The Anchor Point Food Pantry Development Plan
Prepared for: The Anchor Point Food Pantry
Prepared By: Steve Theno, PE; Retired

Introduction

The Anchor Point Food Pantry (APFP) is a non-profit (501c3 tax exempt) organization based in Anchor Point. The APFP is a community focused organization. The mission of the APFP is outreach and support for members of the community, working to spread awareness and make a difference in residents' lives. It does this through a number of programs anchored around its core food program. The APFP serves the rural areas of the lower Kenai Peninsula from Ninilchik south; including Happy Valley, Anchor Point, Nikolaevsk and some residents of Homer that are unable to make it to the Homer Pantry during their normal hours of operation.

The APFP has a broader vision to be a cornerstone organization the lower Kenai Peninsula community can depend on, serving the community's needs, and making a difference. To carry out its mission reliably and sustainably, the APFP needs a permanent facility supported with the appropriate infrastructure. To achieve its vision, the APFP needs a location within which growth can occur. The Kenai Peninsula Borough (KPB) property for which a lease application is being submitted by the APFP would provide a suitable location for the APFP to construct a permanent facility and the associated infrastructure to continue its mission and to leverage growth to achieve its vision.

Purpose

The purpose of the APFP Development Plan is to provide the framework with which to responsibly and sustainably plan, construct, manage and operate the necessary physical facilities and associated infrastructure that enable the mission of the APFP to be successfully performed.

The APFP Development Plan further establishes a broader overall Masterplan that guides the on going planning and development of additional physical facilities and expanded infrastructure on the site with the features and capabilities necessary to realize its broader vision of supporting local community needs and fostering a sense of community – for charity, for education (like teaching youth how to can and bake bread), and for fun.

The APFP Development Plan clearly establishes for the Borough, the community, the stakeholders, and supporters: the goals and objectives of the organization, the expectations for the development of the site and the strategies for sustainable management and operations. It forms the foundation of an open and transparent commitment to the community. And it provides the framework for dialogue with other community partners in maximizing community benefit.

Proposed Site

The Borough property which the APFP proposes to lease under this development plan is the Institutional portion of parcel 16905071. The property is part of the larger 16.21-acre parcel of previously unclassified Borough land, a portion of which has been developed as a solid waste transfer facility. This larger parcel is within the central area of the Anchor Point community. It is generally bounded by School

Street on the north, Birch Street on the west, Spinnaker Street on the south and private commercial property on the east. The southeast corner has an extension which provides a land corridor to the Old Sterling highway.

Earlier in 2021, through Borough action, the original parcel was subdivided to create a 3.52 acre parcel classified as Institutional and a 1.53 acre parcel classified as Residential. The larger balance of 9.81 acres, which includes the solid waste transfer station, was classified as Waste Handling. The remaining 1.35 acres establishes Right of Ways along the property boundaries bordering School, Birch and Spinnaker streets. The Residential parcel is a strip with a north-south alignment. It's west property boundary abuts the Right of Way established along Birch Street.

The property then which is proposed in this lease is the 3.52 acre Institutional parcel. It is nominally 500' by 300'; with the long axis aligned north-south. The northern property boundary abuts the Right of Way established along School Street and the southern boundary borders the Right of Way established along Spinnaker Street and its future alignment. The property abuts the Residential parcel on the west and the remaining Borough Waste Handling site on the east.

The property has no existing structures nor permanent improvements. It is generally level, with localized grade variations of several feet, although there is a general slope down to the east and south; with an overall elevation difference of approximately 8 feet. There is standing surface water on the Borough land just east of the subject parcel and this appears to be a natural area low point. Approximately one-half of the site is undisturbed, in its natural state. This is generally concentrated along the west and north portions of the site. The surface here generally has a natural vegetative cover with dispersed low density timber stands.

While there are no existing structures or permanent improvements on the property, there is a fairly large segment of the site, generally in the east and south that has been previously stripped of vegetation and roughly graded. There are several pioneer trails and paths into and out of this area; that appear to be used periodically by 4-wheelers, off road vehicles and perhaps other vehicles. Within the rough graded area is there is a shallow depression that looks like an old open pit, perhaps used in the past as a borrow source.

It has been reported that portions of the site had served as a highway maintenance staging area in the past by the State of Alaska. It is possible the rough graded area and open pit are remnants of past State highway maintenance activities. There has been speculation that there may be some localized chemical contamination resulting from the State activities. The most likely forms of contamination might be brines, salts and chemicals used in highway deicing; oils and lubricants, asphalt mixtures and road paints. However, no contamination has been identified and the Borough indicates they have no evidence to suspect contamination nor any justification to conduct a Phase I Environmental Assessment at this time.

Public utilities are available in close proximity to the site. Homer Electric Association (HEA) provides electric utility service to the area. HEA has an overhead 120/240V 1Ph power line running east-west in an alignment just north of School St. Electrical service to the site may be extended from this line. Higher capacity 3Ph power would only be available to this location if extended from the Sterling Highway. Anchor Point Safe Water Company provides local water service. Anchor Point Safe Water Company has a 6" transmission main running north-south in an alignment just west of Birch Street. Water service to the site may be extended from this line. It will require a branch extension of the 6" transmission main from

the vicinity of the School Street and Birch Street intersection east in an alignment along School Street to a convenient location from which to extend a water service into the site. There is no public waste water disposal system nor storm drain system in the vicinity of the site.

Vehicular access to the site may be approached from either Spinnaker St or from School Street. School Street generally functions as an east-west arterial roadway for this area, with a connection to the Sterling Highway. It would offer the most appropriate approach.

The proposed site offers very good opportunities for development. The site has sufficient area to construct the core facilities proposed for the Anchor Point Food Pantry. There is sufficient space to optimize vehicular and pedestrian circulation, flexibility in siting the facilities to be constructed, space to accommodate on-site waste water disposal systems and nice opportunities to create natural buffers between the facilities and activities on site and adjacent land parcels and public ways. Furthermore, with prudent masterplanning efforts, the site provides the opportunity to explore the development of additional community facilities as envisioned by the APFP.

Development Strategy

The APFP will develop the proposed site in a series of strategic phases. Each phase will achieve an increasing level of service and benefit the APFP provides the local community. Each phase builds on the previous. The development strategy and the development phases will be focused on enabling the APFP to deliver its core mission and to establish the foundation and infrastructure that will enable realization of the longer-term vision.

