



CITY OF GUSTAVUS

CITY COUNCIL REGULAR WORK SESSION

Monday, February 02, 2026 at 6:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Members: Renee Patrick,
Justin Marchbanks, Karen Hutten,
Jim Kearns, Mike Taylor

CITY HALL

City Administrator – Kathy Leary
City Clerk – Liesl Barker
City Treasurer – Ben Sadler
Phone: 907-697-2451
clerk@gustavus-ak.gov

AGENDA

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/4wu5udcw>

ID: 515 501 9406 **PASSCODE:** 9526 **TEL:** 253-215-8782

SUBJECTS INCLUDE:

- [i.](#) Discussion regarding Fire Chief position and position description
- [ii.](#) Discuss long term storage fees at the harbor
- iii. Fish Box Tax Discussion
- [iv.](#) Review 02-09-2026 Draft General Meeting Agenda
- v. New additions to General Meeting Agenda
- vi. Council request for future agenda items

POSTED ON: January 28, 2026 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

The public is invited to attend Public comment is not typically taken at Work Sessions. Public comment is taken at Special and General Meetings or an e-mail may be sent to the clerk for distribution to City Council clerk@gustavus-ak.gov.

ADA NOTICE

Any person with a disability who requires accommodations in order to participate in this meeting should telephone the City Clerk's office at (907) 697-2451, at least 48 hours prior to the meeting in order to make a request for a disability related modification or accommodation.

MISSION STATEMENT

The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.



City of Gustavus, Alaska
Gustavus Volunteer Fire Department (GVFD)
Position Description

Title: Fire Chief

Position: Exempt Regular Part-time Position (.75 FTE)

The Fire Chief position is an exempt, part-time position (.75 FTE). The Chief is expected to work the equivalent of approximately 30 hours per week, but with flexible hours to provide emergency response and as mutually determined with supervisor.

Supervisor: City Administrator

Supervises: Volunteer Assistant Chief, Fire Captain, Lead Dispatcher, and department volunteer fire responders. Collaborates with EMS Coordinator on scheduling and training for EMS volunteers.

Summary: The Fire Chief holds responsibility for most aspects of fire department operations, including fire suppression and prevention and rescue efforts, develops and coordinates updates to emergency management plans and hazardous materials response, provides local inspections and delivers community safety education. Maintains readiness of the department infrastructure,, equipment and tools. Coordinates fire drills and fire trainings with input from volunteers. Regularly collaborates with the EMS Coordinator to help recruit GVFD volunteers, develop and implement EMS protocols and policies, and cooperates with other agencies for EMS fire response. Builds and maintains positive relationships with the community, other agencies and stakeholders.

Essential Duties and Responsibilities:

Fire Chief is accountable for the following essential duties, but the Chief may delegate duties to department volunteers.

- Plans, coordinates, supervises and evaluates department operations for fire and emergency management.
- Recruits, provides training opportunities, and directs the activities of volunteer firefighters to ensure that trained firefighters are available in the event of a fire.
- Serves as an effective leader of the department volunteer responders through a shared understanding of the role of the GVFD and its volunteers as an essential function within the City of Gustavus.
- Manages department administrative functions including inventories, maintenance records, training records, agency reporting, run sheets, ambulance billing, and HIPAA compliance assurance.
- Responds to emergency calls: Coordinates department resources for a proper and timely response. Is prepared to take the role of incident commander at major incidents.
- Ensures effective command and control techniques are in place at the scene of the fire.
- Assigns equipment and personnel for response to calls for outside aid where mutual aid agreements are in force and in other cases only when the absence of such equipment and personnel will not compromise the City's ability to provide fire protection and emergency medical services within the City of Gustavus.



