



# CITY OF GUSTAVUS CITY COUNCIL REGULAR WORK SESSION

Monday, April 01, 2024 at 6:00 PM  
Gustavus City Hall

## COUNCIL MEMBERS

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

## CITY HALL

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

## AGENDA

### VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/5155019406?pwd=UjNNbjB0T0czdnNreUdWSE1DUHJUQT09&omn=83408338397>

**ID:** 515 501 9406

**PASSCODE:**2451

**TEL:** 253-215-8782

### SUBJECTS INCLUDE:

- i. Review 04-08-2024 Draft General Meeting Agenda and Packet

**POSTED ON:** March 27, 2024 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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

### ADA NOTICE

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

### 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

Monday, April 08, 2024 at 7:00 PM  
Gustavus City Hall

### COUNCIL MEMBERS

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

### CITY HALL

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## AGENDA

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**ID:** 515 501 9406

**PASSCODE:** XXXXXXXX

**TEL:** 253-215-8782

### ROLL CALL

Reading of the City of Gustavus Vision Statement

### APPROVAL OF MINUTES

- 03-11-2024 General Meeting Minutes

### MAYOR'S REQUEST FOR AGENDA CHANGES

### COMMITTEE / STAFF REPORTS

- Gustavus Volunteer Fire Department Quarterly Report
- City Clerk Quarterly Report
- City Treasurer Monthly Report
- City Administrator Monthly Report

### PUBLIC COMMENT ON NON-AGENDA ITEMS

### CONSENT AGENDA

- FY24-XXNCO Capital Project Funding 2024 for Landfill Expansion (Public Hearing 05/13/2024)
- FY24-XXNCO Capital Project Funding 2024 Salmon River Park Playground Equipment Expansion Project Phase 2 (Public Hearing 05/13/2024)

### ORDINANCE FOR PUBLIC HEARING

### UNFINISHED BUSINESS

### NEW BUSINESS

- Approve CIP Project Development Form for Same Old Road
- Approve City of Gustavus Capital Improvement Plan for 2024-2028
- CY24-XX Resolution assuring unfetter public access to the Falls Creek land via the Hydro Road

### CITY COUNCIL REPORTS

- Coffee with Council

- 12. Bike Path / SS4A Grant
- 13. City Beautification Update
- 14. Mayor's Report

**CITY COUNCIL QUESTIONS AND COMMENTS**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

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

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# CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, March 11, 2024 at 7:00 PM  
Gustavus City Hall

<b>COUNCIL MEMBERS</b>	<b>CITY HALL</b>
Mayor Shelley Owens	City Administrator – Kathy Leary
Vice Mayor Brian Taylor	City Clerk – Liesl Barker
Council Members: Janene Driscoll, Rachel Patrick	City Treasurer – Ben Sadler
Jim Mackovjak, Kyle Bishop, Mike Taylor	Phone: 907-697-2451   <a href="mailto:clerk@gustavus-ak.gov">clerk@gustavus-ak.gov</a>

## MINUTES- PENDING

### VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/5155019406?pwd=UjNNbjB0T0czdnNreUdWSE1DUHJUQT09&omn=88961635860>  
**ID:** 515 501 9406    **PASSCODE:** 2451    **TEL:** 253-215-8782

### **ROLL CALL** (12 Seconds)

#### PRESENT

- Mayor Shelley Owens
- Vice Mayor Brian Taylor
- Council Member Janene Driscoll
- Council Member Rachel Patrick
- Council Member Jim Mackovjak (via zoom)
- Council Member Kyle Bishop
- Council Member Mike Taylor

### **Reading of the City of Gustavus Vision Statement** (1 Minute 24 Seconds)

Vice Mayor B. Taylor read the City of Gustavus Vision Statement.

### **APPROVAL OF MINUTES** (2 Minute 28 Seconds)

- 02-20-2024 General Meeting Minutes
  - Motion made by Council Member Mackovjak to approve by unanimous consent the 02-20-2024 Meeting Minutes.
  - Seconded by Council Member Bishop
  - Public Comment: None
  - Council Comment: None
  - Hearing no objections, the 02-20-2024 General Meeting Minutes were approved by unanimous consent.

### **MAYOR'S REQUEST FOR AGENDA CHANGES** (3 Minute 30 Seconds)

Mayor Owens requested for Mark Berry and Claire Geldhof to speak prior to the staff and committee reports.

To move item number 13 to be reviewed directly after item number 10.

To move item number 15 to the beginning of new business.

And to amend item number 14 to be a discussion topic, not action item.

Public request to agenda changes: None

Council request to agenda changes: None

Hearing no objections, the proposed agenda changes are approved by unanimous consent.

### **COMMITTEE / STAFF REPORTS**

Mark Berry of Berry Specialty Contracting spoke about the proposed GVFD heating system updates. (6 Minute 10 Seconds)

Council Clarifying Questions:

Mayor Owens

Council Member M. Taylor

Council Member Driscoll (25 Minute 06 Seconds)

Council Member Patrick

Claire Geldhof BSN, RN- Department of Health Southeast Itinerant Public Health Nurse III/OD2A Public Health Nurse, provided a brief update of public health trends in Alaska and possibilities of how to work with City of Gustavus moving forward. (14 Minute 30 Seconds)

Council Clarifying Questions:

Council Member M. Taylor

Council Member Driscoll – See above Question for Mark Berry

2. Library Quarterly Report (33 Minute 09 Seconds)

Library Administrative Director, Melisa Gomb and Library Services Director, LeAnn Weikle submitted a written report and provided an oral summary.

Council Clarifying Questions:

Council Member Patrick

Council Member M. Taylor

Council Member Bishop

Council Member Driscoll

3. Gustavus Visitors Association Quarterly Report (1 hour 0 Minute 12 Seconds)

Gustavus Visitor Association President, Leah Okin submitted a written report and provided an oral summary.

GVA Marketing Technician, Brian Taylor answered a question from Okin.

Council Clarifying Questions:

Mayor Owens

Council Member M. Taylor

4. City Treasurer Monthly Report (1 hour 19 Minute 24 Seconds)

City of Gustavus City Treasurer, Ben Sadler provided monthly financial documents and gave an oral summary.

Council Clarifying Questions: None

5. City Administrator Monthly Report (1 hour 20 Minute 26 Seconds)

City of Gustavus City Administrator, Kathy Leary provided a written and oral report.

Council Clarifying Questions

Mayor Owens

15. Approve HDR's scoping document to provide City of Gustavus with capital improvement plan project evaluation for grant competitiveness.

(1 hour 32 Minute 58 Seconds) (Moved to right after City Administrator's report.)

Motion made by Council Member Mackovjak to approve HDR's scoping document to provide City of Gustavus with capital improvement plan project evaluation for grant competitiveness.

Seconded by Council Member M. Taylor

Public Comment: None

Council Debate:

Vice Mayor B. Taylor

Council Member Driscoll

Motion made by Council Member M. Taylor to amend the motion to strike the word scoping document and replace it with proposal.

Seconded by Council Member Bishop.

Secondary motion approves HDR's striking scoping document and replacing it with proposal to provide City of Gustavus with capital improvement plan project evaluation for grant competitiveness.

Point of order - No public comment on amendment to original motion

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed.

Motion as amended to approve HDR's proposal to provide City of Gustavus with capital improvement plan project evaluation for grant competitiveness.

Council Debate:

Council Member Taylor

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Item #i.

Motion Passed.

**PUBLIC COMMENT ON NON-AGENDA ITEMS (1 hour 51 Minute 14 Seconds)**

Public Comment:

Justin Marchbanks: Thankful for City Administrator's hard work and Council's support. Keep staff reports to 5 minutes.

Jim Kearns: New breakwater needed at the dock and Wilson Road needs paving and upkeep.

**CONSENT AGENDA**

None

**ORDINANCE FOR PUBLIC HEARING (1 hour 56 Minute 15 Seconds)**

6. FY24-11NCO Returning Unused Capital Project Funds (Introduced 02-20-2024)

Mayor Owens opened the public hearing at 8:57pm.

Public Testimony: Justin Marchbanks

Mayor Owens closed the public hearing at 8:58pm.

Motion made by Council Member Bishop to adopt FY24-11NCO Returning Unused Capital Project Funds.

