HERITAGE LAND BANK ADVISORY COMMISSION
MEETING

July 14, 2016, 11:30 a.m.

Permit & Development Center conference room 170
4700 Elmore Road, Anchorage, Alaska

Meeting Minutes

I. Call to Order

Commission Chair Trawver called the meeting to order at 11:35 a.m.

Commissioners Present:
Tim Trawver, Chair
Kati Capozzi, Vice-Chair
Jim Fredrick, Commissioner
Diana Stone Livingston, Commissioner
Ryan Mae Lucas, Commissioner

Commissioners Absent:
Lottie Michael, Commissioner (Unexcused)
Peggy Looney, Commissioner (Unexcused)

Staff Present:
Tammy R. Oswald, Executive Director
Robin E. Ward, Land Management Officer
Nicole Jones-Vogel, Land Management Officer
Tawny Klebesadel, Office Manager

II. Approval of the July 14, 2016 Agenda and May 12, 2016 Meeting Minutes

Commissioner Fredrick moved to approve the agenda as presented, the motion was seconded and the agenda passed unanimously. Mr. Fredrick moved to approve the minutes of May 12, 2016, the motion was seconded and the item passed unanimously.

III. Director’s Report

Executive Director Tammy Oswald reported HLB has placed a for sale sign on Tract D-5 Girdwood South Townsite to generate interest. We are working out the parking needs for GBOS and have not sought Assembly approval for disposal. The Egloff water main project has been given a Notice to Proceed and should be complete in October. HLB has been approached for a letter of support for a project on Tract G-6; very preliminary, but we expect to hear more about this soon. You may see an Amendment to the Girdwood South Townsite Master Plan.

The Girdwood Industrial Park Subdivision plat (GWIP) should be recording soon; design is nearly ready for approval with construction late summer/fall. We have entered into a Memorandum of Understanding for fill to be placed in the GWIP; that work should be occurring next month.

The Development of the 3 HLB lots on 7th Avenue between I & K Streets RFP has been released. Currently it is being used as a parking lot. The RFP is on the website for your review. Although not HLB land, we also have an RFP for the Department of Health and Human Services (DHHS) relocation and the redevelopment of that parcel on the website. The HLB Plan was approved by the Assembly on June 21st without testimony or questions.

IV. Proposed Action Items and Public Hearings:
a. **HLBAC Resolution 2016-07:** A Resolution recommending Assembly approval of the disposal by Intra-Governmental Permit for a Storm Drainage Easement to Project Management & Engineering on a portion of HLB Parcel 1-109, legally described as Tract 1 Yosemite Tracts Subdivision (Plat 2015-101), in Eagle River, at less than fair market value.

Land Management Officer Robin Ward reports a 400 sq. ft. portion of easement required for the Yosemite Drainage Project adjacent to the road where the Eagle River High School is located was missed. Commissioner Kati Capozzi inquired if this was a different tract from the last Yosemite easement. Ms. Ward responded that this is across the street. Chair Trawver opened and closed the public hearing as there were no persons appearing to provide testimony. Mr. Fredrick moved to approve, the motion was seconded and approved.

This motion: **Passed 5-0.**

b. **HLBAC Resolution 2016-08:** A Resolution recommending Assembly approval of the withdrawal and transfer of HLB Parcels 1-109 and 1-110 to the Real Estate Services general inventory, legally described as Tracts 1 and 2 Yosemite Tracts Subdivision (Plat 2015-101), in Eagle River.

Ms. Ward reports the HLB mission is to hold uncommitted lands. Although these parcels have been committed for some time, we were waiting on re-platting. A 2015 platting action combined several small parcels into 3 tracts. One tract is committed to the CBERRRSA Sand Storage Facility and another is committed to the Eagle River High School. Our intention is to withdraw these two parcels from the HLB inventory and place them into the RES inventory, for a transfer of management authority to the appropriate agencies. Chair Trawver opened and closed the public hearing as there were no persons appearing to provide testimony. Mr. Fredrick moved to approve, the motion was seconded and approved.

