



CITY OF GUSTAVUS

CITY COUNCIL GENERAL MEETING

Monday, April 14, 2025 at 7:00 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/5eskbwum>

ID: 515 501 9406

PASSCODE: 2145

TEL: 253-215-8782

ROLL CALL

Reading of the City of Gustavus Mission Statement

APPROVAL OF MINUTES

1. 03-10-2025 General Meeting Minutes
2. 03-12-2025 Special Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Policy Advisory Committee (Endowment Fund) Monthly Report
4. Gustavus Volunteer Fire Department Quarterly Report
5. City Clerk Quarterly Report
6. City Treasurer Monthly Report
7. City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

8. FY25-15 Amendment of Title 1 Chapter 1 Section 020 Definitions (Public Hearing 05-12-2025)
9. FY25-16 Amendment of Title 2 Chapter 10 Section 020 Qualifications (Public Hearing 05-12-2025)
10. FY25-17 Amendment of Title 2 Chapter 20 Section 020 Qualifications of Council Members (Public Hearing 05-12-2024)
11. FY25-18 Amendment of Title 6 Chapter 01 Section 030 Library Advisory Committee (Public Hearing 05-12-2025)
12. FY25-19 Amendment of Title 6 Chapter 03 Section 050 Staff (Public Hearing 05-12-2025)
13. FY25-20 Repeal of Title 6 Chapter 04 Section 030 Roads Advisory Committee (Public Hearing 05-12-2025)

- [14.](#) FY25-21 Repeal of Title 6 Chapter 08 Section 040 Environmental Advisory Committee (Public Hearing 05-12-2025)
- [15.](#) FY25-22 Repeal of Title 8 Chapter 02 Section 040 Marine Facilities Advisory Committee (Public Hearing 05-12-2025)
- [16.](#) FY25-23 Amendment of Title 10 Chapter 01 Section 010 Definitions (Public Hearing 05-12-2025)
- [17.](#) FY25-24NCO Amendment of the City held accounts in fiscal year 2025 (Public Hearing 05-12-2025)

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

- [18.](#) FY25-09 Introduction providing amendment of 2.40.150 Committees (Public Hearing 05-12-2025)

NEW BUSINESS

- [19.](#) Appointment and swearing in of new City Council Member to fill seat C, term expiring 10-13-2025
- [20.](#) CY25-06 A Resolution Updating Policy and Procedure for Authorized Administrative Account Access for City of Gustavus Accounts
- [21.](#) CY25-07 A resolution to authorize an additional 2-year extension for managed IT services with Alaska Technical Solutions
- [22.](#) CY25-08 A resolution in support of the Southeast Alaska 2030 Economic Plan
gustavus-ak.gov/sites/default/files/fileattachments/administration/page/24074/draft_2030_ceds_for_seak.pdf
- [23.](#) CY25-09 A resolution authorizing the participation in Alaska Public Risk Alliance
- [24.](#) FY25-14 Ordinance to repeal and replace 2.40.150 Committees (Public Hearing 05-12-2025)
- [25.](#) Approve City of Gustavus Capital Improvement Plan 2025-2029
- [26.](#) Alaska Department of Fish and Game - Gustavus Subsistence Data Review

CITY COUNCIL REPORTS

- [27.](#) Mayor Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: April 9, 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, March 10, 2025 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

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

CITY HALL

City Administrator – Kathy Leary
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Phone: 907-697-2451 | clerk@gustavus-ak.gov

MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/4esfph35>

ID: 515 501 9406

PASSCODE: 2145

TEL: 253-215-8782

ROLL CALL

PRESENT

Mayor Sally McLaughlin
Vice Mayor Shelley Owens
Council Member Susan Warner
Council Member Lucas Beck
Council Member Mike Taylor
Council Member James Kearns (appointed/sworn in)

ABSENT

Council Member Rachel Patrick (not excused)

Reading of the City of Gustavus Mission Statement

Mission Statement read by Vice Mayor Owens.



APPROVAL OF MINUTES

1. 02-10-2025 General Meeting Minutes
2. 03-03-2025 Special Meeting Minutes

Motion made by Council Member Beck to approve by unanimous consent the 02-10-2025 General Meeting Minutes and the 03-03-2025 Special Meeting Minutes.

Seconded by Council Member Warner

Public Comment: None

Council Comment: None

Hearing no objections, the 02-10-2025 General Meeting Minutes and the 03-03-2025 Special Meeting Minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

City of Gustavus, Alaska
City Council General Meeting Minutes - PENDING
March 10, 2025
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There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

3. Gustavus Visitors Association Quarterly Report
Gustavus Visitor Association President, Leah Okin submitted a written report and provided an oral summary.
Council Clarifying Questions:
Council Member Taylor
Council Member Warner
4. Conservation Lands Advisory Committee Quarterly Report
Conservation Lands Advisory Committee chair, Mike Taylor provided a written report and provided an oral summary.
Council Clarifying Questions: None
5. Policy Advisory Committee (Endowment Fund) Monthly Report
Policy Advisory Committee secretary, Sani Marchbanks provided a written report and oral summary report.
Council Clarifying Questions: None
6. Library Quarterly Report
Library Administrative Director, Melisa Gomb submitted a written report and provided an oral summary.
Council Clarifying Questions:
Council Member Warner
7. 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
8. City Administrator Monthly Report
City of Gustavus City Administrator, Kathy Leary provided a written report and provided an oral report. (report provided in packet)
Clarifying Questions: None

PUBLIC COMMENT ON NON-AGENDA ITEMS

James Kearns - pave Wilson road and wave barrier at the dock

CONSENT AGENDA

9. Approve updated scoping document for the Gravel Pit

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

Seconded by Council Member Beck

Hearing no objections, the motion passed.

ORDINANCE FOR PUBLIC HEARING

10. FY25-13 NCO Introduction Capital Improvement Long Term Transfer (Public Hearing 03-20-2025)

Mayor McLaughlin opened the public hearing at 7:45 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:45 PM.

Motion made by Council Member Warner to approve FY25-13 NCO Introduction Capital Improvement Long Term Transfer.

Seconded by Council Member Taylor

Council Debate: None

UNFINISHED BUSINESS

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

Motion made by Vice Mayor Owens to postpone FY25-09 Introduction providing amendment of 2.40.150 Committees to time certain, April 14th, 2025 general meeting.

Seconded by Council Member Taylor

Council Debate:

Council Member Beck

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor

5 yea/ 0 nay

Motion Passed.

NEW BUSINESS

12. Appointment and swearing in of new City Council Member to fill seat D, term expiring 10-13-2025

Motion made by Council Member Warner to nominate both city council applicants Geoffery Fosse and James Kearns to fill council member seat d with a term expiring on 10-13-2025.

Seconded by Council Member Beck

No - Debate on this item

*Both nominees were asked to speak briefly. Clerk distributed ballots to all Council Members, collected them and announced results.

Round 1: Fosse 1 votes to Kearns 4 votes

Motion made by Council Member Warner to swear in James Kearns to fill city council seat D with a term expiring on 10-13-2025.

Seconded by Vice Mayor Owens

Hearing no objections the motion passed.

Clerk Barker swore in James Kearns.

13. Accept resignation of City Council Member Patrick effective 03-03-2025

Motion made by Council Member Kearns to accept the resignation of City Council Member Patrick effective 03-03-2025.

Seconded by Council Member Warner

Public Comment: None

Council Debate:

Mayor McLaughlin read a certificate of appreciation

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Kearns Council Member Taylor

6 yea/ 0 nay

Motion Passed.

14. CY25-05 Cost of Living Adjustment

Motion made by Council Member Beck to approve CY25-05 Cost of Living Adjustment.

Seconded by Council Member Warner

Public Comment: None

Council Debate:

Council Member Kearns

Mayor McLaughlin

Vice Mayor Owens

City Treasurer Sadler

Vice Mayor Owens

Council Member Warner

Council Member Taylor

Council Member Kearns

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

6yea/ 0 nay

Motion Passed.

15. CY25-04 Clarifying the Role of the City of Gustavus and the Southeast Alaska land trust in the Gustavus Natural Lands Lease Project

Motion made by Council Member Taylor approve CY25-04 Clarifying the Role of the City of Gustavus and the Southeast Alaska land trust in the Gustavus Natural Lands Lease Project.

Seconded by Vice Mayor Owens

Public Comment: None

Council Debate:

Council Member Taylor

Vice Mayor Owens

Mayor McLaughlin

Council Member Warner

Council Member Kearns

Council Member Taylor

Council Member Kearns

Council Member Taylor

Mayor McLaughlin

Motion made by Mayor McLaughlin to amend CY25-04 by striking the words "at the next General Meeting" on item number 7 in the now therefore be it resolved section.

Seconded by Taylor

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

6yea/ 0 nay

Motion Passed.

Back to main motion as amended

Council Beck

Council Member Warner

Voting Yea: Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

Voting Nay: Mayor McLaughlin

5 yea/ 1 nay

Motion Passed.

16. Approve updated scoping document for the Conservation Lands Advisory Committee Beach Meadows Project

Motion made by Council Member Taylor to approve the updated scoping document for the Conservation Lands Advisory Committee Beach Meadow Project.

Seconded by Vice Mayor Owens

Public Comment:

Sandi Marchbanks - Was it part of the original EFG application?

Michelle Olney - Are the landowners involved?

Council Debate:

Council Member Taylor

Council Member Warner

Council Member Kearns

Council Member Warner

City Administrator Leary

Mayor McLaughlin

Council Member Beck

Council Member Warner

Voting Yea: Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

Voting Nay: Mayor McLaughlin

5 yea/ 1 nay

Motion Passed.

17. Approve scoping document for community outdoor furniture enhancements

Motion made by Council Member Kearns to approve the scoping document for the community outdoor furniture enhancements.

Seconded by Beck

Public Comment: None

Council Debate:

Vice Mayor Owens

Mayor McLaughlin

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

6 yea/ 0 nay

Motion Passed.

18. Approve Policy Committee Appointments

Motion made by Vice Mayor Owens to approve the Policy Advisory Committee appointments as presented.

Seconded by Council Member Warner

Public Comment: None

Council Debate:

Council Member Taylor

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Warner, Council Member Beck, Council Member Taylor, Council Member Kearns

6 yea/ 0 nay

Motion Passed.

CITY COUNCIL REPORTS

19. Mayor Monthly Report

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

CITY COUNCIL QUESTIONS AND COMMENTS

Council Member Warner - C-LAC Art contest

Clerk Barker - Coffee with Council

City Administrator - SB63 - LBC commissioner from unorganized borough

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 8:55PM.

POSTED ON: March 5, 2025 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

City of Gustavus, Alaska
City Council General Meeting Minutes - PENDING
March 10, 2025
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Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date



CITY OF GUSTAVUS CITY COUNCIL SPECIAL MEETING

Wednesday, March 12, 2025 at 5:00 PM
Gustavus City Hall

Item #2.

COUNCIL MEMBERS

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

CITY HALL

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

MINUTES - DRAFT

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/3wvw6w2u>

ID: 896 5274 0273

PASSCODE: 1425

TEL: 253-215-8782

ROLL CALL

PRESENT

Mayor Sally McLaughlin
Vice Mayor Shelley Owens
Council Member Lucas Beck
Council Member Mike Taylor
Council Member James Kearns

ABSENT

Council Member Susan Warner



Reading of the City of Gustavus Mission Statement

NEW BUSINESS

1. Update providing a brief outline of available options if the Council decides to be prepared to continue to pursue legal options through the Superior Court following the new written decision by the Local Boundary Commission.

Mayor McLaughlin provided a brief summary.

EXECUTIVE SESSION

2. Under AS 44.62.310(c) to discuss litigation strategies and give direction to attorney on whether to appeal the Local Boundary Commission's granting of Hoonah's petition to Dissolve the City of Hoonah and Incorporate the Xunaa Borough to the Alaska Superior Court

Motion made by Council Member Beck to convene in executive session under AS 44.62.310(c) to discuss litigation strategies and give direction to attorney on whether to appeal the Local Boundary Commission's granting of Hoonah's petition to Dissolve the City of Hoonah and Incorporate the Xunaa Borough to the Alaska Superior Court."

Seconded by Council Member Taylor

Hearing no objections, the motion is passed by unanimous consent

Mayor McLaughlin closed the general meeting and opened executive session at 5:1

Item #2.

Motion made by Council Member Taylor to leave executive session and reconvene the general meeting.

Seconded by Council Member Kearns

Hearing no objection the motion passed by unanimous consent

Mayor McLaughlin closed executive session and opened general meeting at 5:33 PM.

Motion made by Mayor McLaughlin to direct attorney to join other communities filing an appeal of the LBC decision to approve the Xunna Borough petition to the Alaska Superior Court.

Seconded by Vice Mayor Owens

Public Comment: None

*clerk note, there were no members of the public present

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Owens, Council Member Beck, Council Member Taylor, Council Member Kearns

6 yea/ 0 nay

Motion Passed.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

*clerk note, there were no members of the public present

ADJOURNMENT

Since there is no further business, the meeting is adjourned. The time is 5:34 PM

POSTED ON: March 6, 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

Monthly Report of the Endowment Fund Policy Committee

The 4th meeting of the Advisory Committee was held on March 12th. Five members were present including our Chair, Michelle Olney, by Zoom. Jennifer Thompson attended as our newest member. Work continues, focusing on Numbers 9 through 11 of the Procedure section of the document. We adjourned shortly after 5:00 p.m.

The 5th meeting of the Advisory Committee was held on March 19th. We welcomed Artemis BonaDea, our sixth new member via Zoom. We brought Artemis up to date on our work and then worked mainly on Numbers 9-11 of the Procedure section of the document. We adjourned before 6:00 p.m.

The 6th meeting of the Advisory Committee was held on March 26th. Three members were physically present. Michelle and Artemis were present via Zoom. Lucas was unable to attend. Our intention was to begin working on the Application packet but Larry brought our attention to an area of the Policy that we had originally skipped. We spent the remainder of the meeting working on revised language for that section. This is a great committee to work with. We adjourned before 6:30 p.m.

Respectfully,

Sandi Marchbanks



****GVFD Quarterly Report****

The Gustavus Volunteer Fire Department has been working on reorganizing the fire hall and keeping items organized. We received a conex container specifically for this purpose, which is currently being used to store outdoor sturdy items. Although it is filling up fast, we are making efforts to keep everything organized.

We encountered an issue with the water tender grant being processed through FEMA. While the grant is still operational, it has been put on hold and is under closer scrutiny. The next steps are still unclear. I have received multiple quotes from different vendors, but due to the size constraints of the fire hall, our options are limited. We will end up with a two-wheel drive tender, which will have drop-down chains and hopefully locking rear differentials. I have also applied for a Denali Commission grant to help cover the match for the tender grant, but I have not yet received a response.

I want to thank all the volunteers who helped with the school breakfast in January. Additionally, I would like to congratulate the new students who attended the Emergency Trauma Technician (ETT) class and passed in March for both the Gustavus School and the Gustavus Volunteer Fire Department classes.

We have switched to a different online training platform. Previously, we used Vector Solutions, but after discovering that the city was already paying for another training platform through our insurance, we canceled our subscription to Vector Solutions and are now using FireRescue1 Academy. I am currently going through the training on this new platform. These platforms allow our responders to supplement their training to help maintain their EMS certifications.

