



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
Phone: (907) 697-2451

PUBLIC PACKET

August 8, 2016



GUSTAVUS CITY COUNCIL

GENERAL MEETING

AUGUST 8, 2016

7:00 PM CITY HALL

Gustavus City Council:

Mayor (Seat D):

Mike Taylor

mike.taylor@gustavus-ak.gov

mayor@gustavus-ak.gov

Term Expires 2017

Vice Mayor (Seat E):

Tim Sunday

tim.sunday@gustavus-ak.gov

Term Expires 2018

Council Member (Seat A):

Lori Trummer

lori.trummer@gustavus-ak.gov

Term Expires 2016

Council Member (Seat B):

Jeff Irwin

jeff.irwin@gustavus-ak.gov

Term Expires 2016

Council Member (Seat C):

Jon Howell

jon.howell@gustavus-ak.gov

Term Expires 2017

Council Member (Seat F):

Connie Edwards

connie.edwards@gustavus-ak.gov

Term Expires 2018

Council Member (Seat G):

Greg Streveler

greg.streveler@gustavus-ak.gov

Term Expires 2018

Gustavus City Hall:

City Clerk/Treasurer:

Lori Ewing

lori.ewing@gustavus-ak.gov

Administrative Assistant:

Tanya Wagner

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes:
 - A. General Meeting Minutes July 11, 2016
4. Mayor's Request for Agenda Changes
5. Department/Committee Reports:
 - A. GVA
 - B. DRC
6. Public Comment on Non-Agenda Items
7. Consent Agenda:
 - A. Approve Scoping Document – SRP Waterless Restroom
 - B. Approve Scoping Document – Fire Hall Improvements
 - C. Approve Scoping Document – Roads Gravel Projects
 - D. Publish FY17-02NCO CP17-03-SRP
 - E. Publish FY17-03NCO CP17-04 Roads
 - F. Publish FY17-04 Title 4.04.070 Amendment (Budget Amendments)
 - G. Publish FY17-05 Title 4.16.050 Amendment (Fish Box Tax Clarification)
8. Ordinance for Public Hearing:
 - A. Adopt FY17-01NCO Providing for the Amendment of City Held Accounts for FY17
9. Unfinished Business
10. New Business:
 - A. Resolution CY16-10 Update Resolution CY16-07 on the Broadband Plan
 - B. Authorize Purchase Order for Road Grading
 - C. Resolution CY16-11 Solid Waste Management Plan Extension
 - D. Approve APT Rate Case contract w/ Blasco
 - E. Ratification of Road Committee appointees
11. Staff Reports
12. City Council Reports:
 - A. Mayor's Report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment

Item No. 1 Call to Order

Item No. 2 Roll Call

Item No. 3 Approval of Minutes

A. Minutes of July 11, 2016 General Meeting

**GUSTAVUS CITY COUNCIL
GENERAL MEETING MINUTES
July 11, 2016**

1. CALL TO ORDER:

A General Meeting of the Gustavus City Council is called to order on July 11th, 2016, at 7:01pm by Mayor Taylor. There are three (3) members of the public in attendance at Gustavus City Hall.

2. ROLL CALL:

Comprising a quorum of the City Council the following are present:

Mayor Taylor
Vice Mayor Sunday
Council Member Trummer
Council Member Irwin
Council Member Edwards

The following members are not present:

Council Member Streveler
Council Member Howell

3. APPROVAL OF MINUTES:

A. General Meeting Minutes June 13th, 2016

MOTION: Council Member Irwin moves to approve the General Meeting Minutes from June 13th, 2016, as presented.

SECONDED BY: Council Member Trummer

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Sunday, Trummer, Irwin, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS **5/0**

PUBLIC COMMENT: None

4. MAYOR'S REQUEST FOR AGENDA CHANGES: None

5. COMMITTEE REPORTS:

A. Library – oral/written report by B. Ohlson

B. GVFD – oral report by T. Miller

6. **PUBLIC COMMENT ON NON-AGENDA ITEMS: None**

7. CONSENT AGENDA

8. **ORDINANCE FOR PUBLIC HEARING:**

A. Adopt FY16-13NCO Providing for the Amendment of City Held Accounts for FY17

MOTION: Council Member Trummer moves to adopt FY16-13NCO Providing for the Amendment of City Held Accounts for FY17.

SECONDED BY: Council Member Edwards

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Sunday, Trummer, Irwin, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

9. UNFINISHED BUSINESS

10. **NEW BUSINESS:**

A. Adopt Resolution CY16-09 for Municipal Support

MOTION: Vice Mayor moves to adopt Resolution CY16-09 A Resolution of the City of Gustavus Expressing a Deep Sense of Urgency for the Alaska State Legislature to take Immediate Action during the Fifth Special Session of the 29th Legislature to Pass All Necessary Fiscal Legislation Required to Provide for a Fair, Balanced and Sustainable State Budget

SECONDED BY: Council Member Edwards

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Sunday, Trummer, Irwin, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

B. Authorize Purchase Order for Road Grading

MOTION: Vice Mayor Sunday moves to approve a Purchase Order request for \$10,000 to Glacier Bay Construction for Routine Road Maintenance.

SECONDED BY: Council Member Trummer

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Sunday, Trummer, Irwin, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

C. Publish FY17-01NCO Providing for the Amendment of City Held Accounts for FY17

MOTION: Council Member Trummer moves to publish FY17-01NCO for the Amendment of City Held Accounts for FY17

SECONDED BY: Council Member Edwards

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Taylor, Sunday, Trummer, Irwin, Edwards

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

11. STAFF REPORTS

12. **CITY COUNCIL REPORTS:**

A. Mayor's Report – oral report by M. Taylor

B. City Clerk/Treasurer's Report – oral report by L. Ewing

13. **CITY COUNCIL QUESTIONS AND COMMENTS:**

14. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None

15. EXECUTIVE SESSION

16. **ADJOURNMENT:**

Hearing no objections, Mayor Taylor adjourns the meeting at 8:18pm.

Item No. 4 Mayor's Request for Agenda Changes

Item No. 5 Department/Committee Reports:

- A. GVA
- B. DRC

Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report
Paul Berry, DRC Manager/ Operator
Monday, August 8th, 2016

My last quarterly report was the May 9th General Meeting. My next scheduled quarterly report is during the November 14th, 2016 General Meeting.

Operations and management

Labor

The [DRC's labor] pool is cool. Having a pool of individuals to draw from over the course of the summer makes it much easier to keep up with peak waste flows, have an occasional replacement for myself or Jeff so we can have a life outside of work and also makes for a more robust labor situation for the City. July is peak month and a lot of waste flows through the facility on a daily basis. Three or four bales of smelly non-recyclable waste per day is typical whereas in the winter zero to two bales is more common. Thank you to Artemis BonaDea for volunteering on Fridays for a few hours between her Pool hires. Thank you to Chris Smith for his welding work replacing a wear plate on the GAME H100VT glass pulverizer.

