



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, April 11, 2022 at 7:00 PM
via Zoom

COUNCIL MEMBERS

Mayor Shelley Owens
Vice Mayor Brian Taylor
Council Members: Janene Driscoll, Rachel Patrick
Jim Mackovjak, Kyle Bishop, Mike Taylor

CITY HALL

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

AGENDA

<https://us02web.zoom.us/j/83128509097?pwd=TTJaR3ZZbS9MVlE1RTdORVpJY3h0QT09>

ID: 831 2850 9097 **PASCODE:** 471668 **TEL:** 1 253 215 8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

1. Public Health Nurse, Claire Geldhoff Presentation

APPROVAL OF MINUTES

2. 03-14-2022 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Gustavus Volunteer Fire Dept. Quarterly Report
4. City Clerk Quarterly Report
5. City Treasurer Monthly Financials
6. City Administrator GENERAL MEETING Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

7. Certificate of Records Destruction
8. Approve City Administrator Position Description & Announcement
9. Approve Scoping Document - GVFD Radio Repeater Tower Installation
10. Approve Scoping Document_GVFD Structural Firefighting Gear

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

11. Public Hearing - Amendment 1 of the Cooperative Resource Management Agreement with the Alaska Department of Natural Resources for Management of the Gustavus Beach Park Including the Development Plan Tracts A and B
12. CY22-07 Amendment 1 of the Cooperative Resource Management Agreement with the Alaska Department of Natural Resources for Management of the Gustavus Beach Park.
13. FY22-12NCO Introduction of Departmental Budget (Public Hearing 05-09-2022)

- [14.](#) Approval of Consulting Contract with PDN Engineers for a schematic design of a Gustavus Disposal and Recycling Building.
- [15.](#) Approval of Consulting Contract with Engineering of GVFD Radio Repeater Tower Installation to RESPEC Company, LLC
- [16.](#) Award Gustavus Fish Passage Improvement Project-Grandpas Farm Road Bridge FY22-01RM Contract
- [17.](#) CY22-08 Rescinding Mask-Wearing Requirements for City Facilities
- [18.](#) CY22-09 Supporting the Alaska Ocean Ranger Program

CITY COUNCIL REPORTS

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

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: April 6, 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.*



VISIT COVID19.ALASKA.GOV AND DHSS.ALASKA.GOV/DPH/EPI/ID/PAGES/COVID-19/ FOR THE LATEST COVID-19 INFORMATION FOR ALASKA. BEGINNING MONDAY, APRIL 4, DHSS WILL BE UPDATING DATA ON THE ALASKA COVID-19 INFORMATION HUB ONCE A WEEK ON WEDNESDAYS-- INSTEAD OF THREE TIMES WEEKLY (MONDAY, WEDNESDAY AND FRIDAY EXCLUDING HOLIDAYS).

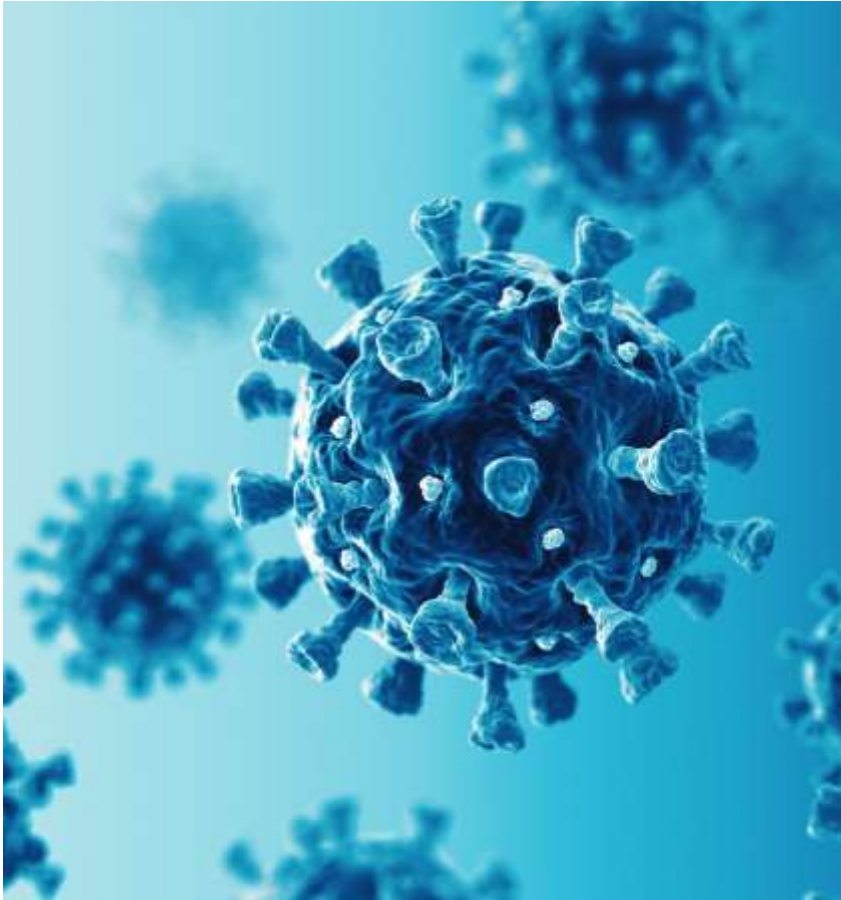
DHSS IS MAKING THIS CHANGE AS A TRANSITION TOWARD LESS DAILY REPORTING. THE DATA DASHBOARD IS AVAILABLE AT ALASKA-CORONAVIRUS-VACCINE-OUTREACH-ALASKA-DHSS.HUB.ARCGIS.COM.



Testing Updates

Gustavus testing locations, at-home tests, what is next?





Variants and the Future





Considerations for Summer Season



claire.geldhof@alaska.gov



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

Item #2.

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 Mackovjak.

APPROVAL OF MINUTES

1. 02-14-2022 General Meeting Minutes

Motion made by Council Member Furr to approve by unanimous consent the 02-14-2022 General Meeting Minutes.

Seconded by Mayor Taylor.

Hearing no objections, 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

2. Gustavus Public Library Quarterly Report
Gustavus Public Library Services Director, LeAnn Weikle submitted a written report and provided an oral summary.
3. Treasurer Monthly Financials
City Treasurer, Eduarda Loggins submitted monthly financials.
4. City Administrator General Meeting Report
City Administrator, Tom Williams submitted a written General Meeting report and provided an oral summary.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

5. Certificate of Records Destruction

Motion made by Vice Mayor Bishop to adopt the consent agenda by unanimous consent as presented.

Item #2.

Seconded by Council Member Vanderzanden.

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

ORDINANCE FOR PUBLIC HEARING

None

UNFINISHED BUSINESS

None

NEW BUSINESS

6. Gustavus Beach Park - State of Alaska, Department of Natural Resources Cooperative Resource Management Agreement Revisions

Mayor Taylor provided an introduction to this agenda item.

Motion made by Council Member Lewis to publish for public review the updated Cooperative Resource Management agreement negotiated with the Department of Natural Resources and to schedule it for Public Hearing and approval at the April 11, 2022, General Meeting.

Seconded by Council Member Mackovjak.

Public Comment: None

Council Comment:

Council Member Sharman

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

7. Council Review of the Gustavus Visitors Association Marketing Plan and FY23 Budget Request

Gustavus Visitors Association President, Leah Okin provided an introduction and was available to answer questions.

Council public review of the Gustavus Visitors Association Marketing Plan and FY23 Budget Request took place.

Council Comment:

Council Member Vanderzanden

Council Member Lewis

8. Approve City of Gustavus Capital Improvement Plan for 2022-2026

Item #2.

Motion made by Council Member Sharman to approve City of Gustavus Capital Improvement Plan for 2022-2026

Seconded by Council Member Lewis.

Public Comment: None

Council Comment:

Council Member Sharman

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

9. Mayor's Monthly Report

Council Member Lewis provided an update that she and Council Member Furr followed up on public comment from the February 14th General Meeting by connecting with Public Health Nurse, Claire Geldhof to help young women in Gustavus by facilitating the creation of a safe space where young woman can speak up and find support resources.

CITY COUNCIL QUESTIONS AND COMMENTS

Council Member Lewis - Public Health and Safety Outreach

PUBLIC COMMENT ON NON-AGENDA ITEMS

Public Health Nurse, Claire Geldhof
Jim Kearns

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 8:55 PM.

Mike Taylor, Mayor

Date

Attest: Karen Platt CMC, City Clerk

Date



GVFD QUARTERLY HIGHLIGHTS

18 volunteers in 3 divisions

130 total volunteered hours this quarter

1,300 total volunteered hours in 2021

7 total calls to date (5 EMS, 2 Fire)

- January:
 - 2 calls
 - 40 Volunteer hours
 - Applied for the Volunteer Firefighters Grant and Code Blue Grant
 - Received money in the form of a contract to replace radio antenna which services our 911 system and repeater.
 - Received an ICS 300, Intermediate ICS for expanding incidents, certificate, a free class through FEMA.
 - Mostly finished new water system installation, waiting for snow to thaw to finish the hook up to the cisterns.
- February:
 - 3 Calls
 - 50 volunteer hours
 - COVID testing continues after airport contracts end.
 - Received my EMT 2 certification. This was a two-week class where I was able to learn more about the medical field and now can provide a higher level of care to patients.
 - Received CPR card for first responder's certification. I would like to hold another CPR Certification course in Gustavus if anyone is interested. There may be a class coming up this month.
- March:
 - 0 Calls
 - 40 Volunteer hours
 - Was awarded the Volunteer Firefighter grant for purchasing a new set of Fire Gear. This is the same grant I applied for in January.
 - Setting up a project to replace our repeater antenna.
 - Our current Covid test supplier is slowing down distribution. I have been



GVFD QUARTERLY HIGHLIGHTS

looking around for more distribution options. The state health department can provide us tests kits for CLIA waived (this is a department certification which allows us to be an official testing center) tell June, but if we would like to continue the testing program, we will need to add more funding to the budget for the testing program

Future Goals:

- As shown in the work session, my goal is to purchase new fire gear to stay within the NFPA (National Firefighter Protection Association) regulations. NFPA 1851.10.1.2 states structural firefighting gear needs to be retired no more than ten years. Our fire gear is coming up to nine years.
- We currently have two, two-thousand-gallon water tankers to transport water from one place to another, and while they get the job done, I have a hard time saying they are safe for the job they are required to do. There are no interior lights, the storage is nonexistent, so we use the cab and what little is in the back, and the seat belts are outdated. Providing funding to purchase a new water tanker would provide a safer training and fire scenes. A new water tanker would cost a minimum of \$308,795; this includes shipping from Texas to Bellingham. I have applied for a grant to purchase a new water tanker, however due to the amount of money and the competitive nature of the grant, I do not expect to be awarded the grant.



GVFD QUARTERLY HIGHLIGHTS

Announcements for public:

- CPR Class for sale for \$50 per person. This will give you a CPR card from American Heart Association, a pocket mask, and a Heart Saver First aid book.
- Ambulance Subscription are available to everyone who needs one, feel free to contact the firehall (907-697-2707) for questions. The subscription does not cover the medivac out of town, nor the medivac insurance covers the ambulance ride.
- The firehall does have sign up forms for the Medivac businesses who fly into Gustavus, AK.
- The firehall is looking for more volunteers who are interested in responding to both medical and fire calls. The biggest misconception is you need to have EMT 1 to volunteer; this is not the case, if you have any experience in a medical field, it would be helpful but not necessary. We have trainings every Tuesday. If you are interested in volunteering give the fire hall a call at 907-697-2707.



CLERK'S REPORT
APRIL 11, 2022
Submitted by Karen Platt

Council ATTENDANCE SHEET is attached

Training

Around the Office

- ✓ I have been set up and ready to have council members attend in-person meetings. So far, few have done so. If Resolution CY22-08 passes later on in this meeting, masks will not be required in City Hall. However, I do have K-N95 masks available for use. When at all possible, we request that council members attend meetings in person. The council chambers are still too small to accommodate many people in person. Seating for the public is limited and will be on a first come first serve basis.
- ✓ I have been cleaning the beach outhouses weekly while Ben the Marine Facilities Coordinator has been off duty this winter. I look forward to passing this duty off to him when he returns next week. I am happy to report that they have been in use, and I haven't been left any big messes to clean up.
- ✓ I will continue to sort through records that are slated for destruction as time allows. Slowly but surely progress is being made and you will continue to see the Certificate for Records Destruction on the General Meetings agenda.
- ✓ I completed updating the Public Records Management Policy and Procedures that includes updates to the Records Retention Schedule.
- ✓ Created Weekly, monthly and yearly to do lists that includes routine checks and maintenance at City Hall.

[illegible]

	Special Meeting/Work Session Present
	General Meeting Present
	Absent (unexcused)
	Absent (excused)

(f) Is unexcused from any five (5) meetings in a calendar year including, but not limited to work sessions, and regular or special meetings.