We are also in the process of replacing our air compressor. The last one broke, and after replacing a couple of parts, we could not get it running smoothly again. We have purchased a larger compressor, which we hope will last longer than the previous one.

As you may have heard, Dr. Rod Vaught has retired from the Gustavus Volunteer Fire Department. I want to extend my gratitude to him for his service in supporting our EMS department. Dr. Timothy Peterson is our new medical director. While he does come with a cost, as indicated in our FY26 budget, we are grateful for his assistance.

In preparation for the summer season, we have started discussions with a cruise ship representative in Juneau to gather patient information for billing purposes.

We are also working on updating our technology within the department. We have initiated a new app service, funded by the State of Alaska, called Handtevy. This application allows us to access our medication protocols on our phones and creates a list of medications for infants, children, and adults. It also helps us keep track of the medications administered to patients. Since the app does not contain any names or patient information, we do not have to worry about HIPAA compliance, although it still requires a password for access.

During an inspection of the SCBAs, we discovered that the bottles were overdue for a hydro test. We are currently in the process of transporting bottles back and forth between Juneau and Gustavus.

A quick reminder: it is currently the season when burn permits are required for any fire larger than a campfire. Please feel free to contact the fire hall if you have any questions about obtaining a burn permit.



Quarterly Clerk Report
04-14-2025
Submitted on 04-08-2025
Submitted by: Liesl Barker

Spring has arrived early this year or so, it seems. In the clerk's position the coming of spring means I will be busier than normal with meeting preparation and wrap up since there are more meetings as the City Council is working on the budget and we have two very active committees. All meetings are being recording and community members can watch the recordings on our website. [Meetings | City of Gustavus Alaska](#) The quality of these recording should be increasing with the new arrival and implementation of the owl recording device. With the coming of spring, it also means many community members are renewing their vessel registrations, ambulance services, business permits and more. I have begun working on the 2025 City of Gustavus Business directory. All registered businesses who would like there to have their information in the directory need to have their business permit submitted by May 1st, 2025.

On Monday 04-07-2025 I had a meeting with our Civics Plus website representatives. The good news is they will no longer be using Drupal. They have created their own proprietary system that they refer to as Central. They currently have over 4,000 municipalities using Central with a 95% efficiency rating. The Administration team along with our IT representative will be meeting with Civics Plus at the beginning of May to start our website migration process. There are several features that will be included in the base tier that we do not currently have such as pop-ups to call attention to important items and e-forms. The website migration will take our website cost from \$1,800 to \$4,000 a year and is expected to be completed by November of 2025. We will see this increase begin in February of 2026, so it is something we will need to address in this budget cycle.

Clerk Development/Training – As always, I am thankful for the City's investment in me professionally and giving me the opportunities to attend trainings both in-person and online.

- I have not attended any training since my last quarterly report. My participation in the International Institute of Municipal Clerks (IIMC) conference in May has been cancelled due to budgetary constraints. Thus, I needed to prioritize my training and chose the NCI training since I will provide me with more points towards my CMC.
- I have one more training course coming up this fiscal year.
 - Northwest Clerks Institute (NCI) Professional Development II (PD2) from June 8-13, 2025, at the University of Puget Sound.

For completion of my Certified Municipal Clerk, I need to have completed 50 experience points and 60 education points. I currently have approximately 32/50 experience and 37/60 education points. After completing my training this May I will have 57/60 education. I will most likely not be able to complete my certification until after next June. The main way to get experience points is by completing IIMC trainings and attending the AAMC conference.

Completed projects

- I have been working continuously on the City's website.
 - Removing outdated pages
 - Fixing broken links
 - Re-organizing pages/formats
 - Creating committee website pages
 - Updating all meeting information



- Calendar settings
 - Met with a records management specialist (at no charge)- received help on creating a plan for updating/creating records management policy and naming conventions.
 - Attended a webinar about ADA compliances with all websites, this could be a potentially large project. In April of 2024 DOJ updated regulations concerning web accessibility. There are new standards that we will have to comply with by April of 2027. We are in conversation with ATS about possible options.
 - Helped prep for new PAC committee setting up members with necessary information to get started
 - Worked on turning over two council seats which includes closing out one council member and preparing and providing basic materials and information to new council members
- **Goals and projects for 2025 (in no order).** * = carried over from 2024
 - *Creating a COG document titling guide to assist with continuity in naming documents. (in progress working with an expert)
 - *Continue Review of City Ordinance and policy updates
 - Work to change the city hall set up so community members as well as council members can see the electronically displayed packet and improve the camera/video recording to help make the zoom experience better and more personable for our community members attending meeting remotely or viewing the recording.
 - Implement an ECM system such as Laserfiche to work on our digital records
 - Update our records retention schedule
 - Work on updating the website to make it more user friendly – Continuously working on this
 - *Creating a portal (password protected) on the website to house EMS training drill videos to be used as a resource for responders. (waiting on migration)

The City Council attendance history.

This record starts with October 7, 2024, special meeting where the new council was sworn in.

Meeting Date	Owens Seat A-exp. 2025	Warner Seat B-exp. 2025	Patrick Seat C-exp. 2026	B Taylor Seat D-exp. 2026	McLaughlin Seat E-exp. 2027	Beck Seat F-exp. 2027	M Taylor Seat G-exp. 2027
10/7/2024 Special Meeting - Swearing in new council memb.				via zoom		(not sworn in)	
10-07-2024 Work Session Meeting				via zoom		(not sworn in)	
10-14-2024 General Meeting	via zoom			via zoom		(not sworn in)	
10-22-2024 Special Meeting - swearing in L. Beck	via zoom			via zoom			
11-4-2024 Special Meeting - cyber security review				via zoom		via phone	
11-12-2024 General Meeting							
12-02-2024 Work Session Meeting (entire meeting via zoom)	via zoom	via zoom	via zoom	via zoom	via zoom	via zoom	via zoom
12-16-2024 General Meeting							
01-06-2025 Work Session				(5 min late)			
01-13-2025 General Meeting							
01-27-2025 Work Session CIP							
02-03-2025 Work Session							
02-10-2025 General Meeting							
03-03-2025 Special Meeting							
03-03-2025 Work Session							
	Owens Seat A-exp. 2025	Warner Seat B-exp. 2025	OPEN Seat C-exp. 2026	J. Kearns (exp. 2025) Seat D-exp. 2026	McLaughlin Seat E-exp. 2027	Beck Seat F-exp. 2027	M Taylor Seat G-exp. 2027
03-10-2025 General Meeting							
03-12-2025 Special Meeting							
03-12-2025 Special Budget Work Session							
04-07-2024 Work Session		Via zoom - left early		via zoom			

	Special Meeting/Work Session Present						
	General Meeting Present						
	Absent (unexcused)						
	Absent (excused)						
Section 2.20.100 - Vacancies.							
(f) Is unexcused from any five (5) meetings in a calendar year including, but not limited to work sessions, and regular or special meetings.							
Section 2.30.040 - City council member attendance policy for regular meetings.							
(a) Any absence of a city council member from a regular meeting of the city council shall be deemed to be unexcused unless the city council member is absent from the meeting as a result of attending to official business on behalf of the City of Gustavus, for extenuating medical reasons, or for other significant cause as determined by the city council, in which case the absence shall be deemed to be excused.							

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

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	24.00			
Business License Fees	2,700.00	3,500.00	-800.00	77.1%
Donations	615.50	500.00	115.50	123.1%
DRC Income				
C Chest paid at City Hall	661.20			
Community Chest Sales	9,817.00	13,000.00	-3,183.00	75.5%
Landfill Fees paid @ City Hall	39,383.58			
Landfill Fees/Sales	42,892.31	100,000.00	-57,107.69	42.9%
Recyclable Material Sales	14,932.54	3,600.00	11,332.54	414.8%
Total DRC Income	107,686.63	116,600.00	-8,913.37	92.4%
Federal Revenue				
Nat'l 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	429.00	800.00	-371.00	53.6%
Grant Income	0.00	10,000.00	-10,000.00	0.0%
GVFD Income				
Ambulance Billing	8,107.80	9,000.00	-892.20	90.1%
ASP	905.00	1,000.00	-95.00	90.5%
Training	320.00	150.00	170.00	213.3%
Total GVFD Income	9,332.80	10,150.00	-817.20	91.9%
Interest Income	242.67	67,089.10	-66,846.43	0.4%
Lands Income				
Gravel Pit Gravel Sales	30,414.00	40,000.00	-9,586.00	76.0%
Total Lands Income	30,414.00	40,000.00	-9,586.00	76.0%
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	560.05	2,000.00	-1,439.95	28.0%
Marine Facilities Income				
Facilities Usage Fees				
Landing Craft Use Fee	2,200.00			
Single Use Fee	110.00			
Facilities Usage Fees - Other	0.00	2,600.00	-2,600.00	0.0%

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

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Total Facilities Usage Fees	2,310.00	2,600.00	-290.00	88.8%
Commercial Vessel Registration	1,500.00	12,500.00	-11,000.00	12.0%
Private Vessel Registration	1,750.00	5,000.00	-3,250.00	35.0%
Storage Area Fee	2,010.00	2,600.00	-590.00	77.3%
Total Marine Facilities Income	7,570.00	22,700.00	-15,130.00	33.3%
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	416,825.50	440,000.00	-23,174.50	94.7%
Remote Sellers Retail Tax	64,004.67	75,000.00	-10,995.33	85.3%
Room Tax Income	93,286.17	100,000.00	-6,713.83	93.3%
Fish Box Tax	2,160.00	8,000.00	-5,840.00	27.0%
Penalties & Interest	11,116.64	2,000.00	9,116.64	555.8%
Tax Exempt Cards	220.00	300.00	-80.00	73.3%
Total Tax Income	587,612.98	625,300.00	-37,687.02	94.0%
Total Income	1,003,419.06	1,185,020.28	-181,601.22	84.7%
Gross Profit	1,003,419.06	1,185,020.28	-181,601.22	84.7%
Expense				
Bank Service Charges	7,989.20	13,050.00	-5,060.80	61.2%
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	4,860.00	10,000.00	-5,140.00	48.6%
Ambulance Billing Expense	727.03	1,300.00	-572.97	55.9%
Managed IT Services	18,765.00	25,020.00	-6,255.00	75.0%
Contractual Services - Other	22,660.35	26,814.00	-4,153.65	84.5%
Total Contractual Services	47,012.38	63,134.00	-16,121.62	74.5%
Dues/Fees	6,169.51	15,087.78	-8,918.27	40.9%
Economic Development Services				
GVA	27,200.00	27,200.00	0.00	100.0%

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

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Total Economic Development Services	27,200.00	27,200.00	0.00	100.0%
Election Expense	-57.81	250.00	-307.81	-23.1%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,591.18	2,200.00	-608.82	72.3%
Equipment Purchase	7,309.86	10,891.00	-3,581.14	67.1%
Insurance	316.11	342.80	-26.69	92.2%
Maintenance & Repair	1,101.37	4,400.00	-3,298.63	25.0%
Total Equipment	10,318.52	17,833.80	-7,515.28	57.9%
Events & Celebrations	3,763.32	4,700.00	-936.68	80.1%
Freight/Shipping	20,511.83	34,600.00	-14,088.17	59.3%
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				
Donated/Fundraised	-70.00			
Library Materials - Other	5,769.35	11,000.00	-5,230.65	52.4%
Total Library Materials	5,699.35	11,000.00	-5,300.65	51.8%
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	302,628.92	438,621.61	-135,992.69	69.0%
Payroll Taxes	29,185.00	41,622.74	-12,437.74	70.1%
Paid Time off	16,424.32	22,862.74	-6,438.42	71.8%
Sick Leave	3,919.46	8,419.85	-4,500.39	46.6%
Health Insurance (company paid)	25,374.44	23,645.52	1,728.92	107.3%
Health Insurance Stipend	7,700.00	12,200.00	-4,500.00	63.1%
457(b) Employer Contribution	16,676.56	31,209.39	-14,532.83	53.4%
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	395,952.49	589,137.81	-193,185.32	67.2%

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

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Professional Services	21,354.82	15,000.00	6,354.82	142.4%
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	115,896.61	215,000.00	-99,103.39	53.9%
Stipend	1,005.00	4,500.00	-3,495.00	22.3%
Supplies				
Donated/Fundraised	0.00	800.00	-800.00	0.0%
Program	624.40	2,050.00	-1,425.60	30.5%
Supplies - Other	14,136.99	19,200.00	-5,063.01	73.6%
Total Supplies	14,761.39	22,050.00	-7,288.61	66.9%
Telecommunications	17,791.94	17,921.00	-129.06	99.3%
Training	4,663.15	13,200.00	-8,536.85	35.3%
Travel	13,701.84	19,700.00	-5,998.16	69.6%
Utilities				
Electricity	6,400.03	11,200.00	-4,799.97	57.1%
Fuel Oil	7,271.42	7,900.00	-628.58	92.0%
Total Utilities	13,671.45	19,100.00	-5,428.55	71.6%
Vehicle				
Fuel	536.39	1,200.00	-663.61	44.7%
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	4,816.59	12,281.00	-7,464.41	39.2%
Total Expense	800,258.77	1,235,020.28	-434,761.51	64.8%
Net Ordinary Income	203,160.29	-50,000.00	253,160.29	-406.3%
Other Income/Expense				
Other Income				
Encumbered Funds	20,000.00			
Prior-Year Cash Balance	0.00	50,000.00	-50,000.00	0.0%
Total Other Income	20,000.00	50,000.00	-30,000.00	40.0%
Net Other Income	20,000.00	50,000.00	-30,000.00	40.0%
Net Income	223,160.29	0.00	223,160.29	100.0%

11:58 AM

04/07/25

Accrual Basis

City of Gustavus
Balance Sheet
 As of March 31, 2025

Item #6.