Seconded by Vice Mayor B. Taylor

Council Debate:

Council Member Driscoll

Vice Mayor B. Taylor

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

7. Approve CY24-06 Resolution by The City of Gustavus Supporting but recommending amendment of House Bill 365 (2 hours 5 Minute 5 Seconds)

Motion made by Council Member M. Taylor to approve Resolution CY24-06 The City of Gustavus Supporting but recommending amendment of House Bill 365.

Seconded by Council Member B. Taylor



Point of Order: Need to read Resolution – Mayor denies because Resolutions were provided to the public and council prior to meeting.

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

- 8. Approve CY24-07 Resolution supporting the Continuation of the current Alaska Marine Highway System's Advisory Operations Board

(2 hours 8 Minute 37 Seconds)

Motion made by Council Member Mackovjak to approve Resolution CY24-07 supporting the Continuation of the current Alaska Marine Highway System's Advisory Operations Board.

Seconded by Council Member Bishop

Public Comment: None

Council Debate:

Council Member Mackovjak

City Administrator

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

- 9. Approve CY24-08 Resolution regarding the updating of the U.S. Forest Service's Tongass Land Management Plan (2 hours 13 Minute 30 Seconds)

Motion made by Council Member Mackovjak to approve Resolution CY24-08 regarding the updating of the U.S. Forest Service's Tongass Land Management Plan.

Seconded by Vice Mayor B. Taylor

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

- 10. Approve CY24-09 Resolution for Harbor Tract B2 Purchase

(2 hours 15 Minute 06 Seconds)



Motion made by Council Member M. Taylor to approve Resolution CY24-09 for Harbor Tract B2 Purchase

Seconded by Council Member Bishop

Public Comment: None

Council Debate: Council Member M. Taylor

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

13. Approve CIP Project Development Form for Purchase of Salmon River Harbor Tract B-2 and Adjacent River Tidelands

(2 hours 18 Minute 00 Seconds) (Moved to follow item number 10)

Motion made by Vice Mayor B. Taylor to approve CIP Project Development Form for Purchase of Salmon River Harbor Tract B-2 and Adjacent River Tidelands

Seconded by Council Member Driscoll

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

11. Approve CIP Project Development Form for Purchasing of a LUCAS Chest Compression Device (2 hours 21 Minute 10 Seconds)

Motion made by Council Member Driscoll to approve CIP Project Development Form for Purchasing of a LUCAS Chest Compression Device

Seconded by Council Member Bishop

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

12. Approve CIP Project Development Form for Heat Pump Installations for City Buildings (2 hours 23 Minute 17 Seconds)

Motion made by Council Member Patrick to approve CIP Project Development Form for Heat Pump Installations for City Buildings.

Seconded by Council Member M. Taylor

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member Taylor

Motion Passed

14. Creation of Land Advisory Committee (2 hours 25 Minute 0 Seconds)

Council Member M. Taylor provided a summary of status.

**CITY COUNCIL REPORTS** (2 hours 26 Minute 25 Seconds)

Council Member Mackovjak - Update on reapplying for Safe Streets and Roads for All (SS4A)

Council Member Driscoll - Update on City of Gustavus 20-year Anniversary and flowers project.

16. Coffee with Council (2 hours 29 Minute 00 Seconds)

Council Members Bishop and Patrick provided brief update on January's Coffee with Council. Council answered questions from January Coffee with Council, the answers can be found in March 2024 General Meeting packet and online.

Council Member M. Taylor and Vice Mayor B. Taylor provided update on upcoming March 16th Coffee with Council.

17. Mayor's Report (2 hours 32 Minute 32 Seconds)

Mayor Owens submitted a written report and provided an oral summary.

**CITY COUNCIL QUESTIONS AND COMMENTS** (2 hours 33 Minute 05 Seconds)

Mayor Owens – Suggested opening a public comment time during work sessions when time allows.

Council Member Driscoll

**PUBLIC COMMENT ON NON-AGENDA ITEMS** (2 hours 33 Minute 18 Seconds)

None

**EXECUTIVE SESSION**

None

**ADJOURNMENT** (2 hours 35 Minute 00 Seconds)

With no further business and hearing no objections, the meeting was adjourned at 9:37 pm.

**POSTED ON:** March 6, 2024 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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\_\_\_\_\_  
Shelley K. Owens, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Liesl M. Barker, City Clerk

\_\_\_\_\_  
Date

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY24-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2024**

**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 2024, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		
	Account Balance*	Amended Balance	Change
Capital Current – CP24-01 DRC <i>Initial funding for CP24-01, Landfill Expansion Project</i>	\$ 0.00	\$ 110,000.00	\$ 110,000.00
Capital Project Long-term <i>This transfer will move funds from Capital Project Long-Term to Capital Project Current. These funds may be moved to FNBA Checking if needed to cover costs of the above-named Capital Project CP24-01, Landfill Expansion Project.</i>	\$ 969,806.54	\$ 859,806.54	\$ 110,000.00
Total Change in City Held Account Balances			\$ 0.00

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

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

**DATE INTRODUCED:** April 8, 2024  
**DATE OF PUBLIC HEARING:** May 13, 2024

**PASSED** and **APPROVED** by the Gustavus City Council this 13<sup>th</sup> day of May, 2024.

\_\_\_\_\_  
Shelley K Owens, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Liesl Barker, City Clerk

CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY24-XXNCO

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CITY HELD ACCOUNTS	Amounts		
	Account Balance*	Amended Balance	Change
SRP Playground Expan. Phase 2	\$ 19,980.00	\$ 27,980.00	\$ 8,000.00
AMLIP Capital Improv Long-Term	\$ 969,806.54	\$ 961,806.54	< \$ 8,000.00>
Total Change in City Held Account Balances			\$ 0.00

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

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

**DATE INTRODUCED:** April 8, 2024  
**DATE OF PUBLIC HEARING:** May 13, 2024

**PASSED** and **APPROVED** by the Gustavus City Council this XX day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Shelley K Owens, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA  
PROJECT SCOPING and DEVELOPMENT FORM**

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

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

**Part 1. Project Identification**

Name of Project: **Same Old Road Drainage Project**

City Department: **Roads**

Contact: **Mike Taylor**

E-mail: **Mike.Taylor@Gustavus-ak.gov**

Phone: **697-2451**

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

1. What is the project?

- What are its goals and objectives? **This project will improve drainage along Same Old Road and End of the Trail to eliminate surface flooding in heavy rain. The project will ditch both sides of two sections of Same Old Road and End of the Trail and will install approximately eight 18" x20' poly culverts from City stock at existing driveways, plus one 18"x20' resident purchased culvert (Richardson driveway). The project will also clean a portion of the branch of Glen's Ditch that runs along the southern boundary of Glen Parker's original homestead along the section line from End of the Trail to the point it intersects Same Old Road by Tim Sunday's residence.**
- Who/what will be aided by this project? Who are the targeted stakeholders/customers? **The project will benefit residents in the subdivisions along Same Old Road and End of the Trail. It also will reduce maintenance issues for the City Road Maintenance Operation.**
- Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey? **The project will be designed in house by the contracted project manager.**
- What is NOT covered by this project? What are its boundaries? **The project does not include excavation of the remaining portion of the Glen's Ditch branch that turns south from the section line along Chuck Bale's residence. It also does not include ditching along the section of Same Old Road from the End of the Trail intersection to Moose Ln.**

2. Why is the project needed? **This section of Same Old Road floods badly in heavy rainstorms, which damages the road and blocks traffic.**