The compost scene

In late May it finally it stopped raining enough to dry out the composting yard and I was able to screen all the compost generated last winter and this spring – three large piles. However as the rains return now I am again reminded that improving the composting yard: creating a hard working surface that drains, is essential to be able to continue to use it into the fall and next spring. This summer has seen two major repairs to the Trom screener - the shaft seals for both hydraulic motors failed and had to be shipped to Juneau for repairs. The screener was purchased in 2005 and while it is working well the entire machine needs to be painted to control rust. This is a challenge with the lack of covered work space at the DRC.

The amount of food waste that the DRC is composting has dropped from previous years – private composters and a hog farmer are diverting food waste from some local businesses that used to deliver to the DRC. I have no problem with this and I can understand why it occurs – the food waste is taken for free and in some cases is picked up by the processor. This lower volume of food waste has allowed for a reduced processing schedule of mixing food waste once per week during the summer rather than twice per week. Less screening is also needed. The Park delivered several dump truck loads of ground-up wood generated by their stump grinder. I have found that when this material is mixed with the larger wood chips (added for porosity – keeping the piles aerobic) there is less odor associated with the composting process.

I look forward to receiving hands on training at a facility in the lower 48 (still deciding which one) to learn more about large scale food waste composting. I am indebted to the Council for the support for my training in the current operating budget.

Community Chest

Since my last report in early May: at the front desk is Mary Williams on Wednesdays; Liz Vanderzanden, Maribeth Jarvis, Betsy Lesh, Judy Brakel and Annie Mackovjak on Saturdays and finally Sandy Hancock and Mary Coster on Monday evenings. Our sorters have been Betsy, Bonnie Niemi, Artemis BonaDea, Meadow Brook, Annie, Denise Pratschner, Kim Ney, BJ Robinson, Ilana Guttmann & Freya Doyle. Bonnie has done a great job with “301” (the small outbuilding) and the main store has been

transformed with new boxes and displays and this has also boosted our sales. Annie is our groundskeeper who keeps up with the grass and weeds. I would also like to thank Jack and Jim Lesh for repairing the gate, office stairs and other improvement projects at the Chest. My listing of names is based on the volunteer hours write downs sheet and I apologize if I have missed any people. Thanks must also go to the people of Gustavus who continue to donate good, re-salable material.

A lot of clothing, dishes, toys, furniture, building materials, books, puzzles, games, footwear etc. flow through the Chest and it is only with a constant labor force sorting, purging, stocking and selling that we as a community can benefit from such fine thrift store. For the City and the DRC this results in a gross of over \$12,000 raised annually in the past two fiscal years. As a way of saying thank you to the volunteers for all their hard work I organized a dinner for them at the Clove Hitch on August 4th. There was 17 volunteers (summer and winter crowd), myself and two spouses. It is a diverse group of women who run the Chest and we are all indebted to them for giving us such a thriving thrift store.

Regional issues: Southeast Alaska Solid Waste Authority (SEASWA) & Juneau

Nothing to report – it is difficult to partake in the monthly SEASWA teleconferences which are on times when the facility is open and we need the phone for credit card payments and other uses. I do read the minutes and will resume calling in this fall and winter. No developments with the Juneau recycling pilot project since my last report. However I continue to communicate with Jim Penor on regional solid waste issues.

Solid Waste Management Plan (SWMP)

This important topic will be covered in greater detail later in the meeting along with the presentation of my report of the what happened during the first two years and what I hope to accomplish in the next two years. Please refer to the report: “What was done in FY2015 - FY2016 (the first two years) Goals for FY2017 – FY2018 (the next two years)”.

Capital Projects

Skid-Steer Loader Replacement

I am very grateful to the Council for your support of the purchase of the Bobcat A770 All Wheel Steer loader from Bobcat of Juneau LLC. The new machine should be arriving in Gustavus in late August. At present I am proposing that the City keep the older 763 skid-steer loader as backup however it has some maintenance issues and will probably need the replacement of its radiator as well a more thorough maintenance overhaul to maintain its reliability.

Pre-processing storage area, driveway and site improvements

During my last report I submitted to the Council a link for the scoping document associated with this project. As the Council gets on its feet with Capital project planning process I hope you will review this project. I am re-submitting a scoping document and two diagrams for this project located within this folder on the City's web site:

<http://cms.gustavus-ak.gov/government/committees/disposal-recycling-center/reports/reports-to-the-city-council/2016/pre-processing-storage-area-driveway-and-site-improvements-scoping-documents>

At this point in time the costs are estimated as:

SUB-PROJECT Driveway improvements	\$10,000
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SUB-PROJECT Pre-processing storage area	\$26,400
SUB-PROJECT Storage bins & pallet jack	\$18,000
SUB-PROJECT Tree Planting & Misc. Earthwork	\$ 3,300

As I stated in my last report I would ask that the Council give some time to the Pre-processing storage area, driveway and site improvements project and consider approving or editing and approving the scoping document that I am presenting.

Compost yard improvements

This project which consists of removing the top 6-12” of soil from the yard, adding new pit-run material to create a graded surface for proper runoff and final a cap of 6”-8” D-1 to harden the working surface. I am also proposing certain areas to be concrete to further control damage to the dirt surface from rain and use of the loader. Still working on a scoping document for this project. Rough estimates for repairing and rebuilding the yard vary from \$11,300 to over \$48,000 depending on the amount of concrete used.

Landfill mound building

In previous reports I have talked about how our non-recyclable waste is now becoming a mound rather than into the ground as it was in the beginning of our operation. This mound needs to be engineered to avoid potentially costly future problems such as instability and odor. There is also a certain amount of risk inherent with an unlined landfill in a high groundwater environment. A full on topographic survey of the 12 acre property will probably be quite expensive and expensive projects tend to get put off so I would like to figure out how to do as much of the work in-house as possible. Volume measurements could be done with the renting or purchasing of a site level, taking measurements and performing some math. I would also like to propose a small ~\$2,000 purchase order for approximately 12 hours work for the Roger North/ Vista Consultants, (the landfill engineer I worked with on the SWMP last year), to work with me on the project.

Speaking in Anchorage

On Wednesday of this week I will be traveling to Anchorage to speak at the Integrated and Sustainable Solid Waste Management Training held by the Zender Environmental Health and Research Group in Anchorage. All travel costs are covered by Zender and I typically receive a speakers fee that I donate to DRC. This is the 5th year I have been invited to speak at their training. This teaching opportunity has helped me develop a presentation of our facility and provides me with an opportunity to tour solid waste and recycling facilities in the Anchorage and Palmer area.

The end, thank you.

