CITY OF GUSTAVUS
CITY COUNCIL GENERAL MEETING

Monday, April 12, 2021 at 7:00 PM
via Zoom

COUNCIL MEMBERS	CITY HALL
Mayor Brittney Cannamore	City Administrator - Tom Williams Ph.D.
Vice Mayor Joe Vanderzanden	City Clerk, CMC - Karen Platt
Council Members: Joe Clark, Tania Lewis,	City Treasurer - Phoebe Vanselow
Mike Taylor, John Buchheit	Phone: 907-697-2451 | clerk@gustavus-ak.gov

AGENDA

VIRTUAL MEETING INFORMATION

PASSCODE: **PHONE NUMBER:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

1. 03-08-2021 General Meeting Minutes
2. 03-15-2021 Special Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Gustavus Emergency Operations Center Work Session COVID-19 Update
4. Gustavus Volunteer Fire Department Quarterly Report
5. City of Gustavus Marine Facilities Coordinator Quarterly Report
6. Gustavus Public Library Quarterly Report
7. City of Gustavus Treasurer Monthly Financials and Quarterly Report
8. City Administrator Work Session Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

9. FY21-xxNCO Introduction Providing for the Amendment of Department Budgets for FY21 (Public Hearing 05-10-2021)
10. FY21-xxNCO Introduction of Capital Project Account Transfers (Public Hearing 05-10-2021)
11. FY21-xxNCO Introduction of AMLIP CARES Account Transfer (Public Hearing 05-10-2021)
12. City of Gustavus Waives the Right to File a Protest of the Glacier Bay Lodge Liquor License Renewal

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

13. FY21-xxNCO FY22 Budget Introduction (Public Hearing 06-14-2021)
14. Approve Gustavus Public Library Director Position Description
15. Approve Gustavus Public Library Programs Coordinator Position Description
16. CY21-XX Repealing & Replacing The Remote Seller Sales Tax Code & Common Definitions
17. FY21-XX An Ordinance by the City of Gustavus Repealing and Replacing Title 11 – Sales Made By Remote Sellers (Public Hearing 05-10-2021)
18. City of Gustavus Capital Improvement Plan: 2021-2025

CITY COUNCIL REPORTS

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

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

ADA NOTICE

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

VISION STATEMENT

We envision a distinctive community:

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

CITY OF GUSTAVUS
CITY COUNCIL GENERAL MEETING
MARCH 08, 2021

MINUTES

ROLL CALL
PRESENT
Mayor Brittney Cannamore
Vice Mayor Joe Vanderzanden
Council Member Joe Clark
Council Member Shelley Owens
Council Member Mike Taylor
Council Member John Buchheit
Council Member Tania Lewis

Reading of the City of Gustavus Vision Statement
The City of Gustavus Vision Statement was read by Council Member Buchheit.

Letter of Commendation
Mayor Cannamore presented a letter of commendation to Public Health Nurses Sue Pridgen-Webb and Claire Geldhof.

Letter of Appreciation
Mayor Cannamore presented a letter of appreciation Gustavus Volunteer Fire Department COVID-19 Volunteers, Professionals and SEARHC Staff.

APPROVAL OF MINUTES

1. 02-08-2021 General Meeting Minutes

   Motion made by Council Member Lewis to approve by unanimous consent the meeting minutes from February 8, 2021.

   Seconded by Council Member Clark.

   Hearing no objections, the motion was passed by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES
There were no changes to the agenda.

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

COMMITTEE / STAFF REPORTS

2. Gustavus Emergency Operations Center COVID-19 Update
   Gustavus Volunteer Fire Dept. / EOC, Travis Miller provided an update on COVID-19 and vaccinations. Chief Miller extended recognition to Hayley Zinc for her work as a GVFD volunteer. The Department of Homeland Security Emergency

Management training for council and staff on March 11th. Join the fire extinguisher scavenger hunt and fire season is just around the corner!
Public Health Nurse, Claire Geldhof expressed her appreciation and hopes to be in Gustavus March 16th.

3. Marine Facilities Advisory Committee Quarterly Report
Marine Facilities Advisory Committee Chair, Mike Halbert submitted a written report. Committee Member, Joe Vanderzanden provided an oral summary.
4. City Clerk Quarterly Report
City Clerk, Karen Platt provided a written report and was available to answer questions.
5. City Treasurer Monthly Financials
City Treasurer, Phoebe Vanselow provided monthly financials.
6. City Administrator General Meeting Report
City Administrator, Tom Williams provided a written General Meeting report, oral summary and added updates grant research with Glacier Bay National Park or other opportunities on a city water source as well as a meeting with gravel pit contractors exploring ideas on how to maximize the property of the gravel pits.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Ken Magowan

CONSENT AGENDA

7. Certificate of Records Destruction
Motion made by Council Member Clark to adopt the consent agenda by unanimous consent as presented.

Seconded by Vice Mayor Vanderzanden.

Hearing no objections, Mayor Cannamore announced the consent agenda as passed by unanimous consent.

ORDINANCE FOR PUBLIC HEARING

8. FY21-16NCO AMLIP Gravel Pit Fund Opening (Introduced 02-08-2021)

Mayor Cannamore opened the Public Hearing at 7:48 PM
Public Testimony: There was no Public Testimony
Mayor Cannamore closed the Public Hearing at 7:49 PM

Motion made by Council Member Lewis to approve FY21-16NCO AMLIP Gravel Pit Fund Opening (Introduced 02-08-2021)

Seconded by Mayor Cannamore.

Council Comment: There was no Council Comment

Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Owens, Council Member Taylor, Council Member Buchheit, Council Member Lewis

9. FY21-17NCO Road Maintenance Budget (Introduced 02-08-2021)

Mayor Cannamore opened the Public Hearing at 7:52 PM
Public Testimony: There was no Public Testimony
Mayor Cannamore closed the Public Hearing at 7:53 PM

Motion made by Vice Mayor Vanderzanden to adopt FY21-17NCO Road Maintenance Budget (Introduced 02-08-2021).

Seconded by Council Member Clark.

Council Comment:
Council Member Taylor

Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Buchheit, Council Member Lewis
Voting Nay: Council Member Owens

UNFINISHED BUSINESS

10. Approve Amendment to Scoping Document - Gustavus Gravel Extraction Improvement Project

Motion made by Council Member Buchheit to approve Amendment to Scoping Document - Gustavus Gravel Extraction Improvement Project.

Seconded by Council Member Lewis.

Public Comment: None

Council Comment:
Motion made by Vice Mayor Vanderzanden that the council refer this motion to the Roads Committee to further develop concepts to address sustainability of gravel pits.

Seconded by Council Member Clark.

Council Comment:
Council Member Taylor

Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Owens, Council Member Taylor, Council Member Buchheit, Council Member Lewis

NEW BUSINESS

11. Gustavus Visitors Association Review of Marketing Plan and FY22 Budget Request
Council Comment:
Council Member Lewis
Council Member Buchheit

12. CY21-04 A Resolution Encouraging Gustavus Residents and Visitors to Keep Gustavus Safe

    Motion made by Council Member Taylor to adopt Resolution CY21-04 A Resolution Encouraging Gustavus Residents and Visitors to Keep Gustavus Safe.

    Seconded by Mayor Cannamore.

    Public Comment: None

    Council Comment:
    Council Member Taylor
    Council Member Owens
    Council Member Lewis
    Council Member Clark
    Council Member Buchheit
    Mayor Cannamore

    Roll Call Vote on Main Motion as Amended: Section 2, 6th bullet: Social distancing requirements for fully vaccinated people should follow CDC guidance. Hyper link "CDC guidance to the CDC webpage.

    Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Owens, Council Member Taylor, Council Member Buchheit, Council Member Lewis
    Voting Nay: Council Member Clark

13. CY21-05 A Resolution Encouraging Gustavus Residents and Visitors to have a COVID-19 Test Result or Take a Test on Arrival

    Motion made by Council Member Taylor to adopt Resolution CY21-05 A Resolution Encouraging Gustavus Residents and Visitors to have a COVID-19 Test Result or Take a Test on Arrival.

    Seconded by Mayor Cannamore.

    Public Comment: None

    Council Comment: None

    Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Owens, Council Member Taylor, Council Member Buchheit, Council Member Lewis

CITY COUNCIL REPORTS

14. Mayor Cannamore Quarterly Report
    Mayor Cannamore provided a written report and oral summary.

CITY COUNCIL QUESTIONS AND COMMENTS

Vice Mayor Vanderzanden - Old Preschool
Council Member Lewis - Old Preschool

Council Member Taylor - Old Preschool
Mayor Cannamore - Invitation to set up appointment or send email to discuss city business.

PUBLIC COMMENT ON NON-AGENDA ITEMS
No Public Comment

EXECUTIVE SESSION
No Executive Session

ADJOURNMENT
Hearing no objections, the meeting was adjourned at 9:36 PM

Brittney Cannamore, Mayor Date

Attest: Karen Platt CMC, City Clerk Date

CITY OF GUSTAVUS
CITY COUNCIL SPECIAL MEETING
MARCH 15, 2021

MINUTES - PENDING

VIRTUAL MEETING INFORMATION
https://us02web.zoom.us/j/86349227258?pwd=NkVTUFRvMWhTa0QxdmZvVEhBMmhiQT09
ID: 863 4922 7258 **PASSCODE:** 778727 **PHONE NUMBER:** 253-215-8782

ROLL CALL
PRESENT
Mayor Brittney Cannamore
Vice Mayor Joe Vanderzanden
Council Member Joe Clark
Council Member Mike Taylor
Council Member Tania Lewis

ABSENT
Council Member John Buchheit

Reading of the City of Gustavus Vision Statement
The City of Gustavus Vision Statement was read by Mayor Cannamore

APPROVAL OF MINUTES: None

MAYOR'S REQUEST FOR AGENDA CHANGES
Mayor Cannamore suggested moving the Executive Session to New Business for the council to discuss the process used in giving the City Administrator a pay increase.

There were no further agenda change requests.

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

COMMITTEE / STAFF REPORTS: None

PUBLIC COMMENT ON NON-AGENDA ITEMS
No Public Comment

CONSENT AGENDA: None

ORDINANCE FOR PUBLIC HEARING: None

UNFINISHED BUSINESS: None

NEW BUSINESS
1. Discussion on Recent Events Concerning the Pay Increase of a City of Gustavus Employee

Council discussion took place:
Mayor Cannamore
Council Member Lewis
Council Member Taylor

Motion made by Council Member Taylor that the council places a pay adjustment for the City Administrator on hold pending a performance review of the City Administrator to be submitted by the mayor for review and approval by the council. The review should include any recommendation by the Mayor for a pay adjustment.

Seconded by Mayor Cannamore.

Public Comment: None

Council Comment:
Vice Mayor Vanderzanden
Council Member Clark

Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis

Council discussion closing comments:
Council Member Taylor
Council Member Clark
Council Member Lewis
Mayor Cannamore

CITY COUNCIL REPORTS: None

CITY COUNCIL QUESTIONS AND COMMENTS
Council Member Taylor - Snow plowing scheduled for 03-16-2021

PUBLIC COMMENT ON NON-AGENDA ITEMS
No Public Comment

EXECUTIVE SESSION
MOVED TO NEW BUSINESS

1. Discussion on Recent Events Concerning the Pay Increase of a City of Gustavus Employee

ADJOURNMENT
Hearing no further business, the meeting was adjourned at 5:07 PM

______________________________ ________________
Brittney Cannamore, Mayor Date

______________________________ ________________
Attest: Karen Platt CMC, City Clerk Date

CITY ADMINISTRATOR'S REPORT APRIL WORK SESSION

FLOOD EMERGENCY/DISASTER FUNDS

No update from the FEMA representative on the timing of the application review.

OPENING CITY HALL FOR PUBLIC MEETINGS

There have been requests to open City Hall for public meetings (e.g. work sessions, General and Special Meetings). How does the Council feel about holding such meetings open to the public at City Hall? An example could be to do in-person with Zoom ability. This would have Council members at City Hall and the public limited to seating accommodated by 3ft spacing. We would also recommend upgrading our audio system to have microphones at each Council seat on the dais, similar to other communities. The addition of the microphones should resolve some of the computer operated issues and make transmission clearer and eliminate the mute problems.

ARP

The American Rescue Plan (ARP) has been released, and states and municipalities are scrambling to understand what it means, how it can be used, and if it will assist local governments that have been impacted because of the pandemic. The Alaska Municipal League (AML) and the National League of Cities (NLC) are providing briefing for updates to the release of the plan.

The ARP is funding designed to assist in the economic recovery from the pandemic. The ARP is very similar to the CARES Act, expanded to cover additional needs such as loss revenues for tourism reliant states and local governments. If you have been following the budget process you may have seen a line item with $99k annotated with the ARP designation. This is the very conservative estimate amount we received from AML.

What we know so far:

- The program runs until December 31, 2024
- Funds for Gustavus will go through the state and be paid in 2 installments: ½ following enactment and ½ 12 months following receipt of the first payment; Small city grants cannot be greater than 75% of the FY2019 budget
- There is a specific, separate Capital Project Fund of $10 billion for broadband grants

The current description of eligible expenses as of March 25:

- to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, non-entitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- for the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of local government, or county prior to the emergency; or

- *Allows revenue replacement. The base year to measure lost revenue against is not most recent full fiscal year, but the most recent full fiscal year* ***prior to the emergency.***
- to make necessary investments in water, sewer, or broadband infrastructure.

There remains lots of questions and a need for clarifications. Within the next few weeks, more details should be released. Call City Hall if you have any questions and keep an eye on the News and City Face Book page for updates. For a copy of the Plan, contact the Clerk or go to the City Web Page.

FY22 BUDGET

There will be a Council Work Session on April 8th at 5:30.

OLD POST OFFICE BLDG

The City did not receive a response to the RFB for the evaluation of the old post office building. I am working with Council member Lewis in developing an approach to address the building. Given the direction by the Council to explore the extent and costs to repair the building and make it serviceable, the following suggested steps are provided for consideration.

Combining some projects could assist in shortening the completion. Bundling small RFQ's, following the P&P for small purchases under $10k, projects could include the following examples (thanks Mike):

- Remove dilapidated outside entries and replace with new. We could specify making one or both larger, or providing for future expansion to have a larger covered porch, at least on the main entry on the road side.
- Evaluate and restore the septic system.
- Plumb bathroom sink and toilet as needed.
- Paint exterior (could be done by volunteers—maybe council members?)
- Service heater to return to service. (returning the oil heater to service is the cheapest, but we could do a heat pump in the future.)
- Some basic landscaping

Maybe Ben could be used to assist or complete some of these projects.

Remember, this building is within a state designated historic district and exterior work must meet the guidelines established by the state historic preservation office (SHIPO). This shouldn't be an obstacle given that we want to renovate and repair the building. Also, this project could be a candidate for the ARP funds.

One other consideration. If we convert the building to a commercial use and lease it for a local business, we will need to identify another building for storage and covered work area for Ben. One suggestion would be to look around the community for a small building to repurpose, or construct/purchase one and place it near City Hall for easy access to utilities, etc. Again, this could be eligible for ARP funds. Regardless, this investment will provide for 2 purposes and address the need to restore the City's asset.

Does the Council want to proceed with this approach or do something different?

ADOT STORAGE BUILDING

As a result of the Mayor's recent letter to ADOT and selected individuals, Representative Hannan's office responded with the following e-mail.

Hello Mayor Cannamore,

Thank you for your letter regarding the derelict DOT building in Gustavus. I, for one, appreciated your candor. Our office followed up after your letter and extensive discussions about many aspects of DOT operations and deferred maintenance projects throughout the subcommittee process, and we have received what I hope is favorable and definitive information. The department's legislative liaison responded to some of my inquiries with the following statements:

> *"Southcoast Region asked DFS [Division of Facilities Services] about a year ago to contract the demolition of this facility, but there were insufficient funds at that time. Since then, Southcoast Region obtained a hazardous materials assessment that clears the building for demolition.* ***Demolition will occur before Gustavus school starts this Fall which, the department believes to be August 25th****." [Emphasis added]*
>
> *"Southcoast Region will accomplish the work with its own forces under current or next fiscal year Highways & Aviation component budgeted funds."*
>
> *"NOTE: This building has recently been identified for demolition using federal COVID stimulus funds. Southcoast Region and DFS will prioritize COVID stimulus funding ahead of Southcoast Region's Highways & Aviation budget if it becomes available before the planned demolition."*

Our office will continue to monitor and follow-up on this matter as we get closer to the stated August deadline, but hopefully DOT will take action on this project sooner rather than later. Please keep us apprised of any progress.

Best,
Stephanie

Stephanie Andrew
Office of Representative Sara Hannan
Alaska State Capitol
(907) 465-4767

WORK AT THE AIRPORT

ADEC approved the initial work plan for the airport project, but since then, ADEC and ADOT have had further discussion on a number of concerns from the community that we are still working on, namely asphalt sampling and evaluating potential PFAS emissions via fugitive dust and asphalt plant operation. The work plan can be found under the "documents" tab from this link: Division of Spill Prevention and Response (alaska.gov). From what I understand from ADEC about the process, milling the asphalt is not expected to generate much in the way of dust. Then processing the used asphalt to make new asphalt is not expected to mobilize the PFAS out of the used asphalt (if it's there) because the asphalt batch plant operates at a low enough temperature that PFAS would not be affected by this process. ADEC has also provided a Soil Management Plan that provides direction for managing disturbed contaminated soils during the project. You can contact the Clerk for a copy.

UPDATE ON WATER GRANT THROUGH VSW

Village Safe Water (VSW) continues to inquire if we can qualify for a state grant for a community water project. Questions continue about not having an existing water source and if the requirement disqualifies us from a study grant. However, VSW did provide the following program that may qualify for ARP funding, or other funding options. The following information was provided and is from the Alaska Native Tribal Health Consortium (ANTHC) Healthy Homes and Communities program. For the full information sheet, contact the City Administrator or the Clerk.

ANTHC Portable Alternative Sanitation System (PASS)

The Portable Alternative Sanitation System (PASS) provides basic sanitation needs: handwashing, clean drinking water, safe human waste disposal, and quality of life improvements in the home. It is not a replacement for, nor provides the same capabilities, as a piped water system.

Portable. The biggest drawback of a typical piped water and sewer system is that it is not portable. Many Alaska communities are vulnerable to flooding and erosion; therefore, some funding agencies have been reluctant to invest in infrastructure. The Portable Alternative Sanitation System can be disassembled and reassembled in a new location as needed.

Alternative. The Alaska Native Tribal Health Consortium and partners – Cold Climate Housing Research Center, Lifewater Engineering and Camp Water Industries – have designed and implemented a low-cost sanitation alternative for communities impacted by climate change and lack of sanitation services. The PASS systems allow homeowners a safe, effective approach to water treatment and sanitation without the high operations and maintenance costs associated with piped infrastructure.

Sanitation. The PASS has been implemented in three Tribal health regions: Maniilaq, Tanana Chiefs Conference and Yukon-Kuskokwin Delta. These regions currently have communities that use self-haul, honey bucket or outhouses. Exposure to raw sewage places community members at risk for waterborne pathogens. This innovative system vastly improves hauling by limiting exposure to waste, minimizing odor, and reducing frequency and weight of hauls.

System. The system is entirely homeowner-based, designed to address the most basic sanitation needs and can be moved with the individual or community. The systems are stand-alone modules; as homes are moved to the new village site away from the eroding coastline, residents can bring their clean water and safe waste disposal systems with them.

Typical PASS system layout and components

Rain catchment. For a roof catchment area of approximately 1,200 square feet, it is possible to recover nearly 3,000 gallons or more of rain each year to supplement the quantity of water hauled to the home.

Water filtration system. The water treatment system incorporates filters and chlorination for point-of-use treatment to ensure safe, pathogen-free drinking water. Typical raw water sources include: rain catchment, rivers, springs, community watering points and snow and/ or ice.
Safe water storage tank. The 50-gallon OR 100-gallon tanks provide filtered potable water storage and feed the handwashing sink by gravity instead of requiring electricity.

Low-flow sink. The sink conserves water while providing for better hygiene by eliminating the wash basin.

Waterless urinal. The urinal provides a separate waste option for liquid waste.

Separating dry toilet. Waste is separated into liquid and solid components where the liquid is disposed of into a seepage pit and dry solids are disposed of with solid waste. This toilet provides the option to capture urine in a container or to use as a vented honey bucket.

Integrated ventilation fan. An energy-efficient combined ventilation system dries the solid waste, reduces odors, and ventilates the home.

Seepage pit. Liquids are disposed of into a seepage pit which works with the natural environment to dispose of waste.

The American Rescue Plan Act

National League of Cities

NLC NATIONAL LEAGUE OF CITIES

CITIES STRONG TOGETHER

Historic Intervention! Once in a Generation Opportunity!

- The American Rescue Plan Act became law on March 11th, 2021 (P.L. 117-2)

- For the first time, all 19,000 municipal governments are entitled to a direct, non-competitive federal formula grant from the U.S. Treasury Department.

- **Direct funding means:**
    1. All cities, towns, and villages are entitled to a federal grant from the new Coronavirus Local Fiscal Recovery Fund.
    2. Aid obligated to municipalities is not in any way mingled with aid obligated to state or county governments.
    3. Aid for municipalities is protected from state our county interference by iron-clad statutes compelling states to comply, including penalties for states that fail to carry out their responsibilities to small cities and towns.

Coronavirus State and Local Fiscal Recovery Funds

The $360 billion in funding under this section is broken down as follows:

- **State Governments:** $195.3 billion
- **Tribal Governments:** $20 billion to federally recognized tribal governments
- **Local Governments:** $130.2 billion split evenly into
  - $65.1 billion for 19,000+ municipal governments; and
  - $65.1 billion for 3000+ county governments
- New “**Capital Project Fund**”: $10 billion for broadband grants to states
  - “to carry out critical capital projects directly enabling work, education, and health monitoring, including remote options, in response to the public health emergency.”