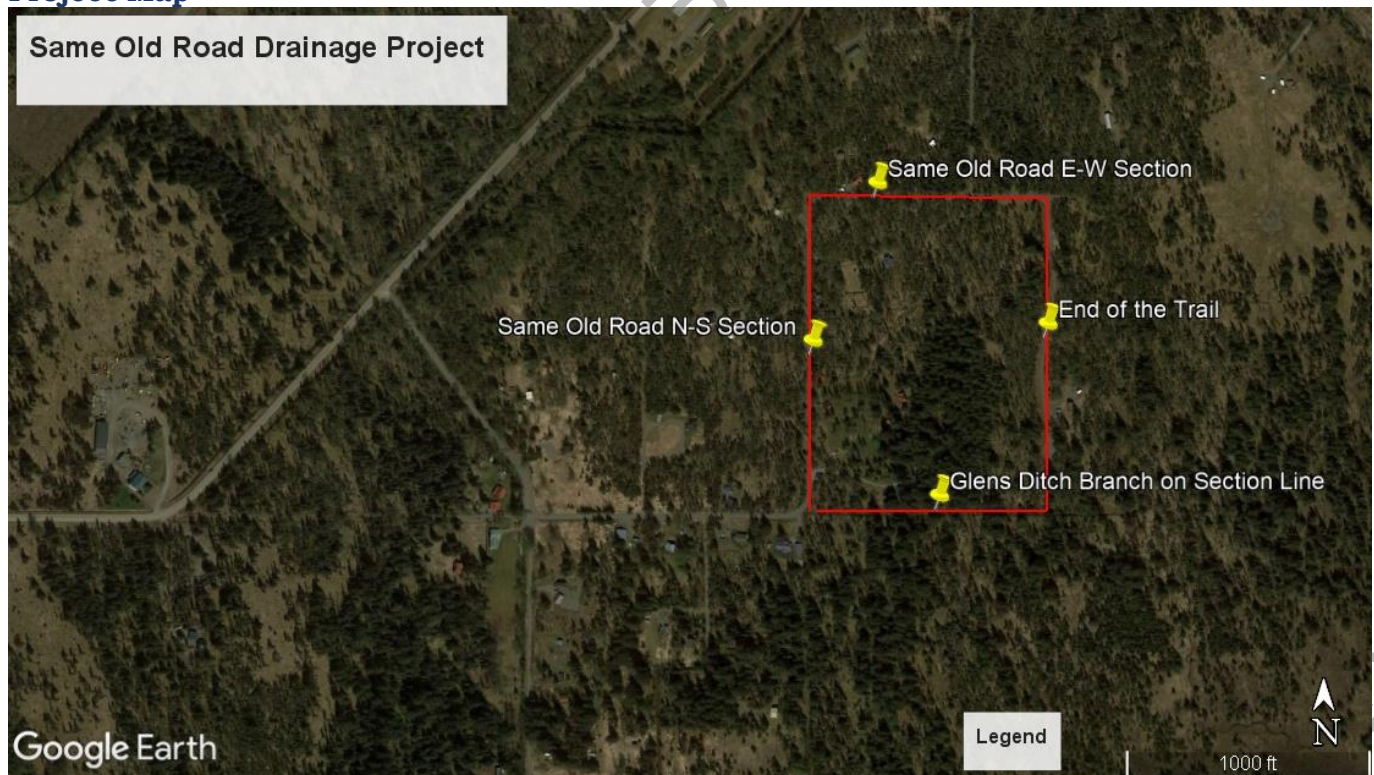
## Same Old Road Drainage Project

## Scoping Document

Item #i.

- What community problem, need, or opportunity will it address? **These roads have little ditching along them, so floods are a frequent problem.**
  - What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address? **Infrastructure improvement for improved reliability of road for travel.**
  - 3. Where did the idea for this project originate? (Public comments, Council direction, committee work?) **This problem has been under discussion in the past during flood episodes. It's priority of the Mayor.**
4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?) **No.**
5. What is your timeline for project planning?
- By when do you hope to implement the project? **Winter to Spring of 2024.**
  - Will the planning or final project occur in phases or stages? **No**
6. What is your budget for the planning process? Will you be using a consultant? **We will use a contracted local professional engineer as a design and project management consultant. Budget: \$7,000.**
7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories. See Part 4. (Ques. 4-8) and Part 5 (Budget) for guidance. **Total Cost: \$46,000. This is an initial rough estimate. It will be adjusted after design.**

### Project Map





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

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

**Summary:**

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.
  - a. Option 1 would be simply to raise the road by about one foot with gravel to keep most of it above the water. However, one section of the road runs east-west and an embankment there will hold water on properties to the north that would otherwise drain to the south. This is a poor solution for residential properties and will cause the road embankment to soften and be damaged.
  - b. Option 2 would ditch both sides of Same Old Road and End of the Trail, add culverts under driveways (using culverts the City has in stock) such that the water is directed to the ditch Glen Parker built along the south edge of his homestead. The project would also clean that ditch so it can effectively carry water into the larger Glen’s Ditch and on to tidewater.
  
2. What solution was chosen as the best and why is it the best? Option 2 is the preferred solution as the most complete and permanent.
  
3. Identify your funding source(s).

(Potential funding sources are an Endowment Fund grant or capital funding from the City or other infrastructure grant opportunities.)  
 Funding source would be City capital project funding.

**Part 4. Environmental, Social, Financial Impacts**

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
<b>Environmental quality?</b> (+ = impact is beneficial; - = harmful)			
• Climate change		+	
• Streams/groundwater quality	X		
• Air quality	X		
• Soils/land quality		+	
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods		+	

**Same Old Road Drainage Project**

**Scoping Document**

Item #i.

• Neighborhood character		+	
• Noise or other environmental impacts	X		
• Environmental sustainability		+	
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night	X		
<b>Recreational opportunities?</b>			
• Public land use and access	X		
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities	X		
<b>Education/training/knowledge &amp; skill development?</b>			
<b>Public safety?</b>		+	
<b>Public health?</b>	X		
<b>Medical services?</b>	X		
<b>Emergency response?</b>		+	
<b>Economic performance &amp; sustainability?</b>			
• Employment of residents			
o Short-term (i.e. construction)		+	
o Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment		+	
• Visitor opportunities/impressions/stays/purchases		+	
• Competitive business environment	X		
• Support for existing businesses		+	
• New business opportunities	X		
• Economic sustainability		+	
• Attractiveness of City to new residents/businesses		+	
<b>City government performance?</b>			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services		+	
• New services	X		
• Cost of City services		+	
• Tax income to City	X		
<b>Transportation?</b>			
• Air	X		
• Water	X		
• Roads		+	
<b>Communications?</b>			
• Internet	X		
• Phone	X		
• TV/radio	X		
<b>Other? (type in)</b>			

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.) The primary benefit is to serviceability of the specific neighborhood roads. Same Old Road is a through road connecting Glen’s Ditch Road to Moose Lane.
3. Are other projects related to or dependent on this project?
  - Is this project dependent on other activities or actions? No
  - If yes, describe projects, action or activities specifying phases where appropriate.
4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (e.g., will the construction of a new facility require additional roads or road maintenance or more internal City staffing?) No
5. What regulatory permits will be required and how will they be obtained? No permits required.
6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project? Construction estimated cost with consultant support total: \$40,000. The project does not add continuing maintenance cost and may reduce it.
7. Is an engineering design or construction estimate necessary?
  - Minor engineering design by project consultant sufficient to create bid documents.
8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected? No new revenue anticipated.

**Part 5. Project Budget**

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$0	Personnel	\$0
Project management	\$10,000	Benefits	\$0
Land, structures, ROW, easements	\$0	Training	\$0
Engineering work	\$0	Travel	\$0
Permitting, inspection		Equipment	\$0
Site work	\$0	Contractual	\$0
Construction	\$ \$35,000	Supplies	\$0
Waste disposal	\$0	Utilities	\$0
Equipment	\$	Insurance	\$0
Freight	\$0	Repair & maintenance	\$
Contingencies	\$1,000	Other (list)	\$0
Other (list)	\$	Other (list)	\$0

**Same Old Road Drainage Project**

**Scoping Document**

Item #.

Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	

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Updated Latest Estimate Budget Line Items if Changed Date: \_\_\_\_\_

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

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

1. What service jobs will be needed for operation and maintenance? **No new service jobs.**
2. How many full-time, permanent jobs will this project create or retain?  
 \_\_\_ 0 \_\_\_ Create/retain in 1-3 years  
 \_\_\_ 0 \_\_\_ Create/retain in 3-5 years
3. What training is necessary to prepare local residents for jobs on this project? **None**
4. How many local businesses will be affected by this project and how?