The phased development strategy is structured such that the APFP can begin to deliver services early in its occupancy and to maintain those services without major interruption throughout all development phases. Furthermore, the phased development strategy recognizes the need to accommodate fund raising and financing efforts, to develop, implement and optimize sustainable business plans and to develop and cultivate necessary administrative, operations and maintenance expertise and resources.

The development strategy is founded on the following key precepts:

1. All facilities and site improvements will be designed to reflect the culture and values of the community, to be inviting, and something the community will be proud of.
2. The APFP will be a good neighbor, mindful of the local setting and surroundings. The new facilities, site improvements and operations will be developed to work well with the neighborhood and to mitigate any local concerns.
3. The APFP will be a good steward of the land, cognizant of the Borough's ownership and respectful of the natural environment.
4. All facilities and site improvements will be designed and constructed in compliance with Borough and State of Alaska codes and standards, as applicable.
5. The new facilities will be designed to be economical to construct and operate. The new facilities will be designed to meet and exceed current energy efficiency standards and incorporate renewable energy and sustainability features to the extent feasible. The LEED (Leadership in Energy and Environmental Design) program will be used as a guideline.

6. The new facilities and site will be well maintained and responsibly operated. A dedicated operations and maintenance program will be established to assure a fully functional and sustainable development is achieved and maintained throughout its life.
7. The site and facilities will be developed to maximize their ability to generate a revenue for the Pantry, when providing a venue for general public use (meeting space, group dining/kitchen, etc).
8. The site and facilities will be developed to maximize the ability to leverage the infrastructure to maximum benefit in supporting future site amenities and facilities developed by or with other community partners.

The guiding philosophy of the development strategy is the creation of a permanent, sustainable home for the APFP and to create this home in a way that is beneficial to the community, valued by the community, accepted by the community, and can grow in what it can deliver for the community.

Site Development Masterplan

A Masterplan has been generated to visualize, optimize and guide the site development. The Masterplan graphically illustrates how the site will be developed through a series of logical, sequential phases. It presents a vision of the preferred arrangement of the site.

The Masterplan may be found in the Appendices. Key features of the Masterplan include:

1. Primary access into and out of the site is via School Street. The primary access facilitates both vehicular and pedestrian access. On site pedestrian pathways can link to future public pathways should they be developed along School Street.
    a. Vehicular access points from/to School Street are sited well east of the School – Birch intersection to minimize any potential congestion.
2. A natural buffer is maintained between the facilities and activities on the site and School Street. The buffer takes advantage of the Right of Way property established by the Borough. A natural buffer between the site and Spinnaker Street along the south side of the site is maintained by limiting any development in this location. A privacy fence may be considered along the western boundary of the site, providing further separation between the site and adjacent Residential property. Selective natural vegetation and timber is left in place to further buffer and screen the property boundary.
3. Constructed facilitates are generally clustered in the northwest quadrant of the site. This offers good drainage opportunities, and the vegetation and timber stands provide opportunities for selective landscaping to create a pleasant setting.
4. Parking and vehicular circulation is generally distributed along the eastern half of the site. This provides the opportunity to take advantage of the existing clearing and grading that exists and the opportunity to dress it up. Discrete parking areas are arranged to work with the slopes, grade changes and contours that exist in this area of the site. On-site circulation generally attempts to separate vehicular movement from pedestrian movement to and from the facilities.
5. Delivery truck access makes use of the primary vehicular access points to/from School St, but maneuvering is otherwise separated from public circulation as much as possible.
6. The playground is strategically positioned to provide ready viewing, monitoring and pedestrian movement to/from the Pantry facility, yet be convenient to vehicle parking. The playground is separated from primary vehicular circulation traffic ways as best possible.

7. Utilities
    a. Electric utility will be extended from the HEA overhead line on the north side of School Street. It is anticipated the road crossing will be an aerial service line, transitioning to an underground service line through the Borough Right of Way to the facilities on the site. Sizing of the service line for current and future needs will be coordinated with the serving utility.
    b. Water service shall include a 6" branch main line extension from the existing Anchor Point Safe Water Company's 6" transmission main located along the west side of Birch Street. The branch main line extension shall extend east along the south side of School Street to a suitable location for a fire hydrant. A service line shall be extended into the site from this 6" branch main line extension. A 4 or 6" service is anticipated to accommodate future on site fire hydrants and fire sprinkler systems in the constructed facilities.
    c. Wastewater disposal will be accommodated on site. Either a conventional septic tank and leach field will be employed, or a raised bed leach field with a combination septic tank/lift station arrangement, as dictated by the soil's conditions. The leach field is sited towards the southern and eastern region of the site; areas generally set aside to be maintained as a natural buffer to adjacent properties.
8. The site masterplan is arranged to allow continued development along the western boundary, progressing southward from the initial facilities. Such development could be readily accommodated by the existing parking, vehicular circulation, and pedestrian pathways. There is also space available to continue to expand the parking configuration in a compatible way, to the south in parallel with facilities expansion. Similarly, utility services are sized and arranged to expand southward to support new development. And finally, expanding facilities south in the proposed manner allows the facilities to be conveniently linked to leverage the assets each possesses, but also the opportunity to create unique identities for each component.

<u>Near Term Development Phase</u>

Near term development would occur years 2022 and 2023. Development activities would begin immediately following award of the lease in the spring of 2022. Initial activities would include finalizing the near-term scope of work and site layout, developing construction documents for work to be accomplished on site, engaging contractors to perform the work, and coordination with local utilities.

The primary objective for development work in 2022 would be to put in place the necessary infrastructure, facilities and improvements sufficient to establish interim operations. It would provide an initial functional base from which the Anchor Point Food Pantry could deliver its baseline food assistance program. Major work tasks would include:

1. Clear and grub site – clearing and grubbing would be accomplished as necessary to support the initial limits of construction
2. Construct gravel pad and access roads – a gravel pad would be constructed sufficient to accommodate vehicular circulation, parking and the placement of facilities on the site. The primary vehicular access roads to/from School Street would be constructed
3. Electric service – initial site electrical service from HEA would be installed
4. Gas service – the primary gas service from Enstar would be installed

5. Relocate and set structures – the existing structures owned by the APFP would be relocated from their current sites and set in place on the new site. The structures include a cold storage shed, a semi-trailer van previously repurposed as a warm storage facility and a 16' by 32' newly constructed general-purpose building.
6. Upgrade and energize structures – the relocated structures would be upgraded to meet applicable codes and standards and connected to gas and electric utility services
7. Site lighting – initial site lighting would be installed for year around safe and secure operations

Work for 2022 would be complete by the fall of 2022 and the APFP would be capable of sustainable year around operations from the site.

