



# CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, March 14, 2022 at 7:00 PM  
via Zoom

## COUNCIL MEMBERS

Mayor Mike Taylor  
Vice Mayor Kyle Bishop  
Council Members: Tania Lewis, Joe Vanderzanden  
Lewis Sharman, Bella Furr, Jim Mackovjak

## CITY HALL

City Administrator - Tom Williams Ph.D.  
City Clerk, CMC - Karen Platt  
City Treasurer - Eduarda Loggins  
Phone: 907-697-2451 | [clerk@gustavus-ak.gov](mailto:clerk@gustavus-ak.gov)

## AGENDA

### VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/83869653524?pwd=NHRMSDdhNWRVdlBRaXcvZk0yTnk1UT09>

**ID:** 838 6965 3524 **PASSCODE:** 576461 **TEL:** 1 253 215 8782

### ROLL CALL

**Reading of the City of Gustavus Vision Statement**

### APPROVAL OF MINUTES

- [1.](#) 02-14-2022 General Meeting Minutes

### MAYOR'S REQUEST FOR AGENDA CHANGES

### COMMITTEE / STAFF REPORTS

- [2.](#) Gustavus Public Library Quarterly Report
- [3.](#) Treasurer Monthly Financials
- [4.](#) City Administrator General Meeting Report

### PUBLIC COMMENT ON NON-AGENDA ITEMS

### CONSENT AGENDA

- [5.](#) Certificate of Records Destruction

### ORDINANCE FOR PUBLIC HEARING

### UNFINISHED BUSINESS

### NEW BUSINESS

- [6.](#) Gustavus Beach Park - State of Alaska, Department of Natural Resources Cooperative Resource Management Agreement Revisions
- [7.](#) Council Review of the Gustavus Visitors Association Marketing Plan and FY23 Budget Request
- [8.](#) Approve City of Gustavus Capital Improvement Plan for 2022-2026

### CITY COUNCIL REPORTS

- [9.](#) Mayor's Monthly Report

### CITY COUNCIL QUESTIONS AND COMMENTS

### PUBLIC COMMENT ON NON-AGENDA ITEMS

### EXECUTIVE SESSION

## ADJOURNMENT

**POSTED ON:** March 9, 2022 at P.O, Library, City Hall & <https://cms.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.*

### VISION STATEMENT

*We envision a distinctive community:*

- *That prospers while and by protecting its natural resources;*
- *With a sustainable economy and infrastructure that assures public health and safety while promoting personal development and initiative; and*
- *Where all members take social responsibility and actively participate in decision making affecting growth, development, regulation and enforcement; and*
- *In which people retain a closeness with and caring for each other individually and collectively while working together to accomplish community goals and preserve community traditions.*

**CITY OF GUSTAVUS**  
**CITY COUNCIL GENERAL MEETING**  
**FEBRUARY 14, 2022**

**MINUTES - PENDING**

**ROLL CALL**

**PRESENT**

Mayor Mike Taylor  
Vice Mayor Kyle Bishop  
Council Member Joe Vanderzanden  
Council Member Tania Lewis  
Council Member Bella Furr  
Council Member Jim Mackovjak  
Council Member Lewis Sharman

**Reading of the City of Gustavus Vision Statement**

The City of Gustavus Vision Statement was read by Council Member Bella Furr.

**Healthy You in 2022 Introduction by Juneau Public Health Nurse, Claire Geldhof**

Public Health Nurse, Claire Geldhof shared COVID-19 information and briefly introduced Healthy You in 2022. Claire will share more on Healthy You in 2022 at our next General Meeting in March.

**APPROVAL OF MINUTES**

1. 01-17-2022 General Meeting Minutes
2. 01-24-2022 Special Meeting Minutes

Motion made by Council Member Sharman to approve the 01-17-2022 General Meeting Minutes and the 01-24-2022 Special Meeting Minutes by unanimous consent.

Seconded by Council Member Mackovjak.

Hearing no objection, the motion is passed by unanimous consent.

**MAYOR'S REQUEST FOR AGENDA CHANGES**

There were no requests for agenda changes.

Hearing no objections, Mayor Taylor announced the agenda as set by unanimous consent.

**COMMITTEE / STAFF REPORTS**

3. Review Gustavus Visitors Association Business Plan and Budget Request Report  
Gustavus Visitors Association President, Leah Okin provided a written quarterly report, FY23 Budget Request and 2023 Marketing Plan and provided an oral summary with Marketing Technician, Brian Taylor speaking to the marketing plan.
4. Gustavus PFAS Action Coalition Quarterly Report  
Gustavus PFAS Action Coalition Secretary, Sally McLaughlin submitted a written report and provided an oral summary.

5. Gustavus Disposal and Recycling Center Quarterly Report  
Gustavus Disposal and Recycling Center Manager / Operator, Paul Berry submitted a written report and provided an oral summary.
6. City Treasurer Monthly Financials and Quarterly Report  
City Treasurer, Eduarda Loggins submitted written quarterly report and monthly financials.
7. City Administrator GENERAL MEETING Report  
City Administrator, Tom Williams submitted a written report and provided an oral summary. Tom added that the City of Gustavus was awarded an American Rescue Plan Funds (ARPA) grant of \$161, 000.00 from the State for lost revenue.

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Jim Kearns  
Kelly McLaughlin  
Kim Heacox

### **CONSENT AGENDA**

8. Certificate of Records Destruction
9. Waive Ambulance Transport Fee Due to a Billing Error
10. Approve Issuance of Invitation to Bid ITB-FY22-01 Grandpa's Farm Road Bridge

Motion made by Council Member Lewis to adopt the Consent Agenda by unanimous consent as presented.

Seconded by Council Member Furr.

Hearing no objections, Mayor Taylor announced the Consent Agenda as passed by unanimous consent.

### **ORDINANCE FOR PUBLIC HEARING**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

11. Award Gravel Pit Contracts

Motion made by Council Member Mackovjak to award pit run gravel contracts to Fairweather Construction for 7,500 cubic yards, to Gustavus Landscaping for 1,500 cubic yards and to Glacier Bay Construction Inc. for 5,000 cubic yards at the price of \$6.00 per cubic yard.

Seconded by Council Member Lewis.

Public Comment:  
Lesli Sirstad

Council Comment: None

Voting Yea: Mayor Taylor, Vice Mayor Bishop, Council Member Vanderzanden, Council Member Lewis, Council Member Furr, Council Member Mackovjak, Council Member Sharman

## 12. CY22-05 Updating Policy and Procedure for Public Records Maintenance

Motion made by Vice Mayor Bishop to adopt Resolution CY22-05 Updating Policy and Procedure for Public Records Maintenance.

Seconded by Council Member Lewis.

Public Comment:  
Lesli Sirstad

Council Comment:  
Council Member Mackovjak

Voting Yea: Mayor Taylor, Vice Mayor Bishop, Council Member Vanderzanden, Council Member Lewis, Council Member Furr, Council Member Mackovjak, Council Member Sharman

## 13. Approve Project Scoping for Septic Pumping Program

Motion made by Council Member Vanderzanden moved to approve Project Scoping for Septic Pumping Program.

Seconded by Vice Mayor Bishop.

City Administrator, Tom Williams provided a summary.

Public Comment:  
None

Council Comment:  
Council Member Lewis  
Council Member Mackovjak  
Council Member Vanderzanden  
Council Member Sharman  
Mayor Taylor

Voting Yea: Mayor Taylor, Vice Mayor Bishop, Council Member Vanderzanden, Council Member Lewis, Council Member Furr, Council Member Mackovjak, Council Member Sharman

## 14. CY22-06 Cost of Living Pay Adjustment

Motion made by Council Member Sharman for council adoption of Resolution CY22-06 Providing a Cost of Living Pay Adjustment.  
Seconded by Mayor Taylor.

Public Comment: None

Council Comment: None

Voting Yea: Mayor Taylor, Vice Mayor Bishop, Council Member Vanderzanden, Council Member Lewis, Council Member Furr, Council Member Mackovjak, Council Member Sharman

### **CITY COUNCIL REPORTS**

#### 15. Mayor's Report

Mayor Taylor submitted a written report and provided a summary. Mayor Taylor added an update on damage to the steel float at the outer dock during the windstorm on February 9th.

Council Member Sharman reported on vandalism at the Gustavus Beach Park.

### **CITY COUNCIL QUESTIONS AND COMMENTS**

Tania Lewis

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Lesli Sirstad

Jim Kearns

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

With no further business and hearing no objections, the meeting was adjourned at 9:44 PM.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Karen Platt CMC, City Clerk

\_\_\_\_\_  
Date



## Quarterly Staff Report—March 2022

Gustavus Public Library

#907.697.2350

LeAnn Weikle ~ Library Services Director ~ [leann.weikle@gustavus.lib.ak.us](mailto:leann.weikle@gustavus.lib.ak.us)

Jessie Soder ~ Library Administrative Director ~ [jessie.soder@gustavus.lib.ak.us](mailto:jessie.soder@gustavus.lib.ak.us)

### 1. General Library Statistics: January-March 2022

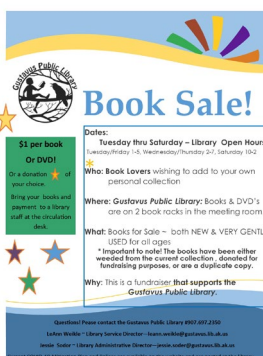
	January	February	March (as of March 8)
Library Visitors	245	217	176
Books Checked Out	548	381	33
Movies Checked Out	229	171	39
Other Materials Checked Out	26	4	0
Events/Meetings Hosted at Library	12	16	7





## Past, Current, and Upcoming Programming for Winter 2022

- Weekly School Groups (K-2 Class, Middle School Class)
- *I Love to Read Month* posters
- Grab and Go Kits
- Book Sale
- LEAP into Science Sessions
- Gustavus Virtual Book Club (new books chosen monthly)
- Books for Babies and 1000 Books Before K
- Test Proctoring (driver's license, IDEA, and EMT)
- Curbside Services 5 days/week
- Curbside distribution of COVID tests
- Custom-made book/DVD boxes
- Library Friends Monthly Meetings
- Information: 1040 Tax Forms and instructions, Permanent Fund Dividends forms for adults and children, 2022 Tide Tables, and more.
- Summer Reading Theme: *Read Beyond the Beaten Path*
- Library Literacy Camp weeks (TBD)
- Easter Egg Hunt event –April 17<sup>th</sup> Outside event (TBD)





## 2. Status of Active or Upcoming Grants

We are continuing to spend the funding from our FY22 PLA (Public Library Assistance) Grant. This grant gives us a total of \$7,000 which we budget for materials (books, DVDs, etc.). We purchase approximately 50 books/DVDs per month using funds from this grant. *Please let us know if you have a book or DVD request.* We'll be submitting the application for the FY23 PLA Grant by April 1.

In November, we received about \$6000 from an ARPA (American Rescue Plan Act) grant. A requirement of the grant was to use \$3,500 to buy supplies and equipment to respond to COVID impacts within the community. We have used some of the funds to purchase materials and supplies to assemble STEM kits for all ages. *We have 12 STEM kits that are assembled and ready to be checked out by patrons! They include different games/toys/supplies for the topic of the kit and books that support the topic. Topics of the kits include:*

-  Robots and Mazes
-  Birds and Bird Anatomy
-  Escape Rooms
-  Human Anatomy
-  Building Bridges and Buildings
-  Family Fun
-  Juggling
-  Coding for 5+
-  Pasta-Making
-  Money, Money, Money
-  Coding for 4+
-  Magnets and Magic

### STEM Kits Available for Check-Out!



The Gustavus Library is excited to announce that we have STEM Kits available to be checked out! These kits are packaged in easy-to-carry totes and contain hands-on activities and books.

Currently, the following kits are available:

- Human Anatomy, ages 8+
- Robots and Mazes, ages 7+
- Escape Rooms, ages 16+
- Birds and Bird Anatomy, ages 8+



Kits can be checked out for three weeks. Please stop by the library or call 907-697-2350 or email:  
jessie.soder@gustavus.lib.ak.us or  
leann.weikle@gustavus.lib.ak.us

COMING SOON: MORE STEM kits that focus on coding, pasta-making, magnets, money and more!

## A peek to what you would find inside a STEM Kit Tub:



***Building Bridges and Buildings STEM Kit***



***Human Anatomy STEM Kit***

Good News! In October 2022, we applied for a \$1000 Book Hook grant, which was offered by an Alaska Brewing Company investor to Alaska small rural libraries this year. We proposed several ideas to support literacy from ages birth to 5. We didn't receive the grant, but Geoff and Marcy Larson recently donated \$500 to the library to help fund a part of our proposal. Thanks Geoff and Marcy! The donation will help support our *1000 Books Before K* initiative. We are still seeking funding for the *Books for Babes* work.

### **3. Existing Projects**

Library Assistant, Melisa Gomb, has been working on re-cataloguing our entire collection since November. She's made a lot of progress! She's corrected spine labels on the classics, Alaska fiction, juvenile Alaska fiction and non-fiction, early chapter books, easy readers, and more. She has also moved some of the books in

order to increase checkouts and to make them easier to browse. Our library volunteers recently received training about some of the recent changes made to the catalogue and new locations of books during our last Library Friends and Volunteers meeting.

We are also moving ahead with a plan for a covered bike shed for the library. We've been in contact with Bre Ohlson, who originally proposed the idea. We've also connected with TJ Lazar to get some more information about the design he created five years ago. We plan to submit a document to the City Council soon.

#### **4. Past, Current, or Upcoming Trainings**

Jessie and LeAnn both attended the *Alaska Library Association Virtual Conference* in Feb. 2022. Highlights included: trainings in data sources and gathering, meeting many new Alaskan authors and introductions to the books and writing, and Summer Reading Program and Resources training. The theme for this year is: ***Read Beyond the Beaten Path***. Plans are being made to utilize our soon to be completed Hammock Reading Forest, Story Walk and other great outdoor learning areas at the library. In addition, the Gustavus Public Library is again partnering with the Glacier Bay National Park staff on summer programming.

LeAnn is applying to attend *S.L.I.M.* (Small Library Institute of Management) Training May 9-12. This training is designed for library directors who work in small community libraries in Alaska. It will cover the areas of: management, policy development, collection development, copyright and patron confidentiality, reference services, and youth services and technology planning.

## 5. Budget

We've been working with Tom and Eduarda during the FY23 budget process. Thank you to both as they have been great guides and mentors in this important process!

Thank you to our Council! We appreciate all of your efforts on behalf of Gustavus!

LeAnn and Jessie

**City of Gustavus**  
**Profit & Loss Budget vs. Actual COG Accrual**  
**July 2021 through February 2022**

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Business License Fees	2,000.00	3,000.00	-1,000.00	66.7%
Donations	120.00	800.00	-680.00	15.0%
DRC Income	62,967.62	86,100.00	-23,132.38	73.1%
<b>Federal Revenue</b>				
American Rescue Plan Act	102,543.96	107,902.33	-5,358.37	95.0%
Nat'l Forest Receipts-Encumbered	0.00	35,000.00	-35,000.00	0.0%
Payment In Lieu of Taxes	121,077.95	121,077.95	0.00	100.0%
<b>Total Federal Revenue</b>	223,621.91	263,980.28	-40,358.37	84.7%
<b>Fundraising</b>	200.00	600.00	-400.00	33.3%
<b>GVFD Income</b>	2,063.81	9,750.00	-7,686.19	21.2%
<b>Interest Income</b>	170.01	350.00	-179.99	48.6%
<b>Lands Income</b>	24,630.00	25,000.00	-370.00	98.5%
<b>Lease Income</b>	7,190.32	13,125.67	-5,935.35	54.8%
<b>Library Income</b>	2,063.50	500.00	1,563.50	412.7%
<b>Marine Facilities Income</b>	6,905.00	15,700.00	-8,795.00	44.0%
<b>Other Income</b>	7.00	0.00	7.00	100.0%
<b>State Revenue</b>				
Community Assistance Program	77,370.21	77,370.21	0.00	100.0%
Shared Fisheries Business Tax	341.02	500.00	-158.98	68.2%
<b>Total State Revenue</b>	77,711.23	77,870.21	-158.98	99.8%
<b>Tax Income</b>				
Retail Tax Income	356,975.91	400,000.00	-43,024.09	89.2%
Remote Sellers Retail Tax	33,503.43	30,000.00	3,503.43	111.7%
Room Tax Income	81,317.84	65,000.00	16,317.84	125.1%
Fish Box Tax	8,860.00	8,860.00	0.00	100.0%
Penalties & Interest	4,186.80	0.00	4,186.80	100.0%
Tax Exempt Cards	170.00	300.00	-130.00	56.7%
<b>Total Tax Income</b>	485,013.98	504,160.00	-19,146.02	96.2%
<b>Total Income</b>	894,664.38	1,000,936.16	-106,271.78	89.4%
<b>Gross Profit</b>	894,664.38	1,000,936.16	-106,271.78	89.4%
<b>Expense</b>				
Administrative Costs	1,338.90	2,000.00	-661.10	66.9%
Advertising	408.67	360.00	48.67	113.5%
Bank Service Charges	4,640.23	4,750.00	-109.77	97.7%
Building	16,279.45	22,344.48	-6,065.03	72.9%
Contractual Services	28,745.01	108,200.00	-79,454.99	26.6%
Dues/Fees	8,634.10	9,900.00	-1,265.90	87.2%
<b>Economic Development Services</b>				
GVA	30,000.00	30,000.00	0.00	100.0%
<b>Total Economic Development Services</b>	30,000.00	30,000.00	0.00	100.0%
<b>Election Expense</b>	329.92	350.00	-20.08	94.3%
<b>Equipment</b>	13,459.05	22,660.99	-9,201.94	59.4%
<b>Events &amp; Celebrations</b>	3,570.51	3,925.00	-354.49	91.0%
<b>Freight/Shipping</b>	14,566.34	26,250.00	-11,683.66	55.5%
<b>Fundraising Expenses</b>	0.00	250.00	-250.00	0.0%

**City of Gustavus**  
**Profit & Loss Budget vs. Actual COG Accrual**  
**July 2021 through February 2022**

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
General Liability	19,963.18	17,480.61	2,482.57	114.2%
Gravel Pit Fund	6,000.00	6,000.00	0.00	100.0%
Library Materials	951.57	2,700.00	-1,748.43	35.2%
Marine Facilities	4,186.20	5,486.20	-1,300.00	76.3%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses	272,173.57	465,701.85	-193,528.28	58.4%
Professional Services	10,540.00	15,000.00	-4,460.00	70.3%
Public Relations	0.00	250.00	-250.00	0.0%
Repair & Replacement Fund	16,545.71	16,545.71	0.00	100.0%
Road Maintenance	165,535.10	205,000.00	-39,464.90	80.7%
Stipend	0.00	3,000.00	-3,000.00	0.0%
Supplies	12,109.78	22,000.00	-9,890.22	55.0%
Telecommunications	13,066.73	21,540.00	-8,473.27	60.7%
Training	6,929.99	15,525.00	-8,595.01	44.6%
Travel	518.00	5,000.00	-4,482.00	10.4%
Utilities	17,062.83	17,360.00	-297.17	98.3%
Vehicle	6,682.34	7,985.67	-1,303.33	83.7%
<b>Total Expense</b>	<b>674,237.18</b>	<b>1,058,065.51</b>	<b>-383,828.33</b>	<b>63.7%</b>
<b>Net Ordinary Income</b>	<b>220,427.20</b>	<b>-57,129.35</b>	<b>277,556.55</b>	<b>-385.8%</b>
<b>Other Income/Expense</b>				
Other Income				
Encumbered Funds				
Other Savings for Road Maint	65,000.00	65,000.00	0.00	100.0%
<b>Total Encumbered Funds</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total Other Income</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Income</b>	<b>285,427.20</b>	<b>7,870.65</b>	<b>277,556.55</b>	<b>3,626.5%</b>



**City of Gustavus**  
**Balance Sheet**  
 As of February 28, 2022

	Feb 28, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	5,000.74
AMLIP Capital Improv Long-Term (0630598.2)	388,891.48
AMLIP Repair & Replacement (0630598.3)	327,466.34
AMLIP Road Maint - Unencumbered (0630598.4)	132,164.24
AMLIP Gravel Pit Fund (0630598.8)	12,000.00
AMLIP Reserve (0630598.12)	884,482.99
APCM.Endowment Fund	1,603,092.17
FNBA - Checking	768,998.80
FNBA Endowment Fund - Checking	83,103.02
Petty Cash	112.18
Total Checking/Savings	4,205,311.96
Accounts Receivable	
Accounts Receivable	64,424.75
Total Accounts Receivable	64,424.75
Other Current Assets	
Undeposited Funds	6,048.19
Total Other Current Assets	6,048.19
Total Current Assets	4,275,784.90
<b>TOTAL ASSETS</b>	<b>4,275,784.90</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	692.00
Total Accounts Payable	692.00
Credit Cards	
Bank of America Alaska Air Visa	-1,594.16
Total Credit Cards	-1,594.16
Other Current Liabilities	
Deferred Income	7,110.00
Direct Deposit Liabilities (Direct Deposit Liabilities)	-874.40
Payroll Liabilities	
941 Payable	5,816.16
State Unemployment	912.50
Payroll Liabilities - Other	2,521.63
Total Payroll Liabilities	9,250.29
Total Other Current Liabilities	15,485.89
Total Current Liabilities	14,583.73
<b>Total Liabilities</b>	<b>14,583.73</b>
Equity	
Fund Balance	3,074,596.78
Opening Bal Equity	1,084,743.57
Net Income	101,860.82
Total Equity	4,261,201.17
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,275,784.90</b>

**Accounts Receivable Detail****As of 02/28/22**

\$51,150.00	Airport Screeners Contract -Oct/Nov/Dec/Jan invoice to DHSS
\$3,612.56	Delinquent Sales Tax
\$2,659.00	Ambulance Transport Billing - In Progress
\$6,994.10	Fish-Box Tax Deferred Income
\$9.10	Net of Other Customer Account Balances
<b>\$64,424.75</b>	<b>Total</b>

**FNBA Checking Account - Unrestricted Funds Balance****As of 02/28/22**

FDIC: The standard deposit insurance coverage limit is \$250,000 per depositor, per FDIC-insured bank, per ownership category.