**Part 7. Business Plan (Upon Council request)**

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project. **None Required**

There are a number of good Internet sites that will assist you in developing a business plan. One example (12/2010): is [http://www.va-interactive.com/inbusiness/editorial/bizdev/ibt/business\\_plan.html](http://www.va-interactive.com/inbusiness/editorial/bizdev/ibt/business_plan.html)

**Same Old Road Drainage Project**

Basic components of a business plan:

- The Product/Service
- The Market
- The Marketing Plan
- The Competition
- Operations
- The Management Team
- Personnel

**Part 8. Record of Project Planning and Development Meetings**

1. Please document the manner in which public input was received.
  - Public comment on agenda item at committee or Council meeting
  - Special public hearing
  - Dates and attendance for the above.
  - Written comment from the public (please attach)
  
2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

**Meeting Record**

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

**Part 9. Feedback to the Council**

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



**City of Gustavus**

PO Box 1

Gustavus, Alaska 99826

Phone: (907) 697-2451

**City of Gustavus  
Capital Improvement Plan**

Version: COG\_CIP: 2024-2028

Approved by the Gustavus City Council on April 8, 2024



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

This is the seventh 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 came in 1% lower than last fiscal year, 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. In FY23 the City's AMLIP account policy was changed to better utilize the accounts and to ensure that the City was getting the most out of its reserves.

A separate policy and procedure exists 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

- Refurbish Old PO (CP21-02)
  - Repairs expected to be completed in CY24
- Marine Facilities Vessel (CP22-02)
  - Status: funded with FY23-02NCO
- Salmon River Harbor Clean-up (CP18-01)
  - Status; in progress; some funding returned in FY21 due to Covid-19 Pandemic; expected to have remaining boat hulls removed in CY24
- Disposal & Recycling Center Compost Yard Improvement (CP19-06)
  - Status: in progress; reinitiated design work after 2020 RFQ overbid. Work to be completed in 2024; initial 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; Applied for SWIFR grant in CY23
- Gustavus Beach Improvements (CP19-03)
  - Status: in progress; funding approved with FY19-19NCO; Hardened Beach Trail funded with FY23-06NCO, completed in CY23
- 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. \$15,000 was allocated through FY22-03NCO for engineering studies. This project is not currently funded.
- Salmon River Park Playground Equipment (CP23-03)
  - Status: Phase 1 completed January 2024

## Completed Projects in FY23

- Septage Storage Facility CP22-04
- Gustavus Fish Waste Disposal Facility CP21-06
- Hardened Beach Trail CP22-03
- Library Bike Shelter (Phase 2) CP19-08
- GVFD Radio Tower CP23-01
- Cul de Sac Improvements CP23-02
- Marine Facilities Building CP21-04

**Part 1: FY24 Legislative Request for State of Alaska Capital Budget**

City of Gustavus FY24 State Legislative Priorities  
Submitted via CAPSIS on 1/22/24.

- 1. Gustavus Volunteer Fire Department Truck and Skid Unit \$90,000  
Approved by the Gustavus City Council via Resolutions CY23-01.  
Scoping document approved 1/16/23.
  
- 2. Disposal & Recycling Center Main Building Replacement \$3,832,560  
Approved by the Gustavus City Council via Resolutions CY21-03, CY20-02, CY23-01. Initial scoping document approved 2/10/20, amended scoping document approved.
  
- 3. Gravel Extraction Improvement Project \$500,000  
Approved by the Gustavus City Council via Resolution CY21-03, CY23-01.  
Scoping document approved 5/13/19.
  
- 4. Glen’s Ditch Design, Cleaning, and Bridge Installation \$100,000  
Scoping document approved by City Council 01/16/2024.

See Appendix A for a full narrative for each project.

**Part 2: FY25 Projects**

**City of Gustavus – Fund In-House for FY25**

- Good River Bridge Repairs Phase 2: Construction \$?
- City Road Improvements Phase 2: Road Improvements \$?
- City Buildings Air-Source Heat Pump Conversion \$?
- Disposal & Recycling Center Landfill Mound Expansion Project & Groundwater Monitoring Well Replacement \$?

**Seek Funding for FY25**

- Library Ventilation Fans Replacement
- GVFD Truck & Skid Unit if unfunded by State of Alaska
  - Status: continue seeking grants
- GVFD Extrication Equipment
  - Status: continue seeking grants
- Disposal & Recycling Main Building Replacement
  - Status: continue seeking funding opportunities
- GVFD Water Tender

**Additional Priority for FY25**

- FY24 Legislative Request 3, if unfunded by State of Alaska
  - 3. Gravel Extraction Improvement Project adjusted amount pending

See Appendix B for a full narrative for each project.

**Part 3: Mid-Range Projects**

- Good River Bridge Repairs Phase 2: Construction
- Disposal & Recycling Center Baler Purchase
- Disposal & Recycling Center Refurbish/Repurpose Composting Quonset
- Bank Stabilization Consultation
- Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace
- City Buildings Air-Source Heat Pump Conversion
- Purchase Salmon River Boat Harbor Tract
- GVFD Boiler Replacement
- City Hall / Fire Hall Electric Meter

See Appendix C for a full narrative for each project.

**Part 4: Long-Range Projects**

- Volunteer Fire Dept. Building Expansion & Roof Repair
- City Hall & Fire Hall Energy Audit Repairs
- 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
- City Vehicle
- Salmon River Harbor Waterless Restrooms
- Salmon River Harbor Public Floats
- City Hall Partial Remodel
- Public Water Drinking Source

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**

- Tidelines Institute Educational Building (partially funded through Endowment Fund Grants - 2021 & 2023) was framed and dried-in in Summer/Fall of 2022. It awaits utilities, siding and finish work in 2024.

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## Priority 1. Gustavus Volunteer Fire Department Truck with Skid Unit

### Project Description & Benefit

This project originally was intended to replace 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 truck equipped with a Skid Unit, Plow Attachment, and possibly a Patient Basket. This would serve many of the GVFD's current needs. This vehicle will also replace GVFD Utility Pick-Up Truck and the Quick Attack/Wildland Firefighting Truck previously requested in this document. 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 they 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?

A skid unit is a 150-200-gallon tank with a pump on board which allows firefighters to have a small portable fire pump and water tank to take to a small wildland fire. This would include a 1-inch rubber hose, intake, and a separate discharge valve(s). There also would be a spot where we could attach a patient basket so if the patient is somewhere the ambulance would not be able to reach, we have a vehicle to transport a patient, aiding responders in transporting the patient from the scene to the ambulance. This also would allow us to take the unit off the truck during the winter to store it inside.

### Total Project Cost

\$90,000. An example vehicle is shown below.



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

### 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.

To construct a new main building of 6,000SF with at least 4 large doors and 3 man-doors. 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.

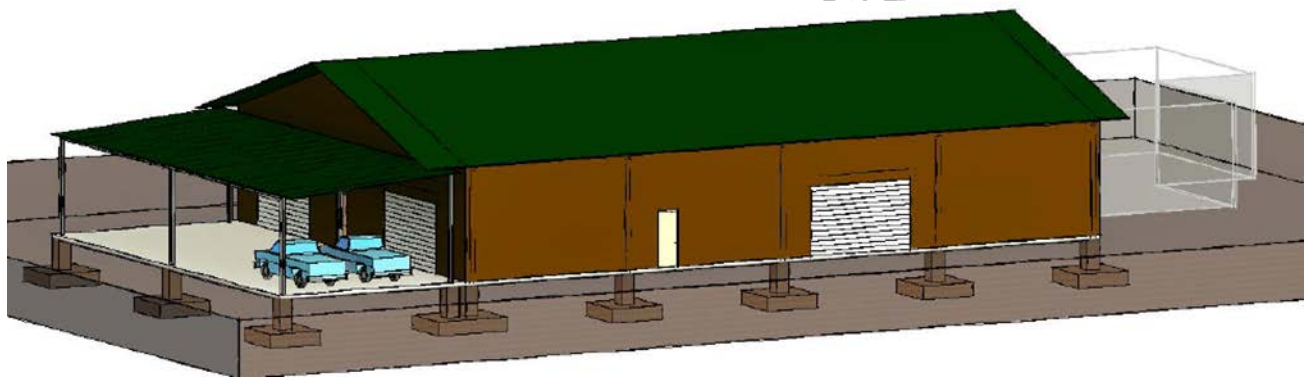
In addition to the new building, three phase power is an important foundation to improving the Disposal & Recycling Center (DRC), as most industrial scale equipment, even equipment the DRC is using now, uses three phase power. It provides more power and can power larger motors than single phase power 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.

