



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, February 10, 2025 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Shelley Owens
Council Members: Susan Warner, Rachel Patrick
Brian Taylor, 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/bdd8ye5a>

ID: 515 501 9406 **PASSCODE:** 99826 **TEL:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

- [1.](#) 01-13-2025 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- [2.](#) Disposal and Recycling Center Quarterly Report
- [3.](#) City Treasurer Monthly Report
- [4.](#) City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

- [5.](#) Approve Policy Committee Appointments
- [6.](#) FY25-13 NCO Introduction Capital Improvement Long Term Transfer (Public Hearing 03-20-2025)

ORDINANCE FOR PUBLIC HEARING

- [7.](#) FY25-07 Providing amendment of 1.03.020 Procedures for resolution (Introduced 01-13-2025)
- [8.](#) FY25-08 Providing amendment of 2.40.030 Order of business (Introduced 01-13-2025)
- [9.](#) FY25-10 Providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Introduced 01-13-2025)
- [10.](#) FY25-11 Providing amendment of 4.08.010 Annual Financial Statement (Introduced 01-13-2025)
- [11.](#) FY25-12 Providing amendment of 2.40.140 Telephonic participation (Introduced 01-13-2025)

UNFINISHED BUSINESS

12. FY25-09 Introduction providing amendment of 2.40.150 Committees (Public Hearing 03-10-2025)

NEW BUSINESS

13. Renew Special Land Use Permit with the Gustavus Community Garden
14. Girl Scouts of Alaska Troop 23032 Endowment Fund Grant - Requesting 90% of funding in advance
15. CY25-03 Submission of Capital Projects Submission and Information System (CAPSIS) to the Alaska Legislature
16. Accept resignation of City Council Member B. Taylor effective 03-09-2025

CITY COUNCIL REPORTS

17. National League of Cities/Washington DC trip update
18. Mayor's Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: February 5, 2025 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.

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.



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, January 13, 2025 at 7:00 PM
Gustavus City Hall

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Vice Mayor Shelley Owens
Council Members: Susan Warner, Rachel Patrick
Brian Taylor, Lucas Beck, Mike Taylor

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MINUTES – PENDING

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/pdsr57av>

ID: 515 501 9406

PASSCODE: 99862

TEL: 253-215-8782

ROLL CALL

PRESENT

Mayor Sally McLaughlin
Vice Mayor Shelley Owens
Council Member Susan Warner
Council Member Rachel Patrick
Council Member Brian Taylor
Council Member Lucas Beck
Council Member Mike Taylor

**NEW!!! SCAN to watch
on YouTube. All agenda
timestamps are in the
description.**



Reading of the City of Gustavus Mission Statement

Mission Statement read by Council Member Patrick.

APPROVAL OF MINUTES

Motion made by Council Member B. Taylor to approve by unanimous consent the 12-16-2024 Meeting Minutes.

Seconded by Council Member M. Taylor

Public Comment: None

Council Comment: None

Hearing no objections, the 12-16-2024 General Meeting Minutes were approved by unanimous consent.

1. 12-16-2024 General Meeting Minutes

Motion made by Council Member B. Taylor to approve by unanimous consent the 12-16-2024 Meeting Minutes.

Seconded by Council Member M. Taylor

Public Comment: None

Council Comment: None

Hearing no objections, the 12-16-2024 General Meeting Minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

2. Gustavus Volunteer Fire Department Quarterly Report
Fire Chief, Sol Martinez submitted a written report and provided an oral summary.
Council Clarifying Questions:
Mayor McLaughlin
Council Member Warner
3. City Clerk Quarterly Report
City Clerk, Liesl Barker submitted a written report and provided an oral summary.
Council Clarifying Questions:
Council Member M. Taylor
Council Member B. Taylor
Council Member Warner
4. City Treasurer Monthly Report
City of Gustavus City Treasurer, Ben Sadler provided monthly financial documents and gave an oral summary.
Clarifying Questions:
Council Member Warner
5. City Administrator Monthly Report
City of Gustavus City Administrator, Kathy Leary provided a written report and provided an oral report.
Clarifying Questions:
Mayor McLaughlin

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

6. FY25-07 Introduction providing amendment of 1.03.020 Procedures for resolution (Public hearing 02-10-2025)
7. FY25-08 Introduction providing amendment 2.40.030 Order of business (Public hearing 02-10-2025)
8. FY25-09 Introduction providing amendment of 2.40.150 Committees (Public hearing 02-10-2025)
9. FY25-10 Introduction providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Public hearing 02-10- 2025)
10. FY25-11 Introduction providing amendment of 4.08.010 Annual Financial Statement (Public hearing 02-10-2025)
11. FY25-12 Introduction providing amendment of 2.40.140 Telephonic participation (Public hearing 02-10-2025)
12. Approve 2025 city council meeting schedule to reflect changes due to holidays by moving Monday, September 1, 2025 work session meeting to Tuesday, September 2, 2025.
13. 01-08-2025 Certificate of Records Destruction

Community member Artemis BonaDea would like item number 8 removed from the consent agenda.

8. FY25-09 Introduction providing amendment of 2.40.150 Committees (Public hearing 02-10-2025)

Council Member Owens requested the removal of agenda items 6,7,9-11 to be removed from the consent agenda.

6. FY25-07 Introduction providing amendment of 1.03.020 Procedures for resolution (Public hearing 02-10-2025)
7. FY25-08 Introduction providing amendment 2.40.030 Order of business (Public hearing 02-10-2025)
9. FY25-10 Introduction providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Public hearing 02-10- 2025)
10. FY25-11 Introduction providing amendment of 4.08.010 Annual Financial Statement (Public hearing 02-10-2025)
11. FY25-12 Introduction providing amendment of 2.40.140 Telephonic participation (Public hearing 02-10-2025)

Motion made by Council Member Beck to adopt the consent agenda by unanimous consent only items number 11 and 12.

Seconded by Council Member Patrick

Hearing no objections, the motion passed.

12. Approve 2025 city council meeting schedule to reflect changes due to holidays by moving Monday, September 1, 2025 work session meeting to Tuesday, September 2, 2025.
13. 01-08-2025 Certificate of Records Destruction

ORDINANCE FOR PUBLIC HEARING

None

UNFINISHED BUSINESS

None

NEW BUSINESS

8. FY25-07 Introduction providing amendment of 1.03.020 Procedures for resolution (Public hearing 02-10-2025)
 Motion made by Vice Mayor Owens to approve introduction of FY25-07 Introduction providing amendment of 1.03.020 Procedures for resolution (Public hearing 02-10-2025).
 Seconded by Council Member Warner
 Public comment: None
 Council Debate:
 Council Member B. Taylor
 Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor
 7 yea/0 nay
 Motion Passed
9. FY25-08 Introduction providing amendment 2.40.030 Order of business (Public hearing 02-10-2025)
 Motion made by Council Member B. Taylor to approve the introduction of FY25-08 providing amendment 2.40.030 Order of business (Public hearing 02-10-2025).
 Seconded by Vice Mayor Owens
 Public Comment: None
 Council Debate: None
 Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor
 7 yea /0 nay
 Motion Passed.
10. FY25-09 Introduction providing amendment of 2.40.150 Committees (Public hearing 02-10-2025)
 Motion made by Vice Mayor Owens to postpone until time certain FY25-09.
 Seconded by Council Member M. Taylor
 Council Debate:

Point of order: Council Member M. Taylor do we get to debate a motion to postpone to time certain- result not taken

*Clerk note we were incorrect at the 12-16-2024 meeting this was acknowledged by the Mayor

Point of information: Council Member B. Taylor does the motion to postpone exclude public comment on the item - answer - yes

Point of information: Council Member B. Taylor if the motion is approved does that mean members of the public can comment on it during the public comment on non-agenda items near the end of the meeting? - answer no because it was still on the agenda. They can provide comment via letter to the clerk to share with council.

Vice Mayor Owens

Council Member M. Taylor

Council Member Beck

Mayor McLaughlin

Council Member Warner

Council Member Patrick

Clerk Barker

Council Member B. Taylor

Council Member Beck

Council Member Warner

Council Member M. Taylor

Voting Yea: Vice Mayor Owens, Council Member Warner, Council Member B. Taylor, Council Member M. Taylor

Voting Nay: Mayor McLaughlin, Council Member Patrick, Council Member Beck

4 yea/ 3nay

Motion Passed.