City of Gustavus has a tri-party agreement in place that collateralizes our account, providing protection for the full value of our account balances.

FNBA Checking Account Balance: **\$768,998.80**

**Obligated Funds Currently in Checking Account:**

	CARES Act remaining funds	<b>\$0.00</b>
MF	CP18-01 Salmon River Harbor	<b>(\$9,856.96)</b>
Roads	CP18-02 Wilson Rd Drainage	<b>(\$40,000.00)</b>
DRC	CP18-05 DRC Pre-Processing	<b>(\$12,815.63)</b>
DRC	CP18-07 Household Haz Waste Fac.	<b>(\$10,597.49)</b>
Admin	CP19-03 Gustavus Beach Improv.	<b>(\$10,389.89)</b>
DRC	CP19-06 DRC Composting Facility	<b>(\$106,050.00)</b>
Library	CP19-08 Library Roof/Awning/Shed	<b>(\$10,000.00)</b>
Admin	CP21-02 Refurbish Old P.O.	<b>(\$10,000.00)</b>
Roads	CP21-03 Good River Bridge Repairs	<b>(\$14,610.00)</b>
MFC	CP21-04 MFC Building at SRBH	<b>(\$3,261.48)</b>
DRC	CP21-05 DRC Main Bldg Replacement: Design	<b>(\$30,000.00)</b>
MF	CP21-06 Fish Waste Disposal	<b>(\$5,000.00)</b>
Library	FY22 PLA Grant	<b>(\$3,429.55)</b>
Library	SoA OWL Internet Subsidy	<b>(\$500.00)</b>
Roads	USFWS Chase Drvwy	<b>(\$251.02)</b>

Unrestricted Funds: **\$502,236.78**

**Pending Transfers:**

Per the Unrestricted Fund Balance Policy (Res. CY18-18), the unrestricted fund balance should be 17-35% of the current fiscal year's operating expenses, with a target of 25%.

FY22 budgeted operating expenses:	<b>\$1,058,065.51</b>
25% =	<b>\$264,516.38</b>
17% =	<b>\$179,871.14</b>
35% =	<b>\$370,322.93</b>

## Capital Projects 2021-2025

Capital Projects	Budget Requested	Amount Funded	Funded Project QuickBooks Class Name	Dept.	Short Form Complete	Full Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Proposed Funding Source
<b>Ongoing, already funded:</b>											
Household Hazardous Waste Facility	\$ 59,450	\$ 59,450	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		in progress	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000	\$ 27,000	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
								6/11/2018 then returned; again			
Wilson Rd. drainage improvement	\$ 40,000	\$ 40,000	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	9/20/21		in progress	AMLIP
LIDAR	\$ 28,400	\$ 28,400	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		Done	AMLIP
						7/22/2019; revised 8/5/19; revised 8/3/20	7/22/2019; revised 8/5/19; revised 8/10/20	8/12/2019; 9/21/20			
Library Roof Repair	\$ 50,000	\$ 150,000	CP19-08 Library Roof/Shed/Awning	Library	N/A	3/11/2019	3/11/2019	4/8/2019		Done	AMLIP CP and R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800	\$ 53,150	CP19-03 Gustavus Beach Improv.	Admin	N/A					in progress	AMLIP
Compost Yard Improvement	\$ 111,585	\$ 111,585	CP19-06 DRC Composting Facility	DRC	N/A	1/2/2018, revised 3/11/19	1/15/2018, revised 3/11/19	5/13/2019		in progress	CIP, or AMLIP CP and R&R
Inflow Storage & HHW Facility Storage Area	\$26,400, then \$62,000	\$ 62,000	CP18-05 DRC Pre-Processing	DRC	N/A	9/16/2016, revised 3/11/19	9/16/2016, revised 3/11/19	5/13/2019	6/11/18 amended scoping document; 3/11/19 amended	in progress	CIP, or AMLIP
Fire Hall Rain Cistern System	up to \$25,000			GVFD						in progress	CARES Act
Good River Bridge Repairs, Phase 1 engineering	\$ 15,000	\$ 15,000.00	CP21-03 Good River Bridge Repair	Roads	6/19/2021		7/19/2021	8/9/2021		in progress	
City Road Improvements, Phase 1 road engineer	\$ 30,000			Roads					use \$40K from Wilson Rd. CP, if FEMA reimburses	Near-term	
Main Building Replacement, Phase 1 design/eng.	\$ 30,000		CP21-05 DRC Main Bldg Replacement	DRC	N/A	2/3/2020	2/10/2020	10/11/2021		in progress	CIP
Old P.O./Preschool building refurbish	\$ 10,000	\$ 10,000.00	CP21-02 Refurbish Old P.O.	Admin	7/6/2021		7/19/2021	8/9/2021		Near-term	
MFC Building at Salmon River Boat Harbor	\$ 8,000	\$ 8,000.00	CP21-04 MFC Building at SRBH	MFC	6/26/2021		7/19/2021	8/9/2021		in progress	
Tsunami Siren Power Installation at SRBH	\$ 4,112	\$ 4,112.45	CP21-01 Tsunami Siren Power Ins	GVFD	7/6/2021		7/19/2021	8/9/2021		done	
Library Bike Shelter/Shed, Phase 1 design/eng.	\$ 15,000	\$ 15,000.00	CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19	7/22/2019; revised 8/5/19	8/12/2019	only \$10,000 moved 8/12/19; \$5000 still to transfer	Near-term	AMLIP
Flood Mitigation and Recovery	\$ 105,000								Operating Budget see Wilson Rd. drainage imp.	in progress	FEMA
Gustavus Fish Waste Disposal Station	\$ 5,000		CP21-06 Fish Waste Disposal	MF/DRC	8/25/2021		9/20/21	10/11/2021		Near-term	
Quick Attack/Wildland Firefighting Truck	\$ 80,000			GVFD	1/28/2020	N/A	2/10/2020			Near-term	CIP, or grants
Gravel Pit Improvements	pending		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	postponed		Near-term	CIP, or AMLIP
Main Building Replacement, Phase 2 build	\$ 257,500			DRC	N/A	2/3/2020	2/10/2020			Mid-range	CIP
Roof/Building Exp. - Architectural & Engineering	\$ 30,000			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Library Expansion - Architectural & Engineering	\$ 30,000			Library	3/1/2018		2/11/2019			Mid-range	CIP
Drinking Water Point-Source Project Dev.	pending									Mid-range	
Structural Firefighting Gear (expire 2022)	\$ 82,500			GVFD						Mid-range	
Good River Bridge Repairs, Phase 2 construction				Roads						Mid-range	
Three Phase Power Installation				DRC						Mid-range	
Library Bike Shelter/Shed, Phase 2 construction			CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19	7/22/2019; revised 8/5/19	8/12/2019		Mid-range	AMLIP
Baler Purchase	\$ 166,630			DRC	N/A					Mid-range	
City Road Improvements, Phase 2 implementation				Roads						Mid-range	
Library Ventilation Fans Replacement	\$ 7,000			Library						Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000			DRC						Mid-range	
Salmon River Boat Harbor Barge Ramp Improvement				MF	N/A	9/2/2020	9/21/2020			Mid-range	AMLIP R&R
City Hall front room - carpeting, painting, windows	\$ 15,000			Admin	2/14/2018					Mid-range	
Landscape Design consultation				-split-	2/20/2018					Mid-range	
Utility Pick-up Truck	\$15-60,000.00			GVFD	2/15/2018					Mid-range	
Water Tender / Road Water Truck				GVFD	2/15/2018					Mid-range	
Grandpa's Farm Road Bridge & Culvert	\$ 250,000			Roads						Mid-range	USFWS and/or AKSSF
DRC Groundwater Monitoring Well Replacements	\$ 12,000			DRC						Mid-range	
DRC Glass Pulverizer - refurbish or replace	\$ 50,000			DRC						Mid-range	
City Buildings Air-Source Heat Pump Conversion	\$ 9,000.00									Mid-range	
Firehall Roof/Building Expansion, Phase 2 constr.	\$700,000			GVFD	N/A	2/9/2018	2/12/2018, revised 2/11/2019			Long-range	CIP - state, federal grant
Driveway Relocation or River Bank Stabilization				Admin	N/A					Long-range	AMLIP
City Hall & Fire Hall Energy Audit Repairs				GVFD & Admin	3/1/2018	Res. CY18-12				Long-range	
Edraulic Extrication Equipment	\$35,000			GVFD	2/15/2018					Long-range	AFG
911 System Upgrade				GVFD						Long-range	
GVFD Electric Meter Installation				GVFD						Long-range	
Library Expansion, Phase 2 constr.				Library	3/1/2018					Long-range	
DRC Shredder				DRC						Long-range	
DRC "Waste to Energy" Equipment				DRC						Long-range	
DRC Drive-on/Vehicle Scale				DRC						Long-range	
DRC Equipment Garage				DRC						Long-range	
DRC Sytrofoam Densifier				DRC						Long-range	
Landfill Closure 4-8 years	long-term			DRC	N/A					Long-range	
City Vehicle				-split-	2/20/2018					Long-range	
Salmon River Harbor Waterless Restrooms	\$70-90,000.00			MF						Long-range	
Salmon River Harbor Public Floats				MF						Long-range	
CAPSIS 2018 submission											
CAPSIS 2019 submission											
CAPSIS 2020 submission											
CAPSIS 2021 submission											

## CITY ADMINISTRATOR'S REPORT MARCH GENERAL MEETING

### SEPTIC PUMPING PROGRAM UPDATE

A meeting was held on March 3<sup>rd</sup> to offer those interested in becoming the city's septic operator. Unfortunately, there were no interested persons. However, John Berry, Ponch and Justin attended the meeting, and we had a productive discussion. After discussing options, the consensus of the group was to modify the approach to a two-step solution.

The first step is to change the vacuum pump on a trailer to a used septic truck, similar to the small truck used by Juneau Septic. A used truck should be around \$100k. Since there were no potential operators, the best option would be to create a temporary position for the summer to operate the truck. We would continue with the transportable tanks and the *Lightweight* to transport to Juneau. This option increases the proposed cost to \$150k from \$100k. This approach would also require an ordinance to authorize the utility service. We could recover the labor costs with the service fee.

The second step is a long-term solution that involves a dewatering septic truck and converting the "mud" to compost to be used either in combination with the existing food-waste stream, or another disposal such as burning, landfill, or fertilizer. John Berry is developing an analysis for the project. This project would likely be in the \$1million range and efforts to get funding through grants would be part of the funding effort. This project would take several years to get permitted and funded. This approach would also rely on a temporary staff position, ordinance, and creation of the utility. In time, it is hopeful that this option could be converted to a private enterprise.

The Council gave direction to have a Town Hall to discuss the program. I am working with the Mayor to determine a date/time.

For 2022, it is likely we will not have the program in place. I spoke to Juneau Septic on March 8 to express the urgent need for a visit and asked if we could be scheduled at their earliest opportunity. I was told that as soon as the ground is secure enough to support the truck they will try to get on the ferry and make a trip over. Because of the backlog of pumping requests, I asked for a schedule for multiple trips – the idea is to get scheduled before other community requests start stacking up. I will provide updates as I get them.

### FEMA FUNDING UPDATE

There hasn't been much development with FEMA recently. The Mayor and I have provided the requested information and at this point we have submitted all documents needed. There are still 2 culvert projects waiting for warmer weather.

### BUDGET DEVELOPMENT

A Council work session to review the draft budget was conducted on February 28<sup>th</sup>. The Council identified a couple areas that needed attention. A corrected budget was delivered, and the draft budget has been posted at the usual locations for the upcoming Town Hall on March 16<sup>th</sup> at 6p.m.

### BBB INFRASTRUCTURE BILL GRANTS

The Mayor and I have been contacting potential grant writers to submit grant applications under the BBB Infrastructure Bill. Specifically, we are targeting two projects under two different opportunities. The bike/pedestrian path is being worked on by Council members Bishop and Mackovjak. The Wave Barrier is being worked on by the Mayor while looking for additional Council assistance; both projects will need to have assistance from the state. The Infrastructure Bill grants have 4 years for application, with a project completion date of 2026. Having an application submitted but not funded will give us the opportunity to resubmit in subsequent years.

**ROADS TEAM MEETING**

The Roads Team met on to discuss some emergent projects and plan for the summer improvement schedule. Glacier Bay Construction gave a valent effort to repair the badly potholed roads with some success – THANKS JUSTIN/PONCH!

**STEEL FLOAT HAS MOVED**

The following is a summary of the report given by our Marine Facilities Coordinator on the movement of the steel float. A big WELL DONE to our Marine Facilities Coordinator, Ben Sadler. Also, a big thanks to DOT, Council member Vanderzanden, and the crews of both vessels for making this happen.

On February 24<sup>th</sup>, John Melino, and the Donna Anne out of Hoonah, came over to help us move the float. We were able to detach it and move it across Icy Passage without any problems. There were a few problems connecting to the anchors. DOT has been informed and our Marine Facilities Coordinator is communicating with them to address the issues.

John Melino did say that he hopes to be able to continue assisting us in the future so if we are able to come up with a plan that will work into the future, we may have a vessel and operator willing to work with us.

## CERTIFICATE OF RECORDS DESTRUCTION

This form documents the destruction of public records in accordance with Alaska Statute 40.25,  
Gustavus Municipal Code 2.70.030 and City of Gustavus Policy and Procedure for Public Records Management

<b>1. Agency/Locality</b> City of Gustavus	<b>2. Division/Department</b> Desk of the City Clerk	<b>3. Person Completing Form</b> Karen Platt CMC, City Clerk
<b>4. Address, City, State &amp; Zip</b> P.O. Box 1, Gustavus, AK 99826	<b>5a. Telephone Number</b> 907-697-2451	<b>5b. E-mail Address</b> clerk@gustavus-ak.gov

### 6. Records to Be Destroyed

a) Schedule and Records Series Number	b) Records Series Title	c) Date Range (mo/yr)	d) Location	e) Volume	f) Destruction Method
A-2 (5yrs)	Accounting – Budget Work Papers	2005-2014	City Hall Network	71	
A-3 (4yrs)	Accounting – Financial & Accounting Reports	2004-2016		371	
A-4 (4yrs)	Accounting – Accounts Receivable/Payable	2004-2016		3012	
A-5 (8yrs)	Accounting – Banking Records	2008-2009, 2011-2016		68	
A-11 (T+10yrs)	Accounting – Payroll Register	2009-2010		2	
A-12 (5yrs)	Accounting – Payroll	2005, 2009, 2014, 2015		8	
A-13 (15yrs)	Accounting – Payroll	2005		1	
A-15 (4yrs)	Accounting – Sales Tax	2004-2013		417	
A-24 (10yrs)	CIP Request File	2005, 2008, 2010		18	
A-25 (4yrs)	Permits, Registrations	2004-2008, 2012-2015		157	
A-26 (7yrs)	Sales Tax Appeals; Small Claims	2004-2012		140	
A-27 (5yrs)	Accounting – General	2005-2015		129	
AD-1 (AN)	General Administration	2005, 06, 08, 09, 11, 12, 14		22	
AD-2 (NA)	Non record	2004-2017, 2019		290	
AD-3 (AN)	Transitory Information	2005-2007, 2013-2015		10	
AD-4 (4yrs)	Policies and Procedures	2006-2007		3	
C-3 (3yrs)	Council Non-Permanent Records	2005-2015		75	
C-6 (6yrs)	Elections – General	2004-2014		541	
C-7 (1yr)	Elections – Ballots	2008-2010		4	
C8-B (3yrs)	Informal Petitions	2012-2014		2	
C12- (7yrs)	Council Meeting Documentation	2004-14		297	
C-15 (7yrs)	Required Public Notices	2004-2015		308	



C-17 (2yrs)	Public Records Requests	2009-2011		10	
C-19 (6yrs)	Liquor License Endorsement or Protest	2006, 2007, 2012, 2013		11	
C-20 (5yrs)	Committee Files	2005-20014		116	
C-21 (6yrs)	Clerk General	2004-11, 13-15		130	
E-2 (AN)	Transitory & Miscellaneous Administrative Info	2005, 2007, 20010, 2014		11	
E-3 (7yrs)	Subject Files	2004-15		77	
F-16 (6yrs)	Fire & EMS General	2005, 2007-2012, 2014		24	
HR-1 (C)	Organization Charts- Salary Schedule	2005, 2015		2	
HR-2 (15yrs)	Human Resources- Employees-training	2005-2006, 2010, 2013- 2014		98	
HR-3 (C)	Job Descriptions	2005, 2008, 2010, 2011, 2013		10	
HR-6 (1yr)	applications (not hired)	2005		1	
L-14 (Active)	Library Equipment	2018		1	
MF-1 (3yrs)	Marine Facilities Files	2007, 2011		5	
PL-1 (10yrs)	Land Management- General	2008, 2013, 2014		7	
PW-1 (4yrs)	Procurement Files	2005-2017		105	
PW-4 L+6)	Contracts	2007-2014		25	
R-2 (C)	Snow Removal-Road Maintenance	2005-2008, 2010-2011, 2014-2015		49	

## DESTRUCTION APPROVALS

*Note: Public records may not be destroyed without receiving prior authorization from the Mayor and/or City Council.*

We certify that the records listed above have been retained for the scheduled retention period, as per the City of Gustavus Records Retention Schedule, required audits have been completed, and no pending or ongoing litigation or investigation involving these records is known to exist.

**7. MAYOR** \_\_\_\_\_

**DATE** \_\_\_\_\_

**8. CITY CLERK/TREASURER** \_\_\_\_\_

**DATE** \_\_\_\_\_

## 9. RECORDS DESTRUCTION

**AFFIRMED BY:** \_\_\_\_\_

**DATE** \_\_\_\_\_

**AMENDMENT NUMBER 1 TO A  
COOPERATIVE RESOURCE MANAGEMENT AGREEMENT**

**Between  
THE CITY OF GUSTAVUS  
and  
THE STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES,  
DIVISION OF MINING, LAND AND WATER**

**GUSTAVUS BEACH TRACTS                      ADL # 108940**

**AS 38.05.027(a)**

**INTRODUCTION AND BACKGROUND:**

- A. On April 4, 2019, the State of Alaska, Department of Natural Resources (DNR), Division of Mining, Land, & Water (DMLW) (State), of 400 Willoughby Avenue, P.O. Box 111020, Juneau, Alaska 99801, and the City of Gustavus (City), of P.O. Box 1, Gustavus, Alaska 99826, entered into a Cooperative Resource Management Agreement (Agreement), serialized as ADL # 108940.
- B. The State and the City are the only two Parties to the Agreement.
- C. The Parties entered into the Agreement after the U.S. District Court issued a 1985 Judgment Quieting Title, in DeBoer v United States, Case No J-76-9 (Judgment). The Agreement incorporates the Judgment.
- D. The Agreement described two tracts of land within the City, Tract A and Tract B, which together total about 30 acres, more or less. Tract A is located to the west of the centerline of the existing dock road in the City that contains 16.26 acres, more or less. Tract B is located to the east of the centerline of the existing dock road and contains 16.19 acres, more or less, including the Gustavus Beach Park.
- E. The Agreement describes and defines the City's management of Tract B and refers to Tract B as the Gustavus Beach Park. The "Gustavus beach area" and the "Gustavus Beach Park" are used interchangeably in the Agreement.
- F. In the Agreement, among other things, the Parties agreed i) to cooperatively manage the Gustavus Beach Park, ii) the City would be the primary management authority of the Gustavus Beach Park to facilitate recreational uses while preventing damage to the land, and iii) the State would retain ownership of all the land defined in the Agreement.

