

# Application for Preliminary Plat

Municipality of Anchorage  
Planning Department  
PO Box 196650  
Anchorage, AK 99519-6650

## PETITIONER\*

Name (last name first)  
Delatusch, Chase

Mailing Address  
6335 Laurel St.

Anchorage, AK 99507

Contact Phone – Day  
907-382-1485

Evening  
Same

E-mail  
cdelatusch@gmail.com

## PETITIONER REPRESENTATIVE (IF ANY)

Name (last name first)  
Hurst, Jeremy

Mailing Address  
PO Box 738

Girdwood, AK 99587

Contact Phone – Day  
907-891-6111

Evening  
Same

E-mail  
jeremy@49thstarsurveying.com

\*Report additional petitioners or disclose other co-owners on supplemental form. Failure to divulge other beneficial interest owners may delay processing of this application.

## PROPERTY INFORMATION

Property Tax # (000-000-00-000): 075-031-27-000 & 28-000

Site Street Address: TBD Crow Creek Rd., Girdwood, AK 99587

Current legal description: (use additional sheet if necessary)

Lots 42A & 42B, US Survey No. 3045

Zoning: GR1

Acreage: 0.608

Underlying Plat #: 82-453

Grid #: SE4814

# Lots: 2

# Tracts: 0

Total # parcels: 2

## PROPOSED SUBDIVISION INFORMATION

Proposed legal description: (use additional sheet if necessary)

Lot 1, Raggedtop View Subdivision

# Lots: 1

# Tracts: 0

Total # parcels: 1

I hereby certify that (I am)(I have been authorized to act for) the owner of the property described above and that I petition to subdivide it in conformance with Title 21 of the Anchorage Municipal Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the subdivision. I also understand that assigned hearing dates are tentative and may have to be postponed by Planning Department staff or the Platting Authority for administrative reasons.

Signature

☐ Owner

☒ Representative

(Representatives must provide written proof of authorization)

Date

7/31/25

Jeremy Hurst

Print Name

Accepted by:

Poster & Affidavit:

Fee:

Case Number:

S 1 2 8 5 2

Meeting Date:

SEP 22 2025

### COMPREHENSIVE PLAN INFORMATION

Improvement Area (per AMC 21.08.050B.): ☒ Class A ☐ Class B

#### Anchorage 2040 Land Use Designation:

- ☐ Neighborhood (Residential) ☐ Center ☐ Corridor  
☐ Open Space ☐ Facilities and Institutions ☐ Industrial Area

#### Anchorage 2040 Growth Supporting Features:

- ☐ Transit-supportive Development ☐ Greenway-supported Development  
☐ Traditional Neighborhood ☐ Residential Mixed-use

#### Eagle River-Chugiak-Peters Creek Land Use Classification:

- ☐ Commercial ☐ Industrial ☐ Parks/opens space  
☐ Public Land Institutions ☐ Marginal land ☐ Alpine/Slope Affected  
☐ Special Study ☐ Residential at \_\_\_\_\_ dwelling units per acre

#### Girdwood- Turnagain Arm

- ☐ Commercial ☐ Industrial ☐ Parks/opens space  
☐ Public Land Institutions ☐ Marginal land ☐ Alpine/Slope Affected  
☐ Special Study ☒ Residential at \_\_\_\_\_ dwelling units per acre

### ENVIRONMENTAL INFORMATION (All or portion of site affected)

- Wetland Classification: ☒ None ☐ "C" ☐ "B" ☐ "A"  
Avalanche Zone: ☒ None ☐ Blue Zone ☐ Red Zone  
Floodplain: ☒ None ☐ 100 year ☐ 500 year  
Seismic Zone (Harding/Lawson): ☒ "1" ☐ "2" ☐ "3" ☐ "4" ☐ "5"

### RECENT REGULATORY INFORMATION (Events that have occurred in last 5 years for all or portion of site)

- ☐ Rezoning - Case Number: \_\_\_\_\_  
☐ Preliminary Plat ☐ Final Plat - Case Number(s): \_\_\_\_\_  
☐ Conditional Use - Case Number(s): \_\_\_\_\_  
☐ Zoning variance - Case Number(s): \_\_\_\_\_  
☐ Land Use Enforcement Action for \_\_\_\_\_  
☐ Building or Land Use Permit for \_\_\_\_\_  
☐ Wetland permit: ☐ Army Corps of Engineers ☐ Municipality of Anchorage

### POTABLE WATER AND WASTE WATER DISPOSAL

- Potable Water provide by: ☐ Public utility ☐ Community well ☒ Private well  
Wastewater disposal method: ☒ Public utility ☐ Community system ☐ Private on-site

### APPLICATION REQUIREMENTS

(One of each applicable item is required for initial submittal, additional copies are required after initial submittal)

- ☒ Signed application (original)  
☒ Watershed sign off form, completed  
☒ 8½" by 11" reduced copy of plat  
☒ Certificate to Plat  
4 copies required: ☒ Subdivision drainage plan  
9 copies required: ☒ Topographic map of platted area  
16 copies required: ☒ Signed application (copies)  
(7 copies for a ☒ Preliminary plat  
short plat) ☒ As-built (if applicable)  
☐ Summary of community meeting(s) (not required for short plat)

(Additional information may be required)

Additional required documents unless specifically waived by Platting Officer:

- ☐ Soils investigation and analysis reports (4 copies) Waived by \_\_\_\_\_

May 19, 2025

### ***Letter of Authorization***

I, Chase Delatush, owner of Lots 42A and 42B, US Survey No. 3045 in Girdwood, Alaska, do hereby authorize Jeremy Hurst and 49<sup>th</sup> Star Surveying to represent us before the Municipality of Anchorage for the purposes of combining the two lots into one parcel.



Chase Delatush

05/19/2025

Date



# Anchorage Water & Wastewater Utility



## AWWU REQUIRED INFORMATION FOR PRE-PLATTING

- Project Case Number or Subdivision Name: US Survey 3045
- Project Location, Tax ID, or Legal Description: Tax ID: 075-031-27 & 075-C31-28
- Is this parcel located within AWWU's certificated service area? ----- ☒ / ☐ N
- Is a water key box located on each parcel? ----- Y / ☒ N
  - Does this service meet DCPM Standard? ----- Y / ☐ N
- Is sewer stubbed to each parcel? ----- Y / ☒ N
  - Does this service meet DCPM Standard? ----- Y / ☐ N
- Are there any water or sewer connections that require removal? ----- Y / ☐ N
- Are there any additional easements needed? ----- Y / ☒ N
- Have any Private System plans been submitted for review? ----- Y / ☒ N
- Are any of the lots subject to extended connection or other agreements? ----- Y / ☒ N
- Does this platting action consolidate a previously connected (on-property) parcel with an unassessed parcel? ----- Y / ☒ N

If the parcel or subdivision is within an assessment area, please populate the table below with the relevant information (as balances may change year to year, this table represents a point in time as specified in the column "Year").

	Levied	Assessment Balance	Year
Water Lateral	Y / <input type="checkbox"/> N		
Water Transmission	Y / <input type="checkbox"/> N		
Sewer Lateral	Y / <input type="checkbox"/> N		
Sewer Trunk	Y / <input type="checkbox"/> N		

- Comments:  
AWWU has no objections to the proposed platting action.

Verified By (AWWU):

Digitally signed by Alex Proskak  
DN: cn=Alex Proskak, o=Anchorage Water &  
Wastewater Utility, ou=Engineering -  
Planning, email=alex.proskak@awwu.biz, c=US  
Date: 2025.06.30 12:40:13 -08'00'

Date:

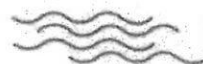
6/30/25

Anchorage Water & Wastewater Utility



Clearly

3000 Arctic Boulevard • Anchorage, Alaska 99503  
Phone 907-564-2774 • Fax 907-562-0824 • [www.awwu.biz](http://www.awwu.biz)



S 1 2 8 5 2

SEP 2 2 2025

WMS WATERCOURSE MAPPING SUMMARY

Per the requirements for watercourse verification outlined in Project Management and Engineering Operating Policy and Procedure #8 and Planning Department Operating Policy and Procedure #1 (effective June 18, 2007), MOA Watershed Management Services has inspected the following location for the presence or absence of stream channels or other watercourses, as defined in Anchorage Municipal Code (21.35).

- Project Case Number or Subdivision Name: \_\_\_\_\_
- Project Location, Tax ID, or Legal Description: Lots 42A and 42B, US Survey 3045 (plat 82-453)
- Project Area (if different from the entire parcel or subdivision): \_\_\_\_\_

In accordance with the requirements and methods identified, WMS verifies that this parcel, project area, or application:

X ~~ABC~~ **DOES NOT** contain stream channels and/or drainageways, as identified in WMS field or archival mapping information.\*

\_\_\_\_\_ **DOES** contain stream channels and/or drainageways AND these are located and identified on submittal documents in general congruence with WMS field and archival mapping information.

*New or additional mapping **IS NOT REQUIRED**.\**

\_\_\_\_\_ Contains stream channels and/or drainageways **BUT** one or more streams or other watercourses:

- are **NOT** shown on submittal documents, or
- are **NOT** depicted adequately on submittal documents for verification, or
- are **NOT** located or identified on submittal documents in general congruence with WMS field and archival mapping information.

*New or additional mapping **IS REQUIRED** and must be re-submitted for further review and verification.\**

\_\_\_\_\_ Presence of stream channels and/or drainageways is unknown AND field verification is not possible at this time. WMS will verify as soon as conditions and prioritized resources allow.

\* Streams omitted in error by WMS or others remain subject to MOA Code and must be shown in new mapping upon identification of the error.

**ADDITIONAL INFORMATION:**

- |                            |                                       |  |                                      |                                |
|----------------------------|---------------------------------------|--|--------------------------------------|--------------------------------|
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | WMS written drainage recommendations are available.      | <input type="checkbox"/> Preliminary | <input type="checkbox"/> Final |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | WMS written field inspection report or map is available. | <input type="checkbox"/> Preliminary | <input type="checkbox"/> Final |
| <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | Field flagging and/or map-grade GPS data is available.   |                                      |                                |

Inspection Certified By:

Date:

K. S. G. [Signature]

6/2/25

## CERTIFICATE OF OWNERSHIP AND DEDICATION

[illegible]

I (we) hereby agree to this plat, and to any restriction or covenant appearing hereon and any such restriction or covenant shall be binding and enforceable against present and successive owners of this subdivided property.

**Owner: Chase Delatash**  
6335 Laurel St.  
Anchorage, AK 99507

## NOTARY'S ACKNOWLEDGEMENT

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

For:

**Notary Public for Alaska**  
**My Commission Expires**

## ACCEPTANCE AND DEDICATION BY MUNICIPALITY OF ANCHORAGE

The Municipality of Anchorage hereby accepts for public uses and for public purposes the real property dedicated on this plat including, but not limited to easements, rights-of-way, alleys, roadways, thoroughfares and marks shown hereon.

Municipal Clerk	Date	Mayor of Anchorage	Date
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## APPROVALS

Plattine Office:

Municipal Super

OnSite Water and...

© 2004 Blackwell Publishing Ltd, *Journal of Internal Medicine* 255: 105–112

## PLAT APPROVAL

plan approved by the Municipal Planning Authority this day of \_\_\_\_\_ 2025.