Profit & Loss Budget vs. Actual COG Accrual

July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Business License Fees	2,175.00	3,000.00	-825.00	72.5%
Donations	120.00	800.00	-680.00	15.0%
DRC Income	66,385.22	86,100.00	-19,714.78	77.1%
Federal Revenue				
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%
Total Federal Revenue	223,621.91	263,980.28	-40,358.37	84.7%
Fundraising	200.00	600.00	-400.00	33.3%
GVFD Income	2,178.81	9,750.00	-7,571.19	22.3%
Interest Income	189.74	350.00	-160.26	54.2%
Lands Income	24,630.00	25,000.00	-370.00	98.5%
Lease Income	7,190.32	13,125.67	-5,935.35	54.8%
Library Income	2,063.50	500.00	1,563.50	412.7%
Marine Facilities Income	8,490.00	15,700.00	-7,210.00	54.1%
Other Income	7.00	0.00	7.00	100.0%
State Revenue				
Community Assistance Program	77,370.21	77,370.21	0.00	100.0%
Shared Fisheries Business Tax	896.34	500.00	396.34	179.3%
Total State Revenue	78,266.55	77,870.21	396.34	100.5%
Tax Income				
Retail Tax Income	383,712.14	400,000.00	-16,287.86	95.9%
Remote Sellers Retail Tax	35,821.41	30,000.00	5,821.41	119.4%
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	6,033.87	0.00	6,033.87	100.0%
Tax Exempt Cards	180.00	300.00	-120.00	60.0%
Total Tax Income	515,925.26	504,160.00	11,765.26	102.3%
Total Income	931,443.31	1,000,936.16	-69,492.85	93.1%
Gross Profit	931,443.31	1,000,936.16	-69,492.85	93.1%
Expense				
Administrative Costs	1,338.90	2,000.00	-661.10	66.9%
Advertising	408.67	360.00	48.67	113.5%
Bank Service Charges	4,973.91	4,750.00	223.91	104.7%
Building	16,346.86	22,344.48	-5,997.62	73.2%
Contractual Services	30,877.91	108,200.00	-77,322.09	28.5%
Dues/Fees	9,500.20	9,900.00	-399.80	96.0%
Economic Development Services				
GVA	30,000.00	30,000.00	0.00	100.0%
Total Economic Development Services	30,000.00	30,000.00	0.00	100.0%
Election Expense	329.92	350.00	-20.08	94.3%
Equipment	14,181.18	22,660.99	-8,479.81	62.6%
Events & Celebrations	3,570.51	3,925.00	-354.49	91.0%
Freight/Shipping	14,612.22	26,250.00	-11,637.78	55.7%
Fundraising Expenses	0.00	250.00	-250.00	0.0%

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

	Jul '21 - Mar 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				
Donated/Fundraised	0.00	700.00	-700.00	0.0%
Non-Fiction Add/Replacement	310.04	1,000.00	-689.96	31.0%
Library Materials - Other	1,140.33	1,000.00	140.33	114.0%
Total Library Materials	1,450.37	2,700.00	-1,249.63	53.7%
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	304,299.77	465,701.85	-161,402.08	65.3%
Professional Services	11,557.50	15,000.00	-3,442.50	77.1%
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	170,836.10	205,000.00	-34,163.90	83.3%
Stipend	0.00	3,000.00	-3,000.00	0.0%
Supplies	13,551.16	22,000.00	-8,448.84	61.6%
Telecommunications	14,148.66	21,540.00	-7,391.34	65.7%
Training	6,929.99	15,525.00	-8,595.01	44.6%
Travel	518.00	5,000.00	-4,482.00	10.4%
Utilities	20,174.96	17,360.00	2,814.96	116.2%
Vehicle	6,737.87	7,985.67	-1,247.80	84.4%
Total Expense	723,039.75	1,058,065.51	-335,025.76	68.3%
Net Ordinary Income	208,403.56	-57,129.35	265,532.91	-364.8%
Other Income/Expense				
Other Income				
Encumbered Funds				
Other Savings for Road Maint	65,000.00	65,000.00	0.00	100.0%
Total Encumbered Funds	65,000.00	65,000.00	0.00	100.0%
Total Other Income	65,000.00	65,000.00	0.00	100.0%
Net Other Income	65,000.00	65,000.00	0.00	100.0%
Net Income	273,403.56	7,870.65	265,532.91	3,473.7%

City of Gustavus
Balance Sheet
 As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	5,000.74
AMLIP Capital Improv Long-Term (0630598.2)	388,894.56
AMLIP Repair & Replacement (0630598.3)	327,468.86
AMLIP Road Maint - Unencumbered (0630598.4)	132,165.36
AMLIP Gravel Pit Fund (0630598.8)	12,000.00
AMLIP Reserve (0630598.12)	884,489.71
APCM.Endowment Fund	1,603,092.17
FNBA - Checking	760,142.44
FNBA Endowment Fund - Checking	75,955.45
Petty Cash	112.18
Total Checking/Savings	4,189,321.47
Accounts Receivable	
Accounts Receivable	52,908.83
Total Accounts Receivable	52,908.83
Other Current Assets	
Undeposited Funds	1,571.68
Total Other Current Assets	1,571.68
Total Current Assets	4,243,801.98
TOTAL ASSETS	<u>4,243,801.98</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	692.00
Total Accounts Payable	692.00
Credit Cards	
Bank of America Alaska Air Visa	-4,063.62
Total Credit Cards	-4,063.62
Other Current Liabilities	
Deferred Income	7,110.00
Direct Deposit Liabilities (Direct Deposit Liabilities)	-874.40
Total Other Current Liabilities	6,235.60
Total Current Liabilities	2,863.98
Total Liabilities	2,863.98
Equity	
Fund Balance	3,074,596.78
Opening Bal Equity	1,084,743.57
Net Income	81,597.65
Total Equity	4,240,938.00
TOTAL LIABILITIES & EQUITY	<u>4,243,801.98</u>

Accounts Receivable Detail**As of 03/31/22**

\$38,990.00	Airport Screeners Contract - Dec/Jan invoice to DHSS
\$5,144.12	Delinquent Sales Tax
\$2,659.00	Ambulance Transport Billing - In Progress
\$6,107.86	Fish-Box Tax Deferred Income
\$7.86	Net of Other Customer Account Balances
\$52,908.83	Total

FNBA Checking Account - Unrestricted Funds Balance**As of 03/31/22**

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: **\$760,142.44**

Obligated Funds Currently in Checking Account:

	CARES Act remaining funds	\$0.00
MF	CP18-01 Salmon River Harbor	(\$9,856.96)
Roads	CP18-02 Wilson Rd Drainage	(\$40,000.00)
DRC	CP18-05 DRC Pre-Processing	(\$12,815.63)
DRC	CP18-07 Household Haz Waste Fac.	(\$10,597.49)
Admin	CP19-03 Gustavus Beach Improv.	(\$10,389.89)
DRC	CP19-06 DRC Composting Facility	(\$106,050.00)
Library	CP19-08 Library Roof/Awning/Shed	(\$10,000.00)
Admin	CP21-02 Refurbish Old P.O.	(\$10,000.00)
Roads	CP21-03 Good River Bridge Repairs	(\$14,610.00)
MFC	CP21-04 MFC Building at SRBH	(\$3,261.48)
DRC	CP21-05 DRC Main Bldg Replacement: Design	(\$30,000.00)
MF	CP21-06 Fish Waste Disposal	(\$5,000.00)
Library	FY22 PLA Grant	(\$529.57)
Library	SoA OWL Internet Subsidy	(\$500.00)
Roads	USFWS Chase Drvwy	(\$251.02)

Unrestricted Funds: **\$496,280.40**

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:	\$1,058,065.51
25% =	\$264,516.38
17% =	\$179,871.14
35% =	\$370,322.93

Capital Projects 2021-2025

Item #5.

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
Ongoing, already funded:											
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
Wilson Rd. drainage improvement	\$ 40,000	\$ 40,000	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	6/11/2018 then returned; again 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
Library Roof Repair	\$ 50,000	\$ 150,000	CP19-08 Library Roof/Shed/Awning	Library	N/A	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		Done	AMLIP CP and R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800	\$ 53,150	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019		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 CARES Act
Fire Hall Rain Cistern System	up to \$25,000			GVFD						in progress	
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	
CAPGIS 2018 submission											
CAPGIS 2019 submission											
CAPGIS 2020 submission											
CAPGIS 2021 submission											

Capital Projects 2020-2025

Item #5.

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 F Source
Ongoing, funded for 2018:											
Household Hazardous Waste Facility	\$ 59,450.00	\$ 59,450.00	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		2021	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000.00	\$ 27,000.00	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
Wilson Rd. drainage improvement	\$ 40,000.00	\$ 40,000.00	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	6/11/2018	pending LIDAR analysis	on hold	AMLIP
LIDAR	\$ 28,400.00	\$ 28,400.00	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		in progress	AMLIP
Community Chest facility maintenance	\$ 10,000.00	\$ 10,000.00	CP19-02 Community Chest Maint.	DRC	3/11/2019	N/A	3/11/2019	4/8/2019		completed	AMLIP
Ongoing, funded for 2019:											
Library Roof Repair	\$ 50,000.00	\$ 150,000.00	CP19-08 Library Roof/Shed/Awning	Library	N/A	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		in progress	AMLIP CP and R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800.00	\$53,150.00	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019		in progress	AMLIP
Compost Yard Improvement	\$ 111,585.00	\$ 111,585.00	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	\$ 62,000.00	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
Funded for 2020:											
Lifepak15 Cardiac AED/Monitor	\$ 38,000.00			GVFD	1/28/2020	N/A	2/10/2020	9/21/2020	purchase in progress	completed	Code Blue & CIP or AMLIP
City Hall Copier/Printer/Scanner/Fax	\$ 4,000.00			Admin						completed	CARES Act
Salmon River Boat Harbor Boat Launch Repair				MF	9/2/2020	N/A	9/21/2020	12/14/2020		completed	operating budget
Quick Attack/Wildland Firefighting Truck	\$ 80,000.00			GVFD	1/28/2020	N/A	2/10/2020			Near-term	CIP, or AMLIP
Main Building Replacement	\$ 287,500.00			DRC	N/A	2/3/2020	2/10/2020			Near-term	CIP
Fire Hall Rain Cistern System	up to \$25,000			GVFD						Near-term	
Salmon River Boat Harbor Barge Ramp Improvement				MF	N/A	9/2/2020	9/21/2020			Near-term	AMLIP R&R
Good River Bridge Repairs - engineering	\$ 25,000.00			Roads						Near-term	
City Road Improvements	\$ 30,000.00			Roads					plus \$40K from Wilson Rd. Cf	Near-term	
Library Bike Shelter/Shed	\$ 25,000.00	\$ 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
Roof/Building Exp. - Architectural & Engineering	\$ 30,000.00			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Library Expansion - Architectural & Engineering	\$ 30,000.00			Library	3/1/2018		2/11/2019			Mid-range	CIP
Drinking Water Point-Source Project Dev.										Mid-range	
Baler Purchase	\$ 166,630.00			DRC	N/A					Mid-range	
Three Phase Power Installation				DRC						Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000.00			DRC						Mid-range	
Gravel Pit Improvements	\$ 500,000.00		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	postponed		Mid-range	AMLIP
Structural Firefighting Gear	\$ 82,500.00			GVFD						Mid-range	
Salmon River Boat Harbor Fish Waste Disposal Bin				MF/DRC						Mid-range	
City Hall front room - carpeting, painting, windows	\$ 15,000.00			Admin	2/14/2018					Mid-range	
Landscape Design consulting				-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	\$ 250,000.00			Roads						Mid-range	USFWS and/or AKSSF
DRC Groundwater Monitoring Well Replacements	\$ 12,000.00			DRC						Mid-range	
DRC Glass Pulverizer - refurbish or replace	\$ 50,000.00			DRC						Mid-range	
Roof/Building Expansion	\$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
Old P.O./Preschool building refurbish				Admin	2/20/2018					Long-range	
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				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	
CAPIS 2018 submission											
CAPIS 2019 submission											
CAPIS 2020 submission											

Capital Projects 2019-2024

Item #5.

