



CITY OF GUSTAVUS CITY COUNCIL SPECIAL WORK SESSION - BUDGET

Wednesday, March 12, 2025 at 6:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Shelley Owens
Council Members: Susan Warner,
Lucas Beck, Mike Taylor

CITY HALL

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

AGENDA

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/bdcv6a4e>

ID: 515 501 9406 **PASSCODE:** 2145 **TEL:** 253-215-8782

SUBJECTS INCLUDE:

- [i.](#) Review City of Gustavus draft budget FY26

POSTED ON: March 6, 2025 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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

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.

MISSION STATEMENT

The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.

	Actual	Actual	Actual	Actual	Actual	Budget	Budget
	Jul '19 - Jun 20	Jul '20 - Jun 21	Jul '21 - Jun 22	Jul '22 - Jun 23	Jul '23 - Jun 24	FY25	FY26
Ordinary Income/Expense							
Income							
Admin Fees		0.00	11.75	0.00		0.00	
Business License Fees	3,575.00	4,150.00	3,200.00	3,375.00	3,300.00	3,500.00	3,500.00
Donation - Inter-library Loans		20.00					
Donations	2,531.00	384.00	2,830.00	1,333.18	613.00	500.00	500.00
DRC Income							
Community Chest Sales	10,743.49	8,501.45	13,199.64	12,759.35	12,240.50	13,000.00	13,000.00
C Chest Sales @ City Hall					695.00		
Landfill Fees paid @ City Hall	30,052.18	14,478.75	38,784.36	31,203.79	45,389.99		
Landfill Fees/Sales	46,595.27	54,013.65	57,616.60	61,591.19	58,420.99	100,000.00	100,000.00
Recyclable Material Sales	3,612.62	7,890.72	5,105.03	8,505.48	2,505.21	3,600.00	10,000.00
DRC Income - Other	0.00				0.00	0.00	
Total DRC Income	91,003.56	84,884.57	114,705.63	114,059.81	119,251.69	116,600.00	123,000.00
Federal Revenue							
ARPA			102,543.96	65,189.08	33,904.06	0.00	
Lost Rev ARPA				127,621.58	0.00	0.00	
FEMA				220,016.00	5,459.67	0.00	
Natl Forest Receipts-Encumbered	44,228.25	38,572.14	47,599.28	48,254.84	45,016.82	45,000.00	0.00
Payment In Lieu of Taxes	115,419.89	113,760.06	121,077.96	130,512.17	152,913.58	150,000.00	150,000.00
Total Federal Revenue	159,648.14	152,332.20	271,221.20	591,593.67	237,294.13	195,000.00	150,000.00
Fundraising	1,441.00	960.00	440.00	175.00	313.00	800.00	500.00
Grant Income						10,000.00	15,000.00
GVFD Income							
Ambulance Billing	9,964.55	7,237.45	7,313.60	13,196.10	2,819.13	9,000.00	9,000.00
ASP	805.00	1,420.00	1,235.61	1,650.00	1,310.00	1,000.00	1,000.00
Training	2,610.00	0.00	170.00	350.00	120.00	150.00	150.00
GVFD Income - Other			1,845.00	0.00			
Total GVFD Income	13,379.55	9,617.45	10,564.21	15,196.10	4,249.13	10,150.00	10,150.00
Interest Income	362.22	189.43	347.56	736.97	477.10	67,089.10	0.00
Lands Income							
Gravel Pit Gravel Sales	17,552.00	27,354.00	27,690.00	44,640.00	39,936.00	40,000.00	30,000.00
Gravel Pit Bond				-1,800.00	0.00		
Total Lands Income	17,552.00	27,354.00	27,690.00	42,840.00	39,936.00	40,000.00	30,000.00