Authorized Official

## TAX CERTIFICATION

All real property taxes levied by the Municipality of Anchorage on the area shown on this plat have been paid in full, and if approval is sought between January 1 and the tax due date, there is on deposit with the chief fiscal officer an amount sufficient to pay estimated real property tax for the current

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Official

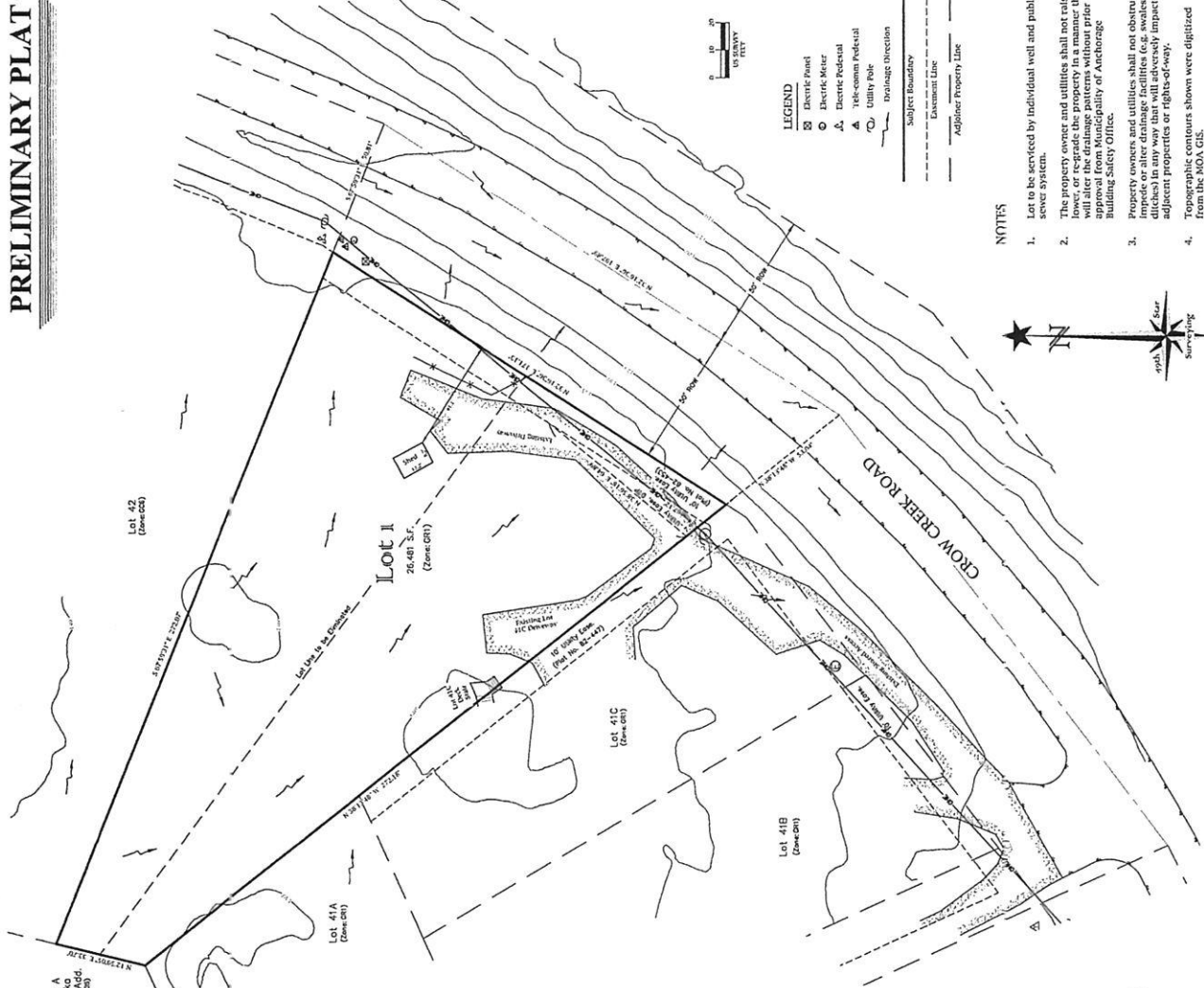
**SURVEYOR'S CERTIFICATE:**

I, Jeremy A. Hurst, professional land surveyor, do hereby certify that the plat of Lot 1, Raggedtop View Subdivision, is a true and correct representation of lands actually surveyed, and that the distances and bearings are shown correctly and that all permanent exterior control monuments, all other monuments, and lot corners have been set and staked, or if final completion is assured by subdivision agreement, they will be set as specified in said subdivision agreement. Lot corners to be set by (N/A). Monuments to be set by (N/A).

Jeremy A. Hurst	LS-11796	Date
-----------------	----------	------

S-11796

Date \_\_\_\_\_



NOTES

1. Lot to be serviced by individual well and public sewer system.
2. The property owner and utilities shall not raise, lower, or re-grade the property in a manner that will alter the drainage patterns without prior approval from Municipality of Anchorage Building Safety Office.
3. Property owners and utilities shall not obstruct, impede or alter drainage facilities (e.g. swales, ditches) in any way that will adversely impact adjacent properties or rights-of-way.
4. Topographic contours shown were digitized from the NOAA GIS.

Plat of:  
**RAGGEDTOP VIEW SUBDIVISION**

**Lot 1**  
A RESUBDIVISION OF  
LOTS 42A and 42B, US SURVEY No. 3045 (PLAT 82-153)

LOCATED WITHIN  
THE N1/2 OF SECTION 8, TOWNSHIP 10 NORTH, RANGE 2  
EAST, SEWARD MERIDIAN, ALASKA  
CONTAINING 0.608 ACRES  
ANCHORAGE RECORDING DISTRICT, THIRD  
JUDICIAL DISTRICT, STATE OF ALASKA

Jeremy@49thStarSurveying.com  
(604) 278-1149 ch 49 STAP

**STAR SURVEYING**  
(807) 861-4111  
PO BOX 738  
Clinton, AL 36037

OWN BY: JAH	Field Book: 1" = 100'	Parting Case Number:
DATE: 7/25/25	25-dbl Page(s): 1" = 20'	
Sheet No. 1 of 1	CHUCKLE: JAH	Grid: SC4715

S12852 SEP 27 2025



PRELIMINARY PLAT

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I (we) hold the herein specified property interest in the property described hereon. I (we) hereby dedicate to the Municipality of Anchorage, Alaska, the property described hereon, to be used as a public park, playground, and other public areas shown hereon. There shall be reserved adjacent to the dedicated streets shown hereon a slope reservation easement sufficient to contain cut and fill slopes of 1.5 feet horizontal for each one foot vertical (1.5 to 1) or cut or fill for the purpose of providing and maintaining the property shown hereon, and the right to use such areas at any time upon providing and maintaining other adequate lateral support, as approved by the municipality.

I (we) hereby agree to this plat, and to any restriction or covenant appearing hereon and any such restriction or covenant shall be binding and enforceable against present and successive owners of this subdivided property.

Owner: Chase Delaush  
6335 Laurel St.  
Anchorage, AK 99507

NOTARY'S ACKNOWLEDGEMENT

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

For: \_\_\_\_\_

Notary Public for Alaska  
My Commission Expires \_\_\_\_\_

ACCEPTANCE AND DEDICATION BY MUNICIPALITY OF ANCHORAGE

The Municipality of Anchorage hereby accepts for public uses and for public purposes the real property dedicated on this plat including, but not limited to easements, rights-of-way, alleys, roadways, thoroughfares and parks shown hereon.

Municipal Clerk	Date	Mayor of Anchorage	Date
<b>APPROVALS</b>			
Planning Officer:	_____	Date:	_____
Municipal Surveyor:	_____	Date:	_____
OnSite Water and Wastewater:	_____	Date:	_____

**PLAT APPROVAL**  
Plat approved by the Municipal Platting Authority this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Authorized Official \_\_\_\_\_

TAX CERTIFICATION

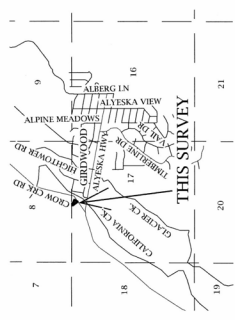
All real property taxes levied by the Municipality of Anchorage on the area shown on this plat have been paid in full, and if approval is sought between January 1 and the tax due date, there is no deposit required for the real property taxes for the current year.

Date \_\_\_\_\_ Authorized Official \_\_\_\_\_

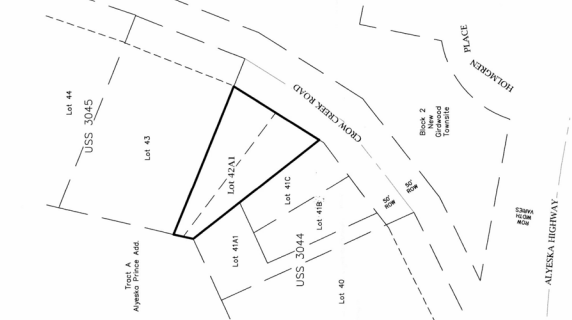
SURVEYOR'S CERTIFICATE

I, Jeremy A. Hurst, professional land surveyor, do hereby certify that the plat of Lot 1, Raggedtop View Subdivision, is a true and correct representation of lands actually surveyed and shown on the plat. I further certify that all permanent exterior control monuments, all other monuments, and lot corners have been set and staked, or if final completion is assured by subdivision agreement, they have been set and staked, and that the plat is a true and correct representation of the land shown on the plat. The plat is to be set by (N/A). Monuments to be set by (N/A).

Jeremy A. Hurst LS-11796 Date \_\_\_\_\_



VICINITY MAP: 1" = 1/2 MILE  
NAD 83 Zone 17, T10N, R2E, S4E



**From:** [Burklow, Halene D.](#)  
**Cc:** [Burklow, Halene D.](#)  
**Subject:** S12852 Reviewing Agency Routing  
**Date:** Friday, August 15, 2025 10:52:02 AM  
**Attachments:** [S12852 Routing Cover Sheet.pdf](#)  
[image001.png](#)

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Hello all,

Attached please find our Routing Coversheet for the above referenced Short Plat Case S12852, which is scheduled as a Non-Public Hearing with the Director's decision due on 09/22/25. Routing materials can be viewed by clicking on the link below, scrolling to bottom of page and selecting "S12852 Reviewing Agency Routing."

**PLEASE REMIT COMMENTS EITHER BY MAIL OR EMAIL AS FOLLOWS:** by email to Corliss Kimmel & Lori Blake ([Corliss.kimmel@anchorageak.gov](mailto:Corliss.kimmel@anchorageak.gov) & [lori.blake@anchorageak.gov](mailto:lori.blake@anchorageak.gov)) or by USPS to the address listed in the upper right hand corner of the Routing Coversheet.