- Responsible for maintaining fire department facilities and keeping equipment in a clean, organized, safe, and ready condition. Conducts or coordinates maintenance and inspections of response vehicles, equipment, turnout gear and station facilities to assure response readiness within approved budget. Maintains data for maintenance logs.
- Plans departmental operations along with EMS Coordinator with respect to equipment, apparatus, supplies, company assignments, personnel, and safety requirements. Supervises the implementation of such plans.
- Negotiates fire service contracts and mutual aid agreements as appropriate.
- Develops, maintains, and enforces department operating procedures governing training, maintenance, and operation of the GVFD.
- Organizes regular fire drills or training sessions scheduled on a regular basis. Collaborates with EMS Coordinator for EMS drills and trainings or joint trainings where applicable
- Coordinates with private, state, and federal training officers for the additional training of department personnel. With the EMS Coordinator, maintains training records for responders.
- Prepares, in consultation with the EMS Coordinator, City Administrator, Treasurer and Mayor, the draft GVFD annual budget, including operational and capital requirements.
- Plans and oversees fire facility improvements within budget approved by City Council and makes recommendations for new or replacement facilities and equipment.
- Serves as GVFD purchasing agent. Controls departmental expenditures within Council-approved budget appropriations, in accordance with the City's purchasing policies and procedures and direction from the City Treasurer.
- Maintains necessary records and other controls over all response gear such as inventories, maintenance records, maps etc.
- Conducts community outreach for fire prevention, emergency preparedness, pre-fire planning, fire extinguisher, first aid, and CPR training.
- Participates in community service programs and public relations efforts, such as assisting with community events, parades, 4th of July BBQ, and other activities.
- Serves as the City representative with the National Park Service at Bartlett Cove regarding Fire protection and response.
- Collaborates with the EMS Coordinator when they arrange for the services of a medical director to provide for safety, effectiveness, and legal compliance in responses to medical emergencies.
- Prepares and submits a quarterly report of GVFD activities to the City Council. Prepares and submits other reports as requested by the Council regarding the department's activities.
- Meets with elected or appointed officials, other Fire/EMS officials, community and business representatives and the public regarding GVFD activities.
- Assists the State Fire Marshal and other authorities in the investigation of the cause and origin of fires within City limits. Enforces applicable State fire protection and prevention regulations within the City as directed by the State Fire Marshal and authorized by State law.
- Attends training, conferences, and meetings subject to approval and budget to remain current on regulations, standards, and best practices.



- Develops and submits grant applications, in compliance with City policies and procedures to support departmental operations, facility improvements and equipment purchases.
- Communications:
 - Sufficient clarity of speech and hearing, which permits the employee to communicate effectively
 - Contributes successfully to discussions and meetings
 - Fosters open channels of communication
 - Communicates in a manner that is appropriate while representing the department and the City
 - Conveys information via clear and concise spoken communications and/or legible directions/information, particularly in radio communications and incident protocols
 - Is readily available for discussion, debriefs, and encourages open communication among responders, dispatchers and others
- Other job-related duties as assigned and agreed

Required Minimum Qualifications – Education, Certification, and Experience:

- Graduation from high school or GED equivalent
- State Firefighter 1 certification
- EMT 1 or higher certification
- EMT-2 Certification or obtain the certification prior to one year anniversary of hire
- General work experience or certifications involving leading, managing, training, and supervising workers or volunteers.
- This position requires recruiting/selection, training, financial and supervisory skills as evidenced by experience and performance in an all-volunteer or combination emergency response or similar system
- Twenty-five years of age or older at time of hire.
- Possess or be able to obtain within 2 months of hire, a valid **State of Alaska** Driver's License. (Commercial Driver's License preferred)

Desired Qualifications – Education, Certification, and Experience

- Other higher level or advanced EMS certifications
- Enrolled in or completed the National Fire Academy's Executive Fire Officer Program
- Advanced Firefighter/Fire Officer certifications
- Additional ICS and Hazardous Materials Operations credentials (not already included as part of FF1 certification)
- Advanced college-level training - certificate or degree (i.e., AS in Fire Sciences or BS in Fire Management/Administration)