Lease Income	13,125.67	13,125.67	14,011.93	14,268.47	9,190.32	16,000.00	16,000.00
Library Income	727.60	521.50	2,583.50	1,162.00	1,418.90	2,000.00	1,000.00
Marine Facilities Income							
Facilities Usage Fees	1,845.00	2,635.00	3,000.00	2,955.00	2,405.00	2,600.00	2,600.00
Commercial Vessel Registration	8,275.00	18,000.00	15,530.00	12,300.00	13,680.00	12,500.00	12,500.00
Private Vessel Registration	5,095.00	5,505.00	5,290.00	5,730.00	4,455.00	5,000.00	5,000.00
Storage Area Fee	2,115.00	2,100.00	910.00	2,750.00	2,340.00	2,600.00	2,600.00
Marine Facilities Income - Other		0.00			0.00		
Total Marine Facilities Income	17,330.00	28,240.00	24,730.00	23,735.00	22,880.00	22,700.00	22,700.00
Other Income	3,777.00	0.00	7.00	0.00			
State Revenue							
Community Assistance Program	82,845.41	75,180.66	77,370.21	90,577.16	83,489.34	75,122.49	58,200.33
Liquor Share Tax							
Shared Fisheries Business Tax	541.68	1,045.27	896.34	484.52	503.10	258.69	500.00
Total State Revenue	83,387.09	76,225.93	78,266.55	91,061.68	83,992.44	75,381.18	58,700.33
Tax Income							
Retail Tax Income	375,941.24	245,690.61	431,644.90	455,011.12	437,610.13	440,000.00	450,000.00
Remote Sellers Retail Tax	12.49	17,803.44	47,042.78	65,704.18	76,295.46	75,000.00	75,000.00
Room Tax Income	78,574.79	24,926.88	81,730.82	109,714.97	105,378.58	100,000.00	100,000.00
Fish Box Tax	12,190.00	8,560.00	9,860.00	14,080.00	11,730.00	8,000.00	9,000.00
Penalties & Interest	4,212.74	2,080.38	6,187.66	4,592.58	3,016.71	2,000.00	3,000.00
Tax Exempt Cards	250.00	280.00	290.00	340.00	310.00	300.00	300.00
Total Sales Tax Income	471,181.26	299,341.31	576,756.16	649,442.85	634,340.88	625,300.00	637,300.00
Total Income	879,021.09	691,832.06	1,120,876.74	1,548,979.73	1,157,256.59	1,185,020.28	1,068,350.33
Gross Profit	879,021.09	691,832.06	1,120,876.74	1,548,979.73	1,157,256.59	1,185,020.28	1,068,350.33
Expense							
Administrative Costs	2,013.88	2,133.70	1,340.40	9,206.56	46,235.50	0.00	0.00
Advertising	150.00	0.00	830.91	0.00	0.00	0.00	0.00
Bad Debt	2,598.10				4,332.00		0.00
Bank Service Charges	2,973.90	3,901.08	6,541.54	5,865.26	10,485.14	13,050.00	11,550.00
Building							
Insurance	8,092.42	10,379.34	11,086.66	12,789.74	15,336.68	17,198.67	20,300.00
Maintenance & Repair	15,887.18	6,066.42	10,483.06	6,461.81	6,141.08	6,015.00	4,000.00
Total Building	23,979.60	16,445.76	21,569.72	19,251.55	21,477.76	23,213.67	24,300.00
Cash Short/Over							
Contractual Services		0.00					

