

CITY OF GUSTAVUS
CITY COUNCIL GENERAL MEETING
APRIL 12, 2021

MINUTES - APPROVED

ROLL CALL

PRESENT

Mayor Brittney Cannamore
Vice Mayor Joe Vanderzanden
Council Member Joe Clark
Council Member Mike Taylor
Council Member John Buchheit
Council Member Tania Lewis
Council Member Sally McLaughlin after being sworn in at 7:04 PM.

Reading of the City of Gustavus Vision Statement

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

Swearing in of Sally McLaughlin to Council Member Seat E

City Clerk performed the swearing in of Sally McLaughlin to City Council Seat E.

City of Gustavus Proclamation - Gustavus Otterly Amazing Tsunami Bowl

Mayor Cannamore recognized the Gustavus School Otterly Amazing Tsunami Bowl Team with a City of Gustavus Proclamation. Team members are: Torin Hooge, Rhayne Loggins, Molly Johnson and Coral Williams.

Gustavus School Principal, Brad King recognized the Gustavus School Otterly Amazing Tsunami Bowl Team.

APPROVAL OF MINUTES

1. 03-08-2021 General Meeting Minutes
2. 03-15-2021 Special Meeting Minutes
3. 04-05-2021 Special Meeting Minutes

Motion made by Vice Mayor Vanderzanden to approve by unanimous consent the 03-08-2021 General Meeting Minutes, 03-15-2021 Special Meeting Minutes and the 04-05-2021 Special Meeting Minutes.

Seconded by Council Member Clark.

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

MAYOR'S REQUEST FOR AGENDA CHANGES

There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

4. Gustavus Emergency Operations Center General Meeting COVID-19 Update
Gustavus Volunteer Fire Department/EOC, Travis Miller provided an update on COVID-19 and vaccinations.
5. Gustavus Volunteer Fire Department Quarterly Report
Gustavus Volunteer Fire Department Fire Chief, Travis Miller provided a quarterly report.
6. City of Gustavus Marine Facilities Coordinator Quarterly Report
Marine Facilities Coordinator is not on duty at this time. Vice Mayor Vanderzaden provided an update on moving the float from the harbor to the outer dock. This should take place in the next couple weeks with the ramp being lowered when the tides accommodate.
7. Gustavus Public Library Quarterly Report
Gustavus Library Administrative Director, Michelle Snowden provided a written report and oral summary. Michelle added information regarding the American Rescue Plan (ARP).
8. City of Gustavus Treasurer Monthly Financials and Quarterly Report
City Treasurer, Phoebe Vanselow proved a written quarterly report, monthly financials and provided an oral summary.
9. City Administrator General Meeting Report
City Administrator Tom Williams provided a written General Meeting report and an oral summary.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Gustavus PFAS Coalition - Nicole Grewe and Kelly McLaughlin

CONSENT AGENDA

10. FY21-18NCO Introduction Providing for the Amendment of Department Budgets for FY21 (Public Hearing 05-10-2021)
11. FY21-19NCO Introduction of Capital Project Account Transfers (Public Hearing 05-10-2021)
12. FY21-20NCO Introduction of AMLIP CARES Act Account Transfer (Public Hearing 05-10-2021)
13. City of Gustavus Waives the Right to File a Protest of the Glacier Bay Lodge Liquor License Renewal

Motion made by Council Member Lewis to adopt the Consent Agenda by unanimous consent as presented.

Seconded by Vice Mayor Vanderzanden.

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

ORDINANCE FOR PUBLIC HEARING

No Ordinance for Public Hearing

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

14. FY21-21NCO FY22 Budget Introduction (Public Hearing 06-14-2021)

Motion made by Council Member Clark to approve the budget introduction of FY21-21NCO FY22 Budget (Public Hearing on 06-14-2021).

Seconded by Mayor Cannamore.

Public Comment: None

Council Comment:

Council Member Vanderzanden

Motion made by Vice Mayor Vanderzanden to postpone FY21-21NCO FY22 Budget (Public Hearing on 06-14-2021) to the May 10th General Meeting.

Seconded by Council Member Clark.

Council Comment:

Council Member Lewis

Council Member Taylor

Council Member McLaughlin

Council Member Clark

Council Member Buchheit

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

15. Approve Gustavus Public Library Director Position Description

Motion made by Council Member Buchheit to approve the Gustavus Public Library Director Position Description.