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	373,023.05
AMLIP Capital Improv Long-Term (0630598.2)	661,096.72
AMLIP Repair & Replacement (0630598.3)	394,779.30
AMLIP Gravel Pit Fund (0630598.8)	32,684.07
AMLIP Reserve (0630598.12)	1,260,765.76
APCM.Endowment Fund	1,655,414.94
FNBA - Checking	294,001.83
FNBA Endowment Fund - Checking	35,202.18
Petty Cash	339.34
Total Checking/Savings	4,707,307.19
Accounts Receivable	
Accounts Receivable	12,329.71
Total Accounts Receivable	12,329.71
Other Current Assets	
Undeposited Funds	25.00
Total Other Current Assets	25.00
Total Current Assets	4,719,661.90
TOTAL ASSETS	4,719,661.90
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of America Alaska Air Visa	1,819.11
Total Credit Cards	1,819.11
Other Current Liabilities	
Deferred Income	9,730.00
Direct Deposit Liabilities (Direct Deposit Liabilities)	27,454.30
Payroll Liabilities	
Premera Health Insurance	86,914.76
941 Payable	7,646.74
State Unemployment	1,443.56
Payroll Liabilities - Other	2,856.73
Total Payroll Liabilities	98,861.79
Total Other Current Liabilities	136,046.09

City of Gustavus
Balance Sheet
As of March 31, 2025

	Mar 31, 25
Total Current Liabilities	137,865.20
Total Liabilities	137,865.20
Equity	
Fund Balance	3,255,620.61
Opening Bal Equity	1,084,743.57
Net Income	241,432.52
Total Equity	4,581,796.70
TOTAL LIABILITIES & EQUITY	4,719,661.90

Accounts Receivable Detail**As of 04/01/2025**

\$4,316.56	Delinquent Sales Tax
\$8,374.51	Ambulance Transport Billing - In Progress
\$0.00	ABS Customer Invoice
(\$902.21)	Net of Other Customer Account Balances
\$11,788.86	Total

FNBA Checking Account - Unrestricted Funds Balance**As of 04/01/2025**

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: \$210,749.68

Obligated Funds Currently in Checking Account:

Adn SRP Playground funds remaining	(\$13,512.48)
Libr FY25 PLA Grant	(\$3,623.89)
Libr SoA OWL Internet Subsidy	(\$1,260.00)
Roa USFWS Chase Drvwy	(\$251.02)

Unrestricted Funds: \$192,102.29

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	
Admin	CP19-03 Gustavus Beach Improv.	\$5,234.41	\$800.87	\$4,433.54	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$77,493.00	\$565.91	\$76,927.09	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
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,066.60	\$720.00	\$346.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP24-01 DRC Balefill Expansion	\$51,254.19	\$4,800.00	\$46,454.19	Moved to AMLIP Current 05/13/2024 - NCO FY24-13
RM	CP24-02 Same Old Road Drainage	\$69,003.00	\$240.00	\$68,763.00	Moved to AMLIP Current 06/10/2024 - NCO FY24-17
Admin	CP24-04 Heat Pump Project	\$31,859.56		\$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
		\$269,315.53	\$7,126.78	\$196,924.42	

Pending Transfers:

- **Grants update:**

We continue to work through the day-to-day changes and challenges in funding direction from the current administration.

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

Update – We have now paid out incentives for 13 heat pump incentives. The DRC office is mostly installed and awaiting electric hookup. One will be installed at the Old PO and the Heat Pump for the firehall is awaiting delivery. Some applicants still need to submit additional information. WE recently sent out another flyer to promote the program. Deadline to close out the grant is May 31, 2025. We are working with National League of Cities to allow installation costs beyond the basic incentive at the firehall.

- Compost Facility

Update –I submitted a CDS request for FY26 which was similar to the submittal of FY25. We were recently notified that the Continuing Resolution earlier this month excluded all Congressionally Directed Spending (aka earmarks), which means that none of the projects that Senator Murkowski advanced in the Senate bills were ultimately enacted, therefore the FY 25 request, which had been approved out of the appropriations subcommittee is not happening. For those of us who did resubmit, Senator Murkowski's office is waiting on more clarity on the FY26 timeline – at this time, no formal timelines have been announced by the Appropriations Committee. All FY26 CDS requests will be reviewed as part of a fresh evaluation process, alongside new submissions. Prior inclusion in FY25 bills does not guarantee selection in this year's process. I am still waiting to hear from the SWIFR grant application. According to their timeline they are still evaluating the applications.

- DRC - Recycling Center

Update –The additional budget detail documents and federal forms have been uploaded and other budget detail submitted to the Region 10 EPA representative who we deal with. They are checking with their grants specialist to see if we need to provide more detail to activities under the workplan for certain line items. It's always something!

Good River Bridge Repair and Embankment Stabilization Project

Update – The Award Has Been Issued! Now the work begins. This project is for \$792,500 of which \$710,000 is from the Denali Commiission and \$82,500 is a local contribution. Some of that will include an indirect amount, some staff time and some local capital funds. We can share the project budget and other information if anyone is interested. A resolution for this project was passed in February 2023.

- PIDP – Dock/Floats Protection

Update - Looking at updated NOFO with ADOT to see if we can resubmit for 2025. Due end of April.

- FEMA – AFF Water Tender

Update - So far this funding hasn't been put on hold, but we have been advised that there will be an additional layer of scrutiny on any funds being requested and now emails, instead of going to the Regional FEMA office, to the Fire Program Specialist who we were dealing with, have to be directed to some general email that apparently goes to somewhere in the abyss in DC.

- Septage Study

Update – The 65% Preliminary Engineering Report (PER) was completed and sent to the community for comment. I submitted the comments we received to ADEC, who in turn is working with HDR, along with involvement from the multi-agency review committee, (under contract for the PER) to prepare the 95% PER. There are several considerations being looked at and the 95% report is not yet finalized. It will be sent out once it is received. They are trying to develop a PER that is approved by the multi-agency review committee so that Gustavus is eligible to apply for design and construction funding for this project following the completion of the PER.

- Safe Streets for All

No Update – This is still on hold at the Federal Highway Administration level. There is a pause on executing grant agreements while the Administration evaluates all grant programs. Another similar grant was submitted under a Thriving Communities application which ultimately is funded via the EPA. Mayor McLaughlin has more information on that process. But that is also on hold for the moment.

- **Request for Reconsideration** on the Xunaa Borough was not granted. We have moved into the court appeal process. Mayor McLaughlin has more to report on this to bring everyone current. Information was sent out to News with links to the LBC information.
- After meeting with him in Juneau in February, Governor's Chief of Staff Tyson Gallagher, set up a meeting with ADOT Commissioner Anderson, GBC, Kriss Hart of Western Marine Construction, Mike Taylor, and me. Tyson facilitated the meeting where we discussed how to get to outcomes that will work for the City and ADOT. Discussion topics were using the ferry ramp to unload materials more easily and economically, an internet cell booster connected to the dock facility, roads in general along with local drainage issues that involve city and ADOT ROW, and the LE issue at the airport. I have already been contacted by the Director of Management and Administration for ADOT to get the specs on the booster.
- **Roads** – GBC continues to work on the roads. They did some grading during our nice stretch of drier weather. They have been completing road shoulder brushing and maintenance on several roads, as well as adding material, particularly on Rink Creek Road. 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:
 - Participate in weekly Infrastructure Office hours and other related meetings and seminars such as the EPA Tools and Resources Webinar: Addressing Emerging Contaminants in Wastewater Treatment Systems.
 - Collaborated with John Barry on the gravel pit contract and RFP for a single operator. Those documents are being finalized and should be ready to publish this week.
 - City budget review and deliberations with Mayor and Treasurer
 - HR items
 - Completed the necessary paperwork for the containers of PFAS to be removed under the new ADEC program that was a result of the passage of the PFAS bill last session. Shannon and Wilson is facilitating that process as a third-party intermediary since they have the disposal connections.
 - Will attend the 5th Annual Infrastructure Development Symposium the week of April 21st. AML, in partnership with Sen. Murkowski, delivers opportunities to advance and strengthen infrastructure across Alaska through active engagement and coordination. It is held consecutively with the Congressional Delegation's Grants Symposium, a clearinghouse of agencies to assist with information and planning.
- Any Council Questions or Comments?

**CITY OF GUSTAVUS
ORDINANCE FY25-15**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 1 CHAPTER 01 SECTION 020 DEFINITIONS.**

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 01 Section 020 to be amended as follows:

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

TITLE 1

Chapter 1.01

Section 1.01.020

The following definitions apply to this Code and all city ordinances unless the plain meaning requires otherwise:

Administrator: The City administrator.

Alaska resident: A person who is physically present in the state with the intent to remain in the state indefinitely, as demonstrated through the establishment and maintenance of customary ties indicative of Alaska residence defined in 15 AAC 23.143.

City: The City of Gustavus, Alaska, or the area within the territorial limits of the City of Gustavus, Alaska.

Clerk: The city clerk.

~~*Clerk/treasurer:* The city clerk or city treasurer.~~

Code: The Code of Ordinances, City of Gustavus, Alaska; Gustavus City Code.

Council: The City Council of Gustavus, Alaska.

Domicile: the single permanent home of a person from which the person has no intention of moving.

Law: Applicable federal law, the Constitution and statutes of the State of Alaska, the ordinances of the city, and when appropriate, any and all rules and regulations which may be promulgated thereunder.

Person(s): A corporation, joint venture, joint stock company, company, partnership, firm, club, association, organization, business, trust, or society, as well as a natural person.

Publish: To post a notice within the city in three (3) locations open to the public, one (1) of which shall be the city office(s), for a period of not less than five (5) days.

State: The State of Alaska.

Treasurer: The city treasurer.

Voter: A United States citizen who is qualified **registered** to vote **as an Alaska resident and who is not registered to vote in another state or other jurisdiction**, ~~in state elections, who~~ has been a resident of the City of Gustavus for thirty (30) days immediately preceding the election, ~~and who is registered to vote in state elections, and~~ has not been convicted of a felony involving moral turpitude unless that person's civil rights have been restored.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-16**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 2 CHAPTER 10 SECTION 020 QUALIFICATIONS.**

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 10 Section 020 to be amended as follows:

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

TITLE 2

Chapter 2.10

Section 2.10.020

- (a) The mayor shall be a ~~qualified~~ city voter **who maintains a Gustavus domicile.**
- (b) If the mayor ceases to be eligible to be a city voter, **domiciled in Gustavus,** he or she is no longer mayor or council member.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-17**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 2 CHAPTER 20 SECTION 020 QUALIFICATIONS OF COUNCIL MEMBERS.**

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 20 Section 020 to be amended as follows:

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

TITLE 2

Chapter 2.20

Section 2.20.020

- (a) ~~A Council~~ **council** members shall be ~~qualified~~ **a** city voters ~~who maintains a Gustavus domicile.~~
- (b) A council member who ceases to be eligible to be a city voter **domiciled in Gustavus** immediately forfeits his or her office.
- (c) In order to serve as a council member, a person must be a **domiciled** resident of the City of Gustavus for one (1) year immediately prior to the date of the election.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-18**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE REPEAL OF TITLE
6 CHAPTER 01 SECTION 030 LIBRARY ADVISORY COMMITTEE.**

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 6 Chapter 01 Section 030 to be amended as follows:

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

TITLE 6

Chapter 6.01

Section 6.01.030

~~Section 6.01.030 Library advisory committee.~~

~~There may be created a library advisory committee, that supports the librarian(s) in the operation of the library.~~

~~{Ord. No. FY18-09, § 3, 2-12-2018}~~

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-19**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 6 CHAPTER 03 SECTION 050 STAFF.**

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 6 Chapter 03 Section 050 to be amended as follows:

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

TITLE 6

Chapter 6.03

Section 6.03.050

Section 6.03.050 Staff.

- (a) The DRC paid staff shall consist of:
- (1) A department head/(DRC) manager responsible for administration, planning, budgeting, public relations, agency contacts, permitting, regulatory compliance, supervision of DRC employees and volunteers and general operation of DRC facilities. The department head/manager shall be supervised by the mayor or chief administrative officer.
 - (2) A (DRC) operator responsible for all duties and activities to provide DRC services and to maintain the DRC facilities and equipment. The manager and operator duties may be combined into one (1) regular position or divided between two (2) regular positions. If the positions are divided between two (2) individuals, the manager is the supervisor for the operator.
 - (3) One (1) or more temporary DRC assistant operators, whose duties shall include labor and activities to support the DRC operator. The temporary DRC assistant operator(s) are supervised by the DRC operator.
- (b) The DRC is authorized to accept the labor of unpaid volunteers for DRC operations at the landfill site under the supervision and training of DRC paid staff.
- (c) The DRC is authorized to accept the labor of unpaid volunteers for the acceptance, processing, and resale of donated reusable items at the community chest site under the supervision of the ~~community chest advisory subcommittee.~~ **DRC manager/operator or designee.**

- (d) The DRC manager/operator has the authority to negotiate, but not enter into, mutual aid agreements and contracts with other agencies, with review by the city attorney.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-20**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE REPEAL OF TITLE
6 CHAPTER 04 SECTION 030 ROADS ADVISORY COMMITTEE.**

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 6 Chapter 04 Section 030 to be amended as follows:

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

TITLE 6

Chapter 6.04

Section 6.04.030

~~Section 6.04.030 Roads advisory committee.~~

- ~~(a) There may be created a standing roads advisory committee that supports the administration in directing road maintenance projects and contracts. The board will have guidelines and objectives specified in policy and procedure. The board shall provide a quarterly report to the city council. Members of the city council may serve on the board as specified in Section 2.40.150, but may not serve as chair.~~
- ~~(b) In the absence of a standing committee the mayor or chief administrative officer shall be responsible for the committee's duties.~~
- ~~(c) Special projects. The road committee is authorized by the city to submit funding proposals to the State of Alaska, the federal government, or the Gustavus City Council for special road improvement projects that fall outside those activities considered as routine maintenance.~~

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-21**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE REPEAL OF TITLE
6 CHAPTER 08 SECTION 040 ENVIRONMENTAL ADVISORY COMMITTEE.**

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 6 Chapter 08 Section 040 to be amended as follows:

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

TITLE 6

Chapter 6.08

Section 6.08.040

~~Section 6.08.040 Environmental advisory committees.~~

~~The City of Gustavus may establish an environmental services advisory committee or subject specific environmental advisory committees to advise the mayor and the council on general or specific environmental issues that generally impact the community. If the council establishes any committee or committees under this section, the council shall establish the number of persons on the committee, the scope of the committee's authorized work, the length of the term of the committee, and appoint persons to the committee. The council may, in its discretion, terminate any committee created under this section at any time.~~

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-22**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE REPEAL OF TITLE
8 CHAPTER 02 SECTION 040 MARINE FACILITIES ADVISORY COMMITTEE.**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that Title 8 Chapter 02 Section 040 to be amended as follows:

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

TITLE 8

Chapter 8.02

Section 8.02.040

~~Section 8.02.040 Marine facilities advisory committee.~~

- ~~(a) There is established the marine facilities advisory committee, which shall consist of at least four (4) members appointed by the Gustavus City Council. To the extent possible, appointments to the marine facilities advisory committee shall include persons having marine, engineering, financial, and other skills relevant to harbor facility affairs. Appointments shall be for three (3) years, after which a former member is required to wait at least one (1) year before applying for re-appointment. Initial appointments shall be for staggered terms of two (2) and three (3) years.~~
- ~~(b) Each committee member shall be a qualified voter residing in the City of Gustavus.~~
- ~~(c) The marine facilities advisory committee shall meet at least quarterly, or as needed.~~
- ~~(1) At least one (1) member of the marine facilities advisory committee shall be physically present at the designated meeting place in Gustavus for each meeting.~~
- ~~(2) Marine facilities advisory committee member(s) physically absent from Gustavus may participate by teleconference or other internet platform being utilized by the city.~~
- ~~(3) If the marine facilities advisory committee falls below three (3) members, the Gustavus City Council shall assume the responsibilities of the committee while recruiting members.~~
- ~~(d) Duties. The marine facilities advisory committee shall review with the harbormaster harbor facility operations, management, administration, ordinances, policies, fees and charges, and shall recommend changes to the harbormaster and city council as necessary or appropriate. The chair of the marine facilities advisory committee shall report to the Gustavus City Council as necessary, but not less than once each calendar quarter.~~

~~(e) Vacancies. A vacancy in the marine facilities advisory committee shall exist under the following conditions:~~

- ~~(1) If a person appointed to membership fails to qualify and take office within thirty (30) days of appointment;~~
- ~~(2) If a member departs from the City of Gustavus with the intent to remain away for a period of one hundred twenty (120) or more days;~~
- ~~(3) If a member submits his or her resignation to the Gustavus City Clerk;~~
- ~~(4) If a member fails to attend three (3) consecutive marine facilities committee meetings.~~

~~(f) Vacancies declared and filled by Council. A vacancy shall be declared if one of the conditions in (e) prevails. The vacancy shall be filled according to provisions in Title 2.~~

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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 FY25-23**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 10 CHAPTER 01 SECTION 010 DEFINITIONS.**

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 10 Chapter 01 Section 010 to be amended as follows:

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

TITLE 10

Chapter 10.01

Section 10.01.010

For the purpose of this title, unless the context otherwise requires:

Abstract of title: A condensed history of the title to land together with a statement of all liens, charges, or liabilities to which the land may be subject.

