



CITY OF GUSTAVUS

CITY COUNCIL GENERAL MEETING

Monday, December 14, 2020 at 7:00 PM
via Zoom

COUNCIL MEMBERS

Mayor Brittney Cannamore
Vice Mayor Joe Vanderzanden
Council Members: Joe Clark, Tania Lewis,
Mike Taylor, Shelley Owens, John Buchheit

CITY HALL

City Administrator - Tom Williams Ph.D.
City Clerk, CMC - Karen Platt
City Treasurer - Phoebe Vanselow
Phone: 907-697-2451 | clerk@gustavus-ak.gov

AGENDA

VIRTUAL MEETING INFORMATION

LINK: <https://us02web.zoom.us/j/84407046547?pwd=MUJFNhZzVpMnljUmMwNmtYSVJ1dz09>

ID: 844 0704 6547 **PASSCODE:** 613718 **PHONE NUMBER:** 253 215 8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

Dr. Zink State COVID-19 Update

APPROVAL OF MINUTES

- [1.](#) 11-09-2020 General Meeting Minutes
- [2.](#) 12-07-2020 Special Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- [3.](#) EOC COVID-19 General Meeting Update
- [4.](#) Marine Facilities Quarterly Report
- [5.](#) Marine Facilities Advisory Committee
- [6.](#) City Clerk Quarterly Report
- [7.](#) City Treasurer Monthly Financials
- [8.](#) City Administrator General Meeting Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

- [9.](#) Fibre Alaska Gustavus Network Build Update & Community Connect Grant Public Information Presentation

CONSENT AGENDA

- [10.](#) FY21-13NCO Introduction AMLIP CARES Act Account Transfer (Public Hearing 01-11-2021)
- [11.](#) CY20-26 Resolution Adopting an Alternative Allocation Method for the FY21 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 17: Northern Southeast Area

ORDINANCE FOR PUBLIC HEARING

- [12.](#) FY21-10NCO AMLIP Road Maintenance-FY21 Transfer (Introduced 11-09-2020)

[13.](#) FY21-09NCO AMLIP CARES Act Account Transfer (Introduced 11-09-2020)

[14.](#) FY21-11NCO Departmental Budgets (Introduced 11-09-2020)

[15.](#) FY20-12NCO Endowment Fund Grant Transfer (Introduced 11-09-2020)

UNFINISHED BUSINESS

NEW BUSINESS

[16.](#) Award RFQ FY21-03MF Boat Launch Repair in the Amount of \$XXX

[17.](#) CY20-27 Resolution to Award Endowment Fund Earnings for 2021

[18.](#) CY20-28 A Resolution in Support of Byte Networking dba Fibre Alaska USDA Broadband Grant Application

[19.](#) FY21-14 Providing for the Amendment of City Ordinance Title 8 Marine Facilities Chapter 8.02 Administration, Section 8.02.040 Marine Facilities Advisory Committee (c) (Public Hearing January 11, 2021)

CITY COUNCIL REPORTS

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: December 9, 2020 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

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

VISION STATEMENT

We envision a distinctive community:

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

**CITY OF GUSTAVUS
CITY COUNCIL GENERAL MEETING
NOVEMBER 09, 2020**

MINUTES

ROLL CALL

PRESENT

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

Reading of the City of Gustavus Vision Statement

The City of Gustavus Vision Statement was read by Council Member Lewis

Nurse Practitioner, Lisa LaGrange Recognition

Mayor Cannamore presented a letter and certificate of appreciation to Gustavus Nurse Practitioner, Lisa LaGrange

APPROVAL OF MINUTES

Motion made by Council Member Buchheit to approve the minutes as submitted by unanimous consent, Seconded by Council Member Clark.

Hearing no objections, Mayor Cannamore announced the 10-12-2020 Special Meeting Minutes and 10-12-2020 General Meeting Minutes approved by unanimous consent.

2. 10-12-2020 Special Meeting Minutes
3. 10-12-2020 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

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

COMMITTEE / STAFF REPORTS

4. Disposal and Recycling Center Quarterly Report
DRC Manager/Operator, Paul Berry provided a written quarterly report and oral summary.
5. City Treasurer Quarterly Report and Monthly Financials
City Treasurer, Phoebe Vanselow provided a written quarterly report and oral summary. In addition, a CARES Act funds update was included.

6. City Administrator General Meeting Report

City Administrator, Tom Williams provided a written General Meeting Report and provided an oral summary. Marine Facilities Coordinator, Ben Sadler included a summary of moving the steel floats from the outer dock to Bull Moose Cove.

7. EOC COVID-19 Update

Fire Chief/EOC, Travis Miller provided an update on COVID-19 in Alaska and Gustavus

8. Gustavus Visitor Association Quarterly Report

GVA President, Leah Okin provided an written quarterly report and will be crafting an informational newsletter to circulate to the public.

PUBLIC COMMENT ON NON-AGENDA ITEMS

9. State of Alaska COVID-19 Community Engagement Team

State of Alaska COVID-19 Community Engagement Team Members; Bryan Fisher, Incident Commander for the State of Alaska COVID-19 Unified Command, Paul Nelson, Director of State Division of Homeland Security and Emergency Management, Eliza Musa, Department of Health and Social Services presented and answered questions of the council.

10. AP&T Gustavus Intertie Team Presentation

Jason Custer, Vice President of Business Development with Alaska Power and Telephone Company (AP&T) along with the intertie project team provided an informational presentation regarding the design phase of the Gustavus/NPS Intertie project.

Susan Warner-Broadband

Janusz Kunat-Intertie Project

Greg Streveler-Intertie Project

Jake Ohlson, NPS Chief of Maintenance-Intertie Project

CONSENT AGENDA

Motion made by Council Member Clark to adopt the consent agenda by unanimous consent as presented, Seconded by Council Member Taylor.

Hearing no objections, the consent agenda is adopted by unanimous consent

11. Certificate of Records Destruction

12. City of Gustavus waives the right to file a protest of the Snug Harbor Liquor License Transfer and Renewal

13. FY20-12NCO Introduction Endowment Fund Grant Transfer (Public Hearing 12-14-2020)

14. FY21-11NCO Introduction Departmental Budgets (Public Hearing 12-14-2020)

15. FY21-10NCO Introduction AMLIP Road Maintenance-FY21 Transfer (Public Hearing 12-14-2020)

16. FY21-09NCO Introduction AMLIP CARES Act Account Transfer (Public Hearing 12-14-2020)
17. Approve Issuance of Salmon River Small Boat Harbor Boat Launch Repair RFQ FY21-03MF

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

18. CY20-23 Emergency Declaration

Motion made by Council Member Taylor to adopt CY20-23 A Resolution by the City of Gustavus Declaring a Second Local Emergency in Response to COVID-19 and a Request for State and Federal Assistance, Seconded by Council Member Lewis.

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

CITY COUNCIL REPORTS

CITY COUNCIL QUESTIONS AND COMMENTS

Council Member Lewis-Facebook outreach and possible newsletter.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Ela Kunat-Broadband

Whitney Rapp-Electric Rates

EXECUTIVE SESSION

ADJOURNMENT

Hearing no objections, Mayor Cannamore adjourned the meeting at 9:26 PM

Brittney Cannamore, Mayor

Date

Attest: Karen Platt CMC, City Clerk

Date

**CITY OF GUSTAVUS
CITY COUNCIL SPECIAL MEETING REVISED AGENDA
DECEMBER 07, 2020**

MINUTES

ROLL CALL

PRESENT

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

Reading of the City of Gustavus Vision Statement

The City of Gustavus Vision Statement was read by Council Member Owens

APPROVAL OF MINUTES

MAYORS REQUEST FOR CHANGES

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

COMMITTEE / STAFF REPORTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

1. CY20-24 A Resolution by the City of Gustavus Encouraging People in the City of Gustavus to Continue COVID-19 Prevention Efforts for Keeping the Virus Out. Motion made by Council Member Lewis to adopt CY20-24 A Resolution by the City of Gustavus Encouraging People in the City of Gustavus to Continue COVID-19 Prevention Efforts for Keeping the Virus Out

Seconded by Council Member Buchheit

Public Comment

Justin Smith
Sally McLaughlin
Travis Miller
Annie Mackovjak

Council Comment

John Buchheit

Mike Taylor
 Shelley Owens
 Joe Clark
 Joe Vanderzanden
 Brittney Cannamore
 Tania Lewis

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

Voting Nay: Vice Mayor Vanderzanden, Council Member Clark

2. CY20-25 A Resolution by the City of Gustavus Declaring a Local Disaster and Requesting Assistance from the State of Alaska
 Motion made by Council Member Taylor to adopt CY20-25 A Resolution by the City of Gustavus Declaring a Local Disaster and Requesting Assistance from the State of Alaska

Seconded by Mayor Cannamore

Public Comment
 Travis Miller
 Whitney Rapp
 Nicole Grewe
 Kelley McLaughlin

Council Comment
 Joe Vanderzanden
 Joe Clark
 Tania Lewis
 Mike Taylor
 John Buchheit
 Shelley Owens

Motion to amend made by Council Member Owens to the Furthermore paragraph, line 5, following "emergency protective measures" ADD "testing of residential, business, and city wells and PFAS testing of all flooded properties",

Vote on Main Motion as Amended:

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

Voting Nay: Vice Mayor Vanderzanden, Council Member Clark

CITY COUNCIL REPORTS

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

Hearing no objections, Mayor Cannamore adjourned the meeting at 8:16PM

Brittney Cannamore, Mayor

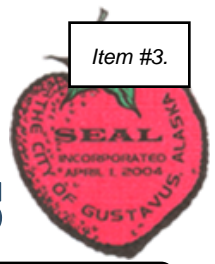
Date

Attest: Karen Platt CMC, City Clerk

Date



WELCOME TO THE CITY OF GUSTAVUS



GUSTAVUS COVID-19 TESTING RECOMMENDATIONS

**All travelers must register on the
STATE OF ALASKA TRAVEL PORTAL
alaska.covidsecureapp.com**



Scan the code using an app or the camera on your phone to go directly to the site.

If you have proof of a qualifying negative COVID-19 test taken 72 before departure, you must:

1. Strict social distance upon arrival
 - a. Take a free 2nd COVID-19 test at the Point of Entry testing location
 - b. Strict social distance until negative results from a 2nd test or 14 days have elapsed

If you are awaiting results from a test taken 72 before departure, you must:

1. Self-quarantine until test results are returned and then strict social distance
 - a. Take a free 2nd COVID-19 test at the Point of Entry testing location
 - b. Strict social distance until negative results from a 2nd test or 14 days have elapsed

If you didn't take a pre-test, you must EITHER:

1. Take a free COVID-19 test at the Point of Entry testing location
 - a. Self-quarantine until test results are returned
 - b. Take a free 2nd COVID-19 test at the Point of Entry testing location
 - c. Strict social distance until negative results from a 2nd test or 14 days have elapsed
2. Or self-quarantine for 14 days

FREE FOLLOW UP VOUCHER TESTING

It is highly recommended that all travelers get a second COVID-19 test 5-14 days after your initial point of entry into Gustavus. This ensures that you didn't pick up the virus during your travels or since your first test. Redeem your voucher on the AK Travel Portal and return to a testing location.

POINT OF ENTRY TESTING LOCATIONS

In Gustavus, stop by the Fire Department during the scheduled hours and take a free COVID-19 test

- Monday – Saturday 10:30am until 12:00pm & 3:00pm until 4:00pm

In Juneau, return to the airport during their scheduled hours and take a free test COVID-19 test

FOR MORE INFORMATION VISIT OR CONTACT:

State of Alaska COVID-19 website: <https://covid19.alaska.gov/travelers/>

City Of Gustavus website: <https://cms.gustavus-ak.gov/>

Travis Miller, Fire Chief/Incident Commander: travis.miller@gustavus-ak.gov or 907-209-8393

Gustavus City Hall: clerk@gustavus-ak.gov or 907-697-2451



**Please Print
Legibly**

**COMMUNITY TESTING DEMOGRAPHICS, RELEASE OF
TESTING INFORMATION, AND WAIVER OF CLAIMS**

TODAY'S DATE: _____

Full Legal Name: _____ Gender: _____ DOB: _____
First Middle Last

Home Mailing Address: _____
Address City State Zip code

Phone #: _____ **E-mail Required:** _____

Community Testing Location	Race	Ethnicity
Check Testing Location: <input type="checkbox"/> Juneau <input type="checkbox"/> Sitka <input type="checkbox"/> Wrangell <input type="checkbox"/> Haines <input type="checkbox"/> Klawock <input checked="" type="checkbox"/> Other: <u>GUSTAVUS</u> County: _____	<input type="checkbox"/> African American <input type="checkbox"/> White/Caucasian <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> Other <input type="checkbox"/> Unknown by patient <input type="checkbox"/> Decline to answer	<input type="checkbox"/> Hispanic, White <input type="checkbox"/> Hispanic, Black <input type="checkbox"/> Not Hispanic or Latino <input type="checkbox"/> Other <input type="checkbox"/> Unknown by patient <input type="checkbox"/> Decline to answer

First Covid-19 Test	Employed in Healthcare	Do you have symptoms of COVID (As defined by CDC)	(Female) Pregnant?
<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES	<input type="checkbox"/> YES
<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO

PURPOSE AND BACKGROUND. The Southeast Alaska Regional Health Consortium ("SEARHC") is testing Patient to determine if Patient is currently infected with the COVID-19 virus, pursuant to the SEARHC community-wide COVID-19 testing program, which is voluntary. SEARHC is a tribal health organization that provides comprehensive health services throughout Southeast Alaska, under the Alaska Tribal Health Compact and Funding Agreements with the U.S. Secretary of Health and Human Services as authorized by Title V of the Indian Self-Determination and Education Act of 1975, as amended, 25 U.S.C. §§ 5301-5423.

RELEASE OF RESULTS. Patient understands that SEARHC is required by law to report positive test results directly to the State of Alaska for the purposes of COVID-19 infection prevention and response. Patient also understands that this information is protected by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and SEARHC will use or disclose the information only as permitted by HIPAA and described in its Notice of Privacy Practices. Patient understands that the information may no longer be protected by HIPAA once disclosed to the State of Alaska, and SEARHC has no control over the State of Alaska's use or disclosure of results.

TESTING TYPE. Patient will do a **NASAL SELF-SWAB PCR TEST**. Patient understands and agrees that SEARHC has the absolute discretion to choose the brand and type of test(s) used based on available supplies, patient and workforce demands, as well as any guidance currently in effect issued by the Food and Drug Administration or Centers for Disease Control and Prevention. SEARHC may interpret the test samples in-house or send the samples to outside labs for

interpretation. Patient may request details about the type of testing used by SEARHC. Patient understands that test results may not be made available immediately after the test is performed, and may take several days or longer to arrive, depending on the availability of test analysis facilities, equipment, and supplies.

METHOD OF NOTIFICATION. SEARHC will notify Patient of the test results by encrypted e-mail or the Patient may arrange to pick up the results by calling the number listed above. Patient acknowledges and understands that SEARHC does not control or have responsibility for the security of Patient's chosen e-mail account in order to prevent unauthorized access to Patient's e-mail.

RISKS. Patient understands that testing for the COVID-19 virus and interpretation of the test results is not perfect, and false positives or false negatives are possible. Patient further understands that nasal testing for COVID-19 may cause gagging, coughing, discomfort, or minor nosebleeds.

WAIVER OF CLAIMS. SEARHC is not responsible for the State of Alaska's actions or decisions regarding COVID-19 infection response and prevention, including any actions in response to a positive COVID-19 test result, including if the result is a false positive. Patient agrees and understands that it is patient's responsibility to protect others from infection pending and after receipt of the test results. SEARHC is not responsible for the consequences of a false negative result, such as the unintentional infection of other individuals, and any resultant illness, injury or death. Patient voluntarily and on behalf of Patient and Patient's heirs and assigns, hereby releases and forever discharges SEARHC, its officers, directors, trustees, board members, providers employees, agents, attorneys and assigns from all claims, demands, actions and causes of action whatsoever, of any sort, whether known or unknown, arising now, in the future, from or relating to in any manner whatsoever, SEARHC's testing of Patient pursuant to this consent to testing, including SEARHC's negligence and any injury, illness or death resulting from the testing or from SEARHC's negligence in administering the testing or directing Patient during the self-swab, or SEARHC's disclosure of the test results to the State of Alaska as otherwise required by law.