Capital Projects	Budget Requested	Amount Funded	Funded Project QuickBooks Class Name	Dept./ Committee	Short Form Complete	Full Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Source
Funded for 2018 (most by FY18-22NCO):											
Preprocessing Storage & Driveway:											
Storage Bins/Pallet Jack (\$18,000)	\$ 18,000.00	\$ 18,000.00	CP18-06 DRC Storage Bins - Jack	DRC	N/A	9/16/2016	9/16/2016	4/8/2019		done	AMLIP
Household Hazardous Waste Facility	\$ 59,450.00	\$ 59,450.00	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		2020	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000.00	\$ 27,000.00	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
Wilson Rd. - ditching, culverts	\$ 40,000.00	\$ 40,000.00	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	6/11/2018		on hold	AMLIP
LIDAR	\$ 28,400.00	\$ 28,400.00	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		in progress	AMLIP
Community Chest facility maintenance	\$ 10,000.00	\$ 10,000.00	CP19-02 Community Chest Maint.	DRC	3/11/2019	N/A	3/11/2019	4/8/2019		in progress	AMLIP
Funded for 2019:											
Council Chambers Upgrade	\$ 5,250.00	\$ 5,250.00	CP19-01 Council Chambers	Admin	finite	finite	3/11/2019	3/11/2019		done	AMLIP
Library Bike Shelter/Shed	\$ 15,000.00	\$ 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	on hold	AMLIP
Library Roof Repair	\$ 50,000.00	\$ 50,000.00	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		in progress	AMLIP R&R
Library Heating Control Upgrade	\$ 6,500.00	\$ 6,500.00	CP 19-05 Library Heating Upgrade	Library	4/8/2019	N/A	4/8/2019	4/8/2019		done	AMLIP R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800.00	\$53,150.00	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019	Phase 1	in progress	AMLIP
Compost Yard Improvement	\$ 111,585.00	\$ 111,585.00	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	Phase 2	in progress	CIP, or AMLIP CP and R&R
GVFD Stryker Power Cot and Power Load	\$ 35,000.00	\$ 35,000.00	CP19-04 GVFD Stryker Power Cot	GVFD	3/11/2019	N/A	3/11/2019	4/8/2019	Total cost = \$42,000. Code Blue grant = \$7000	done	AMLIP
Gravel Pit Improvements	\$ 500,000.00		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	postponed		2021?	AMLIP
Inflow Storage & HHW Facility Storage Area	\$26,400, then \$62,000	\$ 62,000.00	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	2020	CIP, or AMLIP
Library Expansion - Architectural & Engineering	\$ 30,000.00	\$ -		Library	3/1/2018		2/11/2019			Mid-range	CIP
Roof/Building Expansion - Architectural & Engineering	\$ 30,000.00			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Lifepak15 Cardiac AED/Monitor	\$ 38,000.00			GVFD	2/1/2019					Mid-range	Code Blue & ?
Gustavus Beach Improvements: Parking Area	\$ 40,000.00			Admin	N/A	3/11/2019	3/11/2019		Phase 2	Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000.00	\$ -		DRC					Phase 3	Mid-range: 2020?	
Landscape Design consulting		\$ -		-split-	2/20/2018				Phase 1	Mid-range	
Utility Pick-up Truck		\$ -		GVFD	2/15/2018					Mid-range	
City Hall & Fire Hall Energy Audit Repairs				GVFD & Admin	3/1/2018	Res. CY18-12				Mid-range	
Roof/Building Expansion	\$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				Phase 2	Long-range	AMLIP
City Hall front room - carpeting, painting, windows		\$ -		Admin	2/14/2018					Long-range	
Old P.O./Preschool building refurbish		\$ -		Admin	2/20/2018					Long-range	
Water Tender / Road Water Truck		\$ -		GVFD	2/15/2018					Long-range	
Edraulic Extrication Equipment	\$35,000			GVFD	2/15/2018					Long-range	AFG
911 System Upgrade		\$ -		GVFD						Long-range	
Library Expansion		\$ -		Library	3/1/2018					Long-range	
Grandpa's Farm Road Bridge & Culvert				Roads						Long-range	USFWS and/or AKSSF
Main Building Replacement	before landfill closes	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
Landfill Closure 4-8 years	long-term	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
Baler Purchase	long-term	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
City Vehicle		\$ -		-split-	2/20/2018					Long-range	
Salmon River Harbor Waterless Restrooms				MF						Long-range	
Salmon River Harbor Public Floats				MF						Long-range	
Total Capital Projects	\$1,859,985.00	\$ 521,335.00									
CAPGIS 2018 submission											
CAPGIS 2019 submission											

Capital Projects

Item #5.

Capital Projects	Budget Requested	Amount Funded	Funded Project Class Name	Dept./ Committee	Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	P Source
Driveway Relocation or River Bank Stabilization	\$ 20,000.00	\$ -		Admin				River is eroding existing driveway		CP
Paint Exterior of City Hall		\$ -		Admin						
IT Overhaul - equipment purchases		\$ -		Admin						
Large Screen & Projector/Laptop Tether		\$ -		Admin						
City Hall front room - carpeting, painting, windows		\$ -		Admin						
Roof over front door		\$ -		Admin						
Salmon River Playground	\$ 20,000.00	\$ 20,000.00	2018 EFG - SRP Playground	Admin		12/11/2017	12/11/2017	Endowment Fund Grant 2018	2018	EFG
Preprocessing Storage & Driveway:		\$ -		DRC	9/16/2016	9/16/2016	Partial 3/13/17	Several sub-projects:	ASAP	CP
Driveway Improvements (\$10,000)		\$ 10,000.00	CP17-02 DRC	DRC	10/3/2016	10/10/2016	3/13/2017	propose to amend scoping document	In Progress	AMLIP
Storage Bins/Pallet Jack (\$18,000)	\$ 18,000.00	\$ -		DRC						
Preprocessing Storage (\$26,400)	\$ 26,400.00	\$ -		DRC						
Tree Planting/Earth work (\$3,300)	\$ 3,300.00	\$ -		DRC						
Household Hazardous Waste Facility	\$ 59,450.00	\$ -		DRC	12/5/2016	12/12/2016			FY18	CIP
Household Hazardous Waste Collection Event	\$18,535.00	FY18 oper. budget		DRC	10/31/2017	Feb. 2018				
Composting Quonset Replacement - design	\$2500-\$5000	\$2500 in FY18	oper. budget	DRC	1/2/2018	Jan. 2018	NCO 1/15/2018	Phase 1		
Composting Quonset Replacement - structure	unknown	\$ -		DRC				Phase 2		
Refurbishing Old Quonset	\$12,310.00	\$ -		DRC				Phase 3		
Digital Scale Replacement	\$3,170.00	FY19 oper. budget		DRC						
Back-up Camera for A770 Bobcat	\$940.00	\$ -		DRC						
Main Building Replacement	before landfill closes	\$ -		DRC				will be part of plan to be submitted in July 2018		
Landfill Closure 4-8 years	long-term	\$ -		DRC						
Baler Purchase	long-term	\$ -		DRC						
SCBA sets x 8	\$52,000-\$72,000	\$ -		GVFD				applying for grant in 2018		
Utility Pick-up Truck		\$ -		GVFD						
Water Tender / Road Water Truck		\$ -		GVFD						
Roof/Building Expansion	1-3 years	\$ -		GVFD	Travis working on					
Dry Hydrants & Alternative Water Sources		\$ -		GVFD						
911 System Upgrade		\$ -		GVFD						
Book Shelves for Young Adult Section	\$1,000.00	\$ -		Library						
Carpet Steam Cleaner	\$200.00	\$ -		Library						
IT Overhaul - Laptop for Patron Search Station	\$350.00	\$ -		Library	Phoebe work on IT RFP					
IT Overhaul - Server for local network	\$1,500.00	\$ -		Library						
IT Overhaul - move iPad safe	\$200.00	\$ -		Library						
IT Overhaul - New back up drives		\$ -		Library						
IT Overhaul - CPU for front desk	\$200.00	\$ -		Library						
IT Overhaul - New Scanner/Copier/Printer	\$2,000.00	\$ -		Library						
Change Heat Source		\$ -		Library	Bre & Barb			energy audit first		
Lawn Mower to share with City?	\$500.00	\$ -		Library						
Repair of lighting in Main Circulation Area		\$ -		Library	Bre & Barb			energy audit first?		
Roof Repair	internally funded FY18			Library						
Bike Shelter	\$18,695.85	\$ -		Library	10/31/2017					
Shed	\$1,100.00	\$ -		Library						
Salmon River Harbor Clean-up	\$ 27,000.00	\$ -		MF	1/3/2017	1/9/2017		submitted by Mike Taylor		CP
Improved drainage along Wilson Rd.	\$40,000			Roads	Mike					
Culvert under Fairweather, improved drainage	\$5,000.00	FY19 oper. budget		Roads	Mike					
Road name signs				Roads	Mike					
Total Capital Projects	\$ 274,850.85	\$ 30,000.00						Other Projects/Major Purchases in the Future:		
								CH copier		
Department Head near-term priority								GVFD telehealth		
CAPSIS 2018 submission								??Community block grant - with school to replace gym		
Move to operating budget								Good River bridge - road maintenance budget		

Capital Projects

Item #5.

Capital Projects	Budget Requested	Amount Funded	Funded Project Class Name	Department/ Committee	Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Proposed Funding Source
City Hall Driveway relocation	\$ 20,000.00	\$ -		Admin				River is eroding existing driveway		CP
Compost Yard Improvement	\$ 26,400.00	\$ 30,000.00	CP17-02 DRC		10/10/2016	10/10/2016	3/13/2017	Pre-processing storage/site improvement	Completed	AMLIP
Topographic Survey	\$ 9,000.00	\$ 9,000.00	CP17-02 DRC	DRC	11/7/2016	11/14/2016	3/13/2017		Completed	AMLIP
Preprocessing Storage & Driveway:				DRC	9/16/2016	9/16/2016	Partial 3/13/17	Several sub-projects:	ASAP	CP
Driveway Improvements (\$10,000)		\$ 10,000.00	CP17-02 DRC	DRC	10/3/2016	10/10/2016	3/13/2017	Driveway Improvements	In Progress	AMLIP
Storage Bins/Pallet Jack (\$18,000)	\$ 18,000.00									
Preprocessing Storage (\$26,400)	\$ 26,400.00									
Tree Planting/Earth work (\$3,300)	\$ 3,300.00									
Household Hazardous Waste Facility	\$ 44,000.00	\$ -		DRC	12/5/2016	12/12/2016			FY18	CIP
Salmon River Harbor Clean-up	\$ 27,000.00	\$ -		MF	1/3/2017	1/9/2017		submitted by Mike Taylor		CP
Engine 34 Replacement	\$ 125,000.00	\$ 124,309.04	CP17-04 GVFD	GVFD	5/8/2017	5/8/2017	5/15/2017		finalizing	AMLIP/Northrim
								closes out AMLIP-Beach; plus \$255.00 from CIP-14-DC-055; plus EFG \$36,894.00 (total funding = \$71,219.72)		
SRP Bathroom	\$ 75,000.00	\$ 34,070.72	CP17-01 SRP	Admin	8/8/2016	8/8/2016	9/19/2016		Completed	EFG/CP/AMLIP
Total Capital Projects	\$ 374,100.00	\$ 207,379.76								
Other Projects/Major Purchases:										
Library roof	building & maintenance	\$ allocated for now - need CP if it's a larger job								
Library lighting										
GVFD back stairs										
GVFD roof										
CH copier										
Composting Quonset replacement										
IT Overhaul										
12 bottles for airpacks for GVFD - expiring 03/18										
GVFD 911 system: antenna, ability to record calls										
GVFD telehealth										

Capital Projects	Budget Requested	Amount Funded
Bobcat A770 (All Wheel Steer Loader)	\$ 60,000.00	\$ 60,000.00
CH Addition IT Wiring Project	\$ 7,331.77	\$ 7,331.77
IT Overhaul - equipment purchases	\$5,000	\$ 5,000.00
Driveway Improvements (\$10,000)	\$ 10,000.00	\$ 14,740.00
Composting Quonset Replacement - design	\$2500-\$5000	\$ 2,500.00
Central Lighting Replacement		\$ -
Road name signs	\$ 22,100.00	\$ 22,100.00
Salmon River Playground	\$ 20,000.00	\$ 20,000.00
SCBA sets x 10	\$52,000-\$72,000	\$ 73,532.40

Funded Project Class Name	Department /Committee	Short Form Complete	Scoping Document Submitted	Council Approval
CP16-01 DRC	DRC		01/05/2016	1/11/2016
CP16-02 CH IT	Admin		**	8/8/2016
(oper. budget)	Admin	2/14/2018	n/a	thru budget
CP17-02 DRC	DRC	N/A	9/16/2016	9/16/2016
(oper. budget)	DRC	N/A	1/2/2018	1/15/2018
(oper. budget)	Library	3/1/2018	short form rec'd; experimentin	
CP18-03 Road Name Signs	Roads	N/A	Jan. 2018	4/9/2018
2018 EFG - SRP Playground	Admin	N/A	Oct. 2017	12/11/2017
CP18-08 SCBA	GVFD	2/15/2018	n/a	finite purchase

	Funded Date	Notes	Proposed	Proposed
			Completion Date	Funding Source
	7/14/2016	DRC Skid steel	Completed	CP
	8/8/2016		Completed	CP
	thru budget	FY18-FY19 op	done	operating
	3/13/2017	6/11/18 amend	done	budget
	1/15/2018	Phase 1	done	AMLIP
				operating
g in-house		FY18 operating	done	budget
	6/11/2018		done	AMLIP
	12/11/2017	Endowment Fu	done	EFG
	11/8/2018	grant unsucces	done	AMLIP

Notes from Lori's tenure:

Capital Projects AMLIP	\$165,000.00
GCN AMLIP (.5)	\$1,950.04
Lands AMLIP (.7)	\$6,509.66
Library AMLIP (.2)	\$48,097.37
Public Works AMLIP (.6)	\$34,676.74
Admin AMLIP transfers (.10)	\$40,211.40
GVFD AMLIP transfers (.4)	\$781.06
DRC AMLIP transfers (.9)	\$122,527.51
Beach AMLIP transfers (.11)	\$34,042.60
Marine Facilities AMLIP transfers (.3)	\$9,500.00
Roads AMLIP transfers (.8)	\$76,200.00
Net Transfers to AMLIP savings (red=negative)	\$38,096.38
Net Transfers to FY17 Budget	\$38,096.38

Capital Projects Budgets	
DRC driveway	\$10,000.00
DRC skid steer loader	\$60,000.00
DRC Compost yard pad installation	\$25,000.00
SRP Bathroom	\$50,000.00
City Hall Driveway relocation	\$20,000.00
Total Capital Project Transfers	\$165,000.00

10/27/17 AMLIP account statuses from Phoebe:

CoG Main Account (.1)	\$1,174,842.68
MFC (.3)	\$88,089.90
Road Maint (.8)	\$174,858.80
Capital Projects AMLIP - merge accts. below?	
Library (.2)	\$48,493.02
GVFD (.4)	\$0.38
GCN (.5)	\$1,965.58

Public Works (.6)	\$34,962.09
Lands (.7)	\$6,563.08
DRC (.9)	\$13,982.03
Admin (.10)	\$40,550.41
Beach (.11)	\$36.02
	\$146,552.61

This would be a new account

Close this account

Close this account

Close this account

Close this account

Close this account

Close this account

Close this account

Close this account

From AMLIP Gen to AMLIP Marine Fac for R&R savings

should we do more?