- 11. FY25-10 Introduction providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Public hearing 02-10-2025)

Motion made by Council Member B. Taylor to approve introduction of FY25-10 providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Public hearing 02-10- 2025)

Seconded by Council Member Beck

Public Comment: None

Council Debate:

Motion made by Vice Mayor Owens to amend FY25-10 section 2.50.050 subsection (2) to read Any and all purchases the treasurer needs to make, for the city, pursuant to an approved budget must be authorized by the mayor, city council, or city administrator and as detailed in policy and procedure.

seconded by Council Member Warner

Council Debate:

Vice Mayor Owens

Council Member B. Taylor

Council Member M. Taylor

City Administrator

Mayor McLaughlin

Vice Mayor Owens

Accepts a friendly amendment of striking the words "city council member" after mayor,

The question: motion to amend FY25-10 section 2.50.050 subsection (2) to read Any and all purchases the treasurer needs to make, for the city, pursuant to an approved budget must be authorized by the mayor, or city administrator and as detailed in policy and procedure.

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ Onay

Motion passed.

Council Debate on main motion continued: None

*Clerk note: A member of the public wanted to speak. Clerk advised chair that public comment had been offered on the item already. Mayor allowed public comment - no one commented.

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea / 0 nay

Motion Passed.

12. FY25-11 Introduction providing amendment of 4.08.010 Annual Financial Statement (Public hearing 02-10-2025)

Motion made by Council Member B. Taylor to approve the introduction of FY25-11 providing amendment of 4.08.010 Annual Financial Statement (Public hearing 02-10-2025).

Seconded by Council Member M. Taylor

Public Comment: None

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion passed.

- 13. FY25-12 Introduction providing amendment of 2.40.140 Telephonic participation (Public hearing 02-10-2025)

Motion made by Vice Mayor Owens approve introduction of FY25-12 providing amendment of 2.40.140 Telephonic participation (Public hearing 02-10-2025).

Seconded by Council Member Warner

Public Comment: None

Council Debate:

Council Member B. Taylor

Council Member Warner

Council Member Beck

Council Member B. Taylor

Council Member M. Taylor

Motion Made by Council Member Beck to amend 2.40.140 section (b) by inserting "unless an exception is approved by the mayor" after at more than two consecutive general meetings.

Second B. Taylor

Council Debate:

Vice Mayor Owens

Council Member Patrick

Vice Mayor Owens

Council Member M. Taylor

Mayor McLaughlin

Council Member B. Taylor

Vice Mayor Owens

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion passed.

Back to main motion as amended

Council Debate Continued: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion passed.

14. CY25-01 Establishing a special policy advisory committee

Motion made by Council Member M. Taylor to approve CY25-01 establishing a special policy advisory committee.

Seconded by Council Member Warner

*Clerk note: Recess at 8:47pm and back in session at 8:51pm

Resolution read by Council Member M. Taylor

Public Comment: None

Council Debate:

Council Member B. Taylor

Council Member M. Taylor

Council Member Warner

Council Member Warner moves to amend CY24-01 by adding at the end of the now therefore be it resolved after the sentence ending in The city clerk shall support the committee administratively but need not attend meetings. " All committee members under this chapter shall take an oath of office prior to participation in any meeting."

Seconded by Council Member Beck

Council Debate:

Council Member Warner

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion passed.

Back to main motion council debate:

Vice Mayor Owens

Council Member Patrick

Mayor McLaughlin

Council Member Beck

Public Comment: Sandi Marchbanks

*Clerk note allowed by Mayor

Council Comment:

Council Member M. Taylor

Mayor McLaughlin

Vice Mayor Owens

Motion made by Vice Mayor Owens to amend CY25-01 in the first whereas to strike or code of ordinances and under the scope the third bullet point to read

provide recommendations update City of Gustavus committee policy and procedure and strike City of Gustavus 2.40.150 committees.

Seconded by Council Member Warner

Council Debate:

Council Member Warner

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/0 nay

Back to Main Motion

Public Comment:

*Clerk note: with Mayor approval

Michelle Olney

Whitney Rapp

Council Debate:

Council Member M. Taylor

City Administrator

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion Passed.

- 15. CY25-02 Amending policy and procedure for a temporary heat pump incentive program

Motion made by Vice Mayor Owens to approve CY25-02 Amending policy and procedure for a temporary heat pump incentive program

Seconded by Council Member B. Taylor

Resolution read by Vice Mayor Owens

Public Comment: None

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Patrick, Council Member B. Taylor, Council Member Beck, Council Member M. Taylor

7 yea/ 0 nay

Motion Passed.

CITY COUNCIL REPORTS

- 16. AML Conference Update

Council Member Beck submitted a written report and provided an oral summary

17. Mayor's Monthly Report

Mayor McLaughlin submitted a written a report and provided an oral summary.

CITY COUNCIL QUESTIONS AND COMMENTS

Council Member Warner provided a Conservation Lands Advisory Committee update.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Artemis Bona Dea - community engagement with committees

David Olney - internal controls and duties

Michelle Olney - website navigation difficulties

EXECUTIVE SESSION

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 9:48 PM.

POSTED ON: January 8, 2025 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date

Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report
Ian Barrier, DRC Manager/ Operator
Monday, February 5th, 2025

General Operations and Management

Labor

Operations have continued at a slow but steady pace through winter with the majority of Gustavus being on vacation or in hibernation but recently the pace has began to slowly increase. For the duration of December and January the weather was exceptionally warm which was a mixed blessing. Having mild conditions makes the days much more productive since “we” don’t have to run into the office to get warm as often and “we” don’t have to dress as bulky which restricts your movement and makes every physical movement more difficult and energy consuming. The bad side is how mucky the mound becomes. With the high percentage of water content in the cover soil a single pass with our equipment makes ruts deep enough to expose the trash buried below and sometimes can even cause our skids to get stuck if your not careful or lack momentum. Some members of the community have wondered why I leave the chains on the skid steers during the spring and fall, the mud is why.

In the past I have mentioned working alone during the winter is fine considering the work load is typically light but I am starting to notice how it has been slowly draining my energy levels. I feel like this is mainly due to being outside in the elements rather than the work itself. This takes be back to the subject of needing a year round assistant to help distribute the daily exposure of the elements and to allow me to focus on other administrative tasks without feeling like I’m going to be backed up in the scale house, and vice versa. It would also be nice to utilize some of my vacation time but that will not be possible until I have a trained individual to operate the DRC in my absents. This leads me into bringing up the subject of creating a regular position for a lead DRC operator similar to what the city did for me before I was promoted to manager. The current pay rates for the DRC temporary labor pool haven’t been adjusted since they were implemented in 2017 and I feel like they are still appropriate today for most new employees but for an experienced individual who can perform every task efficiently they should have an opportunity to be a regular employee with all benefits and a small pay bump. I also hope this would encourage an individual to continue working at the DRC for an extended period of time as opposed to moving onto another career that offers the potential for growth. I don’t think this would affect our budget too much and the added cost would be worth the return.

Lastly, I am proud to announce I had an individual by the name Tiffany Mortensen come into the DRC asking if I needed help this winter. I arranged an interview and then followed up with the city administrator after the interview who approved the hire. She plans to work until early summer here at the DRC but plans to move on to other work once other businesses open for the tourist season. Tiffany has only worked two Saturdays since writing this report but I am happy to say she has a great attitude and willingness to learn whatever I teach her. I currently have her scheduled to work Wednesdays and Saturdays. I hope I will be able to utilize her more in the spring before she moves on to other jobs.

Equipment

The equipment at the DRC struggles during the coldest days. All of our equipment uses hydraulic oil to preform its basic functions and hydraulic fluid becomes extremely thick in cold weather, similar to honey or cold maple syrup. This makes our balers groan and whine when first ran in the mornings, even with the block heaters plugged in for an hour before hand. Sometimes the balers don’t behave as expected and need “encouragement” to start functioning normally. Our A770 Bobcat will often refuse to start in the cold and needs to have the block heater plugged in overnight if the temperatures are 20F or below. Our 763 Bobcat also struggles to start during cold spells but is much more forgiving with its smaller tier-1 Kubota engine; which is easier to crank over. I am mainly using our smaller 763 Bobcat for this reason.

Other Projects

The only projects in development at the DRC currently is the planning stages of a septic treatment facility. This is mainly being planned by the city and HDR. I am currently working on writing a “letter” or “document” that I hope will help assist in the strategic planning process and to lay out how it will affect the future of the landfill and the city’s needs. This will also be used for updating the DRC general operations plan.

Other projects include installing the heat pump in the DRC office. I was able to find time to get the inside portion of the task completed and started working on building the stand for the outside portion before the weather changed and it became cold again. Once I find a moment where everything is caught up in the scale house and my duty’s in the office aren't calling me I can pick this project back up and get it done.