- G. In the Agreement, the Parties confirmed that the Gustavus Beach Park was an important public recreational site. The Parties agreed that the City would manage the Gustavus Beach Park consistent with the Purposes in Section 1 of the Agreement and the City's Responsibilities, described in Section V of the Agreement.
- H. Appended to the Agreement, and made part of it, were the Judgment, a Gustavus Beach Development Plan Map, an eight-page Gustavus Beach Tracts Development Plan, and letters signed and notarized by Benjamin DeBoer and Donna DeBoer-Williams indicating these two individuals, who were the only adjacent landowners to Tract A and Tract B, approved the Agreement and Gustavus Beach Tracts Development Plan.
- I. In 2020 and 2021, the City approach the State and suggested amendments to the Agreement, which the City believed would better protect and preserve the Gustavus Beach Park, and more clearly define the areas of Tract A and Tract B that are used for the Gustavus Beach Park.
- J. Tract B comprises two "sub-tracts." Tract B-1 is an area within Tract B. Tract B-1 contains a fenced-off area and an unfenced area used by the public. Tract B-2 is the other area within Tract B that is used by the public.
- K. Tract B-2, along with Tract A, are the two only tracts of land that the City wanted to refer to in order to clarify that they are the only two tracts of land that comprise the Gustavus Beach Park, and that the Gustavus Beach Park excludes Tract B-1.
- L. The City prepared a Revised and Amended Development Plan for the Gustavus Beach Park, and updated and amended the Gustavus Beach Development Plan Map and submitted those to the State for the State's review and consideration.
- M. The Parties conferred and reviewed and considered amendments to the Agreement that are set forth in this Amendment Number 1 to the Agreement (Amendment Number 1) and all the Attachments to this Amendment Number 1, and believe they memorialize the Parties' understandings, intentions, and agreements.
- N. The Agreement requires that all landowners adjacent to Tract A and Tract B give their written, notarized approvals of this Amendment Number 1.
- O. The Parties understand that before they execute this Amendment Number 1, the public would have at least thirty days to review and comment on this Amendment Number 1, and that the City must provide its residents with notice of this Amendment Number 1 and an opportunity to comment on it.

**THEREFORE**, based upon the preceding Introduction and Background, the exchange of valuable consideration, and the following agreements, terms, conditions, and Findings, the Parties agree as set forth below.

**A. AGREEMENT:**

1. Tract B comprises two separate parcels of land, Tract B-1 and Tract B- 2. Both Tract B-1 and Tract B-2 are solely defined to be within the existing boundaries of Tract B as set forth and described in Section III of the Agreement.
2. Tract B contains 16.19 acres, more or less. Tract B-1 comprises 1.322 acres, more or less, and has a fenced off area that contains bulk fuel storage tanks. Tract B-2 contains 14.471 acres, more or less.
3. Alaska State Land Survey No. 2009-15, which is attached and incorporated into this Amendment Number 1 by reference, depicts all of Tract A, all of Tract B, and shows the two separate Tract B-1 and Tract B-2 within Tract B.
4. The bulk fuel storage tanks within Tract B-1 are owned by the City and leased to an outside operator. Because of the nature of the use of Tract B-1 is to store and contain bulk fuel storage tanks, that portion of B-1 that contains the bulk fuel storage tanks is not open to the public, but it has been and will continue to be used by the City to store bulk fuel tanks to be used for the public. Tract B-1 is neither part of the Gustavus Beach Park nor is it managed by the City as part of the Gustavus Beach Park. However, by agreement with the bulk fuel storage tanks operator, the City maintains restrooms and recycling containers on the southwest corner of Tract B-1 for the public's use and benefit.
5. In 2013, DNR issued Quitclaim Deed No. 1898 (attached), recorded in the Juneau Recording District at 2013-003685-0, to the City for Tract B-1, which Quitclaim Deed is subject to the Judgment, and which provides that Tract B-1 is to be used by the City for a public purpose and in the public interest and not sold conveyed or transferred without DMLW's written consent. The City will continue to manage and own Tract B-1 in accordance with the Quitclaim Deed as a fenced-off site to maintain bulk fuel storage tanks. Tract B-1 now includes, and will continue to include, land solely used for bulk fuel storage tanks, restrooms, and recycling containers.
6. Tract B-2 is the only part of Tract B that includes and will continue to contain the Gustavus Beach Park. The Parties define the area comprising the Gustavus Beach Park as all of Tract A and all of Tract B-2. The Gustavus Beach Park specifically excludes Tract B-1.
7. As part of its management of the Gustavus Beach Park, the City submitted an Amended Gustavus Tracts Development Plan (attached) and an Updated and Amended Gustavus Beach Development Plan Map (attached), which are both incorporated by reference into this Amendment Number 1.
8. The State has reviewed and approved both Amended Gustavus Tracts Development Plan and the Updated and Amended Gustavus Beach Development Plan Map, and the City

may operate and manage the Gustavus Beach Park on Tract A and Tract B-2 as provided in those documents.

9. The City's management of the Gustavus Beach Park will continue under the Agreement and this Amendment Number 1 and includes the authority to manage the surface estate and so much of the subsurface as may be required in order to make use of Tract A and Tract B-2 for public purposes within the statutory authority of the City and the terms of the Judgment, the Agreement, and this Amendment Number 1, but does not otherwise diminish the State's rights, authorities, management, or jurisdiction over Tract A and Tract B in their entirety.
10. This Amendment Number 1 terminates at the same time as the Agreement and in no way modifies the 20-year term of the Agreement, unless as otherwise provided in the Agreement, or as the Parties may agree in writing. After this Amendment Number 1 is signed, and before the Agreement terminates or before the Agreement is again amended, the Parties will determine if Tracts A and B should be designated as a Special Use Area, or whether Tracts A and B should be leased to the City by DMLW.
11. Except as specifically provided in this Amendment Number 1, the Parties do not amend any other term, condition, or other part of the Agreement.
12. DMLW expressly reserves jurisdiction and management of all subsurface minerals, including oil and gas in Tract A and Tract B, provided, however, that DMLW will not permit surface entry for the purpose of mineral or oil and gas exploration or development without the State and City's mutual, written consent.
13. The Parties may amend this Amendment Number 1 or the Agreement at any time, but no amendments will be effective unless the Parties agree to them in writing.
14. Except as provided in this Amendment Number 1, it does not otherwise expand or restrict the duties, obligations, purposes, management intent, responsibilities, general provisions, term, termination, amendment, notices, or anything else imposed on the Parties or contained in the Agreement.
15. The City's Mayor is fully authorized to execute this Amendment Number 1 by, and on behalf of, the City, and is authorized to bind the City to the terms and conditions set forth in this Amendment Number 1.
16. The City warrants that it provided a copy of this Amendment Number 1 to all persons who own lands adjacent to Tract A and Tract B. As of the date of this Amendment Number 1, the City confirms that the only adjacent landowners to Tract A and Tract B are Benjamin DeBoer and Donna DeBoer-Williams, and that they have received, reviewed, and given their approval and consent to the terms of this Amendment Number 1 as indicated below by their written, notarized signatures of approval.

17. The Parties have given the public at least thirty days to review and comment on this Amendment Number 1. The City has provided its residents with notice of this Amendment Number 1 and an opportunity to comment on it for at least thirty days.

**B. FINDINGS:**

1. The State has considered this Amendment Number 1 and reviewed it. The state has provided 30-day public notice of this Amendment Number 1 under AS 38.05.945 and finds that the public has been provided notice of this Amendment Number 1 .
2. AS 38.05.027(a) deals with cooperative resource management agreements and provides: “Consistent with the authority of the commissioner under law, the commissioner, after determining that the agreement is in the best interests of the public and the state, may enter into cooperative resource management or development agreements with the federal government, a state agency, a village or municipality, or a person. Specific guidelines to protect the state and public interest shall be established, if necessary, by the commissioner before entering into an agreement under this section.”
3. The State finds that this Amendment Number 1 has specific guidelines to protect the state and public interest, and further finds that it is in the state’s best interest to enter into this Amendment Number 1 under AS 38.05.027(a).
4. DMLW’s Director has been delegated the authority to enter into this Amendment Number 1 on behalf of the DNR Commissioner, and who, by signing below, finds that this Amendment Number 1 is in the best interests of the public and the state consistent AS 38.05.027(a).

**WHEREFORE**, this Amendment Number 1 to the 2019 Cooperative Resource Management Agreement, serialized as ADL # 108940, is effective on the last date that all the individuals below have signed it. By signing this Amendment Number 1, all the signatories have reviewed and agreed to it.

**Attachments:**

1. Alaska State Land Survey No. 2009-15.
2. Quitclaim Deed No. 1898.
3. Amended Gustavus Tracts Development Plan.
4. Updated and Amended Gustavus Beach Development Plan Map

-- **SIGNATURE PAGES FOLLOW** --



# CITY OF GUSTAVUS

By: Mike Taylor

Its: Mayor

State of Alaska )  
 ) ss.  
First Judicial District )

THIS CERTIFIES that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me personally appeared Mike Taylor to be known and known by me to be the person named in, and who executed this, document and acknowledged voluntary signing it. IN TESTIMONY WHEREOF, I have set my hand and affixed my official seal, on the day and year shown above.

Notary Public in and for the State of Alaska

My commission expires: \_\_\_\_\_

**BENJAMIN DeBOER**

By: Benjamin DeBoer

State of Alaska )  
 ) ss.  
First Judicial District )

THIS CERTIFIES that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me personally appeared Benjamin DeBoer to me known and known by me to be the person named in, and who executed, this document and acknowledged voluntary signing it. IN TESTIMONY WHEREOF, I have set my hand and affixed my official seal, on the day and year shown above.

Notary Public in and for the State of Alaska

My commission expires: \_\_\_\_\_

**DONNA DeBOER-WILLIAMS**

---

Donna DeBoer-Williams

State of Washington )  
 ) ss.  
Snohomish County )

THIS CERTIFIES that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me personally appeared Donna DeBoer-Williams to me known and known by me to be the person named in, and who executed, this document and acknowledged voluntary signing it. IN TESTIMONY WHEREOF, I have set my hand and affixed my official seal, on the day and year shown above.

Notary Public in and for the State of Washington  
My commission expires: \_\_\_\_\_

**STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES, DIVISION OF  
MINING, LAND AND WATER, SOUTHEAST REGIONAL OFFICE:**

Benjamin White  
Regional Manager, Southeast Regional Office, Division of Mining, Land and Water

State of Alaska )  
 ) ss.  
First Judicial District )

THIS CERTIFIES that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me personally appeared Benjamin White to me known and known by me to be the person named in and who executed this document and acknowledged voluntary signing it. IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, on the day and year shown above.

Notary Public in and for the State of Alaska  
My commission expires: \_\_\_\_\_

**STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES, DIVISION OF  
MINING, LAND AND WATER, ON BEHALF OF DNR'S COMMISSIONER:**

\_\_\_\_\_ Dated: \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Martin W. Parsons, Director  
Division of Mining, Land and Water  
Alaska Department of Natural Resources

## Proposed Changes to CRMA and Attachment C Development Plan

### Development Plan--Gustavus Beach Tracts

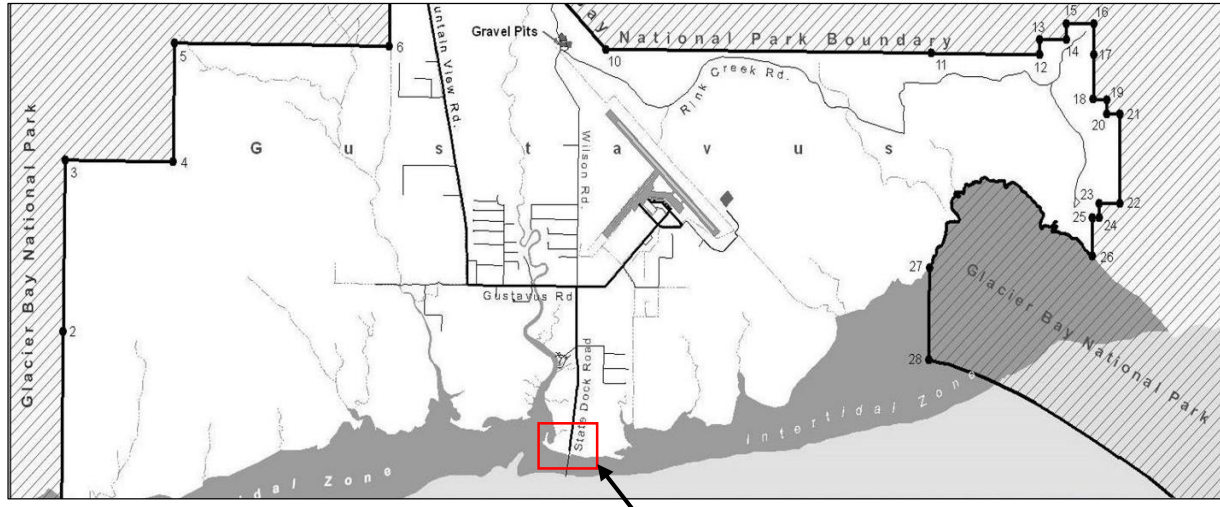


Figure 1. City of Gustavus

Location of Gustavus Beach Tracts A and B-2

The Gustavus Beach is very important to the citizens of Gustavus. It is where residents and visitors take walks, picnic, pick berries and enjoy the views of the Fairweather Range and of Icy Strait. The Alaska Marine Highway dock is located at the Gustavus Beach, and it is therefore the first view and impression visitors have of Gustavus. The public beach lands in question comprise approximately 31 acres, as originally surveyed, on either side of Dock Road (see Figure 1). With isostatic rebound, the tracts have increased in size as the shoreline has extended out into Icy Passage. These lands, known as Tracts A and B-2, are owned and managed by Alaska Department of Natural Resources. The public beach lands in question do not include Tract B-1, the City of Gustavus Bulk Fuel Facility. These lands are priceless for the beauty and recreation opportunities they provide to the residents of and visitors to Gustavus. As Gustavus continues to grow, it becomes even more critical that these lands are protected for future generations. This development plan will result in the following outcomes:

- Beach lands will be protected and remain accessible to all citizens and visitors to Gustavus for the purposes of recreation compatible with protection of the beach natural resources.
- Infrastructure (trails, picnicking, benches, etc.), and a parking area on the east side, appropriate to the collective desires of the citizens of Gustavus, may be developed and will be appropriately managed. Parking “area” is intended to include the east beach parking area as well as additional Right-of-Way (ROW) parking that can be negotiated with the Department of Transportation and Public Facilities (DOT).
- Except for designated and demarked parking areas on the east side and the DOT Dock Road Right-of-Way, motorized vehicle traffic will be prohibited on both uplands and the beach strand.
- Beach areas that are currently degraded will be restored or hardened to accommodate appropriate use.
- Gustavus citizens will take pride in their beach and care for it.
- Adjacent private landowners will be satisfied with appropriate and respectful recreational use of their lands.



- The City will coordinate with DOT regarding any developments such as parking areas within the DOT Right-of-Way that bisects the beach tracts.
- To these ends, the City of Gustavus is authorized to manage the Beach Park lands in accordance with State statutes and regulations and through provisions of the City of Gustavus Code of Ordinances.

These outcomes are in alignment with the legal judgment settling title of the original two 16-acre tracts A and B with the State and recognize the rights of the adjacent landowners. The two tracts of land in question were acquired by the state in 1985 because of a lawsuit that was ultimately settled in the 9<sup>th</sup> Federal Circuit Court of Appeals in San Francisco. This judgment (No. J-76-9 CIVIL) recognized the rights of the upland landowner (the DeBoer Family) and awarded them accreted acreage down to mean high tide line. But the judgment also set aside 32 acres for the public in recognition of historic recreational use and created a covenant that stressed the intention that the recreational use on these tracts should be “low intensity” in its nature. The covenant states:

*“(We) agree that the state shall use the above-described property for the purpose of continuing the historic recreational uses of the land without interference or disruption and that the land vested in the state will be used for recreational purposes, including walking, jogging, horseback riding, picnicking, camping, sun-bathing, hunting fishing, recreational boating, beach-combing, berry picking, cross-country skiing and other similar recreation uses. It is intended that the recreational use shall be consistent with the natural state of the land and be of a low-intensity nature.”*

## **History of Community Protection Concerns and Measures**

Documentation exists within the file system of the City of Gustavus that the community residents became concerned about an increase in recreational use in this area as early as 1981, when the land in question was included in a bill to create a State Game Refuge (city files). The first mention of public concern regarding motorized vehicle use is recorded in 1994 (city files). A letter dated October 26, 1994 to the Department of Natural Resources (DNR) from the Gustavus Community Association (this was prior to the City becoming incorporated) requested assistance in defining acceptable access and uses for the areas in question, in “accordance with the [DeBoer] court judgment and existing [state] regulations.” The letter and public postings detail some of the impacts being observed including defined roadways through the dunes, increased size of parking areas, and crisscrossed dunes. No response from DNR is located within the files from this time period (City files).

The issue of beach impacts came to public attention again in 2010. This time the City of Gustavus was incorporated and an official Beach Committee was established by the City to address recreational use issues at the Gustavus Beach. The committee comprised citizens both for and against motorized vehicle use at the Beach. They met several times to try to adopt a recommendation to the City for management of the area. All indications are the group was unable to establish trust and could not move beyond internal discord to present a recommendation to the City regarding motorized use.

When Gustavus residents were asked in a 2016 survey to rate reasons for appreciating our community, 86.9% rated “scenic beauty” as very important and 75.4% rated “pristine environment” as very important. Slightly more than half (55.9%) believe “protection for the beach near the dock” will have positive

impacts for the community, while 72.4% believe “mechanized use of beaches and wetlands” will have negative impacts. These statistics demonstrated community support of a cooperative management agreement and development plan for the beach parcels on each side of the Dock Road, Tracts A and B-2, currently managed by the Alaska State Department of Natural Resources.

Beginning in 2017, an ad hoc group of Gustavus beach advocates, with support of Mayor Barb Miranda, began meeting to develop a new approach to protecting the beach lands in accordance with the indicated wishes of the community as expressed in the 2016 survey. The group conferred with the adjacent landowners, the DeBoer family, to assure that provisions aligned with covenants held by the family. The group held public meetings and with that input drafted the original version of this Cooperative Resource Management Agreement (CRMA), which was signed and adopted by the City and DNR in Spring, 2020. The role of the City of Gustavus under the CRMA with the State is to be the steward of the beach lands, assisting the Department of Natural Resources with the management of the tracts. The City may enforce provisions through its Code of Ordinances.

When the original CRMA was signed in Spring 2020 the Gustavus Beach was unmanaged, and there was visible and growing evidence of disturbed vegetation and soil. Parking areas within the dunes had grown and new motorized tracks had developed over the years. Community members claimed that ground nesting birds and a short-eared owl nest had been disturbed by motorized use. In spring 2018 the first-ever Arctic tern nest was discovered at the beach. Additionally, the DeBoer family had continued to allow non-motorized recreational access to their adjacent private lands, but repeated efforts to halt motorized traffic on their lands had failed. The Nature Conservancy allows only non-motorized traffic on its lands to the east of the DeBoer property with the intent to prevent damage to natural beach and upland resources there. The ability of the City to manage the motorized use on the state-owned tracts will aid the private landowners in enforcing their desire for no motorized access on their property.