Grant Calculations for Cities, Towns, and Villages

$65.1 billion in funding to address an estimated $90 billion combined revenue shortfall.

- Most cities will not receive a grant amount that is completely equal to their needs

Grant Calculations Based on a Modified CDBG formula

- 70% of funds, or $45.5 billion, is obligated to cities with 50,000 or more residents
  - Grant calculations based on population size, poverty rates, and measures of housing instability. *(Prioritizes targeting to need)*
- 30% of funds, or $19.5 billion, is obligated to cities with less than 50,000 residents
  - Grant calculations based on population size only. *(Prioritizes simplification)*

Small Cities Cap

- Small city grants cannot be greater than an amount equal to 75 percent of the city's most recent pre-pandemic budget.
- Blunt instrument to overcome unavailability of precise data for small localities.

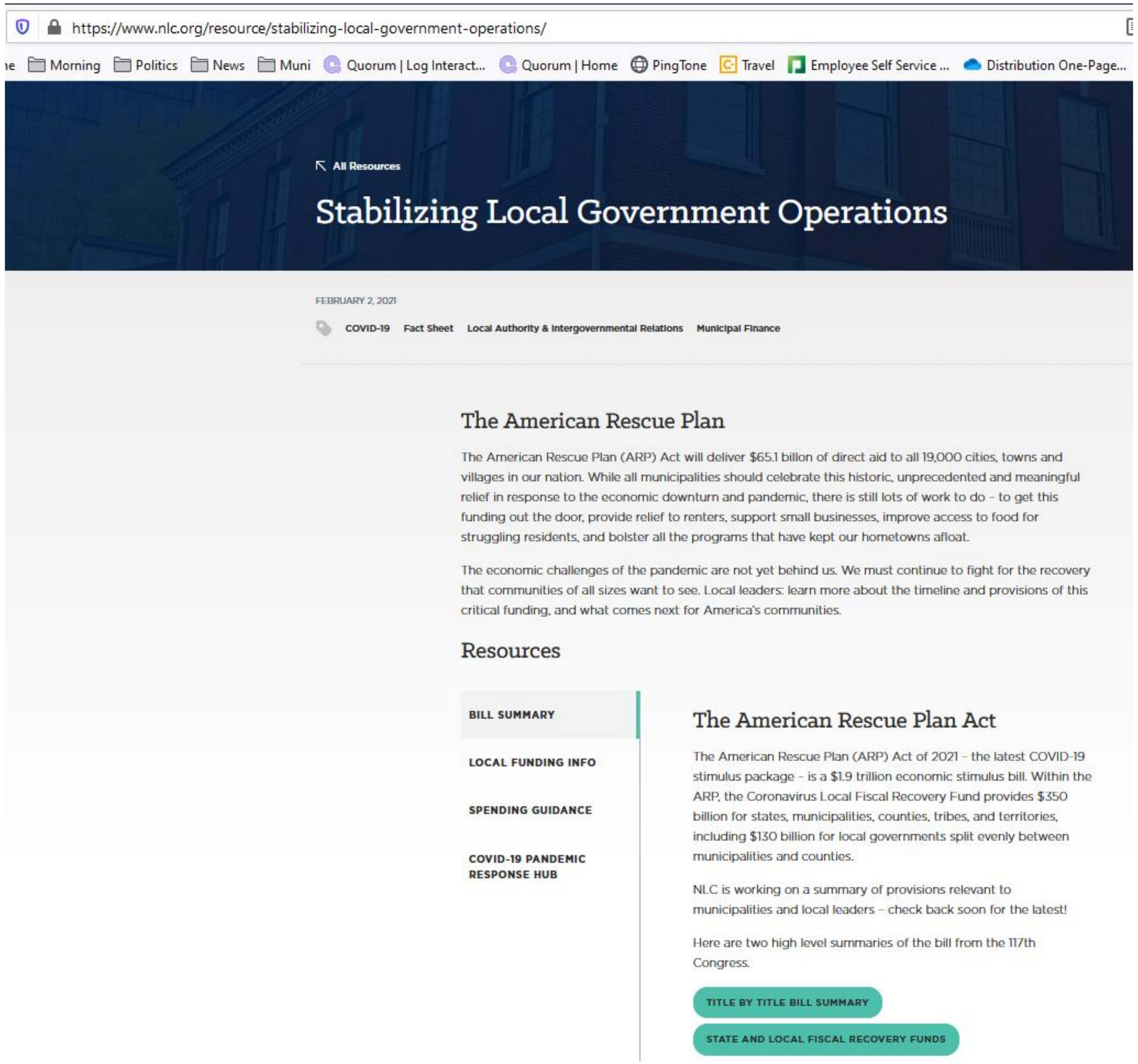
2 Year Funding Certainty

- Grants will be released in 2 tranches. ½ following enactment and ½ 12 months following receipt of first payment

Spending Deadline

- Money remains available until December 31, 2024; unexpended funds must be returned to Treasury.

Grant Estimates – We Must Be Patient!



https://www.nlc.org/resource/stabilizing-local-government-operations/

Morning Politics News Muni Quorum | Log Interact... Quorum | Home PingTone Travel Employee Self Service ... Distribution One-Page...

All Resources

Stabilizing Local Government Operations

FEBRUARY 2, 2021

COVID-19 Fact Sheet Local Authority & Intergovernmental Relations Municipal Finance

The American Rescue Plan

The American Rescue Plan (ARP) Act will deliver $65.1 billon of direct aid to all 19,000 cities, towns and villages in our nation. While all municipalities should celebrate this historic, unprecedented and meaningful relief in response to the economic downturn and pandemic, there is still lots of work to do – to get this funding out the door, provide relief to renters, support small businesses, improve access to food for struggling residents, and bolster all the programs that have kept our hometowns afloat.

The economic challenges of the pandemic are not yet behind us. We must continue to fight for the recovery that communities of all sizes want to see. Local leaders: learn more about the timeline and provisions of this critical funding, and what comes next for America's communities.

Resources

BILL SUMMARY

LOCAL FUNDING INFO

SPENDING GUIDANCE

COVID-19 PANDEMIC RESPONSE HUB

The American Rescue Plan Act

The American Rescue Plan (ARP) Act of 2021 – the latest COVID-19 stimulus package – is a $1.9 trillion economic stimulus bill. Within the ARP, the Coronavirus Local Fiscal Recovery Fund provides $350 billion for states, municipalities, counties, tribes, and territories, including $130 billion for local governments split evenly between municipalities and counties.

NLC is working on a summary of provisions relevant to municipalities and local leaders – check back soon for the latest!

Here are two high level summaries of the bill from the 117th Congress.

TITLE BY TITLE BILL SUMMARY

STATE AND LOCAL FISCAL RECOVERY FUNDS

Frequently Asked Questions

- How can recipient governments use relief allocations from the State and Local Fiscal Recovery Funds?
- How will state and local governments receive the relief allocations?
- Why have the allocations on the estimates spreadsheet changed over time?
- What will cause final allocations to differ from the estimates spreadsheet?
- What if a city, town, village, or township is not included on the estimates spreadsheet?
- What about cases where a local government appears more than once?

https://www.nlc.org/resource/stabilizing-local-government-operations/

Eligible Expenditures

A. to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
   - *No more restrictive than the CARES Act Coronavirus Relief Fund*

B. to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
   - *Allows a municipality to provide up to $13 per hour above regular wages.*

C. for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or
   - *Allows revenue replacement. The base year to measure lost revenue against is not the most recent full fiscal year, but the most recent full fiscal year* ***prior to the emergency.***

D. to make necessary investments in water, sewer, or broadband infrastructure.
   - *Treasury will provide additional guidance*

Regulatory Requirements

Permissions

- Recipient governments can transfer funds to a:
  - Private nonprofit organization
  - A public benefit corporation involved in the transportation of passengers or cargo
  - A special-purpose unit of State or local government.
- No restrictions on local governments prohibiting tax-cuts or local stimulus payments

Restrictions

- Small cities may not receive more than 75 percent of the city's most recent budget
- Grant monies may not be used for pension funds - No state, metropolitan city, nonentitlement unit of local government, or county may use funds made available under this section for deposit into any pension fund.
- State governments are prohibited from spending to replace revenue declines resulting from tax cuts enacted since March 3, 2021. (Currently subject to lawsuits)

Requirements

- All grantees shall provide the Treasury Department with periodic reports providing a detailed accounting of the uses of funds

ARP: Stabilization of Households and Small Businesses is Critical for Returning to Work

- Direct Stimulus Payments
  - $1,400 per person, reduced eligibility ($80,000)
  - Local governments should have an economic mobility strategy
- Tax Credits
  - Enhances Earned Income, Dependent Care, and Child Tax Credit
  - Employee Retention Credit and Paid Leave Credit
  - Makes states and local governments eligible for FFCRA paid leave reimbursable tax credit, beginning March 31, 2021
- Benefits
  - Enhanced Unemployment Insurance
  - Extends Supplemental Nutrition Assistance Program (SNAP)
  - Extends Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
- Limited PPP funding increase (March 31 closes) – includes nonprofit eligibility; EIDL increase
- Restaurant Revitalization Fund – grants equal to pandemic-related revenue loss
- Funding for shuttered venue operators

Health and Human Services

Health

- Supplemental vaccination and testing grants for state and local distribution
- Funding available to state and local government public health departments to support workforce
- Funding available for community health centers
- Block grants under the Substance Abuse and Mental Health Services Administration
- Medicaid and Medicare provisions that will apply at the state level, ACA provisions
- 100% COBRA subsidy

Human Services

- Child Care and Development Block Grant – these go to the State then to providers
- Child Care Stabilization grants; Child Care Entitlement to States
- Emergency Funding to states for low-income families with children
- Mental Health Services Block grant,
- Grants to Community Behavioral Health Clinics,
- Funds for Head Start, home visiting programs, child abuse prevention and treatment grants, family violence grants
- Older American Act funding, including nutrition programs
- LIHEAP for energy assistance, plus water/sewer assistance

FEMA, DOT, and ED

Federal Emergency Management Agency (FEMA)

- Maintain 100% FEMA reimbursement to states and local governments (Apply!)
- FEMA firefighter, SAFER, and emergency management performance grants (Suggest joint grant)

U.S. Department of Transportation

- Operating assistance formula grants to states to support rural transit programs/agencies
- Airport funding – costs related to operations and COVID response; non-primary airports aid

U.S. Department of Education

- ESSERF: school districts ventilation systems, support staff, reduced class sizes, PPE, learning loss remediation - - Must have plan to return to in-person operations
- IDEA funding, non-public schools through governor; School and library internet funding through FCC E-rate program
- States must maintain spending on both K-12 and higher education in FY 2022 and FY 2023 at least at the proportional levels relative to a state's overall spending, averaged over FY 2018, FY 2019 and FY 2020.
- States cannot cut per-pupil spending for high-need districts more than other districts; cannot fund highest-poverty districts below FY19 funding

Household Stabilization

Renter and Homeowner Assistance
- Emergency rent relief and utility assistance; extra for rural housing
- Homeowner Assistance Fund – mortgage payments, property taxes, utilities, insurance
- Housing – not more than 15% of funds can be used for admin by states and local governments
- VA construction funds to upgrade homes; support for state-operated facilities

Homeless Intervention
- Emergency housing vouchers to address homelessness

Utility Assistance
- University funding for lost revenue; restrictions on use, including to use for financial aid
- Low-Income Household Drinking Water and Wastewater Emergency Assistance Program created under the FY 2021 Omnibus to assist with payments for drinking water and wastewater expenses

Nutrition Assistance
- Emergency assistance through Temporary Assistance for Needy Families (TANF)
- Food supply chain – USDA purchases of food and seafood, seafood processors

Economic Support
- EDA Economic Adjustment Assistance Grants (competitive)
  - 25% reserved for states and communities to address losses in the travel, tourism or outdoor recreation sectors
- Corporation for Public Broadcasting – stabilization grants to small and rural stations

Item #8.

Next Steps

- NLC is working with the Treasury Department and White House on the implementation of this section of the American Rescue Plan Act, as well as work to make suggestions on guidance.

- Weekly NLC Calls on Friday @ 1:30PM EST

- If you have any input, questions or to share your ARP Story, please submit through this form which can be accessed by scanning here:

ARP Questions Form: https://bit.ly/3eVyvWt

Principles for Coronavirus Local Fiscal Recovery Fund

1. **Use dedicated grants and programs first whenever possible**
   - Save Local Fiscal Recovery Funds for gaps and priorities not eligible for other federal and state assistance programs
2. **Assess government operations AND community needs**
   - Ask valuable staff and stakeholders for help creating a comprehensive needs assessment
3. **Prioritize fiscal stability and returning to work**
   - Save pet projects for earmarks
4. **Maintain records and document success**
   - Create long-term information infrastructure for your future leaders
5. **Your Congressional Delegation is part of your success**
   - Invite Members of Congress to re-openings, ribbon-cuttings, etc...

Complete the 2021 State of the Cities Survey!

- The passage of the historic American Rescue Plan means over $65 Billion will be delivered directly to cities, towns and villages. Now the real work begins.

- What are your local priorities for this funding?

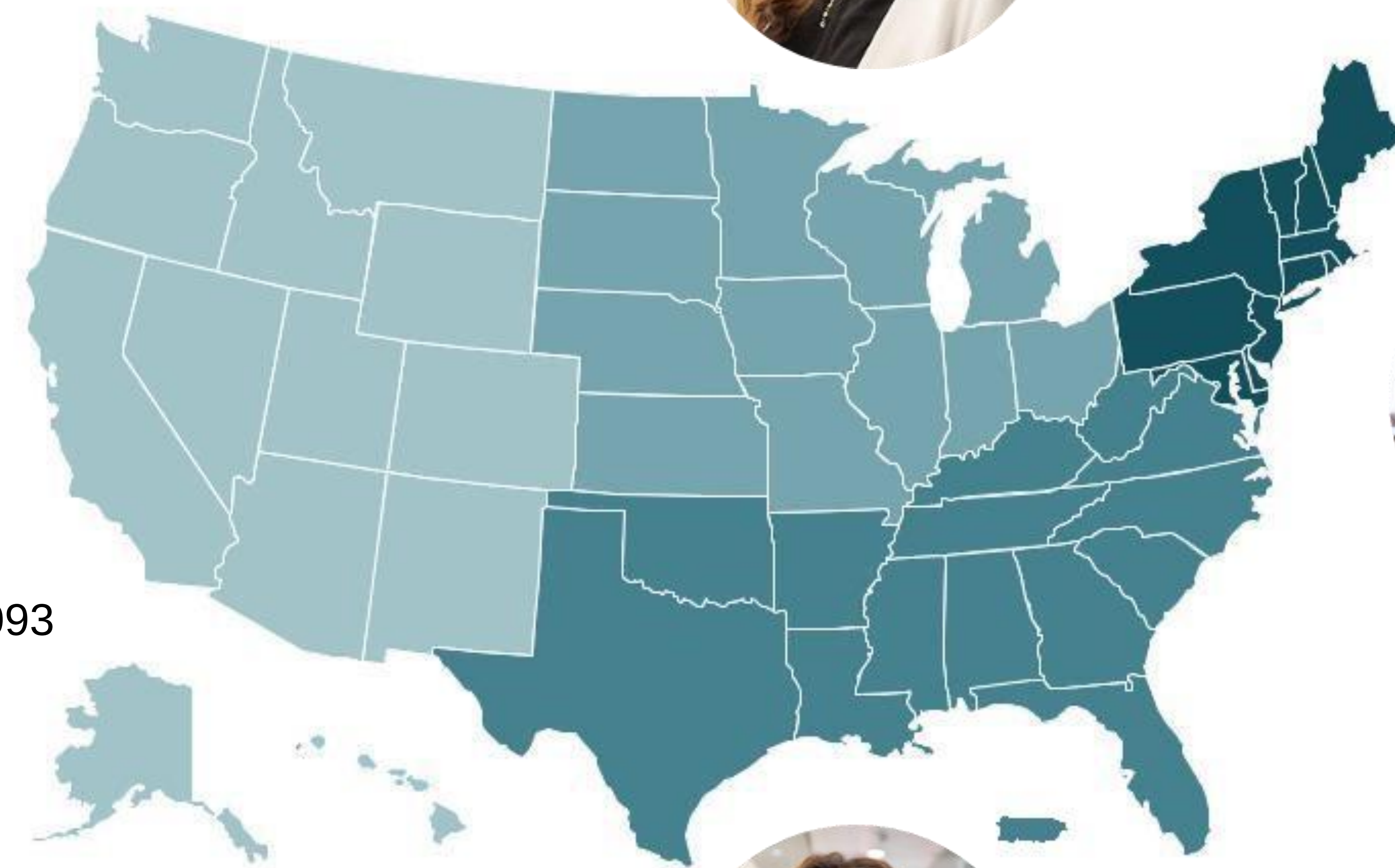
- To gauge how conditions have changed this past year, and how new funding will be used to address these challenges, NLC is conducting a short survey and we invite you to participate!

- Link to Survey

https://nlc.co1.qualtrics.com/jfe/form/SV_bynoFYkxaTqrpfo

Item #8.

Membership Regions



Alejandra Piers-Torres
Midwest Region
piers-torres@nlc.org | (202) 626-3160

Kirk Ross
West Region
ross@nlc.org | (202) 626-3093

Timothy Evans
Northeast/Mid-Atlantic Region
evans@nlc.org | (202) 626-3014

Katie Colten
South Region
kcolten@nlc.org | (202) 626-3160

NATIONAL LEAGUE OF CITIES

CITIES STRONG TOGETHER

@LEAGUEOFCITIES

ANTHC Portable Alternative Sanitation System (PASS)

The Portable Alternative Sanitation System (PASS) provides basic sanitation needs: handwashing, clean drinking water, safe human waste disposal, and quality of life improvements in the home. It is not a replacement for, nor provides the same capabilities, as a piped water system.

Portable

The biggest drawback of a typical piped water and sewer system is that it is not portable. Many Alaska communities are vulnerable to flooding and erosion; therefore, some funding agencies have been reluctant to invest in infrastructure. The Portable Alternative Sanitation System can be disassembled and reassembled in a new location as needed.

Alternative

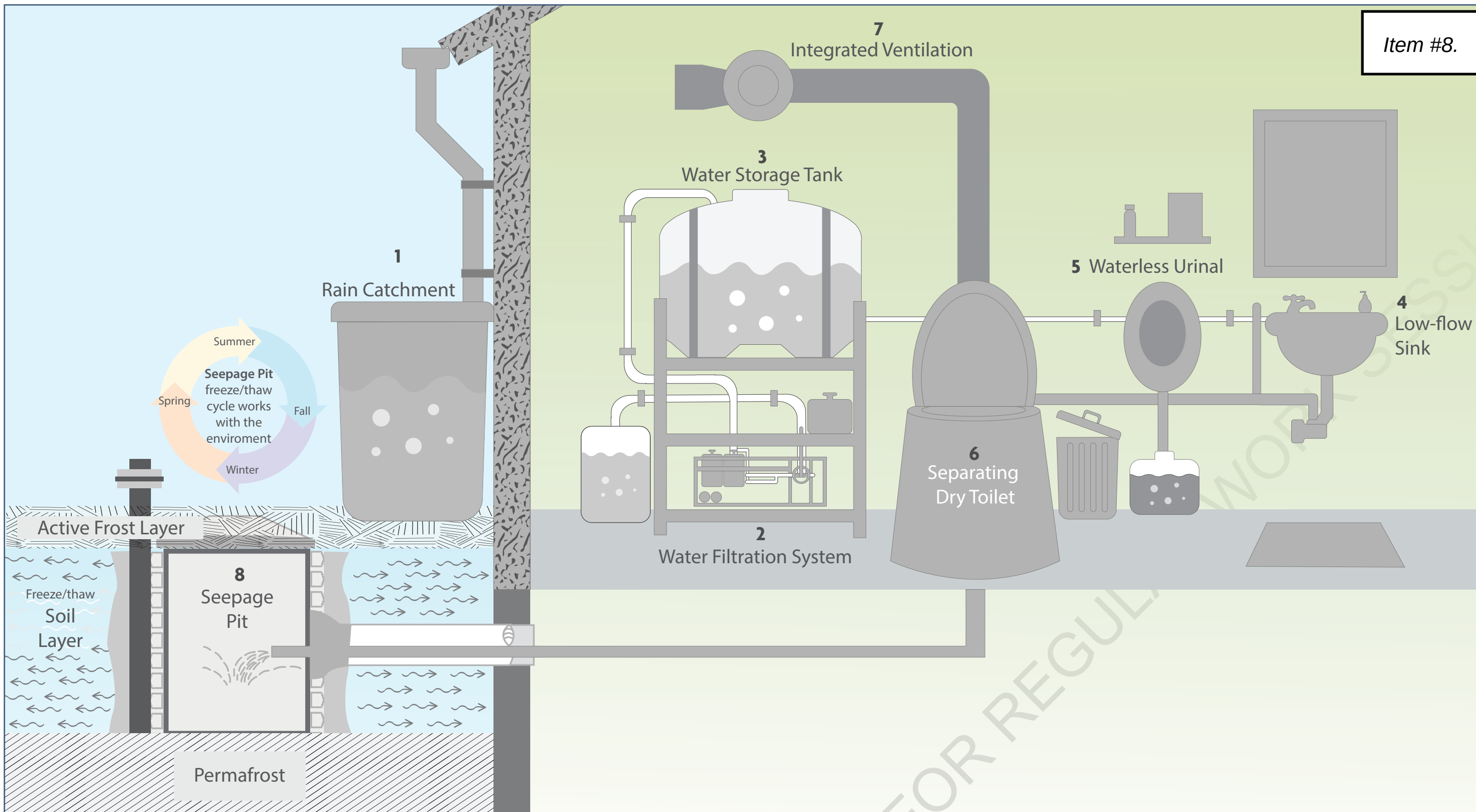
The Alaska Native Tribal Health Consortium and partners – Cold Climate Housing Research Center, Lifewater Engineering and Camp Water Industries – have designed and implemented a low-cost sanitation alternative for communities impacted by climate change and lack of sanitation services. The PASS systems allow homeowners a safe, effective approach to water treatment and sanitation without the high operations and maintenance costs associated with piped infrastructure.