The primary objective for continued development work under this near-term phase in 2023 would be to add the additional facilities space, infrastructure and improvements necessary to incorporate a full service kitchen into operations on the site. This would provide the APFP the capability of expanding their food program to include warm meal service prepared on site. Major work tasks would include:

1. Water service – the transmission line extension from the Anchor Point Safe Water Company main and the primary water service into the site would be installed and extended initially to serve the expanded general purpose building
2. Waste water disposal system – a site waste water disposal system would be constructed and waste service extended to initially serve the general purpose building
3. Expand 16x32 general purpose building to 36x32 – the recently constructed 16' by 32' building would be expanded to 36' by 32'
4. Complete interior of 36x32 building – work to complete the 36' x 32' building, including all interior finishes, fixtures, equipment and mechanical and electrical systems would be accomplished
5. Install commercial grade kitchen in 36x32 building – a fully certified commercial grade kitchen would be installed and made ready for operation

At the completion of the near-term development phase the APFP would be delivering its core food service program year-round from the site and able to do so indefinitely. In addition, all baseline utilities infrastructure would be in place to support the next development phases.

<u>Mid Term Development Phase</u>

Mid term development is targeted to occur years 2024 and 2025. The overall objective for this phase is the construction of the permanent pantry facility and integrating it with the facilities established under the near-term phase.

In 2024, the shell for the new permanent pantry would be constructed. Major work tasks include:

1. Expand gravel pad – the existing gravel pad would be expanded to accommodate the permanent pantry facility and additional vehicular circulation and parking
2. Construct pantry shell – the permanent pantry facility shell would be constructed; linked to the 36' by 32' building. The permanent pantry would be configured to facilitate expansion in follow-on phases
3. Temporary heat and electric – temporary heat and electrical systems would be installed to maintain appropriate interim conditions within the pantry interior

Rough in for building subs systems (mechanical, heating, plumbing, fire protection and electrical) would be accomplished in coordination with the shell construction to readily accommodate full pantry buildout the following season. Temporary heating and electrical systems would be provided to preserve the facility and to enable selective beneficial use until full buildout is completed.

Completion of the permanent pantry and its integration with the other site facilities would be targeted for 2025. Major work tasks include:

1. Complete pantry interior – the pantry would be fully built-out
2. Relocate and repurpose structures – the 36' by 32' building with the commercial kitchen remains permanently linked with the pantry and becomes an integral part. Additional kitchen space will be developed within the pantry to increase food service capabilities. The balance of the 36' by 32' will be renovated and repurposed for other pantry functions. The semi-trailer warm storage van and the cold storage shed will be removed; possibly repositioned for other uses on site.
3. Finish site work – final work to finish out the site improvements will be completed. This will include final configuration of on-site vehicular circulation and pedestrian pathways, additional site lighting, various site appurtenances, final grading and drainage and final landscaping.

At the completion of the mid term development phase the permanent pantry facility would be in its complete and final configuration. The pantry would be capable of delivering its core mission; the full food program and warm meal service with sit down dining, as well as hosting special dinners and other events and programs as the opportunities arise. The APFP would also be able to support some community events and programs with the buildings and infrastructure in place.

<u>Long Term Development Phase</u>

The long-term development phase is envisioned to occur through years 2026-2030. The objective of this development phase is the construction of multi-purpose assembly space along with additional support spaces that would be compatible with and an extension of the permanent pantry facility. The objective of the expanded space is to provide the capability to host a variety of general public functions and activities. It would be undertaken with the involvement and support of the community and by or with other community partners. The following spaces would be included in the expansion:

1. Multi-purpose assembly space with a dedicated stage and/or exercise room.
2. Public restrooms and shower facilities
3. Multipurpose storage space
4. Office space for the APFP and partner organizations and possibly additional rental office space to provide some supporting revenue

The expanded space will likely take the form of a physical expansion of the base pantry facility, but could be a detached structure, strategically linked to the pantry facility. In addition to the expanded facility space, the long-term development phase would include an expansion of the on site parking areas, able to accommodate the traffic flow associated with the expanded space capacity, expansion of utility capacities to accommodate the increased load and expansion of the on-site waste water disposal system.

The construction of the expanded facilities in this long-term development phase would likely occur over multiple years. The multiple year development would strategically fit with the need for strategic planning with community partners, fund raising and financing efforts, business planing and the expansion of administrative, operations and maintenance capabilities. As with the mid term development phase strategies, it is likely an expansion of the building shell would be constructed one season, followed by build-out the following season. In this way, development would progress in step increments, and some level of selective functionality would be available after each step.

At the completion of the long-term development the facilities and infrastructure available on the developed site would enable the APFP to realize its full vision, to be a cornerstone organization the lower Kenai Peninsula community can depend on, serving the community's needs, and making a difference. The assets complete on site would be able to support and host a variety of community and general public functions and activities including sit-down dinners, trade shows, talent shows, musical events, etc.

Future Development

The Anchor Point Community has expressed aspirations for additional community assets including a community greenhouse, a fitness facility, and a community pool. There may be other assets the community would value and would make good use of. The Anchor Point Food Pantry, in line with its vision, has an interest in leveraging the infrastructure and facilities that results from its development activities to facilitate and host such other community opportunities. The site lends itself to hosting other facilities. The timing and nature of any future development would be based on careful planning and appropriate feasibility analysis. The Anchor Point Food Pantry would anticipate working closely with the Community and interested partner entities and organizations to realize such development.

Description of Proposed Facilities

Several buildings and site improvements will be constructed during the Near-, Mid-, and Long-Term Development Phases.

For interim operations during the Near-Term Phase, legacy structures owned by the APFP will be relocated to the site, upgraded and placed into operation. These facilities will enable the APFP to begin to deliver their core mission services. These legacy facilities include:

1. A cold storage shed, nominal 8x12. This facility will be provided with electrical service for general purpose power and lighting but will remain unheated and serve as dry goods and non-perishables cold storage.
2. A converted semi-van trailer, nominal 8x40. This facility has been repurposed in the past to serve as a storage and workspace. It has a basic electrical system and heating system. This facility will be provided with electrical service and gas service. It will serve as shelf stable dry goods warm storage.
3. A recently constructed 16x32 wood framed single-story general-purpose building. This facility will be expanded to 32x36 and finished on the interior. It will be complete with electrical, mechanical and plumbing systems. It will be provided with electrical, gas, water and wastewater services. It will serve as a receiving hall to distribute food packages and takeout warm meal

service. It will include a commercial grade kitchen and related support spaces. It is planned to contain a single unisex handicap toilet.

