed to fulfill various municipal purposes. If an agency has identified a municipal need for HLB land (present or future), and provides sufficient justification in support of the need, HLB staff may either (a) initiate a process to remove the land from the HLB inventory and transfer to Real Estate Services for transfer of management authority to the requesting municipal agency, or (b) create an Intra-governmental Authorization, and retain the land in the HLB Inventory.
2. All HLB land management decisions shall be based upon a finding of compatibility with municipal interests and the overall mission of the HLB. It is anticipated the majority

of the land in the HLB inventory shall continue to be held for future municipal use. Where retained, HLB land shall be managed in a manner to protect and enhance its present and future economic and other municipal values. The HLB shall ensure all HLB lands are reasonably protected from adverse impacts, including fire, insect damage, plant disease, illegal dumping, Off-Road Vehicle damage, hazardous or contaminated materials, trespass, vandalism, theft, etc.

3. HLB staff may allow temporary use permits on HLB land, provided such permits do not exceed one year (12 months), any contract longer than one year requires Assembly approval. Such temporary use includes short-term Land Use Permits (LUP), Temporary Construction Permits (TCP), and such other specific use authorizations as approved in advance by HLB staff. Where there are agreements for another MOA Agency to do maintenance or land management activities on a parcel HLB is considering a LUP, HLB will provide an opportunity for that agency to review and concur on any issued LUP. Revenue sharing will be at the discretion of the HLB Executive Director.
4. All land use permits shall be based upon prevailing market rates, unless otherwise provided by AMC § 25.40 or the HLB Fee Schedule. All payments due to the HLB and all terms of the permit shall remain current, or the HLB shall take appropriate action to ensure payment or terminate the permit.
5. HLB staff shall regularly update and maintain complete and accurate land records in the HLB Inventory. HLB staff shall continue integrating its land records with the municipal Geographic Information System (GIS) to enhance the ability of the HLB to make land use decisions based upon the best available information, including geospatial data.
6. The use of HLB land for wetlands mitigation approved by the U.S. Army Corps of Engineers (USACE) is allowed, provided the mitigation is consistent with the mission of the HLB and is approved by the HLBAC and Assembly.
 - a. HLB staff may execute an In-Lieu Fee Agreement with the USACE allowing the sale of credits to public or private developers. The funds received pursuant to an In-Lieu Fee Agreement shall be used for subsequent wetland and/or riparian acquisition, restoration, creation, enhancement, and preservation in accordance with plans authorized by the USACE.
 - b. HLB may create a mitigation bank by placing conservation easements on lands owned by the MOA. HLB staff may then sell the mitigation credits to developers needing credits to satisfy USACE permit requirements.
 - c. HLB staff may enter into permit-specific agreements with developers to provide mitigation credits on an ad hoc basis, when approved by the USACE.
 - d. When HLB land has a recorded Conservation Easement, that property would be withdrawn from the HLB inventory into RES for land management. HLB staff would be responsible for the management of the Conservation Easement.

B. Land Use Planning Policies

1. HLB staff shall manage land and resources consistent with approved Comprehensive Plans and implementing measures. If it cannot be determined whether a proposed land management or disposal action is consistent with the appropriate comprehensive plan or implementing measures, HLB staff shall complete a site-specific land use study prior to taking action on the proposal; the land use study and process may be coordinated with the Planning Department. A site-specific land use study shall address, at a minimum, the following information:
 - a. The need for community facilities such as roads, parks, trails, schools, satellite municipal offices, etc.
 - b. Identify historical and natural landmarks, natural hazards, and environmentally sensitive areas.
 - c. Public utility needs.
 - d. Potential residential, commercial and industrial uses.
 - e. Land use compatibility with adjacent areas.
 - f. Consistency with land uses identified in the Comprehensive Plan, adopted area plans, and with zoning in the area.
 - g. Potential municipal, public and community development needs.