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  
\$3,832,560.00



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

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

The City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. All of the city-owned roads are gravel; none are paved. 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 4. Glen's Ditch Design, Cleaning, Bridge Project**

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

The goal of this project would be to clean vegetative debris from approximately 2,800 ft of Glen's Ditch from Gustavus Road to approximately the Nagoonberry Trail parking area, and to replace undersized culverts at three locations, two of which could be replaced with bridges, to enable the ditch to carry high flows from heavy rain events. From Gustavus Rd to the southern boundary of the old Glen Parker homestead, Glens Ditch and Glens Ditch Road are in a 60-foot-wide easement. The road has been maintained by the City since 2004 within the easement but the City has not maintained the ditch. From that southern boundary of Glen's homestead south approximately 350 ft to the Nagoonberry Trail parking area, the road and ditch are on the Gustavus Forelands Preserve property of The Nature Conservancy. The City maintains Glen's Ditch Rd and the parking area cooperatively with The Nature Conservancy. For that section the City will seek agreement with The Conservancy local manager for the ditch cleaning work.

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

**Project Description & Benefit**

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

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

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

**Plans & Progress**

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

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

**Total Project Cost**

\$10,000

**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.

## 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.

## City Buildings Air-Source Heat Pump Conversion

See Appendix C for detailed description

## Disposal & Recycling Center Mound Expansion & Groundwater Monitoring Well Replacements Project

### Project Description & Benefit

Based on data referenced by the 2021 Landfill Development Plan, DRC places approximately 255 cubic yards of baled waste into the waste mound each year. In addition to that is the 80 – 120 cubic yards of uncompressed waste that is added to the DRC's construction/ demolition waste area. While it is not known when exactly the existing waste mound will reach capacity, preparations should be made to expand the mound into area B and northern third of area C as described by the aforementioned plan and should begin well before there is no more capacity on the existing mound. The expanded area should be fenced in by fall of 2024 and bale placement will begin in the new area when current rows of balefill are maximized and square with each other.

Work on the mound expansion project would include tree and brush removal, tree planting along areas visible from State Dock Road or DeBoer subdivision, earthwork to level the area, and removal of sections of the existing fence and construction of new fencing around the periphery of the combined area B and northern third of area C.

The remaining area inside the existing waste mound will remain open for placement of construction/demolition waste due to close proximity of the original gated entrance to the mound.

There are currently four active groundwater monitoring wells that are used to periodically

sample the water beneath the 11.9-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 \$109,000

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

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

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

#### **Plans & Progress**

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

Total Project Cost \$5000

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

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### **Gustavus Volunteer Fire Department Truck with Skid Unit**

See Appendix A for detailed description

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### **GVFD 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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**Disposal & Recycling Center Main Building Replacement: Design**

See Appendix A for detailed description

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**GVFD Water Tender/Road Water Truck**

**Project Description & Benefit**

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

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

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

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

Total Project Cost  
Unknown

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**Gravel Extraction Improvement Project**

See Appendix A for detailed description



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## Good River Bridge Repairs Phase 2: Construction

See Appendix B for detailed description

### 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.

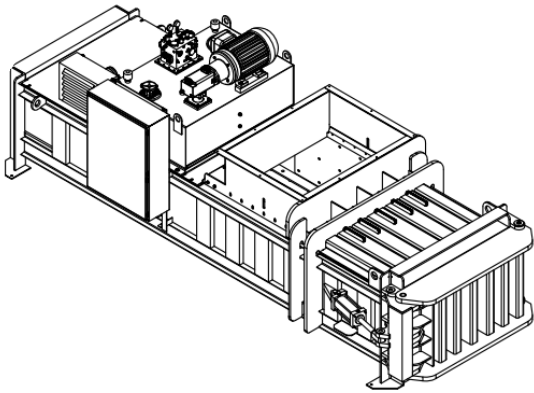
Total Project Cost \$222,800

American Model NF 4560 Horizontal Baler \$190,000 shipped to Seattle

Freight Seattle to Gustavus - \$7,560

Installation cost - \$5,000

Contingency - \$20,240



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

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## 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 2024.

**Total Project Cost**

Estimated at \$15,000

New fabric (includes ratchets, etc.)	\$5,000
Freight	\$2,000
22 concrete blocks, purchase, & setting on prepared surface \$350 x 22	\$8,800

**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

**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.

**Purchase Salmon River Boat Harbor Tract**

**Project Description & Benefit**  
The goal is to purchase the central 9.65 acre tract B2 of the Salmon River Harbor, and the adjacent river tidelands in front of Tracts B2 and B3, which would put the entire Salmon River Harbor under City of Gustavus ownership.





The second phase would be rolled into the City's larger project of installing heat pumps in all City owned buildings.

Total Project Cost \$21,600

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**GVFD Electric Meter Installation**

**Project Description & Benefit**

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

**Total Project Cost**

Total cost unknown at this time.

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

### **Project Description & Benefit**

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

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

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

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

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

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

Total Project Cost  
\$700,000

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## **City Hall & Fire Hall Energy Audit Repairs**

### **Project Description & Benefit**

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

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## 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

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## 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.



**City 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.

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### **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

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### **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.