Since adoption of the CRMA in Spring, 2020, the City has assumed management responsibilities for the Gustavus Beach Park lands. The City adopted Ordinance Section 10.08.020 - Gustavus beach lands management, conservation, and public use. The ordinance authorizes the City to manage the beach park lands in cooperation with the State of Alaska in accordance with this Cooperative Resource Management Agreement, and “for the conservation and enhancement of natural ecological and scenic values and for compatible public use.” To that end, the City has demarked and improved a parking area on the east side of Dock Road, Tract B-2 and has barricaded motor vehicle access to the west side of Dock Road, Tract A. The City has posted signs prohibiting motor vehicle access beyond the designated parking/vehicle limits. Recreationists visit the areas now only by foot or bicycle. In May 2020, the City began restoration of vehicle-damaged surfaces beyond the vehicle limits by raking vehicle-rutted areas. As of Summer, 2020, native vegetation is returning to the restored surfaces naturally. A Gustavus Beach Park sign has been installed. Additional amenities such as picnic tables, improvements to a fire pit site, and interpretive signs are in discussion.

## **Development Plan Elements**

### **Legal Description:**

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Tract A is located within Township 40 South, Range 59 East, Copper River Meridian, Alaska and is located on the Easterly side of the Salmon River at its confluence with Icy Passage. The point of beginning of this description being the intersection of the southerly extension of the centerline of the existing road to the dock, with the mean high water line of Icy Passage; thence northerly along the

centerline of the existing road a distance of 900 feet; thence West a distance of 711 feet, more or less, to the mean high water line of the salmon River thence meandering southerly along the mean high water line of the Salmon River and Icy Passage.

Tract B is located within Township 40 South, Range 59 East, Copper River Meridian, Alaska and is located east of the centerline of the existing road to the dock and being easterly of the confluence of the Salmon River with Icy Passage. The point of beginning of this description being the intersection of the southerly extension of the centerline of the existing road to the dock, with the mean high water line of Icy Passage; thence northly along the centerline of the existing road a distance of 900 feet; thence East a distance of 753.48 feet; thence South & 13°30' West along the mean high water line of Icy Passage a distance of 80 feet, more or less; thence North 83°11'25" West along the mean high water line of Icy Passage a distance of 670 feet, more or less, to the point of beginning. The herein described parcel contains 16.19 acres, more or less.

Tract B has been subdivided into B-1, which comprises the City of Gustavus-owned Bulk Fuel Facility property (1.433 acre), and B-2 (14.471 acres), which comprises the remainder of the original Tract B. Tract B-1 is not subject to the terms of this Agreement.

As isostatic rebound continues, the mean high tide line is expected to move southward into Icy Strait and westward into the Salmon River estuary adding dry land to the beach Tracts A and B-2. These accreted lands will be managed as part of the beach park under the Agreement.

#### **Terrain/ground cover:**

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The shoreline between Salmon River and Glen's Ditch is fronted by a series of sandy rises and swales built by Salmon River sediments moving eastward by prevailing currents. These features are built atop former beach flats and sloughs that now form the backshore to the north. The landscape is rising about an inch a year due to glacial rebound. Facilities anchoring the former and present docks have tended to interrupt the pattern of deposition.

The first dock had much to do with capture of the sand and initiation of the basic swale and rise features. The modern dock (abutment, island, sheet pile) now appears to be modifying the seaward sedimentation pattern, accelerating deposition to the eastward and initiating erosion to the westward.

Plant communities have developed according to their salt tolerance, response to disturbance and soil characteristics. The communities can be divided in this way:

- Ryegrass sod along the outer shore and slough margins
- Beach sedge/saltgrass/beach asparagus sod below the ryegrass in some sheltered slough margins
- Strawberry/small herb meadow above the ryegrass on the outer shore
- Grass/tall herb/small spruce meadow above the strawberries on the swales and higher parts of the backshore
- Young spruce groves on the highest swales

As uplift has moved the landscape into the upper intertidal and above-tide zones, the communities have matured and tended to shift seaward. Zones seem to have various near-term futures. Ryegrass is being eliminated by traffic just east of the dock. Erosion west of the dock is tending to pinch the strawberry/small herb meadow between ryegrass and tall meadow; it is being erased in widening roadways but perhaps retained by more moderate foot disturbance elsewhere. Tall meadows are being

increasingly dominated by grasses and young spruces in some places. Spruce groves are aggressively spreading on the rises and backshore.

#### **Proposed Changes to the terrain/ground cover:**

The overarching goal of any vegetation management shall be to maintain the historic viewshed which can be characterized as open with sweeping views of Icy Strait and the Fairweather Range. To this end the City may designate and retain some spruce groves and take active measures to reduce or eliminate spruce succession onto meadows.

#### **Access:**

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Existing access to both parcels is from Dock Road. Many residents and visitors park on or near the road or in the delineated east side parking area and walk the length of the beach. Others use bicycles. Previous motorized vehicular use along the top and behind the main dune has been blocked. Planned access will remain the same in terms of origination point at Dock Road; proposed changes are intended to restore natural vegetation, prevent erosion, and to protect the beach and dune vegetation from further damage from uncontrolled motorized vehicle use while still providing for public access. Under all alternatives, vehicle access to the beach to allow for kayak and small boat drop-off will be retained at the existing location on the east side of the dock. The City will prohibit motorized vehicle use on uplands outside the posted parking areas and on the non-vegetated beach portion of the tracts below the vegetated dunes. Non-motorized access will be allowed to all the beach lands managed under this Agreement.

**Parking and Access:** The parking area in the sand on the east side of the dock has been delineated and accommodates a vehicle turnaround for kayak and passenger drop-off with pedestrian access to the beach and water's edge. No parking is allowed on the west side of the Dock Road. The City seeks to negotiate with ADOT&PF for arrangements to construct additional parking within the DOT Right-of-Way. No motorized traffic will be allowed beyond the established parking areas. Adjacent private landowners will retain the right to access their property through these tracts, however temporary barriers will restrict access until they request their removal for such access.

**Trails:** A hardened pathway may be developed to the current viewing bench on the west side, and eventually may continue on to create a loop trail along the river, through the meadow, and back to Dock Road, ending approximately across from the Bulk Fuel Facility.

**Future Access:** The City requests authorization to develop additional trails and/or boardwalks as well as handicap parking if and when deemed necessary or desirable.

#### **Buildings and other structures:**

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Attractive fencing, bollards, barriers, curbed sidewalks and signage may be installed to create an overall visual identity for the public use beach area. Simple yet effective log barriers now surround the parking area and identify boundaries for vehicles, without impacting views to Icy Strait. The existing concrete "Jersey" barriers in the DOT ROW that protect dock electrical and piping infrastructure at the entrance to the dock may be painted or covered and screened with a decorative wooden structure.

The existing fire pit on the west side may be further developed/hardened to minimize haphazard use and habitat destruction. Another public fire pit area may be developed on the eastern side of the dock at a location determined in consultation with the ad hoc Beach Committee.

No buildings or structures beyond the current benches and picnic tables are planned at this time, but the City requests authorization to build structures in the future, which could include covered picnic areas, benches and/or hardened pathways.

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**Power source:**

No power source is necessary.

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**Waste types, waste sources, and disposal methods:**

Trash undoubtedly will continue to be generated by users of the beach. The City maintains bear-proof trash and recycling containers for disposal, co-located with the current City-owned bathroom facility year-round. The City of Gustavus has already added beach cleanup to the Marine Facilities Coordinator position job duties and shall continue to participate in and promote volunteer cleanup duties.

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**Hazardous substances:**

NA

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**Water supply:**

There is no water supply currently provided or planned.

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**Parking areas and storage areas:**

Currently, residents and visitors park on the paved designated parking areas in the DOT ROW, in the east side parking area of Tract B-2, and on the “island” located midway to the terminus of the Gustavus dock. Parking on the island is disallowed on days when the ferry is scheduled to land in Gustavus. Ferry travelers often leave their cars for several days at a time, in designated spaces and off the paved road. Long-term and short-term parking will be retained on the paved road. Alternatives for continued parking options are described in the Access section, above. The City will work with DOT representatives to identify specific locations of long and short-term parking with posted time limits.

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**Number of people using the site:**

The beach is utilized by practically all Gustavus citizens and visitors. No visitation estimates are available, but there has been a trend of increasing use in recent years.

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**Closure/reclamation plan:**

Provide a closure/reclamation plan, if required for the type of authorization being applied for (e.g. material sale).

NA

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**Maintenance and operations:**

Maintenance of the public use beach area will primarily consist of regular trash pick-up and removal, added as responsibilities of the City of Gustavus Marine Facilities Coordinator position. Additional maintenance chores on an irregular basis will include repair of built structures authorized under the CRMA. This type of task could be potentially taken on by citizen volunteers.

A simple monitoring plan will be developed to document effects on minimizing impacts to dune and beach vegetation and erosion. Developing a monitoring plan adds rigor to the local knowledge already amassed regarding the recreation impacts at the Gustavus Beach.

A baseline set of data will be collected to document the current extent of motorized vehicle impacts on Tracts A and B-2. The type of data collected will at a minimum include photo-documentation of existing conditions and could also possibly include site attributes such as: trail depth and width measurements, soil surface conditions (rutting/erosion, exposed sand etc.), estimated percentage of vegetation loss on road/trail surface as compared to vegetative cover adjacent to area, types of trail use, and the observed presence/absence of: noxious weeds, trail hazards, campfires, localized tree/shrub damage, unsanitary waste, and litter.

Data collection will be conducted by citizen volunteers in collaboration with the City of Gustavus. The overall goal of the simplified monitoring program is to establish the current status of motor vehicle and other recreation impacts and assess whether implementation of this cooperative management agreement has an effect on reducing those impacts.

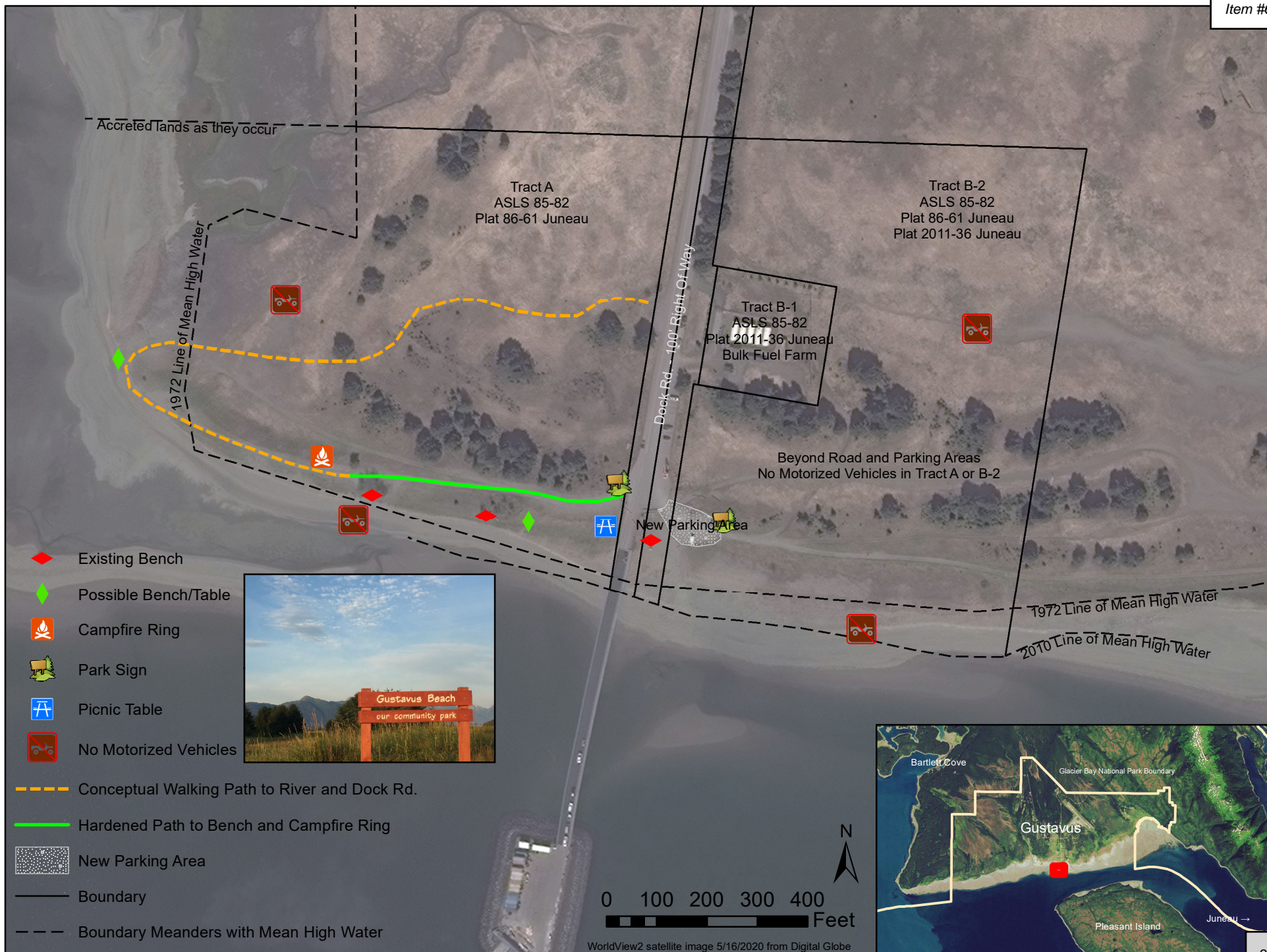
### **Camping:**

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Under this Development Plan, camping will be allowed in the Beach Park consistent with State of Alaska policy and regulations. No camping related improvements are planned for the near term, but the City will monitor for potential impacts or conflicts and may consider designating specific areas for camping, improve facilities, and/or provide rules in support of safe use without impact to resources.

The Development Plan has focused on the beach strip, however, the upland portions of the Park in Tract A, north of the major spruce groves, have a different array of attributes than the beach strip, and may offer desirable uses other than those presently provided for in the current CRMA, such as development of a campground or access route to the river estuary. The city would like to consider future planning for allowable uses on the uplands and will consult with the Department of Natural Resources accordingly.





# Gustavus Visitors Association



## FY23 Marketing Plan

Prepared by:  
Leah Okin - President & Brian Taylor- Marketing  
Gustavus Visitors Association  
[www.gustavusak.com](http://www.gustavusak.com)  
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### GUSTAVUS VISITORS ASSOCIATION

Gustavus is an incredibly special place, one that has cultivated a powerful connection with adventurers for over half a century. Southeast Alaska is a must-see and do destination and Gustavus is ideally situated in a beautiful wilderness and surrounded by Glacier Bay National Park. We excel in experience and hospitality in an increasingly competitive Alaska market. We continue to innovate while honoring the deeply rooted history, geography and singularity that has landed us prominently on the map. The travel and tourism sector are currently the driving force behind Gustavus's economy.

#### Mission Statement

The Gustavus Visitors Association's (GVA) primary mission is to enhance the economics of the City of Gustavus through tourism marketing that increases business revenue, tax revenue and creates jobs.

#### Target Audience

- New & returning independent travelers
- Independently traveling artists
- Independent adventure travelers
- Science & eco-oriented travelers
- Families traveling independently



## Ongoing Marketing Goals

1. The branding of Gustavus and our story to be established and nurtured respectfully
2. Increase the visitor length of stay
3. Increase visitor spending in the Gustavus economy
4. Build and maintain positive relationships with local vendors, businesses and travel industry partners.
5. Become the Gustavus Community Information Center

## Strategic Initiatives For Ongoing Marketing

1. **Increase** visibility and the average Tourist “stay time” in Gustavus, through:
  - a. Increased global interest with the creation of more videos
  - b. Increasing visibility through website engagement.
  - c. Encouraging local tour companies and lodging businesses to develop multi-day travel packages.
2. **Develop** Gustavus Green initiatives by:
  - a. Joining Adventure Green Alaska
  - b. Proudly promoting and displaying Gustavus’s Community Gardens and Award winning Recycling Center
  - c. Joining Juneau’s Carbon Offset programs
3. **Build** Partnerships and bridges with our neighboring communities by:
  - a. Creating itineraries around the Alaska Marine Highway system
  - b. Creating itineraries around neighboring community events
  - c. Joint links to special interest and cultural heritage sites
  - d. Welcome reciprocal progressive events from community to community of art, musicians, retreats and events of specific interest.
4. **Boost** and maintain positive relationships with local vendors, businesses, non -profit organizations and travel industry partners:
  - a. Creating value added incentives for businesses and non-profits to join GVA.
  - b. Maintaining and growing our travel industry contacts and associations to market Gustavus both regionally, nationally and globally.
  - c. Working with the city and businesses to build a measurable financial model so we can fine tune our target marketing.
5. **Become** a Gustavus Community and Visitor Information Center by:
 

Keeping our website up to date with current events, neighborhood news, wildlife, and bird sightings as blog/social media posts.

1. Retain memberships/advertising with the following:

- Create another video, possibly gaining images and video content through an incentive contest.
- Alaska Travel Industry Association (ATIA)
- Travel Juneau (formerly the Juneau Convention and Visitors Bureau)
- Alaska Travel Publication
- Southeast Alaska Tourism Council- Alaska's Inside Passage (SATC)
- Alaska Airlines Magazine
- Alaska Magazine
- The Milepost
- KTOO radio program
- Social Media

2. Improve the visitor experience and SEO of our website by distributing it through a [Content Delivery Network](#) - (CDN - Likely Amazon's Cloudfront, or Cloudflare) This will improve page load speeds with the aim of earning us a passing score on Google's [Core Web Vitals](#), which have a sizable impact on search rankings (Because of the relatively low traffic on our site this will likely be very inexpensive and could possibly be free)

3. Continue to identify and implement [structured data](#) opportunities on our website for rich search results on search engines.

4. Implement [UTM URL parameters](#) in current and future print and web advertising campaigns for better analytics reporting. This will give us a more accurate measurement of the return on our ad spend so we can have better data on which to make our advertising decisions.

5. Identify goals and create measurement reporting for visitor "Conversions" on our website so we can better understand our user journey, improve analytics reporting, and generate individualized reports for our members to showcase the impact the GVA is having on their business. (ie. # of phone calls, clicks to their website, etc)

6. Update our home page to more effectively direct traffic towards our identified visitor goals, and measure conversion rates.

7. Further optimize business listings by removing duplicate data, fixing broken phone links, adding logos, updating images, etc.

8. Continue to methodically improve the quality of the content on pages across our website with content revisions and updates.

9. Construct and launch a "Local voices" blog section of the GVA website where we can showcase our wonderful community in more detail, publish content from local businesses, authors, artists, etc. This will include a monthly staff-written blog post, posts highlighting community events, as well as guest posts from local contributors and businesses.

10. Build a form to begin building an email list for increased marketing reach via direct emails. Send marketing emails to subscribers highlighting new and updated content, new blog posts, and community events.

**Gustavus Visitors Association**  
**FY23 Budget Request to City of Gustavus**  
 July 2022 through June 2023

	Jul '22 - Jun 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
CityTax Revenue	35,600.00
Membership	4,320.00
<b>Total Income</b>	39,920.00
<b>Gross Profit</b>	39,920.00
<b>Expense</b>	
<b>Administration</b>	
Postage	100.00
Software	200.00
Supplies	200.00
Teleconference	180.00
<b>Total Administration</b>	680.00
<b>Contractor Work</b>	
Administrative	6,000.00
Marketing Coordinator	14,400.00
<b>Total Contractor Work</b>	20,400.00
<b>Fees/Licenses</b>	800.00
<b>Marketing</b>	
Equipment	100.00
<b>Memberships</b>	
ATIA/Travel Alaska	140.00
DTN Travel Juneau	400.00
SE AK Tourism Council (SATC)	1,000.00
<b>Total Memberships</b>	1,540.00
<b>Online</b>	
DTN Travel Juneau	400.00
GVA Website	1,000.00
Promotional Video	10,000.00
Social Media	500.00
<b>Total Online</b>	11,900.00

Gustavus Visitors Association  
FY23 Budget Request to City of Gustavus  
July 2022 through June 2023

	Jul '22 - Jun 23
Print / Digital Media	
Alaska Airlines Magazine	1,000.00
Alaska Magazine ads	1,000.00
Milepost	1,000.00
Travel Alaska	500.00
Total Print / Digital Media	3,500.00
Travel Shows	1,000.00
Total Marketing	18,040.00
Total Expense	39,920.00
Net Ordinary Income	0.00
Net Income	0.00

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02/03/22

Cash Basis

**Gustavus Visitors Association**  
**Profit & Loss Budget vs. Actual**  
 July 1, 2021 through February 3, 2022

Item #7.

