

By: Public Works Department  
Adopted: March 11, 2019  
Yes: Burney, Dryden, Graham, Harvey, Ledford, O'Barr  
No: None  
Absent: None

**City of Wasilla  
Resolution Serial No. 19-07**

**A Resolution Of The Wasilla City Council Authorizing The Mayor To Execute An Alaska Clean Water Action Grant Agreement With The Department Of Environmental Conservation In The Amount Of \$30,000 To Develop A Lake Management Plan For Lake Lucile As Part Of The City's Fiscal Year 2020 Capital Improvement Program.**

WHEREAS, the City of Wasilla applied for and was awarded a grant from the Alaska State Department of Environmental Conservation in the amount of \$30,000 to develop a Lake Management Plan for Lake Lucile to address stormwater pollutants that enter the lake; and

WHEREAS, the grant agreement includes a \$20,000 match such that the total project cost is \$50,000 to develop the lake management plan; and

WHEREAS, the city administration has prepared a draft capital improvement program budget for FY2020 that includes the necessary \$20,000 match for this project.

NOW THEREFORE BE IT RESOLVED, the Wasilla City Council authorizes the Mayor to execute a grant agreement with the Alaska State Department of Environmental Conservation in the amount of \$30,000 to develop a lake management plan for Lake Lucile, subject to the match funding being appropriated as part of the fiscal year 2020 City budget.

ADOPTED by the Wasilla City Council on March 11, 2019.

  
BERT L. COTTLE, Mayor

ATTEST:  
  
JAMIE NEWMAN, MMC, City Clerk

[SEAL]





**CITY COUNCIL LEGISLATION STAFF REPORT**

**Resolution Serial No. 19-07: Authorizing The Mayor To Execute An Alaska Clean Water Action Grant Agreement With The Department Of Environmental Conservation In The Amount Of \$30,000 To Develop A Lake Management Plan For Lake Lucile As Part Of The City's Fiscal Year 2020 Capital Improvement Program.**

Originator: Public Works Director

Date: February 27, 2019

Agenda of: March 11, 2019

Route to:	Department Head	Signature	Date
X	Public Works Director		2/28/19
X	Finance Director		2/28/19
X	Deputy Administrator		3/1/19
X	City Clerk		3/4/19

Reviewed by Mayor Bert L. Cottle:

 3/1/2019

**Fiscal Impact:**  yes      \$20,000 Proposed Match in FY2020 Budget

**Account name/number:** Lake Lucile Water Quality/110-4550-455.45-03

**Attachments:** Resolution Serial No. 19-07 (1 page)  
Grant Agreement (9 pages)

**Summary Statement:** This resolution authorizes the Mayor to execute an Alaska Clean Water Action grant agreement with the Department of Environmental Conservation to develop a lake management plan for Lake Lucile.

In 2011-2013 DEC conducted stormwater quality studies including sampling lake water quality and lake bottom sediments for metals (copper, lead, and zinc) and polycyclic aromatic hydrocarbons and found these contaminants present at the two locations in the Lake Lucile. These locations correspond to the Parks Highway stormwater system that collects and sends stormwater runoff into the lake.

The lake management plan will document and evaluate stormwater management options for reducing pollutants, especially sediment entering the lake at these two locations and other locations around the lake. The plan will specifically detail options to retrofit the Parks Highway stormwater system to prevent further contamination of the lake.