Site specific land use studies shall be adopted through a public process, including public notice, opportunity for public comment, public hearing, and review by appropriate community council(s), HLBAC, Planning and Zoning Commission, and Assembly adoption.

2. The HLB shall initiate prudent predevelopment activities as appropriate in order to increase the value of an HLB parcel including, but not limited to, rezoning, re-platting, master planning, environmental assessment and/or remediation, and geotechnical investigations.
3. To the extent possible, the HLB shall strive to acquire and assemble additional HLB land to achieve more efficient and cost-effective land management. The HLB shall explore land exchange opportunities with other landowners where doing so benefits municipal interests.

C. Land Disposal Policies

1. HLB staff regularly reviews land in the HLB Inventory to identify parcels that are potentially excess to municipal needs as part of drafting the annual HLB Work Program and Five-year Management Plan. HLB may take advantage of unforeseen opportunities or urgent need not identified in the work program or five-year management plan. If a proposed disposal is included, HLB staff may initiate the disposal process. An unforeseen situation may prompt an amendment to the Work Plan and is brought to the Commission and Assembly in tandem with the action item resolution.

2. The HLB may dispose of land when it is determined there is no current or considered municipal use for the land and market conditions are determined to be favorable. A decision to dispose of HLB land shall be based upon written findings addressing how the disposal is in the best interest of the Municipality and consistent with the purpose and mission of the HLB. The written finding shall also identify the details associated with the disposal, including method, timing, terms, projected effects on the neighborhood and public facilities, and other relevant information. HLB, will consider adding a reverter clause stating that if the buyer does not initiate progress on a development project, the land will revert back to the MOA Heritage Land Bank inventory after five (5) years of inactivity.
3. All land sales shall occur by a competitive bid process for at least the appraised fair market value of the land. HLB staff shall provide at least a 14-day period for accepting qualified bids to purchase land. The successful bidder shall be the applicant submitting the highest qualified bid. Unless otherwise authorized, sealed bid offerings shall be the preferred method of disposal. An application to purchase HLB land shall grant the applicant no right of preference or priority.
4. HLB land may also be leased non-competitively to a non-profit agency for less than the appraised fair market value, if the municipal benefits projected to accrue are found by the Mayor and Assembly to be in the best interest of the Municipality. **HLB land may be leased to other than non-profit agencies only through an open competitive bid process.** The method of compensation to the HLB shall be one of the following:
 - a. At least appraised fair market value;
 - b. A percentage of the annual gross receipts as determined by the HLB;
 - c. A user fee as determined by the HLB; or
 - d. Any combination of the above.

Lease rates shall be adjusted at intervals of no more than five years, except as otherwise authorized by the Assembly, to reflect current market conditions. An application to lease HLB land grants the applicant no right of preference or priority. Lease terms shall generally be commensurate with the length of the proposed uses, although no lease shall be longer than 55 years.

5. Prior to issuing an RFP for a specific project, the Executive Director will inform the HLBAC of the pending action during the Director's Report at a regular meeting. After the RFP is issued, HLB will provide periodic updates on the progress through written monthly updates provided in the HLBAC meeting packet.
6. HLB will deliver an executed Development Agreement along with a pro forma to the HLBAC prior to any resolution seeking a recommendation for disposal.
7. Lessees shall be consulted on proposed activities affecting their authorized uses or any proposed changes in lease terms and conditions. HLB staff shall encourage lessees to make improvements to HLB land consistent with lease purposes. However,

any lessee proposing such improvements must obtain HLB staff authorization, or as instructed in lease agreement, prior to making the improvement, and must agree in writing to maintain the improvement in good working order over the term of the lease.