DRAFT General Meeting Agenda and Packet



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	Initial de posits / allocation in FY19	Interest & FY19 NCOs	R&R accounts at end of FY19
<b>Equipment</b>														
Bobcat	763	Bobcat	Skid steer loader	12/15/98	\$ 17,000	\$ 25,200	20	General Govt	done	\$2,520.00		Misc.	\$13,412.70	\$0.00
Bobcat	A770	Bobcat	All-wheel steer loader	08/22/18	\$ 58,409	\$ 57,899	20	General Govt	done	\$1,752.27		Earnings	\$133.25	\$6,242.42
Composts greener	Trom 408	Screens USA, Inc	Tan, large, wheeled trommel screener	04/05/05	\$ 33,500	N/A	20	Landfill	done	\$167.50		DRC	\$46,780.45	-\$12,100.00
Cram-a-lot(NPS owns)	DHR4-2-LU	JVManufacturing	Purple, large recycling baler	07/01/03	\$ 10,165	N/A	20	Landfill	done	\$50.83		G/VD	\$111,534.84	\$0.00
GPI baler (NPS owns)	M30HD	Harmonyenterprises	Yellow baler, principal trash baler	09/01/02	\$ 5,000	N/A	20	Landfill	done	\$500.00		Admin	\$4,779.35	\$0.00
Glass Pulverizer	H-100VT	GAME	Grey conveyor fed glass pulverizer	5/7/2003	\$ 17,475	N/A	20	Landfill	done	\$87.38		Lands	\$0.00	\$0.00
Aligator shear	320	JMC Recycling Systems	Hydraulic metal shear	12/23/09	\$ 13,450	N/A	20	Landfill	done	\$1,078.00		Library	\$88,816.00	-\$56,600.00
Conveyor fed bottle buster		Bell Recycling Equipment	Red, 2 motor bottle buster	2001	\$ 5,000	N/A	20	Landfill	done	\$500.00		Marine Fac.	\$54,972.42	\$0.00
Greybaler	?	Compaction Technologies	Original baler	05/01/65	\$ 90,000	N/A	20	Landfill	done	\$500.00		Roads	\$0.00	\$0.00
Larger blower	MACS 100SP	Green Mountain Technology		6/7/05	\$ 5,000	N/A	20	Landfill	done	\$500.00		Total:	\$320,229.01	-\$82,357.58
Fuel Tank				2012	\$ 6,580	N/A	30	General Govt	done	\$21.93				\$257,871.43
structural firefighting gear				2012	\$ 82,500	N/A	10	Public Safety	done	\$8,250.00				
911 Radio Equipment Fire Dept		Motorola	911 Upgrades	2015	\$ 21,280	N/A	5	Public Safety	done	\$0.00				
Monitor/Defibrillator	MRx	Philips	OUT OF SERVICE 2021	8/28/2012	\$ 21,000	N/A	15	Public Safety	done	\$0.00				
Monitor/Defibrillator		Lifepak		1/6/2021	\$ 32,037	N/A	15	Public Safety	done	\$213.58				
Oxygen Generator			state grant at end of Steve Manchester's time - \$50,000?	2013??	\$ 50,000	N/A	20	Public Safety	done	\$250.00				
SRP playground equipment		Recreation Today		7/4/2018	\$ 18,541	N/A	30	General Govt	done	\$1,854.10				
Air-Pak SCBA equipment x10			10 air-paks, 20 cylinders, 10 helmets	1/4/2019	\$ 73,532	N/A	15	Public Safety	done	\$490.21				
Fuel Tank			at Community Chest	2019	\$ 7,959	N/A	30	General Govt	done	\$28.53				
<b>Total Equipment</b>					<b>\$ 568,409</b>					<b>\$1,667.25</b>				
<b>Buildings</b>														
DRC Main Building				1996	\$ 50,000	\$ 291,200	30	Landfill	done	\$970.67				
DRC Office Building			new cost assumed from insured cost	2013	\$ 75,000	\$ 125,000	30	Landfill	done	\$416.67				
DRC Quonset				10/8/2004	\$ 11,000	N/A	10	Landfill	done	\$0.00				
Community Chest Building West				1942	\$ 61,200	N/A	30	General Govt	done	??				
Community Chest Building East				1942	\$ 61,500	N/A	30	General Govt	done	??				
Post Office/Preschool building				1942	\$ 28,800	N/A	30	General Govt	done	??				
Tong Fire Hall				1985	\$ 752,300		30	Public Safety	done	\$69,923.00				
Tong Fire Hall Improvements			plumbing, etc.	2011	\$ 101,500	\$ 898,230	30	Public Safety	done	\$89,923.00				
Gustavus City Hall				1960	\$ 88,000	\$ 300,000	30	General Govt	done	\$1,000.00				
Gustavus City Hall Improvements				6/29/2018	\$ 225,382		30	General Govt	done	\$6,000.00				
Gustavus Public Library				1997	\$ 1,338,600	\$ 1,289,780	30	Library	done	\$4,299.27				
Tank farm			AEA and Denali Commission Project	5/23/2013	\$ 2,003,840	\$ 2,169,000	30	General Govt	done	\$46,682.40				
Generator Building			AEA and Denali Commission Project				30	General Govt	done	\$242.48				
Beach waterless restrooms			ROMTEC SST Traditional double restroom	3/7/2014	\$ 72,745	\$ 72,745	30	General Govt	done	\$1,697.38				
Salmon River Park waterless restrooms			ROMTEC SST Traditional double restroom	10/21/2016	\$ 77,935	\$ 77,935	30	General Govt	done	\$259.78				
<b>Total Buildings</b>					<b>\$ 4,945,752</b>					<b>\$7,188.87</b>				
<b>Infrastructure</b>														
Salmon River Boat Ramp Upgrades			Refurbishing of boat ramp and barge ramp	2007	\$ 396,000	N/A	20	Marine Facilities	done	\$1,980.00				
Communications Tower					\$ 15,569	N/A	30	Admin - unused for broadband	done	\$4,000.00				
Small Harbor Float System Transfer				9/16/2013	\$ 1,377,485	\$ 1,500,000	30	Marine Facilities	done	\$5,000.00				
Wils on 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	\$ 146,562									
Diokey 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										
<b>Total Infrastructure</b>					<b>\$ 2,980,569</b>					<b>\$ 6,980</b>				
<b>Vehicles</b>														
Fire Engine #1	4400	International	Year: 2003	8/22/2017	\$ 113,800	\$ 113,800	30	Public Safety	done	\$379.33				
Ambulance	F450	Ford	Year: 2003; new cost assumed from insured cost	2/4/2003	\$ 70,000	\$ 70,000	30	Public Safety	done	\$233.33				
Fire Truck #27 ARFF	S Series 1854	International	Year: 1983	1/12/2012	\$ 5,000	N/A	30	Public Safety	done	\$500.00				
Wildland Fire Response Trailer		Wells Cargo	purchased from Signal Trailer	6/29/2007	\$ 7,289		30	Public Safety	done	\$96.92				
Tank Truck - Tanker 1 - Princess?	S Series 1966	International	Year: 1987 - purchased from Affordable Equip.	6/8/2011	\$ 14,360	\$ 120,000	30	Public Safety	done	\$12,000.00				
Fuel Truck - Tanker 2		International	Year: 1981				30	Public Safety	done	\$710.00				
<b>Total Vehicles</b>					<b>\$ 210,419</b>					<b>\$ 710</b>				
<b>Non Depreciable-Land</b>														
Salmon River Park/Firehall/City Hall/Restrooms	1.81 Acres	ADL 108131 Lot 8A	DNR Div. of Mining, Land, & Water	2019				General Govt						
Lot north of City Hall	2.33 Acres	ADL 108131 Lot 8B	Municipal Entitlement	2019				General Govt						
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 Govt						
Marcbanks' Building	13.99 Acres		Municipal Entitlement	2004	\$ 125,000			General Govt						
Tank Farm 810 Conveyance	1.3 Acres		Municipal Entitlement	2004	\$ 25,000			General Govt						
Gravel Pit	40.47 Acres		Municipal Entitlement-full of ponds	2004	\$ 30,000			General Govt						
Bailey Property	5 Acres		Gifted property	2005	\$ 50,000			General Govt						
<b>Total Land</b>					<b>\$ 421,000</b>									

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.

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY24-XX**

**A RESOLUTION BY THE CITY OF GUSTAVUS DECLARING UNFETTERED PUBLIC ACCESS  
TO THE FALLS CREEK LANDS VIA THE HYDRO ROAD IS A PUBLIC RIGHT**

**WHEREAS**, Falls Creek lands were transferred from Glacier Bay National Park to the State of Alaska to enable development of the Falls Creek Hydroelectric Facility with the express intention that the lands would remain open and accessible for public recreational use; and,

**WHEREAS**, the transferred lands are within the boundaries of the City of Gustavus; and,

**WHEREAS**, the Falls Creek Hydroelectric Project was developed in 2009 by Gustavus Electric Company, the utility then serving the City of Gustavus, and

**WHEREAS**, the legal basis for public access to and recreation in the Falls Creek Hydroelectric Project area is found in the Federal Power Act (FPA), Section 4e, requiring the Federal Energy Regulatory Commission (FERC) to give **equal consideration to other beneficial public uses**, including environmental and recreational concerns. This stipulation is reflected in the Final Environmental Impact Statement (FEIS) of June 17, 2004, and in the FERC License Order, Project No. 11659-002 of October 29, 2004. The FERC license requires the Project to have an approved Road Management Plan (Article 417) and a Public Access and Recreation Plan (Article 418); and,

**WHEREAS**, in 2005, the Gustavus Electric Company completed the Road Management Plan and the Public Access and Recreation Plan, and both were approved by FERC; and,

**WHEREAS**, in 2009, Gustavus Electric Company, as original owner of the Falls Creek hydroelectric facility, purchased and recorded the required access and utility easements along the route of the spur road, now known as the Hydro Road, from adjacent property owners The Olney Trust (Bear Track Inn), Roger Schnabel, and Glen T. Schrank conforming to the license order requirements. All parties knew, or should have known, that public access along the route was an essential element of the project; and,

**WHEREAS**, the Falls Creek Hydro Road construction was substantially publicly funded, and the road is now maintained by the utility with revenue derived from Gustavus ratepayers; and,

**WHEREAS**, the first 286 feet, or more, of the Hydro Road north of Rink Creek Road are entirely within the platted, dedicated, access and utility easement along the east edge of the Bear Track Ridge Subdivision, as indicated by the attached 2023 as-built survey by John Bean, RLS; and,

**WHEREAS**, since construction, the Hydro Road has been a popular hiking and recreation destination for Gustavus residents and visitors to the community; and,

**WHEREAS**, the Bear Track Inn website has for years advertised the Falls Creek hike as one of the “top hiking trails in Gustavus,” acknowledging that “Falls Creek is part of a hydroelectric project created for the City of Gustavus.” <https://beartrackinn.com/blog/top-hiking-trails-in-gustavus/> [Last accessed March 23, 2024]; and,

**WHEREAS**, Alaska Power and Telephone Company (AP&T) purchased Gustavus Electric Company, with the Falls Creek Hydroelectric facility, and the FERC license was transferred to Alaska Power Company (APC) a subsidiary of AP&T in 2014; and,