- Prior work experience of a progressively responsible nature providing for and/or managing firefighting and prevention, and/or emergency medical services, and/or hazardous material response including supervisory duties.
- Ability to meet physical demands of emergency response activities in the Southeastern Alaskan environment.
- Teaching experience with the ability to plan and conduct training for Fire, EMS, SAR and other emergency management operations
- Experience in mitigation, preparedness, response, and recovery from natural and human-caused disasters and involvement in plan development for emergency response – such as a Hazard Mitigation Plan (HMP)

Other Job Requirements and Expectations:

- Maintain EMT I or higher certifications in the State of Alaska on an ongoing basis
- Maintain Firefighter certifications while employed with the department
- Possession of a current valid driver's license issued by the State of Alaska
- Must be available to be on-call 24/7 unless on an approved absence
- Must use appropriate Personal Protection Equipment ("PPE")
- Must remain physically fit and able to perform the physical requirements of a firefighter or EMT
- Attendance at relevant committee and commission meetings as well as Council meetings which may occur after regular work hours

Knowledge, Skills, and Abilities:

Position requires familiarity with municipal government structure, roles, and processes, plus knowledge, skills, and abilities in:

- Modern fire suppression, prevention, and emergency medical services principles, including procedures, techniques, and equipment.
- Identifying and applying laws, ordinances, departmental standard operating procedures and regulations necessary and appropriate to the provision of fire suppression, prevention, and emergency medical services.
- Recruiting, training, and leading volunteer fire fighters and EMS responders in a small-town department
- Using tools and equipment needed for operation and maintenance of GVFD response equipment.
- Effective written communications skills including the ability to prepare reports, business documents and correspondence, using office productivity software and customized software for medical services operations.
- Clear and effective public relations and public speaking skills
- Exercising sound judgment in evaluating situations and in making decisions.
- Establishing and maintaining effective working relationships with Department volunteers, other City employees, the Council, supervisors, and the public.

**Physical Demands:**

The physical demands described here are representative of those the position is expected to encounter. (May be required to undergo regulatorily mandated medical exams.)

- Must frequently lift and/or move objects weighing up to 20 pounds, and occasionally up to 70 pounds.
- Will have to carry heavy firefighting equipment while climbing ladders and going through buildings.
- Vision requirements for this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- Must hear well enough to discern oral and radio communications in a noisy emergency response environment.
- Will be required to don, and perform work in, personal protective equipment including fire turn-out gear, self-contained breathing apparatus, air-purifying respirator, eye protection, and hearing protection.

Work Environment Conditions:

The work environment conditions described here are representative of those the position is expected to encounter while performing the essential job functions. The work is performed in the fire hall office, in public meetings, on the apparatus floor, in vehicles, and in outdoor settings, under all weather conditions, including temperature extremes, during day and night, and in emergency and stressful situations. The work may involve physical draining and exhausting activities, which may include taking command of a fire scene, participating in emergency response situations and being involved in physically dangerous situations.

They may additionally be exposed to the following work conditions and hazards:

- Working outside in cold and/or wet or other inclement weather
- Fire and explosion hazards
- Airborne inhalation hazards including toxic smoke, gasses, vapors, dusts, mists, and fumes
- Hazardous liquids such as petroleum products and toxic household or light industrial materials
- Hazardous physical agents such as electric shock, noise (which may exceed 100 dBA for brief periods), vibrations of handheld equipment, and heavy work in ergonomically awkward positions
- Hazardous biological agents such as blood-borne pathogens

Tools and Equipment Used:

Emergency medical vehicles and equipment, EMS supplies, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, emergency medical equipment, radio, pager, 911 communication system, computers, e-mail, phone, and facsimile.



Notice

CoG 3.03.010(a) (3) (B)

All positions are located within the City of Gustavus, and all work will be conducted in the City of Gustavus, unless the employee is on an authorized business or training trip or is authorized to conduct business while on approved absence.