Report compiled by PNB on 08/05/16

Gustavus Disposal & Recycling Center
August 2016
Facility Statistics for the Fiscal Year 2016 (July 1st – June 30th)
Five Year Comparison

	FY12	FY13	FY14	FY15	FY16
Waste intake¹					
Pounds of recyclables ²	182,121	183,321	185,061	202,927	191,650
Pounds of non-recyclable trash	83,171	75,129	81,768	88,632	103,710
Total pounds waste delivered <i>Note 2</i>	265,292	258,450	266,829	291,559	295,360
Cu. yards Construction/ Demolition waste (C/D) & ash (<i>uncompressed</i>) <i>Note 1</i>	73	79	143	97	164
Operating time					
Number of days receiving waste during reporting period (<i>includes appointments</i>)	140	166	187	210	218
Number of customer transactions	3,903	4,066	4,227	4,601	4,730
Pounds per day average <i>Note 2</i>	1,895	1,557	1,427	1,388	1,355
The processing of recyclables³					
Number of southbound recycle shipments	3	5	4	4	5
Recyclables baled for export to Seattle <u>in pounds</u>	75,826	67,309	66,019	75,652	80,102
<u>in bales</u>	77	70	71	80	85
Pounds of food waste composted	58,727	60,671	56,473	60,333	55,682
Pounds of glass bottles pulverized	49,730	48,160	46,470	52,625	50,890
					<i>Note 4</i>
Income & expense metrics					
Income	\$60,077	\$67,989	\$75,528	\$74,714	\$85,651
Expense	\$83,244	\$85,328	\$94,136	\$96,206	\$95,940
Cost per pound average ⁵	\$0.31	\$0.33	\$0.35	\$0.33	\$0.32

(Version 1) compiled by PNB 07/24/16 paul.berry@gustavus-ak.gov

- 1 C/D waste calculations were changed in FY14. Previous years were updated using the same formula and the resulting numbers are significantly different than the FY13 Facility Statistics report.
- 2 Totals include recorded aluminum can weights and previous 5 year comparison reports did not. All five years data was recalculated and this added ~800 pounds to each year (*note: most aluminum cans are not weighed however so the actual weight is going to be higher*).
- 3 Baled weights do not include recyclables such as lead-acid batteries, TV's, fluorescent lamps etc. (several thousand pounds). The annual reports are a better source of the total weight of all materials recycled.
- 4 Income & expense numbers are subject to change prior to the final FY16 Annual Report
- 5 Does not include C/D waste in the calculation

Item No. 6 Public Comment on Non-Agenda Items

Item No. 7 Consent Agenda:

- A. Approve Scoping Document – SRP Waterless Restroom**
- B. Approve Scoping Document – Fire Hall Improvements**
- C. Approve Scoping Document – Roads Gravel Projects**
- D. Publish FY17-02NCO SRP Waterless Restroom**
- E. Publish FY17-03NCO Roads Gravel Projects**
- F. Publish FY17-04 Ordinance Title 4.04.070**
- G. Publish FY17-05 Ordinance Title 4.16.020**

A. Approve Scoping Document – SRP Waterless Restroom

PROJECT SCOPING and DEVELOPMENT FORM

This form is to be used to document project planning and approval in order 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: [Salmon River Waterless Restroom](#)

Department: [Capital Project](#)

Contact: [Tim Sunday, Lori Ewing](#)

E-mail: lori.ewing@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?

[To replace the unusable outhouse and give the community and visitors a place to go to the bathroom instead of using the woods as a restroom.](#)

Who/what will be aided by this project? Who are the targeted stakeholders/customers? [The community and visitors](#)

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

[N/A](#)

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

[N/A](#)

2. Why is the project needed?

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

[It will give the community a much needed second public restroom that will be centrally located in the City park.](#)

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

- [It addresses health and sanitation issues.](#)

3. Where did the idea for this project originate? (Public comments, Council direction, committee work?) [From members of the community and the City Council, Lori Ewing and Tim Sunday](#)

4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?) [Yes, the City plans to make more improvements to the Salmon River Park.](#)

5. What is your timeline for project planning?

By when do you hope to implement the project?

- [Mid-September](#)

- 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?

[It is Included in the overall project. No, we will not be using a consultant.](#)

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 estimate is \\$75,000.](#)

[\\$33,249.05 \(\\$35,000.00 less \\$1,749.95 Municipal discount\) for Double Bathroom including design and specs.](#)

[Shipping and handling from Roseburg, Oregon to Seattle \\$1,900.00.](#)

[Shipping from Seattle to Gustavus \\$7,500.00.](#)

[Contractual Engineering Services- Gary Hayden, Civil and Environmental Services \\$6,000.00.](#)

[Contractual Construction- \\$25,000.00.](#)

[Contractual Fees- DEC Permit \\$300.00](#)

[Professional Services-Dept. of Public Safety Plan Review- \\$300.00](#)

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.

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

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?
- Is there a matching fund requirement? Please provide details.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change	x		
• Streams/groundwater quality	x		
• Air quality	x		
• Soils/land quality	x		
• Fish/wildlife habitat, populations	x		
• Plant Resources (timber, firewood, berries, etc)	x		
• Invasive or pest species	x		
• Natural beauty of landscape or neighborhoods	x		
• Neighborhood character	x		
• Noise or other environmental impacts	x		
• Environmental sustainability	x		
• Hazardous substances use	x		
• Community waste stream	x		
• Light pollution at night	x		
Recreational opportunities?			
• Public land use and access	x		
• Trails/waterways	x		
• Parks		X+	
• Public assembly/activities		X+	
Education/training/knowledge & skill development?	x		
Public safety?		X+	
Public health?		X+	
Medical services?	x		
Emergency response?	x		
Economic performance & sustainability?			
• Employment of residents			
o Short-term (i.e. construction)		x	
o Long-term (operating and maintenance)			x
• Cost of living reduction	x		
• Return on investment		x	
• Visitor opportunities/impressions/stays/purchases		x	
• Competitive business environment	x		
• Support for existing businesses		x	
• New business opportunities	x		
• Economic sustainability	x		
• Attractiveness of City to new residents/businesses			x
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		x	
• Existing services	x		
• New services	x		

• Cost of City services	X		
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads	X		
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.) This project will provide added benefits to our community because visitors and residents alike will have access to a much needed centrally located public restroom.

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

- Is this project dependent on other activities or actions?
- If yes, describe projects, action or activities specifying phases where appropriate.

Yes, the improvements to our City park are dependent on having a restroom available for the children to have a safe and sanitary restroom when they come to play on the playground equipment and for everyone who uses the park for potlucks, community gatherings, such as the 4th of July, dances, etc.

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?

The permits required are a DEC permit and a Public Safety Plan review. They will be facilitated and obtained by Gary Hayden, our civil and environmental engineer.

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

Construction costs (estimate) \$25,000.00 Purchase cost \$35,000.00

Continual operational costs will include pumping of the tanks (vaults) every 2-3 years depending on usage, at a cost of \$650.00.