S12852: <https://www.muni.org/CityViewPortal/Planning/Status?planningId=18289>

Thank you,



**Halene Burklow**  
**Senior Planning Technician • Planning Department**  
Current Planning Division - Zoning & Platting  
Email: [halene.burklow@anchorageak.gov](mailto:halene.burklow@anchorageak.gov)  
Phone: (907) 343-7937  
4700 Elmore Road, Anchorage, AK 99507  
[www.muni.org/planning](http://www.muni.org/planning)



## Status of Proposed Development Projects in Girdwood

Updated 6/13/2025

Description	Location	Developer	Status	Link	Public Comments or Hearing	MOA Process
Holtan Hills	North of Girdwood School	CY Investments	Land transferred and platted. Awaiting community meeting and PUD application.		Not yet scheduled	Expecting Conditional Use / Planned Unit Development application in summer/fall 2025
Alyeska Village phases 1-3	Alyeska Resort	Pomeroy	Approved Area Master Plan and Phase 1 Development Master Plan. Army Corps permit POA-2023-00473		None	DMP for phases 2 & 3 will require PZC public hearing
Glacier Creek Village phase 4	North of Girdwood Airport	Pomeroy	Part of approved Alyeska Resort Area Master Plan. On land currently owned by HLB/MOA		Future public hearings at HLBAC & Assembly	HLB work plan describes additional steps. No disposal planned in 2025.
Remote Avalance Mitigation storage & heliport	Old Gravel Pit @ Seward MP89	AK DOT	Application delayed until adoption of Girdwood Comprehensive Plan.		Future public hearings at Planning & (likely) Assembly	Expecting re-zoning application in Summer 2025
Alpenglow Mixed-Use	204 Hightower Rd	Girdwood Building Company, LLC	Planning application 2025-0038 PZC public hearing scheduled		None until phase 2	Development Master Plan approved
Hotel & Retail Store	Off Alyeska Hwy behind Brewery	Glacier View LLC (Tim Cabana)	GBOS resolution passed supporting a code change to allow retail uses in gC-10.		Planning will draft and introduce to PZC - hearing in Fall	Will need Planning and Zoning Commission review plus Assembly Ordinance to change code.
Cabin condo development	Off Alyeska Hwy east of bridge	Spinell Homes	Administrative review approved		None	No further approvals
ENSTAR gasline	Between wastewater plant and Virgin Creek Drive	ENSTAR	DNR issued permit for Section Line Easement. Permit on appeal.		None	No MOA involvement
Lodge and associated facilities	Girdwood Airport - north	Glacier Valley Lodge LLC	Land lease only approved by AK DOT in April 2024. Construction will require separate DOT Airport Building Permit.		Requires DOT permit (no hearing) & MOA permit*/hearings before improvements	MOA will require a Land Use Permit.
Potential helicopter operation	Girdwood Airport - south	Silverton Mountain Guides	Lease awarded for Parcel H.		Requires DOT permit (no hearing) & MOA permit with possible hearings	MOA will require a Land Use Permit application. Depending on details, may be additional process.
New water system wellhouse	Immediately north of Glacier Creek Bridge	AWWU	Initial design - no planning application pending		Future hearings at HLB Advisory Commission and Assembly	Any future disposal will have public hearings at HLB Advisory Committee and must be approved by Assembly after additional public hearing
Alyeska-Seward Highway Intersection	Alyeska-Seward Hwy junction	AK DOT	Initial concept design. CSS approved by MOA. On hold awaiting future funding (STIP anticipates 2029 or later)		Future hearings including HLB land disposal and others	Using Context Sensitive Solution (CSS) process

# What's New with the Fire Crew?



- Recruitment open houses: August 23 and August 27: 7PM
- GVFSa ISO rating now a 3 not a 2/4.
- Researching opportunities to improve ISO rating: prefire plans, staffing, training investments
- New Engineer Meg Carlson
- Hosting Tactical Emergency Casualty Care and Prehospital Trauma Life Support classes this week with free attendance offered to Alyeska Ski Patrol
- Blueberry Festival emergency planning



# Girdwood Fire July 2025



432 YTD

EMS Calls: 21

Patients Transported: 14

Vehicle Accidents: 1

Water Rescue: 3

Mudflat walkers: 3

Fire/CO Alarms: 2

outside fire: 4

Service call: 2

Man down: 1





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



**7DATE:** August 18, 2025

**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

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The Girdwood Parks Master Plan Community Survey is live and deadline has been extended! The project website is

[www.girdwoodparksplan.com](http://www.girdwoodparksplan.com).

Survey: <https://www.surveymonkey.com/r/GirdwoodParksPlan>

Thank you to all the volunteers, YEP groups and AlaskaTrails and for their hands-on work on our trails. A lot has been accomplished – get out on the trails and enjoy them! Watch for trail crew who are still working in the area and be sure to thank them for all their efforts! There may be another work party this fall to finish off one last bridge on the Middle INHT.

All of our summer services are in place. If you see anything that needs attention, please contact Kyle [kellekkt@muni.org](mailto:kellekkt@muni.org) or Margaret [tylerms@muni.org](mailto:tylerms@muni.org).



Our summer turf contractor is taking great care of our grass and fields. This is our last year under this contract, it will go out to bid for summer 2026 service. Alien Species Inc is pulling invasive weeds. There is no spraying contracted for this summer.

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. **IN PROGRESS**
- Tread work on Virgin Creek Falls Trail funded by private donation assisting with YEP crew. **COMPLETE!**
- Trail work and trailhead signage on the Lower Virgin Creek Trail (a social trail that connects Virgin Creek Road to Danich Trail). **PENDING**
- Bidding for Suspension bridge to replace the Hand Tram funded by a variety of sources. Build expected in 2026 to provide time for material acquisition. **PENDING**
- Tread and drainage work on the Middle Iditarod National Historic Trail between the school and USFS Boundary co-funded by GVSA and RTP Grant **IN PROGRESS**
- Construction of a pavilion in Lions Club Park, co-funded by GVSA, Lions Club, private donations and LWCF grant. **PENDING**

- Study storm damage to the Beaver Pond Trail/make repairs.

IN PROGRESS

**Trails:** Trails Committee is working on updating the winter map and Girdwood Trails Management Plan.

### **Parks & Amenities:**

- *Campground:* Tent campground is open.
- *Annual Beautification:* Flowers planted, now deadheading, weeding and fertilizing.
- *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:* Crew pressure washed the courts this week and they're in great shape.
- *Soccer field:* Open.
- *Sladen J Mohl Ball Field:* Open.
- *Skate Park:* Open.

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

**GBOS Non-profit Grants:** Grant cycle is now open. Application deadline FRI Sept 12 2025.

### **Other Grants:**

Land and Water Conservation Fund (LWCF) Grant: GVSA applied and was awarded a 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. Grant must be wrapped up by 2027.

Recreational Trails Program Grant (RTP): Anticipating a grant round for 2026 projects this fall. GVSA/GTC opted not to apply for 2025 RTP grant. In 2024 GTC/GVSA was awarded RTP funding for the Middle Iditarod National Historic Trail. This project is under way.

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 applied for Trail Care grant and was awarded \$1000 for trail backpack and chainsaw for trail work. Grant will be closed upon purchase and reimbursement and a final report will be completed.

**Social Media & Websites:** GBOS, committee and sub-committee meetings are now available on a calendar view. Go to [www.muni.org/gbos/events](http://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/UCOUIINprZEjhbpVPiJOIEA>

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

GBOS: [www.muni.org/gbos](http://www.muni.org/gbos)

Cemetery: [www.muni.org/gc](http://www.muni.org/gc)

LUC: [www.muni.org/gluc](http://www.muni.org/gluc)

Parks and Rec: [www.muni.org/gpr](http://www.muni.org/gpr).

GTC: [www.muni.org/gtc](http://www.muni.org/gtc)

Girdwood Trails Plan: [www.muni.org/gtp](http://www.muni.org/gtp)

PSAC: [www.muni.org/gpsac](http://www.muni.org/gpsac)

GHEC:

[www.muni.org/gbos-ghec](http://www.muni.org/gbos-ghec)

Links and info:

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

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

Anchorage Assembly: [Assembly Home](#)

Heritage Land Bank information: [www.Muni.org/HLB](https://www.Muni.org/HLB)

### **Roads**

**Road Status:** Spring road grading and Calcium Chloride application were reapplied on high-traffic roads before Forest Fair. The continuous wet weather followed, so the Calcium got diluted. Western will return in August to install a fish on Mcgeve and work through an existing list of maintenance needs as the summer budget allows. Next week, the crack sealing of Asphalt roads will take place.

### **Major project updates:**

Ruane Road fish passage culvert replacement. We've secured funding for this project, along with AWWU funding for Girdwood improvements, which the EPA is managing. We received an EPA grant agreement, and it is currently going to the Assembly for approval to accept. Once approved, a project will be set up. As soon as the MOA agrees to the grant agreement, we'll initiate the process to select a design firm to engineer the new fish passage box culvert, with construction scheduled for 2026. The funding designated for the project is \$1.6 million, and it will require a 20% match from the Service Area.

Davos Road Fish culvert @ Alyeska Creek: The new fish culvert at Davos Road and Alyeska Creek has been installed after lowering the waterline 2'. The project is in its final stages, with landscaping and recycled asphalt still pending completion for the road. It should be all completed this week.

### **Expenses and Budget:**

**Girdwood Valley Service Area 2025 Mill Rate:** 5.61 of 6 mills

#### **Roads: Road Expenditures by Month:**

Month	2023	2024	2025
January	\$62,791.19	\$51,162.50	\$29,666.25
February	\$32,793.17	\$50,612.50	\$34, 533.25
March	\$45,857.72	\$96,425.00	
April	\$31,161.25	\$60,296.50	
May	\$34,288.75	\$33,003.75	
June	\$20,791.25	\$35,861.50	
July	\$173,075.00	\$7,143.75	
August	\$146,100.00	\$51,086.42	
September	\$22,991.00	\$9,553.75	
October	\$10,090.50	\$20,370.00	
November	\$55,686.25	\$16,982.50	
December	\$66,042.50	\$22,993.75	
Total thru December:	\$701,668.85	\$455,492.25	\$64,199.50

Public works operation 2025 budget expended: \$323,882.14 of \$1,612,732.00 =20%

2025 Capital Roads Project fund available (406): \$178,000.00

2025 Davos Fish Culvert Project: \$894,164.16



**Parks:**

2025 Expended Budget: \$154,806.01 of \$848,385.00=18%  
2025 Capital Park Project (406) Reserve Fund available: \$88,122.62  
2025 Winner Creek Trail Suspension Bridge funds = \$500,000.00  
2025 Winner Creek Trail Suspension State Grant Funds = \$1,200,000.00  
2025 Community Room Capital Reserve Fund (406): \$47,896.12

**Police:**

2025 Expended Budget: \$408,194.76 of \$817,409.00 = 50%

**Fire:**

2025 Expended Budget: \$944,363.40 of \$1,954,917.00= 48%  
2025 Fire Undesignated Capital fund (406) = \$223,317.20

**Housing and Economic Fund:**

2025 Expended Budget: \$0.00 of \$117,600.00 = 0%

**Other:**

Meetings to schedule:

GBOS 2026 budget work sessions (x2 or 3) TBA

Budget complete for vote at Sept 15 GBOS meeting

GBOS Rules & Procedures Part 2 TBA



**GIRDWOOD**  
PARKS AND RECREATION

Project Updates!

[www.girdwoodparksplan.com](http://www.girdwoodparksplan.com)



# GIRDWOOD PARKS MASTER PLAN SURVEY

Girdwood Parks and Recreation is developing a Parks Master Plan that will **consider future park land** and **focus on 5 existing parks** in Girdwood:

- 1 Girdwood Park (Forest Fair Park)
- 2 Moose Meadows Park
- 3 Lions Club Park
- 4 Town Square Park
- 5 Park Reserve Greenbelts

TAKE THE  
SURVEY TO  
SHARE YOUR  
IDEAS! **SURVEY  
AVAILABLE UNTIL  
AUGUST 17**



Scan here to take  
the Girdwood  
Parks Survey



**Project Contacts:**

Kyle Kelley, Girdwood Service  
Area Manager  
[kyle.kelley@anchorageak.gov](mailto:kyle.kelley@anchorageak.gov)

Bri Keifer, Landscape Architect  
Huddle AK  
[bri@huddleak.com](mailto:bri@huddleak.com)

<https://www.surveymonkey.com/r/GirdwoodParksPlan>

## Room Tax Q&A for GBOS (Jun 16, 2025)

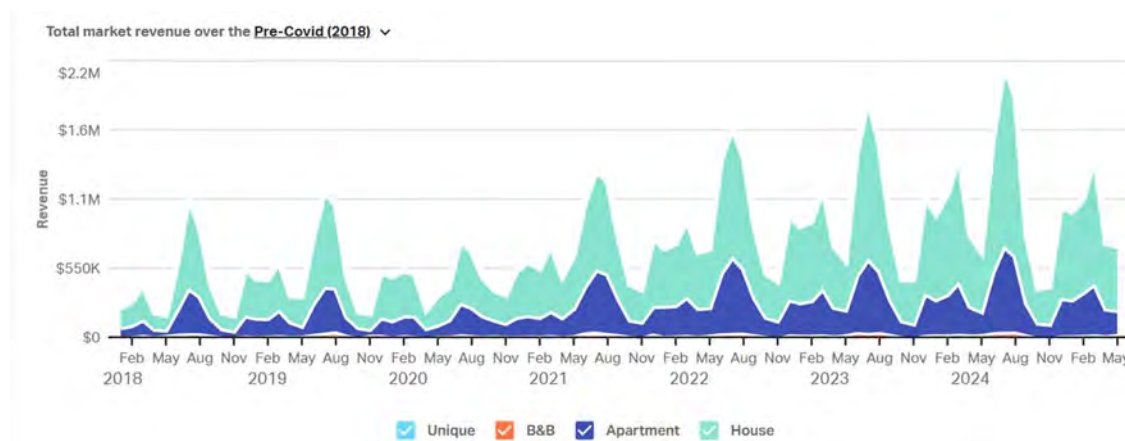
## How much room tax is collected in Girdwood?