Seconded by Mayor Cannamore.

Public Comment:

Susan Warner

Artemis BonaDea

Michelle Snowden

Council Comment:

Council Member McLaughlin

Council Member Taylor

Mayor Cannamore

Council Member Buchheit

Council Member Clark

Council Member Vanderzanden

Voting Yea: Mayor Cannamore, Council Member Lewis

Voting Nay: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Buchheit, Council Member McLaughlin

16. Approve Gustavus Public Library Programs Coordinator Position Description

Motion made by Council Member Buchheit to introduce Gustavus Public Library Programs Coordinator Position Description

Seconded by Council Member Clark.

Public Comment: None

Council Comment:

Council Member McLaughlin

Council Member Lewis

Council Member Taylor

Motion made by Council Member Taylor to postpone indefinitely.

Seconded by Council Member Clark.

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

17. CY21-06 Repealing & Replacing The Remote Seller Sales Tax Code & Common Definitions

Motion made by Council Member Taylor to adopt ordinance CY21-06 Repealing & Replacing The Remote Seller Sales Tax Code & Common Definitions

Seconded by Mayor Cannamore.

Public Comment: None

Council Comment: None

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

18. FY21-22 Introduction of an Ordinance by the City of Gustavus Repealing and Replacing Title 11 – Sales Made By Remote Sellers (Public Hearing 05-10-2021)

Motion made by Vice Mayor Vanderzanden to approve FY21-22 Introduction of an Ordinance by the City of Gustavus Repealing and Replacing Title 11 – Sales Made By Remote Sellers (Public Hearing 05-10-2021)

Seconded by Council Member McLaughlin

Public Comment: None

Council Comment: None

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

19. Approve City of Gustavus Capital Improvement Plan: 2021-2025
Motion made by Council Member Lewis to approve City of Gustavus Capital Improvement Plan: 2021-2025
Seconded by Mayor Cannamore.
Public Comment: None
Council Comment: None
Voting Yea: Mayor Cannamore, Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Buchheit, Council Member Lewis, Council Member McLaughlin

CITY COUNCIL REPORTS

No City Council Reports

CITY COUNCIL QUESTIONS AND COMMENTS

Council Member Buchheit - Letter regarding PFAS and airport project.

Motion made by Mayor Cannamore to extend the rules to go past 10 PM for this General Meeting.

Seconded by Vice Mayor Vanderzanden.

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

Council Member Lewis - Letter regarding PFAS and airport project.

Council Member Taylor - GPAC recognition, letter regarding PFAS and airport project.

Council Member McLaughlin - Thank you to council for their support on becoming a council member.

Council Member Clark - GPAC, Welcome to Council Member McLaughlin

Mayor Cannamore - Statewide Comprehensive Outdoor Recreation Plan, welcome to Council Member Sally McLaughlin, Library Administrative Director, Michelle Snowden recognition.

PUBLIC COMMENT ON NON-AGENDA ITEMS

No Public Comment

EXECUTIVE SESSION

No Executive Session

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 10:05 PM.

B.C.