8. If there is reason to believe HLB land proposed for disposal may contain hazardous or contaminated waste or other materials, HLB staff shall complete an environmental assessment of the property prior to offering the land for disposal. If the assessment reveals the potential presence of hazardous or contaminated waste or materials, HLB staff may exclude the land from the proposed disposal and remediate the site in accordance with applicable law. Contamination and indemnity clauses on all contracts shall be reviewed during annual contract summaries and upon amendments or renewals.
9. HLB land may be exchanged for other land of equal or greater fair market appraised value with greater potential value or attributes for municipal use. HLB staff may accept or pay cash to another party in order to equalize land values.
10. The HLB shall authorize easements at the current fair market rate, although another public agency may obtain an easement at less than fair market value if determined to be in the best interest of the municipality, including Intra-Governmental Permits.
11. Any entity acquiring HLB property shall indemnify or hold the HLB/MOA harmless from any third-party liability, damages, or claims arising from the disposal.

D. Land Acquisition Policies

1. HLB staff shall seek to obtain the highest quality land available when acquiring new land by exchange or by selection from the state under the Municipal Entitlement Act. Particular priority and emphasis shall be placed upon obtaining lands to satisfy present or future municipal needs and purposes.
2. HLB staff shall ensure all prior land agreements, court settlements, and legislative acts are fulfilled as intended to result in the conveyance of land to the Municipality.
3. The HLB may accept donations of land, consistent with the mission of the HLB.
4. If there is reason to believe land proposed for acquisition by the HLB may contain hazardous or contaminated waste or other materials, HLB staff shall ensure an environmental assessment of the property is conducted prior to making a recommendation to acquire the land.

E. HLB Fund Management

1. The HLB Fund shall be used only for HLB operating expenses, acquisition of land for municipal purposes, and for maintenance and improvements to HLB land.
2. HLB staff shall manage the HLB Fund in a fiduciary manner seeking to increase the value of the Fund corpus over the long-term.

3. The HLB Fund may be used to acquire land for municipal purposes if alternative means of acquisition have been explored and determined to be untimely, impractical, or infeasible.
4. HLB staff may invest HLB capital in land improvements on HLB land, or other lands with community benefit consistent with the Comprehensive Plan, Assembly approval, in such direct capital investments and value enhancement activities including but not limited to site planning, rezoning, platting, access and utility acquisition, pursuant to AMC § 25.40.035F.

X. HLB Fee Schedule

The HLB shall establish administrative and other fees associated with processing land disposals and permits. Please refer to Section IV for an overview of the types of land disposals and general procedures. **All fees may be modified at the discretion of the Director of Community and Economic Development or their designee.**

A. Application Review Fee

Applicants seeking to acquire HLB land are required to pay the HLB a non-refundable \$500 fee to initiate the application review process. The application fee must be submitted with the application. An additional \$500 fee may be charged by HLB for acquisitions or disposals where an expedited review, to be completed within ten business days, is requested. NOTE: An application to purchase HLB land grants the applicant no right of preference or other priority (AMC § 25.40.025A).

B. Disposal Fees

1. Land Sales - All HLB land sales shall be awarded competitively for no less than the fair market appraised value of the land plus costs and a \$500 administration fee. Land sales shall be awarded to the highest qualified bidder through a procedure determined by HLB to be the most appropriate for a given sale. Details for this process shall be provided in advance in the bidding instructions. In the case of identical highest qualified bids, the HLB shall obtain a best and final offer from among the highest identical qualified bids (AMC § 25.40.025D).
2. Leases – Leases shall be awarded by an open competitive bid process, unless issued under Section IX.C.4., and HLB shall determine the most appropriate compensation method for the particular property, with details described in the bidding instructions, and may include one or more of the following:
 - a. At least the fair market appraised value of the land; or
 - b. A percentage of the gross receipts anticipated to be received by the bidder and attributed to the leasehold; or
 - c. A user fee attributed to the leasehold; or
 - d. Any combination of the above.

An administrative fee of \$500 shall also be paid by the successful bidder upon completion of the lease award. The successful bidder shall be the applicant proposing the method of compensation providing both the greatest monetary return to the HLB and the most consistent with the HLB mission and the best interests of the municipality.

Lease rates shall be adjusted by the HLB at intervals of not less than every five years to reflect current market conditions, except as otherwise specifically authorized by the Assembly.