We don't have a confirmed number. This is for two main reasons:

- a large part of Room Tax is paid by a single establishment (Alyeska Hotel), so can't be shared publically by code (AMC ).
- the MOA does not receive geographic breakdown of room tax from STR platforms. AO 2024-required STR platforms to start reporting tax revenue by location, but the STR platforms refused to comply since the MOA does not have a legal need for that data.

## Estimating STR room taxes collected from Girdwood

We can estimate the STR taxes paid by properties operating in Girdwood from an analysis published by AirDNA ([airdna.co](https://airdna.co)). A previous unpublished analysis indicated that the AirDNA revenue estimates are fairly accurate across a set of STRs by comparing the estimates against actual market performance provided confidentially by two STR property management business operating in Girdwood. The following graph shows the estimated revenue by property type for the Girdwood submarket, which includes a handful of properties in Indian/Bird.



Since the winter season spans a calendar year boundary, here is the total estimated revenue for the 12 month periods June-May, and an estimate of the STRs paid from Girdwood.

Season (June-May)	Estimated Revenue (Gross)	Percentage taxable	Estimated Revenue (Taxable)	Estimated STR Taxes(Girdwood)
2018/19	\$ 6,099,639	96%	\$ 5,855,653	\$ 702,678
2019/20	\$ 6,471,849	96%	\$ 6,212,975	\$ 745,557
2020/21	\$ 6,603,791	96%	\$ 6,339,639	\$ 760,757
2021/22	\$ 9,796,736	96%	\$ 9,404,867	\$ 1,128,584
2022/23	\$ 11,643,443	96%	\$ 11,177,705	\$ 1,341,325
2023/24	\$ 12,882,856	96%	\$ 12,367,542	\$ 1,484,105
2024/25	\$ 13,322,672	96%	\$ 12,789,765	\$ 1,534,772

## Where does room tax revenue go?

The Anchorage Charter states that the 12% gets split three ways:

- 4% (one third) going to the Convention Center operations and capital reserves
- 4% going to promote tourism and
- 4% going to the general fund

However, the revenue bonds that funded the convention center have multiple clauses that redirected some of the general fund and most of the tourism fund to prop up the revenue bonds. Through FY23 the average payment to the convention center operation and reserves was significantly higher at just over 7%:

Actual split 2006-2023:

- 7.0% to the Convention Center operations and capital reserves
- 1.0% going to promote tourism
- 3.7% going to the general fund
- with the remainder, 0.3%, going overhead costs

## Change in FY2024

The clauses in the revenue bonds that redirected more money to the reserve fund expired if the overall room tax receipts reached a high enough level over two consecutive years. They reached that threshold in both 2022 and 2023, so the 2024 revenues and beyond are now split closer to the equal thirds described in the Charter language.

## What's next?

There are several proposals being discussed in the administration and among Assembly members. None of these have reached the point of publishing a draft Ordinance.

### 1) STR Registration

There is a proposal in development to require registration of STRs. This will be similar to the failed proposal from 2023/24 but will allow the MOA to get additional information from the STR platforms. We are expecting to see a draft ordinance in the next month or so.

### 2) Additional STR tax

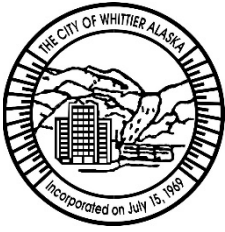
Several Assembly members are working on a new STR tax of 5% which would be in addition to the Room Tax and directed to fund housing. This proposal would require a ballot question go the voters.

### 3) Broadening the interpretation of "promoting tourism"

By Charter, one third of the net Room Tax revenue should go to "promoting tourism". So far this has been through a contract with Visit Anchorage for destination marketing. A broader interpretation of "promoting tourism" could be established through resolution to include items like facility & trails development, public bathrooms etc. But it would need to match the intent of the Charter and could be subject to legal challenges.

4) Update the Charter language for using room tax

The fourth idea is to broaden the Charter language directly to allow room tax to be spent on a wider range of projects. This would require a Muni-wide vote at an April ballot.



# THE CITY OF WHITTIER

Gateway to the Western Prince William Sound

PO Box 687, Whittier, Alaska 99693 (907) 472-2340 FAX (907) 472-2404



DATE: 7/21/2025

TO: Kyle Kelley, Girdwood Manager

FROM: Andre Achee, Whittier Chief of Police AA

RE: 2026 – 2027 Service Contract

Kyle:

Per our previous discussions, the City of Whittier would like to amend our current 2026-2027 Girdwood Service Contract extension options.

Based on the additional costs associated with our new dispatch service contract, personnel and equipment utilization in Girdwood we propose the following:

Dispatch services increase: \$25,750.00

Software (Dispatch / CAD): \$ 7,000.00

Personnel/Equipment: \$10,000.00

Total Increase: \$40,417.00

The updated costs for 2026 and 2027 are proposed to be \$896,905.00. I can expand on the breakdown of the additional costs at this evening's GBOS meeting.

If you have any questions, please contact me.



## *BROOKS W. CHANDLER*

### *Education:*

*J.D. Degree Georgetown University, 1983*

*B.A. Degree University of Rochester, 1977*

### *Employment:*

*1986 - 2023 Partner at Chandler, Falconer, Munson  
& Cacciola*

*1983 - 1986 Associate at Lane, Powell, Barker &  
Hicks*

*Member: Board of Directors- Turnagain Community Services, Inc.*

*Board of Directors- Turnagain News,*

*Gerrish Library and Community Room Boosters*

### *Activities:*

*Chair, Girdwood Board of Supervisors,  
(1998-2001)*

*Chugach State Park Citizens Advisory Board  
(1992-1995, Chair 1994-1995)*

*Friends of the Anchorage Public Library  
(2009-2018, Chair 2012-2015)*

**From:** [Brooks Chandler](#)  
**To:** [Girdwood Board of Supervisors](#)  
**Subject:** GHEC Vacancy  
**Date:** Friday, August 8, 2025 10:39:13 AM  
**Attachments:** [Resume - BWC.docx](#)

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**[EXTERNAL EMAIL]**

Greetings:

Please consider me for appointment to the GHEC vacancy. I am interested in creating work force housing in Girdwood. I had thought I could be helpful and engaged without actually being on the committee but realize that without a commitment to regularly attend meetings and contribute to the community discussion I don't make the time.

This is a tremendously challenging problem for Girdwood. I am prepared to be frustrated. But we are gradually weakening our sense of community as more and more local workers (AWWU, DOTPF, USFS, Clinic, and likely teachers in the near future) are commuters rather than rooted in Girdwood. So this is a worthy effort that needs to combine seeing what has and has not worked elsewhere with locally driven creative problem solving.

My immediate objective would be to create a timetable for committee deliverables to GBOS and the community which if adopted would identify proposed policy solutions for presentation to MOA and potential partners/funders of a realistically scaled initial "pilot" project. The committee is already moving in this direction so this appears feasible especially if the work of the committee is valued by GBOS.

Thanks for your consideration and thanks for your public service.

Brooks Chandler

Dear GBOS Board Members,

August 16, 2025

My name is Liam Coyle and I am writing to you for your consideration of my appointment to the current GHEC vacancy. As someone that has been passionate about the community of Girdwood Valley since moving and working here since last September, I believe that I would make a strong fit for the role. Since last fall, I have lived in multiple arrangements including an ADU (tiny home), two rental units, and my small-but-large-when-you-hit-the-right-angle 2021 Chevy Trax. Experiencing these housing options in addition to securing housing for my own employees gives me an accurate read on the rental market here in Girdwood. Furthermore, as a prospective home buyer, I believe that I have a well rounded understanding of the housing challenges that our community faces in all of its segments. As per the [Girdwood Valley Service Area Housing Goals](#), we need Good Housing for all prospective residents.

Beyond my experience with our housing market, my educational, professional, and volunteer background provides a strong foundation for contributing to the GHEC's objectives. The [April 2024 Girdwood Housing and Economic Analysis](#) gives great analytical insight into the issues and opportunities at hand. With the report referencing “pent-up demand” on eight separate occasions, it is evident that the lack of lower and middle class housing is Girdwood’s largest inhibitor to maintaining its personality. With case studies like Jackson, Aspen, Telluride, Park City, Truckee, Mammoth Lakes, Vail, and plenty more—we have the opportunity to learn from others and put our best foot forward. This summer alone has seen massive transformations along the Alyeska Highway as you drive into New Girdwood—none of which truly addresses the problems at hand all the while changing the face of our valley. Girdwood thrives as a recreational community wherein land development directly contradicts its image that makes it feel like home—tucked away in the mountain reaches of the northernmost rainforest in the world. And yet, we need more development so as to not displace ourselves. Ultimately, we are at a critical time in history for our town, and whether it is the precipice or continued climb of our identity is reliant on the decisions made in the next few years.

As per the most recent GHEC meeting, I believe that informing these decisions with quality research can lead to effective planning and execution that does not sacrifice Girdwood’s identity. [Benchmarking other similar communities like Whitefish](#) is a great way to leverage the resources at hand. Doing similar ventures will only make Girdwood’s future more secure. I am dedicated to that future, as I am actively building my life and career in this community. As someone that desires to truly make this my home, I would be remiss not to act when I have the chance.

Thank you, all, for your time and consideration. Please feel free to reach out with any questions and I look forward to your reply.