Ambulance Billing Expense	1,340.34	722.55	373.30	1,027.27	526.18	1,300.00	1,000.00
City Engineer					9,999.60	10,000.00	10,000.00
Gravel Pit Survey	13,347.89	0.00				0.00	
Managed IT Services	26,870.00	24,608.00	24,565.00	30,160.00	26,220.00	25,020.00	25,020.00
Medical Director							10,600.00
Contractual Services - Other	26,286.91	28,914.00	68,504.46	44,537.62	35,303.89	26,814.00	25,988.00
Total Contractual Services	67,845.14	54,244.55	93,442.76	75,724.89	72,049.67	63,134.00	72,608.00
Dues/Fees	7,637.99	7,910.38	9,333.55	12,211.29	11,889.57	15,087.78	12,155.00
Economic Development Services							
GVA	32,000.00	17,000.00	30,000.00	35,600.00	41,400.00	27,200.00	15,200.00
Total Economic Development Services	32,000.00	17,000.00	30,000.00	35,600.00	41,400.00	27,200.00	15,200.00
Election Expense	202.16	87.34	129.92	150.99	81.56	250.00	250.00
Emergency & Disaster						50,000.00	0.00
Equipment							
Equipment Fuel	1,467.32	1,211.88	2,387.54	3,113.31	2,792.96	2,200.00	2,900.00
Equipment Purchase	9,031.83	5,505.80	23,296.83	9,524.55	7,882.15	10,891.00	6,369.00
Insurance	234.24	242.49	237.99	317.77	298.09	342.80	377.00
Maintenance & Repair	3,288.32	6,914.64	4,717.89	388.63	7,010.51	4,400.00	1,900.00
Equipment - Other	6,471.60	0.00	-1,081.00	0.00			
Total Equipment	20,493.31	13,874.81	29,559.25	13,344.26	17,983.71	17,833.80	11,546.00
Events & Celebrations (inc. holiday gift)	3,852.85	3,587.70	3,570.51	4,294.03	3,898.54	4,700.00	1,200.00
Freight/Shipping	23,707.22	14,901.65	32,181.86	28,547.31	29,904.80	34,600.00	30,250.00
Fundraising Expenses	936.27	8.00	700.00	0.00	500.00	500.00	500.00
General Liability	10,890.44	11,575.44	20,444.25	17,776.53	15,513.93	17,841.00	19,625.00
Gravel Pit Fund		6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Library Materials	599.80	598.71	2,212.84	2,659.33	5,723.99	11,000.00	10,500.00
Marine Facilities							
Insurance	1,851.36	2,368.37	2,486.20	2,578.53	5,804.01	2,965.31	3,300.00
Maintenance & Repairs	27.40	3,787.33			476.00	0.00	500.00
Total Marine Facilities	1,878.76	6,155.70	2,486.20	2,578.53	6,280.01	2,965.31	3,800.00
Occupational Health	0.00	0.00			0.00	500.00	500.00
Payroll Expenses							
Wages	306,984.71	266,397.49	342,421.77	423,676.00	401,386.36	438,621.61	482,574.87
Payroll Taxes	29,098.50	27,311.14	33,090.96	40,887.75	39,510.80	41,622.74	42,750.55
Paid Time Off (PTO)	8,973.84	21,077.99	18,851.63	15,427.85	12,798.95	22,862.74	
Sick Leave		2,703.10	2,822.85	6,214.41	6,568.08	8,419.85	

Health Insurance (company paid)	13,755.50	5,466.72	3,847.96	21,602.70	35,206.70	23,645.52	23,645.52
Health Insurance Stipend	12,310.15	14,035.37	10,569.16	11,209.09	6,720.00	12,200.00	12,000.00
457(b) Employer Contribution	17,711.64	17,510.95	14,378.02	18,947.32	17,436.97	31,209.39	31,540.24
Workers Comp Insurance	7,900.59	5,643.60	8,927.58	6,165.44	6,218.05	10,325.96	11,358.61
Payroll Expenses - Other (inc. PTO)	8,329.28	-2,506.72	-3,331.17	4,392.95	4,643.10	230.00	230.00
Total Payroll Expenses	405,064.21	357,639.64	431,578.76	548,523.51	530,489.01	589,137.81	604,099.79
Professional Services	14,570.00	15,801.65	11,527.50	8,675.00	5,930.00	15,000.00	10,000.00
Public Relations	211.74	314.86		899.00	1,075.57	700.00	500.00
Relocation			1,000.00	0.00			0.00
Repair & Replacement Fund	25,354.66	24,772.13	16,545.71	16,545.71	16,545.71	18,554.91	18,554.91
Road Maintenance		0.00					
Grading	35,512.50	35,160.50	103,761.44	101,580.20	110,099.26		
Snow Plowing	35,061.55	29,775.10	72,814.50	65,000.00	67,855.40		
Road Maintenance - Other	37,779.58	109,879.84	79,719.60	16,181.70	2,415.94	215,000.00	215,000.00
Total Road Maintenance	108,353.63	174,815.44	256,295.54	182,761.90	180,370.60	215,000.00	215,000.00
Social Services		0.00					
GCEP dba The Rookery	13,890.00				0.00	0.00	8,000.00
Total Social Services	13,890.00	0.00			0.00	0.00	8,000.00
Stipend		3,000.53	3,000.15	3,750.04	2,999.55	4,500.00	3,000.00
Supplies	14,934.01	11,245.58	24,891.71	23,665.48	23,180.56	22,050.00	21,250.00
Telecommunications	19,824.34	17,136.62	18,305.79	20,514.08	13,723.46	17,921.00	21,521.00
Training	8,422.94	1,971.00	10,929.20	6,888.26	8,517.68	13,200.00	18,004.00
Travel	7,816.87	0.00	796.00	13,536.36	20,219.58	19,700.00	19,638.00
Utilities							
Electricity	7,763.45	9,095.45	9,811.21	10,486.90	11,982.65	11,200.00	10,200.00
Fuel Oil	7,650.35	7,165.81	8,623.76	15,497.95	9,045.59	7,900.00	7,500.00
Total Utilities	15,413.80	16,261.26	18,434.97	25,984.85	21,028.24	19,100.00	17,700.00
Vehicle							
Fuel	341.77	490.99	416.51	1,016.41	633.09	1,200.00	1,500.00
Insurance	3,445.93	3,561.22	3,568.25	3,438.58	3,225.58	4,181.00	5,500.00
Maintenance & Repair	0.00	63.98	1,798.88	642.69	2,692.40	5,000.00	3,000.00
Mileage Reimbursement	1,301.75	1,843.46	1,944.76	1,162.81	1,144.10	1,900.00	2,000.00
Total Vehicle	5,089.45	5,959.65	7,728.40	6,260.49	7,695.17	12,281.00	12,000.00
Total Expense	840,705.07	787,343.18	1,061,377.44	1,091,215.21	1,125,531.31	1,235,020.28	1,189,251.70
Net Ordinary Income	38,316.02	-90,957.12	59,499.30	457,764.52	31,725.28	-50,000.00	-120,901.37
Other Income/Expense						0.00	0.00