During the Mid Term Development Phase, the permanent pantry facility will be constructed. This will be a nominal 50x80, 4000 square foot single story building. It will be of wood frame or light steel construction with sloping roof and a nominal height to underside of roof structure of 16-18'. It will have a durable low maintenance exterior siding and finish, with appropriate treatment to create a quality appearance, compatible with the surrounding environment, expressive of its function and welcoming in nature.

The permanent pantry facility will house a number of spaces and functions. It will be linked with and work in conjunction with the 36' by 32' building completed in the near-term phase. A preliminary Program of Requirements defining the spaces, functions, sizes, and characteristics may be found in the Appendices. Key spaces include a Dining Hall for sit down meals; commercial grade kitchen; dry goods, perishables and frozen foods storage; public restrooms (ADA compliant); a main work bay for receiving and processing bulk food products and preparing food distribution packages; and related support spaces.

Once the permanent pantry facility is complete and integrated with the 36' by 32' building, the two remaining legacy structures will be removed or relocated and repurposed.

In the Long-Term Development Phase, should the community favor and support it, the larger companion facility to the permanent pantry will be constructed. This facility will be nominally 6000 -7000 square feet. It will be compatible in scale to the permanent pantry and of similar construction, character and quality.

If brought to completion, this facility will house a large multi-use assembly space with a stage and/or exercise room; public restrooms and showers (ADA compliant), and a number of flexible office and storage spaces. This facility may be an expansion of the permanent pantry, or a detached but linked facility. It will present a complementary yet independent look from the permanent pantry to differentiate its function and access.

In addition to the facilities, various site improvements will be constructed. The most visually apparent will be pedestrian and vehicular driveways and pathways; parking areas; site lighting and a playground. All will be easily identifiable, clearly marked and arranged for safety and to manage movement on site.

<u>Development Standards</u>

The new permanent facilities developed on site and the associated site improvements will be accomplished in accordance with applicable codes and standards, of commercial/institutional quality and designed for a sustainable long-term life.

Specific codes, standards, procedures and best practices that will guide the development include:

1. All of the Pantry facilities will be classified non-residential
2. The State will be the controlling entity; there has been no deferral of building code standards to local governments in this location.

3. The following codes shall apply in accordance with State requirements and as amended by the State
    a. IBC – International Building Code
    b. IFC – International Fire Code
    c. IMC – International Mechanical Code
    d. NEC – National Electrical Code
    e. UPC – Uniform Plumbing Code
    f. ADA – Americans with Disability Act
    g. AFC – Alaska Food Code
4. Plans and specifications shall be prepared by licensed architects and engineers in accordance with State requirements.
5. Plan review will be accomplished by The State Department of Public Safety and the Authority Having Jurisdiction (AHJ) will be the State Fire Marshall.
6. The State Department of Environmental Conservation administers water and wastewater standards. DEC performs plan reviews and issues construction and operating permits for water supply systems and wastewater disposal systems. The water and wastewater systems shall be designed and constructed in accordance with DEC requirements.
7. In addition, the Anchor Point Safe Water Company has adopted water utility specific standards, modeled after the City of Soldotna Department of Public Works Standards. These Standards shall be followed in the design and construction of the branch water main and site water service.
8. The Department of Environmental Conservation administers Food Safety standards. DEC performs plan reviews and issues construction and operating permits for food handling facilities. The Pantry commercial kitchen shall be designed, constructed and certified in accordance with DEC requirements.
9. Enstar Natural Gas Company requires compliance with utility specific requirements and standards and shall be complied with.
10. Homer Electric Association requires compliance with utility specific requirements and standards and shall be complied with.

In addition, as stated previously under the Development Strategy, new facilities will be developed with respect to the following strategic guidelines:

1. All facilities and site improvements will be designed to reflect the culture and values of the community, to be inviting, and something the community will be proud of.
2. The APFP will be a good neighbor, mindful of the local setting and surroundings. The new facilities, site improvements and operations will be developed to work well with the neighborhood and to mitigate any local concerns.
3. The APFP will be a good steward of the land, cognizant of the Borough's ownership and respectful of the natural environment.
4. The new facilities will be designed to be economical to construct and operate. The new facilities will be designed to meet and exceed current energy efficiency standards and incorporate renewable energy and sustainability features to the extent feasible. The LEED (Leadership in Energy and Environmental Design) program will be used as a guideline.

Facilities Operations and Maintenance

Operations and maintenance costs will ultimately be a major component of the overall development's life cycle cost. A successful Operations and Maintenance program will help ensure facilities remain cost effective, fully functional, reliable and sustainable throughout their life.

