

# Heritage Land Bank Advisory Commission Meeting

Thursday, July 27, 2023 at 1:30PM

Permit & Development Center, Conf. Room 170  
4700 Elmore Road, Anchorage, Alaska 99507

*Join via Microsoft Teams - Meeting ID: 263 322 183 869, Passcode: jHGL3p*

*Join by Telephone - 907-519-0237, Conference ID: 987 366 530#*

## AGENDA

- I. **Call to Order and Statement of Procedure**
- II. **Roll Call, Introductions and Disclosures**
- III. **Approval of Agenda and Minutes**
  - a. July 27, 2023 Agenda
  - b. June 22, 2023 Minutes
- IV. **Director's Report**
- V. **Presentations**
  - a. **Parcel 3-074:** HLB Staff will be presenting a Project Update on the potential trade with the State of Alaska for a portion of Block 102.
- VI. **Proposed Action Items**
  - a. **HLBAC Resolution 2023-03:** A Resolution endorsing the Administration and Assembly approval of the appointment of Tiffany Briggs as Heritage Land Bank and Real Estate Department Executive Director.
- VII. **Persons or Items not on the Agenda** (*THREE minutes per individual, each person may only speak once, commissioners and staff will not answer questions, but may have questions for you after your testimony.*)
- VIII. **Commissioner Comments**
- IX. **Next Regularly Scheduled Meeting Date:** Thursday, August 24, 2023 at 1:30PM in the Permit & Development Center, 4700 Elmore Road, Anchorage, Alaska or via Microsoft Teams and telephone.
- X. **Adjournment**

# Heritage Land Bank Advisory Commission Meeting

Thursday, June 22, 2023 at 1:30PM

## MINUTES

### I. **Call to Order and Statement of Procedure**

Interim Chair Marshall called the meeting to order at 1:30PM.

### II. **Roll Call, Introductions and Disclosures**

Interim Chair Marshall, Commissioners Hansen, Oswald, and Tenny were present. Commissioner Flynn was excused. Staff present were Land Management Officers Emma Giboney and Jonathan Taylor, Director of Economic and Community Development Lance Wilber, and Acting Director of Real Estate Tiffany Briggs.

### III. **Approval of Agenda and Minutes**

Commissioner Tenny moved to approve the June 22, 2023 Agenda and May 25, 2023 Minutes, seconded by Commissioner Oswald, and passed unanimously.

### IV. **Director's Report:** Lance Wilber

- Introduced Tiffany Briggs is Acting Real Estate Director
- HLBAC Commissioner terms update
- AO 2023-057(S) changed the code for the definition of a quorum
- 2023 Work Plan update and 2024 Work Plan tentative goals

### V. **Proposed Action Items and Public Hearings**

- a. **HLBAC Resolution 2023-02:** A Resolution recommending approval of the Draft HLB 2023 Annual Work Program & the 2024-2028 Five-Year Management Plan.

LMO Giboney provided a staff report on the 2023 Work Plan, outlining the timeline and work that has been completed so far.

The Public Hearing was opened at 1:44PM

Diane Holmes, representing the Rabbit Creek Community Council

Ms. Holmes provided suggested edits for the work plan regarding parcels 2-144, 2-156, 2-127, and 2-128.

HLB Staff informed the commissioners that three of the suggested edits had been responded to previously in the Comment/Response Table in the Work Plan, and that the suggested edit for 2-144 would be further researched and added to the table.

Mike Edgington, community member

Mr. Edgington expressed his support for projects with parcels 6-076 and the three cemetery projects. Additionally, he would like to see clarification of the relationship between HLB and other municipal entities.

HLB Staff informed the commissioners that Mr. Edgington's comments would be included and responded to in the Comment/Response Table in the Work Plan.

The Public Hearing was closed at 1:58PM.

A motion to approve Resolution 2023-02 was made by Commissioner Tenny. Interim Chair Marshall opened the item for discussion.

Commissioner Tenny expressed interest in having the HLB Policy on amendments to adopted Work Plans be clarified. After further discussion Commissioner Tenny provided a comment to be placed into the Comment/Response table encouraging the policy to be clarified in a future plan.