CoG 3.04.02 (d) (2) (B)

The examples of duties and responsibilities included in this position description are intended only as illustrations of the various types of work typically performed. The omission of specific statements of duties and responsibilities does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This position description does not constitute an employment agreement between the City of Gustavus and an applicant for the position or an employee holding the position. The position description is subject to change by the City of Gustavus, in its sole discretion, as the needs of the City and requirements of the position change.

The City of Gustavus is an Equal Opportunity Employer



Salmon River Boat Harbor Facility Long-term Storage Use Agreement

City of Gustavus

P.O. Box 1, Gustavus, AK 99826 (907)697-2451

The schedule of rates and fees adopted by Resolution CY15-34 shall govern the use of the long-term storage area at the Salmon River Boat Harbor Facility.

Storage fees are due and payable January 1st every calendar year. The storage area is for marine-related items, boats and boat trailers only.

A rate of one hundred fifty dollars (\$150.00) will be charged for use of a 10' x 75' (750 square feet) storage area for users in good standing. Pro-rated portions of the year will be charged at a rate of twenty dollars (\$20.00) per month. Misuse of the area will result in additional fees and revocation of storage area use. Additionally, lessee shall be required to keep his/her area clean and free of refuse.

Individuals or businesses may lease more than one 10' x 75' area, at the rate of one hundred fifty dollars (\$150.00) per lease period.

Individuals or businesses may lease all of the storage area, subject to the approval of the City Council if area is not in use. All buildings shall be moveable i.e. on skids.

Per Resolution CY15-34, vessels using the launch ramp or dock float system need an annual registration sticker or can pay a daily use fee. Vessel registration forms can be found on our website at:

<http://cms.gustavus-ak.gov/administration/page/annual-vessel-registration-forms>

Lessee Printed Name

Lessee Signature

Address

Date

City/State

Storage Space

Email address

Telephone Number

Trailer License Plate Number

AK Vessel Number

Vessel Name or Make

For Office Use Only:

Rental Period _____ to 12/31/2026 Space(s) # _____

Date Paid _____ Clerk _____ Payment: CC Auth# _____ CK# _____ Amount \$ _____



CITY OF GUSTAVUS

CITY COUNCIL GENERAL MEETING

Monday, February 09, 2026 at 7:00 PM
Gustavus City Hall

Item #iv.

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Members: Renee Patrick,
Justin Marchbanks, Karen Hutten,
Jim Kearns, Mike Taylor

CITY HALL

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VIRTUAL MEETING INFORMATION

ID: 515 501 9406

PASSCODE: XXXXXXXX

TEL: 253-215-8782

ROLL CALL

Reading of the City of Gustavus Mission Statement

APPROVAL OF MINUTES

1. 12-08-2025 General Meeting Minutes
2. 01-19-2026 Special Meeting Minutes (rescheduled 01-12-2026 general meeting)

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Disposal and Recycling Center Quarterly Report
4. City Clerk Quarterly Report
5. City Treasurer Monthly Report
6. City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

ORDINANCE FOR PUBLIC HEARING

7. FY26-12NCO An Ordinance providing for the amendment of the City Held Accounts in Fiscal Year 2026 - Closing Out Capital Project CP24-02 Same Old Road Drainage.(Introduced 01-19-2026)

UNFINISHED BUSINESS

8. Approve GVFD Fire Chief Job Description

NEW BUSINESS

9. QUASI-JUDICIAL Matter City of Gustavus waives the right to file a protest of the renewal of Excursion Restaurant Llc's Restaurant Eating Place Liquor License
10. City of Gustavus writes off the following ambulance service debts from FY25 \$703.40 and ambulance subscription services \$80.00 as uncollectable, in total \$783.40.

11. CY26-XX A resolution approving the submission of Capital Improvement Funding Requests
12. FY26-XXNCO Introduction an Ordinance providing for the amendment of the city held accounts in fiscal year 2026 - closing Capital Project CP19-06 DRC Composting Facility (Public Hearing 02-09-2026)
13. Approve amendments to Gustavus Endowment Fund Grant Policy and Procedure
14. Approve project planning document for Heavy Equipment Procurement - CAT 950 Wheel Loader with Forks and Snowplow attachment

Item #iv.