Sincerely,

Liam Coyle

203-209-6138

[Liam.B.Coyle@gmail.com](mailto:Liam.B.Coyle@gmail.com)

PO Box 492, Girdwood, AK 99587

**Liam B. Coyle**  
203-209-6138  
Liam.B.Coyle@gmail.com

## Education

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### Georgetown University, McDonough School of Business

*Bachelor of Science in Business Administration*

- Marketing Major, Theology Minor

**Washington, D.C.**

*Sep. 2017 – May 2021*

## Volunteer Experience

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### Lander Climate Action Network (LCAN) Steering Committee

*Committee Member*

**Lander, WY**

*Jan. 2024 – Jul. 2024*

- Helped facilitate the setting of greenhouse gas emissions reduction targets for the city of Lander: 20% by 2030, 40% by 2040, and 80% by 2050, all from a 2021 baseline
- Maintained perfect attendance at weekly meetings while organizing and participating in external work sessions
- Made regular appearances at City Council Meetings, making public comment to update attendees on LCAN initiatives

### Lander Search and Rescue (LSAR)

*Events Coordinator*

**Lander, WY**

*Aug. 2023 – Oct. 2024*

- Maintained perfect attendance at monthly meetings, contributing to logistics and operations of technical trainings
- Facilitated communications with local event hosts regarding LSAR presence and operational logistics
- Conducted community surveys regarding events through which to promote LCAN and increase brand recall

## Professional Experience

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### coasT Pizza

*Business Manager*

**Girdwood, AK**

*Apr. 2025 - Present*

- Maintained reliable, timely, and effective communication with >100 current and prospective business partners and stakeholders to ensure congruent planning and execution of business initiatives
- Negotiated >20 contracts with key suppliers and service providers for favorable terms, saving >\$10,000s in costs
- Managed a team of 29 individuals to foster a cooperative work environment and net highest grossing hours in history
- Oversaw daily operations and ordering with >90% weekly inventory turnover
- Performed primary research in internal and external markets, comparing actionable between >100 targets
- Workshopped a brand audit to identify local and regional market strategies and opportunities
- Calculated and monitored budget spending using NPVs to prioritize investments
- Implemented cost saving strategies using principles of Theory of Constraints, Lean Manufacturing, and Six Sigma

### Powder Hound Ski and Bike Shop

*Sales Associate*

**Girdwood, AK**

*Sep. 2024 - Apr. 2025*

- Grossed >\$10,000 in weekly sales revenue, offering warm and specialized buyer experiences
- Specialized in all aspects of skiing and snowboarding, informing customers on >1500 unique floor models
- Received and organized >50 deliveries within the first 2 months of employment, totaling >10,000 SKUs
- Orchestrated seasonal storage, mapping locations of 29 product categories for ease of access upon request
- Arranged employee clinics, teaching product and brand differentiation with relevant target markets
- Addressed POS desktop configuration issues, optimizing capacity while increasing transaction speed by >100%
- Ran network diagnostics for hardware failure points, watching >100 NOC endpoints in real-time and acting on alerts
- Led AWS-based B2C platform adoption, auditing and onboarding >7,000 UPCs across >10 external vendors
- Facilitated patch deployment for >20 critical systems, enabling Wi-Fi grouping, automatic updates, and bug fixing

### National Outdoor Leadership School

*Expeditions Sales Lead*

**Lander, WY**

*Apr. 2023 – Jul. 2024*

- Gave excellent customer service while generating up to \$700K in monthly sales revenue with >250 course offerings
- Created cross functional sales strategy, reworking language and frequency that led to 200% increased conversion rate
- Fielded >400 weekly touchpoints with consumers across phone calls, texts, live chats, and emails
- Created and optimized automated workflows via HubSpot CRM, increasing sales efficiency by 25%
- Refit phone systems to field entirety of call volume, increasing response rates to 100%
- Delegated external communications across ~150 internal employees across 8 departments and 33 sub departments
- Captured >2000 photo and video assets for digital marketing efforts across omnichannel
- Built local brand awareness via tabling at schools and hosting outdoor skill seminars

Original:

**Resolution of Support for a Community led project development on parcel 6-039.**

Whereas, the Girdwood Comprehensive Plan completed a Girdwood Economic and Housing Analysis identified a need for about 112 ownership units and another 129 rental units in Girdwood and;

~~Whereas, the housing analysis states a need for 24 New Units Needed Due to Population Change, 67 New Units Needed to Address Overcrowding, 75 New Units Needed to Address Pent-Up Demand for Workforce, for a total of 166 new units needed and;~~

**Commented [MT1]:** Amendment 2 remove paragraph

Whereas, the housing analysis states, "Housing supply should be increased whenever possible. Adding to the overall supply of housing within infill lots, larger tracts of land ~~that are owned by one owner such as Heritage Land Bank or Pomeroy Lodging,~~ and adding housing to existing buildings will help to increase opportunities for needed housing in Girdwood."

**Commented [MT2]:** Amendment 1: remove text and add ellipse

Therefore, GBOS supports for HLB to subdivide the buildable tract from the parcel as a whole and designate the land for development by a Girdwood non-profit via Public Private Partnership, with a goal of ~~at least~~ 50% of the land dedicated to development of workforce/affordable housing purposes.

**Commented [MT3]:** Amendment 3 add text to make this a floor not a ceiling goal

**Agenda Item LUC 2506-02:** Public Comment (3 minutes each)

Amanda Tuttle requests return of her item LUC recommendation that GBOS formally request HLB conduct a Site Specific Land Use Study.

At LUC in October 2024:

**Agenda Item LUC 2406-04:** Status of request for HLB to initiate a Land Use Study in the Girdwood Valley before any land disposals occur (Amanda Tuttle/Supv Wingard)

Tuttle is frustrated that GBOS has not taken on writing a letter to HLB requiring that they are compliant with code.

Wingard clarifies that this is on the agenda for GBOS in October. It was new business in September at GBOS.

LUC moved of support from LUC in September.

This could come up at the MOA GBOS Quarterly meeting October 28.

When this came up related to Holtan Hills, the community was told that the Crow Creek Neighborhood MP was allowable to serve the required Land Use Study.

Item will shift to Pending status in case there is need for future action.

This item was a topic at the MOA GBOS Quarterly Meeting in October 2024:

- Girdwood Land Use Study  
This is addressed in the discussion responding to Tuttle's comments earlier in the meeting HLB states that municipal code requires Site Specific Land Use Study when the applicable Comprehensive Plan doesn't provide enough information on how future land use is to be completed. HLB has completed land use studies when zoning was not completed, citing specific instances in Eagle River. There is not a similar situation in Girdwood so no site-specific land use study is required.

Item returned to LUC in November 2024 with this information:

**Agenda Item LUC 2406-04:** Status of request for HLB to initiate a Land Use Study in the Girdwood Valley before any land disposals occur (Amanda Tuttle/Supv Wingard)\*

Refer to MOA GBOS Minutes for fuller discussion. Basically, HLB says that a land use study is not required by code.

Tuttle requests that the item is re-opened and requests that LUC recommends a formal letter from GBOS to HLB.

Item will be added to LUC agenda in July. Tuttle will need to provide draft language for letter.





The Boutet Company, Inc.  
601 E. 57<sup>th</sup> Place, Suite 102  
Anchorage, Alaska 99518

Phone 907.522.6776  
Fax 907.522.6779

August 8, 2025

Kyle Kelley  
MOA Girdwood Service Area Manager  
via e-mail: [kyle.kelley@anchorageak.gov](mailto:kyle.kelley@anchorageak.gov)

Regarding: **Winner Creek Trail Bridge at Glacier Creek**  
Scope of Work and Fee Proposal  
Bidding and Construction Management, Administration, and Inspection

Dear Mr. Kelley:

The Boutet Company, Inc. (TBC) appreciates the opportunity to provide professional services to the Girdwood Service Area (GSA) for the subject bridge project. Anticipated services include executing tasks associated with bidding and construction management, administration, and inspection tasks required for developing a project in accordance with the Municipality of Anchorage (MOA) Project Management & Engineering's (PM&E) Project Management Manual (PMM).

The GSA recently completed the final design of the Winner Creek Trail Bridge at Glacier Creek project. The design provides a bridge crossing option to replace an existing hand tram. The tram - first opened in 2001 - provides a popular hiking connection to Winner Creek Trail between Crow Creek Road and the Alyeska Resort and is currently no longer in operation due to overuse and safety concerns. The United States Forest Service (USFS) manages the Winner Creek Trail; however, the surrounding land is owned by MOA's Heritage Land Bank (HLB). The existing trail is currently located within a recorded easement granted to USFS by HLB that allows for non-motorized public access. The GSA - within the MOA - owns and manages the hand tram itself. Once the tram is replaced, the new bridge will be owned, maintained and operated by the USFS.

**Scope of Services.** TBC's approach to sequencing and scheduling is based upon the phasing convention PM&E uses in its Project Status Reports. The remaining three phases are presented below.

Phase	Objectives	Major Tasks and Activities
Bidding Support	Coordinate bidding and contract award.	<ul style="list-style-type: none"><li>• Send Final documents, Information Supplied by Department, and 'Shopping Cart' information to Purchasing.</li><li>• Attend Pre-Bid Conference and on-site meeting.</li><li>• Respond to bidder questions and prepare addenda.</li><li>• Prepare bid tabulations and Recommendation of Award.</li><li>• Obtain Assembly approval.</li><li>• Issue NTP and schedule Pre-construction meeting.</li><li>• Update schedule and budget.</li></ul>

<i>Phase</i>	<i>Objectives</i>	<i>Major Tasks and Activities</i>
Construction Support	Coordinate construction phase activities through Final Acceptance.	<ul style="list-style-type: none"> <li>• File project NOI for Municipality.</li> <li>• Circulate invites for Pre-construction meeting and notice of construction start-up.</li> <li>• Lead pre-construction meeting and issue NTP.</li> <li>• Facilitate contractor submittal review and approvals (schedule, sub-contractor/vendor list, SWPPP, WZTC plan, materials).</li> <li>• Provide on-site monitoring and construction coordination. Document contractor activities with Daily Reports and photos.</li> <li>• Coordinate material testing.</li> <li>• Monitor Special Inspections.</li> <li>• Confirm compliance with environmental permits, SWPPP measures, WZTC plan, and bid documents.</li> <li>• Respond to DCVR's, Deviation Requests and RFI's.</li> <li>• Prepare Pay Requests.</li> <li>• Prepare Change Orders and Assembly Memorandums.</li> <li>• Coordinate milestone inspections, including Substantial Completion and Final Acceptance.</li> <li>• Prepare Punch List.</li> <li>• Complete reconciliation of quantities.</li> <li>• Obtain contractor's MOA and ADOL compliance documentation.</li> <li>• Coordinate contractor red-lines and A/E preparation of as-builts.</li> <li>• Issue Final Acceptance for Warranty letter and close-out NOI.</li> </ul>
Warranty	Track project through Warranty period.	<ul style="list-style-type: none"> <li>• Respond to public and agency comments on project construction.</li> <li>• Prepare project completion documents.</li> <li>• Coordinate Warranty Inspection.</li> <li>• Close-out project.</li> </ul>

**Schedule.** We will make every effort to meet a reasonable schedule and will coordinate with you to complete all necessary components of this project. It is anticipated that final bidding documents will be submitted to MOA's Purchasing Department in September 2025. Bidding will extend through October with the goal of awarding a construction contract to a Contractor by January 1, 2026 for construction to commence in June 2026.

**Proposed Fees.** The following table summarizes our proposed time and materials (T&M) fees for the work described in this proposal, detailed on a task-by-task basis:

<i>Task Description</i>	<i>Fee</i>
Bidding Support	\$14,720
Construction Support	\$138,140
Warranty	\$7,440
<b>Total</b>	<b>\$160,300</b>

August 8, 2025  
Winner Creek Trail Bridge at Glacier Creek  
Scope of Work and Fee Proposal  
Page 3 of 3

A detailed estimate is attached.

We are available at your convenience for further discussions. As always, we appreciate the opportunity to be of service.

Sincerely,

THE BOUTET COMPANY, INC.

A handwritten signature in blue ink, appearing to read 'T. Jacobson', with a stylized flourish at the end.