C. Disposals to Non-Profit Agencies

The HLB may lease or sell HLB land non-competitively, where the lessee or purchaser is a non-profit or governmental agency, for less than its appraised fair market value, if the projected municipal benefits are found by the Mayor and the Assembly to be in the best interest of the Municipality.

A \$500 administrative fee shall apply for processing non-competitive or less than fair market value disposals to non-profit agencies or groups.

Other non-competitive disposals include:

1. Exchanges – HLB may conduct an equal value land exchange for other land on at least an equal value basis plus \$500 administrative fee (AMC § 25.40.025E).
2. Easements – Easements are awarded non-competitively for a one-time fee equal to the fair market value of the easement interest to be conveyed; a \$500 administrative fee shall be paid by the requestor.

D. Permit Fees

1. Applicants seeking to acquire a Permit are required to pay HLB a non-refundable \$250 fee to initiate the application review process. An additional administration fee of \$250 may be charged by HLB for issuance of permits on an expedited basis, i.e., within 10 working days.
2. Intra-Governmental Authorizations requested by non-tax based municipal agencies, including but not limited to AWWU, Port of Anchorage and ACDA, shall pay a minimum \$500 administration fee or 10% of the property's assessed value, whichever is greater.
3. Renewals, amendments, subleases, assignments or extensions of existing HLB leases and permits may require a minimum administrative fee of \$250 for each action (includes subleases and assignments). A security deposit may be required, based on the property to be permitted and the use proposed.

Permit Type	Fee Estimate
Special Event Permit (race, tournament, etc.)	\$500/day
Land Use Permit	10% of Assessed Value per year, or minimum of \$750/week for up to four weeks; \$250/week for remaining 48 weeks.
Land Use Permit (user fee)	Fee based on number of users. Minimum \$2 per user adjusted based on anticipated impact.
Intra-Governmental Authorization/Permit	\$500 or 10% of the Assessed Value, whichever is greater

All permit fees are reviewed and approved by the Director.

XI. Definitions

Appraised Fair Market Value. The most probable price in cash, terms equivalent to cash, or in other precisely defined terms, for which the appraised property will sell in a competitive market under all conditions requisite to fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming neither is under duress. Professional services may be obtained to coordinate an agreed upon purchase price and/or terms.

Disposals. Per AMC § 25.40.025A, HLB land disposals include land sales, land exchanges, leases and easements.

Fair Market Lease/Rental Value. The rental income a property most probably commands in the open market, indicated by the current rents paid for comparable area or space as of the effective date of agreement.

Gross Receipts. All money, income, revenue and any and all other things of value received by, paid to or transferred for the benefit of a lessee on HLB land, without offsets or deductions of any sort whatsoever, where such receipts or payment(s) are made as a result of or in connection with the lessee's interest in the leasehold.

Improvements. A valuable addition to HLB property or an amelioration in its condition, intended to enhance its value or utility or adapt it for new or further purposes, including expenditures to extend the useful life of the property asset, to improve its performance, or for off-site mitigation necessary to improve HLB land.

Appendix C

MAJOR FUND ACTIVITIES BY YEAR

YEAR	END BALANCE
1983	\$2,586,713
1984	\$4,537,120
1985	\$4,308,970
1986	\$3,005,271
1987	\$1,803,175
1988	\$2,594,701
1989	\$3,293,525
1990	\$3,624,931
1991	\$3,700,673
1992	\$3,966,486
1993	\$2,406,449
1994	\$2,962,852
1995	\$3,546,394
1996	\$4,138,399
1997	\$3,228,745
1998	\$4,217,517
1999	\$4,185,393
2000	\$3,234,525
2001	\$2,924,418
2002	\$3,925,486
2003	\$5,981,641
2004	\$4,289,774
2005	\$2,971,400
2006	\$2,265,044
2007	\$1,530,258
2008	\$713,705
2009	\$1,005,448
2010	\$1,699,849
2011	\$1,134,197
2012	\$884,995
2013	\$6,670,173
2014	\$6,792,168
2015	\$6,328,043
2016	\$5,388,261
2017	\$5,392,257