Cleaning of bathrooms- Toilet paper costs

7. Is an engineering design or construction estimate necessary? Yes

8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected? No

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$6,000	Travel	\$
Permitting, inspection	\$600	Equipment	\$
Site work	\$5,000	Contractual	\$
Construction	\$20,000	Supplies	\$
Waste disposal	\$250	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$9,000	Repair & maintenance	\$500
Contingencies	\$5,000	Other (list)	\$
Other (list)	\$	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

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?
None
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? N/A

It is possible that three to four construction businesses will be awarded work on this project.

More like one to two construction businesses

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.

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

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
City Council Work Session	8/1/16	8/8/16	No	Recommends to move forward	7

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.

B. Approve Scoping Document – Fire Hall Improvements

Policy on Project Planning

PROJECT SCOPING and DEVELOPMENT FORM

This form is to be used to document project planning and approval in order 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: Firehall Improvements

Department: GVFD Committee Contact: Chief Travis Miller

E-mail: travis.miller@gustavus-ak.gov Phone: 907-697-2707

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

1. What is the project?

The goal of this project is to improve the Gustavus Volunteer Fire Department Fire Hall for better weather protection, utility, safety and appearance. It will complete unfinished or incomplete work from previous renovations and will weather proof the building, finish siding installation and soffit enclosure, replace an external second story fire escape (removed previously due to deterioration), finish out interior gypsum board, window trim, smooth and fill holes and rough transitions in concrete floor, replace leaking skylight panels with proper skylights, remove obsolete chimneys, paint walls and floors, enclose EMS storage area, and install a sign on the front identifying the building as the Gustavus Volunteer Fire Department.

No engineering work is required for these improvements to the facility.

The scope of the project is limited to the Fire Hall structure.

2. Why is the project needed?

The project is needed to protect the building from weather deterioration, to provide safe alternative egress from the upstairs training room and office, make the building easier to maintain, and to achieve a more professional appearance for all stakeholders.

The improved appearance, utility, and safety of the Fire Hall will support and enable a higher level of professionalism, pride and readiness for the GVFD, while improving the presentation of the Department for the community it serves and for regulatory and rating agencies. It will reduce maintenance requirements, and may improve the presentation of the Department for inspectors as GVFD seeks to achieve a lower ISO rating supporting lower fire insurance rates in the community.

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

The project responds to a review of the structural needs by the Mayor and Fire Chief in July, 2016.

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

This project is not part of a larger plan.

5. What is your timeline for project planning?

Planning for this project is underway already by the Mayor and Fire Chief and will be complete by August 15, 2016.

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

No funds are expected to be expended on the planning process. The Chief's time on the project is covered within of his normal job description.

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.

The total cost of the project is expected to be approximately \$57,000.

1. Exterior siding, soffits, furnace chimney removal.
2. Install exit stairs from second floor door.
3. Interior gypsum board repairs, taping and mudding, trim, concrete floor repairs/finishing, EMS storage area enclosure, remove obsolete chimney in training room.
4. Paint supplies for volunteers to paint floors and walls.
5. Exterior department sign.
6. Skylights over department garage.

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.

Alternative approaches include: (a) Work to be completed by a licensed contractor; (b) Work to be completed by department volunteers and the Chief; and (3) Work to be completed primarily by a licensed Contractor but with some in-house work by the Chief and GVFD volunteers.

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

Alternative approach (c) is chosen for the following reasons. A licensed contractor has the skills, knowledge, equipment, vendor connections, and experience to complete most the tasks correctly, cost-effectively, and safely. However, some tasks like finish painting might be done in-house.

3. Identify your funding source(s).

Funding for this project would be through a capital project appropriation by the Council.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change	X		
• Streams/groundwater quality	X		
• Air quality	X		
• Soils/land quality	X		
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods	X		
• Neighborhood character		+	
• Noise or other environmental impacts	X		
• Environmental sustainability			X
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night	X		
Recreational opportunities?			
• Public land use and access	X		
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities		+	
Education/training/knowledge & skill development?	X		
Public safety?		+	
Public health?	X		
Medical services?		+	
Emergency response?		+	
Economic performance & sustainability?	X		
• Employment of residents			
o Short-term (i.e. construction)		+	

○ Long-term (operating and maintenance)		+	
• Cost of living reduction	X		
• Return on investment	X		
• Visitor opportunities/impressions/stays/purchases		+	
• Competitive business environment	X		
• Support for existing businesses		+	
• New business opportunities	X		
• Economic sustainability	X		
• Attractiveness of City to new residents/businesses		+	
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services		+	
• New services	X		
• Cost of City services	X		
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads	X		
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

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 project supports improved readiness by the GVFD for emergency response. The improved professional appearance of the Fire Hall supports confidence in the public and of regulatory and rating agencies in the ability of the GVFD to respond to emergencies. Improved confidence encourages new residents and businesses to locate in Gustavus and may enable reduced property insurance rates.

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

This project is not dependent on other projects.

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?)

The project will not require additional infrastructure activity, or staffing outside the GVFD.

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

No regulatory permits are required for these building modifications.

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

The initial construction cost is estimated to be \$57,000

7. Is an engineering design or construction estimate necessary?

No engineering design is needed but we have gathered construction estimates for key items in the plan.

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?

The project will not generate additional revenue for the City.

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$0	Personnel	\$0
Project management	\$0	Benefits	\$0
Land, structures, ROW, easements	\$0	Training	\$0
Engineering work	\$0	Travel	\$0
Permitting, inspection	\$0	Equipment	\$0
Site work	\$0	Contractual	\$56,000
Demolition and construction	\$0	Supplies	\$100,00
Waste disposal	\$0	Utilities	\$0
Equipment	\$0	Insurance	\$0
Freight	\$0	Repair & maintenance	\$0
Contingencies	\$0,000	Other (list)	\$0
Other (list)	\$	Other (list)	\$0
Other (list)		Total direct costs	\$57,000
		Indirect costs	\$0
		Income (fees, taxes)	\$0
		Balance: costs-income	\$57,000

Updated Latest Estimate Budget Line Items if Changed Date: _____

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

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

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

Part 7. Business Plan (Upon Council request)

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

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

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 atten- dees

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.

C. Approve Scoping Document – Roads Gravel Projects

Policy on Project Planning

PROJECT SCOPING and DEVELOPMENT FORM

This form is to be used to document project planning and approval in order 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: D-1 Gravel Addition at Intersections and Bridge Approaches

Committee: Roads____ Committee Contact: __Sean Mattson_____

E-mail: _snmttsn@yahoo.com_____ Phone: 697-2780__

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?

The objective of this project is to improve the transitions from paved State Roads to gravel roads at Chinook Drive, Good River Road, and Fairweather Road plus improve the transition at both ends of the bridge across Mountain View Stream (Harry Hall Creek) using D-1 gravel where the existing pit run gravel tends to pot hole quickly and badly. The beneficiaries are the driving public. No preliminary survey is required as the problems have been identified by the Road Committee and the road contractor, Glacier Bay Construction.

2. Why is the project needed?

The work is needed as an infrastructure improvement to reduce rough conditions affecting drives and to reduce the need for spot grading at these locations.