**Recommended Action:** Adopt resolution.



**SFY19-21 ACWA GRANT AGREEMENT**  
 DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
 Division of Water

Project Title <i>Lake Lucille Lake Management Plan</i>			Grant Number <i>ACWA-19-07</i>		
This Agreement is between the State of Alaska, Department of Environmental Conservation (DEC) and,					
Organization City of Wasilla			Grantee Project Manager Archie Giddings		
Mailing Address 290 E. Herning Ave.			City Wasilla	State AK	Zip 99654
			Phone 97-373-9018	Fax	
DEC Accounting Template VWPG96	DEC Encumbrance Number		DEC Vendor Number CIW84159	Grantee Indirect Rate N/A	
Federal Agency and Program EPA - Performance Partnership Grant - Section 319			CFDA Number 66.605	Federal Indirect Rate 44.85%	
Federal Award Identification Number (FAIN) 00J84604			Federal Award Date 9/26/2018		
Amount of the Federal Award Committed to the Grantee \$30,000	Total Amount of Federal Funds Obligated to the Grantee Including the Current Obligation \$30,000		Total Amount of Federal Award Committed to the Grantee \$30,000		
Federal Award Project Description: This grant will provide funding to the State of Alaska to implement and administer the State of Alaska's Non-Point Source Management Program and other water quality management, planning, assessment and monitoring activities, water quality permit and control activities, water quality compliance and assistance activities, water body protection activities, and waterbody restoration activities.					
<b>Agreement:</b> The Grantee shall perform all the work required by this agreement. This agreement consists of this page and the following: Appendix A Workplan Budget Budget Narrative Appendix B Project Management Reporting Requirements Reporting Forms Payment Plan Appendix C General Provisions Appendix D Indemnity and Insurance Amendments Any fully executed amendments to this Agreement					
<b>Period of Performance:</b> The work to be performed under this agreement begins <u>July 1, 2019</u> and shall be completed no later than <u>June 30, 2020</u> .					
<b>Compensation and Match Requirements:</b> The Department shall pay the Grantee for the performance of the project work under the terms outlined in this Agreement. amount of the payment is based upon project expenses incurred which are authorized under this Agreement. In no event event shall the payment exceed \$ 30,000  In order to perform the full scope of services as described in the workplan, matching funds of \$ 20,000 will be required.					
<b>GRANTEE</b>			<b>GRANTING AGENCY</b>		
Certification: The signature of the Authorized Representative for the Grantee indicates acceptance of all the terms and conditions set out in this grant agreement, including all the requirements of state and federal law.			DEC Contacts Project Manager: Laura Eldred 907-376-1855 Grants Administrator: Jenn Brown 907-465-5042		
Signature of Authorized Representative Date			Authorized Signature Date <i>Andrew Sayers-Fay</i> 2/26/19		
Printed Name of Authorized Representative			Printed Name Title Andrew Sayers-Fay Director		
Title			<b>DEC DIVISION OF ADMINISTRATIVE SERVICES</b> Authorized Signature Date		
Employer ID No.	DUNS No.		Printed Name Title Elizabeth Pederson Finance Officer		
This Agreement takes effect upon Department signature but not before the period of performance start up date.					

**DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
ALASKA CLEAN WATER ACTION (ACWA) GRANT**

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**APPENDIX A  
ACWA Grant  
SFY19-21**

*Scope of Services*

The scope of services is fully described in the attached workplan, budget, and budget narrative.

**SFY19-21 WORKPLAN**

**PROJECT #:** ACWA-19-07

**GRANTEE:** City of Wasilla

**PROJECT TITLE:** Lake Lucille Lake Management Planning

**GRANT AGREEMENT PERFORMANCE PERIOD:** July 1, 2019 – June 30, 2020

SFY	Grant Amount	Match Amount	Total Project Cost
2020	\$30,000	\$20,000	\$50,000
Total	\$30,000	\$20,000	\$50,000

**Description and Purpose:** This project addresses an ACWA Restoration priority. Lake Lucille is an impaired water with lead and zinc in lake bed sediments. The lake is under an existing recovery plan to correct a low dissolved oxygen impairment. In this project, the City of Wasilla will use a watershed planning process to develop a Lake Management Plan to reduce urban stormwater pollution draining to Lake Lucille. More specifically, the plan will address heavy metals such as copper, lead, zinc, and also polycyclic aromatic hydrocarbons. In addition, the plan will address historic low dissolved oxygen levels in the lake. The City will partner with local stakeholders, the Alaska Department of Transportation, and the Alaska Railroad in the development of the Lake Management Plan while using an environmental consulting firm to assist and oversee plan development. The final Lake Lucille Lake Management Plan will be posted on the City of Wasilla and DEC websites.

**Grantee Responsibilities**

**1. Reporting Requirements:**

- **Semiannual Reports:** Each semiannual status report consists of a progress and financial report. The financial reports will be completed using the template provided by the Grants Administrator at grant inception. The required format of the progress report will be determined by the DEC Project Manager and communicated to the Grantee upon grant inception.