Abandoned property: Those objects which no one claims and which after reasonable search and notice, the mayor or the mayor's designee can find no one to claim, or can find definite evidence some person has abandoned.

Appraisal: An estimation of value of property by a qualified appraiser.

Building inspector: Reserved.

Casual use: The temporary, safe, non-exclusive, non-surface-disturbing and non-commercial use of city land and includes but is not limited to such uses as:

- (1) Hiking;
- (2) Hunting;
- (3) Fishing;
- (4) Short-term camping;
- (5) Picnicking;
- (6) Skiing;
- (7) Snow machining;
- (8) Berry picking;
- (9) Bicycling.

City boundaries: The city limits, established when the city is incorporated, inside which all city ordinance are enforceable.

Competitive disposal: A disposal of property wherein no preference is shown to any prospective bidder or group of bidders.

Condition subsequent: An event that occurs after transfer of title which will act to restore title to the maker of the condition.

Contract of sale: A contract between a willing seller and a willing buyer to transfer title to property.

Deed of trust: An instrument, taking the place and serving the uses of a mortgage, by which legal title to real property is placed in a trustee, to secure the repayment of a sum of money or the performance of other conditions.

Disposal: The act of giving away or selling; the transfer of interest in property.

Disputed claims: Claim for property that is protested by another, or for property which is also claimed by another.

Domiciled resident: One who **is a Gustavus resident who has resided-resides** in the City ~~for at least the thirty (30) days previous~~, maintains an address in the City, and intends to make the City his/her permanent ~~resident~~ **residence. There can only be one (1) domiciled residence.**

Easement: A right of privilege in another's land, such as the right to cross for a specific purpose. Easements allow passage across real property without granting any other ownership rights in that property.

Eminent domain: The power of a municipality to convert private property to a public use.

Equitable interest: A claim (in property or other) which should be recognized in the interest of fairness or equity.

Evaluate: To judge the quality of.

Fair market value: The highest price, described in terms of money, which the property would bring if exposed for sale for a reasonable time in the open market, with a seller, willing but not forced to sell, and a buyer, willing but not forced to buy, both being fully informed of all the purposes for which the property is best adapted or could be used.

Federal entity: The federal government or an agency thereof.

Hazardous use: A use involving danger; perilous; risky to human health and well-being.

Interest: In property: A right, claim, title, or legal share in that property. Refers to the "bundle of rights," which may be transferred or conveyed separately or in total. Methods of transfer include deed, lease, or easement.

Inventory: A list of property, containing a description of each article of property.

Land: Includes all real property and all rights in real property of whatever kind or nature and under the jurisdiction of the municipality.

Lease: Leases are used to dispose of specific interests in real property without transferring ownership of that property.

A contract for exclusive possession of lands for a determinate period.

Legal description: That part of a conveyance document which identifies the land or premises intended to be affected by that conveyance.

Litigation: Contract in a court of justice for the purpose of establishing a right.

Lottery: A plan whereby the right to obtain interest in property, either by purchase or gift, is decided by luck or chance through some type of drawing of names.

Mean high tide: The tidal datum plane of the average of all the high tides as would be established by the National Oceanic and Atmospheric Administration for Gustavus.

Mean high tide line: The intersection of the datum plane of mean high tide with the shore.

Mean low tide: The tidal datum plane of the average of the low tides as established by the National Oceanic and Atmospheric Administration for Gustavus.

Mean lower low tide: At any place subject to tidal influence shall be interpreted as the tidal datum plane of the average of the lower of the two (2) low tides of each day as established by the National Oceanic and Atmospheric Administration for Gustavus.

Miscellaneous property: Any tangible property or items owned by the city and used for municipal purposes which is not land or permanently attached to land and more particularly as defined in AS 29.78.010(10).

Motor vehicle: Any ground-travelling conveyance powered by an electric motor or internal-combustion engine, including, but not limited to, cars, trucks, motorcycles, scooters, powered bicycles, all-terrain vehicles, snow machines, construction equipment, hovercrafts, and golf carts. Motor vehicles do not include, for the purposes of this title, powered wheelchairs conveying disabled persons.

Municipality: A unit of local government organized under the laws of the State of Alaska.

Non-Code ordinance: An ordinance that is not part of the permanent City Code.

Nonprofit corporation: An organization formed under the laws of the State of Alaska not to obtain a profit, but to supply an essential service to its constituents.

Obnoxious use: A use which people may find objectionable, disagreeable, offensive, displeasing.

Personal property: Only tangible personal property and that property which is not land or permanently attached to land and more particularly as defined in AS 29.78.010(10). However, for purposes of sale, items and fixtures attached to land shall be deemed personal property if intended to be removed from the land and items intended to become fixtures shall be considered personal property until so affixed.

Public and charitable lands: Land acquired by City of Gustavus from the State of Alaska for use by the public which may not be disposed of, or sold, but can be returned to the State of Alaska.

Public interest: Something in which the public, the community at large, has some pecuniary interest (having to do with money), or some interest by which their legal rights or liabilities are affected.

Public nuisance: Whatever annoys, injures or endangers the safety, health, comfort, or repose of the public; offends public decency, interferes with, obstructs, or renders dangerous any street, highway, navigable lake or stream, or in any way renders the public insecure in life or property, is declared to be a "public nuisance." Public nuisances shall include, but not be limited to, whatever is forbidden by any provision of this title or any ordinance of the City of Gustavus.

Public outcry auction: Sale of property to the highest bidder, at a public auction, where

each prospective buyer has the right to enter successive bids until a price is reached at which to higher subsequent bid is made.

Public service: Activities and enterprises which specially serve the needs of the general public.

Reclaimed or constructed tide or contiguous submerged lands: Those lands resulting by purposeful filling of tide or contiguous submerged lands to an elevation above the extreme high tide line.

Referendum: A method of submitting an important measure to the direct vote of the whole people.

Revert: With respect to property, title to go back to and lodge in former owner.

Review board: Three (3) city council members designated by the mayor to hear presentations concerning violations of sections of this chapter and determine the disposition of the charged violation and fine amount(s), if any.

Sealed bid: A written offer to purchase property placed in an envelope and opened along with all other bids (if any) at a public bid opening.

Singular number includes the plural.

State: The State of Alaska or an agency thereof.

Submerged lands: Those lands covered by tidal waters between the line of mean low tide and seaward to the municipal boundary or as may hereafter be properly claimed by the municipality.

Substantial improvement: A major change or addition to land or real property that makes it more valuable.

Temporary use: An exclusive use of city land which has duration of one (1) year or less, involves minimal disturbance to the land, and does not allow permanent structures or improvements exceeding one thousand dollars (\$1,000.00).

Tidelands: Those lands which are periodically covered by tidal waters between the elevations of mean high tide and mean low tides.

Tract of land: Those parcels of land combined for convenience of survey or sale.

Upland owner: The person who owns, or holds a long term lease to property immediately upland of the tideland's parcel to be leased. For purposes of this definition, uplands may include other tideland upland of the parcel to be leased.

Valid claim: A legally enforceable claim by a third party.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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
ORDINANCE FY25-24NCO**

**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:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP-25-01 City Hall Meter	\$ 0.00	\$ 16,089.26	\$ 16,089.26	
Funding to be transferred directly to FNBA Checking for advance of construction costs and immediate use				
AMLIP Capital Improv Long-Term	\$ 661,096.72	\$ 645,007.46	\$ 16,089.26	
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: April 14, 2025

DATE OF PUBLIC HEARING: May 12, 2025

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

Sally A. McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

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

geoffrey Fosse<gfosse2017@gmail.com>

Sally McLaughlin

Hello Mayor Sally McLaughlin.

Yes please resubmit my application and thank for reaching out.

Sent from my iPhone


RECEIVED

Date Received:

FEB 25 2025

APPLICATION FOR APPOINTMENT TO OPEN COUNCIL SEAT
CITY OF GUSTAVUS

Name: Geoffrey Fosse W
Last First MI

Residence Address: 15 Berry Creek

Mailing Address: PO Box 228, Gusatavus, Ak 99826

Home Phone: cell# 417-718-7156

E-Mail Address: gfosse2017@gmail.com

Can you regularly attend meetings? ☒ YES ☐ NO

Are you currently affiliated with the City in any way?
(For example emergency responder, employee)

☐ YES ☒ NO

If yes, please list positions: _____

Have you been a member of the City Council before? No

Reason for interest in being a Council Member: To better understand the needs
of our community to be a part in how the City moves forward for our citizens.

Brief background of experience that would qualify you for the position:

Managment of trucking company's freight lot and movement therein.

Safety assistant in the hours of service rules and regulations adherence.

Geoffrey Fosse
Signature

Geoffreyt Fosse
Printed Name

2/25/25
Date

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-06**

**A RESOLUTION UPDATING POLICY AND PROCEDURES FOR AUTHORIZED
ADMINISTRATIVE ACCOUNT ACCESS FOR CITY OF GUSTAVUS ACCOUNTS**

WHEREAS, Policy and procedure for authorized account signatories for checks written on all city funds,

WHEREAS, This resolution is to update the Policy and Procedure for Authorized Account signatories to include (1) council member and city administrator,

WHEREAS, Formal action is needed to amend policy and procedure for City of Gustavus account signatories and administrative account access,

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council updates the Policy and Procedures for Authorized Administrative Account Access for City of Gustavus Accounts as attached.

PASSED and **APPROVED** by the Gustavus City Council Gustavus City Council this __ day of _____, 2025, and effective upon adoption.

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

CITY OF GUSTAVUS, ALASKA POLICIES AND PROCEDURES

TITLE: POLICY AND PROCEDURE FOR AUTHORIZED ADMINISTRATIVE ACCOUNT ACCESS FOR CITY OF GUSTAVUS ACCOUNTS

BACKGROUND:

With staff turnover and City Council annual elections, maintaining a limited, up-to-date pool of authorized signers and persons with administrative account access is critical.

POLICY:

In compliance with its fiduciary responsibility as established in State Statute and City code, the City of Gustavus adopts a policy to annually update all current council members as authorized signatories for city funds held in such federally insured commercial banks, savings and loan associations, or investment accounts as the council may authorize by resolution. All checks written on city funds can be signed by two (2) council members or one (1) council member and the city administrator. In addition, the current City Hall staff, as specified below, are granted administrative account access as outlined below to implement decisions made by the City Council and conduct City of Gustavus business.

PROCEDURE:

After the Municipal Election results are certified each October, the City Treasurer shall contact the following account holders to follow the process for ensuring all current City Council members are listed as authorized signers and all previous City Council members are revoked as authorized signers.

- First National Bank Alaska (FNBA)
 - checking, Endowment Fund Grant checking, savings
- Mitsubishi UFJ Financial Group – FNBA collateralized account
- Alaska Municipal League Investment Pool (AMLIP)
 - accounts held through Key Bank

After a new Mayor is elected or a new City Administrator, City Clerk, or City Treasurer is hired, the following accounts shall be updated to grant the new employee or Mayor administrative account access and to revoke all previous authorized users.

- Alaska Permanent Capital Management (APCM) – Endowment Fund held through Charles Schwab
 - City Administrator, City Treasurer, Mayor, Vice-Mayor
- Lincoln Financial Group
 - City Administrator, City Treasurer, Mayor
- Alaska Communications (ACS)
 - City Administrator, City Treasurer, City Clerk
- Bank of America
 - City Administrator, City Treasurer
 - VISA cardholders include the Treasurer, Fire Chief, Administrative Librarian, Disposal & Recycling Center Manager, Marine Facilities Coordinator
- City of Gustavus Health Insurance Provider: Premiera Blue Cross/Blue Shield of AK
 - City Administrator, City Treasurer
- Alaska Medicaid
 - City Administrator, City Treasurer, Systems Design West (billing contractor)
- Medicare
 - City Administrator, City Treasurer, Fire Chief, Systems Design West

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-07**

Item #21.

**A RESOLUTION BY THE CITY OF GUSTAVUS TO AUTHORIZE AN ADDITIONAL 2-YEAR
EXTENSION FOR MANAGED IT SERVICES WITH ALASKA TECHNICAL SOLUTIONS**

WHEREAS, the City of Gustavus first entered into a contract with Alaska Technical Solutions to provide Managed IT Services for FY22; and

WHEREAS, The council has the ability to approve extensions beyond two years' worth of extensions under City Ordinance Section 4.01.010 – City Obligations – allowing for a maximum of 2 annual contract extensions; and

WHEREAS, in this case, regardless of city council's ability to approve contract extension requirements, City Ordinance Section 4.17.050 - **Exceptions to competitive contract requirements** provides for several exceptions, in general, two of which satisfy that exception – either for (c) emergency procurement or (d) procurement of consultant, technical, real estate, architect, engineer or audit services; and

WHEREAS, A follow up Cybersecurity Assessment Project, now moving into an implementation project, awaiting funding by a Homeland Security Grant and including ongoing enactment of some of the assessment's recommendations, requires participation by our current Managed Services Provider and that work will cross over into FY26 and possibly into FY27; and

WHEREAS, In order to be able to complete the follow-up recommendations to the cybersecurity assessment project, the results of which were briefed to the Gustavus City Council in an executive session on 11-04-2024, the Gustavus City Council needs to authorize an additional 2-year extension to the current contract with Alaska Technical Solutions.

NOW THEREFORE BE IT RESOLVED that in the interest of continuity for all of the Cybersecurity Assessment follow up actions, whether grant funded or implemented by our current managed services provider, the City Council of Gustavus, Alaska authorizes an additional two-year contract extension starting in FY26 to Alaska Technical Solutions.

PASSED and **APPROVED** by the Gustavus City Council this ____ day of ____ 2025, and effective upon adoption.

Sally A McLaughlin, Mayor

Attest: Liesl M Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-08**

**A RESOLUTION BY THE CITY OF GUSTAVUS ENDORSING AND ADOPTING THE
SOUTHEAST ALASKA 2030 ECONOMIC DEVELOPMENT STRATEGY 2025-2030**

WHEREAS, Southeast Conference is the Economic Development District (EDD), and the Alaska Regional Development Organization (ARDOR) for Southeast Alaska; and,

WHEREAS, the Conference is responsible for preparing and maintaining a regional Community Economic Development Strategy (CEDS) for capacity building, and economic and community development in Southeast Alaska; and,

WHEREAS, This CEDS has been prepared and updated through the participation of local community leaders, businesses and residents; and

WHEREAS, Southeast Conference works collaboratively with all boroughs, municipalities, and Tribes for project implementation and support; and,

WHEREAS, Economic prosperity and community well-being are critical for community success; and,

WHEREAS, Gustavus has planned infrastructure projects and economic opportunities that the community identifies as priorities; and,

WHEREAS, These projects both support and benefit from alignment with other efforts across Southeast Alaska; and,

WHEREAS, these projects will require significant capital investment and funds; and,

WHEREAS, funding will be sought from various Federal and State sources.