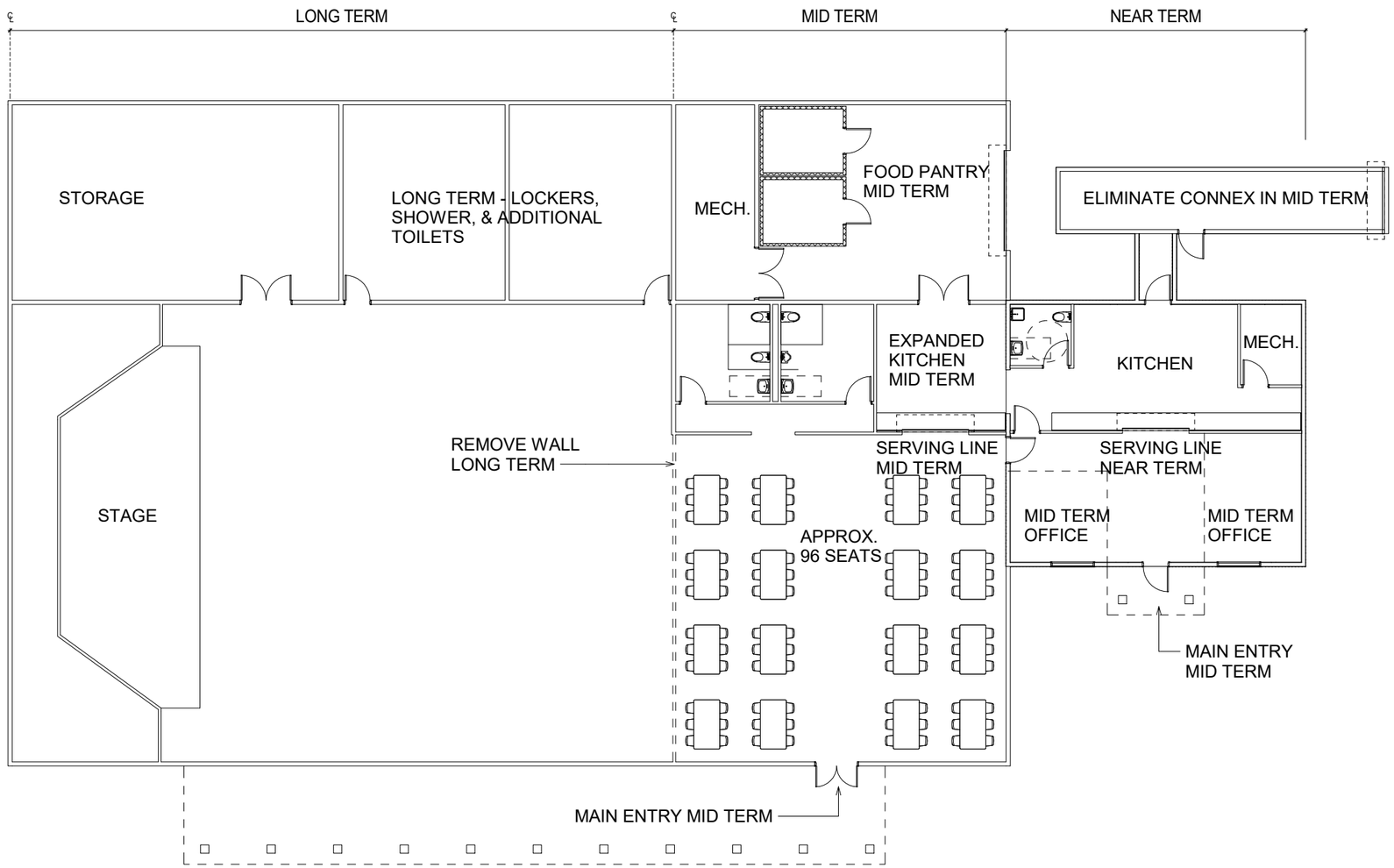
As each phase of development is completed, detailed operations and maintenance data and documents will be prepared to support operations and maintenance activities. Training will be arranged for the APFP staff who will take responsibility for and lend support for the facilities on-going operations and maintenance. A robust proactive operations and maintenance program will be established and will become a core, budgeted component of the APFP operating plan.

Management, Administration and Operations

The site and facilities will be managed, administered and operated by the APFP organization. Ultimately, the APFP Board of Directors hold the authority and responsibility. Initially, management and operations will mirror that currently performed by the APFP; it will simply be a new location for what has been a successful operation with a strong track record. The organization's all volunteer management and staff will carry on in the roles and responsibilities they have reliably and successfully accomplished for many years.

As new facilities are developed and activities grow, the APFP will expand the volunteer staff support and put in place the administrative tools to continue to ensure stable, efficient and responsive operations. A dedicated site manager position will be established and staffed, providing single point of contact, oversight and management. Possibly a full-time site manager may be considered, with suitable onsite accommodations integrated with the pantry facility.

The APFP anticipates building a team consisting of part-time paid staff and a network of volunteers, hired contractors, service personnel and on call community resources to assure a reliable, responsive and sustainable operations is achieved.



1 A101 LEVEL 1
1/8" = 1'-0"

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PRELIMINARY NOT FOR CONSTRUCTION