Sanitation

The PASS has been implemented in three Tribal health regions: Maniilaq, Tanana Chiefs Conference and Yukon-Kuskokwin Delta. These regions currently have communities that use self-haul, honey bucket or outhouses. Exposure to raw sewage places community members at risk for waterborne pathogens. This innovative system vastly improves hauling by limiting exposure to waste, minimizing odor, and reducing frequency and weight of hauls.

System

The system is entirely homeowner-based, designed to address the most basic sanitation needs and can be moved with the individual or community. The systems are stand-alone modules; as homes are moved to the new village site av from the eroding coastline, residents can bring their clean water and safe waste disposal systems with them.



Typical PASS system layout and components

1. Rain catchment

For a roof catchment area of approximately 1,200 square feet, it is possible to recover nearly 3,000 gallons or more of rain each year to supplement the quantity of water hauled to the home.

2. Water filtration system

The water treatment system incorporates filters and chlorination for point-of-use treatment to ensure safe, pathogen-free drinking water. Typical raw water sources include: rain catchment, rivers, springs, community watering points and snow and/or ice.

3. Safe water storage tank

The 50-gallon OR 100-gallon tanks provide filtered potable water storage and feed the handwashing sink by gravity instead of requiring electricity.

4. Low-flow sink

The sink conserves water while providing for better hygiene by eliminating the wash basin.

5. Waterless urinal

The urinal provides a separate waste option for liquid waste.

6. Separating dry toilet

Waste is separated into liquid and solid components where the liquid is disposed of into a seepage pit and dry solids are diposed of with solid waste. This toilet provides the option to capture urine in a container or to use as a vented honey bucket.

7. Integrated ventilation fan

An energy-efficient combined ventilation system dries the solid waste, reduces odors, and ventilates the home.

8. Seepage pit

Liquids are disposed of into a seepage pit which works with the natural environment to dispose of waste.

CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-xxNCO
AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF DEPARTMENT BUDGETS FOR FISCAL YEAR 2021

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 2021 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
Library: Donations	$ 1,000.00	$ 300.00	<$ 700.00>
DRC: Community Chest Sales	$ 11,000.00	$ 7,000.00	<$ 4,000.00>
DRC: Landfill Fees	$ 45,000.00	$ 49,000.00	$ 4,000.00
Library: Fundraising	$ 800.00	$ 960.00	$ 160.00
GVFD: ASP	$ 600.00	$ 1,100.00	$ 500.00
Lands: Gravel Pit Sales	$ 22,000.00	$ 26,750.00	$ 4,750.00
Tax Income: Retail Tax Income	$ 185,000.00	$ 235,000.00	$ 50,000.00
Tax Income: Room Tax Income	$ 12,555.00	$ 20,000.00	$ 7,445.00
Other Income: Prior-Year Cash Balance	$ 153,175.75	$ 74,645.33	<$ 78,530.42>

Total Change in Income **<$ 16,375.42>**

EXPENSE	Original Budget	Amended Budget	Change
Admin: Bank Service Charges	$ 1,200.00	$ 2,500.00	$ 1,300.00
GVFD: Building Maintenance & Repair	$ 4,000.00	$ 3,000.00	<$ 1,000.00>
MF: Contractual	$ 13,500.00	$ 14,300.00	$ 800.00
Contractual: Managed IT Services	$ 31,200.00	$ 25,000.00	<$ 6,200.00>
DRC: Dues/Fees	$ 800.00	$ 1,400.00	$ 600.00
Library: Dues/Fees	$ 5,250.00	$ 4,850.00	<$ 400.00>
Library: Events & Celebrations	$ 175.00	$ 0.00	<$ 175.00>
GVFD: Payroll: Wages	$ 34,625.42	$ 27,000.00	<$ 7,625.42>

Much of the Fire Chief's payroll expenses have been covered by COVID-19-related funds.

Library: Supplies	$	2,500.00	$	3,075.00	$	575.00
GVFD: Training	$	4,000.00	$	2,000.00	<$	2,000.00>
Admin: Travel	$	500.00	$	0.00	<$	500.00>
GVFD: Travel	$	2,500.00	$	500.00	<$	2,000.00>
Admin: Vehicle	$	250.00	$	500.00	$	250.00

Total Change in Expense <**$ 16,375.42**>

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 12, 2021*
DATE OF PUBLIC HEARING: *May 10, 2021*

PASSED and **APPROVED** by the Gustavus City Council this ___ day of _________, 2021.

_______________________________ _______________________________

Brittney Cannamore, Mayor Attest: Phoebe Vanselow, City Treasurer

____

Attest: Karen Platt CMC, City Clerk

Item #10.

CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-xxNCO

AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE CITY HELD ACCOUNTS IN FISCAL YEAR 2021

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 2021, the following City held account balance transfers are to be made for the reasons stated.

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

	Amounts		
CITY HELD ACCOUNTS	**Account Balance**	**Amended Balance**	**Change**
CP18-01 Salmon River Harbor	$ 19,856.96	$ 9,856.96	<$ 10,000.00>
Project is anticipated to use fewer funds than originally planned. Releasing some funds for other capital projects.			
CP19-03 Gustavus Beach Improv.	$ 30,926.59	$ 10,926.59	<$ 20,000.00>
Project is anticipated to use fewer funds than originally planned. Releasing some funds for other capital projects.			
CP20-01 Replacement AED/Monitor	$ 1,812.70	$ 0.00	<$ 1,812.70>
Project is complete. Returning unused funds.			
AMLIP Capital Improv Long-Term*	$ 469,075.27	$ 500,887.97	$ 31,812.70
**Approximate, this is a dynamic value.*			
Total Change in City Held Account Balances			$ 0.00

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

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

DATE INTRODUCED: *April 12, 2021*
DATE OF PUBLIC HEARING: *May 10, 2021*

PASSED and **APPROVED** by the Gustavus City Council this __th day of ______, 2021.

____
Brittney Cannamore, Mayor

____
Attest: Phoebe Vanselow, City Treasurer

____
Attest: Karen Platt CMC, City Clerk

CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-xxNCO

AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE CITY HELD ACCOUNTS IN FISCAL YEAR 2021

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 2021, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	**Amounts Account Balance*** **Approximate, this is a dynamic value.*	**Amended Balance**	**Change**
AMLIP CARES Act Relief Fund *Transferring remaining interest income to zero out the account.*	$ 3.05	$ 0.00	<$ 3.05>
FNBA Checking Account	$ 680,674.99	$ 680,678.04	$ 3.05
Total Change in City Held Account Balances			$ 0.00

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

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

DATE INTRODUCED: *April 12, 2021*
DATE OF PUBLIC HEARING: *May 10, 2021*

PASSED and **APPROVED** by the Gustavus City Council this __th day of _________, 2021.

_______________________________ Brittney Cannamore, Mayor

_______________________________ Attest: Phoebe Vanselow, City Treasurer

_______________________________ Attest: Karen Platt CMC, City Clerk

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development
ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 19, 2021

LGB City of Gustavus
Via Email: clerk@gustavus-ak.gov

Re: Notice of Liquor License Renewal Application

License Number	DBA	Type	City	Borough	Community Council
443	Glacier Bay Lodge	Beverage Dispensary - Seasonal	Gustavus	Unorganized Borough	None

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED
3/15/2021
ABC BOARD

LIQUOR LICENSE 2021 - 2022

443

LICENSE RENEWAL APPLICATION DUE DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT FEBRUARY 28, 2023 UNLESS DATED BELOW

5/1 - 10/31

TYPE OF LICENSE: Beverage Dispen

LICENSE FEE: $1,250.00

1102

CITY / BOROUGH: Gustavus
Unorganized Borough

D/B/A: Glacier Bay Lodge
179 Bartlett Cove

Mail Address:
ARAMARK Sports and Entertainment Services,
Flaherty & Ohara, P.C. 610 Smithfield St Ste
Pittsburgh, PA 15222

This license cannot be transferred without permission of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

DIRECTOR

04-900 (REV 9/09)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

TEMPORARY

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED
3/15/2021
ABC BOARD

LIQUOR LICENSE 2021 - 2022

443

LICENSE RENEWAL APPLICATION DUE DECEMBER 31, 2022 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT FEBRUARY 28, 2023 UNLESS DATED BELOW

5/1 - 10/31

TYPE OF LICENSE: Beverage Disper

LICENSE FEE: $1,250.00

CITY / BOROUGH: Gustavus
Unorganized Borough

This license cannot be transferred without permission of the Alcoholic Beverage Control Board

[ ] Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

D/B/A: Glacier Bay Lodge
179 Bartlett Cove

Mailing Address:
ARAMARK Sports and Entertainment Services,
Flaherty & Ohara, P.C. 610 Smithfield St Ste
Pittsburgh, PA 15222

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 9/09)

TEMPORARY

Alcohol and Marijuana Contr
550 W 7th Avenue, Su
Anchorage, AK 99501
alcohol.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	Glacier Bay Lodge	**License Number:**	443
License Type:	Beverage Dispensary - Seasonal		
Examiner:	Kris / Carrie	**Transaction #:**	100012410

Document	**Received**	**Completed**	**Notes**
AB-17: Renewal Application	12/15	3-12-21	Missing page 2
App and License Fees	12/15	3-12-21	

Supplemental Document	**Received**	**Completed**	**Notes**
Tourism/Rec Site Statement	12/15		not needed / not tourism
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	

	Yes	No
Selling alcohol in response to written order (package stores)?	☐	☑
Mailing address and contact information different than in database (if yes, update database)?	☑	☐
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	☑	☐
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	☐	☑

LGB 1 Response: City of Gustavus **LGB 2 Response:** N/A

☐ Waive ☐ Protest ☐ Lapsed ☐ Waive ☐ Protest ☐ Lapsed

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable **$500.00** late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540,3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	Aramark Sports and Entertainment Services, LLC	**License #:**	443
License Type:	Beverage Dispensary - Seasonal		
Doing Business As:	Glacier Bay Lodge		
Premises Address:	179 Bartlett Cove		
Local Governing Body:	City of Gustavus		
Community Council:	None		

If your mailing address has changed, write the NEW address below:

Mailing Address:	Flaherty & O'Hara, P.C., 610 Smithfield Street, Suite 300				
City:	Pittsburgh	**State:**	PA	**ZIP:**	15222

Section 1 – Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.
This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:		**Contact Phone:**	
Contact Email:			

Optional: If you wish for AMCO staff to communicate with **anyone other than the Contact Licensee** about your license, list them below:

Name of Contact:	Marc Bodell	**Contact Phone:**	412-456-2125
Contact Email:	marc@flaherty-ohara.com		

Name of Contact:		**Contact Phone:**	
Contact Email:			

Name of Contact:		**Contact Phone:**	
Contact Email:			

AMCO
DEC 15 2020

Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.
https://www.commerce.alaska.gov/cbp/main/search/entities

Alaska CBPL Entity #:	40869F

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of $48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of *any* type *including non-profit* must list ONLY the following:
  - All shareholders who own 10% or more stock in the corporation
  - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- Limited Liability Corporations, of *any* type must list ONLY the following:
  - All Members with an ownership interest of 10% or more
  - All Managers (of the LLC, not the DBA) regardless of percentage owned
- Partnerships of *any* type, *including Limited Partnerships* must list ONLY the following:
  - Each Partner with an interest of 10% or more
  - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You **must** list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Bruce Fears				
Title(s):	Manager	**Phone:**	800-999-8989	**% Owned:**	0%
Mailing Address:	439 245th Avenue, S.E.				
City:	Sammamish	**State:**	WA	**ZIP:**	98074

Name of Official:	Patricia Rapone				
Title(s):	Manager	**Phone:**	800-999-8989	**% Owned:**	0%
Mailing Address:	2341A Wallace Street				
City:	Philadelphia	**State:**	PA	**ZIP:**	19130

Name of Official:	Aramark/HMS, LLC				
Title(s):	Member	**Phone:**	800-999-8989	**% Owned:**	100%
Mailing Address:	2400 Market Street				
City:	Philadelphia	**State:**	PA	**ZIP:**	19103

AMCO

DEC 15 2020

AMCO Received 3/12/2021

Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of $48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an: ☐ Applicant ☐ Affiliate

Name:			**Contact Phone:**		
Mailing Address:					
City:		**State:**		**ZIP:**	
Email:					

This individual is an: ☐ Applicant ☐ Affiliate

Name:			**Contact Phone:**		
Mailing Address:					
City:		**State:**		**ZIP:**	
Email:					

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

		2019	2020
1.	The license was regularly operated continuously throughout each year. (Year-round)	☐	☐
2.	The license was only operated during a specific season each year. (Seasonal) *If your operation dates have changed, list them below:* 05/01/2019 to 10/31/2019	X	☐
3.	The license was only operated to meet the minimum requirement of 240 total hours each calendar year. *A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.*	☐	☐
4.	The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. *A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.*	☐	X

If you have not met the minimum number of hours of operation in 2020, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 5 – Violations and Convictions

	Yes	No
Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2019 or 2020?	☐	X

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

AMCO Received 3/12/2021

Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- **I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.**
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

By: ______________________
Signature of licensee

Patricia Rapone, Vice President
Printed name of licensee

____
Signature of Notary Public

Notary Public in and for the State of: Pennsylvania.

My commission expires: 10/21/22

Subscribed and sworn to before me this 10 day of December, 20 20.

Commonwealth of Pennsylvania - Notary Seal
[illegible] Everett, Notary Public
Allegheny County
My commission expires October 21, 2022
Commission number 1194054
Member, Pennsylvania Association of Notaries

Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
Recreational Site applications must include a completed Recreational Site Statement
Tourism applications must include a completed Tourism Statement
Wholesale applications must include a completed AB-25: Supplier Certification

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	$ 1,250.00	Application Fee:	$ 300.00	Misc. Fee:	$
Total Fees Due:					$ 1,550.00

AMCO
DEC 15 2020

Item #12.

Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	ARAMARK SPORTS AND ENTERTAINMENT SERVICES, LLC
Previous Legal Name	ARAMARK LEISURE SERVICES, INC.
Previous Legal Name	ARAMARK SPORTS AND ENTERTAINMENT SERVICES, INC.

Entity Type: Limited Liability Company

Entity #: 40869F

Status: Good Standing

AK Formed Date: 9/18/1987

Duration/Expiration: Perpetual

Home State: DELAWARE

Next Biennial Report Due: 1/2/2023

Entity Mailing Address: 5880 NOLENSVILLE PIKE, NASHVILLE, TN 37211

Entity Physical Address: 5880 NOLENSVILLE PIKE, NASHVILLE, TN 37211

Registered Agent

Agent Name: C T Corporation System

Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

Officials

☐Show Former

AK Entity #	Name	Titles	Owned
4771F	Aramark Services, Inc.	Member	100.00

Filed Documents

Date Filed	Type	Filing	Certificate
9/18/1987	Creation Filing	Click to View	
1/30/1989	Biennial Report		
1/22/1991	Biennial Report		
2/29/1992	Biennial Report		
1/04/1993	Biennial Report	Click to View	
2/08/1994	Agent Change	Click to View	
10/28/1994	Amendment	Click to View	
1/03/1995	Biennial Report	Click to View	
12/16/1996	Amendment	Click to View	
1/06/1997	Biennial Report	Click to View	
4/24/2007	Biennial Report	Click to View	
4/24/2007	Biennial Report	Click to View	

Item #12.

Date Filed	Type	Filing	Certificate
4/24/2007	Biennial Report	Click to View	
4/24/2007	Biennial Report	Click to View	
4/24/2007	Biennial Report	Click to View	
4/24/2007	Conversion	Click to View	Click to View
1/12/2009	Biennial Report	Click to View	
1/02/2011	Biennial Report	Click to View	
12/31/2012	Biennial Report	Click to View	
10/28/2014	Biennial Report	Click to View	
11/16/2016	Biennial Report	Click to View	
11/15/2017	Change of Officials	Click to View	
6/03/2019	Biennial Report	Click to View	
1/05/2021	Biennial Report	Click to View	

Close Details Print Friendly Version

EXHIBIT A

Aramark Sports and Entertainment Services, LLC
FEIN No. 23-1664232
Principal Officers

President
Bruce Fears
439 245th Avenue, S.E.
Sammamish, WA 98074
Phone: 800-999-8989
Ownershp: 0%

Vice President
Patricia Rapone
2341A Wallace Street
Philadelphia, PA 19130
Phone: 800-999-8989
Ownership: 0%

{F1543889.1}
F0051518.1

AK Entity #: 40869F
Date Filed: 11/15
State of Alaska, D
Item #12.

3815256

THE STATE of ALASKA
Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing

COR

RECEIVED
Juneau
NOV 15 2017
25.
CBPL

Corporations Section
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: (907) 465-2550 • Fax: (907) 465-2974
Email: corporations@alaska.gov
Website: Corporations.Alaska.Gov

Notice of Change of Officials

Foreign Limited Liability Company (AS 10.50)

- This Notice of Change of Officials form is only for Foreign Limited Liability Companies and is used to report changes between biennial reporting periods in: members, managers, and percentage of interest held.
- This Notice of Change of Officials will not be filed if the entity's biennial report is not current. To verify the entity's biennial report due date, go online to *www.Corporations.Alaska.Gov and select, Search Corporations Database*
- Standard processing time for complete and correct filings submitted to this office is approximately 10-15 business days. All filings are reviewed in the date order they are received.
- The information you submit is a public record and will be posted on the State's website.

1. Important: AS 10.50.765

Each Foreign Limited Liability Company is required to notify this office when there is a change of officials.
— *AS 10.50.765*

Failure to meet this requirement may result in revocation of the entity's authority to transact business in the State of Alaska.

The Foreign Limited Liability Company is to keep and make available the records of the official(s) changes.
— *AS 10.50.860-.870*

2. Fee: ☑ $25 Nonrefundable Filing Fee (CORF) 3 AAC 18.085(b)

Mail this form and the non-refundable $25 filing fee in U.S. dollars to the letterhead address. Make the check or money order payable to the State of Alaska, or use the attached credit card payment form.

3. Entity Information: AS 10.50.765

Entity Name: Aramark Sports and Entertainment Services, LLC

Alaska Entity Number: 40869F

K1993000

Item #12.

4. REMOVE from Record: AS 10.50.765(b)

The following officials (members and, if applicable, managers) will be <u>completely removed from the record</u> **as a result of this filing:**

RECEIVED
Juneau
NOV 15 2017
CBPL

Name: ____________ **Name:** ____________

Name: ____________ **Name:** ____________

If an official is not being removed from record, then list them in Item #5 below (with their current information).

5. ALL Current Officials: AS 10.50.765(b)

The following is a complete list of ALL remaining and new officials who will be on record as a result of this filing.

- **An LLC must have at least one member who owns a % of the LLC.** — *AS 10.50.155(b)*
- **Must provide all members who own 5% or more of the LLC.** — *AS 10.50.765 (b)*
- **Members must own a % of the LLC. A member may be a manager if the LLC is manager managed.**
- **An LLC may be managed by a manager if provided in Registration of Foreign LLC. A manager may be a member if the manager also owns a % of the LLC.** — *AS 10.50.615(a)(7)*
- **List ALL officials and their current information to be on record.** USE ONLY TITLES PROVIDED
- **BOLD fields are required.**

FULL LEGAL NAME	COMPLETE MAILING ADDRESS	% OWNED	MEMBER	Manager
Aramark HMS, LLC	1101 Market Street, Philadelphia, PA 19107	100	✓	
Patricia Rapone	2341A Wallace Street, Philadelphia, PA 19130	0		✓
Bruce Whitney Fears	439 245th Avenue, S.E. Sammamish, WA 98074	0		✓

If necessary, use the following supplement page and include all information required above in Item #5.

6. Required Signature: AS 10.50.840

The Notice of Change of Officials <u>must be signed by: a member</u> **(AS 10.50.840(a)(2));** <u>or a manager</u> **if manager managed (AS 10.50.840(a)(1));** <u>or an attorney-in-fact</u> **(AS 10.50.840(c)). Persons who sign documents filed with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor.**

Signature: By: Patricia Rapone **Date:** 11/ 9 /17

Printed Name: Patricia Rapone

Title of Authorized Signer: ☐ Member ☒ Manager ☐ Attorney-in-fact

If signing on behalf of a member or manager which is an entity, then identify the signer's relationship and signing authority with the member entity. For example: John Smith, President of XYZ Inc. the sole member of ABC LLC.

2019210365353

AK Entity #: 40869F
Date Filed: 06/0
State of Alaska,

Item #12.