Brittney Cannamore, Mayor

5.10.2021

Date

Karen Platt

Attest: Karen Platt CMC, City Clerk

05/10/2021

Date

8:58 PM

05/03/21

Cash Basis

BC

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Business License Fees	3,275.00	3,000.00	275.00	109.2%
Donations	384.00	1,000.00	-616.00	38.4%
DRC Income	58,658.08	58,600.00	58.08	100.1%
Federal Revenue				
Disaster Assistance (FEMA funds)	0.00	75,000.00	-75,000.00	0.0%
Nat'l Forest Receipts-Encumbered	38,572.14	0.00	38,572.14	100.0%
Payment In Lieu of Taxes	113,760.06	113,760.06	0.00	100.0%
Total Federal Revenue	152,332.20	188,760.06	-36,427.86	80.7%
Fundraising	960.00	800.00	160.00	120.0%
GVFD Income	6,270.59	9,750.00	-3,479.41	64.3%
Interest Income	159.42	350.00	-190.58	45.5%
Lands Income	27,354.00	22,000.00	5,354.00	124.3%
Lease Income	6,562.32	12,720.35	-6,158.03	51.6%
Library Income	341.50	500.00	-158.50	68.3%
Marine Facilities Income	12,815.00	13,700.00	-885.00	93.5%
State Revenue				
Community Assistance Program	75,180.66	75,000.00	180.66	100.2%
Shared Fisheries Business Tax	1,045.27	1,700.00	-654.73	61.5%
Total State Revenue	76,225.93	76,700.00	-474.07	99.4%
Tax Income				
Retail Tax Income	232,211.15	185,000.00	47,211.15	125.5%
Remote Sellers Retail Tax	13,947.87	20,000.00	-6,052.13	69.7%
Room Tax Income	20,213.50	12,555.00	7,658.50	161.0%
Fish Box Tax	4,060.00	6,000.00	-1,940.00	67.7%
Penalties & Interest	1,345.68	0.00	1,345.68	100.0%
Tax Exempt Cards	260.00	300.00	-40.00	86.7%
Total Tax Income	272,038.20	223,855.00	48,183.20	121.5%
Total Income	617,376.24	611,735.41	5,640.83	100.9%
Gross Profit	617,376.24	611,735.41	5,640.83	100.9%
Expense				
Administrative Costs	2,133.70	2,000.00	133.70	106.7%
Advertising	0.00	100.00	-100.00	0.0%
Bank Service Charges	2,860.09	2,275.00	585.09	125.7%
Building	14,986.75	20,650.90	-5,664.15	72.6%
Contractual Services	39,311.35	72,400.00	-33,088.65	54.3%
Dues/Fees	6,515.43	8,300.00	-1,784.57	78.5%
Economic Development Services				
GVA	17,000.00	17,000.00	0.00	100.0%
Total Economic Development Services	17,000.00	17,000.00	0.00	100.0%
Election Expense	87.34	90.00	-2.66	97.0%
Equipment	4,599.44	9,672.49	-5,073.05	47.6%
Events & Celebrations	3,587.70	3,925.00	-337.30	91.4%
Freight/Shipping	13,737.60	20,950.00	-7,212.40	65.6%
Fundraising Expenses	8.00	800.00	-792.00	1.0%
General Liability	11,575.44	11,317.32	258.12	102.3%
Gravel Pit Fund	6,000.00	6,000.00	0.00	100.0%

8:58 PM

05/03/21

Cash Basis

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July 2020 through April 2021

	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Library Materials	456.55	600.00	-143.45	76.1%
Marine Facilities	4,852.39	6,368.37	-1,515.98	76.2%
Payroll Expenses	269,707.56	402,113.75	-132,406.19	67.1%
Professional Services	10,805.15	10,000.00	805.15	108.1%
Public Relations	0.00	500.00	-500.00	0.0%
Repair & Replacement Fund	24,772.13	24,772.13	0.00	100.0%
Road Maintenance	152,367.94	175,000.00	-22,632.06	87.1%
Stipend	1,500.05	3,000.00	-1,499.95	50.0%
Supplies	11,180.35	12,100.00	-919.65	92.4%
Telecommunications	14,314.37	20,790.00	-6,475.63	68.9%
Training	2,153.50	6,750.00	-4,596.50	31.9%
Travel	0.00	3,500.00	-3,500.00	0.0%
Utilities	17,066.54	15,800.00	1,266.54	108.0%
Vehicle	5,857.11	8,035.67	-2,178.56	72.9%
Total Expense	<u>637,436.48</u>	<u>864,810.63</u>	<u>-227,374.15</u>	<u>73.7%</u>
Net Ordinary Income	<u>-20,060.24</u>	<u>-253,075.22</u>	<u>233,014.98</u>	<u>7.9%</u>
Other Income/Expense				
Other Income				
Encumbered Funds				
Other Savings for Road Maint	62,118.87	0.00	62,118.87	100.0%
Encumbered Funds - Other	37,881.13	100,000.00	-62,118.87	37.9%
Total Encumbered Funds	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100.0%</u>
Prior-Year Cash Balance	<u>0.00</u>	<u>153,175.75</u>	<u>-153,175.75</u>	<u>0.0%</u>
Total Other Income	<u>100,000.00</u>	<u>253,175.75</u>	<u>-153,175.75</u>	<u>39.5%</u>
Net Other Income	<u>100,000.00</u>	<u>253,175.75</u>	<u>-153,175.75</u>	<u>39.5%</u>
Net Income	<u><u>79,939.76</u></u>	<u><u>100.53</u></u>	<u><u>79,839.23</u></u>	<u><u>79,518.3%</u></u>