2018	Start Balance	\$5,392,257
	Revenue	\$775,747
	Expenses	-\$840,147
	Other Sources	-\$164,000
	End Balance	\$5,163,857

2019	Start Balance	\$5,163,857
	Revenue	\$1,521,635
	Expenses	-\$696,377
	Other Sources	\$426,250
	End Balance	\$6,415,365

2020	Start Balance	\$6,415,365
	Revenue	\$999,189
	Expenses	-\$690,134
	Other Sources	\$643,000
	End Balance	\$7,367,420

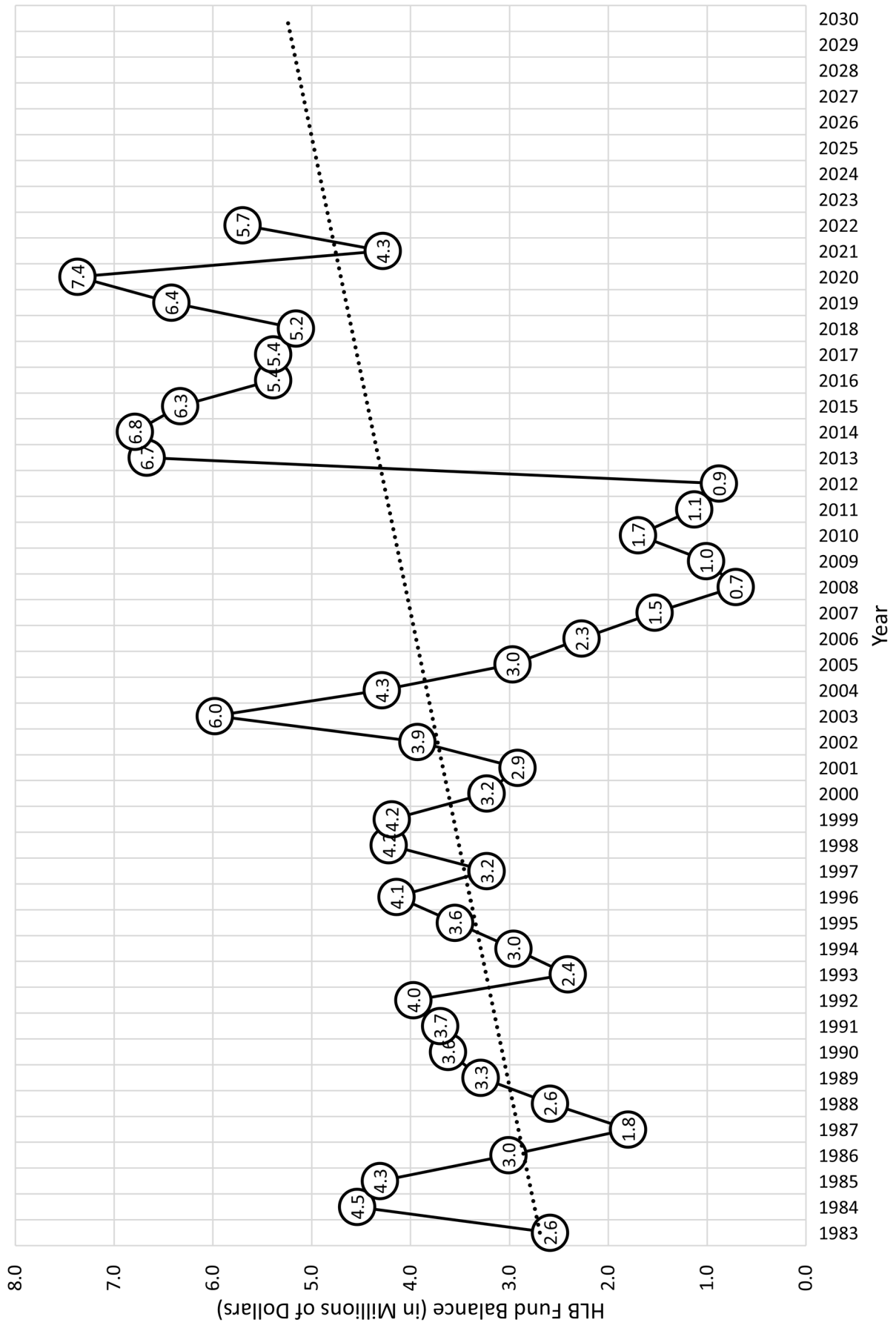
2021	Start Balance	\$7,367,420
	Revenue	\$493,783
	Expenses	-\$650,117
	Other Sources	-\$2,933,352
	End Balance	\$4,277,734