Commissioner Oswald motioned to amend the Work Plan Comment/Response table with the comments from the public hearing, and the responses from HLB Staff and make edits to the Work Plan if necessary. Commissioner Tenny seconded the motion. A roll call vote was conducted, and the motion passed unanimously 4-0.

The motion to approve to Resolution 2023-02 was seconded by Commissioner Oswald. A roll call vote was conducted, and the item passed unanimously 4-0

VI. **Persons or Items not on the Agenda**

There were no members of the public who wished to speak to the HLBAC.

VII. **Commissioner Comments**

Commissioners congratulated Acting Director Briggs on her appointment as Real Estate Director

VIII. **Next Regularly Scheduled Meeting Date:** Thursday, July 27, 2023 at 1:30PM in the Permit & Development Center, 4700 Elmore Road, Anchorage, Alaska or via Microsoft Teams and telephonic hearing.

IX. **Adjournment:** The meeting adjourned at 2:26PM

## Projects Update Report

### Heritage Land Bank Advisory Commission

July 27, 2023

#### Status of Disposals Recommended by HLBAC

- *HLB 6-057A, B, C, D, E – Girdwood Industrial Park subdivision Phase I lots*  
The disposal of the remaining Phase I lots, 6-057B, C, E are under contract and are anticipated to close in 2023.
- *HLB 6-043 – USFS Headquarters*  
An appraisal was received on the property and a Purchase Option Contract was executed. The disposal is anticipated to close by the end of 2023.
- *HLB 3-027A – Dowling Substation*  
A Purchase and Sale agreement will be drafted, and documents will be prepared for taking this disposal to the Anchorage Assembly for approval. This transaction is anticipated to be complete by the end of 2023.

#### 2023 Current & Continuing Projects

- *Holtan Hills*  
The Assembly, at their February 7, 2023 regular meeting, voted to indefinitely postpone the Holtan Hills disposal. The Request for Proposals, Development Agreement, and Bifurcation are still in effect.
- *Girdwood South Townsite*  
HLB Staff are working with Girdwood Community Land Trust in exploring the development requirements of HLB Parcel 6-076 for a potential long-term ground lease. GCLT and HLB Staff have a standing monthly meeting to keep communication open and work through items related to the disposal of 6-076.
- *2023 Work Plan*  
After receiving HLBAC recommendation at the June HLBAC Meeting, HLB Staff made final edits and submitted the 2023 Work Plan to the Assembly for review. It will be introduced at the July 25<sup>th</sup> Assembly Meeting, a work session is scheduled for August 4<sup>th</sup>, with an anticipated Public Hearing date on August 8<sup>th</sup>. Upon adoption of the 2023 Work Plan, HLB Staff will begin work on the 2024 Work Plan in hopes of having it complete in the 1<sup>st</sup> quarter of 2024.

## Potential Acquisitions, Disposals, and Projects

- *2-156 – Alaska Natural Burial*

Alaska Natural Burial submitted an application to HLB Staff in August 2022 to use HLB Parcel 2-156 for a natural burial cemetery. Staff is working with the non-profit to determine the best path forward. This disposal is anticipated to come before the HLBAC upon adoption of the Work Plan.

- *3-074 – Potential Exchange for Block 102*

The MOA and the State of Alaska are considering a land exchange of HLB Parcel 3-074 for a portion of Block 102 in downtown Anchorage. This is anticipated to be before the HLBAC in the coming months. The Planning Department has conducted a Phase I Environmental Site Assessment of the parcel. Appraisals were completed and are being reviewed. There will be a presentation on this project at the July HLBAC Meeting.

- *5-041 – Laurel Acres Parcel Acquisitions*

HLB Staff sent letters to all property owners in Laurel Acres seeking donations in February of 2022. There are a few property owners who are still considering sale and/or donation to the MOA. This is anticipated to be a continuing project with parcels coming before HLBAC as they are processed. HLB completed a purchase at the end of June, bringing the total to 4 parcels acquired since starting the project.