ANCHOR POINT FOOD PANTRY

ANCHOR POINT, ALASKA

Revisions

No.	Description	Date

Drawn by Author	Date ##-##-##
Checked Checker	Job No. ######

Sheet Contents
FLOOR PLAN

Sheet No.
A101

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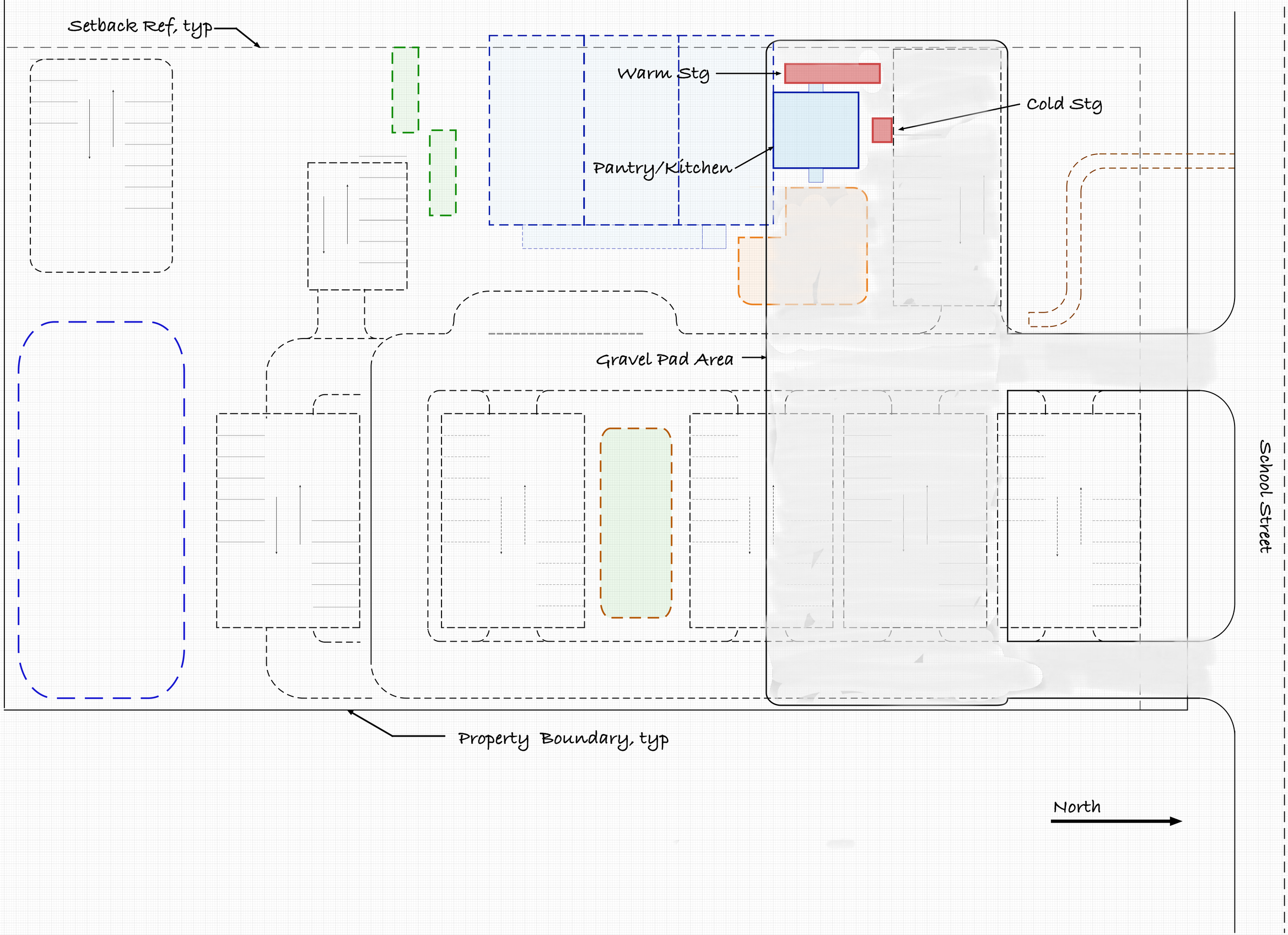
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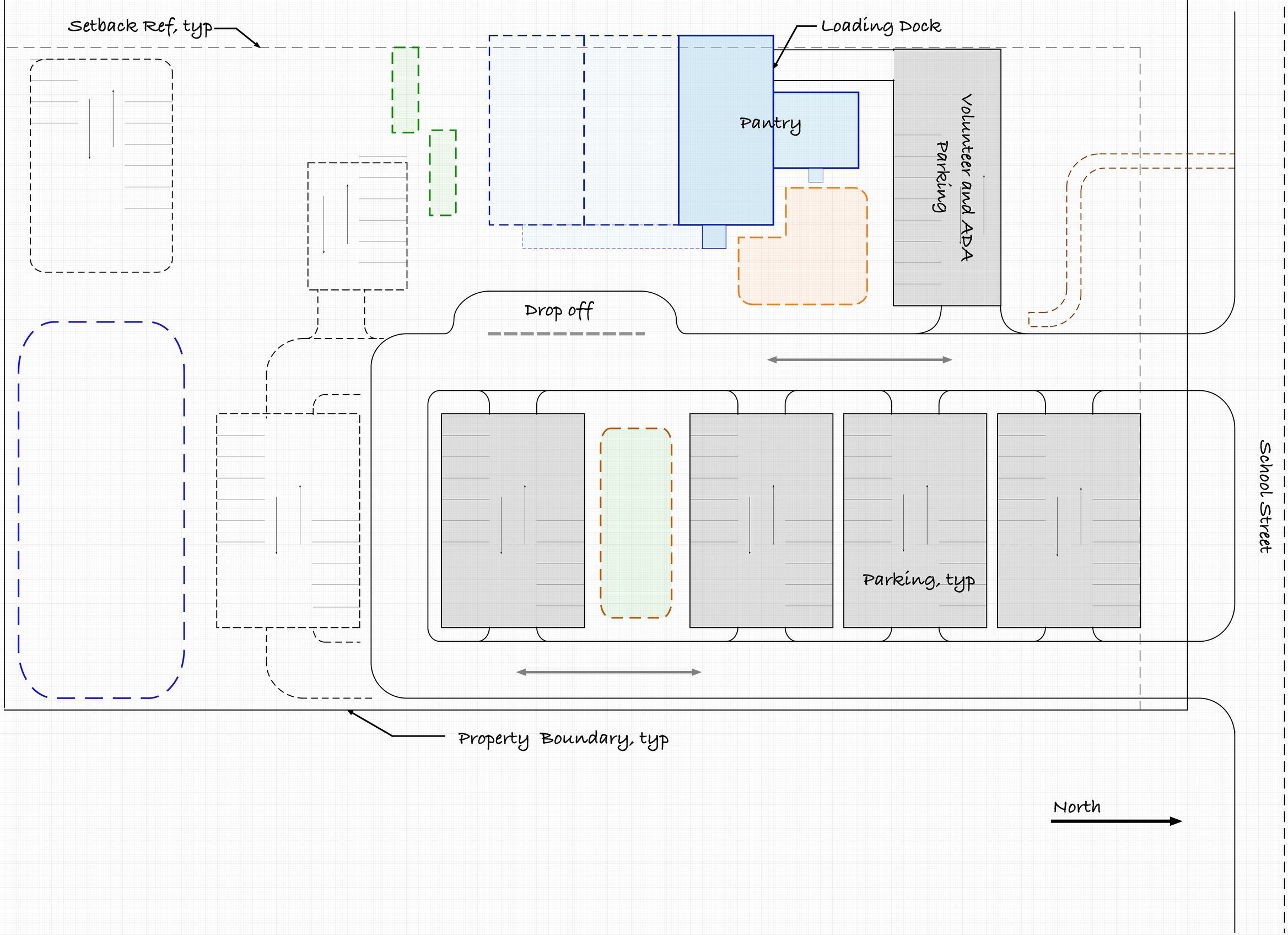
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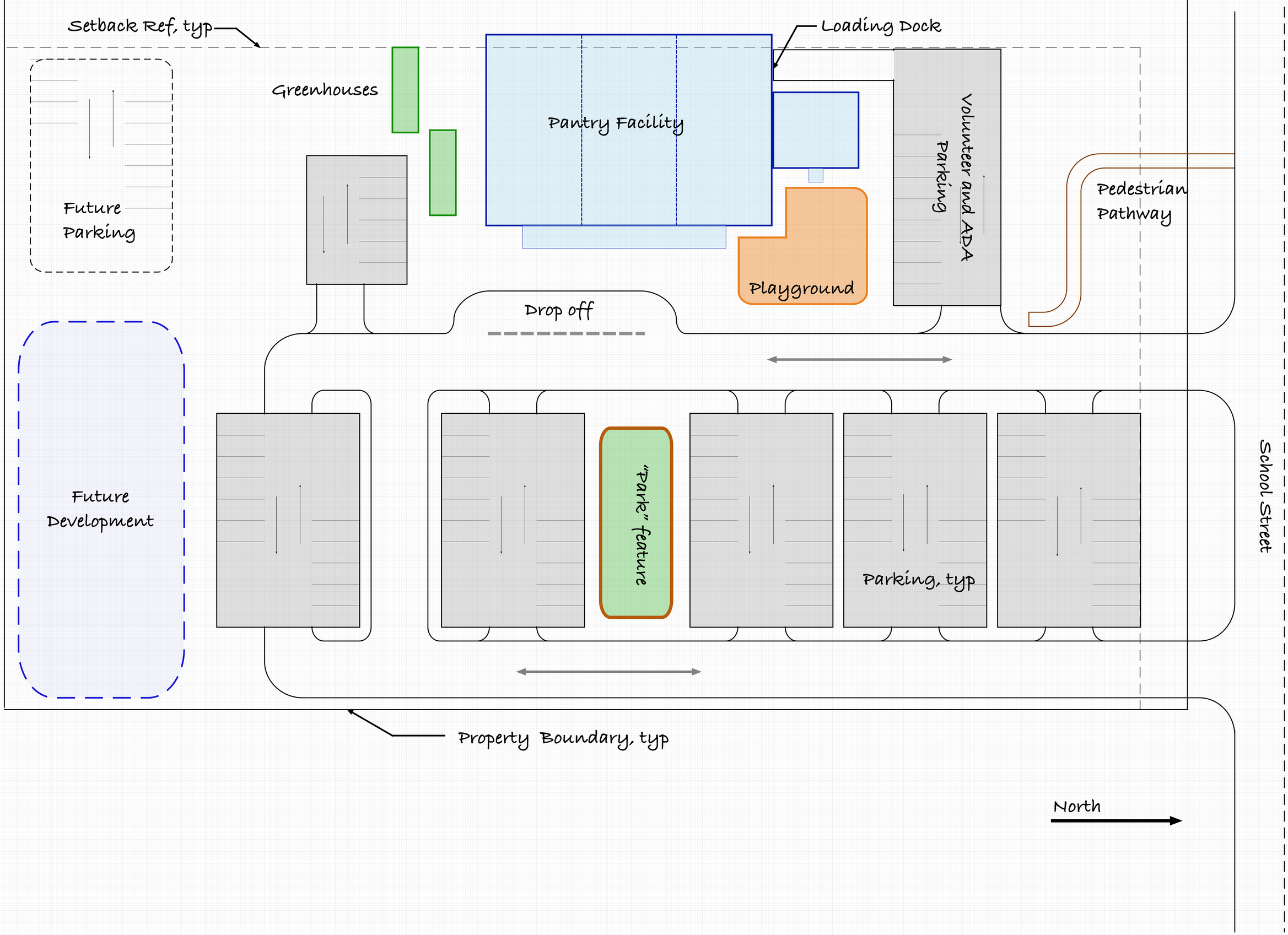
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North