NOW THEREFORE BE IT RESOLVED, That the community of Gustavus endorses the SOUTHEAST ALASKA 2030 ECONOMIC PLAN: SOUTHEAST CONFERENCE'S COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY 2025-2030

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

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

Attachment: (if any)

City of Gustavus, Alaska
Resolution CY25-08
Page 1 of 1

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-09**

**A RESOLUTION BY THE CITY OF GUSTAVUS AUTHORIZING THE PARTICIPATION IN
ALASKA PUBLIC RISK ALLIANCE.**

WHEREAS, the City of Gustavus has been a member of Alaska Public Entity Insurance (APEI) for the purpose of pooling self-insured losses and administrative services, and jointly purchasing excess insurance, reinsurance, or other loss funding mechanisms through a Joint Insurance Arrangement; and

WHEREAS, the members of the Alaska Municipal League Joint Insurance Association (AMLJIA) and Alaska Public Entity Insurance (APEI) have voted to merge these organizations, effective on or about July 1, 2025, to form the Alaska Public Risk Alliance (APRA), a nonprofit corporation in the State of Alaska, and establish a Joint Insurance Arrangement for eligible municipalities and their public corporations, city and borough school districts, and regional education attendance areas in the State of Alaska; and

WHEREAS, the City of Gustavus wishes to participate in the Joint Insurance Arrangement established by APRA;

NOW THEREFORE BE IT RESOLVED that the City Council of Gustavus, Alaska agrees to enter into a Cooperative Participation Agreement (herein after the "Agreement") with other Alaska municipalities, school districts and regional education attendance areas and to assume the duties and responsibilities as described in the Agreement. A copy of the Agreement, which may be amended from time to time, is attached hereto and incorporated by reference.

The City of Gustavus participation in the Alliance will commence on July 1, 2025, and will continue in effect unless coverage is canceled, non-renewed, or otherwise terminated in accordance with this Agreement and the Alliance Bylaws.

This resolution shall be effective upon enactment.

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

Sally McLaughlin, Mayor

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-14**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE REPEAL AND
REPLACE OF TITLE 2 CHAPTER 40 SECTION 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 40 Section 150 to be amended as follows:

TITLE 2

Chapter 2.40

Section 2.40.150

The following definitions apply to this chapter unless the plain meaning requires otherwise.

Advisory committee: A special or standing committee authorized by the city council to research and provide recommendations on topics of concern to the community. It may be either a standing or special committee.

Committee: A committee created by the city council to assist in the work of the city.

Liaison: A staff member who serves in a support role to a committee to advise it on city policies and compliance with the Open Meetings Act, and to assist with obtaining resources. The presence of a liaison shall be specified in the resolution.

Operational committee: A special or standing committee that is delegated authority to conduct a city function where the function is unstaffed. Committee authority to act shall be described in the establishing resolution and monitored by the mayor or designee.

Quorum: A majority of the appointed members and is the minimum number of members of a committee that must be present at any meeting to conduct business.

Standing committee: A committee that operates on an ongoing basis to address subjects of continuing concern to the council or community.

Special committee: A committee established for a specified term to accomplish a specific task or project.

Study session: An informal session with fewer than a quorum of committee members to work on a single focused task at the request of the mayor, council, or committee chair. No decision or formal action shall be taken.

Task force: A working group that may address emergency management-related matters, and may include members of other governmental entities.

Work session: An informal meeting at which no action is taken. Work sessions shall be open to the public.

(a) Creation of Committees.

Committees shall be created and dissolved by resolution for the purpose of making recommendations to the council regarding specified issues or managing a delegated set of tasks defined in the resolution. Committees may consist of citizens, council members and citizens, or council members only. Committees may be advisory or operational and may be established as either a standing or a special committee, as specified in the resolution.

(b) Membership.

- (1) Each committee member shall be an Alaska resident and a voter of Gustavus who maintains a Gustavus domicile.
- (2) Nominations for committee appointments shall be made by the mayor, and be subject to ratification on motion of the city council. The committee chair may be appointed by the mayor or by the committee, according to the terms of the establishing resolution.
- (3) There shall be not more than two (2) city council members appointed to each advisory committee; however, additional council members may attend and participate in the same capacity as any member of the public. If no council member is serving on the committee, a staff liaison may provide assistance in complying with statutes, regulations, ordinances, and policies and procedures.
- (4) All committee members may be asked to take an oath of office upon their appointment prior to participation in committee activity If required by the establishing resolution.

(c) Duties and Responsibilities.

- (1) Committees shall comply with the Open Meetings Act.
- (2) Public notice of a committee meeting and its agenda shall be made available in the office of the city clerk and at least two other public locations in the City of Gustavus no less than five days prior to the meeting. Meeting minutes and relevant documents will be publicly available and archived to the city website by the city clerk.
- (3) A quorum is needed for the transaction of business. In the absence of a quorum, the attending members may engage in a work session at which no decisions or formal action is taken.
- (4) Study sessions. Two committee members may participate in an informal study session to work on a specific task during which no decision or formal action shall be taken. Any draft document or recommendation arising from a study session shall be presented to a regularly-scheduled meeting of the committee.

(5) Committees shall report to the council at least quarterly.

(d) Standing Advisory Committees.

A standing advisory committee shall research, investigate, and propose alternatives and methods to address issues, questions and problems within its area of responsibility and to formulate recommendations to the council. Standing advisory committees may be retained from one mayoral term to the next, although membership may change with the election cycle.

(e) Special Advisory Committees.

A special advisory committee shall conduct research on an immediate or specific issue of concern identified by the council, and formulate recommendations to the council regarding proposed action. A special advisory committee shall be dissolved upon completion of its assigned tasks as determined by the council. Termination may be specified in the resolution.

(f) Operational Committees.

An operational committee shall perform duties and functions that are not within the position description of a staff employee, or for which an employee is not available. The delegated duties and responsibilities of the committee shall be set forth in the establishing resolution approved by the council, monitored by the mayor or designee, and reported to the council.

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

Date Introduced: April 14, 2025

Date of Public Hearing: May 12, 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

PO Box 1

Gustavus, Alaska 99826

Phone: (907) 697-2451

City of Gustavus Capital Improvement Plan

Version: COG_CIP: 2025-2029

Approved by the Gustavus City Council on XX, 2025

Introduction: The Capital Improvement Program

This is the eighth comprehensive Capital Improvement Plan for the City of Gustavus. The initial completed plan was approved by the Gustavus City Council on May 14, 2018.

The document as a whole will be reviewed by the City Council each winter to reevaluate priorities, update cost estimates, and choose the priorities for submission to the State of Alaska legislature through their CAPSIS online submission form for capital improvement project requests. Resolutions supporting the projects chosen for the state funding request should be passed at the January or February general meeting in advance of submission of capital improvement project requests to the state through the online CAPSIS portal, due by mid-February. In 2024, the City received a legislative grant through the CAPSIS program to purchase a Wildlands Fire Truck.

In-house funding for capital projects will be determined by the City Council, with the appropriate AMLIP accounts being tapped [e.g. AMLIP Capital Improv Current, AMLIP Capital Improv Long-Term, AMLIP Repair & Replacement (R&R)]. Current year capital improvement priorities will be determined with consideration for urgency of need for the project, phases of multi-year projects, availability of project managers, consolidation between departments for projects of similar focus, etc. In FY23 the City's AMLIP account policy was changed to better utilize the accounts and to ensure that the City was getting the most out of its reserves.

A separate policy and procedure exists for project nomination and development, including a short-form and a more extensive form (i.e. scoping). Project development documents must be approved by the Gustavus City Council before projects are funded.

In FY18, a city-wide inventory of assets took place. Repair and replacement (R&R) annual saving amounts were then calculated based on the following formulas, as recommended by the State of Alaska Department of Commerce, Community, and Economic Development (DCCED), Division of Community and Regional Affairs (DCRA), Rural Utility Business Advisor (RUBA) Program. In 2024 the City administration staff started working on building an asset management plan to use in conjunction with this document.

For replacement of items with a life expectancy of more than one year but not more than 10 years, the city should set aside 100% of the replacement value in order to purchase the item when needed. To calculate the amount to set aside each year, divide the replacement cost by its life expectancy.

For replacement of items with a life expectancy of more than 10 years, the city should set aside 10% of the replacement value of each item. To determine how much to set aside each year, multiply the estimated replacement cost by 10%, then divide that by the life expectancy of the asset. These are typically larger assets that the city would be seeking outside funding for, and the R&R savings could then be used as a down payment for a loan, a match for a grant, etc.

Beginning in FY19, the annual operating budget includes an expense line-item for each department for contributions to the AMLIP Repair & Replacement (R&R) account. The amount for each department is calculated using the formulas above for the assets within that department.

Integration of the CIP with Strategic Plan Goals

Capital budgets are generally for large infrastructure development and improvement. Capital budgeting is an important public policy and management decision making tool and can affect a municipality's long-term debt and general fund balances. Substantial funding is generally at stake in capital budget decisions, and the decision that a government makes shapes the future

of the community. Capital projects commit resources into the future and affect a community's long-term spending capacity; these decisions can be felt for 30-40 years. Surprisingly, budgeting for capital improvement projects is not included in Gustavus Ordinance nor is it outlined in policy and procedure. Capital projects were undertaken despite not having a plan. The City now uses the CIP as a guide for ongoing and future projects, although other projects have been initiated and completed based on the community's needs that were not listed in the CIP.

There is strong evidence that capital budgeting and strategic planning are strongly linked (Beckett-Camarata, 2003). Strategic Planning is founded on a vision and continues long after the initial groundwork is set.

In December 2019, an infrastructure survey was distributed to Gustavus citizens, primarily online, for a two-week period. The purpose of the survey was to rank the relative priority of potential infrastructure improvements for City Council attention, based on both importance and urgency. Important tasks were defined as contributing to our long-term mission, values, and goals. Urgent tasks would demand immediate attention. 180 respondents ranked Importance (low, medium, high) and Urgency (within 3-6 months, within 1 year, within 2 or more years), placing highest priority on obtaining adequate and reliable ferry service and lowest on Parks and Recreation facilities. The respondents ranked the 13 infrastructure areas as follows:

1. Ferries, 2. Safe Public Water, 3. the Electrical Intertie Project, 4. Roads, 5. Clean Energy, 6. the Disposal and Recycling Center, 7. Internet, 8. Beach, 9. Gravel Pits, 10. Marine Facilities, 11. Bike routes and trails, 12. City Buildings, and 13. Parks and Recreation facilities.

The Gustavus City Council is currently in the process of revising the City of Gustavus Strategic Plan. The draft Strategic Plan's Appendix A: Infrastructure Data Table, Combined Results, and result graphs has additional details.

Literature Review

Literature Cited:

Beckett-Camarata, J. (2003). An examination of the relationship between the municipal strategic plan and the capital budget and its effect on financial performance. *Journal of Public Budgeting, Accounting & Financial Management*, 15(1), 23-40. doi:10.1108/jpbafm-15-01-2003-b002

DiNapoli, T. P. (2009). *Strategic planning* (New York (State)). Office of the State Comptroller. Division of Local Government & School Accountability. Albany, NY: New York State, Office of the State Comptroller, Division of Local Government and School Accountability.

Ongoing Projects, Funded in Previous Years

- Good River Bridge Repairs (originally in operating budget)
 - Status: revamped and included in 2021 projects; originally funded in FY19-FY20 operating budgets but work has not begun. This project is upgraded to reflect an engineer inspection and repair estimate. The estimate from two different engineering firms for the evaluation and repair plans (permitting not included) is \$25,000. \$15,000 was allocated through FY22-03NCO for engineering studies. The City secured \$710,000 from the Denali Commission in 2024, and work is planned to start in 2025
- Salmon River Park Playground Equipment (CP23-03)
 - Status: Phase 1 completed January 2024; Phase 2 started in October 2024
- Heat Pump Project
 - Status: In 2024 the City allocated \$36,000 for this project; in 2024 we purchased two heat pumps for the DRC office and the Community Chest; We are currently looking for a heat pump to install in the firehall
- Disposal & Recycling Center Compost Yard Improvement (CP19-06)
 - Status: in progress; reinitiated design work after 2020 RFQ overbid. Work initially to be completed in 2024; initial funding approved with FY19-22NCO; 2018 design work funded through operating budget; applied for state funds in FY19 Legislative Request; project modified/expanded for 2019 from original Disposal & Recycling Center Composting Facility project and Composting Quonset Replacement project; Applied for SWIFR grant in CY23 but was not funded; Reapplied for SWIFR in FY24; Applied for CDS for FY25 and again for FY26
- DRC Main Building Replacement (CP21-05)
 - Status: Phase 1 (Design) funding approved with FY22-08NCO
 - Approved for Congressionally Directed Spending Grant for \$3,027,000.00 in CY24; currently working through the grant process with the EPA
- DRC Landfill Mound Expansion Project & Groundwater Monitoring Well Replacement
 - Status: In 2024 the drainage ditch was relocated to make room for the new balefill area and fencing was ordered
- GVFD Truck with Skid Unit
 - Status: The City received a Legislative Grant through the CAPSIS program in CY24 for \$90,000; currently the City is asking for quotes for the truck and apparatus
- GVFD Water Tender
 - Status: The GVFD received a 2023 Assistance to Firefighters Grant for \$668,095.23 in CY24; currently the City is asking for quotes
- GVFD Boiler Replacement
 - Status: In 2024 the BSC installed a Toyostove downstairs; Phase 2 will consist of installing a heat pump in 2025. \$8387.55 was quoted for heat pump in 2024
- Gustavus Beach Improvements (CP19-03)
 - Status: in progress; funding approved with FY19-19NCO; Hardened Beach Trail funded with FY23-06NCO, completed in CY23

See Appendix A for a full narrative for each project.

Completed Projects in FY24

- Salmon River Harbor Clean Up CP18-01
- Refurbish Old PO CP21-02
- GVFD Fire Hall Painting Project CP24-03
- DRC Ditch Relocation CP24-01 (Phase 1)
- Salmon River Park Playground (Phase 1)

Other Community Projects

This is an incomplete list of other capital projects occurring in the City of Gustavus by other organizations, included here for context only.

- The Rookery is preparing to reopen in the old Clinic (SEARHC building).
- The City is partnering with the Federal Highway Administration and Safe Streets for All in an effort to provide a bike path along Gustavus Road & Mountain View Road.

Part 1: FY25 Legislative Request for State of Alaska Capital Budget

City of Gustavus FY25 State Legislative Priorities
Submitted via CAPSIS on 02/19/25.

1. Gravel Extraction Improvement Project \$500,000
Scoping document approved 5/13/19. Scoping Document updated and approved 03/10/25.
2. Glen's Ditch Design, Cleaning, and Bridge Installation \$100,000
Scoping document approved by City Council 01/16/2024.