Other Income							
Encumbered Funds for Road Maintenance	60,303.38	62,118.87	115,000.00	115,000.00			
Other Savings for Road Maintenance		37,881.13				0.00	0.00
Prior-Year Cash Balance		0.00				50,000.00	
Total Other Income	<u>60,303.38</u>	<u>100,000.00</u>	<u>115,000.00</u>	<u>115,000.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
Net Other Income	<u>60,303.38</u>	<u>100,000.00</u>	<u>115,000.00</u>	<u>115,000.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
Net Income	<u><u>98,619.40</u></u>	<u><u>9,042.88</u></u>	<u><u>174,499.30</u></u>	<u><u>572,764.52</u></u>	<u><u>31,725.28</u></u>	<u><u>0.00</u></u>	<u><u>-120,901.37</u></u>

FY26:		FTE	Hourly Wage	Hrs/year	Wage Total	457(b) Employer Contribution (LFG)	Health Ins. Stipend (\$200/mo stipend)	Payroll Taxes (6.2% SS, 1.45% Med., 1% AK unemp. up to \$240.21)	Payroll Total	Group Health Plan (\$657/mo; city cap at \$700/mo until 80%/20% split is met)	Workers' Comp. Insurance	Direct Deposit Fees & FICA	Dept. Total	FY24 Budget for Comparison	FY23 Budget for Comparison
Admin. Dept.															
Administrato	salaried		\$93,645.78	---	\$93,645.78	\$6,439.30	\$2,400.00	\$8,080.32	\$110,565.40	XXXXXX	\$588.72	\$230.00	\$243,461.58	\$234,430.55	\$226,641.50
Clerk	0.8	\$27.49	1820	\$50,031.80	\$3,502.23	\$2,400.00	\$4,519.16	\$60,453.19	XXXXXX						
Treasurer	0.75	\$35.34	1560	\$55,130.40	\$3,859.13	XXXXXX	\$4,752.91	\$63,742.44	\$7,881.84						
DRC															
Operator	0.9	\$27.84	1850	\$51,504.00	\$3,605.28	XXXXXX	\$4,415.36	\$59,524.64	\$7,881.84		\$3,075.87		\$105,250.35	\$96,278.87	\$123,151.07
Assistants	XXXXXX	\$20.00	1600	\$32,000.00	XXXXXX	XXXXXX	\$2,768.00	\$34,768.00	XXXXXX						
Assistants	XXXXXX	\$19.00	0	\$0.00	XXXXXX	XXXXXX	\$0.00	\$0.00	XXXXXX						
Assistants	XXXXXX	\$18.50	0	\$0.00	XXXXXX	XXXXXX	\$0.00	\$0.00	XXXXXX						
Fire Chief															
EMS Coord.	salaried	0.5	\$28.00	1040	\$29,120.00	\$2,038.40	\$1,200.00	\$2,715.63	\$35,074.03	\$7,881.84	\$5,769.72		\$120,271.52	\$90,831.17	\$116,452.96
Library															
Lib. Adm Dire	0.75	\$26.82	1560	\$41,839.20	\$2,928.74	\$2,400.00	\$3,848.56	\$51,016.50	XXXXXX		\$183.69		\$95,260.12	\$101,797.16	\$106,550.01
Lib. Serv. Dir	0.75	\$24.00	1300	\$31,200.00	\$2,184.00	\$0.00	\$2,794.09	\$36,178.09	7881.84						
Summer Intern(s)	XXXXXX	\$13.50	0	\$0.00	XXXXXX	XXXXXX	\$0.00	\$0.00	XXXXXX						
Marine Facilities															
MF Coord.	0.5	\$25.45	1040	\$26,468.00	\$1,852.76	\$1,400.00	\$2,570.85	\$32,291.61	XXXXXX		\$707.96		\$32,999.57	\$34,730.65	\$28,428.08
Totals:					\$472,844.30	\$30,743.20	\$9,800.00	\$41,772.32	\$555,159.82	\$31,527.36	\$10,325.96	\$230.00	\$597,243.14	\$558,068.40	\$601,223.62