	Jul 1, '21 - Feb 3, 22	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
City/Tax Revenue	30,000.00	30,000.00	0.00
Membership	4,550.00	4,300.00	250.00
<b>Total Income</b>	<b>34,550.00</b>	<b>34,300.00</b>	<b>250.00</b>
<b>Gross Profit</b>	<b>34,550.00</b>	<b>34,300.00</b>	<b>250.00</b>
<b>Expense</b>			
<b>Administration</b>			
Postage	37.50	100.00	-62.50
Software	0.00	200.00	-200.00
Supplies	18.89	200.00	-181.11
Survey Subscription	58.71	0.00	58.71
Teleconference	0.00	180.00	-180.00
<b>Total Administration</b>	<b>115.10</b>	<b>680.00</b>	<b>-564.90</b>
<b>Contractor Work</b>			
Administrative	775.00	6,000.00	-5,225.00
Marketing Coordinator	4,708.75	14,400.00	-9,691.25
<b>Total Contractor Work</b>	<b>5,483.75</b>	<b>20,400.00</b>	<b>-14,916.25</b>
<b>Fees/Licenses</b>	<b>783.46</b>	<b>200.00</b>	<b>583.46</b>
<b>Marketing</b>			
Equipment	0.00	100.00	-100.00
<b>Memberships</b>			
ATIA/Travel Alaska	140.00	140.00	0.00
DTN Travel Juneau	400.00	400.00	0.00
SE AK Tourism Council (SATC)	0.00	1,000.00	-1,000.00
Memberships - Other	42.50	0.00	42.50
<b>Total Memberships</b>	<b>582.50</b>	<b>1,540.00</b>	<b>-957.50</b>
<b>Online</b>			
GVA Website	195.18	3,000.00	-2,804.82
Social Media	0.00	500.00	-500.00
<b>Total Online</b>	<b>195.18</b>	<b>3,500.00</b>	<b>-3,304.82</b>

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02/03/22

Cash Basis

**Gustavus Visitors Association**  
**Profit & Loss Budget vs. Actual**  
 July 1, 2021 through February 3, 2022

Item #7.

	Jul 1, '21 - Feb 3, 22	Budget	\$ Over Budget
<b>Print / Digital Media</b>			
Alaska Airlines Magazine	0.00	1,000.00	-1,000.00
Alaska Magazine ads	0.00	1,000.00	-1,000.00
Brochure	0.00	1,200.00	-1,200.00
Milepost	0.00	1,000.00	-1,000.00
<b>Total Print / Digital Media</b>	0.00	4,200.00	-4,200.00
<b>Travel Shows</b>	300.00	0.00	300.00
<b>Marketing - Other</b>	1,387.64	0.00	1,387.64
<b>Total Marketing</b>	2,465.32	9,340.00	-6,874.68
<b>Misellaneous</b>	200.00	0.00	200.00
<b>Special Projects</b>			
Community Projects	-200.00	0.00	-200.00
<b>Total Special Projects</b>	-200.00	0.00	-200.00
<b>Total Expense</b>	8,847.63	30,620.00	-21,772.37
<b>Net Ordinary Income</b>	25,702.37	3,680.00	22,022.37
<b>Net Income</b>	<b>25,702.37</b>	<b>3,680.00</b>	<b>22,022.37</b>

**Gustavus Visitors Association**  
**Balance Sheet**  
 As of January 28, 2022

	Jan 28, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
FNBA	40,428.77
Total Checking/Savings	40,428.77
Accounts Receivable	
Accounts Receivable	-25.00
Total Accounts Receivable	-25.00
Other Current Assets	
Covid Related Expenses	-10,030.00
Total Other Current Assets	-10,030.00
Total Current Assets	30,373.77
Fixed Assets	
Laptop	1,199.98
Total Fixed Assets	1,199.98
<b>TOTAL ASSETS</b>	<b>31,573.75</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	67.82
Total Accounts Payable	67.82
Total Current Liabilities	67.82
Total Liabilities	67.82
Equity	
Opening Bal Equity	5,076.16
Retained Earnings	128.40
Net Income	26,301.37
Total Equity	31,505.93
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>31,573.75</b>



**City of Gustavus**

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Gustavus, Alaska 99826

Phone: (907) 697-2451

# City of Gustavus Capital Improvement Plan

Version: COG\_CIP: 2022-2026

Approved by the Gustavus City Council on March 14, 2022



## **Introduction: The Capital Improvement Program**

This is the fifth comprehensive Capital Improvement Plan for the City of Gustavus. The initial completed plan was approved by the Gustavus City Council on May 14, 2018.

The document as a whole will be reviewed by the City Council each winter to reevaluate priorities, update cost estimates, and choose the priorities for submission to the State of Alaska legislature through their CAPSIS online submission form for capital improvement project requests. Resolutions supporting the projects chosen for the state funding request should be passed at the January or February general meeting in advance of submission of capital improvement project requests to the state through the online CAPSIS portal, due by mid-February. The State of Alaska budget outlook remains grim, although prior to the COVID-19 pandemic, there were indications the state was coming out of its recession. Little to no capital project funding has occurred in recent years, but municipalities have been encouraged to continue submitting project funding requests to show a need still exists.

In-house funding for capital projects will be determined by the City Council, with the appropriate AMLIP accounts being tapped [e.g. AMLIP Capital Improv Current, AMLIP Capital Improv Long-Term, AMLIP Repair & Replacement (R&R)]. Current year capital improvement priorities will be determined with consideration for urgency of need for the project, phases of multi-year projects, availability of project managers, consolidation between departments for projects of similar focus, etc.

A separate policy and procedure exist for project nomination and development, including a short-form and a more extensive form (i.e. scoping). Project development documents must be approved by the Gustavus City Council before projects are funded.

In FY18, a city-wide inventory of assets took place. Repair and replacement (R&R) annual saving amounts were then calculated based on the following formulas, as recommended by the State of Alaska Department of Commerce, Community, and Economic Development (DCCED), Division of Community and Regional Affairs (DCRA), Rural Utility Business Advisor (RUBA) Program.

For replacement of items with a life expectancy of more than one year but not more than 10 years, the city should set aside 100% of the replacement value in order to purchase the item when needed. To calculate the amount to set aside each year, divide the replacement cost by its life expectancy.

For replacement of items with a life expectancy of more than 10 years, the city should set aside 10% of the replacement value of each item. To determine how much to set aside each year, multiply the estimated replacement cost by 10%, then divide that by the life expectancy of the asset. These are typically larger assets that the city would be seeking outside funding for, and the R&R savings could then be used as a down payment for a loan, a match for a grant, etc.

Beginning in FY19, the annual operating budget includes an expense line-item for each department for contributions to the AMLIP Repair & Replacement (R&R) account. The amount for each department is calculated using the formulas above for the assets within that department. See Appendix E for a summary of these assets and the annual amounts to budget.

## Integration of the CIP with Strategic Plan Goals

Capital budgets are generally for large infrastructure development and improvement. Capital budgeting is an important public policy and management decision making tool and can affect a municipality's long-term debt and general fund balances. Substantial funding is generally at stake in capital budget decisions, and the decision that a government makes shapes the future of the community. Capital projects commit resources into the future and affect a community's long-term spending capacity; these decisions can be felt for 30-40 years. Surprisingly, budgeting for capital improvement projects is not included in Gustavus Ordinance nor is it outlined in policy and procedure. Capital projects have been undertaken, of course, despite not having a plan. For instance, City Hall has been remodeled and expanded, two public bathrooms have been built, and a new fire truck has been purchased.

There is strong evidence that capital budgeting and strategic planning are strongly linked (Beckett-Camarata, 2003). Strategic Planning is founded on a vision and continues long after the initial groundwork is set.

In December 2019, an infrastructure survey was distributed to Gustavus citizens, primarily online, for a two-week period. The purpose of the survey was to rank the relative priority of potential infrastructure improvements for City Council attention, based on both importance and urgency. Important tasks were defined as contributing to our long-term mission, values, and goals. Urgent tasks would demand immediate attention. 180 respondents ranked Importance (low, medium, high) and Urgency (within 3-6 months, within 1 year, within 2 or more years), placing highest priority on obtaining adequate and reliable ferry service and lowest on Parks and Recreation facilities. The respondents ranked the 13 infrastructure areas as follows:

1. Ferries, 2. Safe Public Water, 3. the Electrical Intertie Project, 4. Roads, 5. Clean Energy, 6. the Disposal and Recycling Center, 7. Internet, 8. Beach, 9. Gravel Pits, 10. Marine Facilities, 11. Bike routes and trails, 12. City Buildings, and 13. Parks and Recreation facilities.

The Gustavus City Council is currently in the process of revising the City of Gustavus Strategic Plan. The draft Strategic Plan's Appendix A: Infrastructure Data Table, Combined Results, and result graphs has additional details.

## Literature Review

### Literature Cited:

Beckett-Camarata, J. (2003). An examination of the relationship between the municipal strategic plan and the capital budget and its effect on financial performance. *Journal of Public Budgeting, Accounting & Financial Management*, 15(1), 23-40. doi:10.1108/jpbafm-15-01-2003-b002

DiNapoli, T. P. (2009). *Strategic planning* (New York (State)). Office of the State Comptroller. Division of Local Government & School Accountability. Albany, NY: New York State, Office of the State Comptroller, Division of Local Government and School Accountability.

## **Ongoing Projects, Funded in Previous Years**

- Disposal & Recycling Center Inflow Storage and Household Hazardous Waste (CP18-05)
- Status: near completion; project to be completed in 2021; funding approved with FY19-22NCO; applied for state funds in FY18 and FY19 Legislative Requests; project modified/expanded for 2019 from original DRC Pre-Processing Storage Project to complete the electrical line is connection and the fire suppression system is hooked up by Southeast extinguisher in the spring. I think it is fine to remove the project from the CIP list though.
- Disposal & Recycling Center Compost Yard Improvement (CP19-06)
  - Status: in progress; reinitiated design work after 2020 RFQ overbid. Work to be completed in 2021; funding approved with FY19-22NCO; 2018 design work funded through operating budget; applied for state funds in FY19 Legislative Request; project modified/expanded for 2019 from original Disposal & Recycling Center Composting Facility project and Composting Quonset Replacement project
- Gustavus Beach Improvements (CP19-03)
  - Status: in progress; work to be completed in 2021; funding approved with FY19-19NCO
- Good River Bridge Repairs (originally in operating budget)
  - Status: revamped and included in 2021 projects; originally funded in FY19-FY20 operating budgets but work has not begun. This project is upgraded to reflect an engineer inspection and repair estimate. The estimate from two different engineering firms for the evaluation and repair plans (permitting not included) is \$25,000. Construction estimates will be determined based on the results of the engineering work.
- Fire Hall Rain Cistern System
  - Status: funded through 2020 CARES Act funds to provide potable water and proper appliances for cleaning and maintaining emergency gear. Final hookups will be complete when weather allows in spring of 2022.

## **Completed Projects in FY21**

- Gustavus Public Library Roof Repair (CP19-08)
- Salmon River Harbor Clean Up & Kiosk (CP18-01)
- LIDAR (Light Detection & Ranging) Mapping (CP18-04)
- Salmon River Boat Harbor Barge Ramp Improvement

## **Other Community Projects Completed in FY21**

- State of Alaska DOT/PF Gustavus Airport Project (2021)
  - Repaving apron, taxiways, and runways
- Electrical Intertie with Glacier Bay National Park (2021)

## Part 1: FY21 Legislative Request for FY22 State of Alaska Capital Budget

City of Gustavus FY22 State Legislative Priorities

Submitted via CAPSIS on 1/17/22.

1. Gustavus Volunteer Fire Department Quick Attack/Wildland Firefighting Truck  
\$80,000  
Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02.  
Scoping document approved 2/10/20.
2. Disposal & Recycling Center Main Building Replacement \$1,000,000.  
Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02.  
Scoping document approved 2/10/20.
3. Gravel Extraction Improvement Project \$500,000  
Approved by the Gustavus City Council via Resolution CY21-03.  
Scoping document approved 5/13/19.
4. Fire Hall Architectural & Engineering Plans for Expansion \$30,000  
Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY19-02, CY18-04.  
Scoping document approved 2/12/18.
5. Public Library Architectural & Engineering Plans for Expansion \$30,000  
Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY19-02.  
Scoping document approved 2/11/19.

See Appendix A for a full narrative for each project.

## Part 2: 2022 Projects

### City of Gustavus – Fund In-House for 2022

- FY22 Legislative Request if unfunded by State of Alaska
  - 1. DRC Main Building Replacement Phase 1: Design \$30,000
- Good River Bridge Repairs Phase 1: Engineering \$25,000
- Refurbish/Reconstruct Old Preschool/Post Office Bldg. \$10,000
- Library Bike Shelter/Shed Phase 1: Design & Engineering
  - Status: use current funding (FY20-04NCO for \$15,000)
- Septage Disposal Program \$150,000
- Salmon River Boat Harbor Fish Waste Disposal Bin – cost in development
- GFVD Structural Firefighting Gear \$3,293.13
- Disposal & Recycling Center Three Phase Power Installation – cost in development

### Seek Funding for 2022

- Flood Mitigation and Recovery \$105,000
  - Status: use Federal Emergency Management Agency (FEMA)
- FY22 Legislative Request 1, if unfunded by State of Alaska
  - 1. GVFD Quick Attack/Wildland Firefighting Truck \$80,000
    - Status: continue seeking grants

See Appendix B for a full narrative for each project.

### Part 3: Mid-Range Projects

- FY22 Legislative Requests 2, 4, 5 if unfunded by State of Alaska
  - 2. DRC Main Building Replacement Phase 2: Build
  - 4. Fire Hall Architectural & Engineering Plans for Expansion
  - 5. Public Library Architectural & Engineering Plans for Expansion
- GVFD Structural Firefighting Gear (expire in 2022)
- Good River Bridge Repairs Phase 2: Construction
- DRC Three Phase Power Installation
- Library Bike Shelter/Shed Phase 2: Construction
- Disposal & Recycling Center Baler Purchase
- Library Ventilation Fans Replacement
- Disposal & Recycling Center Refurbish/Repurpose Composting Quonset
- Salmon River Boat Harbor Barge Ramp Improvement
- City Hall Partial Building Remodel
- Landscape Design Consultation
- GVFD Utility Pick-Up Truck
- GVFD Water Tender/Road Water Truck
- Grandpa's Farm Road Bridge & Culvert
- Disposal & Recycling Center Groundwater Monitoring Well Replacements
- Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace
- City Buildings Air-Source Heat Pump Conversion

See Appendix C for a full narrative for each project.

## **Part 4: Long-Range Projects**

- Volunteer Fire Dept. Building Expansion & Roof Repair
- City Hall Driveway Relocation or Riverbank Stabilization
- City Hall & Fire Hall Energy Audit Repairs
- GVFD Hydraulic Extrication Equipment
- 911 System Upgrade
- GVFD Electric Meter Installation
- Gustavus Public Library Building Expansion
- Disposal & Recycling Center Shredder
- Disposal & Recycling Center “Waste to Energy” Equipment
- Disposal & Recycling Center Drive-On/Vehicle Scale
- Disposal & Recycling Center Equipment Garage
- Disposal & Recycling Center Styrofoam Densifier
- Disposal & Recycling Center Landfill Closure
- City Electric Vehicle
- Salmon River Harbor Waterless Restrooms
- Salmon River Harbor Public Floats

See Appendix D for a full narrative for each project.

## **Part 5: Other Community Projects**

This is an incomplete list of other capital projects occurring in the City of Gustavus by other organizations, included here for context only.

### **Other Community Projects in Progress**

- Southeast Alaska Regional Health Consortium (SEARHC) New Gustavus Clinic (2021)
- Tidelines Institute Educational Building (partially funded through Endowment Fund Grant – 2021 groundbreaking)



### **Priority 1. Gustavus Volunteer Fire Department Quick Attack/Wildland Firefighting Truck**

#### **Project Description & Benefit**

#### **Project Description & Benefit**

This project replaces Engine 27, which is contaminated with PFAS and is no longer useable. The loss of Engine 27 has changed operations in the fire department. Engine 27 was used in two ways. One as a portable fire hydrant staging at the water source to fill water tenders more quickly. The other was to gain access with a pump down tight driveways that Engine 1 cannot maneuver. Replacing Engine 27 will be done with a smaller 4x4 quick attack or wildland fire apparatus. There are multiple different used trucks available through the year from various dealers.

This benefits the community by adding another vehicle to respond to fires. It will be smaller making it able to maneuver the roads better and quicker when then are wash boarded. It should be emphasized that the addition of this vehicle significantly increases the GVFD's ability to respond, especially to fires outside the reach of the Engine 1. Rough roads, limited access, fast response – wouldn't you want this capability if your house was in the path of a fire, or worse yet – on fire?

Most of this style truck range up to a 1,000 gpm pump, 30-gallon foam cell, up to a 1,000-gallon water tank, and storage for SCBAs, lighting, and other fire operation appliances.

Once funding is approved and an apparatus is located that fits the GVFD needs, the vehicle will need to be physically inspected by a staff member. The vehicle likely would be shipped to Washington to reduce miles driven and then ferried from Bellingham.

#### **Total Project Cost**

\$80,000. An example vehicle is shown below.



## Priority 2. Disposal & Recycling Center Main Building Replacement

### Project Description & Benefit

#### Project Description & Benefit

The proposal provides for a long-term solution to the necessary space of the next 20-years. The DRC is a regional and state example of recycling and solid waste disposal for rural communities because of the years of developing environmental best practices. The cost of steel is currently affordable, the timing is optimal for attaining the necessary space.

Perhaps more importantly, with the Frontcountry plan going into action in 2020 and the project growth as discussed above, the DRC needs significant improvement to address the demand. Safety of patrons and operators should not be ignored as increase in materials will result in more people in conflict with operations.

To construct a new main building of 6,000SF with at least 2 bays and 1 man-door. There will be a concrete floor as well as areas of the building that have concrete push walls.

The existing main building is too small to safely operate the functions of the DRC. The goal of the project is to construct the new building providing adequate, safe space for customers and staff.

The objectives will be as follows:

1. Purchase the building kit (metal building)
2. Perform site development to provide the pad for the building
3. Install necessary infrastructure such as 3-phase power and other electrical work, foundation, water supply, and wastewater systems

### Total Project Cost

\$1,000,000

Cost breakdown under development



### **Priority 3. Gravel Extraction Improvement Project**

#### **Project Description & Benefit**

The City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. All of the city-owned roads are gravel; none are paved. The project would change the operations of the gravel pits by contracting with a single vendor to extract the material and place in a mound where gravel contractors would access the material and report to the City, similar to current procedures. Gravel is currently extracted from the margins of existing gravel ponds by excavators. With altering how material is extracted using a crane and placing the material in a mound, extraction could be done within a couple weeks.

This project would extend the usefulness of the existing gravel ponds by creating an operating plan and implementing an alternative extraction system. It is estimated a new extraction method could provide enough gravel for approximately 20 years, ensuring a supply of gravel for city road construction and maintenance, private development, and other uses. Ongoing maintenance costs of the crane would be covered by the City of Gustavus.

Alternative sites in the community for gravel extraction have been considered and would require land acquisition and clearing of forest. Barging gravel into town is cost-prohibitive.

#### **Total Project Cost**

\$200,000

**Priority 4. Firehall Architectural & Engineering Plans for Expansion****Project Description & Benefit****Project Description & Benefit**

This project is the first phase to explore the feasibility of increasing the floor area and replacing the roof of the Gustavus Volunteer Fire Department's building. Funds would be used to contract with a company to determine the most cost-effective method for replacing the roof and expanding the usable area to increase service areas to accommodate additional storage for equipment and supplies and live-in quarters.

The main structure of the Gustavus Volunteer Fire Department (GVFD) building was built by volunteers around 1981. In the early 1990's, it was expanded to include a third bay. Since, then, the needs of the fire department have continued to grow. This project would expand the fire hall garage, which will create more storage space, bring the building into safety compliance, and provide overnight living quarters. The living quarters will allow for a Firehall live-in program which will reduce response times during non-business hours.