BY SIGNING THIS AGREEMENT I AM REPRESENTING THAT I HAVE READ AND UNDERSTOOD THIS RELEASE OF TEST RESULTS AND WAIVER OF CLAIMS AND I AGREE TO BE BOUND BY ITS TERMS AND ASSUME ALL RISKS INHERENT IN OR ARISING FROM TESTING FOR COVID-19.

Patient (or Parent/Guardian on Minor's Behalf) Signature

DATED _____, 2020.

Marine Facilities Coordinator (MFC) Quarterly Staff Report

Ben Sadler, Marine Facilities Coordinator / Harbormaster

Monday, December 14th, 2020

My last quarterly report was at the September 21st General Meeting, and my next report will be at the June 14th General Meeting.

General Day to Day

As in all my quarterly reports, I will be separating the Harbormaster position from the MFC portion for clarity on specific tasks performed.

Harbormaster

In my role as Harbormaster, I've spent the last few months preparing our marine facilities for winter. On October 6th, Fairweather Construction and I moved two skiff floats from their summer location at the Gustavus Multi-modal Dock Facility to their winter spot in the Salmon River Boat Harbor. On November 3rd, we were able to move the two remaining skiff floats there as well. Because of the late date, we were forced to tow the floats one at a time and were met with foul weather which caused the process to go much slower and did not go nearly as smoothly as this process has gone in the past. On November 4th, Joe Vanderzanden, Don Bryant, and myself were able to secure the ramp to the steel floats using two 3-ton chain hoists the City purchased for this purpose. This process went smoothly and will be the way we perform this task going forward into the future. On November 6th, the Gustavus Dray, Joe Vanderzanden, and myself were able to move the steel float to its winter location in Bullmoose Cove. Although this process also went smoothly, one collar tie did break when we opened it to free it from the pile. I have been in contact with the State and they are working out a plan for getting it fixed, as well as reinforcing the other collar ties before we move it back to the dock next spring. I'd like to thank Joe Vanderzanden, Don Bryant, Mike Halbert, Elm Robichaud, Toshua Parker, Zach Lenning, and Geordy Ewing for all their help this year with this process. I have also continued to monitor the Dock and Boat Harbor and continued to maintain the restrooms at the Beach and Salmon River Park. We were forced to lock the trash receptacles on Oct 19th because of dumping by a few members of the community. We have also had a few issues with vandalism at the Beach. I have continued to replace signs and

posts which have been stolen or destroyed by community members. The Gustavus Beach sign was torn out of the ground and broken and is currently being fixed so that I can put it back up once the ground allows.

Marine Facilities Coordinator

In my role as MFC, I have gotten funding from the City Council to repair the base of the launch ramp in the Salmon River Boat Harbor. Although we were unable to get funding for transforming the Barge landing into a usable ramp for landing crafts, we were able to start the conversation and hope to see this project moving forward in the future. Other projects still on hold are the Fish Waste Disposal Station in the Salmon River Boat Harbor and the continuation of the Salmon River harbor clean-up project. No major work was done on either this summer. The Marine Facilities Advisory Committee is working on plans for how to move forward on these in the future. Currently, I am working with the MFAC to edit and update Title 8 of the City of Gustavus Code of Ordinances.

I spent a lot of time this fall communicating with concerned community members and the City staff on how long we should leave the floats out. In the end, I believe we waited too long and created problems for ourselves that we would not have encountered had we have acted sooner. I will be recommending that in the future we make October 15th the date that we shoot for and base the final decision on tides and weather. The main issue community members brought to my attention was the fact that, with the new configuration, no floats would be left out over the winter. This is an issue that the MFAC will be looking into and hopefully will be able to make recommendations to the City Council on how we can create a safer situation down at the dock for the winter months once the steel float has been moved.

I also have been working at City Hall and the Library putting up plexiglass, creating kiosks, installing sanitizer and towel dispensers, etc., and other projects as requested by department heads and authorized by the City Administrator and the Mayor. Most of these projects were funded through CARES Act funds.

Thank you

Report completed by BPS on 12/02/2020

MFAC 2020 QTR 4 Report

- 1) The removal and relocation of the skiff floats, wood float, main float, and float ramp was a success. Fairweather Construction was contracted to relocate the wood floats and skiff floats up the Salmon River for winter storage. Toshua Parker was contracted to relocate the main float to Bull Moose Cove. Ben Sadler, Joe Vanderzanden, and Don Bryant hoisted and secured the float ramp for winter. Ben Sadler and Joe Vanderzanden spearheaded the completion of these tasks and helped organize volunteers, obtained the necessary tools, and contracted parties to complete these tasks in a safe and orderly manner.
- 2) The MFAC has been tasked with reviewing Title 8 for corrections and changes that warrant consideration for the City Council. Title 8 was essentially a template from another harbor (Sitka I believe) to give the first City Council and MFAC a source to develop and adapt to the different and changing needs of Gustavus. This will be an ongoing process for the current MFAC and City Council and future MFAC and City Council members.
- 3) Bids have been submitted to The City for suggested repairs to the Salmon River Boat Launch.

Submitted by the MFAC.

Don Bryant
Mike Halbert
Justin Marchbanks
Colleen Stansbury
Joe Vanderzanden

CLERK'S REPORT
DECEMBER 14, 2020
Submitted by Karen Platt

Item #6.

Council ATTENDANCE SHEET is attached

Training

- ✓ I joined a twice weekly COVID-19 Statewide Community Coordination Call
- ✓ There are a lot of free professional development opportunities available during the pandemic. So many that it can be overwhelming to do any of them. I am hoping to just pick one opportunity per/month.
- ✓ Government Social Media Virtual Conference which was cancelled last year due to the pandemic will be March 23-25

Elections

- ✓ The Council Candidate Forum was on October 1st via zoom with volunteer coordinators Artemis BonaDea and Meadow Brook. A big thank you to the both of them.
- ✓ Our two new council members Tania Lewis and John Buchheit as well as our new Mayor, Brittney Cannamore and Vice Mayor, Joe Vanderzanden were sworn in on October 12th.
- ✓ In addition to our Municipal Election absentee voting and poll day, I was responsible for the General Election Absentee voting. We saw more early in person voting than ever.
- ✓ I had 12 amazing volunteers on polling day who managed the polls, cleaning and social distancing. Another big thank you goes out to those volunteers. Some volunteers have been helping at the polls for years and for some it was their first time. Everyone missed the cookies!

Around the Office

- ✓ With elections over, I am focusing my attention on updating Title 5 Elections, improving communication to the public, beginning work on a clerk manual and records retention.
- ✓ I am trying to learn how to use YouTube to live stream our meetings and be ADA compliant for meetings posted to our website. So far, not so good. I will keep trying.
- ✓ I am beginning work towards a social media presence on Facebook with the help of Mayor Cannamore and Council Member Lewis. We hope to have that done soon.
- ✓ We've added about 20 people to the news group email distribution list. Please spread the word as this is our best way of getting information out at the moment besides our bulletin boards and website.
- ✓ I'm not alone anymore :) The City Administrator is back working in the office most mornings.

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

	Jul - Nov 20	Budget	\$ Over Bu...	% of Bud...
Ordinary Income/Expense				
Income				
Business License Fees	650.00	3,000.00	-2,350.00	21.7%
Donations	14.00	1,000.00	-986.00	1.4%
DRC Income	34,693.76	58,600.00	-23,906.24	59.2%
Federal Revenue				
Payment In Lieu of Taxes	113,760.06	113,760.06	0.00	100.0%
Total Federal Revenue	113,760.06	113,760.06	0.00	100.0%
Fundraising	0.00	800.00	-800.00	0.0%
GVFD Income	1,231.56	9,750.00	-8,518.44	12.6%
Interest Income	74.60	350.00	-275.40	21.3%
Lands Income	21,234.00	22,000.00	-766.00	96.5%
Lease Income	6,562.32	12,720.35	-6,158.03	51.6%
Library Income	201.00	500.00	-299.00	40.2%
Marine Facilities Income	7,045.00	10,200.00	-3,155.00	69.1%
State Revenue				
Community Assistance Progr...	75,000.00	75,000.00	0.00	100.0%
Shared Fisheries Business Tax	611.62	1,700.00	-1,088.38	36.0%
Total State Revenue	75,611.62	76,700.00	-1,088.38	98.6%
Tax Income				
Retail Tax Income	136,427.56	185,000.00	-48,572.44	73.7%
Remote Sellers Retail Tax	6,397.74	20,000.00	-13,602.26	32.0%
Room Tax Income	14,398.96	4,500.00	9,898.96	320.0%
Fish Box Tax	4,060.00	0.00	4,060.00	100.0%
Penalties & Interest	389.98	0.00	389.98	100.0%
Tax Exempt Cards	50.00	300.00	-250.00	16.7%
Total Tax Income	161,724.24	209,800.00	-48,075.76	77.1%
Total Income	422,802.16	519,180.41	-96,378.25	81.4%
Gross Profit	422,802.16	519,180.41	-96,378.25	81.4%
Expense				
Administrative Costs	1,050.00	2,000.00	-950.00	52.5%
Advertising	0.00	100.00	-100.00	0.0%
Bank Service Charges	1,295.00	2,275.00	-980.00	56.9%
Building	11,220.34	20,650.90	-9,430.56	54.3%
Contractual Services	20,548.85	72,400.00	-51,851.15	28.4%
Dues/Fees	1,245.81	8,300.00	-7,054.19	15.0%
Election Expense	87.34	250.00	-162.66	34.9%
Equipment	3,072.53	9,672.49	-6,599.96	31.8%
Events & Celebrations	51.00	3,925.00	-3,874.00	1.3%
Freight/Shipping	8,609.43	20,950.00	-12,340.57	41.1%
Fundraising Expenses	0.00	800.00	-800.00	0.0%
General Liability	11,575.44	11,317.32	258.12	102.3%
Gravel Pit Fund	0.00	6,000.00	-6,000.00	0.0%
Library Materials	286.71	600.00	-313.29	47.8%
Marine Facilities	2,458.39	3,368.37	-909.98	73.0%
Payroll Expenses	120,333.62	402,898.75	-282,565.13	29.9%
Professional Services	1,017.50	10,000.00	-8,982.50	10.2%
Public Relations	0.00	500.00	-500.00	0.0%

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

	<u>Jul - Nov 20</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Repair & Replacement Fund	24,772.13	24,772.13	0.00	100.0%
Road Maintenance	48,291.05	100,000.00	-51,708.95	48.3%
Stipend	0.00	3,000.00	-3,000.00	0.0%
Supplies	24,508.38	11,600.00	12,908.38	211.3%
Telecommunications	8,884.32	20,790.00	-11,905.68	42.7%
Training	682.50	5,250.00	-4,567.50	13.0%
Travel	0.00	7,000.00	-7,000.00	0.0%
Utilities	7,851.29	15,800.00	-7,948.71	49.7%
Vehicle	4,786.95	8,035.67	-3,248.72	59.6%
Total Expense	<u>302,628.58</u>	<u>772,255.63</u>	<u>-469,627.05</u>	<u>39.2%</u>
Net Ordinary Income	120,173.58	-253,075.22	373,248.80	-47.5%
Other Income/Expense				
Other Income				
Encumbered Funds	37,877.92	100,000.00	-62,122.08	37.9%
Prior-Year Cash Balance	0.00	153,175.75	-153,175.75	0.0%
Total Other Income	<u>37,877.92</u>	<u>253,175.75</u>	<u>-215,297.83</u>	<u>15.0%</u>
Net Other Income	<u>37,877.92</u>	<u>253,175.75</u>	<u>-215,297.83</u>	<u>15.0%</u>
Net Income	<u>158,051.50</u>	<u>100.53</u>	<u>157,950.97</u>	<u>157,218.2%</u>

City of Gustavus
Balance Sheet
 As of November 30, 2020

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	49,355.15
AMLIP Capital Improv Long-Term (0630598.2)	469,063.31
AMLIP Repair & Replacement (0630598.3)	310,879.50
AMLIP Road Maint - Unencumbered (0630598.4)	259,261.10
AMLIP Road Maint - Encumbered (0630598.8)	3.21
AMLIP Reserve (0630598.12)	884,373.31
AMLIP CARES Act Relief Funds (0630598.13)	347,191.29
APCM.Endowment Fund	1,577,072.27
FNBA - Checking	487,311.17
FNBA Endowment Fund - Checking	5,986.69
Petty Cash	276.23
Total Checking/Savings	4,390,773.23
Accounts Receivable	
Accounts Receivable	17,053.31
Total Accounts Receivable	17,053.31
Total Current Assets	4,407,826.54
TOTAL ASSETS	4,407,826.54
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,589.35
Total Accounts Payable	3,589.35
Credit Cards	
Bank of America Alaska Air Visa	2,287.29
FNBA Credit Card-Admin	-3,589.35
Total Credit Cards	-1,302.06
Other Current Liabilities	
Deferred Income	2,720.00
Direct Deposit Liabilities (Direct Deposit Liabil...	25,030.76
Payroll Liabilities	
State Unemployment	753.35
Total Payroll Liabilities	753.35
Total Other Current Liabilities	28,504.11
Total Current Liabilities	30,791.40
Total Liabilities	30,791.40
Equity	
Fund Balance	3,291,930.00
Opening Bal Equity	1,084,743.57
Net Income	361.57
Total Equity	4,377,035.14
TOTAL LIABILITIES & EQUITY	4,407,826.54

Accounts Receivable Detail**As of 11/30/20**

\$6,770.00	Airport Screeners Contract - November invoice to DHSS
\$4,345.62	Delinquent Sales Tax
\$3,273.80	Ambulance Transport Billing - In Progress
\$2,720.00	Fish-Box Tax Deferred Income
(\$56.11)	Net of Other Customer Account Balances

\$17,053.31 Total

FNBA Checking Account - Unrestricted Funds Balance**As of 11/30/20**

FDIC: The standard deposit insurance coverage limit is \$250,000 per depositor, per FDIC-insured bank, per ownership category.

City of Gustavus has a tri-party agreement in place that collateralizes our account, providing protection for the full value of our account balances.

FNBA Checking Account Balance: \$487,311.17

Obligated Funds Currently in Checking Account:

MF	CP18-01 Salmon River Harbor	(\$19,856.96)
	CP18-04 LIDAR of Gustavus	(\$4,741.90)
DRC	CP18-05 DRC Pre-Processing	(\$20,201.40)
DRC	CP18-07 Household Haz Waste Fac.	(\$59,450.00)
DRC	CP19-02 Community Chest Maint.	(\$108.07)
Admin	CP19-03 Gustavus Beach Improv.	(\$30,926.59)
DRC	CP19-06 DRC Composting Facility	(\$106,050.00)
Library	CP19-08 Library Roof/Awning/Shed	(\$60,000.00)
GVFD	CP20-01 Replacement AED/Monitor	(\$18,850.10)
Library	FY21 PLA Grant	(\$4,033.35)
Library	SoA OWL Internet Subsidy	(\$875.00)
Roads	Encumbered road money	\$0.00
Roads	USFWS Chase Drvwy	(\$251.02)

Unrestricted Funds: **\$161,966.78**

Pending Transfers:

FY21-07NCO	Transfer from AMLIP for Capital Projects	\$100,000.00	for library roof
FY21-09NCO intro.	Transfer from AMLIP CARES Act Account	\$162,502.65	for June, July, August expenses
FY21-10NCO intro.	Transfer from AMLIP Roads Accounts	\$62,122.08	
FY21-xxNCO intro.	Transfer from AMLIP CARES Act Account	\$184,691.64	for Sept., Oct., partial Nov. expenses

Per the Unrestricted Fund Balance Policy (Res. CY18-18), the unrestricted fund balance should be 17-35% of the current fiscal year's operating expenses, with a target of 25%.

FY21 budgeted operating expenses:	\$772,255.63
25% =	\$193,063.91
17% =	\$131,283.46
35% =	\$270,289.47

Capital Projects 2020-2025

Item #7.