Todd C. Jacobson, P.E.  
Project Manager

Attachment: TBC Fee Proposal, dated August 8, 2025  
RMI Fee Proposal, dated March 3, 2025

cc: Duane Maney, TBC  
Loren Becia, P.E., TBC  
Rosa Hernandez, TBC

## 2023-2027 Professional Project Management Services

### Girdwood Service Area

Winner Creek Trail Bridge at Winner Creek

PM&E Project No. 22-31

Friday, August 8, 2025

	Project Manager	Registered Engineer/Surveyor	Project Engineer/Surveyor	Project Administrator	Engineering Technician/Inspection	2-Person Survey Crew	TBC Expenses	TBC Subtotal	RMI Subtotal	TOTAL
<i>Hourly Rate</i>	\$180	\$165	\$155	\$160	\$120	\$250	Cost + 0%		Cost + 0%	
<i>Activity</i>										
<b>Bidding Support</b>	24	32		32				\$14,720		\$14,720
<b>Construction Support</b>	88			168	576			\$111,840	\$26,300	\$138,140
<b>Warranty</b>	12			24	12			\$7,440		\$7,440
<b>TOTAL:</b>	<b>\$22,320</b>	<b>\$5,280</b>	<b>\$0</b>	<b>\$35,840</b>	<b>\$70,560</b>	<b>\$0</b>	<b>\$0</b>	<b>\$134,000</b>	<b>\$26,300</b>	<b>\$160,300</b>

#### Notes:

1. Bidding Support includes 1 pre-bid site visit at 8 hours each for PM, Design Engineer, and PA.
2. Construction Management assumes 8 weeks, 5 days a week, 1 hour per day + 1 site visit per week for 6 hours per visit.
3. Construction Administration assumes 8 weeks, 5 days a week, 3 hours per day + 1 site visit per week for 6 hours per visit.
4. Full-time Construction Inspection assumes 8 weeks, 6 days a week, 12 hours per day.
5. Full-time Construction Inspection is all straight time - no overtime rates.



**REID MIDDLETON, INC.**  
**STRUCTURAL ENGINEER'S FEE ESTIMATE**

**Date:** 3/28/2025

**PROJECT:** Winner Cr Bridge Phase 002 - Construction Administration

**PREPARED FOR:** MOA

**PREPARED BY:** David Stierwalt, PE

**Terms:** Time & Expense

**PROPOSAL NO:** 402023.065.002

ITEM	PRINCIPAL	ASSOCIATE PRINCIPAL	ASSOCIATE	SENIOR ENGINEER	PROJECT ENGINEER	DESIGN ENGINEER	DESIGNER I	PROJECT ADMIN	LINE TOTALS	TASK TOTALS
<b>I Construction Administration</b>										
As-Needed DOR Support to USFS Field Personnel (shop drawings, RFIs, field changes, etc)	4			60				2	\$ 13,558	
Required DOR Site Visits (x2)				16					\$ 3,264	
As-Built Record Drawings				16					\$ 3,264	
Coordination with Owner				24					\$ 4,896	
Misc Project Management	2			2				2	\$ 1,206	
<b>Subtotal Task 1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>128</b>	<b>\$ 26,188</b>
<b>TOTAL HOURS:</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>		<b>\$26,188</b>
<b>HOURLY RATE:</b>	\$ 260	\$ 239	\$ 229	\$ 204	\$ 181	\$ 164	\$ 146	\$ 139		
<b>SUBTOTAL LABOR:</b>	\$1,560	\$0	\$0	\$24,072	\$0	\$0	\$0	\$556	<b>\$26,188</b>	
<b>ESTIMATED REIMBURSABLE EXPENSES</b>									<b>\$112</b>	
<b>TOTAL EST FEE:</b>									<b>\$26,300</b>	

A: REIMBURSABLES INCLUDE MILEAGE, PER DIEM COSTS, AIRFARE & COURIER CHARGES.

B: REFER TO REID MIDDLETON, INC EXHIBITS A & B.

C: THIS PROJECT WILL NOT BE PUT ON HOLD OR HAVE THE PERIOD OF PERFORMANCE EXTENDED WITHOUT AN OPPORTUNITY TO ADJUST THE ENGINEERING FEES TO ACCOUNT FOR THE ADDITIONAL REWORK ASSOCIATED WITH A RESTART OR ELONGATED TIMELINES.



The Boutet Company, Inc.  
601 E. 57<sup>th</sup> Place, Suite 102  
Anchorage, Alaska 99518

Phone 907.522.6776  
Fax 907.522.6779

August 8, 2025

Kyle Kelley  
MOA Girdwood Service Area Manager  
via e-mail: [kyle.kelley@anchorageak.gov](mailto:kyle.kelley@anchorageak.gov)

Regarding: **Ruane Road Culvert Replacement**  
Scope of Work and Fee Proposal  
Project Management, Administration, and Inspection

Dear Mr. Kelley:

The Boutet Company, Inc. (TBC) appreciates the opportunity to provide professional services to the Girdwood Service Area for the subject culvert project. Anticipated services include executing the tasks required for developing a project in accordance with the Municipality of Anchorage (MOA) Project Management & Engineering's (PM&E) Project Management Manual (PMM).

Girdwood's Ruane Road was washed out in Fall 2021 due to the failure of two undersized and poor conditioned culverts. Capacity requirements for storm drain systems and culverts have increased in recent years due to increased precipitation events. The two damaged, corrugated metal pipes (CMPs) are temporarily replaced with two 60-inch CMPs until a permanent fish passage structure can be designed and installed.

To address both the structural need for a permanent solution and comply with agency stipulations, this project will replace the temporary culverts with a fish passage structure that will provide safe, long-term access to the Girdwood Wastewater Treatment Facility (WWTF) as well as accommodate movement of the multiple species of salmon found in California Creek.

**Scope of Services.** TBC's approach to sequencing and scheduling is based upon the phasing convention PM&E uses in its Project Status Reports. These eight phases form an integrated project life cycle, as presented below.

Phase	Objectives	Major Tasks and Activities
Set-Up	Work with Capital Program Development Manager to confirm project scope, schedule, and budget.	<ul style="list-style-type: none"><li>• Confirm project limits and scope through research and field investigation.</li><li>• Develop baseline budget and schedule.</li><li>• Prepare RFP for design services.</li><li>• Coordinate with AWWU's Project Management A/E (Jacobs) to ensure procurement language is in conformance with EPA grant requirements.</li><li>• Work with Purchasing to advertise RFP, assemble Selection Committee, respond to questions from proposers, and prepare addenda.</li><li>• Organize and participate as non-voting member in selection.</li></ul>



<i>Phase</i>	<i>Objectives</i>	<i>Major Tasks and Activities</i>
		<ul style="list-style-type: none"> <li>• Prepare Authority to Negotiate Request.</li> </ul>
A/E Negotiations	Work with selected A/E to develop design-phase scope of work, negotiate A/E agreement, and prepare and execute A/E professional services contract.	<ul style="list-style-type: none"> <li>• Confirm scope of A/E Basic Services.</li> <li>• Anticipate A/E Additional Services.</li> <li>• Negotiate A/E fees consistent with Basic and Additional Services.</li> <li>• Prepare Recommendation of Award Memorandum.</li> <li>• Prepare A/E contract and coordinate contract execution.</li> <li>• Issue NTP.</li> </ul>
Design Study Memorandum	Coordinate A/E study activities.	<ul style="list-style-type: none"> <li>• Verify previously completed topographic surveys and base mapping.</li> <li>• Soils investigations and analysis.</li> <li>• Hydrology and hydraulic analysis.</li> <li>• Develop environmental permitting plan.</li> <li>• Identify utility relocation requirements and initiate coordination with utilities.</li> <li>• Develop 35% design documents.</li> <li>• Draft Design Memorandum (DSM) development and distribution.</li> <li>• Coordinate with Jacobs to review procurement documents and engineering design.</li> <li>• Update schedule and budget.</li> </ul>
Preliminary Design	Coordinate A/E development of 65% plans, specifications, and estimates. Identify ROW and utility relocation requirements.	<ul style="list-style-type: none"> <li>• Develop 65% documents and circulate for review.</li> <li>• Coordinate with Jacobs to review procurement documents and engineering design.</li> <li>• Prepare ROW legal descriptions and parcel maps and initiate ROW acquisition task, as required.</li> <li>• Continue utility relocation coordination and prepare Utility Relocation Agreements.</li> <li>• Prepare environmental permit documentation and applications.</li> <li>• Ongoing public involvement.</li> <li>• Respond to 65% review comments.</li> <li>• Update schedule and budget.</li> </ul>
Final Design	Coordinate A/E development of 95% and Final plans, specifications, and estimates.	<ul style="list-style-type: none"> <li>• Develop 95% and Final documents and circulate for review.</li> <li>• Coordinate with Jacobs to review procurement documents and engineering design.</li> <li>• Complete ROW acquisition and Utility Relocation Agreements.</li> <li>• Complete environmental permits.</li> <li>• Respond to 95% review comments.</li> <li>• Update schedule and budget.</li> </ul>
Bidding Support	Coordinate bidding and contract award.	<ul style="list-style-type: none"> <li>• Send Final documents, Information Supplied by Department, and 'Shopping Cart' information to Purchasing.</li> <li>• Coordinate with Jacobs to ensure procurement language is in conformance with EPA grant requirements.</li> <li>• Attend Pre-Bid Conference.</li> <li>• Respond to bidder questions and prepare addenda.</li> <li>• Prepare bid tabulations and Recommendation of Award.</li> </ul>

<i>Phase</i>	<i>Objectives</i>	<i>Major Tasks and Activities</i>
Construction Support	Coordinate construction phase activities through Final Acceptance.	<ul style="list-style-type: none"> <li>• Obtain Assembly approval.</li> <li>• Issue NTP and schedule Pre-construction meeting.</li> <li>• Update schedule and budget.</li> <li>• File project NOI for Municipality.</li> <li>• Circulate invites for Pre-construction meeting and notice of construction start-up.</li> <li>• Lead pre-construction meeting and issue NTP.</li> <li>• Facilitate contractor submittal review and approvals (schedule, sub-contractor/vendor list, SWPPP, WZTC plan, materials).</li> <li>• Provide on-site monitoring and construction coordination. Document contractor activities with Daily Reports and photography.</li> <li>• Confirm compliance with environmental permits, SWPPP measures, WZTC plan, and bid documents.</li> <li>• Coordinate materials testing.</li> <li>• Respond to DCVR's, Deviation Requests and RFI's.</li> <li>• Prepare Pay Requests.</li> <li>• Prepare Change Orders and Assembly Memorandums.</li> <li>• Coordinate milestone inspections, including Substantial Completion and Final Acceptance.</li> <li>• Prepare Punch List.</li> <li>• Complete reconciliation of quantities.</li> <li>• Obtain contractor's MOA and ADOL compliance documentation.</li> <li>• Coordinate with Jacobs to ensure Contractor is in compliance with EPA grant requirements.</li> <li>• Coordinate contractor red-lines and A/E preparation of as-builts.</li> <li>• Issue Final Acceptance for Warranty letter and close-out NOI.</li> </ul>
Warranty	Track project through Warranty period.	<ul style="list-style-type: none"> <li>• Respond to public and agency comments on project construction.</li> <li>• Prepare project completion documents.</li> <li>• Coordinate Warranty Inspection.</li> <li>• Close-out project.</li> </ul>

**Schedule.** We will make every effort to meet a reasonable schedule and will coordinate with you to collect the necessary components of this project. Development of a Request for Proposal will begin within seven (7) days of receiving a Notice to Proceed (NTP). We anticipate 60 days after receipt of an NTP to begin negotiations with a selected A/E consultant to perform design activities. Design will extend from December 2025 through December 2026 with the goal of bidding the project in January 2027 with construction activities to commence in June 2027.

**Proposed Fees.** The following table summarizes our proposed time and materials (T&M) fees for the work described in this proposal, detailed on a task-by-task basis:

<i><b>Task Description</b></i>	<i><b>Fee</b></i>
Set-Up	\$8,160
A/E Negotiations	\$4,800
Design Study Memorandum	\$6,720
Preliminary Design	\$7,680
Final Design	\$7,200
Bidding Support	\$6,720
Construction Support	\$66,840
Warranty	\$4,960
<b>Total</b>	<b>\$113,080</b>

A detailed estimate is attached.