COR

THE STATE of **ALASKA**

RECEIVED
Juneau
MAY 06 2019
CBPL

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
PO Box 110808, Juneau, AK 99811-0808
(907) 465-2550 · Email: *corporations@alaska.gov*
Website: *Corporations.Alaska.gov*

FOR DIVISION USE ONLY

RECEIVED
Juneau
MAR 18 2019
247.50/990.
CBPL

2019210363347

RE#201921036347

RECEIVED
Juneau
JUN 03 2019
CBPL NO $

Limited Liability Company
2019 Biennial Report
For the period ending December 31, 2018

- This report is due on January 02, 2019
- $200.00 if postmarked before February 02, 2019
- $247.50 if postmarked on or after February 02, 2019

Entity Name: ARAMARK SPORTS AND ENTERTAINMENT SERVICES, LLC
Entity Number: 40869F
Home Country: UNITED STATES
Home State/Province: DELAWARE

Registered Agent

Name: C T Corporation System
Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

Entity Physical Address:	1101 Market St, Philadelphia PA 19107
Entity Mailing Address:	5880 Nolensville Pike, Nashville, TN 37211

Please include all officials. Check all titles that apply. Must use titles provided. Please list the names and addresses of the members of the foreign limited liability company (LLC). There must be at least one member listed. If the LLC is managed by a manager(s), there must also be at least one manager listed. Please provide the name and address of each manager of the company. You must also list the name and address of each person owning at least 5% interest in the company and the percentage of interest held by that person.

Name	Address	% Owned	Member	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank	Intentionally Left Blank
Armark Services INC	2400 market ST Philadelphia PA 19103	100	X								

If necessary, attach a list of additional officials on a separate 8 1/2 X 11 sheet of paper.

Purpose: OPERATE TOURIST PARK

NAICS Code: 551114-CORPORATE, SUBSIDIARY, AND REGIONAL MANAGING OFFICES

New NAICS Code (optional):

K2482330

Item #12.

Signature: Angela Ellis Printed Name: Angela Ellis Date: 5-1-19

Item #12.

Signature: Angela Elle Printed Name: Angela Ellis Date: 5-1-15

Item #12.

* * * Communication Result Report (Mar. 11. 2021 5:26PM) * * *

1) carousel childcare
2)

Date/Time: Mar. 11. 2021 4:56PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
6784	Memory TX	19074652974	P. 4	E-1) 1) 1) 1) 2)	P. 3-4

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

THE STATE of ALASKA
Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing

COR

Corporations Section
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: (907) 465-2550 Fax: (907) 465-2974
Email: *corporations@alaska.gov*
Website: *Corporations.Alaska.Gov*

Notice of Change of Officials

Foreign Limited Liability Company (AS 10.50)

- This Notice of Change of Officials form is only for Foreign Limited Liability Companies and is used to report changes between biennial reporting periods in: members, managers, and percentage of interest held.
- This Notice of Change of Officials will not be filed if the entity's biennial report is not current. To verify the entity's biennial report due date, go online to *www.Corporations.Alaska.Gov* and select, *Search Corporations Database*
- Standard processing time for complete and correct filings submitted to this office is approximately 10-15 business days. All filings are reviewed in the date order they are received.
- The information you submit is a public record and will be posted on the State's website.

1. Important: AS 10.50.765

Each Foreign Limited Liability Company is required to notify this office when there is a change of officials.
— *AS 10.50.765*

Failure to meet this requirement may result in revocation of the entity's authority to transact business in the State of Alaska.

The Foreign Limited Liability Company is to keep and make available the records of the official(s) changes.
— *AS 10.50.860-.870*

2. Fee: [X] *$25 Nonrefundable Filing Fee* (CORF) 3 AAC 16.055(b)

Mail this form and the non-refundable $25 filing fee in U.S. dollars to the letterhead address. Make the check or money order payable to the State of Alaska, or use the attached credit card payment form.

3. Entity Information: AS 10.50.765

Entity Name: Aramark Sports and Entertainment Services, LLC

Alaska Entity Number: 40869F

08-503 Rev 07/25/17 F-LLC Change of Officials 1 of 2

AMCO Received 3/12/2021

THE STATE of **ALASKA**

Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing

COR

Corporations Section
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: (907) 465-2550 • Fax: (907) 465-2974
Email: *corporations alaska.gov*
Website: *Corporations Alaska Gov*

Notice of Change of Officials

Foreign Limited Liability Company (AS 10.50)

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- Standard processing time for complete and correct filings submitted to this office is approximately 10-15 business days. All filings are reviewed in the date order they are received
- The information you submit is a public record and will be posted on the State's website.

1. Important: AS 10.50.765

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— *AS 10.50.765*

Failure to meet this requirement may result in revocation of the entity's authority to transact business in the State of Alaska.

The Foreign Limited Liability Company is to keep and make available the records of the official(s) changes.
— *AS 10.50.860- 870*

2. Fee: ☒ $25 Nonrefundable Filing Fee (CORF) 3 AAC 16.065(b)

Mail this form and the non-refundable $25 filing fee in U.S. dollars to the letterhead address. Make the check or money order payable to the State of Alaska, or use the attached credit card payment form.

3. Entity Information: AS 10.50.765

Entity Name: Aramark Sports and Entertainment Services, LLC

Alaska Entity Number: 40869F

Item #12.

4.	**REMOVE from Record:**	AS 10.50.765(b)

The following officials (members and, if applicable, managers) will be completely removed from the record as a result of this filing

Name: Aramark Services, Inc. Name:

Name: Name

If an official is not being removed from record, then list them in Item #5 below (with their current information).

5.	**ALL Current Officials:**	AS 10.50.765(b)

The following is a complete list of ALL remaining and new officials who will be on record as a result of this filing.

- An LLC must have at least one member who owns a % of the LLC. — *AS 10.50.155(b)*
- Must provide all members who own 5% or more of the LLC. — *AS 10.50.765 (b)*
- Members must own a % of the LLC. A member may be a manager if the LLC is manager managed.
- An LLC may be managed by a manager if provided in Registration of Foreign LLC. A manager may be a member if the manager also owns a % of the LLC. — *AS 10.50.615(a)(7)*
- **List ALL officials and their current information to be on record.** USE ONLY TITLES PROVIDED
- **BOLD fields are required.**

FULL LEGAL NAME	**COMPLETE MAILING ADDRESS**	**% OWNED**	**MEMBER**	Manager
Aramark/HMS, LLC	2400 Market Street, Philadelphia, PA 19103	100	x	x
Bruce Fears	2400 Market Street, Philadelphia, PA 19103			x
Patricia Rapone	2400 Market Street, Philadelphia, PA 19103			x

If necessary use the following supplement page and include all information required above in Item #5.

6.	**Required Signature:**	AS 10.50.840

The Notice of Change of Officials must be signed by: a member (AS 10.50.840(a)(2)); or a manager if manager managed (AS 10.50.840(a)(1)); or an attorney-in-fact (AS 10.50.840(c)). Persons who sign documents filed with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor

Signature By: [signature] Date: 03/11/2021

Printed Name: Patricia Rapone

Title of Authorized Signer: ☐ Member ☒ Manager ☐ Attorney-in-fact

If signing on behalf of a member or manager which is an entity, then identify the signer's relationship and signing authority with the member entity. For example, John Smith, President of XYZ Inc, the sole member of ABC LLC

COR

THE STATE of **ALASKA**

Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing

Corporations Section
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: (907) 465-2550 • Fax: (907) 465-2974
Email: *corporations@alaska.gov*
Website: *Corporations.Alaska.Gov*

Contact Information

- Return this form with your filing
- This information may be used by the Division to assist with processing your attached filings
- This form will not be filed for record, or appear online

Entity Information — Enter your entity information as it appears on this filing

Entity Name:	Aramark Sports and Entertainment Services, LLC
AK Entity #:	40869F

Contact Person — Whom may we contact with any questions or problems with this filing?

Company:	Aramark		
Contact:	Vickie Potter		
Mailing Address:	5880 Nolensville Pike		
	Nashville	TN	37211
Phone:	615-761-0332		
Email:	potter-vickie@aramark.com		

Document Return Address — Provide an address for the return of your filed documents

☒ Return my filings to the address provided **ABOVE**

☐ Return my filings to this address provided **BELOW**

Company:			
Contact:			
Mailing Address:	5880 Nolensville Pike		
	Nashville	TN	37211

Item #12.

Elite Courier Services

907-569-4440

CHARGE TO:
Ernouf & Coffey, P.C.

190608

PICKUP AT Ernouf & Coffey, P.C.	CONTACT Amanda
ADDRESS 1542 northview drive	PHONE 907-274-3385
CITY Anchorage	ZIP CODE 99504
DELIVER TO corporation section	CONTACT
ADDRESS 550 w 7th ave 1500	PHONE
CITY anchorage	ZIP CODE 99501
SIGNATURE (PLEASE PRINT) X Marie Dagon	

DATE 3/12/21	# PIECES 1
SPECIAL INSTRUCTIONS Please return a stamped courier slip confirming filing asap. Thank you!	
ROUND TRIP Yes	TOTAL WEIGHT 1 lbs.
READY TIME 3/12/21 9:17 AM	
SERVICE TYPE Rush	PACKAGE TYPE Filing
DRIVER # PICK / 956 3/12P	REFERENCE Aramark

Rush

RECEIVED
Anchorage
MAR 12 2021
CBPL

AMCO Received 3/12/2021

From: Amanda Shawcross
To: Marc Bodell
Cc: Alcohol Licensing, CED ABC (CED sponsored); Kaitlynd Kruger; Chris OHara; Sherman Ernouf
Subject: Re: Aramark/Denali River Cabins, McKinley Village Lodge, Glacier Bay Lodge - AK - State Renewal
Date: Friday, March 12, 2021 10:18:47 AM
Attachments: IMG_20210312_0002.pdf
Importance: High

Good Morning Carrie,

Per Marc's email below attached is the courier slip stamped by Corporations and signed by an individual with Corporations to confirm the filing of the Change of Officials form.

Let me know if you need anything else or have any questions and or concerns relating to this.

Thank you
Amanda

Amanda Shawcross
Office Manager & Book Keeper
Law Offices of Ernouf & Coffey, P.C.
PO Box 212314
Anchorage, Alaska 99521-2314
Phone: (907) 274-3385
Fax: (907) 274-4258
ashawcross@eclawfirm.org

On Mar 12, 2021, at 9:22 AM, Marc Bodell <marc@flaherty-ohara.com> wrote:

Good Morning Carrie,

Attached please find copies of the revised Aramark renewal applications and Tourism Statements, as you requested.

Also attached are copies of the Notice of Change of Officials, that Amanda Shawcross, with our local counsel's office, has been trying to fax for the past 24 hours. As she has been unsuccessful, she is arranging for a courier deliver the forms to the ABC today. She will provide us with a receipt, so you will have evidence that the package was

Item #12.

Flaherty&O'Hara
PROFESSIONAL CORPORATION

Pittsburgh Office:
610 Smithfield Street
Suite 300
Pittsburgh, PA 15222

412-456-2001
FAX: 412-456-2019
www.flaherty-ohara.com

Marc Bodell
Direct Dial: 412-456-2125
E-Mail Address: marc@flaherty-ohara.com

Toll Free: 1-866-4BEVLAW
File No.: 80202.265 - SR

December 14, 2020

VIA: FEDERAL EXPRESS

Alaska Alcoholic Beverage Control Board
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
ATTENTION: CARRIE CRAIG, LICENSE RENEWALS

RE: Aramark Sports and Entertainment Services, LLC
Glacier Bay Lodge
Gustavas, AK 99826
2020-2021 State Liquor License Renewal No. 443

Dear Carrie:

Enclosed please find the following regarding the state license renewal for the above-referenced location:

1. **Liquor License Renewal and related documents; and**
2. **check in the amount of $1,550.00 payable to "Alaska Alcoholic Beverage Control Board" for the fees specified on renewal application.**

Please send the renewed license to my attention upon issuance

Thanks very much and please feel free to contact me directly if you have any questions or require anything further. Merry Christmas!

Sincerely,

Marc Bodell, Assistant to
KAITLYND KRUGER, ESQUIRE

Enclosures

AMCO
DEC 15 2020

cc: Ms. Jennifer Shelton (w/encls., via e-mail)
Mr. Anthony Beckerley (w/encls., via e-mail)

{F2439928.1}

Item #12.

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development
ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

September 9, 2020

Aramark Sports and Entertainment Services, LLC
Flaherty & Ohara, P.C.
610 Smithfield St.
Ste 300
Pittsburgh, PA 15222

Re: Glacier Bay Lodge, License #443

Dear Aramark Sports and Entertainment Services, LLC:

On November 13, 2017 the Alcoholic Beverage Control Board delegated the authority to approve first and second requests to waive the statutory minimum operating requirements to the Director.

Please consider this notice that I have approved your waiver of operation for the 2020 calendar year.

Please ensure that if you are operating solely to meet minimum operating requirements in the future, you address the items required in 3 AAC 304.170(j) to prove your operations to the board.

Please contact alcohol.licensing@alaska.gov with any questions.

Sincerely,

Carrie Craig
Records and Licensing Supervisor

cc: License File

AMCO
DEC 15 2020

CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-xxNCO

AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF THE BUDGET FOR FISCAL YEAR 2022

BE IT ENACTED BY THE CITY OF GUSTAVUS AS FOLLOWS:

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

Section 2. General Provisions. The attached document is the authorized budget of revenues and expenditures for the period July 1, 2021 through June 30, 2022 and is made a matter of public record.

Section 3. Effective Date. This ordinance becomes effective upon its adoption by the City Council.

DATE INTRODUCED: *April 12, 2021*
DATE OF PUBLIC HEARING: *June 14, 2021*

PASSED and **APPROVED** by the Gustavus City Council this ___ day of __________, 2021.

_______________________________ _______________________________
Brittney Cannamore, Mayor Attest: Phoebe Vanselow, City Treasurer

____
Attest: Karen Platt CMC, City Clerk

City of Gustavus
Library Director Position Description

Title: Library Director

Nonexempt Regular Part-time Position
This is an 0.75-time position, averaging 30 hours/week.
Pay: $25.00/hour.

Supervisor: City Administrator

Summary: Under the direction of the City Administrator, the Library Director is responsible for all aspects of the library's operations. The Library Director supervises the Library Programs Coordinator, the Library Assistant, interns, and volunteers.

Duties and Responsibilities:

Administrative:
- Manages collection development, including acquisitions, wedding, and evaluating donated materials. With input from other staff, selects and orders Library materials in response to community needs and interests, including materials for all ages, in a variety of formats, on a variety of topics.
- Updates Policies and Procedures on an as-needed basis.
- Manages Interlibrary Loans and maintains records of patrons requests and other relevant statistics.
- Prepares, in consultation with the City Administrator, Treasurer and Mayor, the draft Library annual budget, including operational and capital requirements.
- Administers the Library annual budget as approved by the City Council.
- Acts as purchasing officer for the Library. Controls departmental expenditures within Council-approved budget appropriations, in accordance with City purchasing policies and procedures.
- Prepares and submits quarterly reports of Library activities to the City Council. Prepares and submits other reports as requested by the Council, Mayor, or City Administrator.
- Files an annual report of Library operations with the Alaska State Library.
- Manages contracts including technology support and custodial contracts.
- Develops community partnerships, writes grants, and solicits donations to support the efforts of the Library Programs Coordinator.
- Manages library subscriptions, including magazines, e-book/audiobooks, and McNaughton.
- Oversees the library online catalog, website, newsletter, social media, and email groups.

Supervisory:
- Hires, trains, and supervises Library Programs Coordinator, Library Assistant, interns, and volunteers. Provides training, ongoing support, and evaluation for staff and volunteers.
- Coordinates front desk operations (including evening and weekend hours); ensures that all desk shifts are appropriately staffed with volunteers and/or paid staff. Responds to volunteer/staff inquiries and requests for additional support during these shifts as needed.

Circulation:
- Aids at the front desk during open hours in absence of or in addition to other staff/volunteers. Duties include greeting visitors, answering the phone and emails, managing circulation, and answering patron inquiries.

- Provides technology assistance to patrons and volunteers, including assistance with comp use, teleconferencing, and audio-visual equipment.
- Proctors tests (driver license; certifications; distance-delivery classes).
- Works directly with individuals and groups to schedule meeting room reservations and other special requests.

General:
- Supports and promotes the concept of Intellectual Freedom.
- Strives to protect each patron's right to privacy, per AS 40.25.140.
- Maintains inventory and upkeep of Library equipment and facilities.
- Other duties as assigned.

Continuing Education
- As a requirement of the Alaska State Library Grant, the Director is compelled to complete no fewer than five (5) hours of continuing education each year.
- Stay up to date with library tools and best practices including digital resources, video conferencing equipment, and other programs.

Required Minimum Qualifications

Education and Experience
- High school diploma or GED equivalent (college degree preferred).
- One year of experience working with the public.
- General work experience involving leading, managing, training, and supervising workers or volunteers.
- Experience managing a budget.
- Background in library operations (desired).

Knowledge, Skills and Abilities
- Effective verbal and written communication skills.
- Able to maintain effective working relationships with volunteers, other employees, supervisors, and the public.
- Basic computer skills including Microsoft Office and familiarity with databases. Comfortable learning new technology skills.
- Must be able to multitask and have a strong attention to detail.
- Must be reliable, and available for some evening and weekend shifts.

Work Conditions

Tools and Equipment Used
- Equipment commonly used includes computers, printers, copiers, projectors, DVD players, telephones and fax machines, and video-conferencing equipment.
- Tools include stepladders; carpentry tools for light repairs; housekeeping equipment; lawn mowers; snow shovel during winter months.

Physical Demands
- Prolonged sitting or standing, as well as moderate lifting, carrying, reaching, stooping, pulling, pushing, manual dexterity, and ability to communicate clearly.
- Lifting and moving objects weighing up to 20 pounds, and occasionally up to 40 pounds.
- Light housekeeping and maintenance including snow-shoveling in front of exits.

Work Environment

- Multiple simultaneous requests, large groups including active children, and periods of heavy noise and activity.
- Slippery conditions during periods of rain, snow, and ice in library parking lot and walkways.

Notice

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
Programs Coordinator Position Description

Title: Programs Coordinator

Nonexempt Regular Part-time Position
This is on average 0.5-time position, averaging 20 hours/week.
Pay: $20.00/hour

Supervisor: Library Director

Summary: Responsible for planning and implementing library programs for children, teens, adults, and families through the Gustavus Public Library. In addition, supports operational duties including managing the circulation desk, developing promotional materials, and assisting patrons in the use of the library, its materials, services, and electronic resources.

Duties and Responsibilities:

Programs:

- Develops and supports activities for all ages at the library that are in line with the Library's mission statement.
- Coordinates year-round programs for children, teens, and adults including collaborating with the Gustavus School, Preschool, families, and other entities to develop programs including class visits, story times, and special events.
- Develops partnerships with other local/regional entities, organizations, and businesses to create collaborative Library programs that support the needs of the community.
- Organizes and administers the Summer Reading Program for children, including participating with the Library Director in the hire and supervision of interns, assistants, and volunteers.
- Maintains accurate data about programs and assists with programs-related reports upon request.
- Collaborates with the Library Director to evaluate programs and adapt future program plans to meet current community and budgetary needs.
- Works with the Library Director to apply for grants for special programs.

Circulation:

- Works with volunteers and other staff to support the circulation desk operations, special events, and other functions.
- Manages front desk operations during assigned shifts (includes some evening and weekend hours); duties include greeting visitors, answering the phone, working with volunteers, managing circulation, and patron support.
- Provides input in selecting and decommissioning Library materials in accordance with community needs and the Library's Collection Development policy.
- Assists patrons with the use of computer, teleconferencing, and audio-visual equipment.
- Maintains accurate statistics on patron use and circulation.

General:

- Supports and promotes the concept of Intellectual Freedom, specifically including the freedom of members of the public to access information and express ideas, even if the

ideas might be considered unpopular or unorthodox.
- Strives to protect each patron's right to privacy, per AS 40.25.140.
- Catalogs library materials and applies appropriate spine labels.
- Develops content for a monthly newsletter, regular social media posts, patron emails, and flyers to promote library activities.
- Budgets time according to payroll budget approved by the City Council and work schedule approved by the Library Director.
- Participates in relevant trainings, workshops, and conferences.
- As time allows proctors tests (driver license; certifications; distance-delivery classes) and support other patron special requests.
- Attends relevant meetings as directed by the Library Director.
- Takes on some lead responsibilities in the absence of a Library Director.
- Other duties as assigned.

Continuing Education

- Encouraged to complete five (5) hours of continuing education each year.
- Ensure continued education with digital platforms and trends in support of increased technology at the library including public use computers, video conferencing equipment, Overdrive, and other programs.

Required Minimum Qualifications

Education and Experience
- Graduation from high school or GED equivalent.
- One year of experience working with the public.
- General work experience involving public programs, special events, or educational activities.
- Background in library operations (desired).

Knowledge, Skills and Abilities
- Effective verbal and written communication skills.
- Able to maintain effective working relationships with volunteers, other employees, supervisors, and the public.
- Basic computer skills including Microsoft Office and familiarity with databases. Comfortable learning new technology skills.
- Must be able to multitask and have a strong attention to detail.
- Must be reliable, and available for some evening and weekend shifts.

Work Conditions

Tools and Equipment Used
- Equipment commonly used includes computers, printers, copy machines, projectors; DVD players; telephones and fax machines; video-conferencing equipment.
- Tools include stepladders for high-shelf access; carpentry tools for light repairs; housekeeping equipment; snow shovel during winter months.

Physical Demands
The following are representative physical demands the Librarian is expected to encounter:

- Work includes prolonged sitting, as well as moderate lifting, carrying, reaching, stooping, pulling, and pushing, manual dexterity, and ability to communicate clearly.
- The Librarian must frequently lift and move boxes and other objects weighing up to 20 pounds, and occasionally up to 40 pounds.
- Light snow-shoveling in front of entry and exit doors.
- Light maintenance and housekeeping.