GVFD has a full-time Fire Chief, hired by the City of Gustavus in July 2016, and a non-profit organization coordinating 30 volunteers for fire and EMS response and dispatch services. Skill training is conducted one night every week, with CPR, EMT, and ETT classes offered every year. In August 2017, the City of Gustavus purchased a 2003 Pierce International fire engine for \$113,800 plus shipping. The City also continues to successfully receive multiple annual grants for training and equipment. The GVFD is a thriving and growing organization.

This expansion would create a kitchen and full bathroom upstairs along with bunk rooms. It would also create a larger classroom/training room. It would update the building's aging electrical and lighting in hopes of making the building more energy efficient. Safety improvements would include an additional second story exit and a vehicle exhaust system for the garage. In the garage, it would create separate rooms for storage of EMS supplies and Fire Equipment. It also would create some much-needed space in the garage to be able to work on various equipment without having to remove vehicles into the elements. A bigger garage space also will allow us to store equipment that is currently outside.

The Gustavus Citizens will benefit by having a larger and more organized department, which will ultimately make the operation run more efficiently. The direct beneficiaries are the volunteers at the fire department. Expanded space will also result in longer life for GVFD equipment which is currently stored outside.

In 2016, a local construction company working on the roof noticed lots of roofing materials that were tacked down inadequately and believed there could be damage underneath some of the roof on the main building due to water leakage. This is a hot roof, which is sealed and does not allow air to circulate. If a hot roof gets condensation inside, mold can spread rapidly.

The project would include two phases, Design is Phase 1 and Build is Phase 2. Both are contingent on funding. As soon as funding is secured, Phase 1 of the project could commence.

**Total Project Cost**

\$30,000

**Priority 5. Public Library Architectural & Engineering Plans for Expansion****Project Description & Benefit**

This project is the first phase to explore the feasibility of increasing the floor area of the Gustavus Public Library. Funds would be used to contract with a company to determine the most cost-effective method for expanding the usable area to increase service areas (e.g. bookshelves, workspace for computers, reference materials, DVDs, etc.).

When the library was constructed it was done with anticipation of expansion as an add-on to the side of the building. The City has construction blueprints of the library showing the location of the expansion. However, an alternative to expanding out from the building is expanding up. This alternative has possible advantages including lower construction costs, better use of existing utilities such as heat circulation, not enlarging the footprint, and an interesting architectural design.

The project will be accomplished in two phases: 1) architectural design and engineering; and 2) construction. This funding request is for Phase 1, which will address expansion option feasibility and costs. Phase 2 will look at construction elements that will be determined by cost, funding, and other unknown factors.

The Gustavus Public Library was built by volunteers, grants and donations. When the blueprints were drawn the building was designed for an expansion at some future date. As the population of Gustavus has grown significantly since the late 80's and early 90's, we find that we need more space to better serve the public. As librarians, we are taught to constantly and methodically weed out books to keep things moving and pertinent to the public. However, even with these efforts, we receive comments of the library being "too cluttered".

During the Spring, Summer and Fall months, we are a hub for visitors. Many come to learn about Alaska or Gustavus and its history itself. As a part of this expansion, we would like to see a small portion sectioned off as the "Alaska Room" where those interested can go spend some quiet closed off time (if desired) browsing the bookshelves for the exact local topic they are looking for or one would be able to sit at a small table with some friends and have a small meeting.

The other part of the expansion would serve children, specifically teens. We desperately need a space that tweens and teens want to be in, semi-secluded and surrounded by fun and informational books and magazines. The existing "kid's room" space would stay roughly the same but move into the new expansion, leaving more room in the main circulation area for adult and juvenile books.

Expansion of the library goes back to the initial design. The architectural plans identify a possible expansion point, indicating that the original conversation for the library recognized that it would need to be expanded at some point.

**Total Project Cost**

\$30,000

### **Good River Bridge Repairs Phase 1: Engineering**

#### **Project Description & Benefit**

The Good River Bridge on Good River Road was built in the 1980s and has had very few repairs over the decades. Every two years, the State of Alaska DOT/PF inspects the bridge. Our inspections of 2015, 2017, and 2019 identified the need for repairs to the bridge. Of particular concern are the need to replace rotting guard rail supports and to replace eroded embankment fill where a side stream enters the Good River at the northwest corner of the bridge. This project has been ignored too long and needs to be addressed before the bridge fails.

The Project will contract with a civil engineer to evaluate and make recommendations on the actions to take to make the repairs. The repairs will be implemented as weather permits.

#### **Plans & Progress**

Repairs will accomplish all the deficiencies indicated in the 2019 inspection report on file. This project was originally earmarked in the FY19 and FY20 operating budgets, but general and emergency road maintenance have taken priority of those funds.

#### **Total Project Cost**

Civil Engineer: \$25,000 based on “ballpark” estimate from Juneau engineer.

Total Project Cost: \$25,000 for engineer work. Repair costs to be determined; listed as a separate project in this document.

### **Refurbish/Reconstruct Old Preschool/Post Office Building**

#### **Project Description & Benefit**

The city owns a small building in the Gustavus Civilian Aeronautical Administration (CAA) Compound historic district. Once used as the Gustavus Post Office and Preschool, the building is in a state of disrepair and is currently being used as unheated city storage.

A request has been submitted to use the building for a small business that would be seasonal and work to incorporate a vocational program with Gustavus School. The project would provide a needed service (bike repair) for the community; repair and renovate the building so that it is useful and restored; and potentially provide students with practical knowledge about bike repair furthering the use of alternate means of transportation in the community.

Regardless of the use of the building, it is in dire need of maintenance.

#### **Plans & Progress**

An initial inspection of the building has identified some needed improvements. A Request for Bids did not yield any local contractors interested in drawing up a punch-list of needed repairs. At this time, the plan is to move forward with piecemeal repairs either by staff or local contractors. It would be prudent to have a professional building inspection conducted to ensure there are no structural or other safety issues.

If the building is rented by the business, operating costs would also include renting a storage space for the items currently located in the building. However, this cost would be recovered as a portion of the rent payments; the rent amount has yet to be determined.

#### **Total Project Cost**

\$10,000



## **Gustavus Public Library Bike Shelter/Shed Phase 1: Design & Engineering**

### **Project Description & Benefit**

Patrons and staff of the City of Gustavus Public Library (Library) have been in need of a safe, dry, covered area to park bikes and gather outside of the Library. Initial plans were to utilize the generous volunteers of the community to construct the bike barn (see attached aerial with proposed location). However, recognizing that the bike barn is a City building, it needs to meet minimum construction standards. This project focuses solely on plan design and engineering. A future project will focus on the actual construction of the structure.

The demand for the bike barn is increasing as the use of the Library increases. It is estimated that 20 bikes can assemble at the Library during peak times. The intent of the bike barn is to accommodate 40 bikes (allowing for growth) and 1 or 2 picnic tables for people to sit and talk or use the Library wi-fi or cell phone coverage.

This project will benefit the Gustavus community by providing safe, dry, covered bike parking and gathering area for those who prefer to ride bikes, students and adults, and employees.

The land belongs to the Chatham School District and if the project is approved, a request will be made to the Regional School Board and, approval for the project given, before any funds are spent.

### **Plans & Progress**

The bike shelter was submitted as an Endowment Fund Grant (EFG) application on 10/31/17. The City Council chose not to fund it through the EFG process but instead to review and plan for it internally.

Previous efforts to construct the bike barn with volunteers, on a shoe-string budget never materialized primarily because of the requirement to have the building meet State of Alaska minimum construction standards to provide snow and wind load capacity in addition to building safety. Most recently, the bike barn was combined with the Library roof project. However, that project has been delayed and the need for the bike barn has reached a critical point and it is necessary to request this project on its own.

Previous conceptual designs are not being considered as the building will be designed by an engineering firm. The concept is an open area with bike racks to accommodate 40 bikes and at least 1 picnic table. The project will utilize the most cost-effective materials and labor, including volunteers when permitted

### **Total Project Cost**

\$15,000 was initially approved in the 2019-2024 Capital Improvement Plan. \$10,000 already transferred to checking and \$5,000 already transferred to AMLIP Capital Project Current account via FY20-04NCO. Total cost is in development.

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## **Septic Pumping Program**

### **Project Description & Benefit**

This project will provide a reliable program for pumping septic systems and transporting to Juneau for disposal. The project scope begins with selecting the necessary equipment, tank site preparation, and contracting the services to pump

septic tanks and transfer into portable storage tanks at the tank site located adjoining the DRC. Transfer of the portable storage tanks will be via Sea Level Transport (M/V *Lightweight*) where the vessel's operator will rotate empty tanks with those needing transfer to Juneau where Juneau Septic will pump the tanks and deliver the CBJ's wastewater facility

### Plans & Progress

The City will purchase the necessary equipment for a City temporary worker to use for the service. The City will also construct a pad next to the DRC to place the transportable tanks used in transferring the wastewater from the contractor into the tank and then picked up by Sea Level Transport for transporting to Juneau where Juneau Septic will pump the tank and transfer to the City of Juneau's wastewater treatment plant.

Total Project Cost - \$150,000.00

- The septic truck (~\$100,000)
- The Tank Site next to DRC (clear and create pad ~ \$5,000)
- Septic Storage Tanks, (8 1200/gal @ ~ \$2,500 ea.) ~\$20,000. This would provide for 4 septic tanks per week; the number could be adjusted to provide up to 4 tanks per rotation using the Lightweight. Most residential septic tanks are approximately 1,000 gallons.

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## **Salmon River Boat Harbor Fish Waste Disposal Bin**

### Project Description & Benefit

This project would create a fish waste disposal bin in the Salmon River Boat Harbor. The bin would be constructed to be unattended, weather-proof, and bear proof. There would be signage to reduce contamination and an inner container that could be shuttled to the DRC for processing. The bin would provide a convenient place for anglers to dispose of fish carcasses, which are currently being left on the beaches, encouraging bear activity, or disposed of into the water off the State dock, encouraging Steller sea lion habituation. The fish waste would be collected and used in the Disposal & Recycling Center's composting facility to enhance the compost product.

### Plans & Progress

Coinciding with new compost facility.

### Total Project Cost

Unknown purchase/construction cost. Labor for emptying would likely be done by DRC employees and the Marine Facility Coordinator.

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## **Gustavus Volunteer Fire Department Structural Firefighting Gear**

### **Project Description & Benefit**

Currently, most of the fire gear at GVFD has a manufactured date of 2012. Unlike the 15-year lifespan of our other protective equipment, the self-contained breathing apparatus (SCBAs), the fire gear's life span is 10 years. This gear goes hand and hand with the SCBAs purchased in 2019. In 2017, the GVFD was awarded the Globe Gear Giveaway Grant, and we received 5 sets of pants and coats. The current gear that was purchased in 2012 was fitted to the volunteers that were on the squad at that time. We have very few of those people still involved today, and the volunteers are making the best of it currently.

### **Plans & Progress**



As of January 2020, 15 sets of structural firefighting gear are needed in 2022.

### **Total Project Cost**

Minimum of \$32,931.30 for 10 sets of gear.

These are initial dollar figures. As the time of purchase approaches, a quote from a distributor will be obtained with a quantity discount, if possible. Prices on this equipment go up every year. It could cost \$3,293.13 or more to outfit a firefighter in the required safety gear. If more volunteers are involved, more gear would be needed in 2022, when we need to purchase the new gear. The Fire Chief will be seeking out and applying for grants to obtain as much funding as possible.

Helmet \$387.24

Boots: \$544.48.00

Pants: \$767.65

Coat: \$1,083.65

Hood: \$152.77

Gloves: \$122.99

Shipping, etc. \$170.00

Total for 1 complete set = \$3,293.13

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## **Disposal & Recycling Center Three Phase Power Installation**

### **Project Description & Benefit**

Three phase power is an important foundation to improving the Disposal & Recycling Center (DRC), as most industrial scale equipment, even equipment the DRC is using now, uses three phase power. It provides more power and can power larger motors than single phase power can. This project would complete the installation of three phase power at the DRC by bringing three phase power from Dock Road to the DRC.

### Plans & Progress

Alaska Power and Telephone (AP&T) has noted that to provide three phase power to the DRC, the three underground lines would have to cross State Dock Road by the Gustavus Chapel. This should be completed in 2021 when the Glacier Bay National Park electrical intertie work is underway. A quote from AP&T was requested for what it would cost to provide three phase power to the DRC. This quote is a part of the planning process for the future of the facility.

City of Gustavus Resolution 2009-11 in support of the extension of a three-phase electrical feeder along Dock Road included a whereas as follows:

“Whereas, the Gustavus Disposal and Recycling Center presently has three phase equipment and would benefit from being able to connect to three phase grid power...”

### Total Project Cost

Unknown – waiting for quote from AP&T. AP&T needs to know the size of the transformer, which would be informed by the work of an electrical engineer as part of the new DRC building's plans.

## Disposal & Recycling Center Baler Purchase

### Project Description & Benefit

To address the inefficiencies of the current balers, it is proposed to purchase a new, or high-quality used, horizontal baler such as the American Baler Company's NF 4560 or the Harris Barracuda. These balers are oriented horizontally rather than vertically which allows them to have more steel in their construction, a stronger baling chamber, larger hydraulics, and a larger three phase motor. These improvements give the machine greater compression which improves bale density. Denser bales benefit the operation whether the material being baled is being shipped out or the material is being placed in the mound. With a denser bale, more material can be made to fit in a given area.

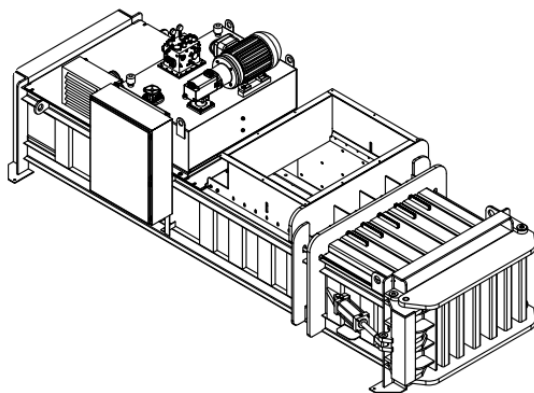
A "closed-door" baler type has been selected which allows for baling a wide variety of materials (independently) such as raw garbage, aluminum cans, cardboard, and scrap metal/white goods. The baler would be fitted with an in-feed hopper to allow greater throughput of material (unlike the current balers which are hand-fed). Both models can also utilize an in-feed conveyor at such a time in the future that a further increase in the amount of material flow requires it. A horizontal layout also allows the baler to use the strength of its large hydraulic ram to push bales out of the baling chamber. This is unlike the DRC's current vertical balers which rely on the less robust dump tray mechanism to remove bales from the baling chamber. Dump tray mechanisms are only able to force bales part way out of the baling chamber which for certain materials (raw waste, metals, and plastics) requires the Operator to use a loader to force the bale the rest of the way out of the baling chamber; this extraction method is difficult and risks damage to the baler.

### Plans & Progress

Construction of the new DRC building and installation of three phase power must occur before a new baler can be installed and used.

### Total Project Cost

American Model NF 4560 Horizontal Baler \$154,630 shipped to Seattle  
Freight Seattle to Gustavus – \$6,000  
Installation cost – \$3,000-\$6,000



Installation would include the hiring of a construction firm to lift the baler off the shipping flat, move it to its designated place of operation, anchoring it into the concrete, installing any

attachments that were removed for shipping, connecting all electrical equipment (disconnect and conduit), and installing hydraulic oil if it was removed for shipping. If a new unit is purchased, final electrical connections and training from the sales staff comes with the purchase.

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### **Gustavus Public Library Ventilation Fans Replacement**

#### **Project Description & Benefit**

This project would replace the two fans in the library's HVAC system for circulating air. After examination 2/24/21, it was observed there is dirt starting to build up on the fans, and eventually the dirt buildup will likely cause the units to work harder and then fail. These units are old and may not have a lot of life left, and cleaning them would be a major project. The recommendation is to purchase new units within the next 5 years to avoid a situation where the system fails and the library has no air circulation. It is expected the cost for new units would not be much more than the cost to pull the old ones down for cleaning, and that cleaning them would not add enough time onto their lifespan to make the cost of that worth it versus purchasing new ones.

#### **Plans & Progress**

The HVAC system is serviced annually, so additional information or timing may be forthcoming at the next servicing in 2022.

#### **Total Project Cost**

\$1500 x 2 fan units + freight and installation labor

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### **Disposal & Recycling Center Refurbish/Repurpose Composting Quonset**

#### **Project Description & Benefit**

This project would allow for tarp free storage of outflow recyclables. This project would make it easier to accumulate shipment-ready quantities of materials that take greater lengths of time to build up and are shipped in containers, such as cardboard boxes or fiber supersacks that deteriorate when stored in outdoor conditions.

Once the existing food waste Quonset is replaced with a new structure, the old steel frame of the Quonset is still usable, it just needs:

- 1) a new location
- 2) new pony walls
- 3) new fabric

The metal tubing that makes up the frame of the existing 30' x 48' Quonset structure would be reused, and a new cover fabric would be purchased and mounted on a new ~4' high pony wall made up of concrete ecology blocks. In 2018, this project was estimated at ~\$15,000. This project cannot happen until the new composting facility has been built and the existing Quonset has been disassembled.

The new proposed location is an undeveloped area behind the office beside the composting yard.

This new structure would be for (recyclable) "Outflow" material that is flowing "out" of the main building. This is bales of plastic, aluminum, etc. that need to be stored prior to shipment. Depending on the material, it can take several months to build up a sufficient quantity to make a van load. Currently the DRC has no outflow storage. Tarps and other subpar methods are used that make for more work for the Operator(s) keeping everything covered during wind events. The DRC needs a dedicated, covered area to be able to store a variety of shipment-ready materials. This will reduce labor and improve efficiency.

The new pony walls are proposed to be made up of the concrete blocks like the ones used to create the backwall for the food waste mixing station in the composting yard. It needs to be material that lasts but can also be rearranged in the future if need be. The metal tubing that holds the fabric that makes up the roof of the Quonset would be fastened to the concrete pony wall with a 4" x 8 wooden board that is fastened to the concrete blocks. This is a very similar setup to what the Quonset has now.

For fabric replacement, Clearspan, the maker of the Quonset kit, sells new covers for their old models. The fabric is rated for 10 years but the current fabric has already lasted 12+ years, so it is presumed this could occur again with the new fabric.

### Plans & Progress

The project cannot commence until the new composting structure is in place. The 2017-funded project "Disposal & Recycling Center Driveway Improvements" that was completed in 2018 included some rough work on improving the new location for the Quonset. The new composting structure is planned to be built in 2020.

### Total Project Cost

Estimated at \$15,000

New fabric (includes ratchets, etc.)	\$3,000
Freight	\$1,000
22 concrete blocks, purchase, & setting on prepared surface \$350 x 22	<u>\$7,700</u>
Subtotal	\$11,700
13% Contingency	<u>\$1,540</u>
Total	\$13,240
Labor and parts to reassemble (80 hrs. x \$20.00 + payroll taxes)	\$1,760

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## Salmon River Boat Harbor Barge Ramp Improvement

### Project Description & Benefit

This project would turn the original barge landing in the Salmon River Boat Harbor into a usable space for landing crafts and other vessels. The city currently has a barge landing in an area that no barge owners use. It is placed in an inconvenient place located in the tidally-influenced Salmon River. Local (southeast Alaska-based) barge owners have said they would not use it in the future, and barges now use the landing located at the Gustavus Multi-Modal Dock facility. This project would turn Salmon River Boat Harbor barge ramp into a useable space for landing craft operators or small boats wishing to unload freight, who are currently

using the boat launch because the configuration of the barge landing does not conform to the needs of a landing craft.

### Plans & Progress

The Salmon River Boat Harbor Boat Launch was repaired in January 2021. Damage requiring repair likely will occur again if landing crafts continue to need to use the boat launch for loading/unloading.

### Total Project Cost

Rough estimate \$10,000: \$3000 large rock purchase, \$7000 building rock wall and filling with City-owned rock. If engineering is needed, the project cost will be much higher.

## City Hall Partial Building Remodel

### Project Description & Benefit

The City Hall original building is in need of a facelift. An addition was built 2012-2015, and this part of the building does not need further work. The front room, however, has not been remodeled in some time. The walls have been painted and a new dais has been acquired. However, new carpet should be installed at least in the Chambers, the three windows on the east side of the building should be replaced, and updated lighting (LED) fixtures should be installed.