Politics

As I’m sure everyone is aware the U.S Government has been going through some changes recently and some of those changes have the potential to alter the DRC’s current expansion plans, specifically federal funding for our projects like the new building. I currently have been thinking of what alternatives we have to increase the working capacity of our existing building if we do not receive funding for a new building, or how we would construct a new building using our own funds.

I have asked a few locals who own engineered steel structures in Gustavus what it cost for them to construct their buildings. One of these owners with a building with dimensions of 60’ x 40’ said they constructed theirs “*for about \$250,000*”, with the framing costing “*less than \$50,000 shipped.*” I felt like this was very encouraging. In 2019 Paul Berry wrote a scoping document for the new building with the original intent of it being funded by the city. In 2019 Paul had received a quote for a 60’ x 100’ building with the total cost of the framing being \$82,521, freight included. This is very major contrast of the current federal request of over \$3,000,000 with the building being estimated to cost \$1,524,000 for the metal framing package alone. This leaves me wondering “*Why are we choosing the most expensive option?*” because it appears these projects can be completed for much less.

With the DRC’s permit up for renewal this fall it will also be time to update our general operations plan to reflect the current and future operations at the DRC.

Community Chest

Once again, I want to thank Annie Mackovjak for providing a list of volunteers who worked this quarter (October-December) along with the hours worked. Those volunteers are...Adreema, Becky King, Betty Hanson, Cheryl Smith, Colleen Stansbury, Connie Darnell, Dorothy Hurley, Hailey Burley, Joyce Lupro, Jozee Archambault, Kate Boesser, Maggie O’Brien, Maribeth Jarvis, Martine Riggan, Mary & Roger Williams, Meadow Brook, Penny Cook, Tamara Sue Leroy, and Annie Mackovjak. They worked a total of 148 hours in October, 98 hours in November, and 112 hours in December for a total of 358 hours. The Community Chest also donated 5 boxes of goods to the Glory Hole in Juneau, Alaska. In early October Annie requested I purchase the Community Chest a cordless vacuum. It literally took four months and a reorder off Amazon before I finally got Annie her cordless vacuum. It was a ridiculously long wait for such an item.

The End, thank you.
02/05/2025

Report compiled by ian.barrier@gustavus-ak.gov

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	24.00			
Business License Fees	2,225.00	3,500.00	-1,275.00	63.6%
Donations	503.50	500.00	3.50	100.7%
DRC Income				
C Chest paid at City Hall	661.20			
Community Chest Sales	8,568.25	13,000.00	-4,431.75	65.9%
Landfill Fees paid @ City Hall	37,152.03			
Landfill Fees/Sales	36,443.77	100,000.00	-63,556.23	36.4%
Recyclable Material Sales	12,950.54	3,600.00	9,350.54	359.7%
Total DRC Income	95,775.79	116,600.00	-20,824.21	82.1%
Federal Revenue				
Natl Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	160,917.19	150,000.00	10,917.19	107.3%
Total Federal Revenue	160,917.19	195,000.00	-34,082.81	82.5%
Fundraising	316.00	800.00	-484.00	39.5%
Grant Income	20,000.00	10,000.00	10,000.00	200.0%
GVFD Income				
Ambulance Billing	7,336.88	9,000.00	-1,663.12	81.5%
ASP	625.00	1,000.00	-375.00	62.5%
Training	320.00	150.00	170.00	213.3%
Total GVFD Income	8,281.88	10,150.00	-1,868.12	81.6%
Interest Income	189.48	67,089.10	-66,899.62	0.3%
Lands Income				
Gravel Pit Gravel Sales	29,310.00	40,000.00	-10,690.00	73.3%
Total Lands Income	29,310.00	40,000.00	-10,690.00	73.3%
Lease Income				
Rent	0.00	2,000.00	-2,000.00	0.0%
Lease Income - Other	11,850.59	14,000.00	-2,149.41	84.6%
Total Lease Income	11,850.59	16,000.00	-4,149.41	74.1%
Library Income	360.05	2,000.00	-1,639.95	18.0%
Marine Facilities Income				
Facilities Usage Fees				
Landing Craft Use Fee	1,900.00			
Single Use Fee	110.00			
Facilities Usage Fees - Other	0.00	2,600.00	-2,600.00	0.0%
Total Facilities Usage Fees	2,010.00	2,600.00	-590.00	77.3%
Commercial Vessel Registration	500.00	12,500.00	-12,000.00	4.0%
Private Vessel Registration	1,485.00	5,000.00	-3,515.00	29.7%
Storage Area Fee	1,260.00	2,600.00	-1,340.00	48.5%
Total Marine Facilities Income	5,255.00	22,700.00	-17,445.00	23.1%
State Revenue				
Community Assistance Program	82,906.22	75,122.49	7,783.73	110.4%
Shared Fisheries Business Tax	557.43	258.69	298.74	215.5%
Total State Revenue	83,463.65	75,381.18	8,082.47	110.7%
Tax Income				
Retail Tax Income	410,744.58	440,000.00	-29,255.42	93.4%
Remote Sellers Retail Tax	55,473.74	75,000.00	-19,526.26	74.0%
Room Tax Income	88,411.89	100,000.00	-11,588.11	88.4%
Fish Box Tax	2,160.00	8,000.00	-5,840.00	27.0%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
Penalties & Interest	10,741.24	2,000.00	8,741.24	537.1%
Tax Exempt Cards	180.00	300.00	-120.00	60.0%
Total Tax Income	567,711.45	625,300.00	-57,588.55	90.8%
Total Income	986,183.58	1,185,020.28	-198,836.70	83.2%
Gross Profit	986,183.58	1,185,020.28	-198,836.70	83.2%
Expense				
Bank Service Charges	6,689.37	13,050.00	-6,360.63	51.3%
Building				
Insurance	15,777.35	17,198.67	-1,421.32	91.7%
Maintenance & Repair	2,401.91	6,015.00	-3,613.09	39.9%
Total Building	18,179.26	23,213.67	-5,034.41	78.3%
Contractual Services				
City Engineer	1,080.00	10,000.00	-8,920.00	10.8%
Ambulance Billing Expense	727.03	1,300.00	-572.97	55.9%
Managed IT Services	14,595.00	25,020.00	-10,425.00	58.3%
Contractual Services - Other	21,917.85	26,814.00	-4,896.15	81.7%
Total Contractual Services	38,319.88	63,134.00	-24,814.12	60.7%
Dues/Fees	5,512.03	15,087.78	-9,575.75	36.5%
Economic Development Services				
GVA	27,200.00	27,200.00	0.00	100.0%
Total Economic Development Services	27,200.00	27,200.00	0.00	100.0%
Election Expense	-312.05	250.00	-562.05	-124.8%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,412.15	2,200.00	-787.85	64.2%
Equipment Purchase	4,547.45	10,891.00	-6,343.55	41.8%
Insurance	316.11	342.80	-26.69	92.2%
Maintenance & Repair	944.63	4,400.00	-3,455.37	21.5%
Total Equipment	7,220.34	17,833.80	-10,613.46	40.5%
Events & Celebrations	3,763.32	4,700.00	-936.68	80.1%
Freight/Shipping	19,839.41	34,600.00	-14,760.59	57.3%
Fundraising Expenses	511.82	500.00	11.82	102.4%
General Liability				
Public Entity Crime Coverage	137.56			
Cyber Liability	2,379.00			
General Liability - Other	15,406.38	17,841.00	-2,434.62	86.4%
Total General Liability	17,922.94	17,841.00	81.94	100.5%
Gravel Pit Fund	6,000.00	6,000.00	0.00	100.0%
Library Materials	4,371.88	11,000.00	-6,628.12	39.7%
Marine Facilities				
Insurance	6,641.26	2,965.31	3,675.95	224.0%
Total Marine Facilities	6,641.26	2,965.31	3,675.95	224.0%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses				
Wages	235,697.69	438,621.61	-202,923.92	53.7%
Payroll Taxes	22,851.06	41,622.74	-18,771.68	54.9%
Paid Time off	14,993.69	22,862.74	-7,869.05	65.6%
Sick Leave	3,344.16	8,419.85	-5,075.69	39.7%
Health Insurance (company paid)	19,030.83	23,645.52	-4,614.69	80.5%
Health Insurance Stipend	6,100.00	12,200.00	-6,100.00	50.0%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July 2024 through January 2025