Work Environment
The Librarian may be exposed to the following work conditions:

- Multiple simultaneous requests.
- Groups of active children.
- Slippery conditions during periods of rain, snow, and ice in library parking lot and walkways.
- Work hours will be variable, both during open times and after regular hours to provide programs.
- Programs may be held outside in inclement weather.

Notice
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.

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CITY OF GUSTAVUS, ALASKA
RESOLUTION CY21-XX

A RESOLUTION BY THE CITY OF GUSTAVUS REPEALING & REPLACING THE REMOTE SELLER SALES TAX CODE & COMMON DEFINITIONS

WHEREAS, the inability to effectively collect sales tax on sales of property, products or services transferred or delivered into Alaska is seriously eroding the sales tax base of communities, causing revenue losses and imminent harm to residents through the loss of critical funding for local public services and infrastructure; and,

WHEREAS, the harm from the loss of revenue is especially serious in Alaska because the State has no income tax, and sales tax revenues are one of the primary sources of funding for services provided by local governments; and,

WHEREAS, the failure to collect sales tax on remote sales creates market distortions by creating an unfair tax advantage for businesses that limit their physical presence in the taxing jurisdictions but still sell goods and services to consumers, which becomes easier and more prevalent as technology advances; and,

WHEREAS, the failure to tax remote sales results in the creation of incentives for businesses to avoid a physical presence in the state and its respective communities, resulting in fewer jobs and increasing the share of taxes to those consumers who buy from competitors with a physical presence in the state and its cities; and,

WHEREAS, the structural advantages for remote sellers, including the absence of point-of-sale tax collection, along with the general growth of online retail, make clear that erosion of the sales tax base is and has been occurring; and,

WHEREAS, remote sellers who make a substantial number of deliveries into or have large gross revenues from Alaska benefit extensively from the Alaska market, affecting the economy as well as burdening local infrastructure and services; and,

WHEREAS, delivery of goods and services into local municipalities rely on and burden local transportation systems, emergency and police services, waste disposal, utilities and other infrastructure and services; and,

WHEREAS, given modern computing and software options, it is neither unusually difficult nor burdensome for remote sellers to collect and remit sales taxes associated with sales into Alaska taxing jurisdictions; and,

WHEREAS, due to a recent decision by the United States Supreme Court and the lack of a state sales tax it is appropriate for the municipalities to collectively amend their sales tax codes to account for remote sellers who do not have a physical presence either in the State of Alaska or in a specific taxing jurisdiction, but do have a taxable connection with the State of Alaska or taxing jurisdiction; and,

WHEREAS, this ordinance is not retroactive in its application; and,

WHEREAS, this ordinance provides a safe harbor to those who transact limited sales in Alaska; and,

WHEREAS, amending local sales tax codes reflects the 2018 Supreme Court "*Wayfair*" decision to allow for the application of the taxing jurisdiction's sales tax code requirements to sellers without a physical presence in the State of Alaska or taxing jurisdiction; and,

WHEREAS, the intent is to levy municipal sales tax to the maximum limit of federal and state constitutional doctrines; and,

WHEREAS, the City of Gustavus has entered into a cooperative agreement with other local governments called the Alaska Remote Seller Sales Tax Agreement ("the Agreement"); and,

WHEREAS, the terms of the Agreement require adoption of certain uniform provisions for collection and remittance of municipal sales tax applicable to sales made by remote sellers similar to the Streamlined Sales and Use Tax Agreement.

NOW, THEREFORE, BE IT RESOLVED: The Gustavus City Council adopts Resolution CY21-XX providing background, and introduction for the Uniform Alaska Remote Seller Sales Tax Code as follows:

The City of Gustavus Code of Ordinances is hereby repealed and replaced by adopting a new Chapter 11 – Sales Made by Remote Sellers.

PASSED and **APPROVED** by the Gustavus City Council this __th day of _______ , 2021, and effective upon adoption.

____
Brittney Cannamore, Mayor

____
Attest: Karen Platt CMC, City Clerk

CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-XX

AN ORDINANCE BY THE CITY OF GUSTAVUS REPEALING AND REPLACING TITLE 11 – SALES MADE BY REMOTE SELLERS

BE IT ENACTED BY THE GUSTAVUS CITY COLUNCIL AS FOLLOWS:

Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.

Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that Title 11, Chapter 11.01, Section 11.010 through 260, be created and adopted as follows:

Title 11 – Remote Seller Sales Tax Code & Common Definitions

ALASKA REMOTE SELLER SALES TAX CODE

SECTION 010 – Interpretation

A. In order to prevent evasion of the sales taxes and to aid in its administration, it is presumed that all sales and services by a person or entity engaging in business are subject to the sales tax.
B. The application of the tax to be collected under this Code shall be broadly construed and shall favor inclusion rather than exclusion.
C. Exemptions from the tax to be collected under this Code shall be narrowly construed against the claimant and allowed only when such exemption clearly falls within an exemption defined in the member jurisdiction's Code.
D. The scope of this Code shall apply to remote sellers or marketplace facilitators, delivering products or services into Member municipalities adopting this Code, within the state of Alaska.

SECTION 020 – Title to Collected Sales Tax

Upon collection by the remote seller or marketplace facilitator, title to collected sales tax vests in the Commission for remittance to the member jurisdiction. The remote seller or marketplace facilitator remits collected sales tax to the Commission on behalf of the member jurisdiction, from whom that power is delegated, in trust for the member jurisdiction and is accountable to the Commission and member jurisdiction.

SECTION 030 – Collection – Rate

A. To the fullest extent permitted by law, the sales tax levied and assessed by the member jurisdiction shall be collected on all remote sales where delivery is made within the member jurisdiction-, within the state of Alaska.
B. The applicable tax shall be added to the sales price as provided in the member jurisdiction's sales tax code, based on Point of Delivery.
C. The tax rate added to the sale price shall be the tax rate for the member jurisdiction(s)

where the property or product is sold, or service that was rendered is received, and based on the date the property or product was sold or the date the service rendered was received.

D. An Address and Tax Rate Database will be made available to remote sellers and marketplace facilitators, indicating the appropriate tax rate to be applied.
E. The tax assessed shall be consistent with relevant jurisdictional tax caps, single unit sales, and exemptions.
F. When a sale is made on an installment basis, the applicable sales tax shall be collected at each payment, calculated at the sales tax rate in effect, and with the cap applied, at the time of the original sale or the date the service is rendered, based on the member jurisdictions' Code(s).
G. When a sales transaction involves placement of a single order with multiple deliveries made at different points in time that are separately invoiced, the applicable sales tax shall be collected on each separately invoiced delivery, calculated at the sales tax rate in effect, and with the cap applied, at the time of the original sale or the date the service is rendered.

SECTION 040 – Obligation to Collect Tax - Threshold Criteria

A. Any remote seller or marketplace facilitator must collect and remit sales tax in compliance with all applicable procedures and requirements of law, provided the remote seller or marketplace facilitator has met one of the following Threshold Criteria ("Threshold Criteria") in the current or previous calendar year:
   1. The remote seller's statewide gross sales, including the seller's marketplace facilitator's statewide gross sales, from the sale(s) of property, products or services delivered in the state meets or exceeds one hundred thousand dollars ($100,000); or
   2. The remote seller, including the seller's marketplace facilitator, sold property, products, or services delivered in the state in two hundred (200) or more separate transactions.
B. For purposes of determining whether the Threshold Criteria are met, remote sellers or marketplace facilitators shall include all gross sales, from all sales of goods, property, products, or services rendered within the state of Alaska.

SECTION 050 – Reporting and remittance requirements for local and remote sales

A. Sellers with a physical presence in a member jurisdiction conducting only local sales shall report and remit to, and comply with standards of, including audit authority, the member jurisdiction.
B. Sellers with a physical presence in a member jurisdiction that also have remote or internet-based sales where the Point of Delivery is in a different Member Jurisdiction shall (i) report and remit the remote or internet sales to the Commission; and ii) report and remit the local sales to the Member Jurisdiction.
C. Sellers with a physical presence in a Member Jurisdiction that also have remote or internet-based sales where the Point of Delivery is in the same Member Jurisdiction shall report and remit those remote sales to the Member Jurisdiction.
D. Sellers and marketplace facilitators that do not have a physical presence in a Member Jurisdiction must report and remit to the Commission all remote sales where the Point of Delivery is in a Member Jurisdiction.
E. A marketplace facilitator is considered the remote seller for each sale facilitated through its marketplace and shall collect, report, and remit sales tax to the Commission. A marketplace facilitator is not considered to be the remote seller for each sale or rental of lodging facilitated through its marketplace, wherein the seller is considered to have a

physical presence in the member jurisdiction.

SECTION 060. – No Retroactive Application

The obligations to collect and remit sales tax required by this chapter are applicable at the effective date of the member jurisdiction's ordinance adopting the Alaska Remote Seller Sales Tax Code.

SECTION 070 – Payment and Collection

Pursuant to this Code, taxes imposed shall be due and paid by the buyer to the remote seller or marketplace facilitator at the time of the sale of property or product or date service is rendered, or with respect to credit transactions, at the time of collection. It shall be the duty of each remote seller or marketplace facilitator to collect the taxes from the buyer and to hold those taxes in trust for the taxing authority of the member jurisdiction. Failure by the remote seller or marketplace facilitator to collect the tax shall not affect the remote seller's, or marketplace facilitator's, responsibility for payment to the Commission.

SECTION 080 – Remote Seller and Marketplace Facilitator Registration Requirement

A. If a remote seller's gross statewide sales meets or exceeds the Threshold Criteria from Section 040, the remote seller shall register with the Commission. If the remote seller is a marketplace seller and only makes sales in Alaska through a marketplace, the marketplace seller is not required to register with the Commission. The marketplace seller must submit an affidavit attesting to these facts on a form provided by the Commission.
B. If a marketplace facilitator's gross statewide sales meets or exceeds the Threshold Criteria from Section 040, the marketplace facilitator shall register with the Commission.
C. A remote seller or marketplace facilitator meeting the Threshold Criteria shall apply for a certificate of sales tax registration within thirty (30) calendar days of the effective date of this Code or within thirty (30) calendar days of meeting the Threshold Criteria whichever occurs second. Registration shall be to the Commission on forms prescribed by the Commission.
D. An extension may be applied for and granted based on criteria established by the Commission, based on evidence produced to describe time necessary to update software or other technical needs, not to exceed ninety (90) days.
E. Upon receipt of a properly executed application, the Commission shall confirm registration, stating the legal name of the remote seller or marketplace facilitator, the primary address, and the primary sales tax contact name and corresponding title. The failure of the Commission to confirm registration does not relieve the remote seller or marketplace facilitator of its duty to collect and remit sales tax.
F. Each business entity shall have a sales tax registration under the advertised name.
G. The sales tax certificate is non-assignable and non-transferable.
H. The sales tax certificate satisfies a member jurisdiction's requirement to obtain a municipal business license, provided the remote seller does not have a physical presence in that member jurisdiction.

SECTION 090 – Tax Filing Schedule

A. All remote sellers or marketplace facilitators subject to this Code shall file a return on a form or in a format prescribed by the Commission and shall pay the tax due.

B. Filing of sales tax returns are due monthly; quarterly or less frequent filing is optional upon application and approval by the Commission, consistent with the code of the member jurisdiction.
C. A remote seller or marketplace facilitator who has filed a sales tax return will be presumed to be making sales in successive periods unless the remote seller or marketplace facilitator files a return showing a termination or sale of the business in accordance with this Code.
D. The completed and executed return, together with the remittance in full for the tax due, shall be transmitted to and must be received by the Commission on or before midnight Alaska Standard Time on the due date. Monthly returns are due the last day of the immediate subsequent month. Quarterly returns are due as follows:

Quarter 1 (January – March)	April 30
Quarter 2 (April – June)	July 31
Quarter 3 (July – September)	October 31
Quarter 4 (October – December)	January 31

E. If the last day of the month following the end of the filing period falls on a Saturday, Sunday, federal holiday or Alaska state holiday, the due date will be extended until the next business day immediately following.
F. Any remote seller or marketplace facilitator holding a remote seller registration shall file a sales tax return even though no tax may be due. This return shall show why no tax is due. If the remote seller or marketplace facilitator intends to continue doing business a return shall be filed reflecting no sales and a confirmation of the intent to continue doing business and shall continue to do so each filing period until the entity ceases doing business or sells the business. If the remote seller or marketplace facilitator intends to cease doing business, a final return shall be filed along with a statement of business closure.
G. The remote seller or marketplace facilitator shall prepare the return and remit sales tax to the Commission on the same basis, cash or accrual, which the remote seller or marketplace facilitator uses in preparing its federal income tax return. The remote seller or marketplace facilitator shall sign the return, and transmit the return, with the amount of sales tax and any applicable penalty, interest or fees that it shows to be due, to the Commission.
H. Remote sellers and marketplace facilitators failing to comply with the provisions of this Code shall, if required by the Commission and if quarterly filing has been chosen, file and transmit collected sales taxes more frequently until such time as they have demonstrated to the Commission that they are or will be able to comply with the provisions of this Code. Six (6) consecutive on-time sales tax filings, with full remittance of the sales taxes collected, shall establish the presumption of compliance and return to quarterly filing.
I. The preparer of the sales tax return shall keep and maintain all documentation supporting any and all claims of exempted sales and purchases. Documentation for exempted sales should include the number of the exemption authorization card presented by the buyer at the time of the purchase; the date of the purchase; the name of the person making the purchase; the organization making the purchase; the total amount of the purchase; and the amount of sales tax exempted. This documentation shall be made available to the Commission upon request. Failure to provide such documentation may invalidate that portion of the claim of exemption for which no documentation is provided.

SECTION 100 – Estimated Tax

A. In the event the Commission is unable to ascertain the tax due from a remote seller or marketplace facilitator by reason of the failure of the remote seller or marketplace facilitator to keep accurate books, allow inspection, or file a return, or by reason of the remote seller or marketplace facilitator filing a false or inaccurate return, the Commission may make an estimate of the tax due based on any evidence in their possession.
B. Sales taxes may also be estimated, based on any information available, whenever the Commission has reasonable cause to believe that any information on a sales tax return is not accurate.
C. A remote seller's or marketplace facilitator's tax liability under this Code may be determined and assessed for a period of three (3) years after the date the return was filed or due to be filed with the Commission. No civil action for the collection of such tax may be commenced after the expiration of the three (3) year period except an action for taxes, penalties and interest due from those filing periods that are the subject of a written demand or assessment made within the three (3) year period, unless the remote seller or marketplace facilitator waives the protection of this section.
D. The Commission shall notify the remote seller or marketplace facilitator, in writing, that the Commission has estimated the amount of sales tax that is due from the remote seller or marketplace facilitator. The Commission shall serve the notice on the remote seller or marketplace facilitator by delivering the notice to the remote seller's or marketplace facilitator's place of business, or by mailing the notice by certified mail, return receipt requested, to the remote seller's or marketplace facilitator's last known mailing address. A remote seller or marketplace facilitator who refuses the certified mail will be considered to have accepted the certified mail for purposes of service.
E. The Commission's estimate of the amount of sales tax that is due from a remote seller or marketplace facilitator shall become a final determination of the amount that is due unless the remote seller or marketplace facilitator, within thirty (30) calendar days after service of notice of the estimated tax:
   1. Files a complete and accurate sales tax return for the delinquent periods supported by satisfactory records and accompanied by a full remittance of all taxes, interest, penalties, costs and other charges due; or
   2. Files a written notice with the Commission appealing the estimated tax amount in accordance with the appeal procedures, under the provisions of section .160 of this chapter.
   3. Arguments or reasons for failure to timely file a return and remit taxes collected shall not be considered a valid basis or grounds for granting an appeal. The basis and grounds for granting an appeal of an assessment are:
      a. The identity of the remote seller or marketplace facilitator is in error;
      b. The amount of the debt is erroneous due to a clerical error (and the nature and extent of the error is specified in the request for appeal); or
      c. The remote seller or marketplace facilitator disputes the denial of exemption(s) for certain sales.
F. The amount of sales tax finally determined to be due under this section shall bear interest and penalty from the date that the sales tax originally was due, plus an additional civil penalty of fifty dollars ($50) for each calendar month or partial month for which the amount of sales tax that is due has been determined.

SECTION 110 – Returns – Filing Contents

A. Every remote seller or marketplace facilitator required by this chapter to collect sales tax shall file with the Commission upon forms furnished by the Commission a return setting forth the following information:

1. Gross sales rounded to the nearest dollar;
2. The nontaxable portions separately stating the amount of sales revenue attributable to each class of exemption, rounded to the nearest dollar;
3. Computation of taxes to be remitted;
4. Calculated discount (if applicable) based on member jurisdiction's code; and
5. Such other information as may be required by the Commission.

B. Each tax return remitted by a remote seller or marketplace facilitator shall be signed (digital or otherwise) by a responsible individual who shall attest to the completeness and accuracy of the information on the tax return.

C. The Commission reserves the right to reject a filed return for failure to comply with the requirements of this Code for up to three (3) months from the date of filing. The Commission shall give written notice to a remote seller or marketplace facilitator that a return has been rejected, including the reason for the rejection.

SECTION 120 – Refunds

A. Upon request from a buyer or remote seller or marketplace facilitator, the Commission shall provide a determination of correct tax rate and amount applicable to the transaction. In the case of an overpayment of taxes, the remote seller or marketplace facilitator shall process the refund and amend any returns accordingly.

B. If the claimant is a remote seller or marketplace facilitator, and the tax refund is owed to any buyer, the remote seller or marketplace facilitator submits, and the Commission approves, a refund plan to all affected buyers.

C. Interest will not be paid on tax refund requests filed with the Commission.

D. The Member Jurisdictions may allow a buyer to request a refund directly from the Member Jurisdiction.

SECTION 130 – Amended Returns

A. A remote seller or marketplace facilitator may file an amended sales tax return, with supporting documentation, and the Commission may accept the amended return, but only in the following circumstances:
   i. The amended return is filed within one (1) year of the original due date for the return; and
   ii. The remote seller or marketplace facilitator provides a written justification for requesting approval of the amended return; and
   iii. The remote seller or marketplace facilitator agrees to submit to an audit upon request of the Commission.

B. The Commission shall notify the remote seller or marketplace facilitator in writing (by email or otherwise) whether the Commission accepts or rejects an amended return, including the reasons for any rejection.

C. The Commission may adjust a return for a remote seller or marketplace facilitator if, after investigation, the Commission determines the figure included in the original returns are incorrect; and the Commission adjusts the return within three (3) years of the original due date for the return.

D. A remote seller or marketplace facilitator may file a supplemental sales tax return, with supporting documentation, and the Commission may accept the supplemental return, but only in the following circumstances:
   i. The remote seller or marketplace facilitator provides a written justification for requesting approval of the supplemental return; and
   ii. The remote seller or marketplace facilitator agrees to submit to an audit upon request of the Commission.

SECTION 140 – Extension of Time to File Tax Return

Upon written application of a remote seller or marketplace facilitator, stating the reasons therefor, the Commission may extend the time to file a sales tax return but only if the Commission finds each of the following:

1. For reasons beyond the remote seller's or marketplace facilitator's control, the remote seller or marketplace facilitator has been unable to maintain in a current condition the books and records that contain the information required to complete the return;
2. Such extension is a dire necessity for bookkeeping reasons and would avert undue hardship upon the remote seller or marketplace facilitator;
3. The remote seller or marketplace facilitator has a plan to cure the problem that caused the remote seller or marketplace facilitator to apply for an extension and the remote seller or marketplace facilitator agrees to proceed with diligence to cure the problem;
4. At the time of the application, the remote seller or marketplace facilitator is not delinquent in filing any other sales tax return, in remitting sales tax to the Commission or otherwise in violation of this chapter;
5. No such extension shall be made retroactively to cover existing delinquencies.

SECTION 150 – Audits

A. Any remote seller or marketplace facilitator who has registered with the Commission, who is required to collect and remit sales tax, or who is required to submit a sales tax return is subject to a discretionary sales tax audit at any time. The purpose of such an audit is to examine the business records of the remote seller or marketplace facilitator in order to determine whether appropriate amounts of sales tax revenue have been collected by the remote seller or marketplace facilitator and remitted to the Commission.
B. The Commission is not bound to accept a sales tax return as correct. The Commission may make an independent investigation of all retail sales or transactions conducted within the State or member jurisdiction.
C. The records that a remote seller or marketplace facilitator is required to maintain under this chapter shall be subject to inspection and copying by authorized employees or agents of the Commission for the purpose of auditing any return filed under this chapter, or to determine the remote seller's or marketplace facilitator's liability for sales tax where no return has been filed.
D. In addition to the information required on returns, the Commission may request, and the remote seller or marketplace facilitator must furnish, any reasonable information deemed necessary for a correct computation of the tax.
E. The Commission may adjust a return for a remote seller or marketplace facilitator if, after investigation or audit, the Commission determines that the figures included in the original return are incorrect, and that additional sales taxes are due; and the Commission adjusts the return within three (3) years of the original due date for the return.
F. For the purpose of ascertaining the correctness of a return or the amount of taxes owed when a return has not been filed, the Commission may conduct investigations, hearings and audits and may examine any relevant books, papers, statements, memoranda, records, accounts or other writings of any remote seller or marketplace facilitator at any reasonable hour on the premises of the remote seller or marketplace facilitator and may require the attendance of any officer or employee of the remote seller or marketplace facilitator. Upon written demand by the Commission, the remote seller or marketplace facilitator shall present for examination, in the office of the Commission, such books, papers, statements, memoranda, records, accounts and other written material as may

be set out in the demand unless the Commission and the person upon whom the demand is made agree to presentation of such materials at a different place.