2022	Start Balance	\$4,277,734
	Revenue	\$669,525
	Expenses	-\$437,482
	Other Sources	\$1,172,054
	End Balance	\$5,681,831

2023	Start Balance	\$5,681,831
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2023 and 2024 financials have not yet been completed and audited by the Finance Department.

HLB Fund Balance (year-end in millions) with 5-year projection



Appendix D

LEASE AND PERMIT LIST (AS OF DECEMBER 2024)

Contract Number	Permittee / Lessee	HLB Parcel Number	Permitted Use	Contract End Date
73-001	Chugach Electric Association	3-027A	Dowling Substation	2028-01-28
87-002	Mt. Alyeska Ski Resort, LP sublease to Alyeska Resort Operations LP	6-014	Ski Operations	2028-02-28 sublease; 2048-03-31 lease
96-004	Alascom, Inc. dba AT&T Alaska	6-048 (portion); 6-049; 6-050	Cell tower and equipment	2029-12-31
96-005	SOA DNR/DPOR	1-090 & 1-091	Ptarmigan Valley trailhead	2046-11-03
98-003	Anchorage Fueling and Service Co.	Tidelands on west side of AKRR ROW and 1 Port leased parcel	12" pipeline	2038-10-11
2003-02	Alaska Botanical Garden, Inc.	3-038; 3-040; 3-041; 3-044; 3-045; 3-046	Botanical garden	2058-01-31
2004-05	Catholic Social Services assigned to Cook Inlet Housing Authority	4-021	Brother Francis shelter	2043-02-02
2007-08	Girdwood Parks & Recreation	6-134, 6-076 (portion)	Frisbee Golf Course	2024-12-31
2008-06	ACS Easement	4-033A, 4-033B, 4-034	non-exclusive utility easement	2028-04-29
2008-23	The Salvation Army (Clitheroe Center)	4-033B (portion)	Rehabilitation Facility	2024-04-15
2009-03	SOA/Dept. of Admin. GSA	3-070	Crime Lab	2059-02-28
2009-06	Rupinder Alaska, Inc. (Ramada)	4-013	Ramada parking	2024-03-31
2009-13	Girdwood Valley Service Area	6-057F (portion)	Equipment & materials storage; woodlot	2024-12-31
2011-15	Robert Wolfe dba Snow Free Snowplowing	6-057F (portion)	Equipment and sand materials storage	2024-12-31
2012-05	GCI Cable, Inc.	6-002	Telecommunication Easement	2030-12-31
2012-07	Chugach Electric Association Telecom	6-009C	Telecommunication facility lease	2032-01-31
2014-09	Chugiak Volunteer Fire & Rescue Lease	1-075	Lease fire station #35	2069-12-31
2015-06	Boys & Girls Clubs of Southcentral Alaska; Woodland Park	4-029	Lease: Operate Boys & Girls Club; Ice Rink Management Agreement	2025-05-31