Roads funded from Road Maint AMLIP USFS Receipt savings

This is net reduction in AMLIP savings

Amount transferred to FY17 budget from AMLIP USFS Receipt savings

This is reappropriated unused USFS Receipts revenue from past

Replace mud quagmire with sub base rock + gravel pad

River is eroding existing driveway

All cap projects funded from AMLIP past unused revenue savings

encumbered funds - must be used for road maintenance

This would be a new account

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

1. Agency/Locality City of Gustavus	2. Division/Department Desk of the City Clerk	3. Person Completing Form Karen Platt CMC, City Clerk
4. Address, City, State & Zip P.O. Box 1, Gustavus, AK 99826	5a. Telephone Number 907-697-2451	5b. E-mail Address 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-4 (4yr)	Accounting- Receivable/Payable	2012, 2016	Clerk Computer	5 docs	Delete
A-6 (2yr)	Travel	2016	Clerk Computer	7 docs	Delete
A-12 (5yr)	Accounting – Payroll	2007, 2009, 20012, 2013-2015	Clerk Computer/Treasurer Files	10 Files	Delete/Shred
A-15 (4yr)	Accounting – Sales Tax	2016	Clerk Computer	3 doc	Delete
A-25 (4yrs)	Permits/Registrations	2014, 16, 17	Clerk Computer	41 docs	Delete
AD-1 (AN)	General Administration	2016	Clerk Computer	1 doc	Delete
AD-3 (AN)	Transitory Information	2009, 2016	Clerk Computer	4 docs	Delete
C-3 (3yrs)	Council Non-Permanent Records	2005, 09, 10, 16	Clerk Computer	12 docs	Delete
C-18 (L+6)	Contracts, Contract Administrations, Construction Project Files	2005, 10	Clerk Computer	2 docs	Delete
C-20 (5yrs)	Committee Files	2008	Clerk Computer	1 doc	Delete
E-3 (7yrs)	Subject Files	2004, 07, 09, 10, 12	Clerk Computer	5 docs	Delete
A-13 (15yrs)	Payroll	2002, 2003, 2006	Treasurer Files	5 docs	Shred

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 _____



CITY OF GUSTAVUS, ALASKA CITY ADMINISTRATOR REGULAR EXEMPT POSITION ANNOUNCEMENT

The City of Gustavus invites applications for the position of City Administrator.

Gustavus is an Alaska second-class city, with a 2020 census population of 655, located on Icy Strait in northern Southeast Alaska. Gustavus is the gateway to Glacier Bay National Park and Preserve and is renowned for its superb natural environment and friendly small-town atmosphere.

Hours: The City Administrator position is a regular full-time, exempt salary position. The Administrator is expected to attend City Council work sessions, general meetings, and special meetings or community events when requested by the Council or Mayor.

Wage range: \$80,000-\$100,000/year. Depending on qualifications and experience. The City sets pay rates competitively for the position responsibilities and raises rates annually with inflation.

Position Summary: The City Administrator is the City's chief of staff and manages the operations of the City under general direction from the Mayor and the City Council. Responsibilities include management and oversight of City departments and functions as delegated by the Mayor/Council, and coordination of special projects. The City Administrator advises the City Council in developing policies through ordinances, resolutions, and directives, and is responsible for policy implementation. Please see attached City Administrator Position Description for essential duties and responsibilities; required minimum qualifications; desired knowledge, skills, and abilities; and Notice to City Employees.

Supervision: Serves at the pleasure of the City Council, with day-to-day supervision by the Mayor.

Work location: Generally, City Hall, but also in department facilities and at City infrastructure construction sites.

Notice:

CoG 3.03.01 (a) (3) (B) Employees shall conduct City work only within the City of Gustavus unless an employee is on an authorized business or training trip or is authorized to conduct business while on approved absence.

CoG 3.03.01 (a) (3) (D) Reasonable accommodation to facilitate the submission of an application is available on request.

CoG 3.04.02 (d) (2) The examples of duties and responsibilities included in this position description are intended only as illustrations of the various types of work typically performed. The omission of specific statements of duties and responsibilities does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

To Apply: Provide a cover letter, resume, and city application electronically to

clerk@gustavus-ak.gov or by mail to City of Gustavus, City Administrator Recruitment, PO Box 1, Gustavus, AK, 99826. Applications may be left in the mailbox by the City Hall door. Reasonable accommodation to facilitate the submission of an application is available on request. For more information, please contact Mike Taylor, Mayor, City of Gustavus, at 907-697-2451, or mike.taylor@gustavus-ak.gov.

Application period: Applications are due in City Hall by 4 pm April 28, 2022 but may be extended. This position will remain open until a qualified applicant is found. Application forms are available online at <http://cms.gustavus-ak.gov/administration/page/cog-employment-application>.

More Information? Please call Gustavus City Hall at 907-697-2451.

The City of Gustavus is an Equal Opportunity Employer.

City of Gustavus City Administrator Position Description

Title: City Administrator

Regular Full-Time Position: The City Administrator position is a regular full time, exempt salary position. The Administrator is expected to work 40 hours per week and to attend City Council work sessions, general meetings, and special meetings, when requested by the Mayor or the City Council.

Supervisor: Mayor

Work location: Gustavus City Hall, and at City facilities and work sites

Summary: The City Administrator manages the operations of the City under general direction from the Mayor and the City Council, to include management, and oversight of City departments and functions as delegated by the Mayor/Council, and coordination of special projects. The City Administrator advises the City Council in developing policies through ordinances, resolutions, and directives, and is responsible for policy implementation. This position's duties, as delegated by the Mayor/Council include:

- Serves as the administrative officer of the City and manages administrative functions (including human resource functions). Supervises five department heads plus the City Clerk. Manages and oversees city-contracted functions, including road maintenance & construction, and grant-writing.
- With Council approval, appoints and removes city personnel. Under general supervision of the Mayor/Council supervises, carries out hiring processes, trains, evaluates performance, suspends city personnel, and oversees these processes for all City employees through subordinate managers; recommends and implements policies and procedures for City functions; resolves inquiries and complaints from the public and other organizations; and establishes, monitors, and evaluates progress towards goals and objectives of the administration.
- Assists with strategic planning functions of the City; participates in planning efforts at the local and regional level; keeps City Council apprised of developments at the state and federal level that impact the City; monitors pending legislation for impact on the City; oversees compliance with new legislation; may represent Gustavus at regional conferences, task force groups, and meetings.-
- Serves as a liaison between City staff, the Mayor, and the City Council; works closely with the contracted City Attorney, auditors, and other consultants and contractors employed by the City. Manages leases: bulk fuel, generator building, telephone utilities, and gravel pit mining.
- Attends all meetings of the City Council and assists with the preparation of monthly City Council agendas. Briefs Council Members on pending agenda items and other City issues; responds to inquiries and provides Council Members with information on the status of the City operations and projects; may provide analysis to assist the Council to make informed policy decisions. In addition to council meetings, the Administrator will participate in community meetings, representing the City, when invited or appropriate.

- In conjunction with the City Treasurer, may perform financial and managerial analyses for the Mayor and City Council pertaining to City operations and programs under consideration; gathers relevant information, evaluates data, and makes recommendations based on findings; prepares reports; and makes presentations to the City Council and other interested parties.
- Assists with the development of annual Operating Budget in conjunction with the Mayor and City Treasurer;
- Assists with the implementation of, and updates to, the Capital Improvement Plan in conjunction with the Mayor and department heads; guides capital project administration, procurement, and construction and contract administration with the City Treasurer;
- Facilitates and coordinates grant writing. Writes small grant applications and coordinates with grant writers contracted to write larger grant applications.
- Oversees Risk Management – working with the city attorney.
- Property Management – exercises custody of all City-owned property.
- Assists with administrative functions at City Hall. Works with City Clerk and City Treasurer to ensure public services are staffed appropriately.

Qualifications: A Bachelor's degree in public administration, business administration, engineering, or related field, plus a minimum of 5 years of progressively responsible professional experience in management and human resources. Alternatively, have a satisfactory equivalent combination of experience, education and training which demonstrates the knowledge, skills, and abilities to perform the job duties. Familiarity and experience with grant writing, contract administration, project management, and financial analysis is a plus. Preferred experience working in rural Alaska. The successful applicant will be approachable and possess the ability to establish and maintain positive and cooperative working relationships with citizens, City officials, employees, businesses, and other government agencies. Must have demonstrated ability to provide effective leadership to build and maintain a positive team environment. Strong written and verbal communication skills are a must.

Notice. Employees shall conduct city work only within the City of Gustavus unless an employee is on an authorized business trip.

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

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

CITY OF GUSTAVUS, ALASKA PROJECT SCOPING and DEVELOPMENT FORM

This form is to be used to document project planning and approval to assure that: project options are well-considered; the best option is put forward; initial and continuing costs and funding are addressed; and that Council approval has been given for implementation. Use this project scoping form with the Project Planning and Approval Process Flow Chart.

Answer the questions that pertain to your proposed project. Attach additional narrative pages if necessary. Type in the electronic form using as much space as you feel is necessary.

Part 1. Project Identification

Name of Project: Radio Repeater Tower Installation

City Department: [Fire Department](#)

Contact: Sol Martinez

E-mail: sol.martinez@gustavus-ak.gov

Phone: 907-697-2707

Part 2. Project Scope refers to a project's size, goals, and requirements. It identifies what the project is supposed to accomplish and the estimated budget (of time and money) necessary to achieve these goals. Changes in scope will need Council approval.

1. What is the project?

▪ **What are its goals and objectives?**

The goal is to achieve better radio coverage for both normal radio communication and answering 911 calls. This project fulfills the safety goals of the fire department by allowing us to provide clearer communication through radios in areas where cell service is not an option.

This project would construct a fifty-foot tower next to the fire hall building, replacing the wooden pole which is only approximately twenty feet tall. The new tower would house an approximate 21-foot antenna, and 100 feet of helix cable and 50 feet of lightning cable.

▪ **Who/what will be aided by this project? Who are the targeted stakeholders/customers?**

The project would benefit the community and responders as we use the radios during our emergency operations. For our emergency and training operations to be successful we need to have clear communication. Installing a new antenna and a larger tower will provide the clearance to transmit above the trees.

- **Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?**

No survey is planned as the item would be used in every emergency operation and training.

- **What is NOT covered by this project? What are its boundaries?**

This project would include digging a pit for the concrete pad to sit in. For option A to work (see figure 1), we would need to grind up the driveway pad to dig down and the building would provide support for the tower. However, option B would not require us to destroy any of the driveway to be installed but would be closer to the trees which could cause some maintenance issue in the future.

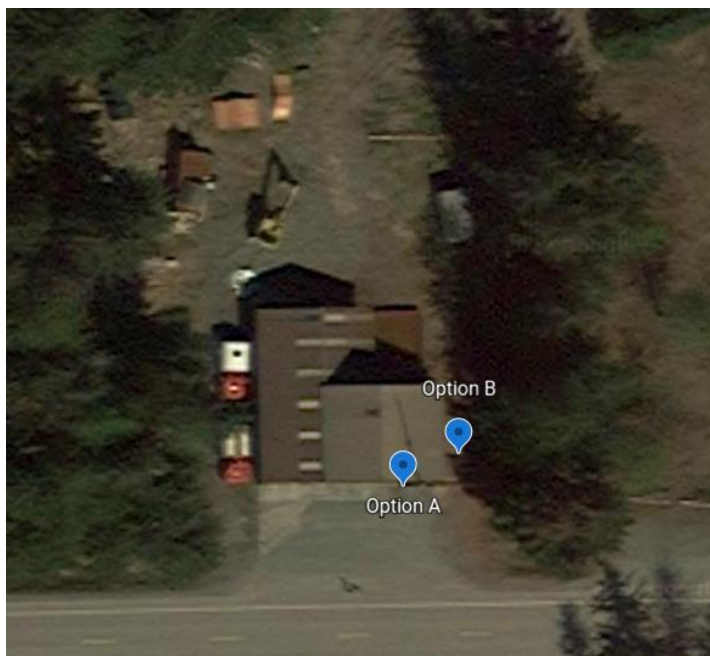


Figure 1 Location options



Figure 2 current tower with antenna

2. Why is the project needed?

- **What community problem, need, or opportunity will it address?**

Our current radio coverage is spotty and unreliable in certain areas. Installing a taller tower would provide better coverage.

- **What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?**

The most significant benefit would be expanding the current radio coverage. Another benefit would be maintenance access. Our current tower does not have safe access without the use of a man lift.

3. Where did the idea for this project originate? (Public comments, Council direction, committee work?)

The effective radio communication range has been diminishing for the last five years and the antenna has been needed to be replaced, however there was no solid plan on how to replace the antenna. It was brought to my attention that we have a tower sitting at the DRC from a project that was canceled in 2010.

4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?)

no

5. What is your timeline for project planning?

▪ **By when do you hope to implement the project?**

The project would be constructed by the end of summer 2022.

▪ **Will the planning or final project occur in phases or stages?**

No.

6. What is your budget for the planning process? Will you be using a consultant?

- ✓ Tower: \$1000 this would help cover any missing parts in the tower, purchased in 2009
- ✓ Plans for tower: \$6,500
- ✓ Tower Installation: \$15,000
- ✓ There will be a purchase of plans from an engineering company called RESPEC. The fee would include the size of the concrete pad needs to be for the tower to be free standing. If necessary, they will be able to come into town to dig test pits.