2024-25

2026-27

2027-2030

APFP Development Schedule Task/Milestone		NEAR TERM								MID TERM								LONG TERM							
Primary Task		2022				2023				~~2024~~				~~2025~~				~~2026 - 2030~~							
	Sub task	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec	Jan - Dec
Establish On-site Operations																						
	Clear and grub site																					
	Construct access and gravel pad																					
	Electric service																					
	Gas service																					
	Relocate and set structures																					
	Upgrade and energize structures																					
	Site lighting																					
Incorporate Full Service Kitchen																						
	Water service																					
	Waste water disposal system																					
	Expand 16x32 to 32x32																					
	Complete 32x32 interior																					
	Install full service kitchen																					
Permanent Pantry Shell																						
	Expand gravel pad																					
	Construct pantry building shell																					
	Temporary heat and elec																					
Permanent Pantry Complete																						
	Complete pantry interior																					
	Relocate and repurpose structures																					
	Pave traffic and parking areas																					
	Final site work																					
Multipurpose Assembly and Support Space																						
	Expansion 1 - Shell																					
	Expansion 1 - Build-0ut																					
	Expansion 2 - Shell																					
	Expansion 2 - Buildout																					
	Expand parking and traffic-ways																					
	Final site work																					

The Anchor Point Food Pantry Story

The Anchor Point Food Pantry is a local community non-profit volunteer organization based in Anchor Point. The Pantry serves the rural areas of the lower Kenai Peninsula from Ninilchik south; including Happy Valley, Anchor Point, Nikolaevsk and some residents of Homer that are unable to make it to the Homer Pantry during their normal hours of operation. The Pantry was established in 2006 and continues today with its mission of outreach and support for members of the community, working to spread awareness and make a difference in residents' lives.

"We are a food pantry with a mission to serve the hungry with empathy, respect and honesty. To be effective, we believe we must exercise the attitude of kindness and cheerfulness, not that of duty."- mission statement. The core program the organization offers is that of a food pantry, providing weekly distribution of shelf stable food products and a warm meal to those experiencing hunger and food insecurity. In addition to the core food program, the Anchor Point Food Pantry currently supports the community with a number of special programs as well;

- Salvation Army Commodities program
- Holiday boxes and dinners
- Summer produce
- Children's Kids Day
- Home deliveries
- Homeless outreach and Cheeky Moose vouchers

The Anchor point Food Pantry has been registered as a business in the state of Alaska since 2012 and became a 501(c)(3) organization in 2016. It is classified by the Internal Revenue Service as a tax-exempt nonprofit organization. The Pantry is governed by a diverse Board of Directors; whose members include Alaska Natives, a Veteran, Seniors and Disabled. Presently all seven members, along with the President are women. The Pantry is a volunteer organization and is currently supported by 22 volunteers, many of whom are regularly engaged. And historically, the Pantry has been, and continues to be, supported by a broad spectrum of donors and supporting organizations within the community. They include the Kenai Peninsula Food Bank in Soldotna, the Homer Pantry, the Homer Foundation, 100 Women Who Care, the Rasmuson Foundation, Hillcorp, a number of local businesses and a host of individual contributors. Since its founding in 2006, the Pantry has seen an ever increasing demand for its core food program. After a brief period operating from founder and social worker Donna Silsbee-Dennis's home it was clear the Pantry needed more space. The Church of the Nazarene in Anchor Point agreed to support the Pantry and store food donations. The pantry worked with the Church of the Nazarene until 2012, by which time it had grown to need a larger facility. The Pantry was able to find new space with the Great Land Worship Center. The church provided a room for food storage, space for sit down meals and full kitchen facilities, all within their recently renovated fellowship hall. The Pantry operated from the Great Land Worship Center until 2020, when once again, it had outgrown the available space; spurred by the Covid 19 pandemic conditions. Since that time the Pantry has strived to maintain its much needed programs, operating from temporary facilities and sites.