### Plans & Progress

As part of this remodel, the City may want to consider creating an electric vehicle charging station, for use by a City vehicle and possibly the public.

The improvements will benefit the Gustavus community by providing a comfortable, safe, and professional space to conduct City business. The recent improvements (paint, dais, staining the ramp, new City Hall sign, podium, wireless projector, etc.) have already made a difference. These improvements project the pride and professionalism our local government.

### Total Project Cost

\$15,000

## Landscape Design Consultation

### Project Description & Benefit

City Hall and the Gustavus Beach are both slated for possible significant landscaping work over the course of the next few years. The road to City Hall is threatened by erosion from the Salmon River, and a plan must be developed to stabilize the riverbank or relocate the road which will affect Salmon River Park. The beach will potentially require trail design, signage, or other improvements for visitor use.

At City Hall, the current entryway is unprotected from the elements, and the trim and door jamb are showing signs of water damage. A possible remedy is to extend the roof 6-8 feet from the door, providing for a covered entry to protect the building and allow citizens with bikes, strollers, dogs, etc., to keep things dry while conducting city business. As part of this project, the footers for the awning could tie into a new small adjoining deck (or simply stairs to the lawn in front of the Clerk's windows) to provide a small outdoor seating area.

All of these projects would best be approached with a professional comprehensive design that can be viewed by the citizens of Gustavus and approved by the City Council. This project would allow the city to hire a professional landscape architecture firm to work with the appropriate city representatives to develop design plans for each of the three projects.

All of these sub-projects are conceived as having two phases:

1. Phase one is landscape design consultation.
2. Phase two is the implementation of the chosen design for each sub-project:
  - City Hall Driveway Relocation or Riverbank Stabilization
  - City Hall Entryway Awning & Deck
  - Beach Landscaping & Signage

### Plans & Progress

State of Alaska visited the Salmon River in April 2018 and took pictures of the erosion by City Hall and its approach to the rock riprap under the Salmon River bridge. The riverbank and driveway are state land. Communication with the state has continued during winter 2020-2021 as additional erosion occurred.

Some beach improvements are underway through a separate capital project.

### Total Project Cost

Unknown – determined via RFP.

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## **Gustavus Volunteer Fire Department Utility Pick-Up Truck**

### Project Description & Benefit

The Gustavus Volunteer Fire Department (GVFD) currently has no pickup truck and relies on volunteers' pickups to do various tasks around the department. This project would purchase a 4WD truck to carry a water pump and other equipment and to pull the wildland fire support trailer.

GVFD has a 64-horsepower pump that was donated by Capital City Fire Department that can move 575 gpm of water at 100 psi. In a test, GVFD flowed water from the firehall through 1500 feet of 3-inch hose and were still able to shoot water over the trees at the beginning of Willow Drive. The plan would be to mount this pump to the pick-up truck and be able to maneuver it as close as we can to a water source, and either be able to supply the fire engine directly or be able to at least transport water closer to our fire scene. The same pump can fill our current water tenders in half the time, once the operation is set up. This would basically turn the pick-up truck into a portable hydrant.

GVFD also has a large road trailer that is being renovated into a wildland fire support trailer. Inside will be wildland firefighting protective gear, tools, appliances, pumps, hose, chainsaws, and anything else that might be needed on scene.

This truck would only be used as an operational vehicle. This would eliminate the need to use personal vehicles for hauling equipment, trailers, picking up after calls, and trips to the DRC. This vehicle purchase could potentially replace Engine 27 in the future.



**Plans & Progress**

A make/model/year has not been selected, but GSA auctions are being monitored for suitable vehicles.

**Total Project Cost**

\$15,000 used to \$60,000 new. Prices were from dealerships in Washington State.

### **GVFD Water Tender/Road Water Truck**

**Project Description & Benefit**

The Gustavus Volunteer Fire Department currently has two water tenders: a 1981 International and a 1987 international. Both tenders carry 1500 gallons of water each. Tender 1 is an automatic transmission, and Tender 2 is a manual transmission, which can be tough for a volunteer to drive. Neither truck was made for tendering water to a fire, but they are functional.

According to NFPA and OSHA, each tender should have two people during operations: one person driving and one person to help the driver operate safely by helping them back up, stopping traffic, and help with tendering operations. When a fire happens, GVFD would prefer to have as many volunteers working on the fire scene as possible and not engaged in driving vehicles.

This project would invest into one larger 4000-gallon water tender that also has road sprayers. Not only would it reduce manpower of the fire department in an operational scene, but the truck could be used in the summer months spraying water on gravel roads, reducing the dust. One of the current tenders does have a road spraying system. With only a 1500-gallon capacity, however, a lot of time is spent filling the truck with water, and it is challenging to get enough water on the roads to make a difference.

Both Tender 1 and Tender 2 could have some sort of resale value. The trucks are not unusable; GVFD could just be more efficient in our operations with one truck that carries more water.

**Total Project Cost**

Unknown

### **Disposal & Recycling Center Groundwater Monitoring Well Replacements**

**Project Description & Benefit**

There are currently four active groundwater monitoring wells that are used to periodically sample the water beneath the 11-acre DRC parcel. One of the monitoring wells, originally installed in 1991, has gone dry, and the three remaining wells are sections of thin wall PVC drainpipe that lack sand screens at the bottom of the wells to reduce the infiltration of sand into the well. It is desired to replace each these four wells with new wells that are properly designed ground water monitoring wells.

**Total Project Cost**

Approximate cost of each well (installed) is \$3,000. Total project cost is \$12,000.



### **Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace**

#### **Project Description & Benefit**

In 2023, the DRC's Glass Aggregate Systems H-100VT glass pulverizer will be 20 years old. The unit will have processed over 800,000 pounds of glass in its work life, and while the numerous smaller, high wear components are continuously replaced, the entire unit will either require extensive refurbishment of its internal glass handling mechanisms or outright replacement. The cost of full replacement is being used for planning purposes.



#### **Total Project Cost**

New H-100VT as of 01/2020 \$42,172  
 Estimated shipping \$7,000  
 Total cost \$50,000

### **City Buildings Air-Source Heat Pump Conversion**

#### **Project Description & Benefit**

This project would perform an evaluation of converting existing oil-based heating systems of city buildings to air-source heat pumps and perform installation as approved. This project would further the City's commitment to make greener building improvements.

#### **Total Project Cost**

Approximate cost of each heat pump (installed) is \$9,000.

## **Volunteer Fire Department Building Expansion and Roof Repair**

### **Project Description & Benefit**

The main structure of the Gustavus Volunteer Fire Department (GVFD) building was built by volunteers around 1981. In the early 1990's, it was expanded to include a third bay. Since, then, the needs of the fire department have continued to grow. This project would expand the fire hall garage, which will create more storage space, bring the building into safety compliance, and provide overnight living quarters. The living quarters will allow for a Firehall live-in program which will reduce response times during non-business hours.

GVFD has a full-time Fire Chief, hired by the City of Gustavus in July 2016, and a non-profit organization coordinating 30 volunteers for fire and EMS response and dispatch services. Skill training is conducted one night every week, with CPR, EMT, and ETT classes offered every year. In August 2017, the City of Gustavus purchased a 2003 Pierce International fire engine for \$113,800 plus shipping. The city also continues to successfully receive multiple annual grants for training and equipment. The GVFD is a thriving and growing organization.

This expansion would create a kitchen and full bathroom upstairs along with bunk rooms. It would also create a larger classroom/training room. It would update the building's aging electrical and lighting in hopes of making the building more energy efficient. Safety improvements would include an additional second story exit and a vehicle exhaust system for the garage. In the garage, it would create separate rooms for storage of EMS supplies and Fire Equipment. It also would create some much-needed space in the garage to be able to work on various equipment without having to remove vehicles into the elements. A bigger garage space also will allow us to store equipment that is currently outside.

The Gustavus Citizens will benefit by having a larger and more organized department, which will ultimately make the operation run more efficiently. The direct beneficiaries are the volunteers at the fire department. Expanded space will also result in longer life for GVFD equipment which is currently stored outside.

In 2016, a local construction company working on the roof noticed lots of roofing materials that were tacked down inadequately and believed there could be damage underneath some of the roof on the main building due to water leakage. This is a hot roof, which is sealed and does not allow air to circulate. If a hot roof gets condensation inside, mold can spread rapidly.

The project would include two phases, Design is Phase 1 (included in FY20 legislative request and the list of Mid-Range Projects) and Build is Phase 2. Both are contingent on funding. As soon as Phase 1 is complete, funding would be sought for Phase 2.

**Total Project Cost**  
\$700,000

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## **City Hall Driveway Relocation or Riverbank Stabilization**

### **Project Description & Benefit**

The Salmon River is eroding the driveway that leads to City Hall. It is a slow rate of erosion, but it appears inevitable that the driveway will eventually become unsafe or too narrow to provide access to City Hall. Options that have been considered informally include riverbank stabilization and driveway relocation through some of the existing trees behind the picnic

shelter. This driveway is also used by the public to access the old ball field, especially during the Coho salmon run, and by one household to access their home. As part of this access design, the city may want to consider creating an electric vehicle charging station, for use by a city vehicle and possibly the public.

Landscape design consultation is included as a Phase 1 for this project. This would be Phase 2: implementation of the chosen design.

### Plans & Progress

State of Alaska visited the Salmon River in April 2018 and took pictures of the erosion by City Hall and its approach to the rock riprap under the Salmon River bridge. The riverbank and driveway are state land. Communication with the state has continued during winter 2020-2021 as additional erosion occurred.

### Total Project Cost

Unknown

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## City Hall & Fire Hall Energy Audit Repairs

### Project Description & Benefit

These projects will be informed by a to-be-scheduled energy audit and engineering plan.

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## GVFD Hydraulic Extrication Equipment

### Project Description & Benefit

This project would purchase a new set of extrication equipment for the Gustavus Volunteer Fire Department (GVFD). GVFD currently has old extrication equipment that was used by Sitka Fire Department before given to the GVFD pre-1999. The main use for this equipment is to cut people out of cars and other similar situations quickly and safely.

The technology of extrication has changed drastically in the past few years and is now battery operated. They are still just as powerful as the older ones just easier to use - no cables and less people to operate. A set of extrication equipment includes a spreader, cutter, ram, combitool, and a battery bank with spare batteries.

Right now, GVFD would call DOT for assistance and use their hydraulic equipment, which is newer, lighter, and easier to use than ours.

### Plans & Progress

One grant application has been submitted but was not awarded. The fire chief continues to seek funding sources.

### Total Project Cost

\$35,000

## 911 System Upgrade

### Project Description & Benefit

This project is still being researched.

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## GVFD Electric Meter Installation

### Project Description & Benefit

City Hall currently shares its electric meter with the firehall. This project would install a separate electric meter at the firehall to better track power usage at both buildings and provide independent power supplies.

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## Gustavus Public Library Building Expansion

### Project Description & Benefit

The Gustavus Public Library was built by volunteers, grants and donations. When the blueprints were drawn the building was designed for an expansion at some future date. As the population of Gustavus has grown significantly since the late 80's and early 90's, we find that we need more space to better serve the public. As librarians, we are taught to constantly and methodically weed out books to keep things moving and pertinent to the public. However, even with these efforts, we receive comments of the library being "too cluttered".

During the Spring, Summer and Fall months, we are a hub for visitors. Many come to learn about Alaska or Gustavus and its history itself. As a part of this expansion, we would like to see a small portion sectioned off as the "Alaska Room" where those interested can go spend some quiet closed off time (if desired) browsing the bookshelves for the exact local topic they are looking for or one would be able to sit at a small table with some friends and have a small meeting.

The other part of the expansion would serve children, specifically teens. We desperately need a space that tweens and teens *want* to be in, semi-secluded and surrounded by fun and informational books and magazines. The existing "kid's room" space would stay roughly the same but move into the new expansion, leaving more room in the main circulation area for adult and juvenile books.

### Plans & Progress

Original blueprints detail a possible expansion. The project would include two phases, Design is Phase 1 (included in FY20 legislative request and the list of Mid-Range Projects) and Build is Phase 2. Both are contingent on funding. As soon as Phase 1 is complete, funding would be sought for Phase 2.

### Total Project Cost

Unknown

### Disposal & Recycling Center Shredder

#### Project Description & Benefit

This project is for the purchase and installation of a shredder at the DRC. A shredder is a volume-reduction tool used to reduce the size of large, bulky wastes such as mattresses, bulky rigid plastics, or tires, into small uniform pieces that can either be landfilled or shipped as a recyclable, depending on the item. A shredder can also be used to shred wood waste and cardboard for use in the composting or the waste-to-energy operation (mentioned below). The shredder would be hopper fed similar to the proposed horizontal baler. The DRC's new building has included the necessary space for the installation of a shredder.



#### Total Project Cost

Approximate cost for a smaller shredder such as the SSI M50 would be \$55,000 plus shipping and installation. Total costs would be around \$85,000.

### Disposal & Recycling Center “Waste to Energy” Equipment

#### Project Description & Benefit

The DRC is proposing the purchase of equipment to be used to compress wood waste, cardboard, and other clean burning wastes into products such as heating bricks that can be burned in local wood stoves for heat.



#### Total Project Cost

Costs for basic briquette devices range from \$5,500 to more than \$50,000.



### Disposal & Recycling Center Drive-On/Vehicle Scale

#### Project Description & Benefit

This project is for the purchase of a drive-on/vehicle scale at the DRC. The purpose of a drive-on scale is to facilitate large deliveries of waste to the DRC. A customer would drive on the scale, the gross weight would be determined, the customer would unload their waste into the appropriate area, and then the vehicle re-weighed with the customer charged for the difference or net weight of the waste. A drive-on scale could also be used by the City to charge for gravel coming from the City owned gravel pit. The scale can be operated remotely, similar to the Dray's fuel pumps, or could be attended by reconfiguring the DRC office.



#### Total Project Cost

Approximate cost for a new scale, shipping and installation is estimated to be around \$45,000.

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### Disposal & Recycling Center Equipment Garage

#### Project Description & Benefit

This project would construct an equipment garage for loaders, attachments, and fuel storage. The DRC needs an enclosed garage with a cement slab to properly house its diesel-powered equipment such as the Bobcat A770 and 763 loaders and provide an area for routine and unexpected maintenance. The DRC also needs proper fuel dispensing equipment for its equipment to reduce spilling and water contamination.



#### Total Project Cost

Project cost is estimated to be \$20,000 to \$60,000.

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### Disposal & Recycling Center Styrofoam Densifier

#### Project Description & Benefit

In an effort to reduce how much material is locally landfilled, the DRC would like to purchase a Styrofoam densifier. This piece of equipment compacts extruded polystyrene foam (EPS). The

DRC currently landfills a significant amount of EPS. This material is easily windblown when exposed, creating a litter concern. EPS is also fully recyclable. A Styrofoam densifier would save the City disposal volume and allow this recyclable material to be shipped out of the community.

#### Total Project Cost

Approximate cost \$15,000.



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### Disposal & Recycling Center Landfill Closure

#### Project Description & Benefit

The Landfill Closure project refers to the process of transitioning from a facility that landfills all of its non-recyclable waste in a (local) mound to a facility that ships most of its non-recyclable waste to a regional landfill, such as the Roosevelt Regional Landfill located in eastern Washington (operated by Republic Services). For a good description of the trend in Southeast Alaska of exporting waste, please refer to the October 2017 KTOO story:

<https://www.ktoo.org/2017/10/18/talking-trash-follow-garbage-southeast-ships-south/>

This project would include properly capping and grading the existing waste mound when it reaches capacity.

These projects and purchases are discussed in greater detail in the City's 2020 DRC Solid Waste Management Plan/Master Plan.

#### Total Project Cost

No cost or timeline is presented at this time.

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## **City Electric Vehicle**

### **Project Description & Benefit**

The City of Gustavus has a need for a shared vehicle to accomplish city business. City Hall, Marine Facilities, the Library, and the Disposal and Recycling Center (DRC) all require regular or occasional use of vehicle transport. Currently, employees use personal vehicles, with some employees requesting mileage reimbursement and others not. The City Hall employees use their personal vehicles several times per week for trips to the Post Office and library for mail and for posting announcements. The harbormaster uses his personal vehicle to haul trash to the DRC, to clean the waterless restrooms at the beach and Salmon River Park, and to monitor activities at the dock and harbor. The DRC operator uses his personal vehicle to pick-up solid waste from City Hall and the Community Chest once per week and for hauling jerry jugs of fuel for equipment at the DRC. The fire chief uses his personal vehicle to respond to emergencies and uses the ambulance to haul non-offensive trash and recyclables. The Gustavus Volunteer Fire Department may purchase a utility pick-up truck, which would satisfy their needs. A Council Member uses his personal vehicle to drive portions of the city roads to inform authorization of road grading and snow plowing.

While this system has worked for a number of years, a city-owned vehicle will allow a more professional appearance (especially important for the marine facilities position), and an electric vehicle will encourage and highlight the city's renewable energy source. Electric vehicles are relatively inexpensive (~\$10,000) to purchase.

### **Plans & Progress**

Ideas for a vehicle include an electric vehicle and/or an open small pick-up truck that could easily haul trash.

### **Total Project Cost**

\$ 10,000 for vehicle, \$2-4,000 for charging station at City Hall.

## **Salmon River Harbor Waterless Restrooms**

### **Project Description & Benefit**

This project would construct waterless restrooms at the Salmon River Harbor, using the same or similar kit as the waterless restrooms at the beach and at Salmon River Park.

### **Plans & Progress**

None.

### **Total Project Cost**

\$40,000 for ROMTEC SST Traditional Double Restroom Kit plus shipping to Gustavus

\$30,000-\$50,000 for site preparation and installation



### **Salmon River Harbor Public Floats**

#### **Project Description & Benefit**

This project would install public floats at the Salmon River Harbor.

#### **Plans & Progress**

Wooden floats formerly used at the Gustavus Multi-Modal Dock facility may be available for use.

#### **Total Project Cost**

Unknown.