Capital Projects	Budget Requested	Amount Funded	Funded Project QuickBooks Class Name	Dept.	Short Form Complete	Full Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Proposed F Source
Ongoing, funded for 2018:											
Household Hazardous Waste Facility	\$ 59,450.00	\$ 59,450.00	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		2020	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000.00	\$ 27,000.00	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
Wilson Rd. drainage improvement	\$ 40,000.00	\$ 40,000.00	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	6/11/2018	pending LIDAR analysis	on hold	AMLIP
LIDAR	\$ 28,400.00	\$ 28,400.00	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		in progress	AMLIP
Community Chest facility maintenance	\$ 10,000.00	\$ 10,000.00	CP19-02 Community Chest Maint.	DRC	3/11/2019	N/A	3/11/2019	4/8/2019		in progress	AMLIP
Ongoing, funded for 2019:											
Library Roof Repair	\$ 50,000.00	\$ 150,000.00	CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19; revised 8/3/20	7/22/2019; revised 8/5/19; revised 8/10/20	8/12/2019; 9/21/20		in progress	AMLIP CP and R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800.00	\$53,150.00	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019		in progress	AMLIP
Compost Yard Improvement	\$ 111,585.00	\$ 111,585.00	CP19-06 DRC Composting Facility	DRC	N/A	1/2/2018, revised 3/11/19	1/15/2018, revised 3/11/19	5/13/2019		in progress	CIP, or AMLIP CP and R&R
Inflow Storage & HHW Facility Storage Area	\$26,400, then \$62,000	\$ 62,000.00	CP18-05 DRC Pre-Processing	DRC	N/A	9/16/2016, revised 3/11/19	9/16/2016, revised 3/11/19	5/13/2019	6/11/18 amended scoping document; 3/11/19 amended	in progress	CIP, or AMLIP
Funded for 2020:											
Lifepak15 Cardiac AED/Monitor	\$ 38,000.00			GVFD	1/28/2020	N/A	2/10/2020	9/21/2020	purchase in progress	in progress	Code Blue & CIP or AMLIP
City Hall Copier/Printer/Scanner/Fax	\$ 4,000.00			Admin						completed	CARES Act
Salmon River Boat Harbor Boat Launch Repair				MF	9/2/2020	N/A	9/21/2020	NCO introduced 11/9/20		in progress	operating budget
Quick Attack/Wildland Firefighting Truck	\$ 80,000.00			GVFD	1/28/2020	N/A	2/10/2020			Near-term	CIP, or AMLIP
Main Building Replacement	\$ 287,500.00			DRC	N/A	2/3/2020	2/10/2020			Near-term	CIP
Fire Hall Rain Cistern System	up to \$25,000			GVFD						Near-term	
Salmon River Boat Harbor Barge Ramp Improvement				MF	N/A	9/2/2020	9/21/2020			Near-term	AMLIP R&R
Good River Bridge Repairs - engineering	\$ 25,000.00			Roads						Near-term	
City Road Improvements	\$ 30,000.00			Roads					plus \$40K from Wilson Rd. Cf	Near-term	
Library Bike Shelter/Shed	\$ 25,000.00	\$ 15,000.00	CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19	7/22/2019; revised 8/5/19	8/12/2019	only \$10,000 moved 8/12/19; \$5000 still to transfer	Near-term	AMLIP
Roof/Building Exp. - Architectural & Engineering	\$ 30,000.00			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Library Expansion - Architectural & Engineering	\$ 30,000.00			Library	3/1/2018		2/11/2019			Mid-range	CIP
Drinking Water Point-Source Project Dev.										Mid-range	
Baler Purchase	\$ 166,630.00			DRC	N/A					Mid-range	
Three Phase Power Installation				DRC						Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000.00			DRC						Mid-range	
Gravel Pit Improvements	\$ 500,000.00		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	postponed		Mid-range	AMLIP
Structural Firefighting Gear	\$ 82,500.00			GVFD						Mid-range	
Salmon River Boat Harbor Fish Waste Disposal Bin				MF/DRC						Mid-range	
City Hall front room - carpeting, painting, windows	\$ 15,000.00			Admin	2/14/2018					Mid-range	
Landscape Design consulting				-split-	2/20/2018					Mid-range	
Utility Pick-up Truck	\$15-60,000.00			GVFD	2/15/2018					Mid-range	
Water Tender / Road Water Truck				GVFD	2/15/2018					Mid-range	
Grandpa's Farm Road Bridge & Culvert	\$ 250,000.00			Roads						Mid-range	USFWS and/or AKSSF
DRC Groundwater Monitoring Well Replacements	\$ 12,000.00			DRC						Mid-range	
DRC Glass Pulverizer - refurbish or replace	\$ 50,000.00			DRC						Mid-range	
Roof/Building Expansion	\$700,000			GVFD	N/A	2/9/2018	2/12/2018, revised 2/11/2019			Long-range	CIP - state, federal grant
Driveway Relocation or River Bank Stabilization				Admin	N/A					Long-range	AMLIP
Old P.O./Preschool building refurbish				Admin	2/20/2018					Long-range	
City Hall & Fire Hall Energy Audit Repairs				GVFD & Admin	3/1/2018	Res. CY18-12				Long-range	
Edraulic Extrication Equipment	\$35,000			GVFD	2/15/2018					Long-range	AFG
911 System Upgrade				GVFD						Long-range	
GVFD Electric Meter Installation				GVFD						Long-range	
Library Expansion				Library	3/1/2018					Long-range	
DRC Shredder				DRC						Long-range	
DRC "Waste to Energy" Equipment				DRC						Long-range	
DRC Drive-on/Vehicle Scale				DRC						Long-range	
DRC Equipment Garage				DRC						Long-range	
DRC Sytrofoam Densifier				DRC						Long-range	
Landfill Closure 4-8 years	long-term			DRC	N/A					Long-range	
City Vehicle				-split-	2/20/2018					Long-range	
Salmon River Harbor Waterless Restrooms	\$70-90,000.00			MF						Long-range	
Salmon River Harbor Public Floats				MF						Long-range	
CAPIS 2018 submission											
CAPIS 2019 submission											
CAPIS 2020 submission											

Incoming Grants/Scholarships to City of Gustavus FY21

Dept.	Purpose	Date Received	Amount Awarded	QB Class Name	Amount Spent to Date	Remaining Funds	Notes
Library	Telecommunications	N/A	\$18,900.00	---	N/A	N/A	USAC E-Rate federal internet subsidy paid directly to library internet vendor through monthly billings
	Reading with Rachel	8/3/2020	\$554.00	Reading with Rachel	\$554.00	\$0.00	Grant from Jon & Julie Howell
	Library Programs	8/12/2020	\$393.59	---	\$393.59	\$0.00	Alaska SLICE outreach program reimbursement
	Telecommunications	8/20/2020	\$1,500.00	SoA OWL Internet Subsidy	\$625.00	\$875.00	Alaska OWL monthly internet subsidy
	Library Materials	8/25/2020	\$7,000.00	FY21 PLA Grant	\$2,966.65	\$4,033.35	State of AK Public Library Assistance (PLA) grant
GVFD	GVFD Equipment	CY2020	\$36,000.00	Tsunami Siren Grant CY20	\$0.00	\$36,000.00	State of AK Div. of Homeland Sec. & Emergency Mgmt.
	GVFD Equipment	fall 2020	\$15,000.00	---	\$0.00	\$15,000.00	SEREMS Code Blue Grant 2020 - GVFD pays at least 10% match

\$79,347.59

Outgoing Grants from City of Gustavus - Endowment Fund Grant (EFG)

Resolution	Grantee	Date Awarded	Amount Awarded	QB Class Name	Amount Disbursed to Date	Remaining Funds	Notes
CY19-21	Gustavus PFAS Action Coalition	12/9/2019	\$21,250.00	2020 EFG - GPAC	\$15,388.87	\$5,861.13	grant ends 12/10/20

UPDATE ON CARES ACT

The Treasurer will provide a summary on the funds' status.

WEB DESIGN PROJECT

The City funded 16 small business/nonprofit web development applications with the purpose of addressing the Covid-19 pandemic caused economic downturn to Gustavus tourism through establishing, enhancing, updating, or refining the business/nonprofit's website(s) to specifically market services to one or more of the five following segments of independent travelers to Gustavus:

- New & returning independent travelers
- Artist independent travelers
- Families traveling independently
- Independent adventure travelers
- Science & Eco-oriented travelers

The application review team (Leah Okin, GVA; Susan Warner, subject specialist and resident; and the City Administrator) reviewed the application and provided funding recommendations to the Mayor. Invoices have been submitted by grant recipients and the funds are expected to be spent by the December 30 deadline. The Treasurer did yeoman's work in addressing the voluminous details of this effort – THANKS Phoebe!

SALMON RIVER EROSION

The City Administrator sent pictures of the recent erosion and discussed the rapidity taking place with ADNR personnel. ADNR has sent staff to evaluate the safety of the access and the potential dangers of the erosion; a report should be sent soon. Council members Taylor and Clark met with the City Administrator to discuss the Salmon River erosion and alternate access to City Hall if the access is barricaded by the state. Initial considerations are to discuss with the City Council a proposal, based on information from ADNR, to develop a Request for Proposal (RFP) to create 3 alternatives that provides access to City Hall and maintains or enhances the park. The RFP would ask for cost estimates and timeframes for construction.

The next step would be to move the process through Council to present a Town Hall to get public input on the different options and suggestions that would enhance the project.

APC RATE CASE

Item #8.

The City Council has filed an intervention for the Alaska Power Company (dba AP&T) rate case. The procedural process is lengthy and has been posted as follows:

Discovery on APC tariff filings and prefiled testimony	Open, but with quiet period over the holidays
Discovery closes on APC tariff and prefiled testimony	6/4/2021
Deadline for AG and intervenor responsive testimony.	6/14/2021
Discovery opens on AG and Intervenor Responsive testimony.	6/15/2021
Discovery closes on AG and Intervenor Responsive testimony.	7/16/2021
Deadline for APC to file reply testimony.	7/30/2021
Discovery opens on APC Reply testimony.	7/30/2021
Discovery closes on APC Reply testimony.	8/23/2021
Deadline for discovery motions	8/23/2021
Deadline for dispositive motions	8/30/2021
Deadline to file witness lists, statements of issues and any errata to prefiled testimony.	Stayed for now
Prehearing conference	"
Public Hearing	"
Statutory deadline/Commission Order	Stayed with consent of the parties

CARES Act Funds for City of Gustavus (COG)Funds must be **spent** by December 30, 2020.**CARES Act Income**

deposited 6/18/20	\$381,144.53	first payment
deposited 11/10/20 (available after 80% of 1st payment spent)	\$125,268	second payment
deposited 11/19/20 (available after 80% of first 2 payments used)	\$125,268	third payment
interest earned on deposits	\$11	
Total possible CARES Act funds available	\$631,691.24	

CARES Act Expenditures

March-October actual expenditures	\$560,368	
The total highlighted in green *includes* the following subitems:	---	
Gustavus Visitors Association	---	\$38,266
Gustavus School cleaning equipment, cleaning supplies, PPE	---	\$16,500
economic assistance grants to local businesses/non-profits	---	\$53,899
COG eligible payroll & benefits (Fire Chief plus eligible hours of other staff)	---	\$112,040
winter food supply: community food distribution (vacuum sealer & bags)	---	\$1,542
winter food supply: community food distribution (meat grinder & attachments)	---	\$853
winter food supply: canned salmon	---	\$2,323
winter food supply: root cellar construction at Gustavus Community Center	---	\$5,000
winter food supply: community food distribution (halibut)	---	\$162
generator for testing/emergency tent	---	\$29,257
REESP: direct distribution to Gustavus residents	---	\$199,998
stipend for emergency responders during pandemic	---	\$2,800
Marketing Gustavus: Small Business Web Development grants	---	\$19,039
other COG eligible purchases, including facility improvements	---	\$78,688
Earmarked but unspent:		
Fire Chief: payroll & benefits December	\$5,854	
All other staff: eligible payroll & benefits December	\$8,500	estimate
remaining COG facility improvements, supplies, etc.	\$49,000	estimate
remaining Small Business Web Development grant	\$1,200	estimate
remaining funds - staff working on this based on guidance from 12/7 work session	\$6,770	approximate
Running Total of Actual + Earmarked Expenses:	\$631,692	

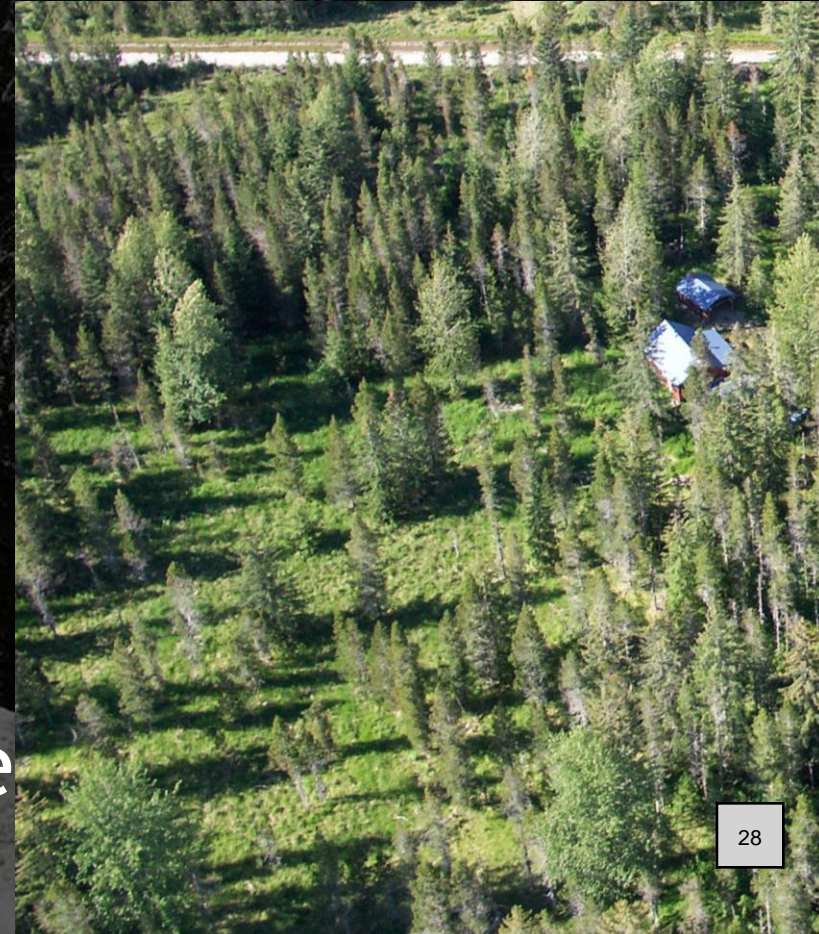


Welcome to Fibre Alaska Gustavus Network Build Update and
Community Connect Grant Public Information Presentation



► The challenge of deploying broadband infrastructure in Gustavus is substantially more costly and logistically problematic than anywhere else in the United States.

Gustavus' geographic features impede travel of wireless networking signals.





Large telecom providers are not interested in bringing the Internet to rural places like Gustavus because of the low number of potential subscribers. The high cost of buildout and delivery makes it uninteresting economically.



Fibre Alaska

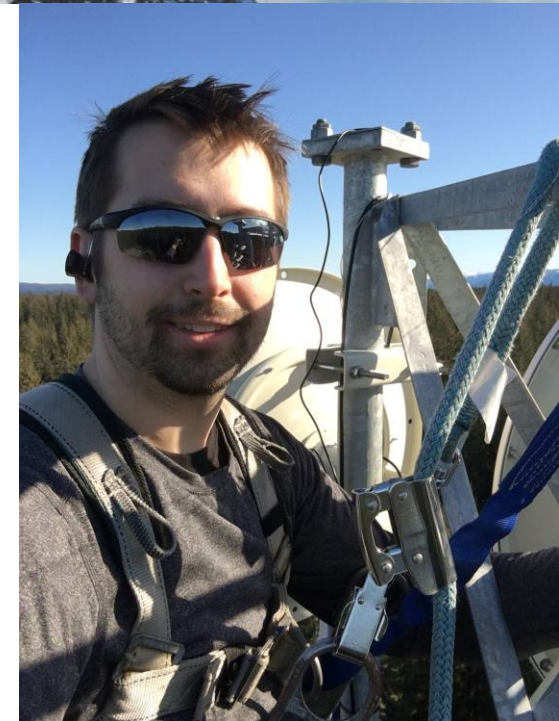
Item #9.