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

This project follows up on similar successful D1 gravel additions at the Fairweather/Jacob intersection and at the south end of Wilson Road.

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?

Work would be completed during August 2016.

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

No planning budget required.

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 estimate is \$17,952, based on quotation by Glacier Bay Construction.

Breakdown is:

Good River Rd transition, 90 ft: 32cy at \$88/cy = \$2816.

Bridge transitions 100 ft each side: 60 cy at \$88/cy = \$5280.

Chinook transition, 200 ft: 80 cy at \$88/cy = \$7040

Fairweather transition, 90 ft: 32cy at \$88/cy = \$2816.

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.

The alternative solution is just to grade more often as we have been doing.

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

Experience with application of this gravel at two other sites leads to the recommendation to do so at the additional sites in this proposal.

3. Identify your funding source(s).

Funding source is USFS Receipts Road Maintenance funding savings from previous years. These funds are available only for road maintenance work, including grading, gravel additions, etc.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change	X		
• Streams/groundwater quality	X		
• Air quality	X		
• Soils/land quality	X		
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods	X		
• Neighborhood character	X		
• Noise or other environmental impacts	X		
• Environmental sustainability	X		
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night	X		
Recreational opportunities?			
• Public land use and access	X		
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities	X		
Education/training/knowledge & skill development?			
Public safety?		+	
Public health?	X		
Medical services?	X		
Emergency response?		+	
Economic performance & sustainability?			
• Employment of residents			
o Short-term (i.e. construction)		+	
o Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment			X
• 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		+	
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		+	

• Existing services		+	
• New services	X		
• Cost of City services		+	
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads		+	
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

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 project will reduce wear and tear on vehicles, including City response apparatus using these heavily travelled roads. It also will reduce the need for spot grading at the sites of the application and will improve the appearance of roads at the sites for visitors.

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

Not dependent on other projects.

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?

None.

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

Initial, and total construction, cost total is \$17,952

7. Is an engineering design or construction estimate necessary?

No

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?

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$0	Personnel	\$0
Project management	\$0	Benefits	\$0
Land, structures, ROW, easements	\$0	Training	\$0
Engineering work	\$0	Travel	\$0
Permitting, inspection	\$0	Equipment	\$0
Site work	\$0	Contractual	\$17,952
Demolition and construction	\$0	Supplies	\$0
Waste disposal	\$0	Utilities	\$0
Equipment	\$0	Insurance	\$0
Freight	\$0	Repair & maintenance	\$0
Contingencies	\$0	Other (list)	\$0
Other (list)	\$	Other (list)	\$0
Other (list)		Total direct costs	\$17,952
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$17,952

Updated Latest Estimate Budget Line Items if Changed Date: _____

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

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

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

Part 7. Business Plan (Upon Council request)

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

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

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.

D. Publish FY17-02NCO SRP Waterless Restroom

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY17-02NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2017**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. In Fiscal Year 2017 the following City held account balance transfers to be made for reasons stated in each transfer, with NCOs and Resolutions notated as appropriate.

Section 3. The budget is amended to reflect the changed estimates as follows;

	Amounts		
	Account Balance*	Amended Balance	Change
<i>*Approximate, this is a dynamic value.</i>			
ACCOUNTS			
CP17-01 -SRP Waterless Restroom	\$0.00	\$ 34,070.72	\$ 34,070.72
AMLIP - Beach	\$ 34,070.72	\$0.00	(\$ 34,070.72)
<i>*Monies transferred to purchase kit; additional monies will be transferred for construction</i>			

Total Change in 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: *August 8, 2016*

DATE OF PUBLIC HEARING: *September 19, 2016*

PASSED and **APPROVED** by the Gustavus City Council this _____ day of September, 2016, and effective upon its adoption.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk/Treasurer

E. Publish FY17-03NCO Roads Gravel Projects

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY17-03NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2017**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. In Fiscal Year 2017 the following City held account balance transfers to be made for reasons stated in each transfer, with NCOs and Resolutions notated as appropriate.

Section 3. The budget is amended to reflect the changed estimates as follows;

	Amounts		
	Account Balance*	Amended Balance	Change
<i>*Approximate, this is a dynamic value.</i>			
ACCOUNTS			
Capital Project – Roads Gravel	\$0.00	\$17,952.00	\$17,952.00
AMLIP - Roads	\$173,527.93	\$155,575.93	(\$17,952.00)
<i>Moving Encumbered Forest Receipts funds for projects in Scoping Document – Roads Gravel Projects</i>			
Total Change in 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: *August 8, 2016*

DATE OF PUBLIC HEARING: *September 19, 2016*

PASSED and **APPROVED** by the Gustavus City Council this _____ day of September, 2016, and effective upon its adoption.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk/Treasurer

F. Publish FY17-04 Ordinance Title 4.04.070

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY17-04**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE
AMENDMENT OF CITY ORDINANCE TITLE 4,
CHAPTER 4.04.070 AMENDMENT**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that **TITLE 4, CHAPTER 4.04.070** be amended as follows: **Bold and underlined** items are additions.

Chapter 4.04.070 Amendment

The City Clerk/Treasurer may modify line item expenditures within an authorized appropriation to another line item in any amount which would not annually exceed ten (10) percent or \$1,500, whichever is more. For amounts over ten (10) percent or \$1,500 and for transfers to or from AMLIP accounts, Endowment accounts, or any other accounts, the budget can be amended by the Council at any time after adoption provided no such amendment shall be made until after a public hearing.

- Section 4. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

Date Introduced: *August 8, 2016*

Date of Public Hearing: *September 19, 2016*

PASSED and **APPROVED** by the Gustavus City Council this ____ day of _____, 2016.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk

G. Publish FY17-05 Ordinance Title 4.16.020 Definitions

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY17-05**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE
AMENDMENT OF CITY ORDINANCE TITLE 4,
CHAPTER 4.16.020 DEFINITIONS**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that **TITLE 4, CHAPTER 4.16.020** be amended as follows: **Bold and underlined** items are additions.

Chapter 4.16.020 – Definitions

Buyer: Includes, without limiting the scope thereof, every consumer.

City: The City of Gustavus, Alaska, or the area within the territorial limits of the City of Gustavus, Alaska.

City Council: The Gustavus City Council or the Gustavus City Council's designees.

Fish box: A container of fish and/or seafood that has been caught or taken under the services of a commercial sport fishing charter service **and any self-guided charter service** conducting business in the City of Gustavus that is processed and/or packaged in the City of Gustavus.

Fish charter: A fish charter is any boat trip for hire during which fishing takes place. Included are all trips that take place in whole or in part within the city, or utilize city infrastructure, or begin or end in the city, regardless of the buyer's place of residence and regardless of where the majority of the charter is conducted. **This also includes "bare boat" charters and/or self-guided trips.**

Flat-rate: A per-unit assessment that is separate from and not including sales or service taxes.