CITY COUNCIL REPORTS

15. Mayor Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: Month Day, 202X at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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MISSION STATEMENT

The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-12NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2026 – CLOSING OUT CAPTIAL PROJECT
CP24-02 SAME OLD ROAD DRAINAGE**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2026, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the current fiscal year, City held accounts are amended to reflect the changes as follows:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP24-02 Same Old Road Drainage <i>Transferring funds and closing out CP24-02</i>	\$ 69,003.00	\$ 0.00	\$ 69,003.00	
AMLIP Capital Improv Long-Term <i>This transfer will move funds from FNBA Checking to Capital Project Long Term.</i>	\$ 685,027.83	\$ 754,030.83	\$ 69,003.00	
Total Change in City Held Account Balances			\$ 0.00	

Section 4. The City held accounts are hereby amended as indicated.

Section 5. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

DATE INTRODUCED: January 19, 2026

DATE OF PUBLIC HEARING: February 9, 2026

PASSED and **APPROVED** by the Gustavus City Council this XX day of _____, 2026.

Sally A McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M. Barker, City Clerk



Document reference ID : 6427

Renewal Application Summary

Application ID:	6427
License No:	3794
License Type applied for Renewal:	Restaurant Eating Place License (REPL)
Licensee Name:	Excursion Restaurant, Llc
License Expiration Date:	12/31/2025
Doing Business As:	Excursion Restaurant
Premises Address:	5021 Rink Creek Rd, Gustavus, AK, 99826
Application Status:	In Review
Application Submitted On:	11/14/2025 03:43 PM AKST

Entity Information

Business Structure:	Limited liability company
FEIN/SSN Number:	
Alaska Entity number (CBPL):	60390D
Alaska Entity Formed Date:	
Home State:	

Entity Contact Information

Entity Address:

4007 Lower Honoapiilani Rd Unit 213, Lahaina, HI, 96761

Local Government and Community Council Details

City/Municipality:

Gustavus

Borough:

Unorganized Borough

Renewal Information

Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?:

No

As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?:

The license was regularly operated continuously throughout the first calendar year for this renewal period.

As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?:

The license was regularly operated continuously throughout the second calendar year for this renewal period.

Please select the seasonality:

Seasonal

Please Provide your six-month operating period:

05/01-10/20

Operation Period Details:

We are a seasonal lodge that operates a restaurant inside the lodge building.

Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years? Item #iv.

No

Have any notices of violation or citations been issued for this license during the preceding two years?:

No

Restaurant Affidavit

Revenue in Food Sales during the first Calendar Year in the Renewal Period	\$xxx.xx
Revenue in Alcohol Sales during first Calendar Year in the Renewal Period	\$xxx.xx
% of Gross Revenue from Food Sales during the first Calendar Year in the Renewal Period	94.61
Revenue in Food Sales during the second Calendar Year in the Renewal Period	\$xxx.xx
Revenue in Alcohol Sales during second Calendar Year in the Renewal Period	\$xxx.xx
% of Gross Revenue from Food Sales during the second Calendar Year in the Renewal Period	94.05

Restaurant Detail

Dining after standard closing hours: AS 04.16.010(c)	No
Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)	Yes
Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)	Yes
Employment for any persons under 21 years of age: AS 04.16.049(c)	Yes

List where within the premises minors are anticipated to have access in the course of dining or employment. (Example: Minors will only be allowed in the dining area. OR Minors will only be employed and present in the Kitchen.)

Item #iv.

We have front desk, dishwashers and housekeepers at the lodge that are minors. We also have guests that bring minors to stay and eat in the dining room.

Describe the policies, practices and procedures that will be in place to ensure that minors do not gain access to alcohol while dining or employed at your premises.

Our beer and wine are in locked areas during off hours. The wine / beer refrigerators and chillers are at a manager-controlled area while unlocked.