7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories. See Part 4. (Ques. 4-8) and Part 5 (Budget) for guidance.

Total Cost: \$22,500

Parts 3., 4., 5., 6. Project Investigation and Development

Parts 3.-6. refer to social, environmental, and financial impacts of various options. These questions will help you document your consideration of alternatives and your choice of the option providing the best value for the community. Your goal is to generate alternatives and make a recommendation from among them. Return to Part 3., "Summary" after applying Parts 4.-6.

Summary:

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the

project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.

It was considered to install the new antenna onto the existing pole, however when talking to contractors around town, no one had a large enough man lift. The other options being considered was placing the antenna up onto the hydro, however for our 911 system to work we will need a phone cable, and the closest connection is about a mile away. Because we already had a tower that was purchased, using this tower would bring down the cost as we have majority, if not all, of the parts.

2. What solution was chosen as the best and why is it the best?

The best option would be to use the tower we already purchased and install it at the firehall. This was cheapest option and easier to maintain in the future.

3. Identify your funding source(s).

Funding can come from the Health and Communities Contract which was given in January for the purchase of the antenna and cable. Additional funding could come from either city funds or other infrastructure grants.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change	X		
• Streams/groundwater quality	X		
• Air quality	X		
• Soils/land quality	X		
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods		-	
• Neighborhood character		-	
• Noise or other environmental impacts	X		
• Environmental sustainability	X		
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night	X		
Recreational opportunities?			
• Public land use and access	X		
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities	X		

Education/training/knowledge & skill development?	X		
Public safety?		+	
Public health?		+	
Medical services?		+	
Emergency response?		+	
Economic performance & sustainability?			
• Employment of residents			
○ Short-term (i.e. construction)		+	
○ Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment	X		
• Visitor opportunities/impressions/stays/purchases	X		
• Competitive business environment	X		
• Support for existing businesses	X		
• New business opportunities	X		
• Economic sustainability	X		
• Attractiveness of City to new residents/businesses		-	
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services	X		
• New services	X		
• Cost of City services	X		
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads	X		
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in) Fire/EMS Radio Communication		+	

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.)

This will expand the distance for our Radio communication with EMS/Fire personnel and Dispatch throughout the town.

3. Are other projects related to or dependent on this project?

- **Is this project dependent on other activities or actions?**

No

- **If yes, describe projects, action or activities specifying phases where appropriate.**

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (e.g., will the construction of a new facility require additional roads or road maintenance or more internal City staffing?)

No

5. What regulatory permits will be required and how will they be obtained?

No.

6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project?

none

7. Is an engineering design or construction estimate necessary?

Yes.

8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected?

No.

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$0	Personnel	\$0
Project management	\$0	Benefits	\$0
Land, structures, ROW, easements	\$0	Training	\$0
Engineering work	\$6,500	Travel	\$0
Permitting, inspection		Equipment	\$0
Site work	\$0	Contractual	\$0
Construction	\$15,000	Supplies	\$0
Waste disposal	\$0	Utilities	\$0
Equipment	\$1000	Insurance	\$0
Freight	\$0	Repair & maintenance	\$0
Contingencies	\$	Other (list)	\$0
Other (list)	\$	Other (list)	\$0
Other (list)		Total direct costs	\$22,500
		Indirect costs	\$00
		Income (fees, taxes)	\$
		Balance: costs-income	\$22,500

Updated Latest Estimate Budget Line Items if Changed Date: _____

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$	Travel	\$
Permitting; inspection		Equipment	\$
Site work	\$	Contractual	\$
Demolition and construction	\$	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list)	\$	Total direct costs	
		Indirect costs	
		Income (fees, taxes)	\$
		Balance: costs-income	\$

Part 6. Jobs and Training (required by some granting agencies)

1. What service jobs will be needed for operation and maintenance?
2. How many full-time, permanent jobs will this project create or retain?
 _____ Create/retain in 1-3 years
 _____ Create/retain in 3-5 years
3. What training is necessary to prepare local residents for jobs on this project?
4. How many local businesses will be affected by this project and how?

Part 7. Business Plan (Upon Council request)

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project.

Part 8. Record of Project Planning and Development Meetings

1. Please document the manner in which public input was received.
 - Public comment on agenda item at committee or Council meeting
 - Special public hearing
 - Dates and attendance for the above.
 - Written comment from the public (please attach)

2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

Meeting Record

Event (Meeting of committee, Council report, public hearing, etc.)	Date	Agenda Posted (date)	Minutes or record attached? (yes/no)	Outcome Rec to Council, requested action of Council, etc.	No. of attendees

Part 9. Feedback to the Council

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.



City of Gustavus Capital Improvement Plan

Project Nomination Short Form

Item #10.

Project eligibility

Does the proposed project represent a major, nonrecurring expense? YES ☒ NO ☐

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

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

If you were able to answer YES to all three questions, please provide the following additional information:

1. Project title (Suggested heading in CIP): **GVFD Structural Firefighting Gear**

2. Project description and benefit. Describe the project in half a page or less, including specific features, stages of construction, etc. Explain how the project will benefit the Gustavus community.

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.

3. Plans and progress. Describe in one or two paragraphs what has been accomplished so far (if anything). This may include feasibility study, conceptual design, final design/engineering/permitting, fundraising activity, and total funds raised to date.

The plan for the project is to purchase fifteen sets of fire gear for the year of 2022. This will help us replace the fire gear we have and add more gear for new fire fighters. A quote was received, for fifteen sets of fire gear, between the dates of 3/25/2022 and 04/14/2022, however talking to the sales representative, fire gear is expected to go up after the quote expires. Currently, it costs \$2,884.80 to outfit a firefighter in the required safety gear. The Fire Chief was awarded a grant of \$4,778.44 to purchase new fire gear. The quote does state the purchase price is at \$43,272 but because prices are expected to rise, I am asking for more money in the expectation of rising prices.

4. Project cost:

A. TOTAL COST (including funds already secured) = \$50,000

Helmet \$356

Boots: \$509.00

Pants: \$767.65

Coat: \$1,083.65

Hood: \$83.50

Gloves: \$85

Shipping, etc. \$170.00

Total for 1 complete set = \$2,884.80

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

5. Timeline: Indicate when you hope to complete each phase of the project.

Please keep in mind that the CIP will not be published until the end of September. Legislative funding (if any) will not be available until July of next year (or later) for state funding and October of next year (or later) for federal funding.

A. For projects that consist of land or equipment purchase only, state when the purchase would be made:

Purchase of fire gear are expected to happen after May 2022 upon approval, this is the time the fire chief expects to receive the money from the Volunteer Fire fighter Grant

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

7. Date and name of person submitting form.

Sol Martinez 4/04/2022

Ph: 206-622-2875
TF: 800-426-6633
Fax: 253-236-2997
nwsales@lncurtis.com
DUNS#: 00-922-4163



Northwest
6507 South 208th Street
Kent, WA 98032
www.LNCurtis.com
Quotation No. 220245

Item #10.

Quotation

CUSTOMER:

Gustavus City Fire Department
PO Box 1
Gustavus AK 99826

SHIP TO:

Gustavus City Fire Department
1802 Gustavus Road
Gustavus AK 99826

QUOTATION NO.

220245

ISSUED DATE

03/25/2022

EXPIRATION DATE

04/14/2022

SALESPERSON

Robert Briggs
rbriggs@lncurtis.com
907-483-0117

CUSTOMER SERVICE REP

Michael Duncan
mduncan@lncurtis.com
206-596-7904

REQUISITION NO.**REQUESTING PARTY**

Sol Martinez

CUSTOMER NO.

C30975

TERMS

Net 30

OFFER CLASS

FR

F.O.B.

SP

SHIP VIA

Standard Shipping

DELIVERY REQ. BY**SPECIAL INSTRUCTIONS**

* Please note: MSA and Globe will be having a price increase effective April 15th. Pricing good through April 14th.

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. Any handlers or users of product should refer to applicable SDS prior to handling or utilizing the product. Applicable SDS are included with shipment of products. For other important product notices and warnings, or to request an SDS, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

Ph: 206-622-2875
 TF: 800-426-6633
 Fax: 253-236-2997
nwsales@lncurtis.com
 DUNS#: 00-922-4163

CURTIS

TOOLS FOR HEROES

Northwest
 6507 South 208th Street
 Kent, WA 98032
www.LNCurtis.com
 Quotation No. 220245

Item #10.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	15	EA	CLASSIX JACKET - GLOBE CUSTOM	As follows:* WARNING: This Product Contains PFAS to achieve liquid repellency and/or meet current applicable NFPA performance standards PN# KC781E10 Black Pioneer Outer Shell Defender M Liner Stedair Moisture Barrier 3" L/Y NFPA Triple Trim 3" L/Y Lettering on Upper Back to read: G V F D Snap In Hook and Dee out Closure Radio Pocket Left Chest Microphone Strap Left Chest Nomex Wristers Survivor Flashlight Strap Right Chest Suede Cuff Reinforcements	\$1,083.65	\$16,254.75
2	15	PR	CLASSIX PANTS - GLOBE CUSTOM 000001	As follows: *M0757J *YELLOW BRIGADE SHELL *CALDURA/STEDAIR GOLD LINER *3" L/Y TRIPLE TRIM AROUND CUFFS *2X8X8 EXP PKTS *PADDED KNEES *H-BACK SUSPENDERS PN# MC781E10 Black Pioneer Outer Shell Defender M Liner Stedair Moisture Barrier 3" L/Y NFPA Triple Trim around cuff Velcro Closure 2x10x10 Expansion Pockets Suede Cuff Reinforcement Padded Knees Padded H Back Suspenders	\$767.65	\$11,514.75
3	15	EA	GYL1018500000- NA16 CAIRNS	Large Glossy Black XF1 MSA Fire Helmet, Basic, NFPA - Full Faceshield - Lime-Yellow Retroreflective Trim - Black Nomex Earlap	\$276.00	\$4,140.00

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LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
4	15	EA	GA1484 CAIRNS	L1XF Integrated Lighting Module, 120 Lumens	\$80.00	\$1,200.00
5	15	EA	3979471-1 PGI	Gold Cobra BarriAire™ Particulate Hood with Extended Bib, Critical Coverage, and Rib Knit Face Opening	\$83.50	\$1,252.50
6	15	PR	FC-C6000-L FIRECRAFT	Large 76W Redline Structural Fire Fighting Gloves, Gauntlet, Meets NFPA 1971	\$85.00	\$1,275.00
7	15	PR	5301420-10-M GLO	Size 10M 14" Supraflex Pull-On Structure Boots, Meets NFPA 1971, NFPA 1992 ** This PPE Product Contains PFAS Chemicals for Water and Oil Repellency	\$509.00	\$7,635.00

Small Business
 CAGE Code: 5E720
 DUNS Number: 009224163
 SIC Code: 5099
 Federal Tax ID: 94-1214350

This pricing remains firm until 04/14/2022. Contact us for updated pricing after this date.

Due to market volatility and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$43,272.00
Tax Total	\$0.00
Transportation*	\$0.00
*(to be added when order ships)	
Total	\$43,272.00

[View Terms of Sale and Return Policy](#)

**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

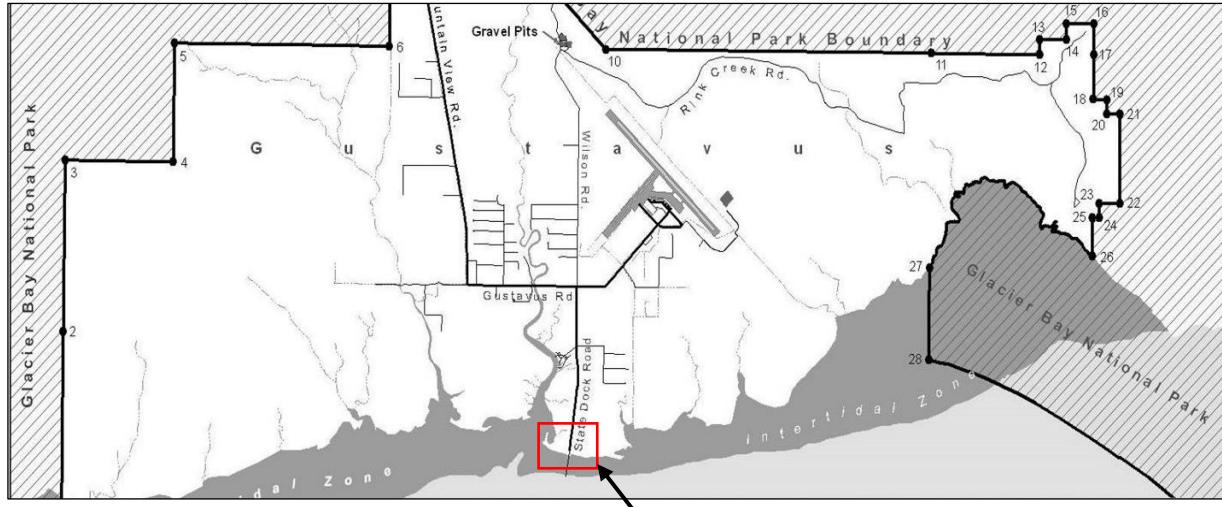


Figure 1. City of Gustavus

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 9th 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:

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:

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:

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:

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.

Power source:

No power source is necessary.