	Jul '24 - Jan 25	Budget	\$ Over Budget	% of Budget
457(b) Employer Contribution	13,199.11	31,209.39	-18,010.28	42.3%
Workers Comp Insurance	9,473.37	10,325.96	-852.59	91.7%
Payroll Expenses - Other	-15,429.58	230.00	-15,659.58	-6,708.5%
Total Payroll Expenses	309,260.33	589,137.81	-279,877.48	52.5%
Professional Services	10,626.50	15,000.00	-4,373.50	70.8%
Public Relations	227.00	700.00	-473.00	32.4%
Repair & Replacement Fund	18,554.91	18,554.91	0.00	100.0%
Road Maintenance	81,475.40	215,000.00	-133,524.60	37.9%
Stipend	765.00	4,500.00	-3,735.00	17.0%
Supplies				
Donated/Fundraised Program	0.00	800.00	-800.00	0.0%
Supplies - Other	344.11	2,050.00	-1,705.89	16.8%
	10,310.74	19,200.00	-8,889.26	53.7%
Total Supplies	10,654.85	22,050.00	-11,395.15	48.3%
Telecommunications	6,824.11	17,921.00	-11,096.89	38.1%
Training	3,854.15	13,200.00	-9,345.85	29.2%
Travel	14,199.58	19,700.00	-5,500.42	72.1%
Utilities				
Electricity	5,704.98	11,200.00	-5,495.02	50.9%
Fuel Oil	5,293.66	7,900.00	-2,606.34	67.0%
Total Utilities	10,998.64	19,100.00	-8,101.36	57.6%
Vehicle				
Fuel	427.59	1,200.00	-772.41	35.6%
Insurance	3,844.19	4,181.00	-336.81	91.9%
Maintenance & Repair	436.01	5,000.00	-4,563.99	8.7%
Mileage Reimbursement	0.00	1,900.00	-1,900.00	0.0%
Total Vehicle	4,707.79	12,281.00	-7,573.21	38.3%
Total Expense	634,007.72	1,235,020.28	-601,012.56	51.3%
Net Ordinary Income	352,175.86	-50,000.00	402,175.86	-704.4%
Other Income/Expense				
Other Income				
Prior-Year Cash Balance	0.00	50,000.00	-50,000.00	0.0%
Total Other Income	0.00	50,000.00	-50,000.00	0.0%
Net Other Income	0.00	50,000.00	-50,000.00	0.0%
Net Income	352,175.86	0.00	352,175.86	100.0%

City of Gustavus
Balance Sheet
As of January 31, 2025

	<u>Jan 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	404,966.82
AMLIP Capital Improv Long-Term (0630598.2)	621,634.59
AMLIP Repair & Replacement (0630598.3)	391,909.17
AMLIP Gravel Pit Fund (0630598.8)	32,446.42
AMLIP Reserve (0630598.12)	1,251,599.63
APCM.Endowment Fund	1,623,763.86
FNBA - Checking	395,143.94
FNBA Endowment Fund - Checking	44,913.22
Petty Cash	509.11
Total Checking/Savings	<u>4,766,886.76</u>
Accounts Receivable	37,252.47
Other Current Assets	<u>7,069.00</u>
Total Current Assets	4,811,208.23
Fixed Assets	<u>-8,199.00</u>
TOTAL ASSETS	<u>4,803,009.23</u>
LIABILITIES & EQUITY	
Liabilities	130,450.36
Equity	
Fund Balance	3,248,525.61
Opening Bal Equity	1,084,743.57
Net Income	339,289.69
Total Equity	<u>4,672,558.87</u>
TOTAL LIABILITIES & EQUITY	<u>4,803,009.23</u>

Accounts Receivable Detail	
As of 02/01/2025	
\$28,061.02	Delinquent Sales Tax
\$10,223.62	Ambulance Transport Billing - In Progress
\$0.00	ABS Customer Invoice
(\$885.10)	Net of Other Customer Account Balances
\$37,399.54	Total

FNBA Checking Account - Unrestricted Funds Balance	
As of 02/01/2025	
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:	\$395,143.94
Obligated Funds Currently in Checking Account:	
Libr FY25 PLA Grant	(\$3,623.89)
Libr SoA OWL Internet Subsidy	(\$1,440.00)
Roa USFWS Chase Drvwy	(\$251.02)
Unrestricted Funds:	\$389,829.03

Pending Transfers:

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

FY25 budgeted operating expenses:	\$1,235,020.28
25% =	\$308,755.07
17% =	\$209,953.45
35% =	\$432,257.10

0630598.1 AMLIP Capital Project Current - Funds allocated through NCOs for funded Capital Projects					Date and NCO
		AMLIP	Project	Remaining	
MF	CP18-01 Salmon River Harbor	\$9,856.96	\$9,140.10	\$716.86	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP19-03 Gustavus Beach Improv.	\$5,234.41		\$5,234.41	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$77,973.00		\$77,973.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Library	CP19-08 Library Roof/Awning/Shed	\$1,000.78	\$308.87	\$691.91	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP21-02 Refurbish Bike Shop	\$1,730.67	\$1,715.24	\$15.43	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP21-03 Good River Bridge Repairs	\$0.00		\$0.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-04 MFC Building at SRBH	\$1,323.29		\$1,323.29	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,786.60		\$1,786.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-06 Fish Waste Disposal	\$2,162.08		\$2,162.08	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP22-02 Marine Facility Vessel	\$30,000.00		\$30,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP24-01 DRC Balefill Expansion	\$110,000.00	\$60,125.81	\$49,874.19	Moved to AMLIP Current 05/13/2024 - NCO FY24-13
RM	CP24-02 Same Old Road Drainage	\$70,923.00	\$1,920.00	\$69,003.00	Moved to AMLIP Current 06/10/2024 - NCO FY24-17
Admin	CP24-04 Heat Pump Project	\$36,000.00	\$4,140.44	\$31,859.56	Moved to AMLIP Current 09/11/2024 - NCO FY25-03
GVFD	CP24-05 AFG FEMA Match	\$33,404.77		\$33,404.77	Moved to AMLIP Current 10/21/2024 - NCO FY25-05
		\$381,395.56	\$77,350.46	\$238,780.77	

Pending Transfers:

- **Grants update:**

I removed all the grant info for now except a few updates.

All federal grants and loans were effectively halted as of 1pm Tuesday 1/28/25, pending agency review. There is a list of things that agencies are being asked to do before a decision is made to allow a project to move forward. Most importantly, this memo suggests that the Administration will cancel grants/contracts that do not meet their terms. Keep in mind - this memo is directed to agencies, and not grantees. It is still not clear what action, or communication will come from each agency although we have received a few emails have been sent with differing updates, some positive, others not so much. Alaska Municipal League is staying on top of the situation which changes daily. And a further complication is that just because the court has given a temporary restraining order there is no reason to think these grants or projects are still moving forward. The DOJ argued Monday that the federal court order does not halt the administration's efforts.

"The federal court held a hearing Wednesday and [granted](#) the plaintiffs' request for a temporary restraining order Friday, which said the Trump administration "shall not pause, freeze, impede, block, cancel, or terminate...federal financial assistance to the States."

However, Trump's DOJ responded Monday to the order saying that since the Democratic states "only challenged the OMB memorandum," the administration does not "read the Order to prevent the President or his advisors from communicating with federal agencies or the public about the President's priorities regarding federal spending."

It will be an immense amount of work, for federal agencies to unwind in 90 days what it took 3+ years to roll out. The full extent of impact is still unknown. It may be that all traditional infrastructure projects move forward again quickly, after a review. Other projects may be delayed. Some may be rescinded. We understand this introduces an incredible amount of uncertainty, and worry about staffing, projects in the middle of getting award obligations in place and other obligations. As more information becomes available, AML is assisting municipalities in wading through the mire.

- National League of Cities – Advancing Economic Mobility - Match AP&T for heat pump acquisition - 20K

Update – Applications are still being processed, some payments have been made, and letters are being sent to folks who need to supply additional information to receive approval/payment.

- Compost Facility

Update –We will resubmit a CDS request for FY26 with the baler as a separate request as requested by Senator Murkowski's appropriations staff.

- DRC Recycling Center

Update - We received word last Friday 1/31 that (for now) all processing of new grants and work under existing grants not awarded under the Infrastructure Investment and Jobs Act (a.k.a. the Bipartisan Infrastructure Law), which Congressionally-directed spending grants are not, can resume. Our grant application is in the EPA database now. EPA folks are checking to confirm that the funds have been transferred to the regional office from EPA HQ or that they will be soon. Our application is currently undergoing initial review by the grants specialist assigned to it.