The progress and financial reports are due ten (10) days after the period ending December 31, 2019. The final progress and financial reports are due **no later** than July 15, 2020.

- **Executive Compensation:** The Grantee must report the names and totals of the five most highly compensated executives if awarded a federal grant that equals or is greater than \$25,000 to the Department within sixty (60) days of the award being



obligated and if 1) the Grantee received 80 percent or more of its annual gross revenues from federal contracts or grants, or 2) the Grantee received \$25,000,000 or more in annual gross revenues from federal contracts or grants. The Grantee is exempt from this reporting if the Grantee had a gross income from all sources under \$300,000 from the previous tax year. The Grants Administrator will provide a template to the Grantee for completion at grant inception.

- Deliverables: (at least 1 electronic and 1 hard copy)  
At a minimum, 1 electronic and 1 hard copy of all deliverables will be submitted to the Department in formats requested by the DEC Project Manager. Each deliverable, format, and submission date will be listed under the appropriate task within the workplan.
- Permits: (1 electronic and 1 hard copy)  
The Grantee must ensure all necessary permits are identified in the workplan and obtained prior to implementation of any grant funded activity. In addition, copies of all the permits will be provided to the DEC Project Manager.

## 2. Project Requirements (If applicable):

- Project Photographs: At least 3 electronic photograph(s) of the project will be submitted in a format suitable for publishing. Additional project photos are appreciated. These photos will represent all of the following: the problem the project addresses, the project in progress, and the environmental benefit of the project. At least one of these photos must be submitted with the first quarterly report; the remainder will be submitted with the final report or sooner if available. Each photo will be at least 800 x 600 pixels in size and in JPEG format or other format acceptable to the Department. Included will be background information on what the photo represents and when and where it was taken. If possible, the information will be in the photo's file name, such as "Fish\_Ck\_samplesite1\_iron\_floc\_1016XXXX". Alternatively, it may be provided with a caption that states the date, location, and describes the subject: for example "MCV-023X.JPG. Taken 10-16-XXXX, Ditch along south side of Alaska Highway that empties into Fish Creek: Note channelization."
- Web Map Applications and GIS Data: Web map applications and interactive map components of web applications must utilize a standard web map framework – the ArcGIS Online Web Map. Grantee must provide documentation for all web map applications and GIS produced data in accordance with EPA's National Geospatial Data Policy (NGDP) (see <https://www.epa.gov/irmpoli8/epas-national-geospatial-data-policy-and-procedure>).
- Final Project Report: (At least 1 electronic copy and 1 hard copy)  
The final project report will be submitted to the Department in written and electronic format. The required format of the final project report will be determined by the DEC Project Manager, communicated to the Grantee at grant inception, and will be identified as a task within the workplan. The final project report is due **June 30, 2020 (or as specified in the grant agreement task if project end date is sooner), and is considered late after that date.**

**Grantee Project Manager:**

Archie Giddings, Public Works Director  
City of Wasilla  
290 E. Herning Ave., Wasilla, AK 99654  
Ph: (907) 373-9018  
Email: [agiddings@ci.wasilla.ak.us](mailto:agiddings@ci.wasilla.ak.us)

**DEC Project Manager:**

Laura Eldred, EPS III  
Dept. of Environmental Conservation  
1700 E. Bogard Rd., Bldg B, Ste 103  
Wasilla, AK 99654  
Ph: (907) 376-1855; Fax (907) 376-2382  
Email: [laura.eldred@alaska.gov](mailto:laura.eldred@alaska.gov)

**DEC Grant Administrator**

Jenn Brown, GA II  
Dept. of Environmental Conservation  
P.O. Box 111800  
Juneau, AK 99811  
Ph: 907-465-5042 Fax: 907-465-5177  
Email: [jennifer.brown@alaska.gov](mailto:jennifer.brown@alaska.gov)

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**DELIVERABLE SUMMARY TABLE**