## Appendix E: City of Gustavus Fixed Assets and Repair &amp; Replacement Calculations

Name	Model	Manufacturer	Description	Placed in service	New cost	Insured Value (not including bldg. contents)	Useful Life	Function	R&R/year - add to FY22 budget	Total that should be set aside by end of FY22	Amount used since R&R inception		Initial deposits/ allocation in FY19	Interest & FY19 NCOs	R&R accounts at end of FY19	
Equipment																
Bobcat	763	Bobcat	Skid steer loader	12/15/98	\$ 17,000	\$ 25,200	20	General Govt	done	\$2,520.00			Misc.	\$13,412.70	\$0.00	\$13,412.70
Bobcat	A770	Bobcat	All-wheel steer loader	08/22/16	\$ 58,409	\$ 57,899	20	General Govt		\$1,752.27			Earnings	\$133.25	\$6,242.42	\$6,375.67
Compost screener	Trom 406	Screen USA, Inc	Tan, large, wheeled trommel screener	04/05/05	\$ 33,500	N/A	20	Landfil		\$284.75			DRC	\$46,780.45	-\$12,100.00	\$34,680.45
Cram-a-lot (NPS owns)	DHR-42-LU	JV Manufacturing	Purple, large recycling baler	07/01/03	\$ 10,165	N/A	20	Landfil		\$50.83			GVFD	\$111,534.84	\$0.00	\$111,534.84
GPI baler (NPS owns)	M30HD	Hamony enterprises	Yellow baler, principal trash baler	09/01/02	\$ 5,000	N/A	20	Landfil	done	\$500.00			Admin	\$4,779.35	\$0.00	\$4,779.35
Glass Pulverizer	H-100VT	GAME	Grey, conveyor fed glass pulverizer	5/7/2003	\$ 17,475	N/A	20	Landfil		\$87.38			Lands	\$0.00	\$0.00	\$0.00
Alligator shear	320	JMC Recycling Systems	Hydraulic metal shear	12/23/06	\$ 13,450	N/A	20	Landfil		\$1,076.00			Library	\$88,616.00	-\$56,500.00	\$32,116.00
Conveyor fed bottle buster		Bell Recycling Equipment	Red, 2 motor bottle buster	2001	\$ 5,000	N/A	20	Landfil	done	\$500.00			Marine Fac.	\$54,972.42	\$0.00	\$54,972.42
Grey baler	?	Compaction Technologies	Original baler	05/01/95	\$ 90,000	N/A	don't replace	Landfil					Roads	\$0.00	\$0.00	\$0.00
Larger blower	MACS 100SP	Green Mountain Technology		6/7/05	\$ 5,000	N/A	20	Landfil					Total:	\$320,229.01	-\$62,357.58	\$257,871.43
Fuel Tank			at DRC	2012	\$ 6,580	N/A	30	General Govt	\$21.93	\$197.40			R&R means Repair & Replacement			
structural firefighting gear			15 sets	2012	\$ 82,500	N/A	10	Public Safety	done	\$8,250.00						
911 Radio Equipment Fire Dept		Motorola	911 Upgrades	2015	\$ 21,260	N/A	5	Public Safety		\$0.00						
Monitor/Defibrillator	MRx	Philips	OUT OF SERVICE 2021	6/28/2012	\$ 21,000	N/A	15	Public Safety	done	\$0.00	-\$1,260.00					
Monitor/Defibrillator		Lifepak		1/5/2021	\$ 32,037	N/A	15	Public Safety	\$213.58	\$213.58						
Oxygen Generator		state grant at end of Steve Manchester's time - \$50,000?		2013??	\$ 50,000	N/A	20	Public Safety	\$250.00	\$2,000.00						
SRP playground equipment		Recreation Today		7/4/2018	\$ 18,541	N/A	30	General Govt					Misc.	\$13,412.70		\$13,412.70
Air-Pak SCBA equipment x 10			10 air-paks, 20 cylinders, 10 facemasks	1/4/2019	\$ 73,532	N/A	15	Public Safety	\$490.21	\$980.43			Earnings	\$6,375.67	\$4,093.13	\$10,468.80
Fuel Tank			at Community Chest	2019	\$ 7,959	N/A	30	General Govt	\$26.53	\$53.06			DRC	\$34,680.45	\$2,150.79	\$36,831.24
Total Equipment					\$ 568,409				\$1,667.25				GVFD	\$111,534.84	\$4,454.47	\$115,989.31
Buildings													Admin	\$4,779.35	\$1,000.00	\$5,779.35
DRC Main Building				1996	\$ 50,000	\$ 291,200	30	Landfil	\$970.67	\$24,266.67			Lands	\$0.00	\$0.00	\$0.00
DRC Office Building			new cost assumed from insured cost	2013	\$ 75,000	\$ 125,000	30	Landfil	\$416.67	\$3,333.33			Library	\$32,116.00	\$10,267.13	\$42,383.13
DRC Quonset				10/8/2004	\$ 11,000	N/A	10	Landfil	done	\$0.00	-\$12,100.00		Marine Fac.	\$54,972.42	\$7,482.27	\$62,454.69
Community Chest Building West				1942	\$ 61,200	N/A	30	General Gov		??			Roads	\$0.00	\$0.00	\$0.00
Community Chest Building East				1942	\$ 61,500	N/A	30	General Gov		??			Total:	\$257,871.43	\$29,447.79	\$287,319.22
Post Office/Preschool building				1942	\$ 28,800	N/A	30	General Gov		??						
Tong Fire Hall				1985	\$ 752,300		30	Public Safety								
Tong Fire Hall Improvements			plumbing, etc.	2011	\$ 101,500	\$ 899,230			done	\$89,923.00						
Gustavus City Hall				1960	\$ 88,000	\$ 300,000	30	General Gov	\$1,000.00	\$6,000.00						
Gustavus City Hall Improvements				6/29/2016	\$ 225,332								Misc.	\$13,412.70		\$13,412.70
Gustavus Public Library				1997	\$1,336,600	\$ 1,289,780	30	Library	\$4,299.27	\$46,682.40	-\$56,500.00		Earnings	\$10,468.80	\$50.85	\$10,519.65
Tank farm			AEA and Denali Comission Project	5/23/2013	\$2,003,840	\$ 2,169,000	30	General Gov					DRC	\$36,831.24	\$2,150.79	\$38,982.03
Generator Building			AEA and Denali Comission Project			insured by AP&T	30	General Gov					GVFD	\$115,989.31	\$8,579.80	\$124,569.11
Beach waterless restrooms			ROMTEC SST Traditional double restroom	3/7/2014	\$ 72,745	\$ 72,745	30	General Gov	\$242.48	\$1,697.38			Admin	\$5,779.35	\$1,000.00	\$6,779.35
Salmon River Park waterless restrooms			ROMTEC SST Traditional double restroom	10/21/2016	\$ 77,935	\$ 77,935	30	General Gov	\$259.78	\$1,298.92			Lands	\$0.00	\$0.00	\$0.00
Total Buildings					\$4,945,752				\$7,188.87				Library	\$42,383.13	\$4,299.27	\$46,682.40
Infrastructure													Marine Fac.	\$62,454.69	\$7,482.27	\$69,936.96
Salmon River Boat Harbor Ramp Upgrades			Refurbishing of boat ramp and barge ramp	2007	\$ 396,000	N/A	20	Marine Facilities	\$1,980.00	\$27,720.00			Roads	\$0.00	\$0.00	\$0.00
Communications Tower					\$ 15,559	N/A	don't replace	Admin - unused for broadband at Hydro					Total:	\$287,319.22	\$23,562.98	\$310,882.20
Small Harbor Float System Transfer				9/16/2013	\$1,377,485	\$ 1,500,000	30	Marine Facilities	\$5,000.00	\$40,000.00						
Wilson Rink Culvert				2011	\$ 61,808								FY22 budget R&R			
Berry Drive Culvert Improvement				2012	\$ 80,514								DRC	\$2,100.79		
Lukes driveway bridge				7/25/2016	\$ 126,605								GVFD	\$1,663.38		
Chase driveway bridge				7/6/2016	\$ 146,552								Admin	\$1,000.00		
Dickey Drive Bridge				8/3/2016	\$ 202,340								Lands	\$0.00		
Tong Road Bridge				9/16/2015	\$ 161,078								Library	\$4,299.27		
Spruce Lane Bridge				9/22/2014	\$ 173,417								Marine Fac.	\$7,482.27		
Good River Bridge				8/13/2015	\$ 239,211								Roads	\$0.00		
Rink Creek Bridge			built by State of Alaska and turned over to City of Gustavus	2019									Total:	\$16,545.71		
Total Infrastructure					\$2,980,569				\$ 6,980							
Vehicles																
Fire Engine #1	4400	International	Year: 2003	8/22/2017	\$ 113,800	\$ 113,800	30	Public Safety	\$379.33	\$6,828.00			For replacement of items with a life expectancy of more than one year but not more than 10 years, the city should set aside 100% of the replacement value in order to purchase the item when needed. To calculate the amount to set aside each year, divide the replacement cost by its life expectancy. For replacement of items with a life expectancy of more than 10 years, the city should set aside 10% of the replacement value of each item. To determine how much to set aside each year, multiply the estimated replacement cost by 10%, then divide that by the life expectancy of the asset. These are typically larger assets that the city would be seeking outside funding for, and the R&R savings could then be used as a down payment for a loan, a match for a grant, etc.			
Ambulance	F450	Ford	Year: 2003; new cost assumed from insured cost	2/4/2003	\$ 70,000	\$ 70,000	30	Public Safety	\$233.33	\$4,200.00						
Fire Truck #27 ARFF	S Series 1854	International	Year: 1983	1/12/2012	\$ 5,000	N/A		Public Safety								
Wildland Fire Response Trailer		Wells Cargo	purchased from Signal Trailer	6/29/2007	\$ 7,269		30	Public Safety	\$96.92	\$387.68						
Tank Truck - Tanker 1 - Princess?	S Series 1955	International	Year: 1987 - purchased from Affordable Equip.	6/8/2011	\$ 14,350	\$ 120,000	30	Public Safety	done	\$12,000.00						
Fuel Truck - Tanker 2			Year: 1981				30	Public Safety								
Non Depreciable Land					\$ 210,419				\$ 710							
Salmon River Park/Firehall/City Hall/Restrooms	1.81 Acres	ADL 108131 Lot 8A	DNR Div. of Mining, Land, & Water	2019				General Gov								
Lot north of City Hall	2.33 Acres	ADL 108131 Lot 8B	Municipal Entitlement	2019				General Gov								
Salmon River Boat Harbor	8.76 Acres		Fish and Wildlife	2007	\$ 41,000			Marine Facilities								
DRC 810 Conveyance	11.9 Acres		DRC	2004	\$ 100,000			Landfill								
Community Chest	5.8 Acres		Municipal Entitlement	2004	\$ 50,000			General Gov								
Marchbanks' Building	13.99 Acres		Municipal Entitlement	2004	\$ 125,000			General Gov								
Tank Farm 810 Conveyance	1.3 Acres		Municipal Entitlement	2004	\$ 25,000			General Gov								
Gravel Pit	40.47 Acres		Municipal Entitlement-full of ponds	2004	\$ 30,000			General Gov								
Bailey Property	5 Acres		Gifted property	2005	\$ 50,000			General Gov								
Total Land					\$ 421,000											

**Mayor's Report—March 14, 2022 General Meeting**  
**(prepared 3/9/22 and may be updated before 3/14/22)**

**Covid-19 Outbreak and Risk Assessment.** Early March has seen an unfortunate outbreak of Covid-19 with community spread. As of March 8, 2022, the Gustavus Emergency Operations Center at the Firehall has confirmed twelve cases through City testing and those results have been reported to the State Department of Health and Human Services for their official tally. Cases identified only through unofficial home testing are not counted or reported but some patients have come to the Firehall for confirmation tests. Unofficial reports in social media and via email suggest the outbreak may total over two dozen cases. The outbreak, which was first identified in testing at the Gustavus School has spread beyond school families in recent days. Patients have been advised to prevent further spread by quarantining for five days after the positive test and follow that with strict mask use around other people for another five days. We wish a prompt recovery with no lingering effects for all affected community members. Please be considerate and supportive of those dealing with illness and of those among us who may be at elevated risk during the pandemic.

On May 6, I wrote my monthly community covid-19 risk assessment for the Council March work session as required by Resolution CY 22-01. I updated it on May 7 just before that evening's work session to acknowledge the new case reports that day. A copy of the report is included in the General Meeting packet. The report concluded that the City should try to keep city facilities open and operating for public business during the present outbreak by applying protective measures including masking indoors, to reduce the probability of illness transmission to staff, volunteers, and others using our facilities. However, with 8 more cases confirmed and posted Monday 3/7, the Library would be closed for 72 hours—i.e., through Thursday 3/10—per its approved protocol. We should reassess the masking requirement for our facilities when the outbreak has ended, and the risk of transmission locally and regionally has dropped to low. *It is my intent that we maintain the masking requirement no longer than reasonably necessary.*

**City Steel Float at the Dock.** The Alaska DOT&PF engineering office in Juneau dispatched engineer Misty Butler, PE, to Gustavus to inspect the damage and make recommendations for preservation and ultimately repair of the float. Misty worked with Marine Facilities Coordinator Ben Sadler and Council Member Joe Vanderzanden to evaluate the float. During the visit they improved the temporary securing of the float pending its relocation to Bull Moose Cove. *We owe a big thanks to Misty, Ben, and Joe for their work to protect this valuable city asset.* We also must thank David Lowell, PE, at DOT for arrangements to move the float and schedule repairs—all on the State budget. A few days after the inspection DOT paid Melino Salvage of Juneau to come to Gustavus and tow the float to protected moorage at Bull Moose Cove. *Ben Sadler and Joe Vanderzanden were again on hand to support the work.* David is arranging for repairs to the float to be made by Western Marine when they are here in April for other state dock work. Western Marine will return the repaired float to position at the dock before the summer season. Gustavus crews under direction of Marine Facilities Coordinator Ben Sadler will move the wooden floats back into position after the steel float is back.

The storm damage demonstrated that the exposed float configuration risks damage to the steel float whenever it remains in place during winters. The City now intends to contract to move the float to safety each fall and return it to position each spring. Melino Salvage has expressed an interest in providing the service in future seasons.

The City administration now believes the best long-term solution will be some form of wave-energy absorbing barrier to protect the float area. Such a protection would also reduce wave hazards for float users during summer operations as well. DOT's David Lowell has offered to help the City scope a possible wave barrier construction project with a cost estimate suitable to seek grant funding for the improvement. We intend to file an infrastructure grant application for the project in April, if DOT has sufficient information for us in time. The project cost may be on the order of \$10 Million.

**Other Infrastructure Grant Funding Opportunities.** The Federal bipartisan infrastructure bill offers a wealth of grant opportunities. City Administrator Tom Williams and I have been studying the published materials and participating in webinars from the Alaska Municipal League to identify possible funding for City projects. To make the most of opportunities we will contract with a professional grant writer. Tom has been in contact with some on the AML recommendation list. We expect to complete an agreement in a few days. The two top priorities for application will be for the wave barrier and bike trail projects.

**Bike Trail Project.** For at least the last decade there has been strong public interest in developing a safe bike trail along our main paved road routes—from the Airport to the National Park Entry with a branch from Four Corners to the Dock. In December we submitted the bike trail project for inclusion in the State Comprehensive Outdoor Recreation Plan. With the advent of federal infrastructure funding the project may finally be feasible. Council members Jim Mackovjak and Kyle Bishop are working up a scope with initial cost estimate to support a grant application. They plan to have the scope ready to submit to a grant writer in a matter of days. We may need to separate the project grant application into a design phase followed by a construction phase. *Thank you Jim and Kyle for helping move us forward toward achieving a key community goal!*

#### **Other Local Infrastructure Projects.**

**City-wide Hydrology Study.** Tom Williams and I are working with the Alaska Department of Homeland Security to fund a hydrology study of the community to inform future road drainage projects. Federal funding may be available for such projects as climate change mitigation but will require a hydrology study be completed first. We continue to plan improvements for the Gravel Pits, Rink Creek Road, Wilson Rd, Same Old Road, and Willow Way, but their designs will likely be informed by the results of the hydrology study.

**Wilson Road Culverts at Chase and ADF&G Driveway.** This FEMA-funded project is awarded and on hold for spring construction conditions.

**Wilson/ Rink Creek Rd Culvert Riprap.** This City-funded project is awarded and on hold for spring construction conditions.

**Tong Road culverts and Ditching.** I am drafting an RFQ for this FEMA-funded project. Todd Boris, PE, is assisting with plans and specifications. We expect to have it out for bid in the spring. *Thanks, Todd!*

**Fairweather Road Ditches and Culverts.** Glacier Bay Construction (GBC) responded recently to relieve flooding from heavy rain that was plaguing the subdivision north of Fairweather Road as far as the Anglers Inn. This has been a recurring problem in recent years. GBC cut a ditch across the western driveway to the Church, which was not culverted, leaving access over their culverted eastern driveway. They cleaned the ditch as possible to improve flow to the Dock Rd ditch and eventually to the River. That drained the immediately flooded area. As soon as soil conditions allow, GBC will install two 18"x20'

culverts from City stock at the western driveway entrance and grade the ditch for an effective drainage solution. The City will later install new culverts under three more driveways and excavate a more effective ditch along the entire north side of Fairweather to complete the drainage improvement as far as Pleasant Ave. Work on the ditch east of Pleasant Ave two years ago has been effective in recent storms.

*We owe a big thank you to Glacier Bay Construction for their response effort to relieve flooding of the properties north of Fairweather Rd!*

**City Administrator Departure.** Tom Williams has submitted his resignation, with a spring departure date yet to be determined, after nearly four years of service as City Administrator. I have greatly valued Tom's work and am very sad to be losing his capable services. I understand his wish to relocate to be nearer his family in Sitka and we all wish him and his family the very best. Tom and I are reviewing the position descriptions for updating. I'll be assigning a recruitment committee soon to help me fill the open position.

**PFAS Bills.** Our State Senator and Representative have each sponsored bills in the legislature to deal with PFAS contamination of drinking water, and to exempt municipal fire departments from liability for past use of PFAS-containing fire suppression foams. I called in to testify in support of the senate bill during a hearing by the Senate Resources Committee. At least four other callers from Gustavus supported the bill. I am proud that Gustavus was well-represented in the support testimony. I will continue to monitor and support the bills as opportunities arise.

### ***Covid-19 Recommendations Nationally from CDC.***

**CDC reports rapidly declining case rates nationally** but notes that some local communities may not reflect that trend. CDC now recommends that in most communities with low case rates pandemic protective measures like masking may be relaxed or made optional. The CDC webpage [Centers for Disease Control and Prevention \(cdc.gov\)](https://www.cdc.gov) includes an interactive tool to identify risk and recommendations for any census district in the nation. For the Hoonah/Angoon census district, in which we are included, the posted CDC Risk Level is “Low” (green). The recommendations for our posted risk level are as follows:

- Stay up to date with COVID-19 vaccines
  - Get tested if you have symptoms
- 

People may choose to mask at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 should wear a mask.

### ***COVID-19 Case Trends (State of Alaska website)***

**ALERT LEVELS (March 4, 2022)** – The current statewide alert level – based on the reported number of cases per 100,000 people over the past 7 days – is high (red) at 293.2. For boroughs and census areas: 27 areas are at the high alert level (>100 cases), one area is at the substantial alert level (50-99.99), no areas are at the moderate alert level (10-49.99) and no areas are at the low alert level (0-9.99).

Alaskan Covid-19 deaths reported last week: 28. Only two were in Southeast Alaska—all southern SE.

Recorded cases and hospitalizations have dropped off significantly in Alaska in the last month.

Many cases statewide are not reported because home tests are not reported or tallied by the State. Therefore, case rates are underestimates of the actual totals. However, hospitalizations for Covid-19 are well tallied.

### ***Covid-19 Cases in Gustavus.***

**Gustavus is unfortunately bucking the encouraging trends Nationally and in Statewide.** We have had a major outbreak centered among school children and their families. The Gustavus School shut down last week because staff and students were covid-infected and needing to isolate. Many families are using home tests to identify cases and are caring for their patients at home. We are glad they are testing and isolating and hope that everyone who is sick recovers quickly and completely. Because most tests locally are not done by the official city team they are not recorded or included in State or National statistics, and we do not have confirmed tallies. Nevertheless, informal counts by knowledgeable local people who I trust, suggest there may be on the order of 20-25 cases in Gustavus currently. Facebook posts suggest there are now new cases outside the school families, suggesting community spread beyond the school families. We are not aware of any hospitalizations of Gustavus residents, thankfully. But 20 cases in a population of,

say 600 here in winter, means a rate would be over 3300 per 100,000. The State of Alaska sets a High Alert level when a case rate is 100 cases per 100,000. **By such reckoning Gustavus is in a High Alert Level with community spread occurring.**

### ***Mayor's Conclusions for March.***

**The national and statewide trends for the Covid-19 pandemic are encouraging but caution is still advised.** We have been there before. New variants are certain to appear, and some may be much more serious than omicron. Or, they may not—with higher vaccination rates and the unvaccinated population increasingly immune due to past exposure, new vaccines on the horizon, effective treatment modalities available and abundant, we hope to have seen the last big surge in cases, hospitalizations, and deaths.

**The current covid-19 outbreak in Gustavus is a setback.** Absent that outbreak, and considering trends nationally and statewide, I had hoped to recommend repeal of our mask-wearing for City facilities. Ironically, the outbreak at the school confirmed the wisdom of the City's conservative protective measures—specifically requiring masks in city facilities. The school had a different response model, and the result was an outbreak that spread illness, closed the school, and now has spread into the broader community.

***The City facilities should continue to stay open for public business during the present outbreak by applying protective measures including masking indoors, to reduce the probability of illness transmission to staff, volunteers, and others using our facilities.*** We should reassess the masking requirement for our facilities when the outbreak has ended, and the risk of transmission locally and regionally has dropped to low. It is my intent that we maintain the masking requirement no longer than reasonably necessary.

**To these ends, we recommend Gustavus residents maintain awareness of the continuing risk** of transmission, be especially considerate of those among us who are of higher risk is serious illness and follow Alaska Department of Health and Human Services recommendations if they are exposed to cases or feel symptomatic. See: [COVID-19 in Alaska, Department of Health and Social Services](#).

**We all are thankful for the professional staff at the Gustavus Clinic.** We urge anyone with possible covid-19 symptoms to call the clinic at 907-697-3008 for advice and assistance.

**The City has expanded its official testing program** at the fire hall to 6 days per week, Monday-Friday 9-4, and Saturday from 12-3.