- PIDP –*Update*- We have a debrief scheduled for 2/27 with MARAD and some folks from ADOT to see about resubmitting and also to look at other sources of funding.
- A significant amount of time during this report period was spent on our Request for Reconsideration on the Xunaa Borough. It was submitted and the LBC had a meeting, and the decision was made to reconsider a couple of the requests. Mayor McLaughlin has more to report on this. The information was sent out to News with links to the LBC information.
- Roads – GBC is doing their best to keep our roads under control. They are clearing brush just past the gravel pits to ensure the ditches continue to flow and not become clogged with debris. If anyone has concerns, rather than calling City Hall, please send those concerns by filling out a form that can be found here: <https://www.gustavus-ak.gov/roads/webform/road-maintenance-concerns-reports> We also get copies of the reports.
- A brief list of other items:
 - Prepped Council Member B. Taylor on items to bring to DC for his visits to congressional offices
 - Prepared a white paper regarding ferry ramp usage on the dock
 - Had a few issues with Dept. Of Administration to clean up so it would not impact grants
 - Assisted Rookery with FY 26 budget request
 - Septage meeting with ADEC on next steps for 65% PER and community outreach
 - Met to discuss and formulate a way to go forward with extending the life of the gravel pit
 - Dealt with some IT issues
 - Met at library with Nina and Melisa
 - Dealing daily with fallout from EO, OMB and federal budget and other decisions
 - I'll be attending the SE Conference Transportation Meeting and AML Winter Legislative meetings next week in Juneau
- Several other regular ongoing operational issues are dealt with as they arise.
- Any Council Questions or Comments?

February 5, 2025

Re: Appointments to Special Policy Committee

Per City Ordinance 2.40.150 (d) (B), nominations for committee appointments shall be made by the mayor and shall be subject to ratification by the city council.

We received four applications; the committee can have up to five members so I can still accept applications if there is further interest.

I nominate the following for the Special Policy Committee formed by Resolution CY25-01 and ask that the Council accept the nominations.

Lucas Beck

Larry Landry

Sandi Marchbanks

Michelle Olney

Submitted by: Sally A. McLaughlin, Mayor

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY25-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2025**

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 2025, the following City held account balance transfers are to be made for the reasons stated.
- Section 3.** For the current fiscal year, City held accounts are amended to reflect the changes as follows:

	Amounts		
CITY HELD ACCOUNTS	Account Balance	Amended Balance	Change
CP18-01 SRH Clean Up <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 716.86	\$ 0.00	<\$ 716.86 >
CP19-08 Library Bike Shelter <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 691.91	\$ 0.00	<\$ 691.91 >
CP21-02 Refurbish Old PO <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 15.43	\$ 0.00	<\$ 15.43 >
CP21-04 MFC Building in SRB <i>Project was completed in FY23. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 1,323.29	\$ 0.00	<\$ 1,323.29 >
CP21-06 Fish Waste Disposal <i>Project was completed in FY24. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 2,162.08	\$ 0.00	<\$ 2,162.08 >
CP22-02 Marine Facilities Vessel <i>Project was abandoned in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 30,000.00	\$ 0.00	<\$ 30,000.00 >
AMLIP Capital Imrov Long-Term* <i>*Approximate, this is a dynamic value.</i>	\$ 621,634.59	\$ 656,544.16	\$ 34,909.57
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: February 10, 2025
DATE OF PUBLIC HEARING: March 10, 2025

PASSED and **APPROVED** by the Gustavus City Council this ___th day of _____, 2025.

Sally McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-07**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 1 GENERAL PROVISIONS, CHAPTER 1.03 RESOLUTIONS AND
TECHNICAL CODES, SECTION 1.03.020- PROCEDURES FOR RESOLUTION**

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 1, chapter 1.03.020 be amended as follows:

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

TITLE 1 – GENERAL PROVISIONS

Chapter 1.03 - RESOLUTIONS AND TECHNICAL CODES

Section .020 – Procedures for resolution

- (a) Every resolution shall be introduced in writing. ~~and shall be orally read before~~ **A Resolution that is provided to each member present and made available for public inspection prior to the city council meeting need not be read aloud prior to** any vote for passage is taken.
- (b) After adoption, every resolution shall be posted at the city office(s) or in other places as the city council may direct.
- (c) Every resolution shall become effective upon adoption unless a later date is specified in the resolution.
- (d) If state law requires a resolution to be submitted to city voters, then the resolution may be adopted after the results of the election are certified.

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

Date Introduced: January 13th, 2025

Date of Public Hearing: February 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of XXXX, 2025

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-08**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 2 ADMINISTRATION, CHAPTER 2.40 CITY COUNCIL MEETINGS,
SECTIONS 2.40.030 ORDER OF BUSINESS**

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 2, Chapter 2.40.030 be amended as follows:

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

TITLE 2 – ADMINISTRATION

Chapter 2.40 – CITY COUNCIL MEETINGS

Section 2.40.030 ORDER OF BUSINESS

- (a) At all regular meetings the order of business shall be:
- (1) Call to order;
 - (2) Roll call;
 - (3) Approval of minutes;
 - (4) Mayor's request for agenda changes;
 - (5) **Staff and** Committee reports;
 - (6) Public comment on non-agenda items;
 - (7) Consent agenda:
 - (A) Public requests for consent agenda changes, other than ordinances for introduction;
 - (B) City council requests for consent agenda changes;
 - (C) City council action;
 - (8) Ordinances for public hearing:
 - (A) Administrative or committee reports;
 - (B) Public hearing;
 - (C) City council action;
 - (9) Unfinished business:

- (A) Administrative or committee reports;
 - (B) Public hearing;
 - (C) City council action;
- (10) New business:
- (A) Administrative or committee reports;
 - (B) Public hearing;
 - (C) City council action;
- ~~(11) Staff reports;~~
- (12) City council reports:
- (A) Mayor's report;
 - ~~(B) City clerk reports;~~
- (13) City council questions and comments;
- (14) Public comment on non-agenda items;
- (15) Executive session;
- (16) Adjournment.
- (b) The agenda shall be prepared by the mayor **with support from the clerk**. The mayor shall brief the city council as to any revisions. Other matters may be considered under administrative reports, unfinished business, or new business as applicable.
- (c) The mayor shall include under the consent agenda:
- (1) Ordinances for introduction;
 - (2) Resolutions;
 - (3) Bid awards requiring city council concurrence; and
 - (4) Other items requiring city council action which do not involve substantial public policy questions.
- (d) The mayor shall include with the agenda such supplemental material or reports as may be necessary to explain each item on the consent agenda and shall include a specific recommendation for city council action on each item. Material, reports, and recommendations submitted in writing to each member present and which are available for public inspection prior to the city council meeting need not be read aloud, but the minutes shall reflect the mayor's recommendation on each consent agenda item adopted. Upon adoption of a motion to adopt the consent agenda, all consent agenda items subject to the motion are adopted as recommended by the mayor. The motion to adopt may not be amended; provided, upon the request of any member, an item on the consent agenda shall be removed from the consent agenda and placed under the appropriate regular agenda item for city council action. A notice or motion for reconsideration or a motion to rescind a consent agenda item which is the subject of the notice or motion and only that item shall be affected by the notice or motion.

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

Date Introduced: January 13th, 2025
Date of Public Hearing: February 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of XXXX, 2025

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-10**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 2 ADMINISTRATION, CHAPTER 2.50 – CITY CLERK AND
TREASURER, SECTIONS 2.50.010 CITY CLERK AND TREASURER, 2.50.050 INTERNAL
CONTROLS, 2.50.070 CITY ADMINISTRATOR**

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 2 Administration, Chapter 2.50, Sections 2.50.010, 2.50.050, 2.50.070

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

TITLE 2 - ADMINISTRATION

Chapter 2.50 – CITY CLERK, ~~AND~~ TREASURER, **AND CITY ADMINISTRATOR**

Section 2.50.010– Appointment and term

- (a) The city clerk and city treasurer positions may be held jointly by one (1) regular position employee or may be split into two (2) positions, according to the needs and finances of the city.
- (b) The city clerk, ~~and~~ city treasurer, **and city administrator** positions shall be appointed by the city council and serve at the pleasure of the council.

Section 2.50.050 – Internal Control

The following internal controls are procedures used in financial transactions and record keeping that protect the city's assets and ensure the accuracy of its record keeping and the integrity of the ~~clerk~~ **treasurer**:

(1) The ~~city clerk or acting clerk~~ **treasurer** shall receive all cash and checks, either by mail or in person. The clerk **or treasurer** shall then prepare receipts for all incoming cash, reserving a copy for the city records and providing the customer with the original. The ~~clerk~~ **treasurer** shall enter all incoming checks or money orders onto a deposit ticket and shall retain a copy for city records.

(2) Any and all purchases the ~~clerk~~/ treasurer needs to make, for the city, **pursuant to an approved budget** must be authorized by the mayor, or **city administrator and as detailed**

in policy and procedure. ~~city council member.~~ A purchase order is required for all purchases.