This motion: **Passed 5-0.**

c. **HLBAC Resolution 2016-09:** A Resolution recommending Assembly approval of an Intra-Governmental Agreement with Girdwood Parks & Recreation for the maintenance and operations of the Four Corners Tram on the Winner Creek Trail within HLB Parcel 6-251, legally described as T10N R2E SEC 33,34,35 ptsn and T11N R2E SEC 2,3,4,9,10 ptsn of ADL-226424 (West ptn), located in Girdwood.

Land Management Officer Nicole Jones-Vogel provided a brief history of the Four Corners Tram and the continued sole and exclusive maintenance and operations agreement with Girdwood Parks & Recreation (GWP&R) has been successful for the mutual benefit of both parties. Recently there was a vandalism incident and GWP&R quickly and efficiently responded and repaired the tram. Both the GWP&R and the US Forest Service have submitted letters of support. **Kyle Kelley,** GWP&R was available for further information and replied to Chair Trawver’s inquiry that the Girdwood tax base pays for any expenses related to maintenance and operations of the tram. Chair Trawver opened and closed the public hearing as there were no persons appearing to provide testimony. Mr. Fredrick moved to approve, the motion was seconded and approved.

This motion: **Passed 5-0.**

d. **HLBAC Resolution 2016-10:** A Resolution recommending Assembly approval of the disposal by Intra-Governmental Permit for Public Right-of-Way to Project Management & Engineering on a portion of HLB Parcel 6-022, legally described as Block 2 New Girdwood Townsite Alaska Subdivision (Plat 64-111), in Girdwood.
Ms. Jones-Vogel explained this item is more housekeeping in nature and provided a brief history of the Girdwood Transit Center (Park’n Ride Facility). The previous IGP with PM&E included sole responsibility for maintenance and operations (M&O). In 2014, a Land Use Permit was issued to Girdwood Board of Supervisors (GBOS) for the Park’n Ride Facility M&O. The previous IGP has been relinquished and this action will resolve the conflict. A revised IGP for the public right of way, less the area for the Park’n Ride Facility, is proposed to be recorded. Commissioner Diana Stone Livingston commented that she did have questions from the Girdwood citizens and Ms. Jones-Vogel’s explanations helped and now the public supports the action. Chair Trawver opened and closed the public hearing as there were no persons appearing to provide testimony. Mr. Fredrick moved to approve, the motion was seconded and approved.

This motion: Passed 5-0.

V. Persons or Items not on the Agenda

There were no persons present to provide testimony.

VI. Commissioner Comments

Ms. Stone Livingston inquired if staff could make the HLBAC minutes available for the Girdwood Land Use Committee (LUC). She was later assured that HLB staff have begun placing the approved minutes on the website and she would be given the draft minutes for the LUC meetings.

Ms. Stone Livingston inquired about development time constraints when HLB sells land out of the inventory. Ms. Oswald responded it depends upon on how the contract is written. In the past there were some contracts that were written without them, however it was determined that HLB now includes reversionary clauses and five year timeline benchmarks and penalties. Ms. Oswald gave the example of the Armory and followed that it is in the DHHS Facility Exchange and Redevelopment of 825 L Street RFP.

VII. Next Meeting

The next regular scheduled commission meeting date is currently slated for 11:30 a.m. Thursday, August 11, 2016.

VIII. Adjournment

Following the completion of business, Mr. Fredrick moved to adjourn. The motion was seconded and approved. The meeting was adjourned at 11:59 a.m.

PASSED and APPROVED on this, the 8th day of September, 2016.

Tim Trawver, Chair
Heritage Land Bank Advisory Commission

Respectfully submitted for the Heritage Land Bank Advisory Commission by:
Tawny Klebesadel, RED Office Manager