See Appendix B for a full narrative for each project.

Part 2: FY26 Projects

City of Gustavus – Fund In-House for FY26

- City Road Improvements Phase 2: Road Improvements \$ 50,000
- Library Ventilation Fans Replacement \$ 5,000

Seek Funding for FY26

- Good River Bridge Repairs Phase 2: Construction \$327,000
- DRC Refurbish/Repurpose Composting Quonset
 - Status: continue seeking grant funding
- GVFD Extrication Equipment
 - Status: continue seeking grant funding

Additional Priority for FY26

- FY25 Legislative Request 3, if unfunded by State of Alaska
 - 3. Gravel Extraction Improvement Project \$500,000

See Appendix C for a full narrative for each project.

Part 3: Mid-Range Projects

- Good River Bridge Repairs Phase 2: Construction
- Bank Stabilization Consultation
- City Road Improvements Phase 2: Implementation
- City Hall / Fire Hall Electric Meter
- Disposal & Recycling Center Baler Purchase
- Disposal & Recycling Center Refurbish/Repurpose Composting Quonset
- Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace
- GVFD Boiler Replacement
- Purchase Salmon River Boat Harbor Tract

See Appendix D for a full narrative for each project.

Part 4: Long-Range Projects

- City Hall & Fire Hall Energy Audit Repairs
- City Vehicle
- City Hall Partial Remodel
- Public Water Drinking Source
- Disposal & Recycling Center Shredder
- Disposal & Recycling Center “Waste to Energy” Equipment
- Disposal & Recycling Center Drive-On/Vehicle Scale
- Disposal & Recycling Center Equipment Garage
- Disposal & Recycling Center Styrofoam Densifier
- Volunteer Fire Dept. Building Expansion & Roof Repair
- Gustavus Public Library Building Expansion
- Salmon River Harbor Waterless Restrooms
- Salmon River Harbor Public Floats

See Appendix E for a full narrative for each project.

Appendix A

Good River Bridge Repairs Phase 2: Construction

Project Description & Benefit

This project implements the engineering recommendations completed in a previous project to repair the Good River Bridge.

Plans & Progress

A Request for Quotation (RFQ) is being developed and issued based on the engineering report created to address the Good River Bridge issues.

Total Project Cost

\$710,000

City Buildings Air-Source Heat Pump Conversion

Project Description & Benefit

This project would perform an evaluation of converting existing oil-based heating systems of city buildings to air-source heat pumps and perform installation as approved. This project would further the City's commitment to make greener building improvements.

Total Project Cost

Approximate cost \$36,000

Disposal & Recycling Center Refurbish/Repurpose Composting Quonset

Project Description & Benefit

This project would allow for tarp free storage of outflow recyclables. This project would make it easier to accumulate shipment-ready quantities of materials that take greater lengths of time to build up and are shipped in containers, such as cardboard boxes or fiber supersacks that deteriorate when stored in outdoor conditions.

Once the existing food waste Quonset is replaced with a new structure, the old steel frame of the Quonset is still usable, it just needs:

- 1) a new location
- 2) new pony walls
- 3) new fabric

The metal tubing that makes up the frame of the existing 30' x 48' Quonset structure would be reused, and a new cover fabric would be purchased and mounted on a new ~4' high pony wall made up of concrete ecology blocks. In 2018, this project was estimated at ~\$15,000. This project cannot happen until the new composting facility has been built and the existing Quonset has been disassembled.

The new proposed location is an undeveloped area behind the office beside the composting yard.

This new structure would be for (recyclable) "Outflow" material that is flowing "out" of the main building. This is bales of plastic, aluminum, etc. that need to be stored prior to shipment. Depending on the material, it can take several months to build up a sufficient quantity to make a van load. Currently the DRC has no outflow storage. Tarps and other subpar methods are used that make for more work for the Operator(s) keeping everything covered during wind events. The DRC needs a dedicated, covered area to be able to store a variety of shipment-ready materials. This will reduce labor and improve efficiency.

The new pony walls are proposed to be made up of the concrete blocks like the ones used to create the backwall for the food waste mixing station in the composting yard. It needs to be material that lasts but can also be rearranged in the future if need be. The metal tubing that holds the fabric that makes up the roof of the Quonset would be fastened to the concrete pony wall with a 4" x 8 wooden board that is fastened to the concrete blocks. This is a very similar setup to what the Quonset has now.

For fabric replacement, Clearspan, the maker of the Quonset kit, sells new covers for their old models. The fabric is rated for 10 years but the current fabric has already lasted 12+ years, so it is presumed this could occur again with the new fabric.

Plans & Progress

The project cannot commence until the new composting structure is in place. The 2017-funded project "Disposal & Recycling Center Driveway Improvements" that was completed in 2018 included some rough work on improving the new location for the Quonset. The new composting structure is planned to be built in 2024.

Total Project Cost

Estimated at \$15,000

New fabric (includes ratchets, etc.)	\$5,000
Freight	\$2,000
22 concrete blocks, purchase, & setting on prepared surface \$350 x 22	<u>\$8,800</u>

Disposal & Recycling Center Main Building Replacement

Project Description & Benefit

The proposal provides for a long-term solution to the necessary space of the next 20-years. The DRC is a regional and state example of recycling and solid waste disposal for rural communities because of the years of developing environmental best practices.

To construct a new main building of 6,000SF with at least 4 large doors and 3 man-doors. There will be a concrete floor as well as areas of the building that have concrete push walls.

The existing main building is too small to safely operate the functions of the DRC. The goal of the project is to construct the new building providing adequate, safe space for customers and staff.

In addition to the new building, three phase power is an important foundation to improving the Disposal & Recycling Center (DRC), as most industrial scale equipment, even equipment the DRC is using now, uses three phase power. It provides more power and can power larger motors than single phase power can. This project would complete the installation of three phase power at the DRC by bringing three phase power from Dock Road to the DRC.

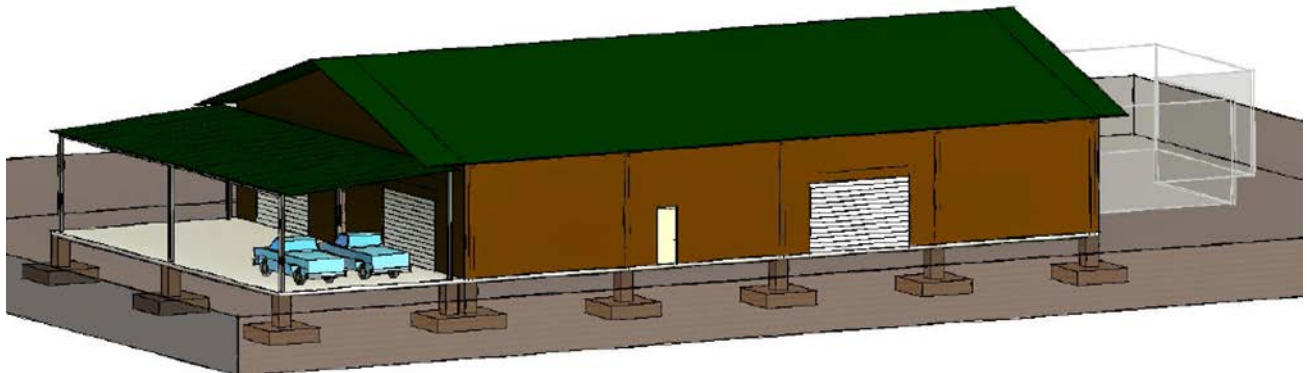
A quote from AP&T was requested for what it would cost to provide three phase power to the DRC. This quote is a part of the planning process for the future of the facility.

City of Gustavus Resolution 2009-11 in support of the extension of a three-phase electrical feeder along Dock Road included a whereas as follows:

“Whereas, the Gustavus Disposal and Recycling Center presently has three phase equipment and would benefit from being able to connect to three phase grid power...”

Total Project Cost

\$3,832,560.00



Disposal & Recycling Center Mound Expansion & Groundwater Monitoring Well Replacements Project

Project Description & Benefit

Based on data referenced by the 2021 Landfill Development Plan, DRC places approximately 255 cubic yards of baled waste into the waste mound each year. In addition to that is the 80 – 120 cubic yards of uncompressed waste that is added to the DRC’s construction/ demolition waste area. While it is not known when exactly the existing waste mound will reach capacity, preparations should be made to expand the mound into area B and northern third of area C as described by the aforementioned plan and should begin well before there is no more capacity on the existing mound. The expanded area should be fenced in by fall of 2024 and bale placement will begin in the new area when current rows of balefill are maximized and square with each other.

Work on the mound expansion project would include tree and brush removal, tree planting along areas visible from State Dock Road or DeBoer subdivision, earthwork to level the area, and removal of sections of the existing fence and construction of new fencing around the periphery of the combined area B and northern third of area C.

The remaining area inside the existing waste mound will remain open for placement of construction/demolition waste due to close proximity of the original gated entrance to the mound.

There are currently four active groundwater monitoring wells that are used to periodically sample the water beneath the 11.9-acre DRC parcel. One of the monitoring wells, originally installed in 1991, has gone dry, and the three remaining wells are sections of thin wall PVC drainpipe that lack sand screens at the bottom of the wells to reduce the infiltration of sand into the well. It is desired to replace each these four wells with new wells that are properly designed ground water monitoring wells.

Total Project Cost
\$109,000

Gustavus Volunteer Fire Department Truck with Skid Unit

Project Description & Benefit

This project originally was intended to replace Engine 27, which is contaminated with PFAS and is no longer useable. The loss of Engine 27 has changed operations in the fire department. Engine 27 was used in two ways. One as a portable fire hydrant staging at the water source to fill water tenders more quickly. The other was to gain access with a pump down tight driveways that Engine 1 cannot maneuver. Replacing Engine 27 will be done with a smaller 4x4 truck equipped with a Skid Unit, Plow Attachment, and possibly a Patient Basket. This would serve many of the GVFD’s current needs. This vehicle will also replace GVFD Utility Pick-Up Truck

and the Quick Attack/Wildland Firefighting Truck previously requested in this document. There are multiple different used trucks available through the year from various dealers.

This benefits the community by adding another vehicle to respond to fires. It will be smaller making it able to maneuver the roads better and quicker when they are wash boarded. It should be emphasized that the addition of this vehicle significantly increases the GVFD's ability to respond, especially to fires outside the reach of the Engine 1. Rough roads, limited access, fast response – wouldn't you want this capability if your house was in the path of a fire, or worse yet – on fire?

A skid unit is a 150-200-gallon tank with a pump on board which allows firefighters to have a small portable fire pump and water tank to take to a small wildland fire. This would include a 1-inch rubber hose, intake, and a separate discharge valve(s). There also would be a spot where we could attach a patient basket so if the patient is somewhere the ambulance would not be able to reach, we have a vehicle to transport a patient, aiding responders in transporting the patient from the scene to the ambulance. This also would allow us to take the unit off the truck during the winter to store it inside.

Total Project Cost

\$90,000

GVFD Water Tender/Road Water Truck

Project Description & Benefit

The Gustavus Volunteer Fire Department currently has two water tenders: a 1981 International and a 1987 international. Both tenders carry 1500 gallons of water each. Tender 1 is an automatic transmission, and Tender 2 is a manual transmission, which can be tough for a volunteer to drive. Neither truck was made for tendering water to a fire, but they are functional.

According to NFPA and OSHA, each tender should have two people during operations: one person driving and one person to help the driver operate safely by helping them back up, stopping traffic, and help with tendering operations. When a fire happens, GVFD would prefer to have as many volunteers working on the fire scene as possible and not engaged in driving vehicles.

This project would invest into one larger 4000-gallon water tender that also has road sprayers. Not only would it reduce manpower of the fire department in an operational scene, but the truck could be used in the summer months spraying water on gravel roads, reducing the dust. One of the current tenders does have a road spraying system. With only a 1500-gallon capacity, however, a lot of time is spent filling the truck with water, and it is challenging to get enough water on the roads to make a difference.

Both Tender 1 and Tender 2 could have some sort of resale value. The trucks are not unusable; GVFD could just be more efficient in our operations with one truck that carries more water.

Total Project Cost

Unknown

GVFD Boiler Replacement

Project Description & Benefit

The goal of this project is to replace the heating system in the Gustavus Firehall to make the building more efficient and cost effective and to prevent an emergency if the current system fails. The recommendation is to install at least one toyo stove in the garage and a heat pump to heat upstairs. Ideally, it would be best to consider an additional heat pump discharge for the garage in addition to the Toyo. The heat pump would be utilized when it is cold, to ensure adequate heat coverage, and to use as an alternative to the Toyo during less cold temperatures, particularly when work or training needs to be done in the garage.

Plans & Progress

The City is hoping to accomplish this project in two phases. The first phase will be to install a Toyostove downstairs in the garage to use as a backup to the aging boiler. Phase 1 is estimated to cost approximately \$5264.

The second phase would be rolled into the City's larger project of installing heat pumps in all City owned buildings.

Total Project Cost

\$21,600

Appendix B

Priority 1. Gravel Extraction Improvement Project

Project Description & Benefit

The City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. All of the city-owned roads are gravel; none are paved. Gravel is currently extracted from the margins of existing gravel ponds by excavators. With this equipment, available material from the gravel ponds likely will be exhausted in the next few years. There is little land left to clear on the city-owned parcel, but informal studies indicate extensive gravel likely exists deeper in the ponds.

This project would extend the usefulness of the existing gravel ponds by creating an operating plan and implementing an alternative extraction system, such as a drag-line or dredge, along with support equipment, a truck scale, and site preparation. An operating plan would evaluate shifting the current gravel operation from multiple contracts to private businesses to a city-run gravel operation, including staffing, training, and storage and selling of gravel. It is estimated a new extraction method could provide enough gravel for approximately 20 years, ensuring a supply of gravel for city road construction and maintenance, private development, and other uses. Ongoing operating/labor costs would be covered by the City of Gustavus.

Alternative sites in the community for gravel extraction have been considered and would require land acquisition and clearing of forest. Barging gravel into town is cost-prohibitive.

Research is ongoing as to the best extraction method for extending the life of the gravel ponds. As soon as funding was secured, an Operating Plan would be finalized, and equipment would be purchased for the new preferred extraction method. The city spent \$13,348 in 2019-2020 to complete a formal land survey of the gravel ponds parcel.

Total Project Cost

\$500,000

Priority 2. Glen's Ditch Design, Cleaning, Bridge Project

Project Description & Benefit

The goal of this project would be to clean vegetative debris from approximately 2,800 ft of Glen's Ditch from Gustavus Road to approximately the Nagoonberry Trail parking area, and to replace undersized culverts at three locations, two of which could be replaced with bridges, to enable the ditch to carry high flows from heavy rain events. From Gustavus Rd to the southern boundary of the old Glen Parker homestead, Glens Ditch and Glens Ditch Road are in a 60-foot-wide easement. The road has been maintained by the City since 2004 within the easement but the City has not maintained the ditch. From that southern boundary of Glen's homestead south approximately 350 ft to the Nagoonberry Trail parking area, the road and ditch are on the Gustavus Forelands Preserve property of The Nature Conservancy. The City maintains Glen's Ditch Rd and the parking area cooperatively with The Nature Conservancy. For that

section the City will seek agreement with The Conservancy local manager for the ditch cleaning work.