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.

Hazardous substances:

NA

Water supply:

There is no water supply currently provided or planned.

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.

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.

Closure/reclamation plan:

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

NA

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.

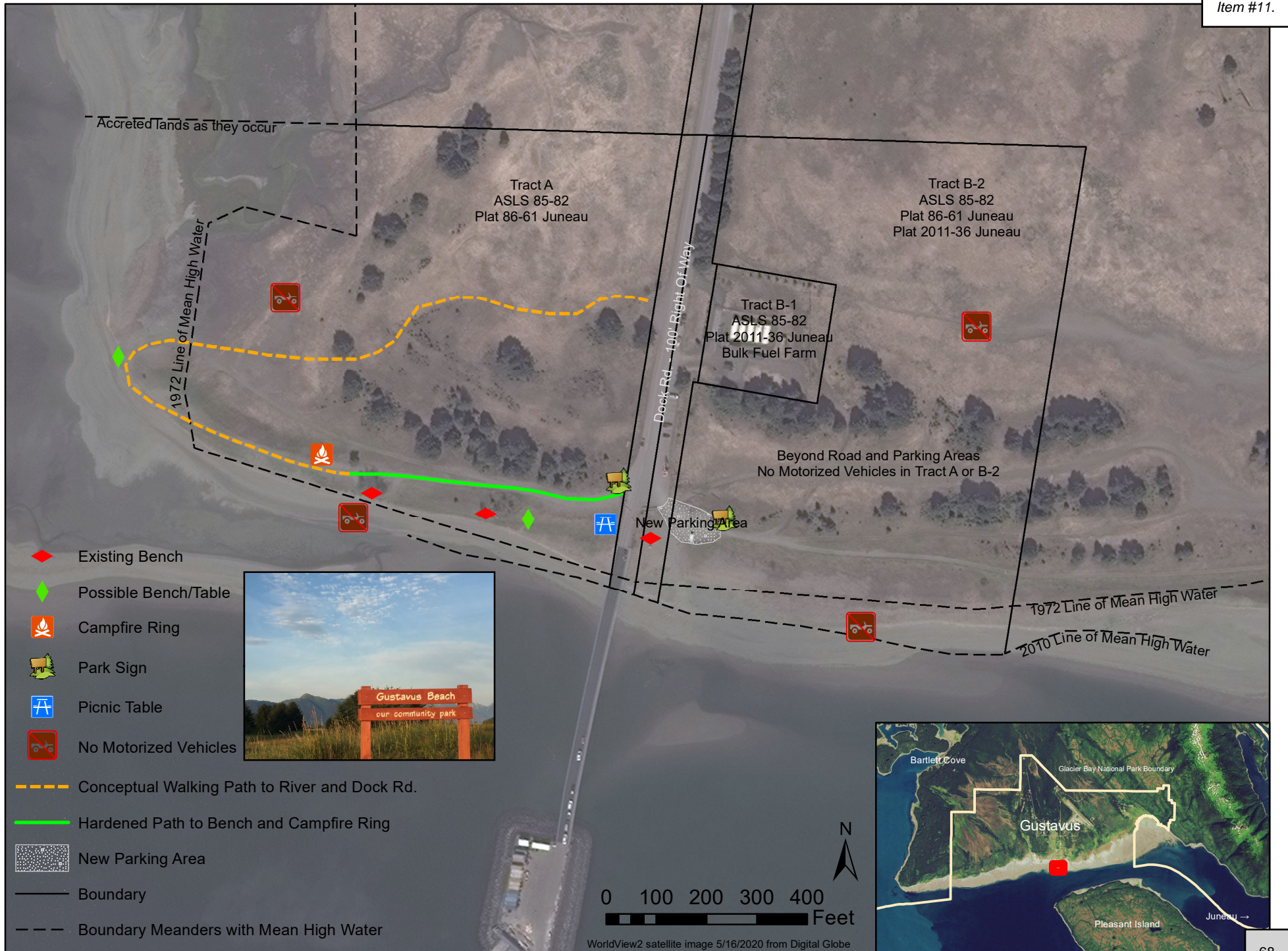
A baseline set of data will be collected to document the current extent of motorized vehicle impacts on Tracts A and B-2. The type of data collected will at a minimum include photo-documentation of existing conditions and could also possibly include site attributes such as: trail depth and width measurements, 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:

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.



**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY22-07**

**A RESOLUTION BY THE CITY OF GUSTAVUS
APPROVING AMENDMENT 1 OF THE COOPERATIVE RESOURCE MANAGEMENT
AGREEMENT (CRMA) WITH THE ALASKA DEPARTMENT OF NATURAL RESOURCES FOR
MANAGEMENT OF THE GUSTAVUS BEACH PARK**

WHEREAS, the Gustavus Beach is a remarkable natural and recreational resource for the Community of Gustavus; and,

WHEREAS, after a multi-year process of work by many community members toward establishment of a Gustavus Beach Park on Tracts A and B2 on west and east sides of Dock Road owned by the Alaska Department of Natural Resources (DNR); and,

WHEREAS, the City of Gustavus and DNR in Spring, 2020 signed a Cooperative Resource Management Agreement (CRMA) including a development plan, establishing the park to be managed by the City of Gustavus; and,

WHEREAS, the CRMA provides for amendment of the agreement and development plan when agreed by both parties; and,

WHEREAS, while the CRMA was being implemented in 2020, city representatives noted inconsistencies in the CRMA's legal property descriptions and the lack of treatment for newly accreted lands; and,

WHEREAS, the original CRMA and development plan did not clearly authorize the City of Gustavus to apply its code of ordinances to manage the park and set rules for public use; and

WHEREAS, the original development plan did not close the beach strand to motor vehicle use as wished by many residents and beach protection advocates; and

WHEREAS, the original park map in the development plan did not show some key features under consideration; and,

WHEREAS, the City Council in 2020 assigned two council members and the City Administrator to negotiate with DNR an update to the CRMA and development plan to strengthen management intent and direction by addressing the identified issues; and

WHEREAS, City representatives have worked with DNR over the last two years to develop an amendment addressing the needed improvements to the CRMA and development plan; and,

WHEREAS, those negotiated and agreed changes have been incorporated into an Amendment 1 of the plan; and,

WHEREAS, the proposed Amendment 1 has been developed in concert with the adjacent property owners who hold covenants on the two beach tracts and who share the City's interest in protection of the natural character of the beach lands while providing for low impact recreational use; and,

WHEREAS, the proposed Amendment 1 to the CRMA and development plan were published for public review and comment on March 15, 2022, with public hearing scheduled for April 11, 2022.

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council approves Amendment 1 of the Gustavus Beach Park Cooperative Management Agreement, with the updated development plan, and recommends approval by DNR.

AND BE IT FURTHER RESOLVED that the Gustavus City Council authorizes the Mayor to sign the approved Amendment 1 on behalf of the City of Gustavus and to implement the development plan in accordance with the terms of the CRMA.

PASSED and **APPROVED** by the Gustavus City Council this XXth day of ____ 2022 and effective upon adoption.

Mike Taylor, Mayor

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-12NCO
AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
DEPARTMENT BUDGETS FOR FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2022 estimated expenditures have changed from the estimates in the approved budget.

Section 3. For the current fiscal year, the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		
INCOME	Original Budget	Amended Budget	Change
DRC Income: Community Chest Sales	\$ 13,500.00	\$ 11,500.00	\$ 2,000.00
DRC Income: Landfill Fee/Sales	\$ 69,000.00	\$ 69,500.00	\$ 500.00
DRC Income: Recyclable Material Sales	\$ 3,600.00	\$ 5,100.00	\$ 1,500.00
DRC Income: DRC Income - Other	\$ 0.00	\$ 500.00	\$ 500.00
Total Change in Income			\$500.00
EXPENSE	Original Budget	Amended Budget	Change
Marine Facilities: Wages <i>Moving floats 20hr.20,89pr/hr.</i>	\$ 17,756.00	\$ 18,173.80	\$ 417.80
Marine Facilities: 457b) Emp. Contrib. <i>7% of 417.80</i>	\$ 1,242.96	\$ 1,272.21	\$ 29.25
DRC: Contractual Services <i>Clean Harbors HHW event in May.</i>	\$ 37,700.00	\$ 47,700.00	\$ 10,000.00
DRC: Equipment - Fuel	\$ 1,700.00	\$ 2,125.00	\$ 425.00
DRC: Equipment – Maintenance & Repair	\$ 4,000.00	\$ 4,325.00	\$ 325.00
DRC: Events & Celebrations <i>No Thank You dinner for CC volunteers due to Covid</i>	\$ 250.00	\$ 0.00	\$ 250.00
DRC: Fundraising <i>Increase to purchase t-shirts</i>	\$ 0.00	\$ 600.00	\$ 600.00
DRC: Training <i>Decrease to match actual training expenditures</i>	\$ 750.00	\$ 125.00	\$ 625.00
DRC: Travel <i>No travel anticipated</i>	\$ 500.00	\$ 0.00	\$ 500.00

GVFD: CP-22-01 Structural Firefighting Gear \$ 0.00 \$ 50,000.00 \$ 50,000.00
15 sets of fire gear. Prices went up since last quotation CIP2022

AMLIP: Capital Improv Long-Term \$ 388,891.48 \$ 338,891.48 \$ 50,000.00
To fund CP-22-01 Structural Firefighting Gear

GVFD: Contractual Services \$ 6,900.00 \$ 13,400.00 \$ 6,500.00
Engineering plans to install a tower foundation

ADMIN: Payroll Expenses: Wages \$ 12,505.88 \$ 27,505.88 \$ 15,000.00
Adding 512hrs more hours to the treasurer. Over 22.87hrs

ADMIN: Expense: Advertising \$ 360.00 \$ 860.00 \$ 500.00
Advertising for Tom position

Library: Utilities: Fuel Oil \$ 4,000.00 \$ 6,000.00 \$ 2,000.00

Total Change in Expense **\$ 34,422.05**

Section 4. The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

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

DATE INTRODUCED: April 11, 2022

DATE OF PUBLIC HEARING: May 09, 2022

PASSED and **APPROVED** by the Gustavus City Council this XXth day of _____, 2022.

Michael Taylor, Mayor

Attest: Eduarda Loggins, City Treasurer

Attest: Karen Platt CMC, City Clerk



ENGINEERS, INC.

March 18, 2022

PND 21J125

Mr. Paul Barry
DRC Manager/Operator
City of Gustavus
PO Box 1
Gustavus, AK 99826

Re: Gustavus Disposal and Recycle Building

Mr. Barry

PND Engineers, Inc. (PND) appreciates the opportunity to provide engineering services to assist the City of Gustavus with the concept development for the expansion of the disposal and recycling center in Gustavus, AK. It is our understanding you are seeking assistance in developing conceptual options to expand the disposal and recycling center. Elements of the expansion will include a new building for refuse storage and bailing operations. The building should support public and commercial deliveries, space for 2 bailing systems including future conveyance systems, glass bottle pulverizer, adequate space to store one week of refuse, heated warehouse for maintenance, unisex restroom for staff, and auxiliary heated building to support arrival and delivery scales.

Scope of Engineering Services

The scope of services under this task include the following:

1. Develop two preliminary concepts for the site layout to position the new building and support facilities, including one site visit to assess existing conditions at the site. Concept drawing will include site layout and preliminary building plan views and elevations.
2. Provide narrative of building programming, building code and local zoning requirements.
3. Public teleconference to present initial concepts to the City of Gustavus employees.
4. Develop a Rough-Order-Magnitude (ROM) cost estimate for the two concepts.
5. Research permitting requirements to support building and site operations, include ADEC, EPA, USDA, State Fire Marshal and USACE.
6. Provide recommendations for future pre-design studies including survey, geotechnical or environmental, as needed.

The proposed scope does not include the following:

1. Site survey or geotechnical investigation of the site
2. Building design
3. Permit acquisition or environmental studies
4. Construction phase services

Should you desire any of the excluded services listed above, PND is qualified and able to provide those services for an additional fee.

Fee Proposal

PND proposes to provide engineering services described herein on a Time and Expense basis with an anticipated budget of \$29,900. Time will be invoiced monthly per our current rate schedule attached. We anticipate this work to take approximately 12 weeks to deliver the initial concept drawings for the City's review. Final concepts and ROM cost estimate will be delivered 4 weeks after receipt of the City's comments. Please let me know if we have perceived your needs appropriately for this task. Should you find this proposal acceptable, please sign and return this letter as your authorization for PND to proceed.

Sincerely,

PND Engineers, Inc. | Juneau Office

Mark Sams, P.E., S.E. | Senior Engineer

Matt Holm, P.E. | Senior Engineer

Agreed By: _____

Date: _____

**PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
EFFECTIVE FEBRUARY 2022**

<u>Professional:</u>	Staff Engineer I	\$100.00
	Staff Engineer II	\$115.00
	Staff Engineer III	\$125.00
	Staff Engineer IV	\$130.00
	Staff Engineer V	\$135.00
	Staff Engineer VI	\$150.00
	Senior Engineer I	\$145.00
	Senior Engineer II	\$155.00
	Senior Engineer III	\$165.00
	Senior Engineer IV	\$175.00
	Senior Engineer V	\$190.00
	Senior Engineer VI	\$210.00
	Senior Engineer VII	\$225.00
	Environmental Scientist I	\$105.00
	Environmental Scientist II	\$125.00
	Environmental Scientist III	\$140.00
	Environmental Scientist IV	\$155.00
	Environmental Scientist V	\$170.00
	Environmental Scientist VI	\$180.00
<u>Surveyors:</u>	Senior Land Surveyor I	\$115.00
	Senior Land Surveyor II	\$125.00
	Senior Land Surveyor III	\$135.00
<u>Technicians:</u>	Technician I	\$60.00
	Technician II	\$85.00
	Technician III	\$95.00
	Technician IV	\$105.00
	Technician V	\$130.00
	Technician VI	\$150.00
	CAD Designer III	\$85.00
	CAD Designer IV	\$100.00
	CAD Designer V	\$120.00
	CAD Designer VI	\$130.00



March 24, 2022

Sol Martinez
Fire Chief
Gustavus Volunteer Fire Department
PO Box 1
Gustavus, AK 99826

RE: Fee Proposal – Gustavus Fire Department, Tower Foundation

Dear Mr. Martinez:

RESPEC is pleased to provide a fee proposal for the foundation design for a 50-foot tall free-standing tower located at the Volunteer Fire Department in Gustavus, Alaska.