G. The Commission may issue subpoenas to compel attendance or to require production of relevant books, papers, records or memoranda. If any remote seller or marketplace facilitator refuses to obey any such subpoena, the Commissioner may refer the matter to the Commission's attorney for an application to the superior court for an order requiring the remote seller or marketplace facilitator to comply therewith.

H. Any remote seller, marketplace facilitator, or person engaged in business who is unable or unwilling to submit their records to the Commission shall be required to pay the Commission for all necessary expenses incurred for the examination and inspection of their records maintained outside the Commission.

I. After the completion of a sales tax audit, the results of the audit will be sent to the business owner's address of record.

J. In the event the Commission, upon completion of an audit, discovers more than five hundred dollars ($500) in additional sales tax due from a remote seller or marketplace facilitator resulting from a remote seller's or marketplace facilitator's failure to accurately report sales and taxes due thereupon, the remote seller or marketplace facilitator shall bear responsibility for the full cost of the audit. The audit fee assessment will be in addition to interest and penalties applicable to amounts deemed to be delinquent by the Commission at the time of the conclusion of the audit.

SECTION 160 – Audit or Estimated Tax protest

A. If the remote seller or marketplace facilitator wishes to dispute the amount of the estimate, or the results of an examination or audit, the remote seller or marketplace facilitator must file a written protest with the Commission, within thirty (30) calendar days of the date of the notice of estimated tax or results of an audit or examination. The protest must set forth:
   1. The remote seller's or marketplace facilitator's justification for reducing or increasing the estimated tax amount, including any missing sales tax returns for the periods estimated; or
   2. The remote seller's or marketplace facilitator's reasons for challenging the examination or audit results.

B. In processing the protest, the Commission may hold an informal meeting or hearing with the remote seller or marketplace facilitator, either on its own or upon request of the remote seller or marketplace facilitator and may also require that the remote seller or marketplace facilitator submit to an audit, if one was not previously conducted or a more formal audit, if an estimation audit was previously performed.

C. The Commission shall make a final written determination on the remote seller's or marketplace facilitator's protest and mail a copy of the determination to the remote seller or marketplace facilitator.

D. If a written protest is not filed within thirty (30) days of the date of the notice of estimated tax or the result of a review, audit or examination, then the estimated tax, review, audit or examination result shall be final, due and payable to the Commission.

SECTION 170 – Penalties and Interest for Late Filing

A. A late filing fee of twenty-five dollars ($25) per month, or fraction thereof, shall be added to all late-filed sales tax reports, until a total of one-hundred dollars ($100) has been reached. An incomplete return shall be treated as the filing of no return.

B. Delinquent sales tax bear interest at the rate of fifteen percent (15%) per annum until paid.

C. In addition, delinquent sales tax shall be subject to an additional penalty of 5% per month, or fraction thereof, until a total of 20% of delinquent tax has been reached. The penalty does not bear interest.

D. Fees, penalties and interest shall be assessed and collected in the same manner as the tax is assessed and collected, and applied first to fees, penalties and interest, second to past due sales tax.
E. The filing of an incomplete return, or the failure to remit all tax, shall be treated as the filing of no return.
F. A penalty assessed under this section for the delinquent remittance of sales tax or failure to file a sales tax return may be waived by the Commission, upon written application of the remote seller or marketplace facilitator accompanied by a payment of all delinquent sales tax, interest and penalty otherwise owed by the remote seller or marketplace facilitator, within forty-five (45) calendar days after the date of delinquency. A remote seller or marketplace facilitator may not be granted more than one (1) waiver of penalty under this subjection in any one calendar year, in accordance with the Commission's penalty waiver policy. The Commission shall report such waivers of penalty to the member jurisdiction, in writing.

SECTION 180 – Remote Reseller Certificate of Exemption

A. A remote seller with no physical presence in a member jurisdiction purchasing goods or services for the express purpose of resale to buyer(s) located in that member jurisdiction shall apply for a resale certificate through the Commission.
B. The Remote Reseller Certificate of Exemption will expire at the end of the calendar year it is issued.

SECTION 190 – Repayment Plans

A. The Commission may agree to enter into a repayment plan with a delinquent remote seller or marketplace facilitator. No repayment plan shall be valid unless agreed to by both parties in writing.
B. A remote seller or marketplace facilitator shall not be eligible to enter into a repayment plan with the Commission if the remote seller or marketplace facilitator has defaulted on a repayment plan in the previous two (2) calendar years.
C. The repayment plan shall include a secured promissory note that substantially complies with the following terms:
   i. The remote seller or marketplace facilitator agrees to pay a minimum of ten percent (10%) down payment on the tax, interest and penalty amount due. The down payment shall be applied first to penalty, then to accumulated interest, and then to the tax owed.
   ii. The remote seller or marketplace facilitator agrees to pay the balance of the tax, penalty and interest owed in monthly installments over a period not to exceed two (2) years.
   iii. Interest at a rate of fifteen percent (15%) per annum shall accrue on the principal sum due. Interest shall not apply to penalties owed or to interest accrued at the time the repayment plan is executed or accruing during the term of the repayment plan.
   iv. If the remote seller or marketplace facilitator is a corporation or a limited liability entity, the remote seller or marketplace facilitator agrees to provide a personal guarantee of the obligations under the repayment plan.
   v. The remote seller or marketplace facilitator agrees to pay all future tax bills in accordance with the provisions of this chapter.
   vi. The remote seller or marketplace facilitator agrees to provide a security interest in the form of a sales tax lien for the entire unpaid balance of the

promissory note to be recorded by the Commission at the time the repayment plan is signed. The remote seller or marketplace facilitator shall be responsible for the cost of recording the tax lien.

D. If a remote seller or marketplace facilitator fails to pay two (2) or more payments in accordance with the terms of the repayment plan agreement, the remote seller or marketplace facilitator shall be in default and the entire amount owed at the time of default shall become immediately due. The Commission will send the remote seller or marketplace facilitator a notice of default. The Commission may immediately foreclose on the sales tax lien or take any other remedy available under the law.

SECTION 200 – Remote Seller or Marketplace Facilitator Record Retention

Remote sellers or marketplace facilitators shall keep and preserve suitable records of all sales made and such other books or accounts as may be necessary to determine the amount of tax which the remote seller or marketplace facilitator is obliged to collect. Remote sellers or marketplace facilitators shall preserve suitable records of sales for a period of three (3) years from the date of the return reporting such sales, and shall preserve for a period of three (3) years all documentation supporting exempted sales of goods or services and all such other books, invoices and records as may be necessary to accurately determine the amount of taxes which the remote seller or marketplace facilitator was obliged to collect under this chapter.

SECTION 210 – Cessation or Transfer of Business

A. A remote seller or marketplace facilitator who sells, leases, conveys, forfeits, assigns, gifts or otherwise transfers (collectively, a "transfer") the majority of their business interest, including to a creditor or secured party, shall make a final sales tax return within thirty (30) days after the date of such conveyance.
B. At least ten (10) business days before any such transfer is completed, the remote seller or marketplace facilitator shall send to the Commission, by approved communication (email confirmation, certified first-class mail, postage prepaid) a notice that the remote seller's or marketplace facilitator's interest is to be conveyed and shall include the name, address and telephone number of the person or entity to whom the interest is to be conveyed.
C. Upon notice of transfer and disclosure of buyer, the Commission shall be authorized to disclose the status of the remote seller's or marketplace facilitator's sales tax account to the named buyer or assignee.
D. Upon receipt of notice of a transfer, the Commission shall send the transferee a copy of this Code with this section highlighted.
E. Neither the Commission's failure to give the notice nor the transferee's failure to receive the notice shall relieve the transferee of any obligations under this section.
F. Following receipt of the notice, the Commission shall have sixty (60) days in which to perform a final sales tax audit and assess sales tax liability against the remote seller or marketplace facilitator. If the notice is not mailed at least ten (10) business days before the transfer is completed, the Commission shall have twelve (12) months from the date of the completion of the transfer or the Commission's knowledge of the completion of the transfer within which to begin a final sales tax audit and assess sales tax liability against the remote seller or marketplace facilitator. The Commission may also initiate an estimated assessment if the requirements for such an assessment exist.
G. A person acquiring any interest of a remote seller or marketplace facilitator in a business required to collect the tax under this chapter assumes the liability of the remote seller or marketplace facilitator for all taxes due the Commission, whether current or delinquent, whether known to the Commission or discovered later, and for

all interest, penalties, costs and charges on such taxes.

H. Before the effective date of the transfer, the transferee of a business shall obtain from the Commission an estimate of the delinquent sales tax, penalty and interest, if any, owed by the remote seller or marketplace facilitator as of the date of the transfer, and shall withhold that amount from the consideration payable for the transfer, until the remote seller or marketplace facilitator has produced a receipt from the Commission showing that all tax obligations imposed by this chapter have been paid. A transferee that fails to withhold the amount required under this subsection shall be liable to the Commission and member jurisdiction for the lesser of the amount of delinquent sales tax, penalty and interest due from the remote seller or marketplace facilitator as of the date of transfer, and the amount that the transferee was required to withhold.

I. In this section, the term “transfer” includes the following:
   1. A change in voting control, or in more than fifty percent (50%) of the ownership interest in a remote seller or marketplace facilitator that is a corporation, limited liability company or partnership; or
   2. A sale of all or substantially all the assets used in the business of the remote seller or marketplace facilitator; or
   3. The initiation of a lease, management agreement or other arrangement under which another person becomes entitled to the remote seller’s or marketplace facilitator’s gross receipts from sales, rentals or services.

J. Subsection H of this section shall not apply to any person who acquires their ownership interest in the ongoing business as a result of the foreclosure of a lien that has priority over the Commission’s sales tax lien.

K. Upon termination, dissolution or abandonment of a business entity, any officer having control or supervision of sales tax funds collected, or who is charged with responsibility for the filing of returns or the payment of sales tax funds collected, shall be personally liable for any unpaid taxes, interest, administrative costs and penalties on those taxes if such person willfully fails to pay or cause to be paid any taxes due from the corporation. In addition, regardless of willfulness, each director, member, or general partner of the entity shall be jointly and severally liable for unpaid amounts. The person shall be liable only for taxes collected which became due during the period he or she had the control, supervision, responsibility or duty to act for the corporation. This section does not relieve the entity of other tax liabilities or otherwise impair other tax collection remedies afforded by law.

L. A remote seller or marketplace facilitator who terminates the business without the benefit of a purchaser, successor or assign shall make a final tax return and settlement of tax obligations within thirty (30) days after such termination. If a final return and settlement are not received within thirty (30) days of the termination, the remote seller or marketplace facilitator shall pay a penalty of one hundred dollars ($100), plus an additional penalty of twenty-five dollars ($25) for each additional thirty- (30-) day period, or part of such a period, during which the final return and settlement have not been made, for a maximum of six (6) additional periods.

SECTION 220 – Use of Information on Tax Returns

A. Except as otherwise provided in this chapter, all returns, reports and information required to be filed with the Commission under this Code, and all information contained therein, shall be kept confidential and shall be subject to inspection only by:
   1. Employees and agents of the Commission and member jurisdiction whose job responsibilities are directly related to such returns, reports and information;
   2. The person supplying such returns, reports and information; and
   3. Persons authorized in writing by the person supplying such returns, reports and

information.

B. The Commission will release information described in subsection A of this section pursuant to subpoena, order of a court or administrative agency of competent jurisdiction, and where otherwise required by law to do so.
C. Notwithstanding subsection A of this section, the following information is available for public inspection:
   1. The name and address of sellers and marketplace facilitators;
   2. Whether a business is registered to collect taxes under this chapter;
   3. The name and address of businesses that are sixty (60) days or more delinquent in filing returns or in remitting sales tax, or both filing returns and remitting sales tax; and, if so delinquent, the amount of estimated sales tax due, and the number of returns not filed.
D. The Commission may provide the public statistical information related to sales tax collections, provided that no information identifiable to a particular remote seller or marketplace facilitator is disclosed.
E. Nothing contained in this section shall be construed to prohibit the delivery to a person, or their duly authorized representative, of a copy of any return or report filed by them, nor to prohibit the publication of statistics so classified as to prevent the identification of particular buyers, remote sellers, or marketplace facilitators, nor to prohibit the furnishing of information on a reciprocal basis to other agencies or political subdivisions of the state or the United States concerned with the enforcement of tax laws.
F. Nothing contained in this section shall be construed to prohibit the disclosure through enforcement action proceedings or by public inspection or publication of the name, estimated balance due, and current status of payments, and filings of any remote seller or marketplace facilitator or agent of any remote seller or marketplace facilitator required to collect sales taxes or file returns under this chapter, who fails to file any return and/or remit in full all sales taxes due within thirty (30) days after the required date for that business. Entry into any agreement whether pursuant to the provisions of this chapter or otherwise shall not act as any prohibition to disclosure of the records of that remote seller or marketplace facilitator as otherwise provided in this chapter.
G. A prospective lessee or purchaser of any business or business interest may inquire as to the obligation or tax status of any business upon presenting to the Commission a release of tax information request signed by the authorized agent of the business.
H. Except as otherwise provided herein, all returns referred to in this chapter, and all data taken therefrom, shall be kept secure from public inspection, and from all private inspection.

SECTION 230 – Violations

A. A remote seller or marketplace facilitator that fails to file a sales tax return or remit sales tax when due, in addition to any other liability imposed by this Code, shall pay to the Commission all costs incurred by the Commission to determine the amount of the remote seller's or marketplace facilitator's liability or to collect the sales tax, including, without limitation, reviewing and auditing the remote seller's or marketplace facilitator's business records, collection agency fees, and actual reasonable attorney's fees.
B. A person who causes or permits a corporation of which the person is an officer or director, a limited liability company of which the person is a member or manager, or a partnership of which the person is a partner, to fail to collect sales tax or to remit sales tax to the Commission as required by this Code shall be liable to the Commission for the amount that should have been collected or remitted, plus any applicable interest and penalty.

C. Notwithstanding any other provision of law, and whether or not the Commission initiates an audit or other tax collection procedure, the Commission may bring a declaratory judgment action against a remote seller or marketplace facilitator believed to meet the criteria to establish that the obligation to remit sales tax is applicable and valid under local, state and federal law. The action shall be brought in the judicial district of the member jurisdiction.
D. The Commission may cause a sales tax lien to be filed and recorded against all real and personal property of a remote seller or marketplace facilitator where the remote seller or marketplace facilitator has:
   1. Failed to file sales tax returns for two (2) consecutive filing periods as required by the Code; or
   2. Failed within sixty (60) days of the end of the filing period from which taxes were due to either (a) remit all amounts due or (b) to enter into a secured payment agreement as provided in this Code.
   3. Prior to filing a sales tax lien, the Commission shall cause a written notice of intent to file to be mailed to the last known address of the delinquent remote seller or marketplace facilitator.
E. In addition to other remedies discussed in this Code, the Commission may bring a civil action to:
   1. Enjoin a violation of this Code. On application for injunctive relief and a finding of a violation or threatened violation, the superior court shall enjoin the violation.
   2. Collect delinquent sales tax, penalty, interest and costs of collection, either before or after estimating the amount of sales tax due.
   3. Foreclose a recorded sales tax lien as provided by law.
F. All remedies hereunder are cumulative and are in addition to those existing at law or equity.

SECTION 240 – Penalties for Violations

A. In the event that a penalty provided below is different from the same penalty in a member jurisdiction's sales tax code, the penalty prescribed in the member jurisdiction's sales tax code will apply.
B. A buyer, remote seller, or marketplace facilitator who knowingly or negligently submits false information in a document filed with the Commission pursuant to this Code is subject to a penalty of five hundred dollars ($500).
C. A remote seller or marketplace facilitator who knowingly or negligently falsifies or conceals information related to its business activities with the Commission or member jurisdiction is subject to a penalty of five hundred dollars ($500).
D. A person who knowingly or negligently provides false information when applying for a certificate of exemption is subject to a penalty of five hundred dollars ($500).
E.
F. A remote seller or marketplace facilitator who fails or refuses to produce requested records or to allow inspection of their books and records shall pay to the Commission a penalty equal to three (3) times any deficiency found or estimated by the Commission with a minimum penalty of five hundred dollars ($500).
G. A remote seller or marketplace facilitator who falsifies or misrepresents any record filed with the Commission is guilty of an infraction and subject to a penalty of five hundred dollars ($500) per record.
H. Misuse of an exemption card is a violation and subject to a penalty of fifty dollars ($50) per incident of misuse;
I. Nothing in this chapter shall be construed as preventing the Commission from filing and maintaining an action at law to recover any taxes, penalties, interest and/or fees

due from a remote seller or marketplace facilitator. The Commission may also recover attorney's fees in any action against a delinquent remote seller or marketplace facilitator.

SECTION 250 – Remittance of Tax; Remote Seller Held Harmless

A. Any remote seller or marketplace facilitator that collects and remits sales tax to the Commission as provided by law may use an electronic database of state addresses that is certified by the Commission pursuant to subsection (C) of this section to determine the member jurisdictions to which tax is owed.
B. Any remote seller or marketplace facilitator that uses the data contained in an electronic database certified by the Commission pursuant to subsection (C) of this section to determine the jurisdictions to which tax is owed shall be held harmless for any tax, charge, or fee liability to any member jurisdiction that otherwise would be due solely as a result of an error or omission in the database.
C. Any electronic database provider may apply to the Commission to be certified for use by remote sellers or marketplace facilitators pursuant to this section. Such certification shall be valid for three years. In order to be certified, an electronic database provider shall have a database that satisfies the following criteria:
   1. The database shall designate each address in the state, including, to the extent practicable, any multiple postal address applicable to one location and the taxing jurisdictions that have the authority to impose a tax on purchases made by purchasers at each address in the state.
   2. The information contained in the electronic database shall be updated as necessary and maintained in an accurate condition. In order to keep the database accurate, the database provider shall provide a convenient method for member jurisdictions that may be affected by the use of the database to inform the provider of apparent errors in the database. The provider shall have a process in place to promptly correct any errors brought to the provider's attention.

SECTION 260 – Savings Clause

If any provision of Chapter__, the Remote Seller Sales Tax Code, and Chapter __, Sales Tax Code is determined by the Commission or an adjudicatory body of competent jurisdiction to discriminate against a remote seller in favor of a local seller with a physical presence in the taxing jurisdiction, the discriminatory provision shall continue in effect only to the extent such provision does not discriminate against a remote seller, and the comparable code provision applicable to a local seller will apply to a remote seller, and the remainder of Chapter__ and Chapter__ shall continue in full force and effect.

SECTION 270 – Definitions

Adoption of definitions does not compel an individual municipality to exempt certain defined items. Each municipality should specifically adopt definitions necessary for consistency to implement both brick-and-mortar sales tax code and provisions related to remote sellers or marketplace facilitators. For definitions that have no applicability to brick-and-mortar sales tax code, municipality may choose either to include definitions in the definitional section of general sales tax ordinance or adopt the common definitions by reference.

"Buyer" or "purchaser" means a person to whom a sale of property or product is made or to whom a service is furnished.

"Commission" means the Alaska Remote Seller Sales Tax Commission established by Agreement between local government taxing jurisdictions within Alaska, and delegated tax collection authority.
"**Delivered electronically**" means delivered to the purchaser by means other than tangible storage media.

"Delivery Charges" means charges by the seller of personal property or services for preparation and delivery to a location designated by the purchaser of personal property or services including, but not limited to, transportation, shipping, postage, handling, crating and packing.

"Entity-based exemption" means an exemption based on who purchases the product or who sells the product. An exemption that is available to all individuals shall not be considered an entity-based exemption.

"**Goods for resale**" means:

A. the sale of goods by a manufacturer, wholesaler or distributor to a retail vendor; sales to a wholesale or retail dealer who deals in the property sold, for the purpose of resale by the dealer.
B. Sales of personal property as raw material to a person engaged in manufacturing components for sale, where the property sold is consumed in the manufacturing process of, or becomes an ingredient or component part of, a product manufactured for sale by the manufacturer.
C. Sale of personal property as construction material to a licensed building contractor where the property sold becomes part of the permanent structure.

"Lease" or "rental" means any transfer of possession or control of tangible personal property for a fixed or indeterminate term for consideration. A lease or rental may include future options to purchase or extend.

"Local Sale" means a sale by a seller with a physical presence in a taxing jurisdiction, where the point of delivery is a location within the same taxing jurisdiction.

"Marketplace" means a physical or electronic place, platform or forum, including a store, booth, internet website, catalog or dedicated sales software application, where products or services are offered for sale.

"Marketplace facilitator" means a person that contracts with remote sellers to facilitate for consideration, regardless of whether deducted as fees from the transaction, the sale of the remote seller's property, product or services through a physical or electronic marketplace operated by the person, and engages:

(a) Directly or indirectly, through one or more affiliated persons in any of the following:

(i) Transmitting or otherwise communicating the offer or acceptance between the buyer and remote seller;
(ii) Owning or operating the infrastructure, electronic or physical, or technology that brings buyers and remote sellers together;

(iii) Providing a virtual currency that buyers are allowed or required to use to purchase products from the remote seller; or
(iv) Software development or research and development activities related to any of the activities described in (b) of this subsection , if such activities are directly related to a physical or electronic marketplace operated by the person or an affiliated person; and

(b) In any of the following activities with respect to the seller's products:
(i) Payment processing services;
(ii) Fulfillment or storage services;
(iii) Listing products for sale;
(iv) Setting prices;
(v) Branding sales as those of the marketplace facilitator;
(vi) Order taking;
(vii) Advertising or promotion; or
(viii) Providing customer service or accepting or assisting with returns or exchanges.

"Marketplace seller" means a person that makes retail sales through any physical or electronic marketplace that is operated by a marketplace facilitator.