**WHEREAS**, in 2015, AP&T assessed conformance of the Falls Creek Hydro Project with the requirements of the Public Access and Recreation Plan, confirmed the rights of the public to access via the Hydro Road, and recommended minor amendments in the Plan, which were approved by FERC on March 2, 2016; and,

**WHEREAS**, AP&T has assured public access and recreation in accordance with the terms of the FERC license and the project Public Access and Recreation Plan as amended, providing recreational amenities such as signage, maintained overlooks, picnic tables, an informational booklet, and a website explaining: “As mitigation for constructing this project, recreation is allowed on project lands as well as providing access to National Park lands and Wilderness Areas around the project.”; and,

**WHEREAS**, AP&T is the Hydro Road’s responsible operating and maintenance authority and assures public access as required by the FERC License Order; and,

**WHEREAS**, from initial construction in 2009 until 2022, the public enjoyed unfettered access to the Falls Creek area via the Hydro Road as AP&T “grantees” or “invitees.” This *open and notorious use* has occurred for 13 years with the full knowledge of adjacent property owners who had sold easements for the road; and,

**WHEREAS**, the Hydro Road hike is a vital location for healthy recreation and exercise for Gustavus residents and visitors; and,

**WHEREAS**, beginning in 2022, the new management of the Bear Track Inn, David and Michelle Olney, posted the Hydro Road entrance as a “Private Road” and began insisting the public using the road must now seek the Olney’s permission, agree to limitations contrary to the Public Access and Recreation Plan and must sign agreements to use the road; and,

**WHEREAS**, the members of the public who use the road in accordance with provisions of the FERC license and the Public Access and Recreation Plan have since Summer 2022 been confronted and harassed by the Olney family to the extent that some no longer feel comfortable exercising their public right to travel on the road; and,

**WHEREAS**, the Olneys have asserted multiple incidents of vandalism, reckless driving, and disturbances, which they attribute to users of the Hydro Road. However, in response to a

citizen’s inquiry the Alaska State Troopers on March 20, 2024 reported that their records show “0 incidents” of “complaints made to the troopers regarding any criminal activities/disturbances on this road, including things such as trespass, vandalism and reckless driving” for the period of 2020 to the present (see attached); and,

**WHEREAS**, the Olneys have expressed concern that they may be liable for claims made in the case of user accident or injury. However, in the easement that the Olneys sold for the project the utility company indemnifies, saves the Bear Track Inn and the Olney Trust harmless, and is required to defend the Olney Trust for such claims; and,

**WHEREAS**, FERC representatives in a video conference meeting with the Olneys, AP&T, and the City of Gustavus on February 2, 2024, confirmed that AP&T must assure unfettered public access from Rink Creek Road via the Hydro Road in compliance with the license terms and that AP&T as project owner controls that access to the Falls Creek project area; and,

**WHEREAS**, the Olneys continue to assert that they control access to the Hydro Road.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Gustavus, Alaska, for the reasons above and in defense of the public interest, declares that the public, including both Gustavus residents and visitors to the community, have the right of unfettered access to Falls Creek via the Hydro Road, in accordance with the terms of the FERC License order, the Road Management Plan, and the Public Access and Recreation Plan (as amended).

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Gustavus City Council urges public travelers on Hydro Road from Rink Creek Road to the Project entry gate to respect private properties and operations along the road. Users should not stray from the graveled road, should drive responsibly, and avoid disturbances that may impact neighboring properties or occupants. Any excursions outside the road easements without permission of the private property owners may constitute trespass. Similar respect is also due the two posted, privately-owned, Native allotments beyond the gate within the State of Alaska lands.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Gustavus City Council asks the Alaska Power and Telephone Company, as the Hydro Road operating authority, to remove all non-compliant signage within the Hydro Road easements and return the items to their original owners. Installation of signage informing users of the license requirements for respectful and safe use would be reasonable.

**PASSED** and **APPROVED** by the Gustavus City Council this XX day of \_\_\_\_\_ 2024, and effective upon adoption.

\_\_\_\_\_  
Shelley K. Owens, Mayor

\_\_\_\_\_  
Attest: Liesl M. Barker, City Clerk

Attachments: As-built survey and Trooper letter to Larry Landry.

Attachment if any



PLAT 2011-9 SECTION 2

NE 1/4 SE 1/4 NE 1/4  
SHEET 4 OF 4

SE 1/4 SE 1/4 NE 1/4

668.16' N89°39'19"E

E 1/2

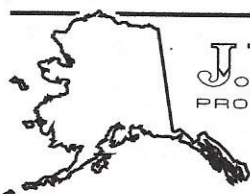
1332.33' S00°20'12"E

GL #1

SCALE 1"=220'