We are available at your convenience for further discussions. As always, we appreciate the opportunity to be of service.

Sincerely,

THE BOUTET COMPANY, INC.



Todd C. Jacobson, P.E.  
Project Manager

Attachment: TBC Fee Proposal, dated August 8, 2025

cc: Duane Maney, TBC  
Loren Becia, P.E., TBC  
Rosa Hernandez, TBC

## 2023-2027 Professional Project Management Services

Girdwood Service Area

Ruane Road Culvert Replacement

PM&E Project No. TBD

Friday, August 8, 2025

	Project Manager	Registered Engineer/Surveyor	Project Engineer/Surveyor	Project Administrator	Engineering Technician/Inspection	2-Person Survey Crew	TBC Expenses	TBC Subtotal	Subconsultant Subtotal	TOTAL
<i>Hourly Rate</i>	\$180	\$165	\$155	\$160	\$120	\$250	Cost + 0%		Cost + 0%	
<i>Activity</i>										
Set-Up	24			24				\$8,160		\$8,160
A/E Negotiations	16			12				\$4,800		\$4,800
Design Study Memorandum	16			24				\$6,720		\$6,720
Preliminary Design (65%)	16			24	8			\$7,680		\$7,680
Final Design	16			24	4			\$7,200		\$7,200
Bidding Support	16			24				\$6,720		\$6,720
Construction Support	30			60	432			\$66,840		\$66,840
Warranty	8			16	8			\$4,960		\$4,960
<b>TOTAL:</b>	<b>\$25,560</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,280</b>	<b>\$54,240</b>	<b>\$0</b>	<b>\$0</b>	<b>\$113,080</b>	<b>\$0</b>	<b>\$113,080</b>

**Notes:**

1. Construction Management assumes 6 weeks, 5 days a week, 1 hour per day.
2. Construction Administration assumes 6 weeks, 5 days a week, 2 hours per day.
3. Full-time Construction Inspection assumes 6 weeks, 6 days a week, 12 hours per day.
4. Full-time Construction Inspection is all straight time - no overtime rates.



August 15, 2025

Attn: Kyle Kelley  
Girdwood Service Area Manager  
Municipality of Anchorage

Project name: AWWU PMO

**Subject: CTO 10 – Ruane Road Grant Support - Scope and Fee Proposal – V2**

Dear Kyle,

AWWU (“Administrator”) has entered a term contract with Jacobs Project Management Co (“Contractor”) to provide Professional/Project Management Services. The objective of this contract is to supplement AWWU’s staff by responding to a variety of Contract Task Orders (CTOs). The CTOs will be executed under a Program Management format primarily to deliver Federally Funded Congressionally Directed Spending AWWU projects and potentially other projects identified by other Municipality of Anchorage (MOA) Departments such as Solid Waste Services (SWS), Project Management and Engineering (PM&E), etc.

**Scope of Services**

Under this task, the Contractor will support PM&E’s Ruane Road Culvert Replacement EPA Grant funded project (EPA Grant Number 02J65001). The Contractor will work with PM&E’s design project manager, design firm, and construction contractor to provide grant support and compliance via the tasks listed below:

**Task 1: Design Phase Grant Compliance**

Under this task, the Contractor will coordinate with PM&E’s design project manager (The Boutet Company [TBC]) to review the design consultant procurement documents and engineering design documents for compliance with the grant document. This will include review of the design consultant RFP documents for:

- Procurement language in conformance with the grant requirements

After selection of a design consultant the Contractor will review the 65%, 95%, and final design by the design consultant for:

- Mandatory language stipulated by the grant
- Procurement language in conformance with the grant requirements

**Deliverables:**

- Summary of grant requirements for use by the MOA and TBC when communicating project requirements to others.
- Review comments on design consultant request for proposal prepared by TBC
- Review comments at 65%, 95%, and final design by design consultant

Assumptions:

- TBC will develop design consultant RFP documents for review by the Contractor
- Design consultant procurement will follow the Brooks Act or equivalent state qualifications-based process
- The design consultant selection will be via public solicitation, qualification-based evaluation, negotiation with top firms
- The Contractor will not participate in the review of proposals or fee negotiation for the design firm
- No changes to scope, design, key personnel, budget, or major facility changes that require EPA review and approval will be required
- Review period for RFP and design documents will be 1 week, with at least 1 week notice before delivery

Task 2: Construction Phase Grant Compliance

Under this task, the Contractor will review the construction contractor's work for compliance with the EPA grant including:

- Review and reporting of DBE Good Faith Efforts and Utilization Reportion
- Davis Bacon prevailing wage determinations, conformance assistance, certified payroll review, and employee interviews.
- Build America, Buy America (BABA) documentation
- American Iron and Steel (AIS) documentation

Assumptions:

- The Contractor will make regular trips to the project site during active construction for Davis Bacon prevailing wage interviews. The active construction period requiring Davis Bacon interviews is 4 months.
- Mileage for Davis Bacon interviews will be billed at the federal mileage reimbursement rate.
- No changes to scope, design, key personnel, budget, or major facility changes that require EPA review and approval will be required
- Construction contractor will provide documentation of DBE good faith efforts and utilization reports
- Construction contractor will prepare certified payroll for review by Contractor
- No BABA waivers will be required
- BABA and AIS documentation review will be a single review of all construction contractor provided submittals.
- Construction contractor will develop Inadvertent Discovery Plan (IDP) before excavation
- Construction contractor will obtain necessary state and federal permits prior to construction
- The construction project will be managed and administered by the MOA and/or TBC and the design consultant

Task 3: Reporting, Reimbursement Requests, and Project Management

This task includes the ongoing management of the grant including:

- Request of reimbursement for design on behalf of the MOA
- Reporting as required by the grant
  - Bi-annual reports submitted by April 30 and October 30<sup>th</sup> each year (4 reports in total)
  - Final grant report 120 days after the project ends

Date: 15 August 2025

**Subject:** CTO 10 – Ruane Road Grant Support – Scope and Fee Proposal – V2



Additionally, this task includes the general management of this task order under the PMO. This includes invoicing, coordination, and other project management fundamentals.

**Assumptions:**

- MOA will facilitate direct Contractor access to the EPA system for fund disbursement, reporting, and other activities that require coordination with the EPA
- MOA will provide necessary information from TBC, design contractor, and construction contractor in time to complete grant reports
- Bi-annual reporting includes: accomplishments vs. work plan, unmet goals, cost analysis, notification of issues affecting project goals
- MOA will provide EPA access to all relevant records and conduct site visits and inspections
- No National Environmental Policy Act (NEPA) permitting will be performed by the Contractor

**CTO10 Assumptions**

The following general assumptions apply to the execution of this CTO:

- PM&E/AWWU/MOA will be signatory for contracts, change orders, agreements, and grant documents.
- Control and management of project costs are the responsibility of MOA and/or TBC.
- Control and maintenance of the project schedule will be by the MOA and/or TBC.
- No EPA audits of this grant will be performed
- MOA will provide operation and maintenance of the funded facilities for their full useful life.

**Schedule**

The Contractor is available to begin work immediately, and will respond to the schedule of the project, which is generally as follows:

- RFP for design consultant selection: August/September 2025
- Design: Winter 2025-2026
- Construction: 2026-2027 (with winter shutdown)

**Compensation**

Compensation will be defined by the Contractor's Fee Schedule, based on the attached estimated Level of Effort. The work will be conducted on a Time & Materials basis, invoiced monthly.

Kind regards,

  
Rebecca Venot, PE  
Program Director

Copies to: Mark Schimscheimer  
Alison Valdez



## AWWU/MOA PMO CTO 10 Ruane Rd Grant Support

Fee Est: 8/15/2025

AWWU PMO TO 10 Ruane Road Grant Support	USD	Hrs
Task 1 - Design Phase Grant Compliance	\$10,256	40
Task 2 - Construction Phase Grant Compliance	\$42,175	180
Mileage Expenses	\$300	
Task 3 - Reporting, Reimbursement Requests and PM	\$30,161	138
Total	\$82,592	358



Procut	Item	Qty	SBS	URESCO	Builders Choice
Wood	12x12 - 9' posts	6	\$7,833.00	\$5,684.40	\$12,703.02
	10x10 - 14.78' cross	3	\$4,813.50	\$3,053.20	\$5,457.23
	10x 10 Ribbon - 20'	2	\$4,011.50	\$2,544.33	\$4,547.69
	8x10 Ridge -20'	1	\$1,556.50	\$855.33	\$1,829.33
	8x8 Knee Brace -4.55'	14	\$4,228.00	\$2,809.60	\$5,853.87
	6x8 Rafter -11.16'	10	\$5,410.00	\$4,057.60	\$5,477.91
	4x8 End Rafter-11.16'	4	\$1,467.00	\$808.58	\$1,322.88
	8x8 King Post - 3.08'	3	\$724.50		
	2x10 Fascia - 11'	4	\$1,327.00	\$380.00	\$999.14
	<b>Sub-Total</b>		<b>\$31,371.00</b>	<b>\$20,193.04</b>	<b>\$38,191.07</b>
Roofing	2x6 T&G	52	\$10,935.00	\$2,768.22	\$10,156.24
	5/8" Roff Sheathing	18	\$598.50	\$590.40	\$552.85
	Metal Roofing package	506 sf	1821.26	\$2,281.76	\$1,646.66
	<b>Sub-Total</b>		<b>\$13,354.76</b>	<b>\$5,640.38</b>	<b>\$12,355.75</b>
Brackets	beam brackets and ties			\$23,966.38	
Hardware	Bolts, washers,nuts			\$2,418.25	
	<b>Sub-Total</b>			<b>\$26,384.63</b>	
Labor	<b>Construction contactor</b>			<b>\$115,930.00</b>	
	<b>Total</b>		<b>\$44,725.76</b>	<b>\$168,148.05</b>	<b>\$50,546.82</b>

Funding					
	Girdwood P&R Capital			\$143,148.05	
	Lions Club			\$25,000.00	
	<b>Total</b>			<b>\$168,148.05</b>	

LWCF grant will reimburse half of the lumber, hardware, and construction costs. Should expect about \$75k back in reimbursements.

RESOLUTION 2025

of the Girdwood Board of Supervisors

RESOLUTION OF SUPPORT

FOR REPLACEMENT OF FIREFIGHTING PERSONAL PROTECTIVE EQUIPMENT, COMPUTER EQUIPMENT  
AND FIREFIGHTING HOSE FROM THE 406 CAPITAL ACCOUNT FOR FIRE

WHEREAS, the Girdwood Fire Department has an inventory of fire hose (hose on apparatus and in reserve) and follows NFPA recommendations with annual testing of fire hose for potential failure; and, is in need of \$12,000 for purchase of 3 inch supply hose; and

WHEREAS, Girdwood Fire Department needs to replace \$8,000 of firefighting personal protective gear (neck shrouds, boots) due to end of service life; and

WHEREAS, Anchorage Fire Department (AFD) Data Systems notified Girdwood of a need to replace \$10,000 of front line computer equipment in July by October 2025 due to obsolescence and lack of IT support. This equipment will be purchased by AFD Data Systems; and

WHEREAS, the total cost to replace this equipment will be approximately \$30,000.

NOW THEREFORE, the Girdwood Board of Supervisors supports purchase of fire personal protective equipment, hose and computer equipment in 2025 for a total of \$30,000 (THIRTY THOUSAND DOLLARS) from the 406 capital fire account.