"**Member Jurisdiction**" means a taxing jurisdiction that is a signatory of the Alaska Remote Seller Sales Tax Agreement, thereby members of the Commission, and who have adopted the Alaska Remote Seller Uniform Sales Tax Code.

"**Monthly**" means occurring once per calendar month.

"**Nonprofit organization"** means a business that has been granted tax-exempt status by the Internal Revenue Service .

"**Person**" means an individual, trust, estate, fiduciary, partnership, limited liability company, limited liability partnership, corporation, or any other legal entity.

"**Physical presence**" for purposes of section .050 means a seller who establishes any one or more of the following within a member jurisdiction:
1. Has any office, distribution or sales house, warehouse, storefront, or any other place of business within the boundaries of the member jurisdiction;
2. Solicits business or receiving orders through any employee, agent, salesman, or other representative within the boundaries of the member jurisdiction;
3. Provides services or holds inventory within the boundaries of the member jurisdiction;
4. Rents or Leases property located within the boundaries of the member jurisdiction.

A seller that establishes a physical presence within the local taxing jurisdiction in any calendar year will be deemed to have a physical presence within the member jurisdiction for the following calendar year.

"Point of delivery" means the location at which property or a product is delivered or service is rendered.
A. When the product is not received or paid for by the purchaser at a business location of a remote seller in a Member Jurisdiction, the sale is considered delivered to the location where receipt by the purchaser (or the purchaser's recipient, designated as such by the purchaser) occurs, including the location indicated by instructions for delivery as supplied by the purchaser (or recipient) and as known to the seller.
B. When the product is received or paid for by a purchaser who is physically present at a

business location of a Remote Seller in a Member Jurisdiction the sale is considered to have been made in the Member Jurisdiction where the purchaser is present even if delivery of the product takes place in another Member Jurisdiction. Such sales are reported and tax remitted directly to the Member Jurisdiction not to the Commission.

C. When the service is not received by the purchaser at a business location of a remote seller, the service is considered delivered to the location where the purchaser receives the service.

D. For products or services transferred electronically, or other sales where the remote seller or marketplace facilitator lacks a delivery address for the purchaser, the remote seller or marketplace facilitator shall consider the point of delivery of the sale to be the billing address of the buyer.

"**Product-based exemptions"** means an exemption based on the description of the product and not based on who purchases the product or how the purchaser intends to use the product.

"Professional services" means services performed by architects, attorneys-at-law, certified public accountants, dentists, engineers, land surveyors, surgeons, veterinarians, and practitioners of the healing arts (the arts and sciences dealing with the prevention, diagnosis, treatment and cure or alleviation of human physical or mental ailments, conditions, diseases, pain or infirmities) and such occupations that require a professional license under Alaska Statute.

"**Property**" and **"product"** and **"good"** means both tangible property, an item that can be seen, weighed, measured, felt, or touched, or that is in any other manner perceptible to the senses; and intangible property, anything that is not physical in nature (i.e.; intellectual property, brand recognition, goodwill, trade, copyright and patents).

"Quarter" means trimonthly periods of a calendar year; January-March, April-June, July-September, and October-December.

"Receive" or "receipt" for purposes of section .030 and the definition of "Point of Delivery" means

A. Taking possession of property or product;
B. Making first use of services;
C. Taking possession or making first use of digital goods, whichever comes first.

The terms "receive" and "receipt" do not include temporary possession by a shipping company on behalf of the purchaser.

"**Remote sales**" means sales of goods or services by a remote seller or marketplace facilitator.

"Remote seller" means a seller or marketplace facilitator making sales of goods or services for delivery within the State of Alaska without having a physical presence in the member jurisdiction in which delivery is being made.

"**Resale of services"** means sales of intermediate services to a business where the charge for which will be passed directly by that business to a specific buyer.

"Sale" or "retail sale" means any transfer of property or product or any provision of service(s) for consideration for any purpose other than for resale.

"Sales price" or "purchase price" means the total amount of consideration, including cash, credit, property, products, and services, for which property, products, or services are sold, leased, or rented, valued in money, whether received in money or otherwise, without any deduction for the following:

A. The seller's cost of the property or product sold;
B. The cost of materials used, labor or service cost, interest, losses, all costs of transportation to the seller, all taxes imposed on the seller, and any other expense of the seller;
C. Charges by the seller for any services necessary to complete the sale, other than delivery and installation charges;
D. Delivery charges;
E. Installation charges; and
F. Credit for any trade-in, as determined by state law.

"**Seller**" means a person making sales of property, products, or services, or a marketplace facilitator facilitating sales on behalf of a seller.

"**Services**" means all services of every manner and description, which are performed or furnished for compensation, and delivered electronically or otherwise into a member jurisdiction including but not limited to:

A. Professional services;
B. Services in which a sale of property or product may be involved, including property or products made to order;
C. Utilities and utility services not constituting a sale of property or products, including but not limited to sewer, water, solid waste collection or disposal, electrical, telephone services and repair, natural gas, cable or satellite television, and Internet services;
D. The sale of transportation services;
E. Services rendered for compensation by any person who furnishes any such services in the course of his trade, business, or occupation, including all services rendered for commission;
F. Advertising, maintenance, recreation, amusement, and craftsman services.

"Tax cap" means a maximum taxable transaction.

"Taxing jurisdiction" means a local government in Alaska that has a sales tax..

"**Transferred electronically**" means obtained by the purchaser by means other than tangible storage media.

SECTION 280 – Supplemental Definitions

For purposes of this Chapter, the Commission may promulgate Supplemental Definitions that are incorporated into this Remote Seller Sales Tax Code, provided they are not in conflict with or contrary to definitions set forth in the general sales tax ordinance of the member jurisdiction. Supplemental Definitions are available at www.arsstc.org. Provisions of the Supplemental Definitions that are amended, deleted, or added prior to or after the effective date of the latest amendment to this chapter shall be applicable for purposes of this chapter on the effective date provided for such amendments, deletions, or additions, including retroactive provisions.

DATE INTRODUCED: *April 12, 2021*
DATE OF PUBLIC HEARING: *May 10, 2021*

PASSED and **APPROVED** by the Gustavus City Council this __th day of   , 2021, and effective upon adoption.

____
Brittney Cannamore, Mayor

____
Attest: Karen Platt CMC, City Clerk

City of Gustavus
PO Box 1
Gustavus, Alaska 99826
Phone: (907) 697-2451

City of Gustavus
Capital Improvement Plan

Version: COG_CIP: 2021-2025

Approved by the Gustavus City Council on _________,, 2021

Introduction: The Capital Improvement Program

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

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

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

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

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

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

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

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

Integration of the CIP with Strategic Plan Goals

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

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

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

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

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

Literature Review

Literature Cited:

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

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

Ongoing Projects, Funded in Previous Years

- Disposal & Recycling Center Inflow Storage and Household Hazardous Waste (CP18-05)
  - Status: near completion; project to be completed in 2021; funding approved with FY19-22NCO; applied for state funds in FY18 and FY19 Legislative Requests; project modified/expanded for 2019 from original DRC Pre-Processing Storage Project
- Household Hazardous Waste Facility (CP18-07)
  - Status: work to be completed in 2021 after design is completed; funding approved with FY18-22NCO; applied for state funds again in FY21; previously included in FY18, FY19, FY20 Legislative Requests
- Disposal & Recycling Center Compost Yard Improvement (CP19-06)
  - Status: in progress; reinitiated design work after 2020 RFQ overbid. Work to be completed in 2021; funding approved with FY19-22NCO; 2018 design work funded through operating budget; applied for state funds in FY19 Legislative Request; project modified/expanded for 2019 from original Disposal & Recycling Center Composting Facility project and Composting Quonset Replacement project
- Gustavus Beach Improvements (CP19-03)
  - Status: in progress; work to be completed in 2021; funding approved with FY19-19NCO
- Gustavus Public Library Bike Shelter/Shed (CP19-08)
  - Status: revamped and included in 2021 projects; partial funding transferred with FY20-04NCO
- Gustavus Public Library Roof Repair (CP19-08)
  - Status: initial repairs funded in FY18-FY19 operating budget; full repair was 2019 capital project; RFQ awarded fall 2020; funding approved with FY20-04NCO and FY21-07NCO. Work scheduled for 2021.
- Salmon River Harbor Clean-Up & Kiosk (CP18-01)
  - Status: in progress; work to be completed in 2021; funding approved with FY18-22NCO
- LIDAR (Light Detection & Ranging) Mapping (CP18-04)
  - Status: in progress; work to be completed in 2021; funding approved with FY18-22NCO
- Wilson Road Drainage Improvement (CP18-02)
  - Status: work on hold pending LIDAR analysis; funding approved with FY18-22NCO; NCO may move $30,000 of these funds into City Roads Improvement 2021 capital project. Wilson Road improvements will either be combined with the City Road Improvements Project if funded, the Flood Mitigation & Recovery Project, or a separate CIP project to be determined by the Council. Some Wilson Road work has already occurred in response to the December 2, 2020 flood.
- Good River Bridge Repairs (originally in operating budget)
  - Status: revamped and included in 2021 projects; originally funded in FY19-FY20 operating budgets but work has not begun. This project is upgraded to reflect an engineer inspection and repair estimate. The estimate from two different engineering firms for the evaluation and repair plans (permitting not included) is $25,000. Construction estimates will be determined based on the results of the engineering work.
- Fire Hall Rain Cistern System
  - Status: funded through 2020 CARES Act funds to provide potable water and proper appliances for cleaning and maintaining emergency gear. Washer, dryer, faucets, and sinks are all purchased and on site. Gutters have been installed. Cistern installation, plumbing, and appliance installation will be completed by spring 2021.

Completed Projects in FY21

- Community Chest Facility Maintenance (CP19-02)
- Gustavus Volunteer Fire Department Replacement AED/Monitor (CP20-01)
- City Hall Copier/Printer/Scanner/Fax (purchased with CARES Act funds)
- Salmon River Boat Harbor Boat Launch Repair (funded through operating budget)

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

City of Gustavus FY22 State Legislative Priorities
Submitted via CAPSIS on 2/17/21.

1. Gustavus Volunteer Fire Department Quick Attack/Wildland Firefighting Truck $80,000
   Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02.
   Scoping document approved 2/10/20.

2. Container Designed as a Household Hazardous Waste Facility $65,000
   Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY19-02, CY18-05.
   Scoping document approved 12/12/16.

3. Disposal & Recycling Center Main Building Replacement $287,500
   Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02.
   Scoping document approved 2/10/20.

4. Gravel Extraction Improvement Project $500,000
   Approved by the Gustavus City Council via Resolution CY21-03.
   Scoping document approved 5/13/19.

5. Fire Hall Architectural & Engineering Plans for Expansion $30,000
   Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY19-02, CY18-04.
   Scoping document approved 2/12/18.

6. Public Library Architectural & Engineering Plans for Expansion $30,000
   Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY19-02.
   Scoping document approved 2/11/19.

See Appendix A for a full narrative for each project.

Part 2: 2021 Projects – DRAFT - projects up for consideration

City of Gustavus – Fund In-House for 2021

- Good River Bridge Repairs Phase 1: Engineering $25,000
- City Road Improvements Phase 1: Road Engineer $30,000
  - NCO to use most of Wilson Road Improvement funds allocated in 2018
- FY22 Legislative Requests 2, 3, if unfunded by State of Alaska
  - 2. Household Hazardous Waste Facility $65,000
    - Status: maintain funding in-house (FY19-22NCO for $59,450)
  - 3. DRC Main Building Replacement Phase 1: Design $30,000
- Refurbish/Reconstruct Old Preschool/Post Office Bldg. $10,000

Seek Funding for 2021

- Flood Mitigation and Recovery $125,000
    - Status: use Federal Emergency Management Agency (FEMA)
- FY22 Legislative Request 1, if unfunded by State of Alaska
  - 1. GVFD Quick Attack/Wildland Firefighting Truck $80,000
    - Status: continue seeking grants

Pending Council Decision

- Public Drinking Water Point-Source Project Development $75,000?
- FY22 Legislative Request 4, if unfunded by State of Alaska
  - 4. Gravel Extraction Improvement Project – being reworked $pending
- Library Bike Shelter/Shed Phase 1: Design & Engineering
    - Status: use current funding (FY20-04NCO for $15,000)

See Appendix B for a full narrative for each project.

Part 3: Mid-Range Projects

- FY22 Legislative Requests 3, 4, 5, 6, if unfunded by State of Alaska
  - 3. DRC Main Building Replacement Phase 2: Build
  - 4. Gravel Extraction Improvement Project
  - 5. Fire Hall Architectural & Engineering Plans for Expansion
  - 6. Public Library Architectural & Engineering Plans for Expansion
- Public Drinking Water Point-Source Project Development
- GVFD Structural Firefighting Gear (expire in 2022)
- Good River Bridge Repairs Phase 2: Construction
- DRC Three Phase Power Installation
- Library Bike Shelter/Shed Phase 2: Construction
- Disposal & Recycling Center Baler Purchase
- City Road Improvements Phase 2: Implementation
- Library Ventilation Fans Replacement
- Disposal & Recycling Center Refurbish/Repurpose Composting Quonset
- Salmon River Boat Harbor Barge Ramp Improvement
- Salmon River Boat Harbor Fish Waste Disposal Bin
- City Hall Partial Building Remodel
- Landscape Design Consultation
- GVFD Utility Pick-Up Truck
- GVFD Water Tender/Road Water Truck
- Grandpa's Farm Road Bridge & Culvert
- Disposal & Recycling Center Groundwater Monitoring Well Replacements
- Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace
- City Buildings Air-Source Heat Pump Conversion

See Appendix C for a full narrative for each project.

Part 4: Long-Range Projects

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

See Appendix D for a full narrative for each project.

Part 5: Other Community Projects

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

Other Community Projects in Progress

- Southeast Alaska Regional Health Consortium (SEARHC) New Gustavus Clinic (2021)
- Electrical Intertie with Glacier Bay National Park (2021)
- State of Alaska DOT/PF Gustavus Airport Project (2021)
    - Repaving apron, taxiways, and runways
- Tidelines Institute Educational Building (partially funded through Endowment Fund Grant – 2021 groundbreaking)

Other Potential Capital Project Needs in Gustavus

- Gustavus School Gym Remodel/Replacement

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

Project Description & Benefit

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

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

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

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

Total Project Cost

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

Priority 2. Container Designed as a Household Hazardous Waste Facility

Project Description & Benefit

The project will be to purchase, install, and operate a portable containerized facility for receiving, processing, storing, and shipping hazardous wastes from households, State and local agencies, and businesses in Gustavus.

Gustavus residents, government agencies, and businesses purchase, use, and dispose of products that constitute hazardous waste under state and federal regulations. Hazardous wastes are waste materials that pose significant threats to public health or the environment and include materials that are flammable, reactive, corrosive, dangerously toxic, or are specifically listed in EPA regulation as hazardous wastes. The Gustavus Disposal & Recycling Center (DRC) is not permitted to landfill wastes classified by EPA as hazardous wastes. Such wastes must be shipped to specific hazardous waste facilities. The majority of hazardous waste generated in Gustavus can be broadly characterized as household hazardous wastes, however, which are less regulated than industrial hazardous wastes. These are wastes from products commonly used by households, such as paints, solvents, pesticides, drain cleaners, antifreeze, waste fuels, batteries, and the like. While they are exempt from EPA hazardous waste regulations, they are nevertheless hazardous, and it has been DRC practice not to landfill them. Generally, the DRC does not accept such wastes except under occasional special collection and shipping opportunities.

The DRC does not regularly receive household hazardous waste. The community lacks a regular and proper means of disposing of these common wastes, so many residents either store such materials indefinitely on their property or dispose of them improperly outside the controlled waste stream. These practices present hazards to public health and the environment and potentially degrade property values. Furthermore, occasionally household hazardous waste is inadvertently received by the DRC and then must be stored until a shipment opportunity can be arranged. The DRC currently has storage of such waste in a container on-site, but that storage does not meet requirements for proper storage of hazardous waste.

The intent of this project is to provide capacity for the DRC to receive household hazardous wastes and universal wastes regularly and more efficiently and to process and store them for shipping in a safe and environmentally responsible manner. Hazardous waste handling is an assigned responsibility of the DRC under its enabling ordinance.

Funding is being requested to purchase a container designed for household hazardous waste collection that includes spill containment, ventilation, shelving, and signage. The proposed container is fully constructed at a facility in the lower 48 and is ready to use upon arrival in Gustavus.

Total Project Cost

Total for container in Gustavus with all options:	$56,559
Site work:	$3,000
Supplies:	$1,000
Contingency 7%:	$4,239
Project total (rounded):	$65,000

Priority 3. Disposal & Recycling Center Main Building Replacement

Project Description & Benefit

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

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

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

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

The objectives will be as follows:

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

Total Project Cost

$287,500

$80,000	Building from Future/Toro (Michigan) delivered and stamped by Alaska engineer
$30,000	Assembly/Construction of building
$100,000	Site development & Infrastructure
$20,000	Demolition of existing building
$57,500	Overrun @25% contingency – covers any pre-development consultations

Priority 4. Gravel Extraction Improvement Project

Project Description & Benefit

The City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. All of the city-owned roads are gravel; none are paved. Gravel is currently extracted from the margins of existing gravel ponds by excavators. With this equipment, available material from the gravel ponds likely will be exhausted in the next few years. There is little land left to clear on the city-owned parcel, but informal studies indicate extensive gravel likely exists deeper in the ponds.

This project would extend the usefulness of the existing gravel ponds by creating an operating plan and implementing an alternative extraction system, such as a drag-line or dredge, along with support equipment, a truck scale, and site preparation. An operating plan would evaluate shifting the current gravel operation from multiple contracts to private businesses to a city-run gravel operation, including staffing, training, and storage and selling of gravel. It is estimated a new extraction method could provide enough gravel for approximately 20 years, ensuring a supply of gravel for city road construction and maintenance, private development, and other uses. Ongoing operating/labor costs would be covered by the City of Gustavus.

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

Research is ongoing as to the best extraction method for extending the life of the gravel ponds. As soon as funding was secured, an Operating Plan would be finalized and equipment would be purchased for the new preferred extraction method. The city spent $13,348 in 2019-2020 to complete a formal land survey of the gravel ponds parcel.

Total Project Cost

$500,000

Priority 5. Firehall Architectural & Engineering Plans for Expansion

Project Description & Benefit

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

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

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

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

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

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

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

Total Project Cost

$30,000

Priority 6. Public Library Architectural & Engineering Plans for Expansion

Project Description & Benefit

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

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

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

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

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

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

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

Total Project Cost

$30,000

Good River Bridge Repairs Phase 1: Engineering

Project Description & Benefit

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

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

Plans & Progress

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

Total Project Cost

Civil Engineer: $25,000 based on “ballpark” estimate from Juneau engineer.
Total Project Cost: $25,000 for engineer work. Repair costs to be determined; listed as a separate project in this document.

City Road Improvements Phase 1: Road Engineer

Project Description & Benefit

This project will improve city roads to primary level of service from which necessary improvements to better serve the community can be determined. The project scope begins with contracting the professional services of a road engineer to evaluate and make recommendations for the entirety of city roads. The objective of this element is to determine the best practices available to provide sustainable roads in Gustavus. Utilizing LIDAR mapping that should be available by summer of 2020, the contracted road engineer can evaluate the existing road program practices. After analyzing the existing conditions, recommendations as to the best methods to address flooding, to address the consistent and rapid road deterioration, and to enact preventive measures in an effort to extend the life of road work (minimize or eliminate rain-event potholes, flooding, and other road maladies). The project continues with improvements that includes specific work as follows:

- **a.** Ditch stabilization along Wilson Rd and Rink Rd to prevent washouts
- **b.** Preventive Maintenance Program
- **c.** Road Material Improvement
- **d.** Alternate road surface procedures

Plans & Progress

Immediate Improvements. The objectives of a, b, c, and d above are as follows:

a. The drainage ditch along Wilson Rd and Rink Rd has had several washouts over the last couple of years. Discussing the situation with the city’s road maintenance contractor, it is recommended that stabilization utilizing the newly acquired rock at strategic points of the ditch could prevent several of the hypothesized causes of the washouts.

b. Implementing a preventive maintenance program requires bringing the road condition to a base level to maintain. Brushing, ditch vegetation removal, road surface improvement, and other repairs from the lack of attention to the roads should reduce the emergency response occurrences and reduce continuing repairs caused by not addressing road maintenance.
c. Road material could be the principal cause for many of the road maintenance problems. Acquisition of a small rock crusher that is capable of reducing the larger river-rock from the gravel pits and supplementing the gravel with binding material could extend the life of repairs and reduce road surface maintenance.
d. Alternate road surface procedures have been tried by the city's road maintenance contractor with good results. The procedure may require additional funding to replicate the results in the test areas.

Total Project Cost

Phase 1 funded in 2020: $30,000 for the evaluation, using the City's LIDAR maps (evaluation funded through NCO, transferring $30,000 that was previously allocated to capital project Wilson Road Drainage Improvement (CP18-02, funding approved with FY18-22NCO)). The $30,000 amount is a "ballpark" estimate from a Juneau engineer on March 18, 2020. The evaluation will provide recommendations, and costs can be projected from the report.

Phase 2, implementation of the engineer's recommendations regarding the topics listed above, is of unknown cost. Implementation is listed as a separate project in this document.

Refurbish/Reconstruct Old Preschool/Post Office Building

Project Description & Benefit

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

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

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

Plans & Progress

An initial inspection of the building has identified some needed improvements. However, it would be prudent to have a professional building inspection conducted to ensure there are no structural or other safety issues. A professional assessment would be conducted, and the improvement projects would be priced out to determine project cost. The interested party could provide labor and make additional improvements upon approval such as shelving.