(3) Checks written by the ~~clerk/~~ treasurer must have two (2) signatures. Those authorized to sign are all city council members, ~~and the mayor,~~ **and city administrator** who have a current signature on the bank's signature card.

Section 2.50.070 – City Administrator

(a) The administrator serves as the administrative officer of the city and manages administrative functions including human resource functions.

- (1) Manages and oversees city-contracted functions**
- (2) Approves, appoints and removes city personnel except for clerk and treasurer positions.**
- (3) Assists with strategic planning functions of the city**
- (4) Serves as liaison between city staff, mayor, city council, and city attorney**
- (5) Attends all meetings of the City Council and assists with preparation of monthly agendas**
- (6) In conjunction with the Treasurer, may perform financial and managerial analyses for the Mayor and City Council**
- (7) Assists with development of annual operating budget**
- (8) Assists with development and implementation of the Capital Improvement Plan**
- (9) Facilitates and coordinates grant writing**
- (10) Oversees Risk Management in conjunction with treasurer and city attorney**
- (11) Exercises custody of all City-owned property**
- (12) Assists with administrative functions at City Hall**
- (13) Perform such other duties as the Mayor, Council, or state law may lawfully require**

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

Date Introduced: January 13th, 2025

Date of Public Hearing: February 10th, 2025

PASSED and APPROVED by the Gustavus City Council this XXth day of _____, 2025

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-11**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 4 REVENUE AND FINANCE, CHAPTER 4.08 ANNUAL FINANCIAL
STATEMENT, SECTION 4.08.010 ANNUAL FINANCIAL STATEMENT**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that Title 4, Chapter 4.08.010 be amended as follows:

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

TITLE 4 – REVENUE AND FINANCE

Chapter 4.08 – ANNUAL FINANCIAL STATEMENT

Section 4.08.020 – Annual Financial statement

- (a) The ~~city clerk~~ **treasurer** shall prepare and submit for review and approval of the council an annual financial statement. The statement shall contain the same basic information and accounts as the ~~city clerk's~~ **treasurer's** monthly financial report.
- (b) The mayor shall arrange for the preparation of a statement of annual income and expenditures and shall deliver the statement to the city council before October 1 of each year.

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

Date Introduced: January 13th, 2025
Date of Public Hearing: February 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of XXXX, 2025

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-12**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 2 ADMINISTRATION, CHAPTER 2.40 – CITY COUNCIL
PROCEDURES, SECTION 2.40.140 – TELEPHONIC PARTICIPATION**

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 2, Chapter 2.40.140 be amended as follows:

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

TITLE 2 - ADMINISTRATION

Chapter 2.40 – CITY COUNCIL PROCEDURES

Section 2.40.140– ~~Telephonic~~ **Virtual** participation

- (a) Any member of the city council may participate ~~via telephone~~ **virtually** in a city council meeting, if the member declares that circumstances prevent physical attendance at the meeting.
- (b) No more than the first two (2) members to contact the clerk regarding ~~telephonic~~ **virtual** participation in a particular meeting may participate ~~via telephone~~ **virtually** at **any one** (1) meeting **unless otherwise declared by the Mayor**. No member may participate ~~telephonically~~ **virtually** at more than three (3) general meetings in any twelve-month period, October to October, **or at more than two consecutive general meetings, unless an exception is approved by the mayor**. There shall be no limit to the number of special or emergency meetings that a member may participate in ~~telephonically~~ **virtually**. ~~A member may participate telephonically only from locations within the United States, unless the member agrees to pay the costs of international telephone service.~~
- (c) The member shall notify the clerk and presiding officer, if reasonably practicable, at least four (4) hours in advance of a meeting which the member proposes to attend ~~by telephone~~ **virtually** and shall provide ~~the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.~~
- (d) At the meeting, the clerk shall establish the ~~telephone~~ connection when the call to order is imminent.
- (e) A member participating ~~by telephone~~ **virtually** shall be counted as present for purposes of quorum, discussion, and voting.

(f) The member participating ~~by telephone~~ **virtually** shall make every effort to participate in the entire meeting. From time to time during the meeting the chair shall confirm the connection.

(g) The member participating ~~by telephone~~ **virtually** may ask to be recognized by the mayor to the same extent as any other member.

(h) To the extent reasonably practicable, the clerk shall provide backup materials to members participating ~~by telephone~~ **virtually**.

(i) If the ~~telephone~~ connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the clerk shall attempt to establish or restore the connection, provided that if the member participating ~~by telephone~~ **virtually** is necessary to achieve a quorum, the meeting shall be at ease, recess, or adjourn as necessary until the ~~telephone~~ connection is established or restored.

(j) Meeting times shall be expressed in Alaska time regardless of the time at the location of any member participating ~~by telephone~~ **virtually**.

(k) Remarks by members participating ~~by telephone~~ **virtually** shall be transmitted so as to be audible by all members and the public in attendance at the meeting, ~~provided that in executive session the remarks shall be audible only to those included in the executive session.~~ **To assure confidentiality, participants attending virtually will be excluded from executive sessions.**

(l) As used in this ordinance, "~~telephone~~" **virtual** means **participation by telephone or any system for synchronous two-way voice communication digital video-conferencing platform.**

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

Date Introduced: January 13th, 2025

Date of Public Hearing: February 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of _____, 2025

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-09**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 2 ADMINISTRATION, CHAPTER 2.40 CITY COUNCIL PROCEDURES, SECTION
2.40.150 COMMITTEES**

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 2, Chapter 2.40.150 be amended as follows:

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

TITLE 2 - ADMINISTRATION

Chapter 2.40 – City council procedures

Section 2.40.150 – Committees

- (a) Standing committees shall be created and dissolved by resolution.
- (b) Special committees shall be created by resolution. The city council shall have such special committees as may be considered necessary. Special committees automatically terminate upon completion of the committee's assignment as defined in the resolution.
- (c) Any member of the city council may sit with any committee at all times; such member shall have the right to participate in committee discussion except that members of the committee have priority in obtaining the floor and only committee members may vote. Reasonable opportunity for the public to be heard shall be allowed at committee meetings other than those designated as work sessions.
- (d) Selection, process, and duties of committees of the city council.
- (1) Standing committees.
- (A) There shall be not more than two (2) city council members appointed to each standing committee of the city council. **City council members appointed to the committee shall serve as a liaison, without voting privileges.**
- (B) **Volunteers interested in filling a vacancy on a committee shall submit an application for appointment to the city clerk's office, on a form provided by the city clerk's office.**

~~(C)~~(B) Nominations for standing committee appointments and for the position of chair of each such committee shall be made by the mayor **from applications received and** subject to ratification by the city council.

~~(D)~~(C) A standing committee may at the call of its chair or the vote of its membership take up any matter within the scope of its charge established by these rules and not pending as legislation authorized by the city council. Matters not within the scope of any standing committee or within the scope of more than one (1) standing committee shall be assigned by the mayor.

~~(D)~~ Each committee shall refer information to and coordinate activities with other appropriate committees. Issues referred to another committee and any directions to the mayor must have the concurrence of a majority of the committee members.

(2) Special committees. Nominations for special committee appointments and the chair position of each special committee shall be made by the mayor and shall be subject to ratification by the city council.

(A) There shall be not more than two (2) city council members appointed to each standing committee of the city council. City council members appointed to the committee shall serve as a liaison, without voting privileges.

(B) Volunteers interested in filling a vacancy on a committee shall submit an application for appointment to the city clerk's office, on a form provided by the city clerk's office.

(C) Nominations for special committee appointments and for the position of chair of each such committee shall be made by the mayor from applications received and subject to ratification by the city council.

(e) The council liaison is a nonvoting member who may participate in committee deliberation, provides a direct line of communication between the committee and the city council, and provides guidance about Open Meetings Act and Roberts Rules of Order.

~~(f)~~(e) The **meeting** schedule will be made available in the office of the clerk and posted in at least three (3) public locations throughout the City of Gustavus five (5) days prior to meeting. All committees will prepare and present quarterly reports at city council meetings as scheduled by the council or at the request of the city council.

~~(g)~~(f) Quorum of committees. For committees with seven (7) or eight (8) members, four (4) of the membership shall constitute a quorum; for committees with five (5) or six (6) members, three (3) of the membership shall constitute a quorum. For committees with four (4) or fewer members, two (2) of the membership shall constitute a quorum for the transaction of business. **Council members serving on committees will not count in the constitution of a quorum.**

~~(h)~~(g) Voting. The minimum vote required to take official action shall be the same as that constituting a quorum.

(i) All committee members under this chapter shall take an oath of office prior to participation in any meeting.