Born as a wild idea of a hard-working kid that dared to dream big...

David Kunat - the boy who refused to listen -that it can't be done.

Using own ingenuity and 100% private capital the test proved to be successful. Building on that initial success Fibre Alaska kept modifying the radio infrastructure.



Against all odds in 2015, Byte Networking, LLC and Fibre Alaska deployed Internet in Gustavus to parts of town as its own test network.



In the autumn of 2017, FA started to place fiber optic infrastructure in the ground, by then we knew that this is only way to keep up with the future demand.

Item #9.

The infrastructure we have built so far was funded 100% from private savings, and one family's hard and dedicated work.

Fibre Alaska is investing countless work hours and private funds, but with so few residents, we are not able to create enough income to keep improving, building up, and continuing to pay for extremely expensive middle -mile bandwidth.

Item #9.

Without the constant upgrade, Gustavus will stay on the wrong side of the digital divide.

The need for increased bandwidth is growing as applications and services become more advanced, which means that the divide will only continue to grow.



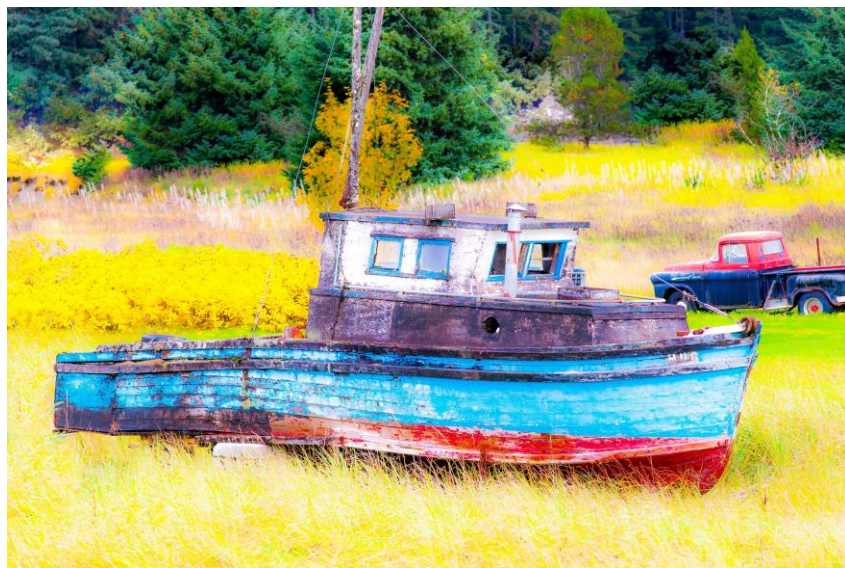


Fibre Alaska

Item #9.



In the meantime, the need for more and for faster speeds just kept growing and some of the Gustavus continued still impossible to connect.



That is why we are applying for the USDA grant.

Without quick intervention and grant help, we will only fall more behind even when trying our best.

We would like to thank you Gustavus residents, businesses and other organizations for your overwhelming support. We were flooded with so many letters from all of you and it gives us encouragement to continue with the project.

Project Objectives

Item #9.

The overall objective is to create a continuous, reliable, modern, high-speed connection between Gustavus, and the outside world based primarily on fiber optic technology.

Phase 1, 2021 to 2022

1. Upgrade the existing 'middle mile' and 'last mile' of the hybrid fiber-wireless network in Gustavus.
2. Replace older equipment with industry standard, modern technology.
3. Install fibre optic cable throughout Gustavus.
4. Upgrade existing backup delivery systems.



The newly upgraded network will be capable of delivering a range of communication services, including data and voice to each customer in excess of 25 Mbps /second.

Service will be available to everyone in the community of Gustavus and capable of broadband speeds without signal latency and dropped service/connection problems.

Ultimately, we envision entire network build-up, with fiber optic.

That high-performance endpoint will give us an enormous headroom for future upgrades and will prepare us for the phase 2

Phase 2, 2022 and beyond (Most likely New Grant will be needed to continue to phase 2)

Connect directly via submarine fiber-optic cable that will make the fastest possible connection with limitless possibilities and technology that will last long time in the future.



Project Area Map

Item #9.



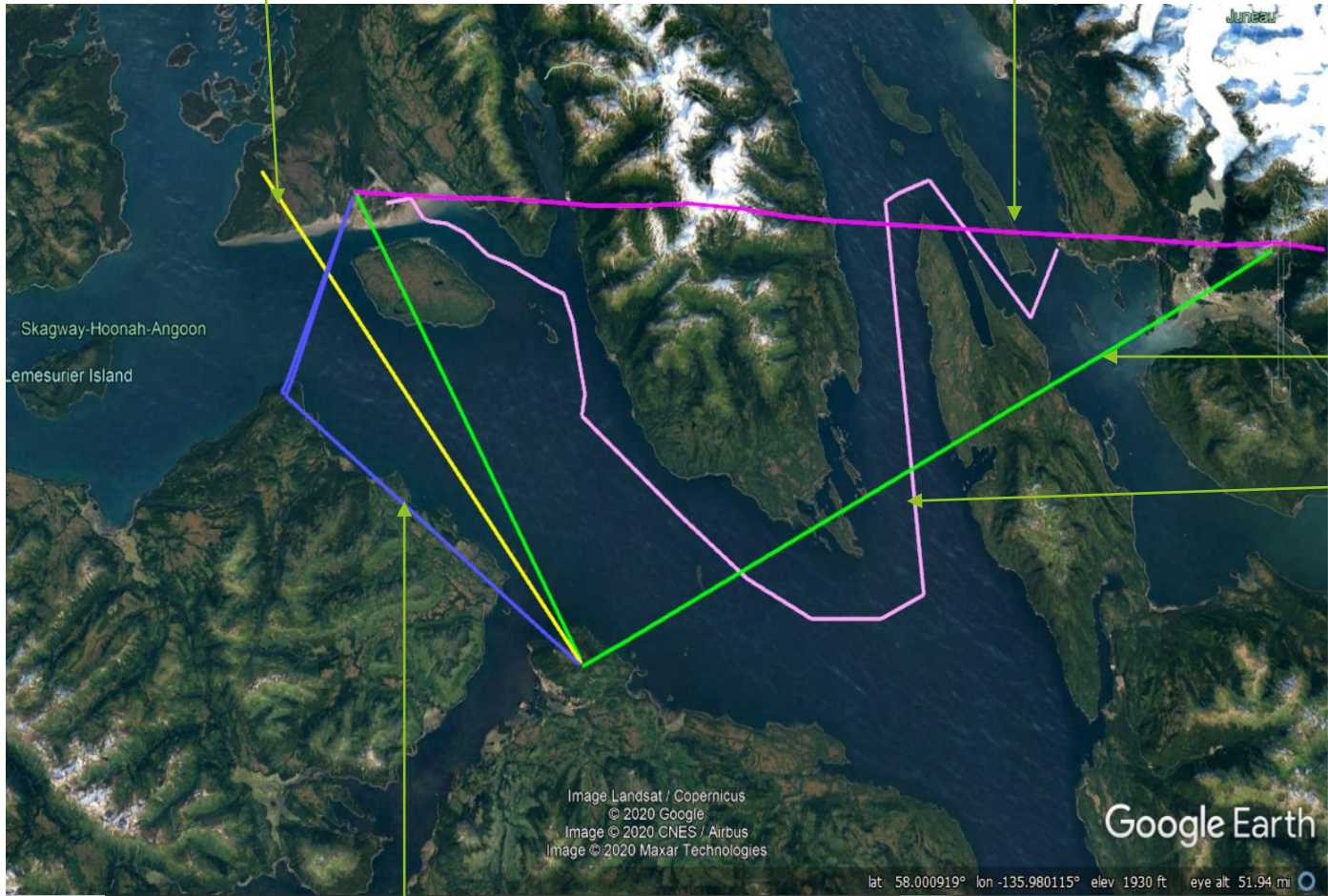
Fibre Alaska

Byte Networking Build for NPS Microwave Path

LONS (Line of no sight)

Current and future connections to Gustavus from Juneau.

Item #9.



Current Test Microwave path Juneau to Gustavus

Fiber Optic Cable path (Planned for the Future)



Current ATT Microwave Path

Once the middle mile upgrade work is completed

► We would like to complete the build of our "future proof" last-mile fiber optic network to deliver the fastest, most reliable, and most affordable Internet access, voice communications, and entertainment services to all Gustavus and Glacier Bay homes and businesses.

High initial investment will give us future-proofing, as the same fiber can provide decades of useful service.



Congratulations, you made it to the end of our presentation. Please ask questions or comment.



Big Thank you to all community members who helped with this presentation! Special thanks for all talented photographers who donated the great pictures. Thanks to Southeast Conference, Denali Commission and City of Gustavus for help in facilitating our project.



**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-13NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2021, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change	
	Account Balance*				
	*Approximate, this is a dynamic value.				
AMLIP CARES Act Relief Fund	\$	184,691.64	\$	0.00	<\$184,691.64>
Approximate balance after FY21-09NCO account transfer occurs.					
FNBA Checking Account	\$	457,081.48	\$	641,773.12	\$ 184,691.64
This amount is the approved reimbursement for CARES Act eligible expenses incurred September 2020 (\$84,793.17), October 2020 (\$31,547.58), and early November 2020 (\$68,350.89).					

Total Change in City Held Account Balances		\$	0.00
--	--	----	------

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

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

DATE INTRODUCED: December 14, 2020

DATE OF PUBLIC HEARING: January 11, 2021

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

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY20-26**

**A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY21
SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS
ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT
EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 17: NORTHERN SOUTHEAST AREA**

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY21 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar 2019 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, the Gustavus City Council proposes to use an alternative allocation method for allocation of FY21 funding available within the FMA 17: Northern Southeast Area in agreement with all other municipalities in this area participating in the FY21 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council, by this resolution, certifies that the following alternative allocation method fairly represents the distribution of the significant effects during 2019 of fisheries business activity in FMA 17: Northern Southeast Area:

All municipalities share equally 50% of allocation; all municipalities share remaining 50% on a per capita basis.

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this __th day of December, 2020.

Brittney Cannamore, Mayor

Attest: Karen Platt, CMC
City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-10NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2021, the following City held account balance transfers are to be made for the reasons stated.

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

Amounts			
ACCOUNTS	Account Balance*	Amended Balance	Change
<small>*Approximate, this is a dynamic value</small>			
AMLIP – Road Maint -Encumbered <small>Closing account.</small>	\$ 3.21	\$ 0.00	<\$ 3.21>
AMLIP – Road Maint -Unencumbered <small>Initial withdrawal from this account.</small>	\$ 259,258.93	\$ 197,140.06	<\$ 62,118.87>
FBNA Checking account <small>Encumbered funds transferred for FY21 Road Maintenance, per FY20-17NCO adopting the FY21 budget.</small>	\$ 408,189.68	\$ 346,067.60	\$ 62,122.08
<hr/>			
Total Change in City Held Account Balances		\$	0.00

Section 4. The FY21 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: November 9, 2020

DATE OF PUBLIC HEARING: December 14, 2020

PASSED and **APPROVED** by the Gustavus City Council this __th day of December, 2020.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-09NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2021, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Change
	Account Balance*	Amended Balance	
	*Approximate, this is a dynamic value.		
AMLIP CARES Act Relief Fund	\$ 347,180.58	\$ 184,677.93	<\$162,502.65>
Approximate balance after FY21-05NCO account transfer occurs.			
FNBA Checking Account	\$ 408,189.68	\$ 570,692.33	\$ 162,502.65
This amount is the approved reimbursement for CARES Act eligible expenses incurred June 2020 (\$30,153.49), July 2020 (\$81,386.01), and August 2020 (\$50,963.15).			

Total Change in City Held Account Balances	\$ 0.00
--	---------

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

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

DATE INTRODUCED: November 9, 2020

DATE OF PUBLIC HEARING: December 14, 2020

PASSED and **APPROVED** by the Gustavus City Council this __th day of December, 2020.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-11NCO
AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
DEPARTMENT BUDGETS FOR FISCAL YEAR 2021**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2021 estimated expenditures have changed from the estimates in the approved budget.

Section 3. For the current fiscal year, the budget is amended to reflect the changed estimates as follows:

Budget Category	Amounts		
INCOME	Original Budget	Amended Budget	Change
Marine Facilities Income - Other	\$ 9,200.00	\$ 12,700.00	\$ 3,500.00
Tax Income: Room Tax	\$ 4,500.00	\$ 12,555.00	\$ 8,055.00
Tax Income: Fish Box Tax	\$ 0.00	\$ 6,000.00	\$ 6,000.00
Total Change in Income			\$ 17,555.00
EXPENSE	Original Budget	Amended Budget	Change
Economic Development Services: GVA	\$ 0.00	\$ 17,000.00	\$ 17,000.00
Election Expense	\$ 250.00	\$ 90.00	<\$ 160.00>
Marine Facilities: Maintenance & Repairs <i>Funding toward repair of the Salmon River Boat Harbor boat launch.</i>	\$ 1,000.00	\$ 4,000.00	\$ 3,000.00
Payroll Expenses: Workers Comp. Ins.	\$ 7,030.49	\$ 6,245.49	<\$ 785.00>
Marine Facilities: Supplies <i>Funding for supplies needed to raise the gangway at the state dock.</i>	\$ 500.00	\$ 1,000.00	\$ 500.00
DRC: Training <i>For renewal of DRC's Manager/Operator's 3-year Solid Waste Association of North America (SWANA) certification.</i>	\$ 500.00	\$ 2,000.00	\$ 1,500.00
Admin: Travel <i>City Council training online instead of in person due to COVID-19.</i>	\$ 2,500.00	\$ 500.00	<\$ 2,000.00>
DRC: Travel <i>Training online instead of in person due to COVID-19.</i>	\$ 2,000.00	\$ 500.00	<\$ 1,500.00>
Total Change in Expense			\$ 17,555.00

Section 4. The budget is hereby amended as indicated and any portion of the approved budget inconsistent with this amendment is repealed.

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

DATE INTRODUCED: *November 9, 2020*

DATE OF PUBLIC HEARING: *December 14, 2020*

PASSED and **APPROVED** by the Gustavus City Council this __th day of December, 2020.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY21-12NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. In Fiscal Year 2021, the following City held account balance transfers to be made for reasons stated.

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

Amounts

ACCOUNTS	Account Balance*	Amended balance	Change
<i>*Approximate, this is a dynamic value.</i>			
APCM – Endowment Account <i>2021 Endowment Funds for disbursement through grant application process, per motion in August 10, 2020 meeting.</i>	\$1,517,664.91	\$ 1,474,411.74	<\$ 43,253.17>
FNBA Endowment Fund Checking account <i>2021 Endowment Fund Grant Checking account for disbursement</i>	\$ 11,986.69	\$ 55,239.86	\$ 43,253.17
<hr/> 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: November 9, 2020

DATE OF PUBLIC HEARING: December 14, 2020

PASSED and **APPROVED** by the Gustavus City Council this __th day of December, 2020.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk



City of Gustavus, Alaska
PO Box 1
Gustavus, Alaska 99826

Phone: 907.697.2451
Fax: 907.697.2136
Email: treasurer@gustavus-ak.gov

Project: RFQ FY21-03MF

Item #16.

Marine Facilities

**Salmon River Small Boat Harbor
Boat Launch Repair**

THIS IS NOT AN ORDER

COVER SHEET

Important Dates:

Issue Date: November 10, 2020

Bid Submittal Due: December 1, 2020

Deliver to: **Gustavus City Hall**

Time: by **3:00 p.m.**

Bid Opening: December 1, 2020

Location: **Gustavus City Hall**

Time: **3:00p.m.**

Please provide quotes to furnish the services and materials for the repair of the boat launch at the Salmon River Small Boat Harbor in Gustavus, Alaska. The repair comprises restoration of the toe blanket at the base of the ramp where the original has been eroded.