Include and including: "By way of illustration only" and shall not be interpreted as a limitation except where expressly so provided.

May: Permissive.

Mayor: The city mayor or his/her authorized designee.

Must and shall: Each is mandatory.

Packaged: Contained, protected, and preserved for transport and/or storage and/or use.

Person: An individual natural person.

Process: A procedure, method, or system for altering, preparing, or refining a product.

Retail sale: Any sale of real or tangible personal property including barter, credit, installment, and conditional sales for any purpose other than resale in the regular course of business. The delivery of goods in the city by a seller whose principal place of business is outside the city to a buyer or consumer is a retail sale made within the city if such retailer maintains any office, distribution, or sales house, warehouse or any other place of business, or solicits business or received orders through any agent, salesman, or other type of representation within the city.

Sale for resale: The sale of tangible personal property to a buyer whose principal business is the resale of the property whether in the same or altered form.

Seafood processor: For purpose of the fish box flat-rate tax, a seafood processor is a person and/or business who prepares fish/seafood for transport and/or storage and/or use by one, some or all of the following: eviscerate ("gut"), skin, cut, fillet, freeze, smoke, and/or package.

Seller: Every person, firm, corporation or other legal entity making retail sales to a buyer or consumer, renting property or performing services for consideration whether acting as principal or using the services of an agent or broker.

Selling price and price: The gross amount of a transaction between a buyer and a seller.

Services: All services of every manner and description that are performed or furnished for consideration whether in conjunction with the sale of goods or not, but does not include services rendered by an employee to an employer. All retail services by a seller within the city of services to be provided or performed in whole or in part within the city, or utilize city infrastructure regardless of the buyer's place of residence, or buyer's physical location upon acceptance of the offer, or exchange of consideration.

State: State of Alaska.

Sticker: A city-authorized, dated, numbered, self-adhesive label approved by the Gustavus City Council.

Section 4. **Effective Date.** This ordinance becomes effective upon its adoption by the Gustavus City Council.

Date Introduced: *August 8, 2016*

Date of Public Hearing: *September 19, 2016*

PASSED and **APPROVED** by the Gustavus City Council this ____ day of _____, 2016.

Mike Taylor, Mayor

Attest: Lori Ewing, City Clerk

Item No. 8. Ordinance for Public Hearing:

A. Adopt FY17-01NCO Providing for the Amendment of City Held Accounts for FY17

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY17-01NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE
CITY HELD ACCOUNTS IN FISCAL YEAR 2017**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. In Fiscal Year 2017 the following City held account balance transfers to be made for reasons stated in each transfer, with NCOs and Resolutions notated as appropriate.

Section 3. The budget is amended to reflect the changed estimates as follows;

	Account Balance*	Amounts Amended Balance	Change
<i>*Approximate, this is a dynamic value.</i>			
ACCOUNTS			
City Hall Addition	\$3,057.80.00	\$ 8,000.00	\$ 4,942.20
FNBA Checking account	\$ 812,257.23	\$807,315.03	(\$ 4,942.20)
<i>*Monies transferred to complete the City Hall addition to complete IT wiring</i>			
Total Change in 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: *July 11, 2016*

DATE OF PUBLIC HEARING: *August 8, 2016*

PASSED and **APPROVED** by the Gustavus City Council this _____ day of _____, 2016, and effective upon its adoption.

Item No. 9. Unfinished Business

Item No. 10. New Business:

A. Resolution CY16-10 Update Resolution CY16-07 on the Broadband Plan

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY16-10**

**A RESOLUTION APPROVING A BROADBAND PLANNING CONTRACT WITH BYTE NETWORKING
FOR FY17**

WHEREAS, Council Resolution CY16-07 approved a non-competitive contract award to update the City broadband plan to Byte Networking in the amount of \$24,162, with project management by Corvid Computing, and

WHEREAS, the original performance period was set to correspond with the original expiration date, June 30, 2016, of the State CIP grant for broadband planning; and

WHEREAS, the State of Alaska has extended the CIP grant expiration date to June 30, 2017; and

WHEREAS, allowing additional time for the planning effort will benefit quality and thoroughness in the work product; and

WHEREAS, a project contract, attached to this Resolution, has been negotiated with Byte Networking to extend the performance period to December 15, 2016; and

WHEREAS, Corvid Computing has agreed to review project work products at a draft submittal date of November 15, 2016, and a final product submittal date of December 15, 2016, and make recommendations to the City prior to December 31, 2016; and

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council approves award of the negotiated contract as attached to this Resolution with Byte Networking and directs the Mayor to proceed with the project as soon as the contract has been signed by the City and Byte Networking; and

BE IT FURTHER RESOLVED, that the funds expended under this Resolution shall be dispersed and billed to the State CIP Grant by June 30, 2017, representing a change from the dispersal date previously indicated in Resolution CY16-07.

PASSED and **APPROVED** by the Gustavus City Council this _____ day of _____, 2016, and effective upon its adoption.

CONSULTING AGREEMENT

This Consulting Agreement ("Agreement") is for August 10, 2016 through December 30, 2016

BETWEEN: **The City of Gustavus** ("Client")
 PO Box 1, Gustavus, Alaska 99826

AND: **Byte Networking, LLC** ("Consultant")
 8367 Old Dairy Road, Suite 205, Juneau, Alaska 99801

The parties agree as follows:

1. TYPE OF AGREEMENT: FIRM FIXED PRICE

2. GENERAL TERMS AND CONDITIONS

The general terms and conditions of this Agreement are set forth in Appendix A.

3. SCOPE OF WORK

Consultant shall provide the services specified in Appendix B ("Services").

4. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall be **from August 10, 2016 through December 30, 2016.**

5. FEES AND PAYMENT

In consideration of Services performed, Client shall pay Consultant **\$24,162** in two equal installments, the first before work commences and the second after all deliverables are accepted by Client. However, payment will not be made until Client receives an invoice from Consultant.

6. KEY PERSONNEL

Client: City of Gustavus			
Administrative POC		Contractual POC	
Name:	Lori Ewing	Name:	Mike Taylor, Mayor
Phone:	907-697-2451	Phone:	907-697-2451
Fax:	907-697-2136	Fax:	907-697-2136
Email:	treasurer@gustavus-ak.gov	Email:	mayor@gustavus-ak.gov
Technical POC		Note: POC will change to the new Mayor as elected in October, 2016	
Name:	Nathan Borson		
Phone:	907-697-2810		
Email:	nate@corvid.info		
Consultant: Byte Networking, LLC			
Administrative POC		Contractual POC	
Name:	David Kunat	Name:	David Kunat
Phone:	907-790-4979	Phone:	907-790-4979
Email:	david@bytenetworking.com	Email:	david@bytenetworking.com

7. AUTHORIZED CHANGES IN SERVICES OR PAYMENT

Client's Contractual POC is the only representative of Client who is authorized to approve changes in the Services or the payment terms or amounts. Any changes made by Consultant without written authorization by Client's Contractual POC shall be performed at Consultant's sole risk and expense.