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

Total Project Cost

$10,000

Flood Mitigation and Recovery

Project Description & Benefit

This project would continue with efforts to repair damage from the December 2, 2020, flood event and to take preventative measures to reduce the likelihood of a similar event occurring in the future.

Plans & Progress

Initial response occurred in December 2020 and January 2021. A punch list of further tasks to complete includes:

- Create a culvert directory that identifies where culverts are needed to be installed, either because of damage, inadequate size, or never installed. The culverts will be critical for moving water away from homes and along roads.
- Identify where road improvements are still needed. Projects include vegetation removal such as trees uprooting and damaging roads, ditch/stream fortification to prevent failure, completion of road repairs, and evaluation of stormwater prevention such as diversion, ditching, or road relocation.
- Road improvements that include raising travelways to facilitate runoff and prevent ponding. Also, improving road surface and subsurface to prevent washouts.

A federal disaster has been declared, and the City of Gustavus has sought public assistance from the Federal Emergency Management Agency (FEMA).

Total Project Cost

$125,000 funded through FEMA. If any projects were deemed unfavorable for FEMA reimbursement, additional council discussion would occur.

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

Project Description & Benefit

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

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

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

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

Plans & Progress

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

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

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

Total Project Cost

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

Public Drinking Water Point-Source Project Development

Project Description & Benefit

This project would contract with a company to produce a report that will identify a water source(s) to create a point-source for public drinking water access, a method of treatment that meets the applicable Alaska Department of Environmental Conservation regulations for standards to provide drinking water, and a proposed system for operating the water utility.

This project would also contract for the installation of a water program that provides for the installation of the necessary equipment to operate a water utility.

Based on the Council's determination on the implementation of the water utility, this project could also facilitate the operation of the water utility.

Plans & Progress

The preferred project plan will be to apply for a Village Safe Water (VSW) grant for a study to determine the need and best approach to create and operate a water utility.

Total Project Cost

Unknown at this time. However, other communities that have used a point-source for a water utility for a community similar in size to Gustavus have spent approximately $100,000. If a VSW grant is received, the study should provide estimated costs.

Gustavus Volunteer Fire Department Structural Firefighting Gear

Project Description & Benefit

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

Plans & Progress

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

Total Project Cost

Minimum of $82,500

These are initial dollar figures. As the time of purchase approaches, a quote from a distributor will be obtained with a quantity discount, if possible. Prices on this equipment go up every year. It could cost $5,500 or more to outfit a firefighter in the required safety gear. If more volunteers are involved, more gear would be needed in 2022, when we need to purchase the new gear. The Fire Chief will be seeking out and applying for grants to obtain as much funding as possible.

Helmet	$ 450.00
Boots	$ 450.00

Pants	$2000.00
Coat	$2200.00
Hood	$ 130.00
Gloves	$ 100.00
Shipping, etc.	$ 170.00

Total for 1 complete set = $5500.00

Good River Bridge Repairs Phase 2: Construction

Project Description & Benefit

This project implements the engineering recommendations completed in a previous project to repair the Good River Bridge.

Plans & Progress

A Request for Quotation (RFQ) will be developed and issued based on the engineering report created to address the Good River Bridge issues.

Total Project Cost

Repair costs to be determined by engineering evaluation.

Disposal & Recycling Center Three Phase Power Installation

Project Description & Benefit

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

Plans & Progress

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

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

> "Whereas, the Gustavus Disposal and Recycling Center presently has three phase equipment and would benefit from being able to connect to three phase grid power…"

Total Project Cost

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

Gustavus Public Library Bike Shelter/Shed Phase 2: Construction

Project Description & Benefit

Patrons and staff of the City of Gustavus Public Library (Library) have been in need of a safe, dry, covered area to park bikes and gather outside of the Library. This project constructs the structure developed during Phase 1 of this project.

Plans & Progress

A previous project (Phase 1) will have created the design for this structure.

Total Project Cost

To be determined by design work.

Disposal & Recycling Center Baler Purchase

Project Description & Benefit

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

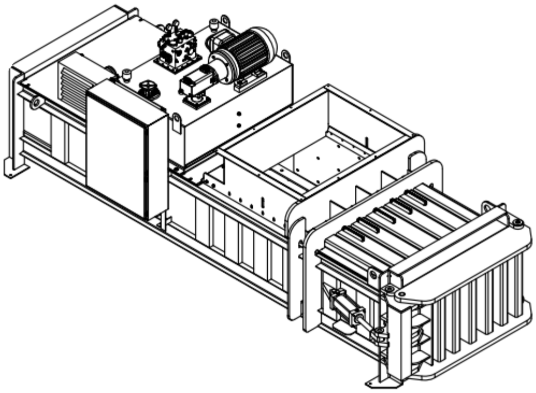
A "closed-door" baler type has been selected which allows for baling a wide variety of materials (independently) such as raw garbage, aluminum cans, cardboard, and scrap metal/white goods. The baler would be fitted with an in-feed hopper to allow greater throughput of material (unlike the current balers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

Plans & Progress

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

Total Project Cost

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



Installation would include the hiring of a construction firm to lift the baler off the shipping flat, move it to its designated place of operation, anchoring it into the concrete, installing any attachments that were removed for shipping, connecting all electrical equipment (disconnect and conduit), and installing hydraulic oil if it was removed for shipping. If a new unit is purchased, final electrical connections and training from the sales staff comes with the purchase.

City Road Improvements Phase 2: Implementation

Project Description & Benefit

This project would implement the recommendations for improvements as informed by a previous project's work with a road engineer and using the city's LIDAR data. The project continues with improvements that includes specific work as follows:

a. Ditch stabilization along Wilson Rd and Rink Creek Rd to prevent washouts
b. Preventive Maintenance Program
c. Road Material Improvement
d. Alternate road surface procedures

Plans & Progress

Awaiting results of road engineer analysis.

Total Project Cost

Phase 2, implementation of the engineer's recommendations regarding the topics listed above, is of unknown cost and could include annual costs rotating preventative maintenance by neighborhood.

Gustavus Public Library Ventilation Fans Replacement

Project Description & Benefit

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

Plans & Progress

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

Total Project Cost

$1500 x 2 fan units + freight and installation labor

Disposal & Recycling Center Refurbish/Repurpose Composting Quonset

Project Description & Benefit

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

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

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

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

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

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

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

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

Plans & Progress

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

Total Project Cost

Estimated at $15,000

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

Salmon River Boat Harbor Barge Ramp Improvement

Project Description & Benefit

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

Plans & Progress

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

Total Project Cost

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

Salmon River Boat Harbor Fish Waste Disposal Bin

Project Description & Benefit

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

Plans & Progress

Coinciding with new compost facility.

Total Project Cost

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

City Hall Partial Building Remodel

Project Description & Benefit

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

Plans & Progress

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

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

Total Project Cost

$15,000

Landscape Design Consultation

Project Description & Benefit

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

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

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

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

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

Plans & Progress

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

Some beach improvements are underway through a separate capital project.

Total Project Cost

Unknown – determined via RFP.

Gustavus Volunteer Fire Department Utility Pick-Up Truck

Project Description & Benefit

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

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

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

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

Plans & Progress

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

Total Project Cost

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

GVFD Water Tender/Road Water Truck

Project Description & Benefit

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

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

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

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

Total Project Cost

Unknown

Grandpa's Farm Road Bridge & Culvert

Project Description & Benefit

This project will replace a perched culvert where Harry Hall Creek passes under Grandpa's Farm Road by the Maier/Lentfer residence. The culvert is becoming increasingly perched creating a barrier to fish passage, particularly for rearing Coho salmon. The road embankment at the crossing is also narrow with a steep drop-off into the stream, presenting a traffic hazard. A crib wall on the southwest end of the existing culvert is aging and expected to fail within a few years. The goal is to eliminate the traffic hazard and the fish passage restriction by replacing the culvert with a timber bridge.

The project will benefit residents and businesses on the road as well as the general public who use the road. It also benefits fish populations dependent on the stream.

Plans & Progress

Funding could come from the U.S. Fish & Wildlife Service (USFWS) and/or Alaska Sustainable Salmon Fund (AKSSF), as was done for previous bridge/culvert replacement projects on Mountain View Road.

Total Project Cost

Design documents are 95% with an engineer's estimate for the project of $250,000.

Disposal & Recycling Center Groundwater Monitoring Well Replacements

Project Description & Benefit

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

Total Project Cost

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

Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace

Project Description & Benefit

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

Total Project Cost

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

City Buildings Air-Source Heat Pump Conversion

Project Description & Benefit

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

Total Project Cost

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

Volunteer Fire Department Building Expansion and Roof Repair

Project Description & Benefit

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

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

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

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

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

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

Total Project Cost

$700,000

City Hall Driveway Relocation or Riverbank Stabilization

Project Description & Benefit

The Salmon River is eroding the driveway that leads to City Hall. It is a slow rate of erosion, but it appears inevitable that the driveway will eventually become unsafe or too narrow to provide access to City Hall. Options that have been considered informally include riverbank stabilization and driveway relocation through some of the existing trees behind the picnic shelter. This driveway is also used by the public to access the old ball field, especially during the Coho salmon run, and by one household to access their home. As part of this access design, the city may want to consider creating an electric vehicle charging station, for use by a city vehicle and possibly the public.

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

Plans & Progress

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

Total Project Cost

Unknown

City Hall & Fire Hall Energy Audit Repairs

Project Description & Benefit

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

GVFD Edraulic Extrication Equipment

Project Description & Benefit

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

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

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

Plans & Progress

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

Total Project Cost

$35,000

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911 System Upgrade

Project Description & Benefit

This project is still being researched.

GVFD Electric Meter Installation

Project Description & Benefit

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

Gustavus Public Library Building Expansion

Project Description & Benefit

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

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

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

Plans & Progress

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

Total Project Cost

Unknown

Disposal & Recycling Center Shredder

Project Description & Benefit

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

Total Project Cost

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

Disposal & Recycling Center "Waste to Energy" Equipment

Project Description & Benefit

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

Total Project Cost

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

Disposal & Recycling Center Drive-On/Vehicle Scale

Project Description & Benefit

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

Total Project Cost

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

Disposal & Recycling Center Equipment Garage

Project Description & Benefit

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

Total Project Cost

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

Disposal & Recycling Center Styrofoam Densifier

Project Description & Benefit

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

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

Total Project Cost

Approximate cost $15,000.

Disposal & Recycling Center Landfill Closure

Project Description & Benefit

The Landfill Closure project refers to the process of transitioning from a facility that landfills all of its non-recyclable waste in a (local) mound to a facility that ships most of its non-recyclable waste to a regional landfill, such as the Roosevelt Regional Landfill located in eastern Washington (operated by Republic Services). For a good description of the trend in Southeast Alaska of exporting waste, please refer to the October 2017 KTOO story: https://www.ktoo.org/2017/10/18/talking-trash-follow-garbage-southeast-ships-south/

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

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

Total Project Cost

No cost or timeline is presented at this time.

City Electric Vehicle

Project Description & Benefit

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

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

Plans & Progress

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

Total Project Cost

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

Salmon River Harbor Waterless Restrooms

Project Description & Benefit

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

Plans & Progress

None.

Total Project Cost

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

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

Salmon River Harbor Public Floats

Project Description & Benefit
This project would install public floats at the Salmon River Harbor.

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

Total Project Cost
Unknown.

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

Name	Model	Manufacturer	Description	Placed in service	New cost	Insured Value (not including bldg. contents)	Useful Life	Function	R&R/year - add to FY22 budget	Total that should be set aside by end of FY22	Amount used since R&R inception
Equipment											
Bobcat	763	Bobcat	Skid steer loader	12/15/98	$ 17,000	$ 25,200	20	General Govt	done	$2,520.00	
Bobcat	A770	Bobcat	All-wheel steer loader	08/22/16	$ 58,409	$ 57,899	20	General Govt	$292.05	$1,752.27	
Compost screener	Trom 406	Screen USA, Inc	Tan, large, wheeled trommel screener	04/05/05	$ 33,500	N/A	20	Landfil	$167.50	$2,847.50	
Cram-a-lot (NPS owns)	DHR-42-LU	JV Manufacturing	Purple, large recycling baler	07/01/03	$ 10,165	N/A	20	Landfil	$50.83	$965.68	
GPI baler (NPS owns)	M30HD	Harmony enterprises	Yellow baler, principal trash baler	09/01/02	$ 5,000	N/A	20	Landfil	done	$500.00	
Glass Pulverizer	H-100VT	GAME	Grey, conveyor fed glass pulverizer	5/?/2003	$ 17,475	N/A	20	Landfill	$87.38	$1,660.13	
Alligator shear	320	JMC Recycling Systems	Hydraulic metal shear	12/23/06	$ 13,450	N/A	20	Landfill	$67.25	$1,076.00	
Conveyor fed bottle buster		Bell Recycling Equipment	Red, 2 motor bottle buster	2001	$ 5,000	N/A	20	Landfill	done	$500.00	
Grey baler	?	Compaction Technologies	Original baler	05/01/95	$ 90,000	N/A	don't replace	Landfill			
Larger blower	MACS 100SP	Green Mountain Technology		6/?/05	$ 5,000	N/A	20	Landfill			Lg blower replace = $9500
Fuel Tank			at DRC	2012	$ 6,580	N/A	30	General Govt	$21.93	$197.40	
structural firefighting gear			15 sets	2012	$ 82,500	N/A	10	Public Safety	done	$8,250.00	
911 Radio Equipment Fire Dept		Motorola	911 Upgrades	2015	$ 21,260	N/A	5	Public Safety		$0.00	
Monitor/Defibrillator	MRx	Philips	OUT OF SERVICE 2021	6/28/2012	$ 21,000	N/A	15	Public Safety	done	$0.00	-$1,260.00
Monitor/Defibrillator		Lifepak		1/5/2021	$ 32,037	N/A	15	Public Safety	$213.58	$213.58	
Oxygen Generator		state grant at end of Steve Manchester's time - $50,000?		2013??	$ 50,000	N/A	20	Public Safety	$250.00	$2,000.00	
SRP playground equipment		Recreation Today		7/4/2018	$ 18,541	N/A	30	General Govt			
Air-Pak SCBA equipment x 10			10 air-paks, 20 cylinders, 10 facemasks	1/4/2019	$ 73,532	N/A	15	Public Safety	$490.21	$980.43	
Fuel Tank			at Community Chest	2019	$ 7,959	N/A	30	General Govt	$26.53	$53.06	
Total Equipment					**$ 568,409**				**$1,667.25**		
Buildings											
DRC Main Building				1996	$ 50,000	$ 291,200	30	Landfill	$970.67	$24,266.67	
DRC Office Building			new cost assumed from insured cost	2013	$ 75,000	$ 125,000	30	Landfill	$416.67	$3,333.33	
DRC Quonset				10/8/2004	$ 11,000	N/A	10	Landfill	done	$0.00	-$12,100.00
Community Chest Building West				1942	$ 61,200	N/A	30	General Gov		??	
Community Chest Building East				1942	$ 61,500	N/A	30	General Gov		??	
Post Office/Preschool building				1942	$ 28,800	N/A	30	General Gov		??	
Tong Fire Hall				1985	$ 752,300	$ 899,230	30	Public Safety	done	$89,923.00	
Tong Fire Hall Improvements			plumbing, etc.	2011	$ 101,500		30	Public Safety			
Gustavus City Hall				1960	$ 88,000	$ 300,000	30	General Gov	$1,000.00	$6,000.00	
Gustavus City Hall Improvements				6/29/2016	$ 225,332						
Gustavus Public Library				1997	$1,336,600	$ 1,289,780	30	Library	$4,299.27	$46,682.40	-$56,500.00
Tank farm			AEA and Denali Comission Project	5/23/2013	$2,003,840	$ 2,169,000	30	General Gov			
Generator Building			AEA and Denali Comission Project			insured by AP&T		General Gov			
Beach waterless restrooms			ROMTEC SST Traditional double restroom	3/7/2014	$ 72,745	$ 72,745	30	General Gov	$242.48	$1,697.38	
Salmon River Park waterless restrooms			ROMTEC SST Traditional double restroom	10/21/2016	$ 77,935	$ 77,935	30	General Gov	$259.78	$1,298.92	
Total Buildings					**$4,945,752**				**$7,188.87**		
Infrastructure											
Salmon River Boat Harbor Ramp Upgrades			Refurbishing of boat ramp and barge ramp	2007	$ 396,000	N/A	20	Marine Facilities	$1,980.00	$27,720.00	
Communications Tower					$ 15,559	N/A	don't replace	Admin - unused for broadband at Hydro			
Small Harbor Float System Transfer				9/16/2013	$1,377,485	$ 1,500,000	30	Marine Facilities	$5,000.00	$40,000.00	
Wilson Rink Culvert				2011	$ 61,808						
Berry Drive Culvert Improvement				2012	$ 80,514						
Lukes driveway bridge				7/25/2016	$ 126,605						
Chase driveway bridge				7/6/2016	$ 146,552						
Dickey Drive Bridge				8/3/2016	$ 202,340						
Tong Road Bridge				9/16/2015	$ 161,078						
Spruce Lane Bridge				9/22/2014	$ 173,417						
Good River Bridge				8/13/2015	$ 239,211						
Rink Creek Bridge		built by State of Alaska and turned over to City of Gustavus		2019							
Total Infrastructure					**$2,980,569**				**$ 6,980**		
Vehicles											
Fire Engine #1	4400	International	Year: 2003	8/22/2017	$ 113,800	$ 113,800	30	Public Safety	$379.33	$6,828.00	
Ambulance	F450	Ford	Year: 2003; new cost assumed from insured cost	2/4/2003	$ 70,000	$ 70,000	30	Public Safety	$233.33	$4,200.00	
Fire Truck #27 ARFF	S Series 1854	International	Year: 1983	1/12/2012	$ 5,000	N/A		Public Safety		replace with utility truck combo	
Wildland Fire Response Trailer		Wells Cargo	purchased from Signal Trailer	6/29/2007	$ 7,269		30	Public Safety	$96.92	$387.68	
Tank Truck - Tanker 1 - Princess?	S Series 1955	International	Year: 1987 - purchased from Affordable Equip.	6/8/2011	$ 14,350	$ 120,000	30	Public Safety	done	$12,000.00	
Fuel Truck - Tanker 2		International	Year: 1981				30	Public Safety			
					$ 210,419				**$ 710**		
Non Depreciable-Land											
Salmon River Park/Firehall/City Hall/Restrooms	1.81 Acres	ADL 108131 Lot 8A	DNR Div. of Mining, Land, & Water	2019				General Gov			
Lot north of City Hall	2.33 Acres	ADL 108131 Lot 8B	Municipal Entitlement	2019				General Gov			
Salmon River Boat Harbor	8.76 Acres		Fish and Wildlife	2007	$ 41,000			Marine Facilities			
DRC 810 Conveyance	11.9 Acres		DRC	2004	$ 100,000			Landfill			
Community Chest	5.8 Acres		Municipal Entitlement	2004	$ 50,000			General Gov			
Marchbanks' Building	13.99 Acres		Municipal Entitlement	2004	$ 125,000			General Gov			
Tank Farm 810 Conveyance	1.3 Acres		Municipal Entitlement	2004	$ 25,000			General Gov			
Gravel Pit	40.47 Acres		Municipal Entitlement-full of ponds	2004	$ 30,000			General Gov			
Bailey Property	5 Acres		Gifted property	2005	$ 50,000			General Gov			
Total Land					**$ 421,000**						

	Initial deposits/ allocation in FY19	Interest & FY19 NCOs	R&R accounts at end of FY19
Misc.	$13,412.70	$0.00	$13,412.70
Earnings	$133.25	$6,242.42	$6,375.67
DRC	$46,780.45	-$12,100.00	$34,680.45
GVFD	$111,534.84	$0.00	$111,534.84
Admin	$4,779.35	$0.00	$4,779.35
Lands	$0.00	$0.00	$0.00
Library	$88,616.00	-$56,500.00	$32,116.00
Marine Fac.	$54,972.42	$0.00	$54,972.42
Roads	$0.00	$0.00	$0.00
Total:	$320,229.01	-$62,357.58	$257,871.43

R&R means Repair & Replacement

	R&R accounts at end of FY19	Interest & FY20 NCOs	R&R accounts at end of FY20
Misc.	$13,412.70		$13,412.70
Earnings	$6,375.67	$4,093.13	$10,468.80
DRC	$34,680.45	$2,150.79	$36,831.24
GVFD	$111,534.84	$4,454.47	$115,989.31
Admin	$4,779.35	$1,000.00	$5,779.35
Lands	$0.00	$0.00	$0.00
Library	$32,116.00	$10,267.13	$42,383.13
Marine Fac.	$54,972.42	$7,482.27	$62,454.69
Roads	$0.00	$0.00	$0.00
Total:	$257,871.43	$29,447.79	$287,319.22

	R&R accounts at end of FY20	Interest & FY21 net NCOs	R&R accounts as of 12/31/20
Misc.	$13,412.70		$13,412.70
Earnings	$10,468.80	$50.85	$10,519.65
DRC	$36,831.24	$2,150.79	$38,982.03
GVFD	$115,989.31	$8,579.80	$124,569.11
Admin	$5,779.35	$1,000.00	$6,779.35
Lands	$0.00	$0.00	$0.00
Library	$42,383.13	$4,299.27	$46,682.40
Marine Fac.	$62,454.69	$7,482.27	$69,936.96
Roads	$0.00	$0.00	$0.00
Total:	$287,319.22	$23,562.98	$310,882.20

	FY22 budget R&R
DRC	$2,100.79
GVFD	$1,663.38
Admin	$1,000.00
Lands	$0.00
Library	$4,299.27
Marine Fac.	$7,482.27
Roads	$0.00
Total:	$16,545.71

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

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