SCOPE OF SERVICES

GEOTECHNICAL

Geotechnical services will include a desk top study based on historic in-house knowledge of soils in Gustavus. Conservative bearing pressures and foundation design recommendations for the tower will be made based on known information. Site specific subsurface explorations are excluded from the scope. RESPEC is available to send personnel to the site to dig test pits, for an additional fee, if the fire department warrants it is necessary.

STRUCTURAL

RESPEC will design a concrete foundation for the 50-foot, free-standing tower by analyzing the gravity and lateral loads applied to it. The rebar in the footing will be designed per the applicable codes.

A pre-final design plan will be provided for your comments. Following the incorporation of your comments, 100% design documents will be provided for construction. Notes, details, and required special inspections will be included with the foundation plan.

The structural design will be based on the tower information provided. It is assumed that the tower configuration will not change as the foundation design progresses.

FEE

The geotechnical and structural services listed above will be provided for a fixed fee of \$6,500.

Construction administrative services, including bidding services, submittal reviews, and special inspections will be performed on a time and expense basis, in addition to the above fee.

9109 MENDENHALL MALL RD.
SUITE 4
JUNEAU, AK 99801
907.780.6060



The fee and services listed are based on our understanding of the project. If the scope changes occur, we will coordinate directly with you.

SCHEDULE

Upon receiving the signed contract, we will begin the work. RESPEC will coordinate the final schedule with the owner after the project is awarded.

Thank you for this opportunity; we look forward to beginning this work. Please call if you have any questions or comments.

Sincerely,

Janice Wells, PE
Structural

Janice.Wells@respec.com

Attachments: Contractual Agreement



This is an agreement between the CLIENT and RESPEC Company, LLC (ENGINEER) made on the date included in the signature at the end of this contract.

The CLIENT is identified in the Statement of Services attached to this contract.

Client intends to contract with RESPEC Company, LLC to provide the scope of services indication in the attached Statement of Work.

ENGINEER and CLIENT in consideration of their mutual covenants herein agree to the performance or furnishing of services by ENGINEER with respect to the Project and the payment for those services by CLIENT as set forth below. Execution of this Agreement by CLIENT and ENGINEER constitutes CLIENT's written authorization to ENGINEER to proceed on the date first above written.

1.0 Standard of Care

ENGINEER shall perform or furnish to CLIENT services for the Project to which this Agreement applies as hereinafter provided.

The standard of care for services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar conditions at the same time and in the same locality.

ENGINEER shall be responsible for the technical accuracy of its services, interpretations, and recommendations resulting therefrom. ENGINEER will not be responsible for other parties' data, or improper interpretations or use by others.

2.0 Basic Services of ENGINEER

Upon this Agreement becoming effective, ENGINEER shall perform services per Statement of Services (copies attached) and as stated below:

2.1 Designate a person to act as ENGINEER's representative with respect to the services to be provided by ENGINEER under this Agreement.

2.2 Review Statement of Services (copies attached)

2.3 Provide deliverables as detailed in the Statement of Services.

3.0 Additional Services Requiring Advance Authorization

The following additional services will be accomplished if requested by the CLIENT.

3.1 Services resulting from significant changes in the scope, extent, or character of the work.

3.2 Services resulting from conditions, which are different from information that the CLIENT previously provided, or have changed

CONTRACTUAL AGREEMENT

from that provided, or that the CLIENT was responsible for, but failed to provide.

3.3 Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration or other legal or administrative proceeding involving the Project.

3.4 Those tasks outlined in the Statement of Services under the "Additional Services" section.

4.0 CLIENT's Responsibilities

The CLIENT shall do the following in a timely manner so as not to delay the services of ENGINEER and shall bear all costs incident thereto:

4.1 Designate a person to act as CLIENT's representative with respect to the services to be provided by ENGINEER under this Agreement.

4.2 Provide all necessary coordination with the CLIENT and other authorities having jurisdiction.

5.0 Time for Rendering Services

5.1 The ENGINEER shall submit deliverables as follows:

- Reference Statement of Services (copies attached)

5.2 If the ENGINEER's services are delayed for causes beyond ENGINEER's control, an equitable adjustment shall be made.

6.0 Method of Payment

6.1 CLIENT shall pay ENGINEER for Basic Services performed under Section 2, Statement of Services (copies attached) for method.

6.2 CLIENT shall pay ENGINEER for Additional Services performed under Section 3 to be negotiated as necessary.

6.3 Invoices will be prepared in accordance with the ENGINEER's standard practices and will be submitted to CLIENT by ENGINEER at least monthly. Invoices are due and payable within 15 days of receipt by CLIENT.

7.0 Reuse of Documents

7.1 All documents provided or furnished by ENGINEER pursuant to this Agreement are intended for use on this Project only. Such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on another project. Any such reuse will be at CLIENT's sole risk and without liability or legal exposure to ENGINEER.

8.0 Hazardous Environmental Conditions

CLIENT has disclosed to ENGINEER all data available to CLIENT concerning known or suspected Hazardous Environmental Conditions or has represented to ENGINEER that, to the best of CLIENT's knowledge, a Hazardous Environmental Condition does not exist at or near the Site.



If a Hazardous Environmental Condition is encountered or alleged, ENGINEER shall have the obligation to notify CLIENT, and to the extent of applicable Laws and Regulations, appropriate governmental officials.

9.0 Allocation of Risk

- 9.1** To the fullest extent permitted by law, ENGINEER shall indemnify and hold harmless CLIENT, CLIENT's officers, directors, partners, and employees from and against any and all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of ENGINEER or ENGINEER's officers, directors, partners, and employees in the performance and furnishing of ENGINEER's services under this Agreement.
- 9.2** To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless ENGINEER's officers, directors, partners and employees from and against any and all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT's officers, directors, partners, employees, and ENGINEER's consultants with respect to this Agreement or the Project.
- 9.3** To the fullest extent permitted by law, ENGINEER's total liability to CLIENT and anyone claiming by, through or under CLIENT for all costs, losses or damages caused in part by the negligence of ENGINEER and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that ENGINEER's negligence bears to the total negligence of CLIENT, ENGINEER and all other negligent entities and individuals.

CONTRACTUAL AGREEMENT

10.0 Dispute Resolution

- 10.1** CLIENT and ENGINEER agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to invoking the procedures of Paragraph 10.3 below or other provisions of this Agreement or exercising their rights under law.
- 10.2** If the parties fail to resolve a dispute through negotiation under Paragraph 10.1, then either or both may invoke the procedures of Paragraph 10.3, or the parties may exercise their rights under law.
- 10.3** Mediation. CLIENT and ENGINEER agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to the American Arbitration Association. If such mediation is unsuccessful in resolving a Dispute, then (a) the parties may mutually agree to a dispute resolution of their choice or (b) either party may seek to have the Dispute resolved by a court of competent jurisdiction.

11.0 Insurance

ENGINEER will maintain insurance coverage for Worker's Compensation, Employer's Liability, General Liability, Automobile Liability, and Professional Liability (E&O), and will provide certificates of insurance to CLIENT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the date first above written.

CLIENT:

By: _____

Title: _____

Date: _____

ENGINEER:

RESPEC

By: **Janice Wells, PE**

Janice M Wells

Title: **Structural**

Date: **3/24/2022**

Gustavus Fish Passage Improvement Project—Grandpas Farm Rd Bridge

Bid Tabulation

Bids opening Date and Time: March 16, 2022 3:00pm

Bids opened by: Eduarda Loggins Treasurer, Tom Williams, City Administrator; Mike Taylor, Mayor/Project Manager;

Others present: Justin Marchbanks

Bid Tabulation Form

Bidder	Bid Rec'd date	Bid Form	Bid Schedule	Bid Security	Bid total
<u>Chesapeake Bay Construction, Inc.</u>	<u>03/16/2022</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>534,905.89</u>

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY22-08**

**A RESOLUTION BY THE CITY OF GUSTAVUS RESCINDING MASK-WEARING
REQUIREMENTS FOR CITY FACILITIES**

WHEREAS, the Gustavus City Council in May 2021, adopted CY21-07, *A Resolution Updating the Requirement of Wearing Cloth Face Masks or Face Shields*; and,

WHEREAS, the Gustavus City Council in January 2022, adopted CY22-01, *A Resolution Requiring Protective Facemask-Wearing Inside Enclosed City-owned Buildings*; and,

WHEREAS, the COVID-19 pandemic continues to evolve, and risks change with time; and,

WHEREAS, Resolutions CY21-07 and CY 22-01 were intended as temporary guidance for the citizens of Gustavus and for the administration of the City of Gustavus directing public health protective measures appropriate to the evolving pandemic risk; and,

WHEREAS, Resolution CY22-01 required the mayor to monitor pandemic risk levels and recommendations of Federal and State of Alaska public health departments and to report to the City Council monthly regarding pandemic risk assessments and public health recommendations. In reporting, the mayor was to recommend whether to continue or adjust the protective mask-wearing requirement for City-owned facilities.; and,

WHEREAS, Resolution CY22-01 provided for the Gustavus City Council to repeal the resolution and the mask-wearing requirement when it determines that the risk of SARS-CoV-2 virus transmission within City-owned facilities is sufficiently low, and that mask wearing is no longer needed; and

WHEREAS, the mayor's risk assessment, attached, for April 2022 finds the Covid-19 pandemic risk has declined steadily and substantially nationally, in Alaska, and in our census district since early January 2022; and

WHEREAS, the risk of transmission of the SARS-CoV-2 virus within the Community of Gustavus generally and within City-owned buildings specifically appears to be low; and,

WHEREAS, the mayor has reviewed the risk assessment with city staff and has achieved consensus in support; and,

WHEREAS, the Covid-19 pandemic has nevertheless not disappeared, and some residents remain at elevated risk due to age or medical vulnerabilities; and,

WHEREAS, as the virus continues to evolve, more serious variants may appear, and serious local outbreaks remain possible; and

WHEREAS, high quality protective masks such as those rated N95, or KN95, worn as “one-way-masking protection” are an effective means of reducing exposure potential for wearers with concerns or vulnerabilities to Covid-19.

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council concurs with the mayor’s assessment that the Covid-19 pandemic risk has declined steadily and substantially nationally, in Alaska, and in our census district specifically since early January 2022. The Council hereby determines that the risk of SARS-CoV-2 virus transmission within City-owned facilities is sufficiently low that obligatory mask-wearing is no longer needed. The requirements of Resolutions CY21-07 and CY22-01 are hereby rescinded.

BE IT FURTHER RESOLVED that the following protective measures shall remain in effect:

1. City staff and residents with concerns or vulnerabilities to Covid-19 are encouraged to don protective masks whenever they personally feel necessary.
2. Staff members are encouraged to be thoughtful toward each other and toward vulnerable members of the public and to accommodate the health-protective needs of others even to the point of personally donning a facemask as appropriate.
3. The City shall continue to offer optional channels for public service delivery, such as curbside service and online meeting participation, for those preferring them to in-person service.
4. The City shall work to improve city building heating and ventilation systems to increase outside air exchange and reduce indoor aerosols to minimize pathogen transmission.
5. The City shall continue through the summer visitor season to offer ample opportunities for free covid testing for travelers and for anyone else with concern about possible exposure.
6. Should a significant outbreak of the virus occur with community spread; the mayor is authorized to reinstate obligatory mask-wearing in City-owned buildings for a period not to exceed two weeks.

PASSED and **APPROVED** by the Gustavus City Council this XXth day of April 2022, and effective upon adoption.