Appendix C

City Road Improvements Phase 2: Implementation

Project Description & Benefit

This project would implement the recommendations for improvements as informed by a previous project's work with a road engineer and using the city's LIDAR data. The project continues with improvements that includes specific work as follows:

- a. Ditch stabilization along Wilson Rd and Rink Creek Rd to prevent washouts
- b. Preventive Maintenance Program
- c. Road Material Improvement
- d. Alternate road surface procedures

Plans & Progress

Awaiting results of road engineer analysis.

Total Project Cost

Phase 2, implementation of the engineer's recommendations regarding the topics listed above, is of unknown cost and could include annual costs rotating preventative maintenance by neighborhood.

Gustavus Public Library Ventilation Fans Replacement

Project Description & Benefit

This project would replace the two fans in the library's HVAC system for circulating air. After examination 2/24/21, it was observed there is dirt starting to build up on the fans, and eventually the dirt buildup will likely cause the units to work harder and then fail. These units are old and may not have a lot of life left, and cleaning them would be a major project. The recommendation is to purchase new units within the next 5 years to avoid a situation where the system fails and the library has no air circulation. It is expected the cost for new units would not be much more than the cost to pull the old ones down for cleaning, and that cleaning them would not add enough time onto their lifespan to make the cost of that worth it versus purchasing new ones.

Plans & Progress

The HVAC system is serviced annually, so additional information or timing may be forthcoming at the next servicing.

Total Project Cost

\$5000

\$1500 x 2 fan units + freight and installation labor

Good River Bridge Repairs Phase 2: Construction

Project Description & Benefit

This project implements the engineering recommendations completed in a previous project to repair the Good River Bridge.

Plans & Progress

A Request for Quotation (RFQ) is being developed and issued based on the engineering report created to address the Good River Bridge issues.

Total Project Cost

\$710,000

Disposal & Recycling Center Refurbish/Repurpose Composting Quonset

Project Description & Benefit

This project would allow for tarp free storage of outflow recyclables. This project would make it easier to accumulate shipment-ready quantities of materials that take greater lengths of time to build up and are shipped in containers, such as cardboard boxes or fiber supersacks that deteriorate when stored in outdoor conditions.

Once the existing food waste Quonset is replaced with a new structure, the old steel frame of the Quonset is still usable, it just needs:

- 4) a new location
- 5) new pony walls
- 6) new fabric

The metal tubing that makes up the frame of the existing 30' x 48' Quonset structure would be reused, and a new cover fabric would be purchased and mounted on a new ~4' high pony wall made up of concrete ecology blocks. In 2018, this project was estimated at ~\$15,000. This project cannot happen until the new composting facility has been built and the existing Quonset has been disassembled.

The new proposed location is an undeveloped area behind the office beside the composting yard.

This new structure would be for (recyclable) "Outflow" material that is flowing "out" of the main building. This is bales of plastic, aluminum, etc. that need to be stored prior to shipment. Depending on the material, it can take several months to build up a sufficient quantity to make a van load. Currently the DRC has no outflow storage. Tarps and other subpar methods are used that make for more work for the Operator(s) keeping everything covered during wind events. The DRC needs a dedicated, covered area to be able to store a variety of shipment-ready materials. This will reduce labor and improve efficiency.

The new pony walls are proposed to be made up of the concrete blocks like the ones used to create the backwall for the food waste mixing station in the composting yard. It needs to be material that lasts but can also be rearranged in the future if need be. The metal tubing that holds the fabric that makes up the roof of the Quonset would be fastened to the concrete pony wall with a 4" x 8 wooden board that is fastened to the concrete blocks. This is a very similar setup to what the Quonset has now.

For fabric replacement, Clearspan, the maker of the Quonset kit, sells new covers for their old models. The fabric is rated for 10 years but the current fabric has already lasted 12+ years, so it is presumed this could occur again with the new fabric.

Plans & Progress

The project cannot commence until the new composting structure is in place. The 2017-funded project "Disposal & Recycling Center Driveway Improvements" that was completed in 2018 included some rough work on improving the new location for the Quonset. The new composting structure is planned to be built in 2024.

Total Project Cost

Estimated at \$15,000

New fabric (includes ratchets, etc.)	\$5,000
Freight	\$2,000
22 concrete blocks, purchase, & setting on prepared surface \$350 x 22	<u>\$8,800</u>

GVFD Extrication Equipment

Project Description & Benefit

This project would purchase a new set of extrication equipment for the Gustavus Volunteer Fire Department (GVFD). GVFD currently has old extrication equipment that was used by Sitka Fire Department before given to the GVFD pre-1999. The main use for this equipment is to cut people out of cars and other similar situations quickly and safely.

The technology of extrication has changed drastically in the past few years and is now battery operated. They are still just as powerful as the older ones, just easier to use - no cables and less people to operate. A set of extrication equipment includes a spreader, cutter, ram, combitool, and a battery bank with spare batteries.

Right now, GVFD would call DOT for assistance and use their hydraulic equipment, which is newer, lighter, and easier to use than ours.

Plans & Progress

One grant application has been submitted but was not awarded. The fire chief continues to seek funding sources.

Total Project Cost

\$35,000

Gravel Extraction Improvement Project

Project Description & Benefit

The City of Gustavus owns the sole source of gravel for use on city roads and for private and commercial use. All of the city-owned roads are gravel; none are paved. Gravel is currently extracted from the margins of existing gravel ponds by excavators. With this equipment, available material from the gravel ponds likely will be exhausted in the next few years. There is little land left to clear on the city-owned parcel, but informal studies indicate extensive gravel likely exists deeper in the ponds.

This project would extend the usefulness of the existing gravel ponds by creating an operating plan and implementing an alternative extraction system, such as a drag-line or dredge, along with support equipment, a truck scale, and site preparation. An operating plan would evaluate shifting the current gravel operation from multiple contracts to private businesses to a city-run gravel operation, including staffing, training, and storage and selling of gravel. It is estimated a new extraction method could provide enough gravel for approximately 20 years, ensuring a supply of gravel for city road construction and maintenance, private development, and other uses. Ongoing operating/labor costs would be covered by the City of Gustavus.

Alternative sites in the community for gravel extraction have been considered and would require land acquisition and clearing of forest. Barging gravel into town is cost-prohibitive.

Research is ongoing as to the best extraction method for extending the life of the gravel ponds. As soon as funding was secured, an Operating Plan would be finalized, and equipment would be purchased for the new preferred extraction method. The city spent \$13,348 in 2019-2020 to complete a formal land survey of the gravel ponds parcel.

Total Project Cost

\$500,000

Appendix D

Good River Bridge Repairs Phase 2: Construction

Project Description & Benefit

This project implements the engineering recommendations completed in a previous project to repair the Good River Bridge.

Plans & Progress

The City secured funding from the Denali Commission in 2024; Bridge repairs are expected to begin in 2025.

Total Project Cost

\$710,000

City Hall Driveway Relocation or Riverbank Stabilization

Project Description & Benefit

The Salmon River is eroding the driveway that leads to City Hall. It is a slow rate of erosion, but it appears inevitable that the driveway will eventually become unsafe or too narrow to provide access to City Hall. Options that have been considered informally include riverbank stabilization and driveway relocation through some of the existing trees behind the picnic shelter. This driveway is also used by the public to access the old ball field, especially during the Coho salmon run, and by one household to access their home. As part of this access design, the city may want to consider creating an electric vehicle charging station, for use by a city vehicle and possibly the public.

Landscape design consultation is included as a Phase 1 for this project. This would be Phase 2: implementation of the chosen design.

Plans & Progress

State of Alaska visited the Salmon River in April 2018 and took pictures of the erosion by City Hall and its approach to the rock riprap under the Salmon River bridge. The riverbank and driveway are state land. Communication with the state has continued during winter 2020-2021 as additional erosion occurred.

Total Project Cost

Unknown

City Road Improvements Phase 2: Implementation

Project Description & Benefit

This project would implement the recommendations for improvements as informed by a previous project's work with a road engineer and using the city's LIDAR data. The project continues with improvements that includes specific work as follows:

- e. Ditch stabilization along Wilson Rd and Rink Creek Rd to prevent washouts
- f. Preventive Maintenance Program
- g. Road Material Improvement
- h. Alternate road surface procedures

Plans & Progress

Awaiting results of road engineer analysis.

Total Project Cost

Phase 2, implementation of the engineer's recommendations regarding the topics listed above, is of unknown cost and could include annual costs rotating preventative maintenance by neighborhood.

GVFD Electric Meter Installation

Project Description & Benefit

City Hall currently shares its electric meter with the firehall. This project would install a separate electric meter at the firehall to better track power usage at both buildings and provide independent power supplies.

Total Project Cost

Total cost unknown at this time.

Disposal & Recycling Center Baler Purchase

Project Description & Benefit

To address the inefficiencies of the current balers, it is proposed to purchase a new, or high-quality used, horizontal baler such as the American Baler Company's NF 4560 or the Harris Barracuda. These balers are oriented horizontally rather than vertically which allows them to have more steel in their construction, a stronger baling chamber, larger hydraulics, and a larger three phase motor. These improvements give the machine greater compression which improves bale density. Denser bales benefit the operation whether the material being baled is

being shipped out or the material is being placed in the mound. With a denser bale, more material can be made to fit in a given area.

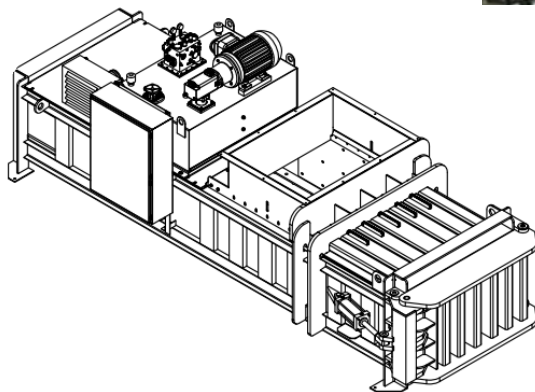
A "closed-door" baler type has been selected which allows for baling a wide variety of materials (independently) such as raw garbage, aluminum cans, cardboard, and scrap metal/white goods. The baler would be fitted with an in-feed hopper to allow greater throughput of material (unlike the current balers which are hand-fed). Both models can also utilize an in-feed conveyor at such a time in the future that a further increase in the amount of material flow requires it. A horizontal layout also allows the baler to use the strength of its large hydraulic ram to push bales out of the baling chamber. This is unlike the DRC's current vertical balers which rely on the less robust dump tray mechanism to remove bales from the baling chamber. Dump tray mechanisms are only able to force bales part way out of the baling chamber which for certain materials (raw waste, metals, and plastics) requires the Operator to use a loader to force the bale the rest of the way out of the baling chamber; this extraction method is difficult and risks damage to the baler.

Plans & Progress

Construction of the new DRC building and installation of three phase power must occur before a new baler can be installed and used.

Total Project Cost

\$300,000



Installation would include the hiring of a construction firm to lift the baler off the shipping flat, move it to its designated place of operation, anchoring it into the concrete, installing any

attachments that were removed for shipping, connecting all electrical equipment (disconnect and conduit), and installing hydraulic oil if it was removed for shipping. If a new unit is purchased, final electrical connections and training from the sales staff comes with the purchase.

Disposal & Recycling Center Refurbish/Repurpose Composting Quonset

Project Description & Benefit

This project would allow for tarp free storage of outflow recyclables. This project would make it easier to accumulate shipment-ready quantities of materials that take greater lengths of time to build up and are shipped in containers, such as cardboard boxes or fiber supersacks that deteriorate when stored in outdoor conditions.

Once the existing food waste Quonset is replaced with a new structure, the old steel frame of the Quonset is still usable, it just needs:

- 7) a new location
- 8) new pony walls
- 9) new fabric

The metal tubing that makes up the frame of the existing 30' x 48' Quonset structure would be reused, and a new cover fabric would be purchased and mounted on a new ~4' high pony wall made up of concrete ecology blocks. In 2018, this project was estimated at ~\$15,000. This project cannot happen until the new composting facility has been built and the existing Quonset has been disassembled.

The new proposed location is an undeveloped area behind the office beside the composting yard.

This new structure would be for (recyclable) "Outflow" material that is flowing "out" of the main building. This is bales of plastic, aluminum, etc. that need to be stored prior to shipment. Depending on the material, it can take several months to build up a sufficient quantity to make a van load. Currently the DRC has no outflow storage. Tarps and other subpar methods are used that make for more work for the Operator(s) keeping everything covered during wind events. The DRC needs a dedicated, covered area to be able to store a variety of shipment-ready materials. This will reduce labor and improve efficiency.

The new pony walls are proposed to be made up of the concrete blocks like the ones used to create the backwall for the food waste mixing station in the composting yard. It needs to be material that lasts but can also be rearranged in the future if need be. The metal tubing that holds the fabric that makes up the roof of the Quonset would be fastened to the concrete pony wall with a 4" x 8 wooden board that is fastened to the concrete blocks. This is a very similar setup to what the Quonset has now.

For fabric replacement, Clearspan, the maker of the Quonset kit, sells new covers for their old models. The fabric is rated for 10 years but the current fabric has already lasted 12+ years, so it is presumed this could occur again with the new fabric.

Plans & Progress

The project cannot commence until the new composting structure is in place. The 2017-funded project “Disposal & Recycling Center Driveway Improvements” that was completed in 2018 included some rough work on improving the new location for the Quonset. The new composting structure is planned to be built in 2024.

Total Project Cost

Estimated at \$15,000

New fabric (includes ratchets, etc.)	\$5,000
Freight	\$2,000
22 concrete blocks, purchase, & setting on prepared surface \$350 x 22	<u>\$8,800</u>

Disposal & Recycling Center Glass Pulverizer – Refurbish or Replace

Project Description & Benefit

In 2023, the DRC’s Glass Aggregate Systems H-100VT glass pulverizer will be 20 years old. The unit will have processed over 800,000 pounds of glass in its work life, and while the numerous smaller, high wear components are continuously replaced, the entire unit will either require extensive refurbishment of its internal glass handling mechanisms or outright replacement. The cost of full replacement is being used for planning purposes.



Total Project Cost

New H-100VT as of 01/2020 \$42,172
 Estimated shipping \$7,000
 Total cost \$50,000

GVFD Boiler Replacement

Project Description & Benefit

The goal of this project is to replace the heating system in the Gustavus Firehall to make the building more efficient and cost effective and to prevent an emergency if the current system fails. The recommendation is to install at least one toyo stove in the garage and a heat pump to heat upstairs. Ideally, it would be best to consider an additional heat pump discharge for the garage in addition to the Toyo. The heat pump would be utilized when it is cold, to ensure adequate heat coverage, and to use as an alternative to the Toyo during less cold temperatures, particularly when work or training needs to be done in the garage.

Plans & Progress

The City is hoping to accomplish this project in two phases. The first phase will be to install a Toyostove downstairs in the garage to use as a backup to the aging boiler. Phase 1 is estimated to cost approximately \$5264.

The second phase would be rolled into the City's larger project of installing heat pumps in all City owned buildings.