The attached terms and conditions shall become part of any contract resulting from this Request for Quotation. Quotations must be received at the location and by the date and time shown above. Quotations shall be submitted on the forms furnished and must include original signatures.

COVID-19: Please contact the City Clerk at 907-697-2451 or visit the City of Gustavus website <https://cms.gustavus-ak.gov/administration/page/covid-19> for the latest COVID-19 guidelines relative to the submission of this RFQ.

THE PERIOD OF PERFORMANCE for this work is flexible, with project commencement available anytime after the contract is awarded and permitting is complete (taking into account any permit conditions). Project must be completed by May 15, 2021. Once started, it is expected the work would be completed within a week to allow continued use of the boat launch.

In providing a signature on this cover sheet, the Bidder agrees to all Terms and Conditions of this RFQ.

Date of Bid _____

Alaska Business License # _____ Contractor's License Number # _____

City of Gustavus Business Permit # _____

Insurance Company _____ Policy Date _____ Provided ☐

Business Name _____

Mailing Address _____ Physical Location _____

Cell or Business Phone # _____ Fax # _____

Basic Bid \$ _____

By _____
Print Name

Signature

INSTRUCTIONS TO BIDDER

- Bidder must submit quotes for **the basic bid** listed on the bid sheet.
- Bid Schedule sheets must be manually signed (original signature).
- Erasure or other changes made to the Bid Schedule sheets must be initialed by the person signing the bid. Note: "White Out" or other liquid correction methods must be initialed.
- The bids must be sealed in an envelope with RFQ number, opening date, and contractor's name written on the outside of the envelope.
- Any response not meeting the requirements of the bidding documents shall be considered non-responsive.
- Offers made in accordance with the bidding documents must be good and firm for a period of ninety days from the date of bid opening unless otherwise noted.
- Bids will be received at the time and place stated in the bidding documents. It is the sole responsibility of the bidder to see that the bid is submitted on time. Any bid received after the scheduled opening time will not be considered but will be held unopened. No responsibility will be attached to any officer for the premature opening of or failure to open a bid not properly addressed and identified.
- The City of Gustavus, hereinafter "City", may accept or reject any or all bids for good cause shown, to waive minor deviations from the specifications, and to waive any informality in bids received, when such acceptance, rejection, or waiver is in the best interest of the City. Informalities in bids are matters of form rather than substance evident from the bid document, or insignificant mistakes that can be waived or corrected without prejudice to other bidders; that is, the effect on price, quantity, quality, delivery, or contractual conditions is negligible, and waiver of the informality does not grant the bidder a competitive advantage.
- The City may cancel the RFQ if such cancellation is in the best interest of the City.
- It is the responsibility of the bidder to obtain a current copy of all bid documents from the City Treasurer.
- If any Addenda are issued pertaining to the bidding documents and subject Addenda are not acknowledged, the bid will be considered non-responsive.
- Faxed transmittals will not be accepted unless specifically noted on the cover sheet and agreed to by the City Administrator or Project Manager, or Mayor.
- Each bid shall be made on the form provided by the City or copy thereof and shall be signed by the bidder with signature in full.
- After depositing a bid, a bidder may withdraw, modify, or correct their bid, providing the City receives the request for such withdrawal, modification, or correction before the time set for opening bids. The original bid, as modified by such written communication will be considered as the bid. No bidder will be permitted to withdraw their bid after the time set for opening bids.
- The Contractor shall perform the duties specified in this solicitation. The Contractor understands that the City makes no representation that it will look exclusively to the Contractor for the type of goods or services requested. The Contractor will perform the duties under this agreement as an independent contract. The City assumes no responsibility for any interpretation or representations made by any of its officers or agents unless such interpretations or representations are made by Addenda.

METHOD OF AWARD

Award will be made to the lowest responsive, responsible bidder meeting all the requirements. In determining whether the lowest bidder is "responsible" the City Council shall consider:

- a. The Price;
- b. The experience, capacity, and skill of the bidder to perform the contract within the time and amount desired;
- c. The potential bidder's reputation, honesty and integrity shown in the commission of previous City contracts;
- d. The previous and existing compliance by the bidder with laws and ordinances relating to the contract and the City;
- e. The sufficiency of the financial resources and ability of the bidder to perform the contract.

When the award is given to other than the lowest bidder, a full and complete written statement of reasons will be delivered to the unsuccessful low bidder or bidders and filed with the other papers relating to the transaction. The minutes of the City Council meeting relating to the matter may be used as the required written statement

The City Council may reject the bid of a bidder who is debarred by the City, in arrears on taxes, permits, special assessments and/or any other monies that may be due the City or who failed to perform on a previous contract with the City.

PURCHASE ORDER/CONTRACT

It is the intent of the City to use purchase orders and the bidding documents to establish the contractual relationship between the City and the lowest responsive, responsible bidder. The following conditions shall apply:

- a. The unilateral right of the City to order, in writing, temporary stopping of work or delaying performance that does not alter the scope of the contract;
- b. Liquidated damages;
- c. Termination of the contract for default;
- d. Termination of the contract in whole or in part for the convenience of the City.

SUBCONTRACTING

Subcontracting is not permitted unless authorized in writing by the Project Manager or his/her designee. In the event that subcontracting is authorized, the general contractor is responsible to the City to verify insurance on all subcontractors and furnish copies of same to the City. All subcontractors must carry and show proof of the minimum limits of liability insurance.

INSURANCE

The contractor must meet and have in place the insurance requirements listed below at all times during the period set out above.

INDEMNIFY AND HOLD HARMLESS

The bidder shall defend and indemnify the City, its officers, agents, and employees, against any claims, loss, or damages arising from injury to person(s), damage to property, or economic loss, arising out of, in whole or in part, the bidder's performance or non-performance of its duties under this agreement and any defects in the goods and services provided by the bidder. This duty to defend and indemnify shall include responsibility for all damages, costs, and attorney fees. This obligation shall be continuing in nature and extend beyond the term of this agreement.

END OF GENERAL PROVISIONS

During the term of the contract, the CONTRACTOR shall obtain and maintain in force the insurance coverage specified in this section with an insurance company rated “Excellent” or “Superior” by A.M. Best Company or specifically approved by the City Council.

Limits: The CONTRACTOR shall obtain insurance for not less than the following limits:

- Commercial General Liability: Coverage written on an occurrence basis with limits of not less than \$1,000,000.00 per occurrence;
- Comprehensive automobile liability: \$1,000,000.00 combined single limit;
- Workers’ Compensation: \$100,000 each accident, \$500,000 disease-policy limit, and \$100,000 disease-each employee.

Automobile Liability Insurance: All vehicles or all owned, non-owned, and hired vehicles must be insured when the CONTRACTOR is using them to do work under this Agreement. If the CONTRACTOR submits insurance covering only scheduled vehicles, then the CONTRACTOR must assure that any additional vehicles are insured before using them in the work under this Agreement.

Workers’ Compensation: Any employee of the CONTRACTOR must be covered by workers’ compensation insurance during the term of the Agreement. This policy must be endorsed with a waiver of subrogation in favor of the CITY. The CONTRACTOR is not required to provide a certificate of workers’ compensation covering the owner(s) of the CONTRACTOR’s business under the following circumstances:

Corporations – If the executive officer(s) claims an exemption, then the CONTRACTOR must provide an Executive Officer Waiver for each officer from the Alaska Department of Labor and also provide the corporate filing with the State showing the person(s) named on the waiver is an owner. Only the person or persons who have the State Executive Officer Waiver and who are an owner shall be permitted to do any work or be on the work site or work area. If the CONTRACTOR permits any other person on the work area or work site or to do any work, and that person is injured, the CONTRACTOR shall defend, indemnify, and hold harmless the City from any and all claims and liabilities for workers’ compensation benefits of any kind and any nature, including costs and legal fees.

Sole Proprietors, Partnerships, or LLCs – If the sole proprietor, partner, or member claims an exemption, then the CONTRACTOR must provide the City with the business permit filing with the State of Alaska showing the person(s) are the owner, sole proprietor, partner, or member. Only the person or persons who are an owner, sole proprietor, partner, or member shall be permitted to do any work or be on the work site or work area. If the CONTRACTOR permits any other person on the work area or work site or to do any work, and that person is injured, the CONTRACTOR shall defend, indemnify, and hold harmless the City from any and all claims and liabilities for workers’ compensation benefits of any kind and any nature, including costs and legal fees.

Alternate Coverage: A combination of primary and excess/umbrella policies may be used to fulfill the insurance requirements of this section.

Additional Insured: During the contract term, the CONTRACTOR shall add and maintain the CITY as an additional insured in the CONTRACTOR’s commercial general liability policy. This policy will provide primary coverage for the CITY, and it will provide that a policy treats each additional insured as though the insurer had issued separate policies.

Certificate of Insurance: Prior to commencing any work under this Agreement, the CONTRACTOR will provide a certificate of insurance in a form acceptable to the CITY showing that the CONTRACTOR has the required insurance coverage.

Cancellation: The CONTRACTOR must assure that the CITY receives notice if the CONTRACTOR's insurance is going to be canceled, not renewed, or changed. The certificate of insurance must say that the insured will notify the CITY at least 30 days before the insurer cancels, refuses to renew, or materially changes the coverage.

Item #16.

Increased Coverage: If during the Agreement term the CITY requires higher limits of insurance than those listed in this section, and if the insurer increases the premium as a result of the higher limits of insurance, then the CITY will pay the CONTRACTOR the difference between the new and old premiums.

Subcontracting: The CONTRACTOR is responsible to the CITY to verify insurance on all subs and furnish copies of it to the CITY upon request. All subs must carry and show proof of the minimum limits of liability indicated above.

END OF INSURANCE REQUIREMENTS

1. Elements of the bid schedule may be subject to the provisions of Alaska Statutes Title 36. AS Title 36 provides for the payment of prevailing rates of pay on public construction or public works as published in the current *State of Alaska Department of Labor Wage and Hour Administration Pamphlet No. 600*, and requires weekly submission of certified payrolls.

Public construction or public works means the on-site field surveying, erection, rehabilitation, alteration, extensions or repair, including painting or redecorating of buildings, highways or other improvements to real property under contract for the state, a political subdivision of the state, or a regional school board.

It is the bidder's responsibility to study the elements of bid schedule and determine the applicability of provisions of AS Title 36. If you have questions regarding the applicability of Alaska Statute to the work to be performed, please contact the Department of Labor, Wage and Hour Administration, 1111 W 8th St, Juneau, AK, or call (907) 465-4842.

2. Bidders are encouraged to visit the premises to ascertain pertinent conditions, such as the area, location, accessibility, and general character of the premises. Bidders assume the risk that actual site conditions differ from the proposed contract documents or from those ordinarily encountered.

3. The City reserves the right to inspect the Contractor's equipment prior to award and to reject any bid if the equipment is not in reliable operating condition or if the equipment is not able to produce the specified work according to the specifications.

4. The Contractor shall supply knowledgeable and competent operators with each piece of equipment, who are capable of doing the required work.

5. The City reserves the right to increase or decrease quantities to the limits of the available funding. Payment for work done shall be at the Unit Price Bid or fractional unit for each bid item completed.

6. All work required under the Contract shall be completed in a timely manner. Failure to complete work in a timely manner shall be grounds for termination of this Contract. In case of default by the contractor, for any reason whatsoever, the City may procure the goods or services from another source and hold the contractor responsible for any resulting increase in cost or other remedies under law or equity.

7. Debarment or Suspension: The Gustavus City Council may debar (for a period of not more than three years) or suspend (for a period of not more than three months) a person for cause from consideration for award of contracts. The causes for debarment include but are not limited to:

- a. Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract, or
- b. A recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the Contractor shall not be considered to be a basis for debarment.
- c. Illegal, unprofessional, or abusive behavior toward City representatives or members of the community as determined by the City Council.

8. Contractor shall make all necessary efforts to protect existing privately or publicly owned facilities, equipment, improvements and landscaping; the destruction, removal or relocation of which is not contemplated under this contract. In the event that protection of any existing facilities is not possible due to construction requirements, the Contractor shall advise the Project Manager and/or City Administrator of the problem and shall cooperate with the Project Manager and/or City Administrator in seeking a reasonable solution to the problem. The Contractor shall not proceed with work resulting in damage to or destruction of

such existing facilities until the Project Manager or City Administrator has given approval to proceed in-
ing.

Item #16.

9. Contractor shall be responsible for any damage sustained by any and all parties affected by utility outages caused by Contractor unless it is determined said utilities do not meet PUC Standard installations i.e. bury depth, or setback requirements. The Contractor shall make all necessary efforts to prevent damage, i.e. the location of electrical or telephone wire, and shall make all necessary efforts to promptly repair and restore facilities or equipment damaged as a result of such outages.

10. The Project Manager and/or City Administrator will provide the necessary rights-of-way or easements for the work. Contractor shall confine operations to the designated areas and observe all restrictions contained in any easements.

11. All Contractors submitting a bid for this contract shall have and keep in effect an Alaska Business License, a City of Gustavus Business Permit, and an Alaska Contractors License for the type of work being performed. The Contractor shall be responsible for any additional licenses and/or permits required in the locality of the work. The City is responsible for all special permits such as ADF&G and Army Corp of Engineers permitting. The Contractor shall further be responsible for current licenses for all subcontractors and suppliers, if allowed, as required by law, during the term of the Contract and provide proof thereof upon request. If proof of required licensure is not submitted to the City Treasurer within 10 calendar days of bid closure, then bidder shall be determined to be non-responsive.

12. Other Goods and Services:

a. In addition to specifications listed in the bid schedule, other work may be required to fulfill the scope of the agreement and may be requested by the Project Manager and/or City Administrator.

b. At the Project Manager and/or City Administrator's discretion, the Contractor may be requested to provide a written quotation prior to the work and in such case shall proceed only upon written (or e-mailed) notice. The City shall have the right to reject any such quotation and to independently contract with another party to perform the requested work.

c. After completion of the work, the Contractor shall provide to the Project Manager and/or City Administrator all material invoices and receipts and a log of equipment and/or labor time for payment.

13. Billing and Payment:

The contractor will submit billing at the end of the month. The approved billing shall be paid within 30 days.

14. Notification and Acceptance of Work:

The contractor will submit a complete spreadsheet to the City Treasurer at the end of each month stating what type of service was provided and where.

15. Convenience Termination:

This contract may be terminated by: (A) mutual consent of the parties, (B) for the convenience of the City, provided that the City notifies the Contractor in writing of its intent to terminate under this paragraph at least 10 days prior to the effective date of the termination. (C) For cause, by either party where the other party fails in any material way to perform its obligations under this contract; provided, however, that as a condition of the exercise of its right of termination under this paragraph the terminating party shall notify the other party of its intent to terminate this contract and state with reasonable specificity the grounds therefore, and the defaulting party shall have filed within 30 days of receiving the notice to cure the default. (D) Termination pursuant to this section shall not affect the parties' continuing obligations under this contract and all other portions shall continue to be in full force and effect. The City shall pay the Contractor for all satisfactory work performed before notice of termination.

END OF SUPPLEMENTAL CONDITIONS

1.1 BACKGROUND

The project job site is located in Gustavus, Alaska, at the end of Boat Harbor Road at the boat launch in the Salmon River Small Boat Harbor (SRSBH) (see Appendix A).

The City of Gustavus Small Boat Harbor is located on the tidally-influenced Salmon River. Originally built as a breastwork for barges by MK Construction during World War II, the current boat launch and barge ramp were constructed by Fairweather Construction in 2007. Since that time, the launch ramp has not knowingly been repaired or upgraded in any way other than small repairs to the boat launch floats themselves. This is the only boat launch outside of the national park in a city where most boaters have to launch and pull their boats from the water with each use. The boat launch also sees multiple landing crafts a week for most of the year.

1.2 SCOPE OF WORK

This work consists of repair to the SRSBH boat launch to restore the ramp rock toe blanket. The toe blanket of the SRSBH boat launch ramp has eroded over time—see photos in Appendix B. This work consists of repairing the boat launch by adding rock to the toe area to extend the area to its original state. See original construction plan attached. Below the waterline it appears that the launch ramp has been undercut and is in danger of collapsing. The contractor will need to dig out the area below the base of the concrete boat launch and add approximately 30 yards of 6" minus rock (to be provided by the City of Gustavus) and pack it to create a hardened surface from which to launch boats. While the rock is provided by the City of Gustavus, transport of the rock will be the responsibility of the contractor. The rock is currently staged at the Disposal and Recycling Center (DRC) also located on Boat Harbor Road (see Appendix A). Hauling will need to be coordinated with the Marine Facilities Coordinator and/or the DRC Manager. All permits required for work within the Salmon River will be applied for and submitted by the City of Gustavus.