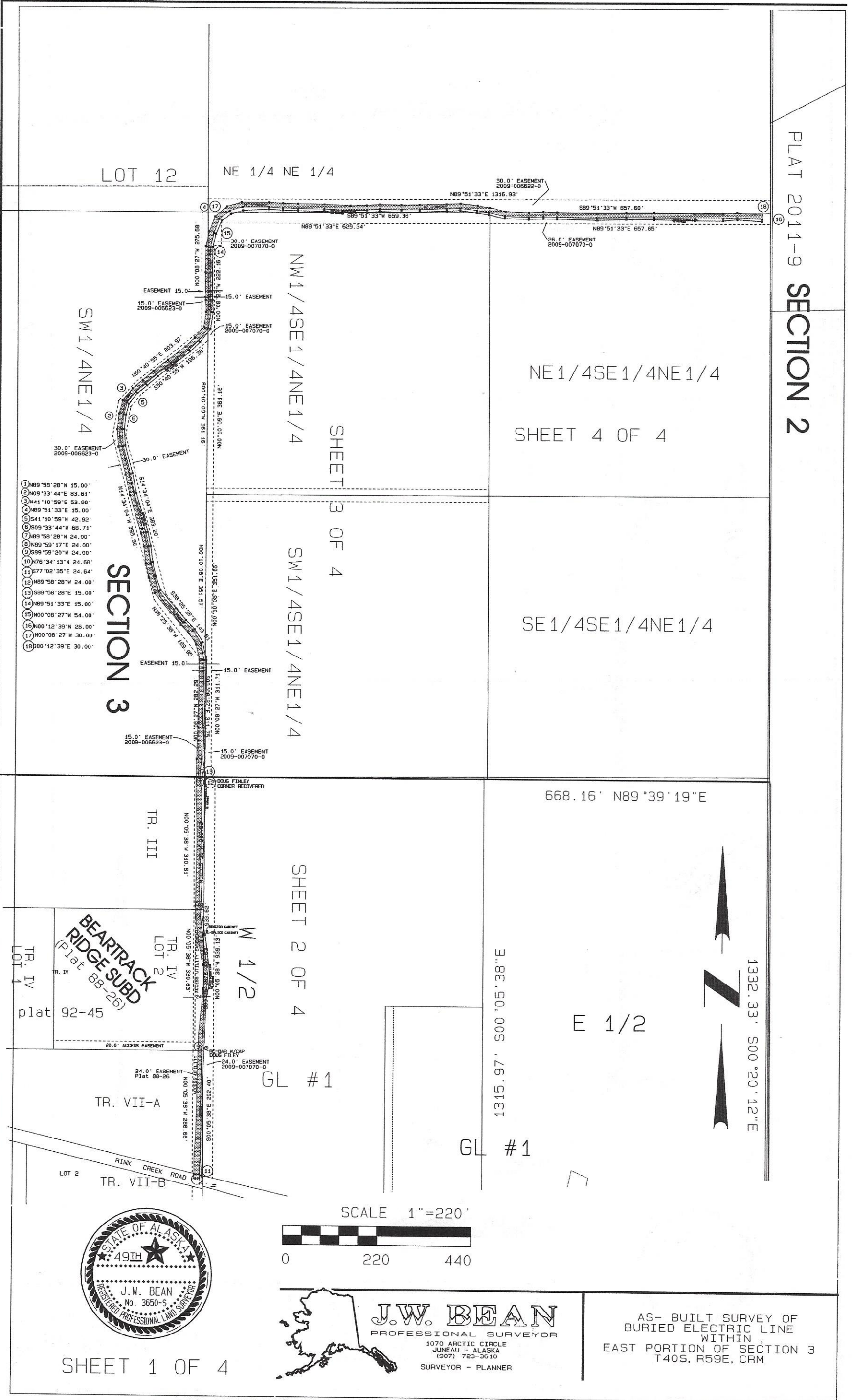


SHEET 1 OF 4



**J.W. BEAN**  
PROFESSIONAL SURVEYOR  
1070 ARCTIC CIRCLE  
JUNEAU - ALASKA  
(907) 723-3610  
SURVEYOR - PLANNER

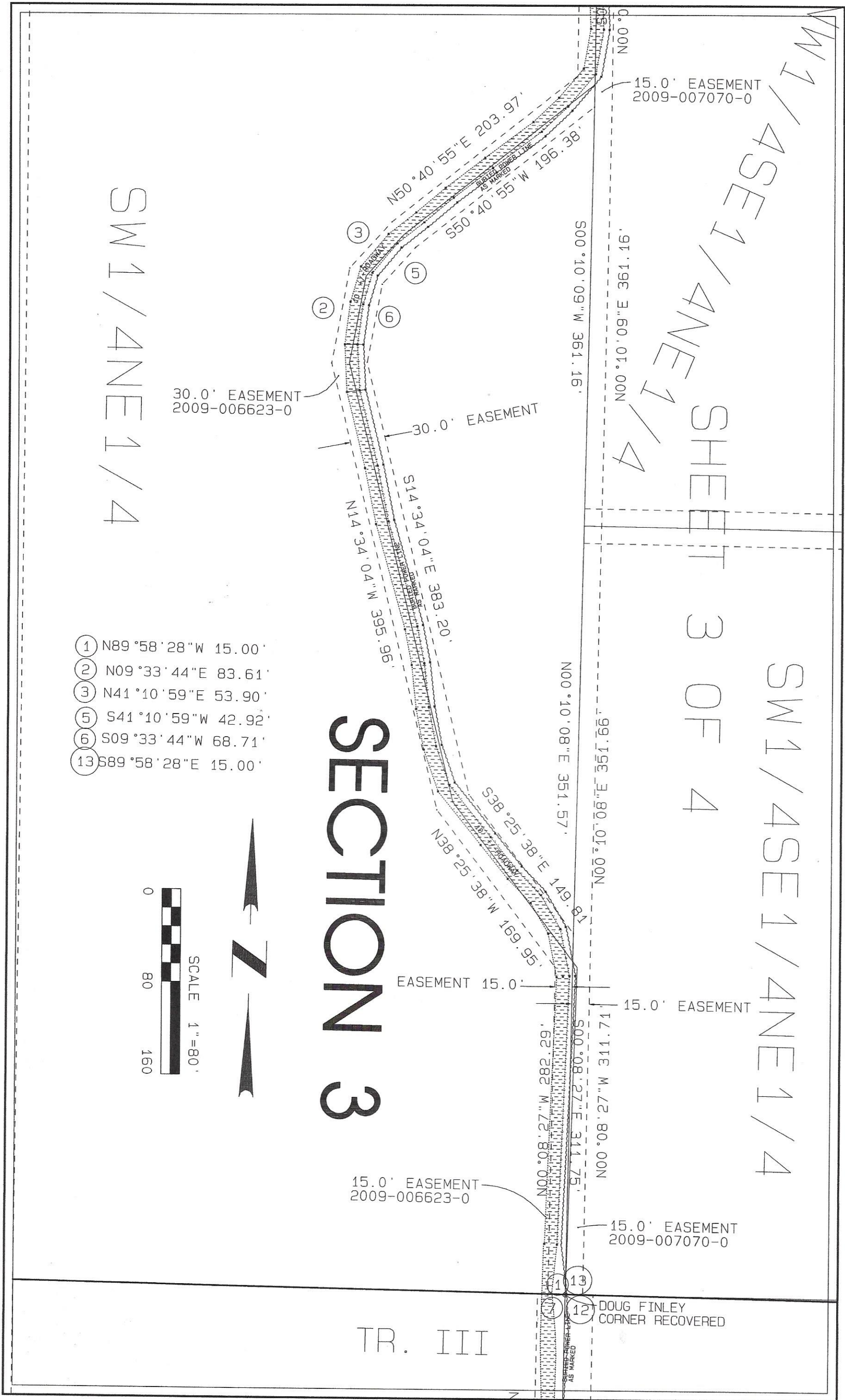
AS-BUILT SURVEY OF  
BURIED ELECTRIC LINE  
WITHIN  
EAST PORTION OF SECTION 3  
T40S, R59E, CRM



- 1) N89°58'28"W 15.00'
- 2) N09°33'44"E 83.61'
- 3) N41°10'59"E 53.90'
- 4) N89°51'33"E 15.00'
- 5) S41°10'59"W 42.92'
- 6) S09°33'44"W 68.71'
- 7) N89°58'28"W 24.00'
- 8) N89°59'17"E 24.00'
- 9) S89°59'20"W 24.00'
- 10) N76°34'13"W 24.68'
- 11) S77°02'35"E 24.64'
- 12) N89°58'28"W 24.00'
- 13) S89°58'28"E 15.00'
- 14) N89°51'33"E 15.00'
- 15) N00°08'27"W 54.00'
- 16) N00°12'39"W 26.00'
- 17) N00°08'27"W 30.00'
- 18) S00°12'39"E 30.00'







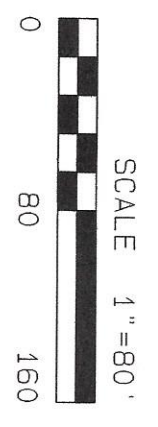
SW 1/4 NE 1/4

SW 1/4 SE 1/4 NE 1/4  
SHEET 3 OF 4

# SECTION 3

TR. III

- ① N89°58'28"W 15.00'
- ② N09°33'44"E 83.61'
- ③ N41°10'59"E 53.90'
- ⑤ S41°10'59"W 42.92'
- ⑥ S09°33'44"W 68.71'
- ⑬ S89°58'28"E 15.00'



DOUG FINLEY  
CORNER RECOVERED



PLAT

SECTION 2  
2011-9



NE 1/4 NE 1/4

LOT 12

4

17

15.0' EASEMENT  
2009-006623-0

EASEMENT  
15.0'

N00°08'27"W 275.68'

N00°08'27"E 302.16'

N00°08'27"W 222.16'

N00°08'27"W 54.00'

N00°12'39"W 26.00'

N00°08'27"W 30.00'

N89°51'33"E 30.00'

N89°51'33"E 15.00'

N89°51'33"E 15.00'

N89°51'33"E 629.34'

S89°51'33"W 659.36'

N89°51'33"E 1316.93'

S89°51'33"W 657.60'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

N89°51'33"E 657.65'

30.0' EASEMENT  
2009-006622-0

26.0' EASEMENT  
2009-007070-0

30.0' EASEMENT  
2009-007070-0

15.0' EASEMENT  
2009-007070-0

SHEET 4 OF 4

NE1/4SE1/4NE1/4

18

19

16

4

14

15

16

17

18



THE STATE  
*of* **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Public Safety

Item #i.

Commissioner's Office  
Commissioner James E. Cockrell

5700 East Tudor Road  
Anchorage, Alaska 99507-1225  
Main: 907.269.4542  
Fax: 907.269.4543

March 20, 2024

Larry Landry  
Box 151  
Gustavus, AK 99826

RE: 58344

Dear Larry,

I am responding to your request for public information that you submitted to the Alaska Department of Public Safety (DPS) on February 20, 2024. In your request you asked:

"I am looking for information regarding the access and utility road/easement which connects the eastern end of Rink Creek road to the Falls Creek hydro road project. (This is in the easternmost portion of the Gustavus road network.) I'm requesting records from 2020 to the present of all complaints made to the troopers regarding any criminal activities/disturbances on this road, including things such as trespass, vandalism and reckless driving. Thank you."

The time spent to fill this request has not exceeded the five-hour threshold set forth in Alaska Statute 40.25.110; therefore, the requested materials are released to you at no cost.

Results: 0 incidents

Please do not hesitate to reach out if you have any further questions.

Sincerely,

Chanelle Lauger  
Research Analyst 4