Mike Taylor, Mayor

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY22-09**

A RESOLUTION BY THE CITY OF GUSTAVUS OPPOSING HOUSE BILL NO. 303 AND SENATE BILL NO. 180 OF THE STATE OF ALASKA THIRTY-SECOND LEGISLATURE, BOTH BILLS ENTITLED “AN ACT RELATING TO COMMERCIAL PASSENGER VESSEL ENVIRONMENTAL COMPLIANCE; RELATING TO COMMERCIAL PASSENGER VESSEL FEES; ESTABLISHING THE WASTEWATER INFRASTRUCTURE GRANT FUND; REPEALING THE AUTHORITY FOR CITIZENS’ SUITS RELATING TO COMMERCIAL PASSENGER VESSEL ENVIRONMENTAL COMPLIANCE; REPEALING THE COMMERCIAL PASSENGER VESSEL RECOGNITION PROGRAM; AND PROVIDING FOR AN EFFECTIVE DATE”

WHEREAS, the City of Gustavus Vision Statement begins “We envision a distinctive community that prospers while, and by, protecting its natural resources”; and,

WHEREAS, the quality of the ocean waters within the Inside Passage of Southeast Alaska is vitally important to all aspects of life for residents of the area; and

WHEREAS, Southeast Alaska waters support a robust population of commercially valuable fish that are the backbone of the economy in the region and provide for resident subsistence harvest and the seafood commercially harvested from Southeast Alaska and shipped to markets both in the United States and beyond is known for its exceptional quality; and

WHEREAS, many tourists choose to visit Alaska to see and experience the pristine beauty of its waters and landscape; and

WHEREAS, the number and size of cruise ships plying the waters of Southeast Alaska has considerably increased over the past 10 years; and with the increased cruise traffic, large volumes of wastewater discharge are now being observed in Southeast Alaska waters; and

WHEREAS, the State of Alaska has for many years operated a very successful Ocean Rangers program which provides on-board monitoring and inspection of wastewater discharge and the funding for and emphasis on monitoring for wastewater discharge from large passenger vessels has been dramatically reduced; and

WHEREAS, the Administration of the State of Alaska now proposes a new Act (HB 303 & SB 180) relating to commercial passenger vessel environmental compliance; relating to commercial passenger vessel fees; establishing the wastewater infrastructure grant fund; repealing the authority for citizens’ suits relating to commercial passenger vessel environmental compliance; repealing the commercial passenger vessel recognition program; and providing for an effective date; and

WHEREAS, the proposed legislation places emphasis for compliance on electronic monitoring, self-reporting and data submission; and

WHEREAS, the proposed legislation provides for Alaska Department of Environmental Conservation (ADEC) “inspectors” to board commercial passenger vessels and perform inspections and sampling to verify vessel discharge information without providing the source of funds to pay for the newly hired inspectors; and

WHEREAS, the proposed legislation is mute in regard to penalties for non-compliance which is an important deterrent to illegal discharges in Alaskan waters; and

WHEREAS, the proposed legislation removes the rights of citizens to bring suit against an owner or operator of a large passenger vessel alleged to have violated any provision of the Commercial Passenger Vessel Environmental Compliance Program, or against the ADEC for failure to perform any act or duty outlined in the legislation; and

THEREFORE, BE IT RESOLVED, the Gustavus City Council opposes HB 303 and SB 180, and believes the proposed legislation will not result in improved compliance from commercial passenger vessels in the discharge of wastes into the inside waters of Southeast Alaska; and

BE IT FURTHER RESOLVED, the Gustavus City Council supports full funding and continuation of the Ocean Rangers program (Section 46.03.476 of the Commercial Passenger Vessel Environmental Compliance Program) until such time as comprehensive legislation can be drafted that improves upon the quality and compliance of the existing program. To protect Southeast Alaska waters, the new legislation must contain provisions for:

- Penalties for noncompliance;
- Adequate funding mechanisms to improve municipalities’ wastewater treatment/discharge systems that are impacted by the cruise industry;
- Continuation of a robust commercial passenger vessel waste discharge inspection program;
- Development of a public reporting system to allow Alaskans a clear and direct method of reporting illegal spills to the ADEC and a defined process for State response and investigation of reported spills;
- The ability of citizens to file suit for violations of the environmental compliance program; and
- A public notification program of inspection, testing and results.

PASSED and **APPROVED** by the Gustavus City Council this XXth day of April 2022, and effective upon adoption.

Mike Taylor, Mayor

Attest: Karen Platt CMC, City Clerk

Mayor's Report for April 11, 2022, General Meeting

It's been a busy month in Lake Snow-be-gone. Our fine city staff continues to make Gustavus a City to make us proud. You have had reports from many of the departments already. My focus has been on funding, developing, and executing infrastructure projects. Here is a summary for the record.

1. Break up road maintenance is always a challenge in late winter and early spring. Due to the heavy snow this winter we pushed out berms on many roads so that they would melt more off the road and not trap water on driving surfaces. That has sped drying and smoothing of roads as they thawed. It's been a useful strategy that should be applied in the future especially in heavy snow years.

2. FEMA flood recovery and mitigation funding. For 16 months, Tom Williams and I have been working through the FEMA application process to recover costs of repair of road damage due the December 2, 2020, flood. Extensively documented expenses have now been approved for payment and we expect to recover around \$100,000. While doing the repairs and ditch cleaning our contractor greatly improved ditches achieving restoring them to better than original state. Now in addition to that recovery funding, FEMA officials have offered us another \$96,000 in mitigation funding to help us prevent future flood damage to city roads and private properties that have flooded previously. We are most grateful for the assistance from FEMA officials and their support for improving our resilience in the face of continuing climate change.

3. Fairweather Road. As snow melted in areas near the beach, we began drainage improvement project work. Glacier Bay Construction a month ago excavated a ditch across the western driveway at the Gustavus Chapel, clearing a path to drain the large, flooded area north of Fairweather Road. The road embankment has tended to block rain and snow melt water from moving down slope toward the beach. Most of the driveways along Fairweather have lacked culverts. In late March the contractor installed a 40' culvert from City stock at the driveway and re-established the driveway into the church parking lot. The improved ditch and culvert are the first step of ditch improvements along the north side of Fairweather from Pleasant to Dock Road. We will continue them this year when we receive more culverts.

4. Large Culvert Riprap at Gravel Pits. Glacier Bay Construction will soon install protective rip rap at the large culvert under Wilson Road where it becomes Rink Creek Road at the Gravel Pits. The project will guard against future washout and loss of the large culvert during flood events, as nearly occurred in the August 2021 river overflow flood. With snow melt and the water level dropping we expect the work can be completed in the next few weeks. The cost of this work will be covered by a new flood mitigation grant that was offered to us this month by FEMA following the successful flood recovery work since December 2020.

5. Wilson Road Drainage Improvement. This project is the first step of an overall project to excavate and improve ditches along Wilson Road to capture and carry away flood waters during heavy rain events such as we had in December 2020. The project will replace a damaged, undersized culvert under Wilson Road at Chase Drive with a 24" diameter culvert to carry flood water from the west side of Wilson to the deep ditch on the east side and on to Glen's Ditch. The project will also extend the deep ditch on the east side of Wilson north past the ADF&G cabin and install a culvert under the ADF&G driveway. The intent is to divert any flood water on Wilson Road away from the adjacent subdivisions that were

flooded in December 2020. Glacier Bay Construction is proceeding with the project this week. Funding will be recovered via the new FEMA mitigation grant.

6. Tong Road drainage and flood recovery. This project to replace two flood-damaged culverts along Tong Road is in the design phase and I expect to have a request for quotation out in April, with funding from the FEMA flood recovery opportunity. We will eventually excavate a ditch along the north side of Tong Road from Mountain View to the Country Inn entrance driveway, which should improve driving conditions and reduce maintenance.

7. Same Old Road drainage. Last summer Glacier Bay Construction cleaned and improved a ditch along a section of Same Old Road. That work has helped keep the road dry but a damaged and plugged old culvert at the corner between Tim Sunday's and Chuck Bales' residences has blocked flow from reaching the Glens Ditch system. As soon as we can acquire a culvert for this corner, our contractor will install it to relieve ponding water at the inside of that corner. In a later phase when culverts are available, we intend to ditch the east side of that North-South road section and the south side of the East-West running section as far as End of the Trail and install culverts to improve drainage and reduce frequent flooding issues along those sections of road.

8. Stock culvert purchase. We are acquiring competitive quotes for a stock of twenty, 18" diameter culverts for use in the above planned drainage projects, most with FEMA funding.

9. Grandpa's Farm Road Bridge. The council has before it this month the award of the project to construct the Grandpa's Farm Road Bridge, replacing the badly perched culvert carrying Harry Hall Creek under the road. The award has been pending final confirmation from Washington DC of full funding of this \$535,000 project by US Fish and Wildlife Service using Infrastructure Bill funds. A week ago, Andy Stevens at US FWS notified us to expect written confirmation of the grant by April 8, so I have posted the Notice of Intent to Award and have recommended council award of the project. As this report is written Andy has assured me that funding is almost certain.

10. Good River Bridge Repairs. Last fall we contracted with PND Engineers to evaluate the Alaska DOT bridge inspection report for the Good River Bridge. This timber bridge was built in about 1985 and needs repairs to keep it fully functional and safe for decades to come. We asked for an evaluation of the bridge embankment at the northwest corner of the structure where a stream has been cutting an incised channel next to the embankment. Snow fall prevented the engineering inspection last fall, but the engineers plan to visit on April 29 and then to generate a report and recommendations for corrective action. This work is funded from our city capital improvement program.

11. Grant Funding for Major Projects. A big thank you to Tom Williams in setting up a relationship with the Solstice Alaska Consulting, a grant writing firm to help us apply for major project grants.

The first project into the process is our proposal to build a bike trail from the Airport to the Park boundary with a branch down Dock Road to the Dock. Council member Jim Mackovjak assembled a trail project history description and supporting material for the grant writer. Vice Mayor Kyle Bishop is assisting in the grant support effort and plans to coordinate with the NPS for possible funding assistance and connection to Park trails. Jim has contacted Alaska DOT&PF and received written support for development of the trail in the DOT rights-of-way. The grant writer is hoping to have an application in

to the Infrastructure RAISE grant opportunity this month. We are still determining how to structure the request for the overall planning, design, and construction phases.

The second major project is to fund construction of a wave barrier to protect our city-owned float system at the state dock. We are working first with Alaska DOT&PF to develop scope and a cost estimate for the project.

We hope also to apply for infrastructure grant funding for energy conservation and electrification projects for city buildings. We anticipate seeking funds for ventilation improvements to improve air exchange for health protection and perhaps heat pumps to replace or complement existing oil-fueled heating systems.

12. Possible parking area improvement for Golf Course trails. I began preliminary discussions with DOT to allow the city to improve parking at the small trail head on the west side of Dock Road at the boundary of the DRC tract and the former Fairweather Golf Course. The trail head parking would serve walkers using the trails on the DeBoer tract and a trail to the river on the DRC property. I expect to have a scoping document for council approval soon. It would be a relatively small project much like those completed in past years at the end of Good River Road and Dickey Drive.

13. Pandemic Risk Assessment. My monthly pandemic risk assessment for April required by Resolution CY22-01 found that pandemic risk for Gustavus and our census area has fallen substantially similarly to national trends. I concluded that it is time to transition out of our obligatory mask-wearing requirement in city buildings. I recommended the Council rescind the resolved requirements this month, while continuing to improve ventilation in our facilities and to maintain optional channels for public service delivery. Masking would become optional but encouraged for those with vulnerabilities to the virus. As we all will need to take personal responsibility for our health protection, we must be considerate and understanding of those with special needs. Let's all work together to rebuild mutually supportive relationships that have long characterized our community.

14. DOT Airport Ditch Cleaning Comments. In accordance with public requests and the council's support at the April work session I filed a request to DOT&PF to extend the comment period on the DOT-proposed cleaning project for Airport ditches until more environmental sampling could better characterize PFAS contamination in ditch sediments and the public could review and understand the results of the sampling effort.

15. City Administrator search committee and position description revision. I am pleased to have the assistance of a selection committee for the City Administrator Position, with Tom Williams planning to leave in a few weeks. Joining me are Council member Tania Lewis, past Treasurer Phoebe Vanselow, contractor Justin Marchbanks, and present City Administrator Tom Williams. We have reviewed and updated the position description for Council approval at the April General meeting and I expect to post it widely in the days immediately following council approval.

16. Beach Park CRMA. I have been pleased to see many public comments coming in regarding the proposed Amendment #1 and attached development plan for the Beach Park. We have scheduled for the April 11 General Meeting a public hearing on the resolution approving the amendment and development plan with a recommendation to DNR that they also approve and sign the document. I have invited Ben Stevens from the Southeast Alaska Regional DNR office to join us but received word

Wednesday 4/6 that he must be in Juneau for Jury service that day. His assistant, Megan Hightower, who has also supported us on this project is also away. They will tune in to the meeting by Zoom, however.

17. Welcome to Gustavus Kiosk relocation by GVA. Leah Okin has proposed sprucing up the Welcome to Gustavus Kiosk near the dock and relocating it across the road at the asphalt pull out opposite the Bulk Fuel Facility. That would provide a more-photographic background of the Fairweather Range (in good weather at least!) for visitors wishing to record their arrival by ferry to our fine town. I support her idea and will work with her to achieve her vision. The site is in the Beach Park Tract A, but we expect to locate it just out of the DOT right-of-way.

18. Bulk Fuel Facility. Gustavus Dray submitted their annual operating report, as required by the terms of their lease of the facility from the City of Gustavus. The accounts appear in order. Toshua Parker reported annual throughput 530,503 gallons of fuel for his fiscal year. Per the lease terms, the Gustavus Dray deposited \$26, 525 (at \$.05/gal) in the operations and maintenance account and charged \$13, 208 in maintenance costs. The ending balance in that O&M account was \$36,208. They deposited \$15,905 in the Replacement account bringing the total there to \$99,282.

I emailed Toshua my thank-you for the report and asked that he schedule pressure washing of the exteriors of the tanks as they have accumulated some coating of algae and dust since they were last washed in 2015. Such washing is chargeable to the maintenance account. Keeping the tanks in good order and appearance reflects best on the Dray's operation and on our community as they are among the first sights for a ferry-arriving visitor setting foot in Gustavus. Toshua emailed me in reply that he too noticed the need to clean up the tanks and will schedule it for this spring. My thanks to him for the cooperative effort!