Work on this project requires coordination the City of Gustavus Marine Facilities Coordinator to determine the best time of year for the repair. Considerations for timing include requirements of any state or federal agency and use/operations of the launch ramp. The period of performance for this work is flexible, with project commencement available anytime after the contract is awarded and permitting is complete (taking into account any permit conditions). Project must be completed by May 15, 2021. Once started, it is expected the work would be completed within a week to allow continued use of the boat launch.

1.3 GENERAL SCOPE CONDITIONS

The work to be performed under this contract shall consist of the following:

- a) providing all tools, equipment, materials, supplies, and manufactured articles not provided by the City; furnishing all labor, transportation, housing, and services; and
- b) performing all work or other operations required for the fulfillment of the contract.

The work shall be complete, and all work, materials, and services not expressly indicated or called for in the Scope of Work, the Contractor shall provide which may be necessary for the proper completion of the work.

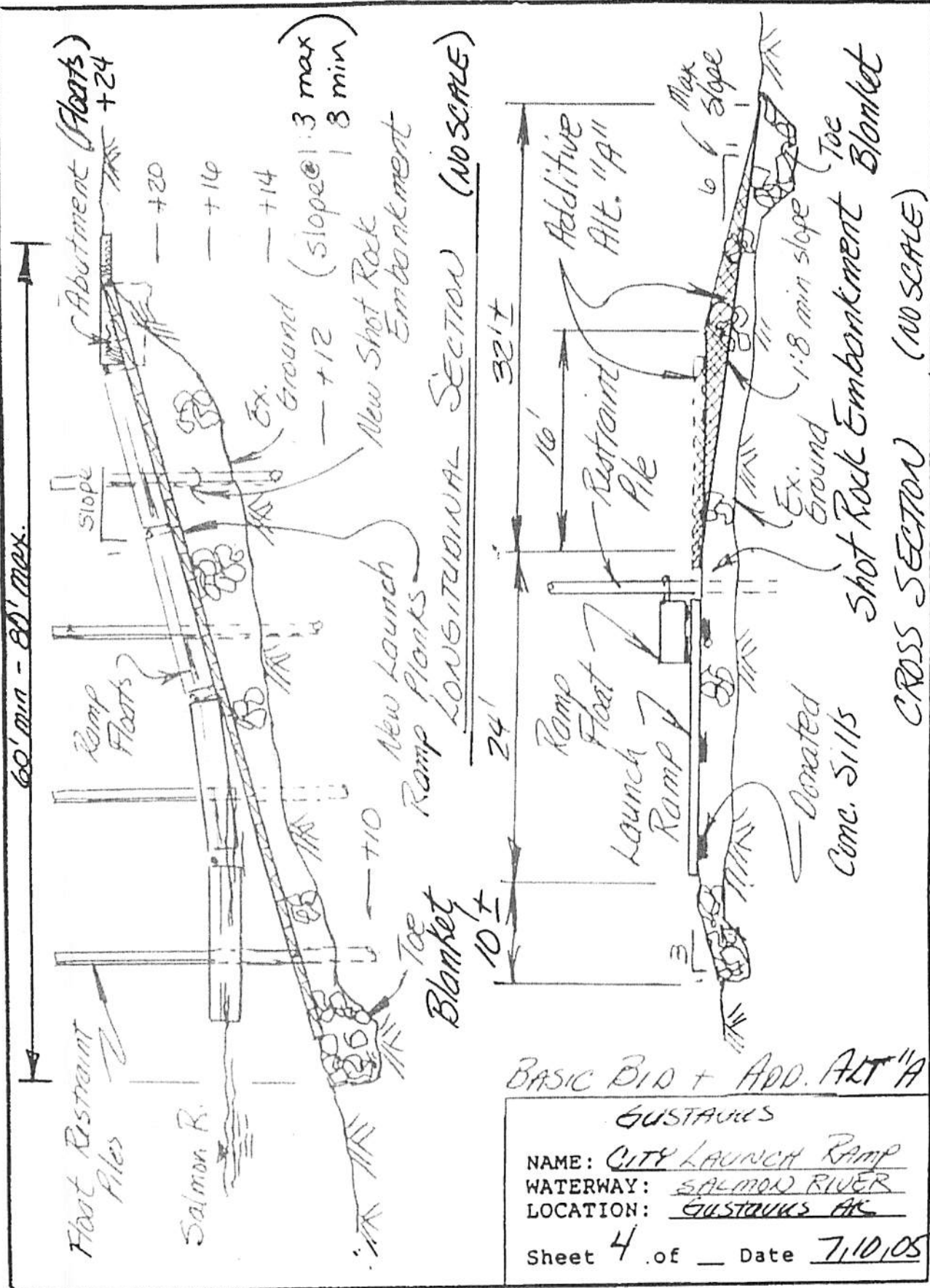
End Scope of Work

APPENDIX A – MAP OF CITY OF GUSTAVUS SALMON RIVER SMALL BOAT HARBOR



APPENDIX B – PHOTOS ILLUSTRATING EROSION OF RAMP ROCK TOE BLANKET





Bid Opening for RFQ FY21-03MF

Item #16.

Date of opening: 12/01/2020 Place: Gustavus City Hall Time: 3:00pm

1. Bid Envelope received on 12/1/20
Glacier Bay Construction, Inc.

Total bid: \$ 1,974.00

- ☒ Basic Bid
☒ Completed and signed RFQ Cover Sheet

2. Bid Envelope received on ___/___/___

Total bid: \$ _____

- ☐ Basic Bid
☐ Completed and signed RFQ Cover Sheet

No other bidders

3. Bid Envelope received on ___/___/___

Total bid: \$ _____

- ☐ Basic Bid
☐ Completed and signed RFQ Cover Sheet

City Clerk Karen Platt and City Treasurer Phoebe Vanselow verified the lowest responsible bidder to be Glacier Bay Construction, Inc.


Karen Platt, CMC, City Clerk


Phoebe Vanselow, City Treasurer



City of Gustavus, Alaska
PO Box 1
Gustavus, Alaska 99826

Phone: 907.697.2451
Fax: 907.697.2136

Email: treasurer@gustavus-ak.gov

RECEIVED

DEC 01 2020

Project: RFQ FY21-03MF

Item #16.

Marine Facilities

Salmon River Small Boat Harbor
Boat Launch Repair

THIS IS NOT AN ORDER

COVER SHEET

Important Dates:

Issue Date: November 10, 2020

Bid Submittal Due: December 1, 2020

Deliver to: **Gustavus City Hall**

Time: by **3:00 p.m.**

Bid Opening: December 1, 2020

Location: **Gustavus City Hall**

Time: **3:00p.m.**

Please provide quotes to furnish the services and materials for the repair of the boat launch at the Salmon River Small Boat Harbor in Gustavus, Alaska. The repair comprises restoration of the toe blanket at the base of the ramp where the original has been eroded.

The attached terms and conditions shall become part of any contract resulting from this Request for Quotation. Quotations must be received at the location and by the date and time shown above. Quotations shall be submitted on the forms furnished and must include original signatures.

COVID-19: Please contact the City Clerk at 907-697-2451 or visit the City of Gustavus website <https://cms.gustavus-ak.gov/administration/page/covid-19> for the latest COVID-19 guidelines relative to the submission of this RFQ.

THE PERIOD OF PERFORMANCE for this work is flexible, with project commencement available anytime after the contract is awarded and permitting is complete (taking into account any permit conditions). Project must be completed by May 15, 2021. Once started, it is expected the work would be completed within a week to allow continued use of the boat launch.

In providing a signature on this cover sheet, the Bidder agrees to all Terms and Conditions of this RFQ.

Date of Bid 11-23-20

Alaska Business License # 305980 Contractor's License Number # 30143

City of Gustavus Business Permit # 2013073

Insurance Company Lib. Mutual Policy Date 3/25/2020 Provided ☒ on file

Business Name Glacier Bay Construction, Inc.

Mailing Address PO Box 389 Physical Location 98 Gustavus Rd

Cell or Business Phone # 907-209-0514 Fax # —

Basic Bid \$ 1974.00 one thousand nine hundred seventy four dollars

By Kenneth J. Marchbanks
Print Name

Kenneth J. Marchbanks
Signature

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY20-27**

RESOLUTION TO AWARD ENDOWMENT FUND EARNINGS FOR 2021

WHEREAS, upon closure of some commercial fisheries in Glacier Bay National Park, the City of Gustavus was awarded approximately \$963,000 as compensation for reduced economic activity resulting from this action; and,

WHEREAS, City Ordinance Section 4.13.090 states, “up to three percent of the average annual market value ... of the fund over the previous five years may be appropriated to provide funding for capital outlays, grant matching funds, and community projects, ... provided that the original inflation adjusted principal of the fund is maintained”; and,

WHEREAS, the amount available for disbursement according to the above formula is \$43,240.64; and,

WHEREAS, unused funds from previously awarded grants that are now closed shall be retained in the Endowment Fund Grant checking account and re-designated as available for future awards; and,

WHEREAS, there are \$12.53 in unused funds from previous years, making the total amount available for disbursement this grant cycle \$43,253.17; and,

WHEREAS, two applications for funding under this program were received for a total of \$48,190.17 requested; and,

WHEREAS, both applications appeared to have merit and qualify for consideration under the criteria set out in City policy and procedure; and,

WHEREAS, the Gustavus Historical Archives & Antiquities’ request for funds will be fully funded at \$4937.00 for an audio guide system for their museum; and,

WHEREAS, the Arete Project’s request for funds will be partially funded at \$38,316.17 toward construction of their new educational building; and,

NOW, THEREFORE, BE IT RESOLVED, that the City of Gustavus grants \$4937.00 to the Gustavus Historical Archives & Antiquities and \$38,316.17 to the Arete Project, for a total of \$43,253.17.

PASSED and APPROVED by a duly constituted quorum of the Gustavus City Council, this ____th day of December, 2020, and effective upon adoption.

Brittney Cannamore, Mayor

Attest: Karen Platt, CMC
City Clerk

**2020 Endowment Fund Grant (EFG)
Award Process Summary**

Item #17.

Refer to **Resolution CY19-14** for the formal Policy and Procedure and application details.

The following is a summary of the steps:

1. September 1 an Announcement of Endowment Fund Grant Application Period is published. Applicants submit proposals by Oct. 31st
2. Upon receipt, City staff determines basic eligibility to continue on to the selection process. Each of the following must be true in order to be eligible:
 - Not delinquent in City taxes or fees
 - Gustavus resident
 - At least 16 years old (at least one of the project administrators)
 - Discrete local project
 - Not a recipient for more than 3 consecutive years (beginning 2020)
3. The first week in November, City staff will notify applicants of eligibility status via email or letter if no email
4. At the first City Council work session in November, the City Council will determine the EFG Working Group (WG) of three (3) council members (with no conflicts of interest) and those 3 members will establish a date and time for the eligible Applicant work session. City Staff will inform applicants of date and time.
5. Prior to work session with Applicants, each WG member will review the applications independently and score it using an EFG Scoring Worksheet. Individual scores will not be shared until Step 8.
6. In November, the WG will then hold a work session with the eligible Applicants, giving them each five minutes to present their project. Following each presentation, the WG may ask clarifying questions about their proposal
****This is not a time to make additions or deletions to the application, but to try to ensure that everyone has a common understanding of what is already in the Application. For example, if someone forgot to put something in the application, it may be cause to lower the “well planned and presented” score
Applicants should be reminded that the City Council’s December work session is when the WG recommendations to the full council will be discussed.***
7. After the session with applicants, each WG member may choose to make changes to their own scores.
8. The WG will meet sometime after the session and will average the 3 individual scores of the WG
9. Any application scoring an average of less than 50 points will not be considered for award, and the WG will provide a brief written summary of why (scoring sheets have notes section) to City staff, and the Applicant will be notified as soon as possible
10. For those with average scores that are 50 points or greater, the WG will discuss award amounts and consider partial funding if warranted. Highest scoring applications should receive funding priority, but partial funding may be considered if WG, or council, so chooses. Notes should be kept by the WG as to how and why the WG prioritized funding so information is available for discussions with full council, and for city records
11. WG will then recommend awardees and amounts to the full council at the December work session
12. Awards will be voted on and announced at the City Council December General Meeting
13. The Grant Administrator will then take over the notifications, awarding funds, and receipt of reports in accordance with EFG Policy and Procedures. Final Reports will be shared with the public

City of Gustavus

2020 Endowment Fund Grant Application

I. Project Summary

Total amount requested: \$4,787.00 plus shipping \$150.00 = \$4,937.00 Total

The requested funds will be used to purchase a 12 unit Audio Guide System from Listen Technologies located in Bluffdale, Utah for the Strawberry Point Museum opening spring 2021. The system is complete with 12 rechargeable handheld/ neck lanyard loop compatible devices and a 10 unit overnight Charger/Uploader. These units are made specifically for cultural attractions/museums as a multi-content playback device that delivers to visitors the descriptive information at the right time and place. Audio tracks, stories, and timely information is downloaded to the device using its free Audio Master 3 software. This information enhances the visitors experience using headphone/earbuds (supplied by GHAA and used once). Using an intuitive keypad for easy manual operation, the Gustavus visitor can skip to the next exhibit, listen to descriptive accounts and relative adjuncts associated with the exhibit, and manage their time and interests making for an exceptional visitor experience. Multiple visitors can tour the museum at any given time, being able to accommodate a small bus load of tourists, school children, or Gustavus family members, while each are advancing throughout the 30 plus exhibits (over 1,000 artifacts already displayed) at their own pace in quiet surroundings.

II. Brief Overview of Organization or Entity

Type of organization: 501(c)3 Non-Profit Corporation

Name: Gustavus Historical Archives & Antiquities (GHAA)

Tax ID: 205090234

Address: P.O. Box 14, Gustavus, Alaska 99826

Phone: 907-697-2242

Web Page: www.GustavusHistory.Org

Principal Contact: Linda S. Parker
LindaParker@GustavusHistory.Org

Phone: 907-697-2242

Email:

Linda Parker has approximately 20 years of experience documenting, categorizing, writing historic scripts for such major community events as “The Chronicles of Strawberry Point” & “Tales, You Win”, the Strawberry Point newspaper, and most recently involved in all aspects of the museums preservation of over a thousand artifacts (already on display) and thousands of original historic documents and photographs. She has taken courses and been educated by the State of Alaska in preservation, resources, and techniques. And GHAA is a member of Alaska State Libraries, Archives, and Museum.

GHAA is fortunate to be able to have a lead recording voice in Lee Parker with experience in voice overs, radio broadcasting, theatrical plays and musical productions. Other recording voices would include local children describing historical events that occurred when, for example, in the early post office exhibit, the homesteader children would race to scamper up the famous “climbing tree” to see who could be first to spot the once-a-month mail boat. Actual voices of some of our early homesteaders (even one of our 1914 honeymooners!) are also on tape reminiscing and may also be used in appropriate applications.

III. Project Description

Project Description:

*Problem Statement: GHAA (and by important extension the community of Gustavus) has a wealth of historic artifacts, documents, photographs and stories representing almost all of our early homesteading families as well as close neighboring vicinities—for example rare photos of Excursion Inlet’s POW war years, and Lemesurier Island’s original writings & gifts from Joe & Muz Ibachs’ own hands. Many of these artifacts and items are currently on display in exhibits in the Strawberry Point Museum which is categorized as a History Museum, focused entirely on the life and times of our early homesteading settlers 1914 thru the 1950’s. Many of our earliest settlers brought with them household artifacts that were already vintage at that time and date to the mid to late 1800’s. Our museum is small and packed with artifacts that are a delight to view, but have stories that would explain, multiply, and magnify the rich history of our remote location and the Strawberry Point homesteaders *if they could be told*. For example, through a personal listening device, visitors would learn *why* a certain chair has a chunk of wood cut out of it (to repair a broken fiddle that required a delicate curve). Or *what*

comprised our honeymooning settlers first 1914 Thanksgiving dinner (a really tough, unfortunate eagle that took 3 days to cook). Or *how* Lester Rink's shoe came to have a hundred nails pounded in the soles of it (to provide traction on ice). *It is simply not efficient or feasible to have a curator attempt to gauge interest and to tell these accompanying stories (and countless more) for every visitor, and impossible for multiple visitors at a time.* The self-directed Listen Technology Audio Guide System does it all.