Is an owner, manager, or assistant manager who is 21 years of age or older always present on the premises during business hours? Yes

Food Service Permit

Is your license located in Municipality of Anchorage? No

Do you have Approved food service permit for this premises? Yes

Entertainment & Service

Are any forms of entertainment offered or available within the licensed business or within the proposed licensed premises? No

Food and beverage service offered or anticipated is: Table Service

Hours Of Operation

Sunday 04:00 PM - 09:00 PM

Monday 04:00 PM - 09:00 PM

Tuesday 04:00 PM - 09:00 PM

Wednesday 04:00 PM - 09:00 PM

Thursday 04:00 PM - 09:00 PM

Friday 04:00 PM - 09:00 PM

Attestations

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.

I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Signature

This application was digitally signed by : David Olney on 11/14/2025 03:58 PM AKST

Payment Info

Payment Type : CC

Payment Id: 45a3f8ad-8457-4eac-bf1f-9d3f5f8e84c0

Receipt Number: 101201089

Payment Date: 11/14/2025 04:09 PM AKST

LICENSE DETAILS

License #: 1028566

License unavailable for printing

Business Name: EXCURSION RESTAURANT LLC.**Status:** Expired**Issue Date:** 11/09/2015**Expiration Date:** 12/31/2021**Has Telemedicine:** No**Mailing Address:** 2509 N 53RD ST
PHOENIX, AZ 85008**Physical Address:** 5021 Rink Creek Rd
6029529096
Gustavus, AK 99826-9096

Owners

Owner Name	Entity #	Entity Status
EXCURSION RESTAURANT LLC.	60390D	Involuntarily Dissolved

Activities

Line of Business	NAICS	Professional License #
72 - Accommodation and Food Services	721191 - BED-AND-BREAKFAST INNS	

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

[Close License Detail](#)[Print Friendly Version](#)

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	EXCURSION RESTAURANT LLC.

Entity Type: Limited Liability Company

Entity #: 60390D

Status: Involuntarily Dissolved

AK Formed Date: 2/28/1997

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2025

Entity Mailing Address: PO BOX 255, GUSTAVUS, AK 99826

Entity Physical Address: 5021 RINK CREEK RD, GUSTAVUS, AK 99826

Registered Agent

Agent Name: Jane Olney Sheahan

Registered Mailing Address: PO BOX 111, GUSTAVUS, AK 99826

Registered Physical Address: LOT 2 COHO DRIVE, GUSTAVUS, AK 99826

Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
	DAVID OLNEY	Member	49.00
	JANE SHEAHAN	Member	51.00

Filed Documents

Date Filed	Type	Filing	Certificate
2/28/1997	Creation Filing		
8/07/1997	Biennial Report		
1/06/1999	Biennial Report	Click to View	
2/05/2001	Biennial Report	Click to View	
1/10/2003	Biennial Report	Click to View	
2/03/2005	Agent Change	Click to View	
2/03/2005	Biennial Report	Click to View	
12/28/2006	Biennial Report	Click to View	
11/14/2011	Biennial Report	Click to View	

Date Filed	Type	Filing	Item #iv.
6/07/2012	Biennial Report	Click to View	
1/14/2013	Biennial Report	Click to View	
8/26/2014	Change of Officials	Click to View	
12/15/2014	Biennial Report	Click to View	
12/02/2016	Biennial Report	Click to View	
12/24/2018	Biennial Report	Click to View	
1/22/2019	Agent Change	Click to View	
6/30/2021	Biennial Report	Click to View	
12/20/2022	Biennial Report	Click to View	
8/20/2025	Admin Dissolution		Click to View

[Close Details](#)[Print Friendly Version](#)



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Item #iv.