FY26:		FTE	Hourly Wage	Hrs/year	Wage Total	457(b) Employer Contribution (LFG)	Health Ins. Stipend (\$200/mo stipend)	Payroll Taxes (6.2% SS, 1.45% Med., 1% AK unemp. up to \$240.21)	Payroll Total	Group Health Plan (\$657/mo; city cap at \$700/mo until 80%/20% split is met)	Workers' Comp. Insurance	Direct Deposit Fees & FICA	Dept. Total	FY24 Budget for Comparison	FY23 Budget for Comparison
Admin. Dept.															
Administrato	salaried		\$94,582.24	---	\$93,645.78	\$6,439.30	\$2,400.00	\$8,080.32	\$110,565.40	XXXXXX	\$588.72	\$230.00	\$244,656.52	\$234,430.55	\$226,641.50
Clerk	0.8	\$27.76	1820	\$50,523.20	\$3,536.62	\$2,400.00	\$4,559.39	\$61,019.21	XXXXXX						
Treasurer	0.75	\$35.69	1560	\$55,676.40	\$3,897.35	XXXXXX	\$4,797.60	\$64,371.35	\$7,881.84						
DRC															
Operator	0.9	\$28.12	1850	\$52,022.00	\$3,641.54	XXXXXX	\$4,457.76	\$60,121.30	\$7,881.84		\$3,075.87		\$105,847.01	\$96,278.87	\$123,151.07
Assistants	XXXXXX	\$20.00	1600	\$32,000.00	XXXXXX	XXXXXX	\$2,768.00	\$34,768.00	XXXXXX						
Assistants	XXXXXX	\$19.00	0	\$0.00	XXXXXX	XXXXXX	\$0.00	\$0.00	XXXXXX						
Assistants	XXXXXX	\$18.50	0	\$0.00	XXXXXX	XXXXXX	\$0.00	\$0.00	XXXXXX						
Fire Chief															
EMS Coord.	salaried	0.5	\$29.80	1040	\$30,992.00	\$2,169.44	\$1,200.00	\$2,868.86	\$37,230.30	\$7,881.84	\$5,769.72		\$123,140.85	\$90,831.17	\$116,452.96

Library														
Lib. Adm Dire	0.75	\$27.09	1560	\$42,260.40	\$2,958.23	\$2,400.00	\$3,883.04	\$51,501.66	7881.84	\$183.69	\$96,104.66	\$101,797.16	\$106,550.01	
Lib. Serv. Dir	0.75	\$24.24	1300	\$31,512.00	\$2,205.84	\$0.00	\$2,819.62	\$36,537.46	7881.84					
Summer Intern(s)	0.75	\$13.50	0	\$0.00	\$2,205.84	\$0.00	\$0.00	\$0.00	7881.84					
Marine Facilities														
MF Coord.	0.5	\$25.70	1040	\$26,728.00	\$1,870.96	\$1,400.00	\$2,594.91	\$32,593.87	7881.84	\$707.96	\$33,301.83	\$34,730.65	\$28,428.08	
Totals:				\$477,883.95	\$31,095.97	\$9,800.00	\$42,187.62	\$560,967.55	\$31,527.36	\$10,325.96	\$230.00	\$603,050.87	\$558,068.40	\$601,223.62