***Community Benefit:** Museums play a crucial role in preserving local culture. With careful documentation and artifact preservation, a culture can be recorded, remembered, shared and understood. The Strawberry Point Historic Museum documents daily life and the ingenuity and perseverance that played such an important role in adaptation and survival of the remote territorial years in Alaska. Our historic museum educates and will connect our tourists, families & children with our heritage, preventing cultural loss that otherwise would take place over time. The alternative would be for these artifacts, documents and important (and entertaining!) stories to be lost or shielded from public view by homesteader family's private collections all over the country. There is no question that a community is immeasurable enriched by the telling and retelling of the stories of the past. Judging from the public feedback GHAA regularly receives, and the response so far from those who have had peek previews of the museum, many of our citizens are very thankful and encouraging of this community commitment. And per Innkeepers & local taxis, our tourists are clamoring to be able to access these memorable times and colorful stories.

***Link to City's Goals:** The City of Gustavus does not currently have an operational plan (or even a stated goal) for the preservation of important historic documents, artifacts, and stories. GHAA strives to fill that void and has spent years collecting, documenting, authenticating, archiving, and recording stories from local residents and descendants of homesteading families now scattered all over the country.

***Concluding Statement:** The Strawberry Point Museum would have opened this year 2020 with existing exhibits, but for Covid related setbacks and restrictions. It is currently (at the time of this writing) lacking the completion of the build-out of only 2 exhibits to be fully utilized. These exhibits will be completed by spring/opening 2021 and this audio guide, self-directed listening system will be

able to be managed safely even if Covid restrictions remain in place. If funds are awarded, the audio guide will be the most important addition GHAA is able to offer from opening day one, as the artifacts without the informational stories are important, but the sometimes almost unbelievable, short and pithy stories will be what is remembered—and ultimately what defines us.

Founded in 2006 as a nonprofit organization, GHAA has endeavored to accomplish its stated goals of collecting and preserving Strawberry Point & Gustavus history as a sacred trust for the entire community. For years we have accomplished much on a shoestring budget by a troop of volunteers who believe that our mission is vital. We have also been blessed with a number of small grants that have boosted our efforts along the way. In short, GHAA has a long record of being of benefit and a go-to resource to this community, successfully completing every project it has undertaken. Our website boasts hundreds of scanned and documented stories and artifacts and has been contacted and been a resource to researchers around the world. We have written and published over 60 historic articles highlighting early Strawberry Point/Gustavus, sponsored historic educational presentations at the public library and local school, and provided hands-on field day events. GHAA raised local cultural awareness by creating & hosting many community events such as the 2 hr. production “The Chronicles of Strawberry Point”, and later the 1 ½ hr. production at our 3 day Centennial event “Tales, You Win”. We responded to numerous requests by local residents to clear land and provide a cemetery for residents who choose Gustavus as their final resting place. We received a grant and built a monument building at the cemetery to highlight and remember the lives of our neighbors and friends who occupy the cemetery, and built a museum room within its walls that highlight and preserve our homesteader’s 10’ lathe. In collaboration with Rita Wilson, we wrote and published the “Complete Guide to the 1957 Plane Crash” booklet that is still today purchased by most of our visitors. We applied for and received a grant for the construction of a bronze plaque memorial located in the veteran section of the cemetery to memorialize the crew of the plane crash. In addition, Gustavus can now rest assured that the many original documents and photographs, interviews and stories are safely housed in the fireproof cabinets that the City provided by past grants. Now, GHAA has dedicated its time, energy, and limited resources to open Gustavus/Strawberry Point’s first ever historic museum. And we are grateful to be considered for this

very important purchase of the Audio System that will augment the museum artifacts by telling the stories to anyone who will listen! And just like our other endeavors, we will effectively and successfully manage this one as well.

IV. Project Goals and Objectives:

If awarded funds, GHAA will purchase the 12 unit Audio guide system December 15, 2020. Between the purchase order and arrival, GHAA will identify the museum artifacts and stop locations for appropriately linked stories and script the information. By March 15, 2021 the accompanying stories (and even music that our 1914 honeymooners cranked out “All Dressed Up and No Where to Go”) will begin to be utilized and voice recorded on the software that will come with the audio system. By May 15, 2021 GHAA will complete at least 25 storied points of interest on the audio device ready for our projected museum opening of June 24, 2021.

Full initial funding is required for purchase of the Audio system. All other aspects of the project will, as always, be carried out on a community volunteer basis. The on-going need for individual earbuds will be purchased by GHAA fund-raising funds and not a part of this request. Success will be measured by a fully operational audio self-directed guide system that provides at least 25 stops and point of interest stories and information. As do most museums, there will be continual additional growth of the offerings on the system as time and further achievement allows. There are almost unlimited tracks to the device that can be changed, upgraded, added to, and in as many languages as needed.

The Strawberry Point Historic Museum will be open to the public at regular published hours and/or by appointment. This community asset will be free to the public to walk through with just a suggested small donation if able. However, signage will describe a fee to obtain the audio device (that does not require reliable internet or smart user phone), a yet-to-be determined amount—likely about \$10.00 per visitor. This method of visitor choice for level of cultural immersion is used successfully around the world in museums both great and small. It is expected that a high percentage of visitors will utilize this offering to make the most of their visit and see it as a worthwhile purchase. The ongoing revenue will continually augment and go towards museum operating expenses.

V. Budget

For the completion of this project, the partnership in funding would be provided by the City of Gustavus and GHAA exclusively. GHAA will provide all the additional equipment needed, such as individual one-time use earbuds, cleansing stations for device cleaning, etc. GHAA's fund raising is an ongoing way that the organization procurs funds for multiple projects and expenses. 2020 has not allowed for the usual amount of events and the cost purchase for this important system is outside the ability for GHAA to fund. The audio system will prove to be an on-going revenue generator for the organization's monthly expenses, such as electric and heating requirements.

The audio system is complete and operational (the listening device and recharging station) only when fully funded, as there are not parts and pieces that could prove successful by themselves. The 12 unit Audio Guide System is necessary so that at any given time, units that require re-charging can be readied for service while others are in use.

If necessary, GHAA is able and willing to fund the projected \$150.00 (or likely more) shipping fee due to lithium batteries complication. In that case, the total funds requested would diminish to \$4,787.00. This is a one-time cost purchase that enables the museum to both offer an enhanced visit and preserve storied community history, and at the same time, generate on-going revenue by its use.

Vendor Source: Listen Technologies, 14912 Heritage Crest Way, Bluffdale, Utah 84065

Priority	Source	Item	Matching Funds	Funds Requested
Highest	Listen Technologies	Audio Guide System	None	\$4,787.00
High	UPS Ground	Shipping	None	\$150.00
Total Request				\$4,937.00

Endowment Fund Grant Scoring Worksheet
(For use by EFG Working Group Individuals)

Item #17.

Applicant: Gustavus Historical Archives & Antiquities (GHAA)

Amount Requested: \$4937

Project Description - 25 points possible		Average Score
- Well defined need for project (0-8pts)		7
- Broad community benefit and value (0-7pts)		6.3
- Link to City's goals (0-5pts)		3
- Demonstrated ability to effectively manage the proposed project (0-3pts)		3
- Description of why project is needed now? (0-2pts)		2
Project Description total points:		21.3
Project Goals and Objectives - 25 points possible		
- Defined objectives with milestones that demonstrate progress (0-8pts)		7
- Realistic and achievable timelines (0-7pts)		7
- Measurement for success defined and realistic? (0-3)		3
- Obstacles defined (0-2pts)		1.3
- Are resulting impacts desired and longlasting? (0-5pts)		4.3
Project Goals and Objectives total points:		22.6
Budget - 25 points possible		
- Well planned, researched, and presented (0-10pts)		9
- Detailed and comprehensive expenditures (0-7pts)		6.3
- Leverages matching funds / partnerships (0-7pts)		4.7
- Was possibility of partial funding considered and described (0-1pts)		0.7
Budget total points:		20.7

Average score from three work group council members **64.7**

Only average scores of 50 or higher may be considered for award

Recommended award amount \$ 4937.00
(decided by work group as a whole)

The Arete Project

City of Gustavus Endowment Grant

10/31/20

I. Project Summary

In spring 2021 the Arete Project intends to break ground on a new educational building: a central campus hub equipped to deliver enriching programs in citizenship, stewardship, and leadership for learners of all ages. We seek funding in the amount of \$43,253 through the City of Gustavus Endowment Grant to support the initial building phases, including design work, site prep, and laying the foundation.

The educational building will occupy about 3000 square feet on the Arete Project campus on Good River Road. It will include a large classroom, two offices (initially used as gap year dormitories), a library/presentation space, a small commercial kitchen and dining area, and restroom, shower, and laundry facilities. During summer months, the educational building will be the primary indoor facility for community workshops, day camps for local young people, visiting courses, and lectures and recitals open to the community. During the winter months, the educational building will be the primary venue for our gap year program, offering a handful of diverse young leaders from around the country the chance to immerse themselves in the wisdom and lifeways of Southeast Alaska. Gap year courses, which offer college credit through UAS, will be open to Gustavus high school students, broadening and enriching our town's educational opportunities while, hopefully, giving the families of older students a compelling reason to remain in Gustavus.

In combination with other capital gifts and grants (both pledged and in-hand), we anticipate that the building will be entirely dried in by fall 2021 and ready for use by fall 2022.

II. Organizational Overview

The Arete Project is a 501(c)3 educational nonprofit headquartered in Gustavus, Alaska. Our mission is to educate a diverse generation of leaders for lives of citizenship, stewardship, and leadership. Arete Project programs invite learners of all ages to connect to community and place through courses that integrate hands-on learning with the liberal arts and sciences. Founded in 2014, the Arete Project began running courses in Icy Strait in 2018. In 2019, the Arete Project purchased the former Good River Bed & Breakfast as its permanent campus and home. Unfortunately, all summer 2020 courses were canceled due to Covid-19, but planned programs for 2021 include day camps for local students, community workshops, and the pilot of our gap year for young leaders. We can be reached via email at laura@areteproject.org or by phone at 907-697-2112, and our EIN is 83-0952003.

As we expand our programming in and for Gustavus, our single most crucial need is a facility well-equipped to house our educational programs. Such a facility does not currently exist on our campus.

We are fortunate that our team includes a few key staff and board members with the skills and experience to lead such a substantial capital project. Executive Director Laura Marcus brings a strong fundraising track record, including having raised over \$400,000 towards the organization's \$1.2 million capital campaign since spring 2019. She also has substantial experience delivering world-class educational programming in modest, rustic facilities such as the one we plan to build.

Arete Project board member Hank Lentfer brings 30 years of experience as a builder and woodworker in Gustavus. As a long-time resident, he knows all there is to know about the local contracting options, supply chain, and construction considerations. Our new caretaker Tanner Horst also brings several years of experience as a contractor and shop teacher.

Experience with several smaller projects in 2020 have given us the experience we need to make a larger project successful. Over the past few months we've installed a new composting outhouse, two woodsheds, a rather Cadillac composting facility, a yurt, two greenhouses, and a new pump house and water system. Not a bad list for a summer when everything was topsy-turvy! These projects have given our organization and its key personnel a solid grounding in the logistics and expenses of local construction.

We are in regular communication with local contractors regarding this undertaking. We are working with Ben Stroeker and Anya Maier on building design (on a paid and volunteer basis respectively). Fairweather Construction is likely to handle site prep, while Gustavus Construction handles the bulk of the building itself. Berry's Specialty Contracting and Salmon River Electric are on deck for the plumbing and electrical work respectively.

III. Project Description

A. Problem Statement

Retaining & meeting the needs of Gustavus high schoolers

With the phenomenal resources of Glacier Bay National Park and the varied expertise of local community members, Gustavus is primed to deliver one of the most extraordinary high school experiences on earth. So why do so many students leave for Juneau, Sitka, or down south when they hit 9th grade? Perceiving the limits to local curricular, extracurricular, and social opportunities for older students, many families choose to try their luck elsewhere. Though addressed only obliquely in the city's Strategic Plan, the outflow of young people from Gustavus weakens school enrollment and thus school funding, leading to a vicious cycle where the student exodus and school resource constraints perpetuate one another. Of course, many teachers, volunteers, and Park staff go out of their way to make place-based and experiential learning opportunities available to students: from Jessie Soder's annual science project to Sea Week to the annual moose butchering project. Unfortunately, the evisceration of public funding for K-12 education and staffing vacancies at the National Park constrain further efforts to connect existing local educational resources with the school curriculum.

Sustainable economic development

With the closure of several key Gustavus businesses in recent years – including the Gustavus Inn, Sunnyside Market, Pep’s Packing, and Alaska Discovery – there is a growing need for local businesses that can serve the community, build our tax base, and provide local employment opportunities. Even before the pandemic, nearly 80% of Gustavus business owners believed lack of local jobs “severely” or “somewhat” threatened local economic stability. Covid-19 has only added to these economic stresses by driving down tourism, one of our core local industries, at least through 2020.

B. Community Benefit

Retaining & meeting the needs of Gustavus high schoolers

The Arete Project specializes in creating challenging and enriching place-based learning opportunities for young adults ages 15-23. Beginning in 2021, our gap year program will bring annual cohorts of students in this age group for immersive educational experiences based in Gustavus. In addition to expanding the social scene for young adults, the gap year will also allow local high school students to enroll in our academic courses for little to no cost, allowing them to earn college credit through UAS. To be clear, under no circumstances are we attempting to “poach” students from Gustavus School. Quite the opposite. We hope to work hand-in-hand with the school to supplement rather than replace the high school experience. We are likely to offer only 1-2 gap year classes at a time, so students can simultaneously complete their remaining coursework at Gustavus School, thus counting towards the school’s enrollment (and consequent per-student funding).

The new educational building is crucial to the success of our youth-focused programming. It will provide classroom space, temporary housing for gap year students, and facilities appropriate to the experiential dimensions of our courses (e.g. a kitchen for preserving & butchering projects and storage space for outdoor gear). While our 2021 gap year will have only six students, the new building will allow us to double that number, drive down per-student costs, and thereby make it possible to offer free or low-cost enrollment in gap year courses to local Gustavus students. Because we place strong emphasis on recruiting diverse cohorts, the gap year will also allow Gustavus youth to live, learn, work, and play alongside students from extraordinarily different backgrounds. Such relationships form a strong relationship for peer learning; Gustavus students can help gap year students build Alaska skills (e.g. how to filet a salmon or split kindling) while gap year students will bring their own diverse array of talents and abilities to the local student community.

Sustainable economic development

Secondarily, the Arete Project has the potential to be a key player in the city’s economic development goals. We have the capacity not only to serve locals, but also to draw visitors from around the world who seek to learn about this dynamic place. Many national park gateway communities are home to nonprofits that offer educational programming centered around the park and its resources, such as the Teton Science School, NatureBridge, and (here in Alaska) the Murie Center for Science and Education. Such institutions have a mission that allows them to drive up revenue-generating tourism, elevate local scientific and cultural discourse, create local

jobs, and enrich local educational options – all under one roof. We aspire to serve this role within the Gustavus community and in partnership with Glacier Bay National Park.

A cozy, beautiful, and functional educational building is central to this vision. We imagine a space where we can host an evening lecture by a visiting scientist, convene a writers' retreat, host workshops on venison butchering or watercolor painting, run rainy-day indoor activities for a summer camp, and of course run our gap year program. Such programs would be open to community members – in many cases *taught* by community members – and would doubtlessly draw interest from tourists residing at local lodges.

The Arete Project has already received national attention in the *New York Times*, NPR, and *The New Yorker*. With the right facilities and the right suite of programs, we would help put Gustavus on the map for precisely the kind of curious, ethical traveler we want to seek.