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

Date Introduced: February 10th, 2025
Date of Public Hearing: March 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of XXXX, 2025

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

CITY OF GUSTAVUS, ALASKA
Special Land Use Permit

This Special Land Use Permit is issued for a period of five years and may be renewed upon the request of the recipient. This Special Land Use Permit is issued under Title 10 section 10.07.030- Special use of city land and does not convey an interest in the land in anyway and may be revoked for cause with 30-day notice. Unless otherwise agreed to in writing, this land will be restored to its original condition upon expiration or revocation of the permit.

Property Description:

One acre (34,560 sq. ft.) of land within what is commonly known as the Doc Bailey property. (see attached map)

Terms of this agreement:

This permit is issued giving the exclusive temporary use of city land described herein and issued with the understanding the recipient will hold the City of Gustavus harmless from any and all liability resulting from use of the land and in any and all disputes or misunderstanding arising from operation conducted upon the permitted land by the permitted user. Prior to the signing of this permit the user is to have described to the City’s satisfaction all details of operations, charges to resident users, all temporary changes to the land and any planned temporary structures to be erected on the land. There will be no fee for issuance of this permit, however the recipient must return the land to its original condition. No permanent structures or alterations to the land will be permitted without written permission from the city.

Permitted organization, group or individual and the permitted purpose:

This permit is offered to Gustavus Community Gardens for a period of five years by the City of Gustavus for use by community residents who wish to accept the conditions of this permit and the conditions placed upon land use by the Gustavus Community Garden organization to produce food and flower crops.

Special provisions:

Gustavus Community Gardens is allowed to have an electrical power service with Alaska Power and Telephone. Gustavus Community Gardens is responsible for all costs associated with the electrical power hookup and is responsible for all recurring or monthly charges. Gustavus Community Gardens shall also be responsible for terminating the power service when the group is no longer leasing the property.

Duration of this agreement: From April 1, 2025, through April 1, 2030

Sally A. McLaughlin, Mayor of Gustavus

Date

Attachment: Map Plat #74-14
Gustavus Community Garden

City of Gustavus Alaska
Special Land Use Permit
Gustavus Community Gardens
April 1, 2025 – April 1, 2030

CITY OF GUSTAVUS, ALASKA
Special Land Use Permit

Item #13.

Janene M. Driscoll,
Gustavus Community Garden Representative

Date

Attest: Liesl M. Barker, City Clerk

Date

Gustavus Community Gardens

Rules and Policies

Plot fees: Plot fees include one 10' by 20' plot, and an optional potato row and alternate year potato row. Fee: \$25 per plot plus \$10 per adult using the plot (minimum fee \$35.00). Each garden member must sign the Garden Rules and Policies agreement prior to working your plot. If no payment is made by June 1 your plot may be reassigned. Notify the Coordinator by March 1 to retain your plot.

Community Garden Labor: Gardeners must volunteer 10 hours labor per season to maintain or improve the Community Gardens. A volunteer signup calendar is posted on the Gustavus Community Garden site (<https://groups.io/g/GustavusCommunityGarden>). A list of needed tasks will be posted in the shed or sent via email. You are welcome to suggest other garden tasks and/or donate more time.

Plot selection process: Returning gardeners will have the option of using the same plot they had the prior year. If they wish to change plots they need to notify the coordinator by March 1 to have priority over new gardeners when plots become available. Plots are available to gardeners upon receipt of membership fee and a signature indicating they have read and agree to the "Rules and Policies".

Plot maintenance: Gardeners must maintain their plots in a neat and clean manner. Weeds must be pulled.

Gardeners must weed the paths around their plots.

Gardeners are responsible to keep alternate-year potato row weed free.

Gardeners will strive to have an esthetically pleasing garden plot.

Use of pesticides, herbicides, and fertilizers: Only natural pesticides may be used (ex. slug control methods). No herbicides of any kind. Minimal use of chemical fertilizers will be allowed.

Compost bins: Gardeners will help maintain compost bins for seaweed and organic wastes from the Community Garden. No kitchen scraps from home may be put into the bins. Members may bring their own compost and soil amendments.

Tools: Some tools are provided. Store tools in the shed.

Trash: pack out your own. No trash bins will be provided.

Bathroom facilities: There are no bathroom facilities available on-site.

Water: Well water is available and garden hoses are provided. There is no drinking water onsite.

Electricity: There is electricity to the site.

Pets: Pets must be leashed and are not are allowed within 10 feet of the tilled garden area. Pet owners are responsible for preventing their pets from entering the garden.

Children: Members' children are welcome. A sandbox has already been built and other suggestions are welcome for ways to make the Community Garden a good place for children.

Invasive Species: NO INVASIVE SPECIES MAY BE INTENTIONALLY PLANTED.

Access to the Garden: Garden Access is via “Bill’s Drive”. Please drive slowly (less than 15mph) for the entire length of the road.

Communication: A meeting will be held in the spring and fall (and other times as needed). The primary mode of communication is via an email group. Members need to reply to an email invitation to join: <https://groups.io/g/GustavusCommunityGarden>. Additional information will be posted on an information board and notebook in the shed.

The Gustavus Community Gardens operates under a City of Gustavus Special Land Use Permit. It is issued with the understanding the recipient will hold the City of Gustavus harmless from any and all liability resulting from use of the land, and in any and all disputes or misunderstanding arising from operations conducted upon the permitted land by the user.

I have read and agree with the above rules and conditions.

Name: _____ **Plot #** _____

Signed: _____ **Date:** _____

Mailing address: _____

Email address: _____ **Phone:** _____

Emergency Contact: _____

Please return the signature portion of this agreement and your payment (make checks to Wendy Bredow) to: Wendy Bredow PO Box 260; Gustavus AK 99826

From: [Janene Driscoll](#)
To: [Liesl Barker](#)
Subject: Community Garden Permit
Date: Tuesday, February 4, 2025 18:12:44
Attachments: [Special Land Use Permit 2020 Community Garden.pdf](#)
[gardenplat.jpg](#)
[garden_map.pdf](#)

Hello Liesl,

The Special Use Permit for the Community Garden needs to be renewed this year. The last permit was for a 5 year term which ends April 21, 2025. The garden members request another 5 year renewal. Let me know if you have any questions or if anything is needed from us.

Attached is the current permit and the map that shows the garden.

Please forward this to the Mayor.

Thanks

and happy gardening!



*Building girls of courage,
confidence, and character who
make the world a better place.*

January 31, 2025

Ben Sadler
City Treasurer
P.O. Box 1
Gustavus, AK 99826

Dear Mr. Sadler:

Thank you for awarding Troop 23032 the Endowment Fund Grant Award of \$7,621.84 to support their community service projects. We are excited for the girls to have this opportunity.

Girl Scouts of Alaska (GSAK) is a nonprofit organization holding 501(c)(3) status (and the applicable business license); and Girl Scout Troop 23032 is a subordinate unit of our organization. As such, Troop 23032 is not a legal entity able to accept funds over \$250 (per IRS regulations). GSAK will need to serve as the pass-through entity for the troop's awarded grant.

Together with Troop Leader Liesl Barker, we are respectfully asking the city to consider an alternative payment method to allow GSAK to act in this role and support the troop's project. We are requesting that the full grant amount (minus the final 10% holdback to be disbursed upon project completion and report submission) be distributed directly to GSAK upfront (versus the grant cost reimbursable basis). This will allow GSAK to sub-award the funding to Troop 23032 to carry out their projects. GSAK will also support the troop in submitting the required grant reporting throughout the grant period.

GSAK understands that partial funding of the grant is to support the troop's installation of playground equipment at The Rookery at Gustavus, a licensed childcare business. GSAK also understands that the property is owned by The Rookery at Gustavus and the business will assume all ownership of the playground equipment installed, including maintenance and insurance coverage.

We appreciate your consideration and are available to discuss the grant terms at your convenience. We look forward to the troop being able to begin their planned projects.