It became clear the Pantry needed a permanent place, a home. Given the historic need, the growing demand and the challenge of securing suitable space, the Pantry began the search for a permanent solution. The Pantry was looking for a home that would allow them to continue to help meet the community's needs. And while the Pantry was founded in response to a recognized need to address food insecurity, it goes beyond that. As stated by President Martin, "To feed the hungry, yes, but not to let it end there.". And as Past-President Teece Scovell observed at the time, "The community is beginning to come together, and we're acting like a cohesive unit. We're becoming something that people can depend upon, which is what we want. We're there to help make a difference, and to serve the community.". Through outreach and dialogue with members of the community, the Pantry has recognized there is a need, a desire and a demand for not only the valued food program, but for a number of additional programs along with the infrastructure to facilitate those programs. The expressed needs include:

- Community accessible greenhouses.
- A community playground where the parents can bring their kids and feel their kids are safe.
- A space homeschoolers may use for their academic and gym activities.
- A venue for community garage sales and perhaps a place to shop for secondhand furniture and appliances.

After much consideration, the Anchor Point Food Pantry believes the Borough land now available for lease offers the best opportunity. It best enables the Pantry to continue its important mission, the core food program, for the community. It also allows the Pantry the ability to facilitate additional programs valued by the community; its broader vision; to make a difference and to serve the community.

To summarize, the Anchor Point Food Pantry needs the Borough land for the following reasons;

- The Pantry has a mission that provides a much needed service in the community. It has a broader vision to facilitate a host of additional programs the community has expressed a strong need for.
- To reliably and sustainably carry out its mission, the Pantry needs a facility with the appropriate infrastructure. To achieve its vision, the Pantry needs a location within which growth can occur.
- The 3.5 acre property made available for lease by the Kenai Peninsula Borough would provide a suitable location for the Pantry to construct a permanent facility and the associated infrastructure to continue its mission and to leverage growth to achieve its vision in support of the community.
- There are no suitable facilities available in Anchor Point for long term lease. While other commercial property may be available, the lease with the Borough offers a significant financial advantage.
- The Borough property is centrally located within the community and offers ready access to community users. Adjacent vehicular traffic ways are well developed and utility services are readily available. It is an ideal location.

And The Anchor Point Food Pantry believes it would be a good choice by the Borough to lease the subject land parcel because;

- The Pantry provides a much needed service in the community, and to continue to do so sustainably, it needs a suitable site for a permanent facility. This property provides that key piece.
- The Pantry, once developed, provides a much needed venue for other general public functions and activities (meeting space, community dining/kitchen, etc).
- The Pantry facility and associated infrastructure, can help leverage additional development with community support, to meet a host of additional needs expressed by the community (community center, event space, activity space, community greenhouse, playground, etc).
- The Pantry has the demonstrated experience and track record of having the ability to organize, fund, manage and operate facilities that support community activities and deliver community services.
- The Pantry has long standing relationships with other organizations and community groups and the ability to partner with them for the benefit of the community.
- The Pantry will be good neighbor and good steward of the land.
- The Pantry's mission and vision are solely to serve the community, to make a difference.

The Anchor Point Food Pantry sees this as a win-win opportunity. With a lease made available by the Borough, the Pantry can sustainably deliver its mission and aspire to realize its vision; delivering for the community much valued services, facilities and opportunities. Ultimately the community will benefit from the development the Pantry has planned. "Our plan would be perfect for the expressed needs of the community. The pantry and community desire a greenhouse. We plan on having greenhouses. The community needs a place to assist them with keeping the kids busy. We plan on having a playground and children's activities. The homeschoolers are interested in utilizing such a place for some of their programs. The community needs a place to buy secondhand furniture and appliances, which we can support. And the community needs a space for events larger than what exists now. We will have the space available to lease for private events. The plan is to have it available for community events requesting a minimal fee to cover costs."
Melissa Martin; President

The Anchor Point Food Pantry business plan for the KPB (leased) land.

Historically the Pantry has operated by using a traditional funding model for non-profit charitable organizations. We have relied on grants and donations from a diverse group of contributors including foundations, corporations, businesses, and individuals. And we have pursued government support.

We have traditionally supplemented the grants and donations with fund raising efforts including raffles, yard sales, community events, etc. And of course, we have relied heavily on volunteer support, since the Pantry is an all-volunteer organization.

From time to time we have received in-kind support from local businesses ranging from surplus fish and produce donations from local entrepreneurs for distribution, to some construction and maintenance work by local contractors.

Over the years of operation of the Pantry, the budget, and associated funding has grown from under $10,000 to over $50,000 a year, increasing steadily over the years.

More specifically, our business plan will be a continuation of what we are already doing – FY 2021-22

1. **Asking the experts** - the Foraker Group; Greg Meyer of Kenai Peninsula Food Bank (30 years experience); Mike Miller of Homer Foundation (25 yrs.); Food Bank of Alaska; The Foraker Group; Rasmuson; our Laurie Rudy, treas., grant writer of 25 yrs.; Steve Theno, retired engineer (building plans; quality advice and volunteered service)
2. **Grant writing** with expert guidance (We acquired $39,000 in 2021)
3. **Seeking Corporate funders** with expert guidance ($3,500 for the holidays in 2021)
4. **Fundraising plans**: 2 mail campaigns; Line Dance at Chapman; Garage sales; Raffle; Pick.Click.Give; Online fundraisers. (last year we received $2100 from the local community. The fundraiser was put on by a local business.)
5. **Donors**: (We acquired $22,000 in 2021)

This year we have already started grant writing. We are hindered on who and how much we can ask because we don't have land.
We are having meetings with the food coalition, legislators, and the Foraker Group to network, to make our situation known, and to gather ideas and suggestions.

Going forward with the planned permanent pantry development, we anticipate:
Continuing with our traditional funding program. This funding stream would be primarily dedicated to the on-going day to day operations necessary to carry out the Pantry mission. Increased goals would be set, and fundraising efforts elevated to match the operational costs of the new facility (or facilities) as they are brought on-line.

Support from the community at large and community partners is both needed and anticipated; and has historically been realized.

We plan on implementing targeted requests and special fundraising campaigns designed to secure one-time funds specifically earmarked for the construction of the pantry facilities and infrastructure on the proposed property. This will be a major effort. It will be linked with the phased development of the site. We anticipate this fundraising effort to focus heavily on grants, corporate and business donations, and on in-kind services from local and regional contractors, subcontractors and design professionals.

As the new facilities move from construction to operational status, we will begin to implement new revenue streams from the facilities themselves; including renting to private parties for events; charging usage fees to the general public for their special events; perhaps some rental income, etc. All the while keeping in mind the community that helped and supported us. We intend to keep costs to a minimum, if any, for community events. These new revenue streams will help with the day to days costs of ongoing operations, and the operations and maintenance of the facilities themselves.