## 2023 Land Management

- *Wetland Monitoring*

Routine wetland monitoring will occur during the summer of 2023 in the conservation easement areas that are used for wetland mitigation credits. These areas include in Girdwood at the end of Arlberg and in Laurel Acres.

- *GIS Mapping*

HLB staff works with the MOA Geographic Data & Information Center (GDIC) to routinely update public HLB maps with parcel, zoning and wetland information.

- *Site Visits & Inspections*

HLB Staff will continue to visit HLB owned parcels during the summer of 2023. Real Estate Department Staff is working with GDIC to make a georeferenced online form to make inspections more streamlined.

## 2023 Land Use Permits

HLB Permit No.	Issued To	Use	Expiration
2017-29	Chugach Powder Guides	Heli-skiing	2023-05-16
2016-21	Silverton Mountain Guides	Heli-skiing	2023-06-30
2018-13	Alaska Guide Collective	Mountain Guiding	2023-06-30
2022-01	Sundog Ski Guides	Backcountry Skiing	2023-06-30
2016-09	Girdwood Forest Fair	Vendor Camping	2023-07-11
2021-18	Ridgetop Builders	Wood Mill	2023-08-01
2018-10	Chugach Powder Guides	Access to Notch Hut	2023-08-31
2014-02	Backroads	Guided Hiking	2023-09-30
2017-08	Chugach Adventures	Guided Hiking	2023-10-01
2018-01	ADOT&PF/TSAIA	Access permit	2023-11-30
2007-08	Girdwood Parks & Recreation	Frisbee Golf Course	2023-12-31
2009-13	Girdwood Valley Service Area	Equipment & materials storage	2023-12-31
2017-10	Alaska Railroad Corporation	Avalanche Mitigation	2023-12-31
2019-08	Girdwood Valley Service Area	Park & Ride	2023-12-31
2023-01	Ritual Bough	Ceremonies	2024-01-31
2022-04	Girdwood Community Land Trust	Storage	2024-02-10
2021-07	Turnagain Tree Care	Contractor wood lot	2024-02-10
2023-02	Girdwood Community Land Trust	Land and site planning, including land surveying	2024-04-06
2021-08	AK Seeds of Change	Urban farm and job training	2024-05-04
2022-02	Girdwood Equipment Rental	Storage	2024-05-31
2020-10	Straight to the Plate	Storage	2024-06-01
2023-03	AWWU	Geotechnical investigation	2024-07-15

**HERITAGE LAND BANK ADVISORY COMMISSION**  
**Resolution 2023-03**

**A RESOLUTION OF THE HERITAGE LAND BANK ADVISORY COMMISSION ENDORSING THE ADMINISTRATION AND ASSEMBLY APPROVAL OF THE APPOINTMENT OF TIFFANY BRIGGS AS HERITAGE LAND BANK AND REAL ESTATE DEPARTMENT EXECUTIVE DIRECTOR.**

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WHEREAS, pursuant to AMC § 25.40.010, the Heritage Land Bank (HLB) 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, the executive director of the Heritage Land Bank “shall be appointed by the mayor and confirmed by the assembly, acting upon the recommendation of suitable candidates made by the Heritage Land Bank advisory commission.” (AMC 25.40.040); and,

WHEREAS, “The executive director shall have professional experience in land and resource management, and shall be responsible for the day-to-day management of the Heritage Land Bank, the Heritage Land Bank Fund, and any staff assigned to those duties... is authorized to hire and retain necessary staff, subject to approval of the mayor, and shall serve as the executive secretary and technical advisor to the Heritage Land Bank advisory commission.” (AMC 25.40.040),

**NOW, THEREFORE, THE HERITAGE LAND BANK ADVISORY COMMISSION ENDORSES THE ADMINISTRATION AND ASSEMBLY APPROVAL OF THE APPOINTMENT OF TIFFANY BRIGGS AS HERITAGE LAND BANK AND REAL ESTATE DEPARTMENT EXECUTIVE DIRECTOR.**

PASSED and APPROVED on this, the 27th day of July, 2023.

Approved:

Attest:

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Dean Marshall, Interim-Chair  
Heritage Land Bank Advisory Commission

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Lance Wilber, Director  
Office of Economic & Community Development