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 22, 2026

From: Alcohol.licensing@alaska.gov; amco.localgovernmentonly@alaska.gov;

Licensee: **Excursion Restaurant, LLC**

DBA: Excursion Restaurant

VIA email: beartrackinn@gmail.com; glacierbeartrac@gmail.com; david.olney@hyatt.com

Local Government 1: Gustavus

Via Email: clerk@gustavus-ak.gov

Re: Restaurant Eating Place License #3794 Combined Renewal Notice for 2026-2027 Renewal Cycle

License Number:	#3794
License Type:	Restaurant Eating Place License
Licensee:	Excursion Restaurant, LLC
Doing Business As:	Excursion Restaurant
Physical Address:	5021 Rink Creek Road Gustavus, AK 99826
Designated Licensee:	David Olney
Phone Number:	602-952-9096
Email Address:	beartrackinn@gmail.com ; glacierbeartrac@gmail.com ; david.olney@hyatt.com

☒ License Renewal Application

☐ Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and the required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(s), your community council if your proposed premises are in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(s) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **April 14th, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to

protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above-listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsements, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,
Reece Parks, Licensing Examiner II
For
Kevin Richard, Director

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY26-XX**

**A RESOLUTION BY THE CITY OF GUSTAVUS APPROVING THE SUBMISSION OF CAPITAL
IMPROVEMENT FUNDING REQUESTS**

WHEREAS, the City of Gustavus does not have a Public Works Department and therefore issues RFP's to contract with local businesses to maintain its 24 miles of gravel roads, city facilities access, and parking. Local contractors are limited to an undersized and severely aged equipment fleet in our remote community that is engaged in everything from gravel extraction and road/drainage maintenance, to snowplowing and snow removal. And since this equipment was found to be inadequate to perform the task of removing the extreme quantities of snow in an acceptable and safe manner during the recent December 25/January 26 record setting snow event, the City of Gustavus determined that in order to protect, manage and maintain local assets, thereby protecting public safety and reducing liability, it needs a piece of heavy equipment, when locally owned equipment is unavailable or inadequate. The City would also be able to utilize a large loader to help assist with our ever limited gravel pit extraction processes, as well as at our landfill and boat harbor for routine operations currently being accomplished with older undersized equipment; (or not at all) and,

WHEREAS, Glen's Ditch is the primary drainage route on the west side of Gustavus Airport, Wilson Road and Glen's Ditch Road. It was platted as a State DOT&PF-maintained drainage easement and constructed five decades ago to drain the airport ponds. DOT&PF has declined to clean it from Gustavus Road south claiming the drainage easement has expired. Because Glen's Ditch runs along a City road, it falls to the City of Gustavus to maintain and upgrade it to prevent flooding of critical airport lands and City roads. It is badly restricted by vegetation and requires cleaning and replacement of culverts to accommodate the increasing flow needs from heavier storms occurring. The City proposes to replace two culverts with simple "flat rack" bridges to prevent future restrictions due to isostatic rebound. The project will require engineering design and specifications by a consultant; and,

NOW, THEREFORE, BE IT RESOLVED, that the Gustavus City Council approves and prioritizes the following FY26 Capital Improvement Project (CIP) funding requests to the Alaska Legislature in the amounts indicated below and urges the Legislature and Governor to consider them favorably.

- | | |
|---|--------------|
| 1. Heavy Equipment Procurement – CAT950 Loader w/ Attachments | \$538,530.00 |
| 2. Glen's Ditch Cleaning & Culvert Replacement | \$100,000.00 |

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this __th day of _____, 2026, and effective upon adoption.

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2026 –
CLOSING CAPITAL PROJECT CP19-06 DRC Composting Facility**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2026, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the current fiscal year, City held accounts are amended to reflect the changes as follows:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP19-06 DRC Composting Facility <i>Transferring funds and closing out CP19-06</i>	\$	66,645.85	\$ 0.00	\$ 66,645.85
AMLIP Capital Improv Long-Term <i>This transfer will move funds from AMLIP Capital Current to Capital Improvements Long Term.</i>	\$	692,626.70	\$ 759,272.55	\$ 66,645.85
Total Change in City Held Account Balances				\$ 0.00

Section 4. The City held accounts are hereby amended as indicated.