8. PAYMENT/INVOICING

Invoices and all questions concerning payment of invoices shall be referred to Client's Administrative POC.

9. NOTICE

Any notice given by either party shall be in writing and shall be deemed given, five (5) calendar days after deposit with the United States Postal Service, postage prepaid, certified return receipt requested, electronic mail, or upon actual delivery to the other party at the following addresses:

TO Client:
Mayor
City of Gustavus
PO Box 1
Gustavus, AK 99826
mayor@gustavus-ak.gov
Lori Ewing
City of Gustavus
PO Box 1
Gustavus, AK 99826
treasurer@gustavus-ak.gov

TO Consultant:
David Kunat
Byte Networking, LLC
9300 Glacier Hwy.
Juneau, Alaska 99801
david@bytenetworking.com

10. ENTIRE AGREEMENT

Both parties acknowledge that they have read and understand this Agreement, including the appendices referred to herein, and they agree to be bound by those terms. Both parties further agree that this Agreement, including its appendices, constitutes the entire agreement between the parties. This Agreement supersedes all prior written or oral agreements relating to the Services specified herein. No modification or waiver of any provision shall be binding unless in writing and signed by the party against whom the modification or waiver is sought to be enforced.

For: Client
CITY OF GUSTAVUS

For: Consultant
BYTE NETWORKING, LLC

Signature

Signature

Mike Taylor

Name (Typed or Printed)

David Kunat

Name (Typed or Printed)

Date

Date

APPENDIX A

GENERAL TERMS AND CONDITIONS

1. **WARRANTY.** Consultant shall perform the Services, as defined in the Agreement, using the standard of care normally exercised by established consultants in performing comparable services under similar conditions. Unless otherwise provided under Alaska law, warranties set forth in this section are exclusive and in lieu of all other warranties, whether express or implied, including the implied warranties of merchantability and fitness for a particular purpose.

2. **CLIENT'S RESPONSIBILITIES.** Client shall provide site access and Client data required by Consultant, and shall make timely payments, within thirty days of invoice receipt.

3. **CONFIDENTIAL INFORMATION.** Proprietary or confidential information ("confidential information") developed or disclosed by either party under this agreement shall be clearly labeled and identified as confidential information by the disclosing party at the time of disclosure. Confidential Information shall not be disclosed by the receiving party to any other person except to those individuals who need access to such Confidential Information as needed to ensure proper performance of the Services. Neither party shall be liable for disclosure or use of Confidential Information which: (1) was known by the receiving party at the time of disclosure due to circumstances unrelated to this Agreement; (2) is generally available to the public without breach of this Agreement; (3) is disclosed with the prior written approval of the disclosing party; or (4) is required to be released by applicable law or court order. Each party shall return all Confidential Information relating to this Agreement to the disclosing party upon request of the disclosing party or upon termination of this Agreement, whichever occurs first. Each party shall have the right to retain a copy of the Confidential Information for its internal records and subject to ongoing compliance with the restrictions set forth in this Section. This Section shall survive termination of this Agreement.

4. **PUBLIC RECORDS.** With the exception of Confidential Information described in the previous section, communication with Client and information delivered to Client are public records subject to disclosure in accordance with law and Client's policy and procedure.

5. **LICENSE GRANT/DELIVERABLES.** Subject to client's payment in full and to the terms of this agreement, Consultant shall license all deliverables under a Creative Commons Attribution-ShareAlike 3.0 United States License: <http://creativecommons.org/licenses/by-sa/3.0/us/> . Client shall indemnify and hold Consultant harmless against any liability arising from or related to Deliverables that have been changed without Consultant's written approval or have been used for a purpose other than intended.

6. **ACCEPTANCE.** Client shall have five (5) days to reject in writing all or part of each deliverable if it is not in conformance with the warranty stated in section 1 above. Each deliverable, to the extent not rejected in writing by client within that period, shall be deemed accepted.

7. **EXCLUSIVE REMEDY.** For any deliverable which is not accepted, client's exclusive remedy, and Consultant's entire liability, shall be the re-performance of the services, or if Consultant is unable to perform the services as warranted, client shall be entitled to recover the fees paid to icf for that portion of the services which fail to conform to the warranty.

8. **INFRINGEMENT INDEMNITY.** Consultant will defend and indemnify Client against a claim that any Deliverable infringes a copyright or U.S. patent or other intellectual property right, provided that: (a) Client notifies Consultant in writing within 30 days of the claim; (b) Consultant has sole control of the defense and all related settlement negotiations; and (c) Client provides Consultant with the assistance, information and authority necessary to defend any claim related to or arising under this Section. Consultant shall have no liability for any claim of infringement based on use of a superseded or altered release of any Deliverable.

9. **LICENSES AND INSURANCE.** Prior to commencing work under, and for the duration of, this Agreement, Consultant shall obtain and shall provide evidence satisfactory to Client of (a) local and state business licenses, (b) any necessary professional certifications and/or licenses relative to the work to be performed, as required by the appropriate licensing authority for the State of Alaska, and (c) the insurance coverages listed in this section.

9.1. Liability insurance covering professional errors and omissions: coverage written on an occurrence basis with limits of not less than \$1,000,000 per occurrence. During the Agreement term, Client shall be named as an additional insured in Consultant's liability policy.

9.2. Comprehensive automobile liability: \$500,000 combined single limit covering all owned, non-owned, and hired motor vehicles when Consultant is using them to do work under this Agreement.

9.3. Workers' Compensation: Every employee of Consultant must be covered by workers' compensation insurance during the term of this Agreement, in accordance with the Alaska Worker's Compensation Act ("the Act").

9.3.1. Consultant shall provide proof of workers' compensation coverage or a statement explaining why Consultant is exempt (for example, Consultant has no employees, and is a sole proprietor, partnership, or LLC, or is a corporation whose employees are all officers claiming exemption from the Act).

9.3.2. If Consultant is a corporation and its executive officer(s) claim(s) exemption from the Act, then Consultant shall provide (a) certificate(s) of waiver for such officer(s) from the Alaska Department of Labor.

10. **TERMINATION.** Either party may terminate this Agreement by giving 15 calendar days' written notice. Consultant shall be paid for Services provided up to the date of termination.

11. **ASSIGNMENT.** Consultant may sub-contract to third parties to obtain Services to be delivered under this Agreement. Consultant shall be responsible for sub-contractors' performance and services and shall assure they meet the terms of this Agreement as if they were done directly by Consultant. This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors and assigns but is not otherwise intended to confer any rights or benefits on anyone other than the parties.

12. **FORCE MAJEURE.** Consultant is not liable for any delay in performance or non-performance caused by acts of god, war, civil disturbance, government action, labor dispute, computer virus, pandemic illness, inadequate access to Client site or data, or anything else beyond Consultant's reasonable control.