Contract Number	Permittee / Lessee	HLB Parcel Number	Permitted Use	Contract End Date
2015-17	Girdwood Nordic Ski Club	6-251, 6-296	Nordic 5k ski loop	2029-07-29
2016-17	Tesoro Alaska Pipeline Co.	4-033A-E (portion), 4-034 (portion)	Nikiski pipeline	2031-01-29
2016-21	Silverton Mountain Guides	6-011; 6-064; 6-066; 6-067; 6-068; 6-069; 6-070; 6-073; 6-074E; 6-251; 6-295; 6-281; 6-296	Heli-skiing	2025-06-30
2017-10	Alaska Railroad Corp.	6-060; 6-074A; 6-074B	Avalanche mitigation	2024-12-31
2017-12	FAA	4-033A; 4-043	Runway protection zone	2021-09-30 holdover
2017-29	Chugach Adventure Guides, LLC dba Chugach Powder Guides	6-014, 6-251, 6-281, & 6-295	Sno-Cat, Heli-skiing	2025-05-31
2018-01	ADOT&PF/TSAIA	4-034	Access permit	2025-03-30
2018-10	Chugach Adventure Guides, LLC dba Chugach Powder Guides	6-281	Shelter access	2025-08-31
2018-13	Alaska Guide Collective, LLC	6-011; 6-066; 6-067; 6-068; 6-069; 6-251; 6-295; 6-281; 6-296	Recreation	2024-06-30
2019-08	GVSA Street Maintenance	6-022 (portion)	Park & Ride	2023-12-31
2020-10	Straight to the Plate	6-057F (portion)	Storage	2025-08-20
2021-03	SOA Department of Public Safety	3-065 (portion)	Emergency Heliport	2032-11-01
2021-07	Turnagain Tree Care	6-057F (portion)	Contractor wood lot	2025-02-10
2021-18	Ridgetop Builders	6-057F (portion)	Wood mill	2025-07-31
2022-02	Girdwood Equipment Rental	6-057F (portion)	Storage	2024-05-31
2022-04	Girdwood Community Land Trust	6-057F (portion)	Storage	2025-02-10
2023-01	Ritual Bough	6-061; 6-062; 6-036; 6-067; 6-034; 6-011 (portion)	Ceremonies	2025-01-31
2023-02	Girdwood Community Land Trust	6-076	Land and site planning, surveying etc.	2025-04-30
2023-03	AWWU	6-011 & 6-029 (portions)	Investigative geotechnical	2024-07-15

Contract Number	Permittee / Lessee	HLB Parcel Number	Permitted Use	Contract End Date
2023-05	Alyeska Development Holdings, LP and Seth Andersen	6-011 (portion)	Land and site planning, surveying etc.	2025-09-15
2023-07	3 Barons Renaissance Fair, Inc.	3-080 (portion)	Storage	2024-05-31
2024-01	ACDA	4-046 & 4-047	Due diligence	2024-04-15
2024-02	QAP	3-064 Snow Dump	Storage	2024-10-31
2024-03	USFS Forest Inventory and Analysis	3-029	forest research	2024-09-30
2024-04	USFS	3-028 & 3-029	spruce beetle research	2024-07-31
2024-05	True North Sustainable Development Solutions, LLC	6-060	archaeological surveying	2024-06-30
2024-06	Alaska Natural Burial	2-156	due diligence	2025-10-27
2024-07	Ridgetop Builders	6-057F (portion)	Wood Mill	2025-05-31
2024-08	Sundog Mountain Guides	6-010 (portion), 6-011B, 6-251, 6-296, 6-295, 6-281, 6-062, 6-065, 6-066, 6-067, 6-068, 6-069, 6-071, 6-072, 6-073, 6-074A, 6-074B	Guided Skiing	2025-05-31

Appendix E (***)to be updated prior to Assembly approval)

**Response to Public and Community Council Comments on the
Public Review Draft 2024 Annual Work Program
& 2025-2029 Five-Year Management Plan**