Total Project Cost

\$21,600

Purchase Salmon River Boat Harbor Tract

Project Description & Benefit

The goal is to purchase the central 9.65 acre tract B2 of the Salmon River Harbor, and the adjacent river tidelands in front of Tracts B2 and B3, which would put the entire Salmon River Harbor under City of Gustavus ownership.

Plans & Progress

The City Council approved a scoping document for this project on 03/11/2024. The City is currently working with DNR to apply for the land transfer. The transfer was currently scheduled for Spring 2024.

Total Project Cost

Alaska DNR will set the rate for the parcel after receiving the City's application for the land transfer.

Appendix E

City Hall & Fire Hall Energy Audit Repairs

Project Description & Benefit

These projects will be informed by a to-be-scheduled energy audit and engineering plan.

City Vehicle

Project Description & Benefit

The City of Gustavus has a need for a shared vehicle to accomplish city business. City Hall, Marine Facilities, the Library, and the Disposal and Recycling Center (DRC) all require regular or occasional use of vehicle transport. Currently, employees use personal vehicles, with some employees requesting mileage reimbursement and others not. The City Hall employees use their personal vehicles several times per week for trips to the Post Office and library for mail and for posting announcements. The harbormaster uses his personal vehicle to haul trash to the DRC, to clean the waterless restrooms at the beach and Salmon River Park, and to monitor activities at the dock and harbor. The DRC operator uses his personal vehicle to pick-up solid waste from City Hall and the Community Chest once per week and for hauling jerry jugs of fuel for equipment at the DRC. The fire chief uses his personal vehicle to respond to emergencies and uses the ambulance to haul non-offensive trash and recyclables. The Gustavus Volunteer Fire Department may purchase a utility pick-up truck, which would satisfy their needs.

While this system has worked for a number of years, a city-owned vehicle will allow a more professional appearance (especially important for the marine facilities position), and an electric vehicle will encourage and highlight the city's renewable energy source. Electric vehicles are relatively inexpensive (~\$10,000) to purchase.

Plans & Progress

Ideas for a vehicle include an electric vehicle and/or an open small pick-up truck that could easily haul trash.

Total Project Cost

\$ 10,000 for vehicle, \$2-4,000 for charging station at City Hall.

City Hall Partial Building Remodel

Project Description & Benefit

The City Hall original building is in need of a facelift. An addition was built 2012-2015, and this part of the building does not need further work. The front room, however, has not been remodeled in some time. The walls have been painted and a new dais has been acquired. However, new carpet should be installed at least in the Chambers, the three windows on the east side of the building should be replaced, and updated lighting (LED) fixtures should be installed.

Plans & Progress

As part of this remodel, the City may want to consider creating an electric vehicle charging station, for use by a City vehicle and possibly the public.

The improvements will benefit the Gustavus community by providing a comfortable, safe, and professional space to conduct City business. The recent improvements (paint, dais, staining the ramp, new City Hall sign, podium, wireless projector, etc.) have already made a difference. These improvements project the pride and professionalism our local government.

Total Project Cost

\$15,000

Public Drinking Water Point-Source Project Development

Project Description & Benefit

This project would contract with a company to produce a report that will identify a water source(s) to create a point-source for public drinking water access, a method of treatment that meets the applicable Alaska Department of Environmental Conservation regulations for standards to provide drinking water, and a proposed system for operating the water utility.

This project would also contract for the installation of a water program that provides for the installation of the necessary equipment to operate a water utility.

Based on the Council's determination on the implementation of the water utility, this project could also facilitate the operation of the water utility.

Plans & Progress

The preferred project plan will be to apply for a Village Safe Water (VSW) grant for a study to determine the need and best approach to create and operate a water utility.

Total Project Cost

Unknown at this time. However, other communities that have used a point-source for a water utility for a community similar in size to Gustavus have spent approximately \$100,000. If a VSW grant is received, the study should provide estimated costs.

Disposal & Recycling Center Shredder

Project Description & Benefit

This project is for the purchase and installation of a shredder at the DRC. A shredder is a volume-reduction tool used to reduce the size of large, bulky wastes such as mattresses, bulky rigid plastics, or tires, into small uniform pieces that can either be landfilled or shipped as a recyclable, depending on the item. A shredder can also be used to shred wood waste and cardboard for use in the composting or the waste-to-energy operation (mentioned below). The shredder would be hopper fed similar to the proposed horizontal baler. The DRC's new building has included the necessary space for the installation of a shredder.



Total Project Cost

Approximate cost for a smaller shredder such as the SSI M50 would be \$55,000 plus shipping and installation. Total costs would be around \$85,000.

Disposal & Recycling Center “Waste to Energy” Equipment

Project Description & Benefit

The DRC is proposing the purchase of equipment to be used to compress wood waste, cardboard, and other clean burning wastes into products such as heating bricks that can be burned in local wood stoves for heat.

Total Project Cost

Costs for basic briquette devices range from \$5,500 to more than \$50,000.



Disposal & Recycling Center Drive-On/Vehicle Scale

Project Description & Benefit

This project is for the purchase of a drive-on/vehicle scale at the DRC. The purpose of a drive-on scale is to facilitate large deliveries of waste to the DRC. A customer would drive on the scale, the gross weight would be determined, the customer would unload their waste into the appropriate area, and then the vehicle re-weighed with the customer charged for the difference or net weight of the waste. A drive-on scale could also be used by the City to charge for gravel coming from the City owned gravel pit. The scale can be operated remotely, similar to the Dray's fuel pumps, or could be attended by reconfiguring the DRC office.



Total Project Cost

Approximate cost for a new scale, shipping and installation is estimated to be around \$45,000.

Disposal & Recycling Center Equipment Garage

Project Description & Benefit

This project would construct an equipment garage for loaders, attachments, and fuel storage. The DRC needs an enclosed garage with a cement slab to properly house its diesel-powered equipment such as the Bobcat A770 and 763 loaders and provide an area for routine and unexpected maintenance. The DRC also needs proper fuel dispensing equipment for its equipment to reduce spilling and water contamination.



Total Project Cost

Project cost is estimated to be \$20,000 to \$60,000.

Disposal & Recycling Center Styrofoam Densifier

Project Description & Benefit

In an effort to reduce how much material is locally landfilled, the DRC would like to purchase a Styrofoam densifier. This piece of equipment compacts extruded polystyrene foam (EPS). The DRC currently landfills a significant amount of EPS. This material is easily windblown when exposed, creating a litter concern. EPS is also fully recyclable. A Styrofoam densifier would save the City disposal volume and allow this recyclable material to be shipped out of the community.

Total Project Cost

Approximate cost \$15,000.



Volunteer Fire Department Building Expansion and Roof Repair

Project Description & Benefit

The main structure of the Gustavus Volunteer Fire Department (GVFD) building was built by volunteers around 1981. In the early 1990's, it was expanded to include a third bay. Since, then, the needs of the fire department have continued to grow. This project would expand the fire hall garage, which will create more storage space, bring the building into safety compliance, and provide overnight living quarters. The living quarters will allow for a Firehall live-in program which will reduce response times during non-business hours.

GVFD has a full-time Fire Chief, hired by the City of Gustavus in July 2016, and a non-profit organization coordinating 30 volunteers for fire and EMS response and dispatch services. Skill training is conducted one night every week, with CPR, EMT, and ETT classes offered every year. In August 2017, the City of Gustavus purchased a 2003 Pierce International fire engine for \$113,800 plus shipping. The city also continues to successfully receive multiple annual grants for training and equipment. The GVFD is a thriving and growing organization.

This expansion would create a kitchen and full bathroom upstairs along with bunk rooms. It would also create a larger classroom/training room. It would update the building's aging electrical and lighting in hopes of making the building more energy efficient. Safety improvements would include an additional second story exit and a vehicle exhaust system for the garage. In the garage, it would create separate rooms for storage of EMS supplies and Fire Equipment. It also would create some much-needed space in the garage to be able to work on various equipment without having to remove vehicles into the elements. A bigger garage space also will allow us to store equipment that is currently outside.

The Gustavus Citizens will benefit by having a larger and more organized department, which will ultimately make the operation run more efficiently. The direct beneficiaries are the

volunteers at the fire department. Expanded space will also result in longer life for GVFD equipment which is currently stored outside.

In 2016, a local construction company working on the roof noticed lots of roofing materials that were tacked down inadequately and believed there could be damage underneath some of the roof on the main building due to water leakage. This is a hot roof, which is sealed and does not allow air to circulate. If a hot roof gets condensation inside, mold can spread rapidly.

The project would include two phases, Design is Phase 1 (included in FY20 legislative request and the list of Mid-Range Projects) and Build is Phase 2. Both are contingent on funding. As soon as Phase 1 is complete, funding would be sought for Phase 2.

Total Project Cost \$700,000

Gustavus Public Library Building Expansion

Project Description & Benefit

The Gustavus Public Library was built by volunteers, grants and donations. When the blueprints were drawn the building was designed for an expansion at some future date. As the population of Gustavus has grown significantly since the late 80's and early 90's, we find that we need more space to better serve the public. As librarians, we are taught to constantly and methodically weed out books to keep things moving and pertinent to the public. However, even with these efforts, we receive comments of the library being "too cluttered".

During the Spring, Summer and Fall months, we are a hub for visitors. Many come to learn about Alaska or Gustavus and its history itself. As a part of this expansion, we would like to see a small portion sectioned off as the "Alaska Room" where those interested can go spend some quiet closed off time (if desired) browsing the bookshelves for the exact local topic they are looking for or one would be able to sit at a small table with some friends and have a small meeting.

The other part of the expansion would serve children, specifically teens. We desperately need a space that tweens and teens *want* to be in, semi-secluded and surrounded by fun and informational books and magazines. The existing "kid's room" space would stay roughly the same but move into the new expansion, leaving more room in the main circulation area for adult and juvenile books.

Plans & Progress

Original blueprints detail a possible expansion. The project would include two phases, Design is Phase 1 (included in FY20 legislative request and the list of Mid-Range Projects) and Build is Phase 2. Both are contingent on funding. As soon as Phase 1 is complete, funding would be sought for Phase 2.

Total Project Cost

Unknown

Salmon River Harbor Waterless Restrooms

Project Description & Benefit

This project would construct waterless restrooms at the Salmon River Harbor, using the same or similar kit as the waterless restrooms at the beach and at Salmon River Park.

Plans & Progress

None.

Total Project Cost

\$40,000 for ROMTEC SST Traditional Double Restroom Kit plus shipping to Gustavus

\$30,000-\$50,000 for site preparation and installation

Salmon River Harbor Public Floats

Project Description & Benefit

This project would install public floats at the Salmon River Harbor.

Plans & Progress

Wooden floats formerly used at the Gustavus Multi-Modal Dock facility may be available for use.

Total Project Cost

Unknown.

Gustavus Comprehensive Wild Foods Survey: Data Review Outline

Background Information

The first section of the presentation offers background information on project design, methods, and survey implementation.

Community Summary

The next section provides an overview of participation in subsistence activities at a community level, discusses participation and use characteristics for Gustavus households, and includes a map of search and harvest areas for all resources used by the community as well as a figure outlining the community's most used resources.

Summary by Resource Category

The main portion of this presentation consists of a discussion of subsistence harvest and use data by resource category, as listed below. In these sections, a community level summary is provided for each resource category, including mapping data and harvest composition by species.

- Salmon
- Nonsalmon
- Marine Invertebrate
- Large Land Mammal
- Marine Mammal
- Birds and Egg
- Vegetation

Food Security

This section provides a summary of self-reported food security data at a community level.

Household Assessments

Building on the previous section, this portion presents available community level data on household use/need by resource category.

Historic Estimates

The final section of the presentation offers a comparison of the data collected in this project with available historic subsistence data.

Mayor's Monthly Report

April 2025

Xunaa Borough Update: The City Council met twice in executive session with attorney Megan Costello to discuss litigation strategies to pursue legal options through Alaska Superior Court. Following the executive session, a motion was made to direct our attorney to join with other any other communities filing an appeal of the LBC decision to approve the Xunaa Borough petition to the Alaska Superior Court. The LBC met and adopted the final written decision, again voting 3-2 in favor of approval of the Xunaa Borough on March 20th. Following that, we had 30 days to file an appeal, therefore we expect to file on or before April 18. After that it is up to the Superior Court and the timeline is unknown. We have been advised that the process could take anywhere from six months to two years. Until the appeal has been filed with the Court, that is all the information I can share.

Budget: I've enjoyed being part of the process of developing the Draft FY26 operating budget; it gives me a much deeper understanding of not only the budget development process but also the nitty-gritty of our revenue and expenses and how our decisions affect our community and the services we provide. The Budget Town Hall set for April 16th will give the public a chance to make their thoughts and wishes known – I look forward to hearing from the community.

Thriving Communities Grant: A few community members have been working on an application for a Thriving Communities grant offered by Philanthropy Northwest. Tanner Horst and Kathy Streveler approached us in early March asking if we would want to partner with them and apply as the City of Gustavus. The \$250K grant, if awarded, would be used to fund planning for an area-wide non-motorized transportation plan, supporting bike and walking paths, expansion of and improvements to local hiking trails, and better access to these trail systems. With government funding in question at this time, it seemed like this could be a good way to augment the SS4A grant. Many thanks to Tanner and Kathy who, with help from Jim Mackovjak, worked diligently all month to meet the March 31st deadline. I would like to clarify that Tanner and Kathy are working on this as community members, and not in their role as CLAC committee members.

Flower Baskets: I'm working on organizing and planning the flower baskets for hanging around town this summer. The Girl Scouts are helping me with this project; we have started some seeds and will be filling the baskets with plants sometime in May.

Community Infrastructure Maps: Liesl and I have been working with Dewberry (an engineering firm) to update the community infrastructure maps; Dewberry is contracted by NOAA. These used to be maintained by DCRA but are no longer and the maps haven't been updated for over a decade. We expect to have this completed in the next few weeks. Dewberry provided the following information regarding how the information will be used:

- *Having a current, accurate understanding of infrastructure helps state and federal agencies predict the impact of a natural disaster or storm so that they can communicate meaningfully.*
- *Communities rely on these maps to help visitors get oriented, which decreases the number of questions community leaders get asked*
- *All the information we receive will be made public. You'll be able to access it on NOAA's Digital Coast platform, the State of Alaska GeoPortal, the AKDOT&PF Critical Infrastructure Dashboard, and from Esri's Living Atlas.*

Salmon River Boat Harbor Tract B2 and Tidelands purchase: I'm working with Mike Taylor to apply for the two parcels (one is submerged lands, and one is uplands) which comprise the central portion of the Salmon River Boat Harbor area. We currently own the surrounding tracts. A resolution and scoping document were approved by the Council last March, but no further action was taken. We have completed the application packets, and they are ready to submit. After reviewing the documents submitted, DNR staff will notify us of cost estimates and advise of further actions needed, such as surveys. No further action will be taken until we have that information, and the Council can consider if we wish to proceed. I very much appreciate Mike's assistance with this.

Thank you to: all the many community members who contribute their valuable time to the Gustavus Library, Community Chest, Fire and EMS departments!

Special thanks this month to Council Member Taylor and GVFD volunteers for cleaning up the Salmon River Park, and to Karen Taylor, Council Member Beck and Vice Mayor Owens for their work on the committee ordinance and related policy and procedure.

We appreciate you all!