C. Link to City's Goals

Retaining & meeting the needs of Gustavus high schoolers

This proposal directly addresses Value B, Goals (5), and (6) as written in the city's Strategic Plan. These include: "Support[ing] quality schooling for youth that develops excellent thinking and social skills;" and "Provid[ing] opportunities and activities that prepare youth for life outside of Gustavus while encouraging appreciation of the natural and social environment here." Elsewhere in the Strategic Plan, student attrition at Gustavus School is also cited as a cause for concern, primarily for funding reasons.

Perhaps due to the fact that the city has little direct control over Chatham School District, the Strategic Plan is notably silent when it comes to concrete educational projects. The Arete Project has the benefit of being a private institution, both free from the regulatory apparatus of the state education system while able to offer college credit through our local public university. With the city's support, we can help meet its stated goals by:

- Providing enriching, place-based academic opportunities for Gustavus high school students
- Enabling Gustavus high school students to earn college credit while residing at home
- Engaging Gustavus high school students with diverse peer cohorts from around the country, both socially and academically

Sustainable economic development

This proposal also addresses Value B, Goal 1 from the city's Strategic Plan: promot[ing] economic well-being for everyone. Within its first year of operation, the Arete Project provided employment opportunities to five Gustavus residents, regularly hired local contractors, and procured much of our food and supplies from local businesses. The new educational building would not only increase our reliance on our local contractors and supply chain, but would eventually result in a variety of new full- and part-time positions open to Gustavus residents. As stated above, we also believe we can help grow local tourism and thus the city's tax base.

D. Concluding Statement

The city of Gustavus is poised to offer a world-class education to students of any age. At this very moment, we already possess the resources, environment, talent, and expertise to bring it about. The Arete Project can connect those dots and be that catalyst. We can help create a local, place-based secondary education that would be the envy of any school district. We can help enrich the cultural and intellectual life of this community, while drawing in visitors from outside to take part. We simply need the facilities to make it happen. Support from the Endowment Grant would help us do it.

IV. Project Goals & Objectives

A. Long-Term Goals and Milestones

For the purposes of this grant, there are both immediate, tangible goals – largely consisting of measurable milestones in the building process – and broader, long-term goals involving the educational offerings available in Gustavus, Alaska. The former are quite straightforward and are laid out in the chart at the end of this section.

The latter are more complex and more easily addressed as a narrative. As you will have read, we believe that one of the primary benefits of the educational building will be the opportunities it offers to our local high school students. As soon as possible, we hope to make gap year courses open for no or nominal cost to Gustavus high schoolers, allowing them both the educational benefits of college-credit-granting coursework and the social benefits of a diverse peer group from around the country. Though the gap year is beginning in 2021, Covid-19 will likely prevent us from inviting local high schoolers to participate in those courses; our Covid-19 Response Plan currently requires our on-campus community to form a non-porous bubble, though of course this is subject to change. And, while we may be able to begin inviting the participation of local students in 2022, we are presently highly constrained by classroom space – a challenge that the educational building would rectify.

By no later than 2023, we hope to include local high school students in gap year courses. Success in this arena would be measured primarily by the number of high school students taking advantage of this opportunity. Ultimately, we hope that at least half of Gustavus high schoolers will choose to enroll in one or more course during their academic career. We will further measure success by analyzing student learning outcomes, course evaluations written by students themselves, and number of students successfully transferring their UAS credit to their college. And, though many factors influence these decisions, we hope longer-term to see more and more families choosing to remain in Gustavus throughout their child's high school career.

We also believe that the educational building will be utilized and enjoyed by people of all ages from across the Gustavus community. Since acquiring the campus in August 2019 we have kept careful documentation of the Gustavus residents who have attended an event at (31), volunteered for (16), and been employed by (5) the Arete Project. Assuming we can safely run workshops and summer camps in 2021, we will keep track of the number of locals who avail themselves of such opportunities. We hope that between 50 and 75 people Gustavus residents will attend one of our programs in 2021, and between 75 and 100 in 2022.

We anticipate that many of these opportunities will be subsidized in part by revenue from the gap year, the success of which depends on the completion of the educational building.

Lastly, we will keep track of the numbers of non-locals who participate in our programs, both those coming for longer-term programs (like the gap year) and shorter ones (like day-long workshops). Ultimately we hope that our offerings will draw more and more revenue-generating tourism to Gustavus. While this may initially be difficult to measure, certainly well-established institutions like the Teton Science School and Murie Center draw their own visiting clientele to their respective communities. It will likely take the Arete Project a number of years to build such a reputation and become a draw in its own right. But given the strong application numbers to our programs and the national media attention we've received, we are well on our way.

B. Short-Term Goals and Milestones

MILESTONE	DATE	FUNDING REQ'D	MEASURING SUCCESS
Educational Building design complete	12/31/20	\$2,800.00	Building design is complete. See attachments for current progress.
Gap year launch	1/5/21	n/a	Gap year runs successfully. Generates excess revenues up to \$25,000 that can be applied to the building project.
First Arete Project community workshop	4/1/21	n/a	Workshop series for Gustavus community launches & runs successfully.
Site prep begins for educational building	5/31/21	\$12,400	Excavation work complete. Gravel pad laid.
Foundation poured	6/15/21	\$23,800	Foundation is poured. See budget for specifications.
Educational building is dried in	7/31/21	\$130,200	Building is dried in. Costs reflect framing & roofing materials, exterior doors & windows, and all labor.
Second gap year begins	1/5/22	n/a	Gap year runs successfully. Generates excess revenues up to \$25,000 that can be applied to the building project.
Educational building completed	9/1/22	\$521,550	Educational building is complete. Ribbon cutting!
Third gap year begins	1/5/22	n/a	Gap year runs successfully. Courses are open to Gustavus high school students.

V. Budget

A. Narrative

Raising funds for our educational building is the next major focus of the Arete Project's ongoing \$1.2 million capital campaign, begun in April of 2019. To date, the Arete Project has raised more than \$400,000 towards the campaign total, with the majority of those funds (\$368,000) dedicated towards the purchase of the campus in August 2019. This includes the acquisition of some non-real property associated with the location (two trucks, a couple of large wood stoves, etc.). Other projects have included many small infrastructural upgrades, most importantly the installation of a new water system that has the capacity to serve the main building once it is completed.

Our primary goal over winter 2020-21 is to raise \$200,000 towards the new building. This amount would allow us to comfortably complete Phase I: getting the building dried in by the end of summer 2021. Gustavus Construction has quoted us a total of \$169,200 for that work, the details of which you can find below. It is for the initial portion of this work – design, site prep, and foundation work - that we request funding in the amount of \$43,253 from the city of Gustavus.

We will be able to leverage a grant from the city of Gustavus with a request to the M.J. Murdock Charitable Trust: one of the two major capital grantmaking organizations in our region. They will welcome a full grant application as soon as we have raised \$200,000 towards the project. Due to Covid-19, the Murdock Trust is being extremely flexible and accommodating with its grant submission deadlines, knowing that every nonprofit is reeling from the pandemic in various ways.

We hope to raise the entire amount for this project without taking on debt. With regard to other funding sources, we anticipate that we will be able to dedicate as much as \$25,000 towards the building from the revenue of our initial gap year program. We will also be making “asks” of four other current and prospective individual donors this holiday season, each of whom has the capacity to make five- or six-figure gifts, and all of whom have a substantial history with the Arete Project. While we initially hoped to raise the full projected amount of the new building by next summer, Covid-19 has radically altered the fundraising landscape, making it virtually impossible for us to connect to new prospective donors in 2020. We are optimistic that the situation will improve over the course of 2021, and that we will be able to raise the remaining funds towards the building by spring 2022, completing the project by the end of that summer. We furthermore hope that the other major grantmaking foundation in our region – the Rasmuson Foundation – will once again begin accepting capital grants.

Once built, the educational building will be central not only to the Arete Project's educational work but also to our business model. When the gap year is running at full capacity (i.e. twelve students) we anticipate gross tuition revenues amounting to \$240,000 annually. Because of the clear linkage between the completion of this building our potential earned revenue, we may consider taking out a loan to complete the building if left with no other option. Within 3-5 years, we believe revenue from the gap year will be able to significantly subsidize the Arete Project's local programming: not only the cost of gap year courses for local high schoolers, but other educational initiatives serving the whole community.

B. Partial Funding

As you will see in the detailed budget below, the funds from the Endowment Grant would be applied to the most exciting part of this project: breaking ground and pouring the foundation. While we would be honored to receive the full amount of the grant from the city, we realize that you are considering many worthy projects, and we would be able to put any amount to good use.

We plan to move forward with the educational building whether or not the city contributes funding, but in the present fundraising climate, it will certainly prove much more challenging. We hope we have demonstrated in the narrative sections above the value that this project could add to the educational life of the Gustavus community.

PHASE I

Design Work	\$2,800
Excavation & Site Prep. Removal of organic material for entire footprint of the building, replacing with non-frost-susceptible sand and gravels in 6" lifts to achieve proper compaction. Final grade to be no less than existing natural grade.	\$12,400
Foundation. 18" wide by 8" deep concrete footer with 8" wide by 24" tall ICF stem wall. Includes labor and materials.	\$23,800
Framing. Standard stick frame with 2x6 walls, 2' centers, 2x10 floor joists, 1 1/8th" deck sheathing, and engineered trusses. Cost includes freight.	\$51,400
Framing Labor. Includes all labor tools and equipment to frame entire structure as per plan.	\$46,500
Roofing materials & labor. Skyline snaplock roofing with concealed fasteners. This is a 50 year roof.	\$16,700
Exterior doors & windows. Includes materials and labor.	\$15,600
PHASE I TOTAL	\$169,200

PHASE II

Insulation, interior finishings, furniture, fixtures, & equipment (including commercial kitchen)	\$521,550
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PROJECT TOTAL

Est. \$225/sq foot x 3070 (4-5 Energy Star Rating)	\$690,750
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ANTICIPATED FUNDING

City of Gustavus Endowment Grant	\$45,253
Gap Year Revenue (\$25k in 2021 and 2022)	\$50,000
Individual Gifts (goal to raise \$150k-\$175k in winter 2020-21 and remainder by spring 2022)	\$225,000
Murdock Charitable Trust Capital Grant (anticipated submission March 2021)	\$200,000
Rasmuson Foundation Tier 1 Grant (anticipated submission 3/21)	\$25,000
Rasmuson Foundation Tier 2 Grant (anticipated submission 1/22)	\$150,000
TOTAL ANTICIPATED FUNDING	\$695,253

Endowment Fund Grant Scoring Worksheet
(For use by EFG Working Group Individuals)

Item #17.

Applicant: The Arete Project

Amount Requested: \$43,253.17

Project Description - 25 points possible		Average Score
- Well defined need for project (0-8pts)		7
- Broad community benefit and value (0-7pts)		6
- Link to City's goals (0-5pts)		4.7
- Demonstrated ability to effectively manage the proposed project (0-3pts)		2.7
- Description of why project is needed now? (0-2pts)		2
Project Description total points:		22.4
Project Goals and Objectives - 25 points possible		
- Defined objectives with milestones that demonstrate progress (0-8pts)		7.3
- Realistic and achievable timelines (0-7pts)		6.3
- Measurement for success defined and realistic? (0-3)		2.3
- Obstacles defined (0-2pts)		1.7
- Are resulting impacts desired and longlasting? (0-5pts)		5
Project Goals and Objectives total points:		22.6
Budget - 25 points possible		
- Well planned, researched, and presented (0-10pts)		8
- Detailed and comprehensive expenditures (0-7pts)		6.3
- Leverages matching funds / partnerships (0-7pts)		4.7
- Was possibility of partial funding considered and described (0-1pts)		0.7
Budget total points:		19.7

Average score from three work group council members **64.7**

Only average scores of 50 or higher may be considered for award

Recommended award amount \$ 38,316.17
(decided by work group as a whole)

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY20-28**

**A RESOLUTION BY THE CITY OF GUSTAVUS
IN SUPPORT OF BYTE NETWORKING DBA FIBRE ALASKA
USDA BROADBAND GRANT APPLICATION**

WHEREAS, Gustavus is a rural, Alaskan community and in an “opportunity zone,” indicating our location in an economically distressed area of Alaska; and

WHEREAS, improving internet connectivity in Gustavus has been identified as a critical need and community priority repeatedly including in the 2005 Gustavus Strategic Plan, the 2008 Community Survey Report, and the 2017 Community-wide Survey; and

WHEREAS, broadband for education, health, public safety, and economic development is critical for our community to thrive; and

WHEREAS, the demand for increased bandwidth continues to rise in Gustavus while the cost of developing fiber optic infrastructure is prohibitive for a community of the size and remoteness of Gustavus; and

WHEREAS, the Community Connect project proposed by local internet provider, Byte Networking dba Fibre Alaska, would enable an infrastructure build out that would provide access to broadband at speeds in excess of 25Mbps to the entire community; and

WHEREAS, no other ground-based fiber-optic provider has expressed interest in providing service in Gustavus and support of this project does not prevent current and future competition from satellite and other telecommunication providers.

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council officially supports Byte Networking dba Fibre Alaska’s proposal to access funding through the USDA Community Connect Grant Program Funding, Opportunity Number RDRUS-CC-2021.

PASSED and **APPROVED** by the Gustavus City Council this __th day of December 2020, and effective upon adoption.

Brittney Cannamore, Mayor

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY21-14**

**AN ORDINANCE OF THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 8 MARINE FACILITIES CHAPTER 8.02 ADMINISTRATION,
SECTION 8.02.040 MARINE FACILITIES ADVISORY COMMITTEE (c)**

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 8 Marine Facilities Chapter 8.02 Administration, Section 8.02.040 Marine Facilities Advisory Committee (C), be amended and adopted as follows:

Bold and Underlined items are additions. ~~Strikeout~~ items are deletions.

Chapter 8.02 ADMINISTRATION

Section 8.02.040 - Marine Facilities Advisory Committee.

- (a) There is established the marine facilities advisory committee, which shall consist of at least three (3) members appointed by the Gustavus City Council. To the extent possible, appointments to the marine facilities advisory committee shall include persons having marine, engineering, financial, and other skills relevant to harbor facility affairs. Appointments shall be for three (3) years, after which a former member is required to wait at least one (1) year before applying for re-appointment. Initial appointments shall be for staggered terms of two (2) and three (3) years.
- (b) Each committee member shall be a qualified voter residing in the City of Gustavus.
- (c) The marine facilities advisory committee shall meet at least ~~once each month~~ **quarterly, or as needed.**
- (1) At least one (1) member of the marine facilities advisory committee shall be physically present at the designated meeting place in Gustavus for each meeting.
- (2) Marine facilities advisory committee member(s) physically absent from Gustavus may participate by teleconference **or other internet platform being utilized by the city** ~~for no more than four (4) meetings per year, beginning the date of their appointment.~~
- (3) If the marine facilities advisory committee falls below three (3) members, ~~fails to meet for sixty (60) days,~~ **the Gustavus City Council shall declare the Marine Facilities Committee dissolved** ~~positions vacant and~~ assume the responsibilities of the committee while recruiting members.
- (d) *Duties.* The marine facilities advisory committee shall review with the harbormaster harbor facility operations, management, administration, ordinances, policies, fees and charges, and shall recommend changes to the harbormaster and city council as necessary

or appropriate. The chair of the marine facilities advisory committee shall report to the Gustavus City Council as necessary, but not less than once each calendar quarter.

- (e) *Vacancies*. A vacancy in the marine facilities advisory committee shall exist under the following conditions:
- (1) If a person appointed to membership fails to qualify and take office within thirty (30) days of appointment;
 - (2) If a member departs from the City of Gustavus with the intent to remain away for a period of one hundred twenty (120) or more days;
 - (3) If a member submits his or her resignation to the Gustavus City Clerk;
 - (4) If a member fails to attend three (3) consecutive marine facilities committee meetings.
- (f) *Vacancies declared and filled by Council*. A vacancy shall be declared if one of the conditions in (e) prevails. The vacancy shall be filled according to provisions in Title 2.

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

Date Introduced: *December 14, 2020*

Date of Public Hearing: *January 11, 2021*

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

Brittney Cannamore, Mayor

Attest: Karen Platt CMC, City Clerk