<b>Task</b>	<b>Deliverable Narrative</b>	<b>Due Date</b>
<b>1</b>	<i>No deliverable required – occurs prior to Grant Start Date</i>	<i>NA</i>
<b>2.1</b>	Electronic copy of consultant activity work plan and schedule for completing lake management plan (Excel and/or MSWord)	September 15, 2019
<b>2.2</b>	Electronic copies of educational handouts, posters, presentations, or other tools used by the environmental consultant (MSWord/PowerPoint/PDF)	June 1, 2020
<b>3.1</b>	Electronic copy of potential remedial actions, cost estimates, implementation timelines, responsible parties, and possible funding sources (MSWord and/or Excel)	February 28, 2020
<b>3.2</b>	Electronic copies of meeting notes and attendees (MSWord)	February 28, 2020
<b>4.1</b>	Electronic copy of estimated pollutant load reductions for different remedial actions	April 15, 2020
<b>4.2</b>	Electronic copy of long-term maintenance needs for different remedial actions	April 15, 2020
<b>4.3</b>	Electronic copy of identified receiving water benefits for different remedial actions (MSWord and/or Excel)	April 15, 2020
<b>5.1</b>	Draft Lake Lucille Lake Management Plan for review and comment (MSWord)	May 31, 2020
<b>5.2</b>	Final Lake Lucille Lake Management Plan (MSWord and PDF)	June 30, 2020

## **PROJECT TASKS**

**TASK 1:** *This task occurs prior to the Grant period and does not use any ACWA funds. It is provided in this work plan as contextual information for the remaining tasks.* The City of Wasilla (City) Public Works Director (PWD) will develop Request for Proposals (RFP) following City protocols to solicit bids from qualified environmental consulting firms to complete this project. The PWD will seek the most qualified firm through the review and selection process. The selected consultant firm will complete the remaining project tasks as part of the ACWA grant.

<b>Deliverables &amp; Permits</b>	<b>Due Date:</b>
<i>No deliverable required – occurs prior to Grant Start Date</i>	<i>NA</i>

**TASK 2:** The environmental consultant, Task 1, will engage in a public process to develop the Lake Lucille lake management plan, using a watershed approach (EPA’s 9-element planning process to the extent practicable), and consider innovative approaches to reduce stormwater pollution such as green infrastructure and other similar measures that may provide sustainable solutions. The lake management plan will evaluate stormwater management options for reducing pollutants entering the lake through two (2) Alaska Department of Transportation stormwater outfall pipes and from other nonpoint source runoff or point source discharges in the watershed that may be identified by this planning process. The environmental consultant will include an information and education component for the community.

<b>Deliverables &amp; Permits</b>	<b>Due Date:</b>
Electronic copy of consultant activity work plan and schedule for completing lake management plan (Excel and/or MSWord)	September 15, 2019
Electronic copies of educational handouts, posters, presentations, or other tools used by the environmental consultant* (MSWord, PowerPoint, PDF)	June 1, 2020

\* See Appendix B in ACWA grant agreement for more details on outreach material requirements.

**TASK 3:** The environmental consultant will gather available information on stormwater pollutant sources from DEC and other project partners. The environmental consultant will then develop options to address sediment runoff (stormwater), heavy metals (copper, lead, and zinc), petroleum hydrocarbons (polycyclic aromatic hydrocarbons), and nutrients (affects dissolved oxygen levels in the lake) all entering the lake from direct (stormwater outfalls) or indirect (nonpoint source runoff pollution) discharges. The environmental consultant will evaluate the work and resources needed to implement each option, provide a discussion of each option, estimate implementation timelines, and provide cost estimates for potential remedial actions. The environmental consultant will discuss the potential remedial actions with project partners and will identify entities responsible for implementation of the selected remedial actions as well as identify potential funding sources for the work.

<b>Deliverables &amp; Permits</b>	<b>Due Date:</b>
Electronic copy of potential remedial actions, cost estimates, implementation timelines, responsible parties, and possible funding sources (MSWord and/or Excel)	February 28, 2020
Electronic copies of meeting notes and attendees (MSWord)	February 28, 2020



**TASK 4:** The environmental consultant will evaluate the estimated pollutant reductions (available from DEC) and long-term maintenance needs that can be expected from potential remedial actions proposed in Task 3. The environmental consultant will identify benefits to the receiving water that can be expected from the proposed remedial actions, and other environmental and public health benefits associated with each option including aesthetic appeal and community support.