Section 5. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

DATE INTRODUCED: February 09, 2026

DATE OF PUBLIC HEARING: March 09, 2026

PASSED and **APPROVED** by the Gustavus City Council this XX day of _____, 2026.

Sally A McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M Barker, City Clerk

Project Planning: Attachment A
City of Gustavus
PROJECT DEVELOPMENT SHORT FORM

Item #iv.

Project Eligibility: All projects may start with a Project Development Short Form. More complex projects will require the Project Development Long Form. Complex projects include those with a multi-phase, multi-year planning and implementation process, significant funding requirement, and/or broad impact.

Does the proposed project represent a complex project? YES ☐ NO ☒

If no, please fill out the additional Project Budget section of this form.

Will the proposed project result in a fixed asset (e.g., land, major equipment, building or other structure, road or trail) with an anticipated life of at least two years? YES ☒ NO ☐

Will the project provide broad community benefit? YES ☒ NO ☐

If you answered yes to any of the above questions, please provide the following additional information.

1. Project title: **Heavy Equipment Procurement - CAT 950 Wheel Loader with Forks and Snowplow Attachment**

Project description and benefit. Describe the project in half a page or less, including specific features /affected parties?

The City of Gustavus requires an adequately sized, versatile wheel loader to protect, manage, and maintain local assets, most importantly our almost 24 miles of gravel roads, parking lots, and includes other operational needs such as at the DRC and gravel pit, that undersized equipment cannot handle.

Extremely outdated, in some cases undersized, and unreliable private equipment results in high rental costs, equipment downtime, additional contractual costs, causes delays in emergency responses, and puts critical infrastructure and public assets at risk. Enhanced capability is needed for emergency cleanup, snow removal, and securing areas, thereby protecting public safety and reducing liability and must be a priority for the City.

Acquisition of a new machine to successfully execute winter and supplementary road and drainage maintenance activities and assisting with other city operations, without disruption of services, will enhance risk mitigation, provide for operational proficiency, and provide long-term cost savings. Investing in this loader is an initiative-taking, necessary measure to protect local assets from deterioration and damage. It will provide a return on investment through improved operational efficiency, and improved response times to emergencies.

Specifications attached.

2. Plans and progress. Describe in one or two paragraphs what has been accomplished so far (if anything). This may include feasibility study, conceptual design, final design/engineering/permitting, fundraising activity, and total funds raised to date. **Quote has been obtained from Juneau, Alaska branch of NC Machinery using Sourcewell, which applies a significant municipal discount.**

This was discussed at 1/26/2026 City Council Work Session and agreed it should be part of the CIP and a priority to include in CAPSIS.

3. Project cost:

A. TOTAL COST (including funds already secured) = \$ 538,530.00

B. For construction projects, break out preconstruction costs (feasibility/design/permitting):

Preconstruction costs = \$ _____ Construction costs = \$ _____

4. Timeline: Indicate when you hope to complete each phase of the project. **Equipment delivered and in place by 10/15/2026**

A. For projects that consist of land or equipment purchase only, state when the purchase would be made: **Approximately 6 months prior to delivery (lead time for manufacturing)**

For construction projects:

B. Preconstruction phase to be completed by N/A

C. Construction phase to be completed by N/A

5. Provide a quality digitized photo, drawing, map, or other graphic image of your project if possible.



6. Date and name of person submitting form. **1/27/2026 Kenneth J. Marchbanks**

Project Budget

Proposed Budget Line Items			
Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$1800
Engineering work	\$	Travel	\$
Permitting, inspection		Equipment	\$
Site work	\$	Contractual	\$
Demolition and construction	\$	Supplies (fuel, oil, lube)	\$15,000
Waste disposal	\$	Utilities	\$
Equipment	\$503,230	Insurance	\$8,000
Freight	\$10,000	Repair & maintenance	\$6,000
Contingencies	\$5,300	Other (list)	\$
Other (list) Chains/studs	\$20,000	Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

See attached Specifications sheet.