

Heritage Land Bank Advisory Commission Meeting

Thursday, September 28, 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. September 28, 2023 Agenda
 - b. July 27, 2023 Minutes
- IV. **Director's Report**
- V. **Officer Elections:** Chair and Vice Chair
- VI. **Work Session:** Implementation of the 2023 HLB Work Plan
- 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, October 26, 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, July 27, 2023 at 1:30PM

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4700 Elmore Road, Anchorage, Alaska 99507

or via Microsoft Teams and Telephone

MINUTES

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

Interim Chair Marshall called the meeting to order at 1:31pm.

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

Commissioners Present:

Dean Marshall

Ron Tenny

Tammy Oswald

Brian Flynn

Ryan Hansen

Staff Present:

Tiffany Briggs, Acting Real Estate Director

Jonathan Taylor, Land Management Officer

Emma Giboney, Land Management Officer

Nicole Jones-Vogel, HLB Contractor

Commissioners Absent: None

III. **Approval of Agenda and Minutes**

Commissioner Oswald moved to approve the July 27th, 2023 Agenda, seconded by Commissioner Tenny, the agenda passed unanimously.

Commissioner Tenny moved to approve the June 22, 2023 Minutes, seconded by Commissioner Oswald. Interim Chair Marshall requested to amend the minutes to show that he requested to have additional commissioner training. Commissioner Tenny moved to approve the minutes as amended, seconded by Commissioner Oswald, the minutes as amended passed unanimously.

IV. **Director's Report**

Acting Director Briggs let commissioners know that the HLB 2023 Work Plan would be having an Assembly Work Session on August 4th at 1pm

V. **Presentation on Parcel 3-074**

LMO Taylor presented a Project Update on the potential trade with the State of Alaska for a portion of Block 102. The presentation included:

- An overview of HLB Parcel 3-074 and Block 102 including site characteristics and appraisals.
- Potential timeline for trade, including a potential HLBAC Work Session planned for August, with the trade hopefully complete by November 2023.
- Purpose of the trade is to acquire property and partner with ACDA on the development of the property.

Commissioners and Staff discussed:

- The value discrepancy between the two parcels

- The two-part process of the project, first the trade and then the partnership with ACDA for redevelopment
- The current and anticipated parking agreements.

VI. **Proposed Action Items**

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.

Commissioners asked Acting Director Briggs about her view on the role of the commission and discussed the value of informed decision. The role of the Director as a support and resource for staff and the commission was also discussed.

Commissioner Oswald moved to approve Resolution 2023-03, seconded by Interim Chair Marshall, the item passed unanimously 5 – 0.

VII. **Persons or Items Not on the Agenda**

Mike Robbins, Executive Director, ACDA

ACDA looks forward to continuing to work with HLB, HLBAC, and supports Acting Director Briggs becoming Director.

VIII. **Commissioner Comments**

Commissioners Oswald and Tenny expressed gratitude to staff for the presentation and for having someone with experience in the Real Estate Department becoming director.

Interim-Chair Marshall expressed interest in receiving additional training on the expectations of HLBAC.

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.

Assembly Work Session on the 2023 Work Plan on August 4 at 1pm at City Hall

Assembly Public Hearing for the 2023 Work Plan tentatively on August 8.

X. **Adjournment**

Commissioner Tenny motioned to adjourn the meeting, seconded by Interim-Chair Marshall. None opposed. Adjourned at 3:08PM

Heritage Land Bank Advisory Commission

September 28, 2023

PROJECTS UPDATE REPORT

Pending and Recently Completed Disposals

- *3-027A – Dowling Substation (HLBAC Res 2022-03, As Amended)*

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.

- *3-078A-D – Lake Otis and Tudor (AO 2022-50; HLBAC Res 2021-01)*

The disposal of these 4 parcels has been under contract since December of 2021. This transaction is anticipated to close before the end of 2023.

- *6-043 – USFS Ranger Station (AO 2022-16; HLBAC Res 2021-11)*

The disposal of this parcel at fair market value to the US Forest Service closed in September of 2023.