<b>Deliverables &amp; Permits</b>	<b>Due Date:</b>
Electronic copy of estimated pollutant load reductions for different remedial actions	April 15, 2020
Electronic copy of long-term maintenance needs for different remedial actions	April 15, 2020
Electronic copy of identified receiving water benefits for different remedial actions (MSWord and/or Excel)	April 15, 2020

**TASK 5:** Develop a draft and final lake management plan for Lake Lucille. The lake management plan will evaluate stormwater management options for reducing the pollutants (especially sediment) entering Lake Lucille from stormwater discharges (i.e., structural, non-structural, retrofitting, etc.).

The plan will include, but not be limited to:

- Discussion of options
- Work needed to implement each option (e.g., field assessments, new ordinances, etc.)
- List of partners
- Timeline
- Rough cost estimates and potential funding sources
- Responsible entities for implementation
- Long-term maintenance needs
- Projected pollutant reductions
- Benefits to the receiving water
- Other environmental and public health benefits associated with each option, including aesthetic appeal and community support.

The consultant will submit a draft version of the report for City PWD and DEC Project Manager review and comment (and other project partners as determined by the planning process). Using the comments received, the consultants will revise the lake management plan as needed and submit a final version. The final lake management plan will include text, maps, photos, tables, and conceptual drawings.

<b>Deliverables &amp; Permits</b>	<b>Due Date:</b>
Draft Lake Lucille Lake Management Plan for review and comment (MSWord)	May 31, 2020
Final Lake Lucille Lake Management Plan (MSWord and PDF)	June 30, 2020

**LINE ITEM BUDGET**

**GRANT**

<b>Cost Category</b>	<b>SFY20</b> <i>July 1, 2019 – June 30, 2020</i>	<b>TOTAL</b>
Salaries/Benefits	0	0
Travel	0	0
Equipment/Freight	0	0
Materials/Supplies	0	0
Contractual	\$30,000	\$30,000
Insurance	0	0
Other	0	0
Administration/Indirect	0	0
<b>Total:</b>	<b>\$30,000</b>	<b>\$30,000</b>

**MATCH**

<b>Cost Category</b>	<b>SFY20</b> <i>July 1, 2019 – June 30, 2020</i>	<b>TOTAL</b>
Salaries/Benefits	0	0
Travel	0	0
Equipment/Freight	0	0
Materials/Supplies	0	0
Contractual	\$20,000	\$20,000
Insurance	0	0
Other	0	0
Administration/Indirect	0	0
<b>Total:</b>	<b>\$20,000</b>	<b>\$20,000</b>

**BUDGET NARRATIVE**

SFY20 (July 1, 2019 – June 30, 2020)

**Grant Funds**

<b>Salaries/Benefits:</b>	-0-
<b>Travel:</b>	-0-
<b>Equipment/Freight:</b>	-0-
<b>Materials/Supplies:</b>	-0-
<b>Contractual:</b>	Environmental Consulting firm to assist the City in the development of a lake management plan for Lake Lucille. An estimated 383 hours of consulting services for public involvement, watershed analysis, stormwater treatment alternatives, and report preparation at \$75/hr = 28,725. Other consulting expenses for public involvement and report preparation not to exceed \$1,250.  Total Contractual = \$30,000
<b>Insurance</b>	-0-
<b>Other:</b>	-0-
<b>Admin/Indirect:</b>	-0-

**Non-Federal Match**

<b>Salaries/Benefits:</b>	-0-
<b>Travel:</b>	-0-
<b>Equipment/Freight:</b>	-0-
<b>Materials/Supplies:</b>	-0-
<b>Contractual:</b>	The City of Wasilla will use \$20,000 city funds from FY20 CIP budget towards the contract at \$75/hr for an estimated 266 hr.  Total Contractual = \$20,000
<b>Insurance:</b>	-0-
<b>Other:</b>	-0-
<b>Admin/Indirect:</b>	-0-