13. **DISPUTES.** Any dispute relating to this Agreement shall be submitted to a panel consisting of at least one representative of each party and one neutral person agreed upon by the party representatives. The party representatives shall have the authority to enter into an Agreement to resolve the dispute, subject to any state or local law requiring the approval of the Gustavus City Council to settle a dispute. The panel shall meet for a maximum of three (3) days. Should this dispute resolution be unsuccessful, or if the panel has failed to meet within thirty (30) days of a demand by either party, the matter may be submitted to arbitration. No written or oral representation made during the course of any panel proceeding or other settlement negotiations shall be deemed to be a party admission. The arbitration shall be conducted in accordance with the rules of the American Arbitration Association, using an arbitrator mutually selected by the parties. The arbitrator need not be an AAA panel member. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with the applicable law in any court having jurisdiction.

14. **GENERAL PROVISIONS.**

14.1. Consultant is an independent contractor and shall not be deemed to be an employee or agent of client.

14.2. No waiver of any breach of this Agreement shall operate as a waiver of any similar subsequent breach or any breach of any other provision of this Agreement. If any provision of this Agreement is held invalid by a court of competent jurisdiction, such provision shall be severed from this Agreement and to the extent possible, this Agreement shall continue without affecting the remaining provisions.

14.3. Upon execution of this Agreement, each Party grants to the other the right to announce their relationship through a press release or other publicity. Consultant may also refer to Client in its publicity material and government filings as being a Client of Consultant.

14.4. The validity, enforceability and interpretation of this Agreement shall be determined and governed by the laws of the State of Alaska. Any legal action concerning this Agreement shall be commenced in the First Judicial District of the State of Alaska. This Agreement may be executed in counterparts, and the counterparts, taken together, shall constitute the original.

14.5. In the event of a conflict in the terms and conditions of this Agreement, the following order of precedence shall apply:

1. This Consulting Agreement
2. General Terms and Conditions (Appendix A)
3. Statement of Services (Appendix B)
4. Any other appendices or addenda to this Agreement

15. COMPLIANCE WITH APPLICABLE LAWS. The Contractor shall, in the performance of this Contract, comply with all applicable federal, state, and local laws, ordinances, rules and regulations applicable to its performance hereunder, including, without limitation, all such legal provisions pertaining to social security, income tax withholding, medical aid, industrial insurance, worker's compensation, and other employee benefit laws. The Contractor also agrees to comply with all contract provisions pertaining to grant or other funding assistance which the city may choose to utilize to perform work under this Contract.

16. INDEMNIFICATION. This contract does not create, between the Department of Commerce, Community, and Economic Development or the State of Alaska and the contractor, any contract or any relationship. The Department of Commerce, Community, and Economic Development and the State of Alaska are not liable for damages or claims from damages arising from the contractor's performance or activities under the terms of this contract.

APPENDIX B

STATEMENT OF SERVICES

Broadband Plan Update

1. Scope. Consultant shall update the October, 2012 Gustavus Broadband Plan as described in this appendix. An updated plan is the one deliverable from services rendered under this Agreement.
2. Considerations. Generally, Client seeks update the 2012 Gustavus Broadband Plan to address the following:
 - 2.1. Cost. The 2012 Gustavus Broadband plan was developed for the optimum technical solution without regard to cost, but Client has been unable to fund the proposed solution. Consultant shall deliver an updated plan that optimizes value, with the expectation that cost will be considerably lower than the \$2.4 Million project described in the 2012 plan.
 - 2.2. Currency. The 2012 Gustavus Broadband plan contains considerable and significant outdated information. Consultant shall deliver an updated plan that contains no outdated information.
 - 2.3. Viability. Consultant shall reconsider and revise both the business and technical proposals in the 2012 plan with the goal of short- and long-term organizational, fiscal, and technical achievability and sustainability.
 - 2.4. Ubiquity. The goal remains the availability of fast, reliable, and affordable Internet access at every Gustavus home, business, and other facility. The revised plan shall describe how that goal can be realistically achieved now.
3. Specific criteria. The revised plan shall
 - 3.1. Update Appendix A, Community Assessment, to correct any outdated or inaccurate information.
 - 3.2. Review Appendix B, deployment options and recommendations, and add new technology and business model options if better ones exist.
 - 3.3. Update the body of the plan to reflect the recommended technology and business model options.
4. Schedule for Deliverables.
 - 4.1. Consultant shall submit a draft report to the City for City review by November 15, 2016.
 - 4.2. City will return comments on the draft report within two weeks of receiving the draft report.
 - 4.3. Consultant shall submit final report to the City by December 15, 2016.

B. Approve Purchase Order Request(s) for Routine Road Maintenance funds

C. Resolution CY16-11 Solid Waste Management Plan Extension

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY16-11**

A RESOLUTION RECOGNIZING THE SOLID WASTE PLANNING ACCOMPLISHED TO DATE BY THE DRC STAFF, AND ENDORSING CONTINUANCE OF PLANNING IN FY 2017-2018

WHEREAS, the Council is in receipt of the document “Solid Waste Management ‘SWMP’ Planning in Gustavus: What was done in FY 2015 and FY 2016 and goals for FY 2017 and FY 2018, with an addendum in the form of a scoping document further elaborating FY 2017-2018 planning entitled “Project Extension (Part 2)”, and

WHEREAS, the Council authorized the first two-year planning efforts, by Resolution 2014-19, which revolved around a report from Bell Associates, Inc., that addressed a variety of outstanding questions on waste management, including:

1. Safety and efficiency improvements to the current facility;
2. Managing the remaining landfill space;
3. Improvements to the food waste composting operation;
4. Greater integration between the Community Chest and the DRC
5. How to implement a transfer station at the DRC;
6. Landfill Closure Plan revision, and

WHEREAS, DRC staff, Paul Berry DRC Manager/ Operator, is seeking Council authorization for a two-year extension of the planning effort to study the issues raised in the first two years, and

WHEREAS, the aforementioned documents provide a thorough explanation of, and justification for, the requested planning project extension, and

WHEREAS, the Council accepts the reasoning and conclusions drawn in these documents, and

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council directs the DRC staff to extend the planning process for solid waste management at the City facility, during FY 2017 and FY 2018, as outlined in the abovementioned documents, and

BE IT FURTHER RESOLVED, that, for FY 2017 and FY 2018, this planning effort be continued by the DRC staff within the constraints of the FY 2017 and FY 2018 City budget for DRC staff time and support.

PASSED and **APPROVED** by the Gustavus City Council this _____ day of _____, 2016, and effective upon its adoption.

D. Approve APT Rate Case contract with Hoffman & Blasco, LLC for Mayor's signature

E. Ratification of Road Committee Appointees

Item No. 11 Staff Reports

Item No. 12 City Council Reports:

A. Mayor's Report

Item No. 13 City Council Questions and Comments

Item No. 14 Public Comment on Non-Agenda Items

Item No. 15 Executive Session

Item No. 16 Adjournment