- *6-057B, C, E – Girdwood Industrial Park Phase I lots (AO 2022-23(S); HLBAC Res 2021-12)*

The disposal of the remaining Phase I lots, 6-057B, C, E are under contract and are anticipated to close before the end of 2023.

Pending and Recently Completed Acquisitions

- *2-159 – Mountain Air Estates #2 Tract B-1B Donation*

The owners of this 8.4 acre parcel reached out to HLB to donate their tract of land to the Municipality. It is surrounded on all sides by other municipally owned parcels, including HLB parcel 2-126 to the east. The parcel is mostly wetlands and not suitable for development. The donation was completed at the end of August and the tract became HLB Parcel 2-159.

- *5-041 – Laurel Acres (AO 2023-86; HLBAC Res 2022-11)*

On September 12th, the Assembly approved the acquisition of Lots 29 & 30 of Block 11 and Lots 30 & 31 of Block 5 of the Laurel Acres Subdivision for future wetland mitigation. This transaction is anticipated to close in the coming month.

Current & Continuing Projects

- *2-127-136 – Parcel Transfer to Parks and Recreation*

In the coming months these parcels will be coming before HLBAC with a proposed transfer to Parks and Recreation for the creation of a new park. The majority of the area is steeply sloped and unsuitable for development and would be best suited for recreation purposes. This transfer would implement the 2023 HLB Work Plan and PVLUA.

- *2-156 – Natural Burial Cemetery*

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 and other agencies to determine the best path forward. This disposal will likely come before HLBAC in the coming months.

- *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.

- *5-041 – Laurel Acres Parcel Acquisitions*

HLB Staff sent letters to all property owners in Laurel Acres seeking donations in February of 2022. Several property owners are considering sale and/or donation to HLB. 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, bring the total to 4 parcels acquired since starting the project.

- *6-011 – Glacier Creek Village*

HLB, Alyeska Development Holdings LP, and Seth Andersen entered into a Letter of Intent. Alyeska and Andersen have begun preliminary land and site planning, surveying, and environmental investigation. As this project progresses HLB Staff will keep HLBAC updated.

- *6-011/16/17 – 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. HLB is continuing work with the State Department of Natural Resource's to vacate the Section Line Easement and with the Planning Department to finalize the preliminary plat.

- *6-057F – Girdwood Industrial Park*

HLB Staff are evaluating options and will present the feasibility of different options to HLBAC for guidance in the coming months. Staff will give an update to HLBAC at the September HLBAC meeting to determine what further information would be helpful for making an informed decision on the best path forward.

- *6-076 – 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.

Administrative and Land Management

- *2023 Work Plan*

The 2023 Work Plan was introduced at the July 25th Assembly meeting and was discussed at an Assembly work session on August 4th. On August 8th there was a public hearing at the Assembly meeting followed by the Assembly passing the 2023 Work Plan unanimously, with the addition of a single amendment. The final work plan is available on the HLB website.

- *2024 Work Plan*

HLB Staff will begin work on the 2024 Work Plan in hopes of having it complete in the 1st quarter of 2024. Staff is planning on hosting a series of in-person and virtual open house meetings the week of October 16th to gather public input.

- *Contaminated Site Monitoring*

HLB continues to work with contractors and the State's Department of Environmental Conservation to monitor the contamination at HLB Parcels 3-078A-E.

- *Wetland Monitoring*

Routine wetland monitoring will occur during the summer/fall 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 and internal HLB maps with parcel, zoning and wetland information.

- *Site Visits & Inspections*

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

Land Use Permits

HLB Permit	Issued To	Permitted 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
2023-06	Spawn Ideas, Inc.	Filming	2023-09-16
2023-04	SOA DOT&PF	Wetland delineation	2023-09-30
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
2023-05	Alyeska Development Holdings, LP and Seth Andersen	Land and site planning, surveying etc.	2024-09-15

List of Permits that were issued or active in 2023. Permit numbers starting with 2023 (bold) are new this year, other permits are renewals from previous years. Permits are organized by term expiration.