Sincerely,

Jenni Pollard
CEO
[Girl Scouts of Alaska](http://www.girlscoutsalaska.org)
(907) 273-0306

Main Office & Shop
2000 W International Airport Rd.
Suite C
Anchorage, AK 99502

Southeast Office
9085 Glacier Hwy.
Suite 202
Juneau, AK 999801

www.girlscoutsalaska.org
customercare@girlscoutsalaska.org
907-480-2250
800-478-7448

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-03**

**A RESOLUTION BY THE CITY OF GUSTAVUS APPROVING THE SUBMISSION OF CAPITAL
IMPROVEMENT FUNDING REQUESTS**

WHEREAS, the City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. With current extraction methods, available material from the gravel pits could be exhausted in the next few years. This project would extend the usefulness of the existing gravel ponds by implementing an alternative approach to the current gravel extraction procedures, allow for the purchase of additional land, allow for the purchase of gravel from outside the community, and help fund redirecting a creek fish habitat from the existing gravel pits; and,

WHEREAS, Glen's Ditch is the primary drainage route on the west side of Gustavus Airport, Wilson Road and Glen's Ditch Road. It was platted as a State DOT&PF-maintained drainage easement and constructed five decades ago to drain the airport ponds. DOT&PF has declined to clean it from Gustavus Road south claiming the drainage easement has expired. Because Glen's Ditch runs along a City road, it falls to the City of Gustavus to maintain and upgrade it to prevent flooding of critical airport lands and City roads. It is badly restricted by vegetation and requires cleaning and replacement of culverts to accommodate the increasing flow needs from heavier storms occurring. The City proposes to replace two culverts with simple "flat rack" bridges to prevent future restrictions due to isostatic rebound. The project will require engineering design and specifications by a consultant; and,

WHEREAS, the City of Gustavus Disposal & Recycling Center (DRC) balefill is outgrowing its existing footprint. The dwindling existing balefill area has served the community for the last thirty years. Taking into consideration community growth, and accepting waste from the NPS, the proposed expansion should give the DRC approximately twenty years of additional space while continuing to maintain the high standards of waste storage along with exemplary ADEC inspections that has been ongoing since the landfill's inception. Prolonging our balefill capacity keeps disposal local and prevents the City from having to consider the more expensive alternative of having to ship out its solid waste. The project also includes new monitoring wells, which is an ADEC permit requirement; and,

NOW, THEREFORE, BE IT RESOLVED, that the Gustavus City Council approves and prioritizes the following FY25 Capital Improvement Project (CIP) funding requests to the Alaska Legislature in the amounts indicated below and urges the Legislature and Governor to consider them favorably.

- | | |
|---|--------------|
| 1. Gravel Extraction Improvement Project | \$500,000.00 |
| 2. Glen's Ditch Cleaning & Culvert Replacement | \$100,000.00 |
| 3. Disposal & Recycling Center Balefill Expansion | \$110,000.00 |

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this __th day of _____, 2025, and effective upon adoption.

Sally McLaughlin, Mayor

Attest: Liesl Barker, City Clerk

Jan 2025 DC Trip Summary - Brian Taylor - Gustavus City Councilmember

From January 20 - 27, I was privileged to travel out and back from Gustavus to Washington DC to attend a National League of Cities (NLC) Grant Cohort Convening. While there I was able to meet with Alaska senator Dan Sullivan, as well as aides from Lisa Murkowski's office, to discuss several city concerns.

I want to thank the National League of Cities for the opportunity to participate in their grant cohort convening. They'll be reimbursing my travel costs for the trip, and they covered the lodging costs for three of the five nights I spent in our nation's capital.

NLC Grant Cohort Convening

The National League of Cities invited me out to attend their convening of grant recipients from their *Advancing Economic Mobility Initiative Rapid Grant Program*. This two day assembly of grant recipients was inspiring and invigorating. I was able to share stories and experiences with mayors, municipal managers, and economic development specialists from around the nation.



My biggest takeaways from the event are:

- Child care needs are essentially a universal element across cities of all sizes.
- Other municipalities take a more active role than Gustavus does in the economic development of their cities.
- Many other cities in the USA are gracefully working across language and cultural barriers to integrate a significant number of refugees into their population.
- Climate change adaptation is a persistent theme in coastal cities.
- Our problems in Gustavus are relatively simple and small by comparison in most cases.

Meetings with our Alaska Senators

I brought a number of issues to our senators and their staff in DC. Largely I presented them as **Dock Issues, Airport Issues**, and other issues. These were two separate meetings on different days with the different offices, but to avoid repeating myself I've consolidated them below.

Dock Issues

Funding for Breakwater planning at ferry dock -

- PIDP funding takes on average 5 years to be approved, keep applying.
- Senator Sullivan admonished me for not having gotten a letter of support from him for our first PIDP application. Let's be sure to get letters from our complete federal congressional delegation.
- A Murkowski staffer gave me a contact at the Army Corps of Engineers to connect with about their process and to see if they could be of service for this work.

Onerous insurance requirements for contractor use of the Gustavus "ferry" dock

- Despite there being an MOU in place that directs the State to negotiate the multi-modal use of the "ferry dock", recently contractors have been told they cannot use the dock, or have been burdened with unrealistic insurance requirements as a precondition of use.
- Generally, the senator's aides viewed this as a state issue, since AK DOT owns the dock and is responsible for negotiating the terms of its use.
- Kathy has collected more information about this issue and we'll share it with the senators in case there's an avenue they can help us pursue to alleviate this issue.

Airport Issues

Intermittent issues with the PAGES AWOS 3 weather equipment

- The reason the Alaska Airlines jet can't land when the station isn't broadcasting is because of a requirement with their insurance provider
- If this becomes an issue in the coming season we may be able to mitigate it by getting an NWS certified weather observer here in town who can help Alaska Airlines.

- Senator Sullivan said he is pursuing federal funding to get weather stations like this one fixed.
- This is a persistent issue spread widely across Alaska, with nearly the majority of them having issues, according to one of Murkowski's aides
- I'm gathering more information to share with one of Senator Murkowski's aides, for them to pass to the FAA

Law enforcement issues, TSA requirements

- Both senator's offices were interested in helping us come to a more stable and long term solution to this problem
- I'm collecting more information to pass to one of Senator Sullivan's aides, they'll coordinate with aides in Murkowski's office and reach out to the DOI to see if they can get more information on how this decision was reached internally at the NPS.

PFAS pile in "Temporary Storage" from airport resurfacing

- Senator Sullivan has an aide who is focused on PFAS work and was interested to find out about this.
- They reiterated that varying guidance between state and federal organizations has been a stumbling block here
- Senator Sullivan expressed a strong interest in helping develop a capacity to process PFAS contaminated material inside the state, to avoid the need to ship it south.
- Senator Murkowski's aides noted that previously a Congressionally Directed Spending (CDS) request has been funded to assist with removal of PFAS contaminated materials in Fairbanks.
- Action on this issue falls to the state, but I urged the senator's offices to keep us apprised of any progress on this issue at the federal level.

Other Issues

Hydrology mapping for drainage work using LIDAR data

- We have some LIDAR data, but it's not processed into a useful format for us to use for drainage engineering work.
- Senator Murkowski's aides were excited to share about a class at UAF where students have been taking LIDAR data to help create maps for various uses and organizations.

Uncertainty around the orders of the new administration

- Things are still developing, it's best to continue to work as though funding that has been allocated is going to be received.

Mayor's Report

February 2025

**On January 21, the Local Boundary Commission met to review the four Requests for Reconsideration that were filed on or before January 15th (City of Gustavus and Elfin Cove, City of Pelican, City of Tenakee Springs and Gustavus Visitor's Association). The LBC voted to reconsider two of the required standards necessary to approve a new borough: the Boundaries standard and the Best Interests of the State. Subsequently, both Hoonah and Elfin Cove filed Response Briefs on January 31. Now the LBC has up to 90 days to set a decisional meeting to reconsider the two standards. At this point we are in a holding pattern, waiting for that meeting to be scheduled.

**Chuck Schroth, of Gustavus Landscaping, has completed the walkway at the Salmon River Park. Chuck went above and beyond to produce a beautiful walkway to the playground area, as well as an area for a bench for parents to sit and visit while watching children play. The addition of the walkway makes our park more attractive and more accessible to and from the parking area. The original project was envisioned by Gustavus School students and funding was generously provided by the Reuben E. Crossett Fund. On behalf of Gustavus families, I would like to extend a heartfelt thank you to Chuck!

**We had our first staff meeting on January 15th. Staff were appreciative of the opportunity and shared thoughts and ideas about their respective departments. We discussed a format for future meetings which will include policy review, airing of concerns or sharing highlights, general housekeeping details and keeping meetings to under an hour. I appreciate the opportunity to have this valuable time with our wonderful staff.

**I would like to thank Council Member Brian Taylor for his contributions to the Council over the past few years. His presence at the table will be missed. We will be looking for a community member to fill his seat beginning as soon as the March 10th meeting and ending in October. Brian will be given a Certificate of Appreciation for his service.

**I have spent time attending LBC meetings, corresponding by/responding to emails, reviewing applications for the Policy Committee, meeting with residents both formally and informally, meeting with individual council members, daily communications with administrative staff, writing letters of support and generally trying to stay on top of the issues.

I would like to extend an open invitation to all community members to join me at the Fireweed any Friday afternoon at 3:00 for conversation on any topic. If this time doesn't work for you, I am happy to set up a meeting for a time and location that does.