Passed and approved by a vote of \_\_\_\_\_ on this day \_\_\_\_ of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Brianna Sullivan, GBOS Fire Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date



# MUNICIPALITY OF ANCHORAGE

## Assembly Memorandum

AM No.        - 2025

Meeting Date:                     

**FROM: MAYOR**

**SUBJECT: AN ORDINANCE OF THE ANCHORAGE ASSEMBLY AMENDING ANCHORAGE MUNICIPAL CODE SECTION 21.09.030 TO DESIGNATE THE GIRDWOOD BOARD OF SUPERVISORS AS A REVIEWING BOARD ON LAND USE MATTERS AFFECTING GIRDWOOD, AND WAIVING PLANNING AND ZONING COMMISSION REVIEW.**

The community of Girdwood, often through the Girdwood Board of Supervisors (“GBOS”), has long been involved in planning, zoning, and other land use development decisions affecting Girdwood. However, under existing Anchorage Municipal Code, Title 21, GBOS is not included as a “review or decision-making body” capable of initiating Title 21 text amendments or comprehensive plan amendments. This proposed code change would amend Anchorage Municipal Code, Title 21, to designate the Girdwood Board of Supervisors as a reviewing board. The communities of Chugiak and Eagle River have representation from the Chugiak-Eagle River Advisory Board; this ordinance proposes to mirror the language in AMC 21.10.030 establishing and designating the Chugiak-Eagle River Advisory Board as a reviewing board on land use matters affecting Chugiak and Eagle River.

There are no private sector economic effects and local government effects are less than \$30,000.00, and therefore pursuant to AMC 2.30.053B.1., no Summary of Economic Effects is attached to this ordinance.

**THE ADMINISTRATION RECOMMENDS APPROVAL.**

Prepared by:	Department of Law
Approved by:	Eva Gardner, Municipal Attorney
Concur:	Mélisa R.K. Babb, Planning Director
Concur:	Lance Wilber, Director, Planning, Development, & Public Works
Concur:	Ona R. Brause, Director, OMB
Concur:	William D. Falsey, Chief Administrative Officer
Concur:	Rebecca A. Windt Pearson, Municipal Manager
Respectfully submitted:	Suzanne LaFrance, Mayor

Submitted by: Chair of the Assembly at the  
Request of the Mayor  
Prepared by: Dept. of \_\_\_\_\_  
For reading: \_\_\_\_\_ (always blank)

**ANCHORAGE, ALASKA**  
**AO No. 2025-\_\_\_\_\_**

**AN ORDINANCE OF THE ANCHORAGE ASSEMBLY AMENDING ANCHORAGE MUNICIPAL CODE SECTION 21.09.030 TO DESIGNATE THE GIRDWOOD BOARD OF SUPERVISORS AS A REVIEWING BOARD ON LAND USE MATTERS AFFECTING GIRDWOOD, AND WAIVING PLANNING AND ZONING COMMISSION REVIEW.**

**WHEREAS**, the Girdwood Board of Supervisors desires input into the planning and zoning decisions affecting Girdwood; and

**WHEREAS**, the communities of Chugiak and Eagle River have representation from the Chugiak-Eagle River Advisory Board; and

**WHEREAS**, this ordinance proposes to mirror the language designating the Chugiak- Eagle River Advisory Board as an advisory board on land use matters for the Girdwood Board of Supervisors; now, therefore,

**THE ANCHORAGE ASSEMBLY ORDAINS:**

**Section 1.** Anchorage Municipal Code section 21.02.020 is hereby amended to add a new subsection as follows (*the remainder of the section is not affected and therefore not set out*):

**21.02.020 Table of decision and review authority.**

- A. Table 21.02-1 summarizes the major review and decision-making responsibilities of the assembly, the municipal staff, and the other entities that have roles in the procedures set forth in Chapter 21.03, Review and Approval Procedures. Such other entities are referred to as the "land use boards and commissions" and include: the planning and zoning commission, the platting board; the zoning board of examiners and appeals; the board of adjustment, the urban design commission; and the geotechnical advisory commission. Any application, not including an appeal, to be heard and decided by these land use boards and commissions that is for development in the Chugiak-Eagle River area, as defined in Section 21.10.020C., shall be sent to the Chugiak-Eagle River Advisory Board and the matter heard not sooner than 30 days after transmittal. Any application, not including an appeal, to be heard and decided by these land use boards and commissions that is for development in the Girdwood area, as defined in Section 21.09.020C., shall be sent to the Girdwood Board of Supervisors and the matter heard not sooner than 30 days after transmittal.

(AO 2012-124(S), 2-26-13; AO 2013-117, 12-3-13; AO No. 2020-38, § 10, 5-28-20)

**Section 2.** Anchorage Municipal Code section 21.09.030 is hereby amended to add a new subsection as follows (*the remainder of the section is not affected and therefore not set out*):

**21.09.030      Administration and review procedures.**

\*\*\*      \*\*\*      \*\*\*

**G.      Girdwood Board of Supervisors.**

1.      The Girdwood Board of Supervisors shall act as an advisory board to review and make recommendations on actions addressed in Section 21.02.020 which affect Girdwood.
2.      The Girdwood Board of Supervisors does not amend or abridge the ability of individual community councils to provide input to any other board or commission, or to the administration or assembly, on any matters for which it exercises review authority.
3.      The Girdwood Board of Supervisors shall provide review and make recommendations to the municipality and its boards and commissions on matters including the following:
  - a.      Changes to the Girdwood Comprehensive Plan and changes to the other comprehensive plans and studies which impact Girdwood.
  - b.      Actions involving the platting board, planning and zoning commission, zoning board of examiners and appeals, and the urban design commission that require public notice to multiple community councils in Girdwood.
  - c.      Code changes, public facility site selection, overlay districts, and large retail establishments in Girdwood.
4.      Applications and proposals for developments in Girdwood, not including appeals, to be heard and decided by land use boards or commissions shall be first transmitted to the Girdwood Board of Supervisors and the hearing by such board or commission held not sooner than 30 days after transmittal. Failure of the Girdwood Board of Supervisors to meet and provide recommendations prior to such hearing shall not preclude the board or commission from proceeding with the hearing and decision.

(AO 2012-124(S), 2-26-13; AO 2013-117, 12-3-13)

**Section 3.** Planning and zoning commission review of this Title 21 text

1 amendment is waived under AMC 21.03.210C., as amended by AO 2024-64; this  
2 ordinance shall comply with Charter § 10.01(b) notice requirements.  
3

4 **Section 4.** This ordinance shall be effective immediately upon passage and  
5 approval by the Assembly.  
6

7  
8 PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day  
9 of \_\_\_\_\_, 2025.  
10

11  
12  
13  
14 \_\_\_\_\_  
Chair of the Assembly

15 ATTEST:

16  
17  
18 \_\_\_\_\_  
19 Municipal Clerk  
20



# MUNICIPALITY OF ANCHORAGE

## Assembly Memorandum

No. AM - 2025

Meeting Date: \_\_\_\_\_

**From: MAYOR**

**Subject: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE (AMC) 4.60.200, HERITAGE LAND BANK ADVISORY COMMISSION, TO REQUIRE TWO MEMBERS THAT RESIDE IN THE GIRDWOOD AREA.**

This proposed ordinance designates a second seat on the Heritage Land Bank Advisory Commission to a resident of the Girdwood area. Currently, AMC 4.60.200 requires one of the seven seats shall be a resident of the Girdwood area. While the mayor is not precluded from appointing more than one Girdwood area resident to the Commission, this ordinance recognizes that 49% of the Heritage Land Bank inventory is located in Girdwood and thus, designating a second seat on the Commission provides a more proportionate representation.

There are no private sector economic effects and local government effects are less than \$30,000.00, and therefore pursuant to AMC 2.30.053B.1., no Summary of Economic Effects is attached to this ordinance.

### THE ADMINISTRATION RECOMMENDS APPROVAL.

Prepared by:	Department of Law
Approved by:	Eva Gardner, Municipal Attorney
Concur:	Tiffany Briggs, Real Estate Director
Concur:	Ona R. Brause, Director, Office of Management and Budget
Concur:	William D. Falsey, Chief Administrative Officer
Concur:	Rebecca A. Windt Pearson Municipal Manager
Respectfully submitted:	Suzanne LaFrance, Mayor

Submitted by: Chair of the Assembly at the  
Request of the Mayor  
Prepared by: Dept. of \_\_\_\_\_  
For reading: \_\_\_\_\_ *(always blank)*

**ANCHORAGE, ALASKA**  
**AO No. 2025-\_\_\_\_\_**

**AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE (AMC) 4.60.200, HERITAGE LAND BANK ADVISORY COMMISSION, TO REQUIRE TWO MEMBERS THAT RESIDE IN THE GIRDWOOD AREA.**

**WHEREAS**, Anchorage Municipal Code currently requires one of the seven seats on the Heritage Land Bank Advisory Commission to be a resident of the Girdwood area;

**WHEREAS**, forty-nine percent of the Heritage Land Bank inventory is located in Girdwood;

**WHEREAS**, this ordinance designates a second seat on the Heritage Land Bank Advisory Commission to a resident of the Girdwood area;

**WHEREAS**, designating a second seat on the Commission provides a more proportionate representation; now, therefore,

**THE ANCHORAGE ASSEMBLY ORDAINS:**

**Section 1.** Anchorage Municipal Code 4.60.200, Heritage Land Bank Advisory Commission, is hereby amended to read as follows (*the remainder of the section is not affected and therefore not set out*):

**4.60.200 Heritage Land Bank Advisory Commission.**

There is established a Heritage Land Bank Advisory Commission, to perform those functions assigned to it by chapter 25.40.

- A. The Heritage Land Bank Advisory Commission shall be composed of seven voting public members appointed by the mayor and confirmed by the assembly. When appointing members to the Heritage Land Bank advisory commission, the mayor shall consider public members selected from a diversity of geographic residence, occupations, and civic involvement in the Anchorage community. At least two members [ONE MEMBER] shall reside in the Girdwood area and at least one member shall reside in the Eagle River-Chugiak area. No more than three members shall have professional interests in acquisition, financing or development of private real property within the municipality. Those persons appointed and confirmed shall serve a term of three years. No person may serve more than two consecutive three-year terms on the commission.

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**Section 2.** This ordinance shall be effective immediately upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Chair of the Assembly

ATTEST:

\_\_\_\_\_  
Municipal Clerk

August 11, 2025

**Girdwood Board of Supervisors**

**Subject:** Request for Installation of No Parking Signs on Crystal Mountain Road – Taos to Verbier

Dear Girdwood Board of Supervisors,

I am writing as a concerned resident of Girdwood to formally request the installation of "No Parking" signs along Crystal Mountain Road between Taos Road and Verbier Way.

During peak ski season and busy weekends, Crystal Mountain Road frequently experiences significant parking overflow from the nearby ski area. This excess parking creates **traffic congestion**, blocks emergency vehicle routes, and limits safe access for residents and pedestrians.

The increased vehicle presence has led to several issues, including:

- Difficulty for emergency services to enter or leave the area.
- Reduced visibility for pedestrians in winter conditions.
- Access problems for homeowners and delivery vehicles.
- Unsafe conditions due to cars parked too closely at the multiple intersections and curve on this steeply sloped portion of Crystal Mountain Road, especially during frequent icy winter conditions.

I urge the Board to address these pressing concerns by requesting that the MOA install "No Parking" signage on Crystal Mountain Road between Taos and Verbier Way. This action would promote public safety, preserve neighborhood access, and help ensure compliance with relevant municipal parking codes.

Thank you for your consideration and for your ongoing commitment to the safety and quality of life of Girdwood's residents.

Sincerely,

Joel St Aubin

President, Crystal Village Owners Association

Photos Attached