Chapter 1. Heritage Land Bank Overview			
Reference No.	Commenter	Comment	Response
Chapter 2. 2024 Progress Report			
Reference No.	Commenter	Comment	Response
Chapter 3. 2025 Work Program			
Reference No.	Commenter	Comment	Response
Chapter 4. Five Year Management Plan: 2026-2030			
Reference No.	Commenter	Comment	Response
Appendices			
Reference No.	Commenter	Comment	Response
Other General Comments			
Reference No.	Commenter	Comment	Response
HLB Staff Comments			
Reference No.	Commenter	Comment	Response
Comments Received In-Person at the Public Hearing on February 22, 2024			
Reference No.	Commenter	Comment	Response

Appendix F (***)to be updated prior to Assembly approval)

**MUNICIPALITY OF ANCHORAGE
HERITAGE LAND BANK ADVISORY COMMISSION**

HLBAC Resolution 202X-XX

A RESOLUTION OF THE HERITAGE LAND BANK ADVISORY COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF THE 2025 HLB ANNUAL WORK PROGRAM AND 2026-2030 FIVE-YEAR MANAGEMENT PLAN.

WHEREAS, pursuant to AMC § 25.40.010, the Heritage Land Bank (HLB), a division of the Municipality of Anchorage’s Real Estate Department, was established to manage uncommitted municipal land and the HLB Fund in a manner designed to benefit the present and future citizens of Anchorage, promote orderly development, and achieve the goals of the Comprehensive Plan; and

WHEREAS, pursuant to AMC § 25.40.020, the HLB Advisory Commission (HLBAC) shall recommend and submit for assembly action a comprehensive land and fund management program to accomplish the purpose and mission of the HLB, and that such a program shall contain at a minimum such documents as the Five-Year Management Plan and an Annual Work Program; and

WHEREAS, pursuant to AMC § 25.40.020A, the Five-Year Management Plan shall identify those land acquisition, inventory, management, transfer and disposal objectives anticipated during this time frame; and

WHEREAS, pursuant to AMC § 25.40.020B, the Annual Work Program shall conform to the current or proposed Five-Year Management Plan and which includes detailed descriptions of the proposed land acquisitions, inventory, management, transfer and disposal activities of the HLB for the coming year; and

WHEREAS, pursuant to AMC § 25.40.020B, a public notice, as set forth in this chapter, of not less than forty-five (45) days, is required prior to a hearing by the HLBAC on the Annual Work Program; and

WHEREAS, on XXXX XX, 202X, the Public Review Draft of the 2025 HLB Annual Work Program and 2026-2030 Five-Year Management Plan (Work Plan) was posted on the HLB website, the MOA Public Notice website, and an e-mail was sent to Assembly members, all community councils, municipal department heads, and public and private organizations that have subscribed to the HLBAC mailing list; and

WHEREAS, on XXXX XX, 202X, the notice for the XXXX XX, 202X, HLBAC public hearing on the Work Plan was posted on the HLB website, the MOA Public Notice website, and an e-mail was sent to Assembly members, all community councils, municipal department heads, and public and private organizations that have subscribed to the HLBAC mailing list; and

WHEREAS, on XXXX XX, 202X, the HLBAC held a public hearing on the Work Plan; and

WHEREAS, the Draft 2025 HLB Annual Work Program and 2026-2030 Five-Year Management Plan document complies with the provisions as set forth in AMC § 25.40.020A-C; now, therefore,

BE IT RESOLVED, THE HLBAC APPROVES THE DRAFT 2025 HLB ANNUAL WORK PROGRAM AND 2026-2030 FIVE-YEAR MANAGEMENT PLAN WITH ANY AND ALL ADOPTED AMENDMENTS.

THEREFORE, BE IT FURTHER RESOLVED, THE HLBAC RECOMMENDS THE WORK PLAN FOR CONSIDERATION OF APPROVAL AND ADOPTION BY THE ASSEMBLY.

PASSED and APPROVED on this, the XX day of XXXX 202X.

Approved:

Attest:

L. Dean Marshall, MPA, Chair
Heritage Land Bank Advisory Commission

Tiffany Briggs, Director
Real Estate Department