



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, November 13, 2023 at 7:00 PM
In Person at Gustavus City Hall and Via Zoom

COUNCIL MEMBERS

Mayor Shelley Owens
Vice Mayor Brian Taylor
Council Members: Janene Driscoll, Rachel Patrick
Jim Mackovjak, Kyle Bishop, 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://us02web.zoom.us/j/89612096925?pwd=ZlppMEpHZGZ1VEErZTdvL3F5OXVaZz09>
ID: 896 1209 6925 **PASSCODE:** 2451 **TEL:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

1. 10-06-2023 Election Review Committee Meeting Minutes
2. 10-09-2023 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Gustavus Visitors Association Quarterly Report
4. Disposal and Recycling Center Quarterly Report
5. City of Gustavus Treasurer Report
6. City Administrator Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

7. Certificate of Records Destruction
8. CY23-13 Shared Fisheries Business Tax for FY24

ORDINANCE FOR PUBLIC HEARING

9. FY24-07NCO Amendment of The City Held Accounts in FY24 (Introduced 10-09-2023)
10. FY24-08NCO AMLIP Reserve (Introduced 10-09-2023)
11. FY24-09NCO Capital Current Transfer (Introduced 10-09-2023)

UNFINISHED BUSINESS

NEW BUSINESS

12. Award RFQ FY24-04 Salmon River Play Equipment Installation

CITY COUNCIL REPORTS

13. Bike Path Update/SS4A Grant
14. Beach Wheelchair Update

15. Mayor's Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

- 16. To discuss matters which by law, municipal charter, or ordinance are required to be confidential: To discuss with the City's attorney Saracco and Etherington v. The City of Gustavus and the State of Alaska, 1 JU-20-00758, MDL No. 2:18-mn-2873-RMG.**

ADJOURNMENT

POSTED ON: November 7th, 2024 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

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

VISION STATEMENT

We envision a distinctive community:

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



CITY OF GUSTAVUS PUBLIC MEETING -

Friday, October 06, 2023 at 6:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Mike Taylor
Vice Mayor Kyle Bishop
Council Members: Janene Driscoll, Jim Mackovjak
Tania Lewis, Shelley Owens, Brian Taylor

CITY HALL

City Administrator – Kathy Leary
City Clerk – Liesl Barker
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MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/5155019406?pwd=NjNtem1QSVNCQVFxd1dWVIVEb0xxQT09>

ID: 515 501 9406

PASSCODE: 6972451

PHONE NUMBER: 253-215-8782

Hosted by

Election Review Committee

Vice Mayor Kyle Bishop opens the Election Review Committee at 6:03PM.

PRESENT

Vice Mayor Kyle Bishop
Council Member Janene Driscoll
Council Member Tania Lewis
Council Member Jim Mackovjak
Council Member Shelley Owens
Council Member Brian Taylor

ABSENT

Mayor Mike Taylor

Reading of the City of Gustavus Vision Statement

The City of Gustavus Vision Statement was read by council member Brain Taylor.

New Business

1. Canvass Absentee, Questioned, Defective and Spoiled Ballots Cast in October 3, 2023 General Election

Motion made by Tania Lewis that the Election Review Board Reject Question Ballot Q2 that was not eligible to vote in the City of Gustavus.

Seconded by Shelley Owens

Voting Yea: Vice Mayor Bishop, Council Member Driscoll, Council Member Lewis, Council Member Mackovjak, Council Member Owens, Council Member Taylor

Motion made by Shelley Owens that the Election Review Board accept Question Ballot Q1 that was eligible to vote in the City of Gustavus.

Seconded by Brian Taylor

Voting Yea: Vice Mayor Bishop, Council Member Driscoll, Council Member Lewis, Council Member Mackovjak, Council Member Owens, Council Member Taylor

Motion made by Kyle Bishop that the Election Review Board accept Absentee Ballots A1-A31 that have been properly cast by voters registered in the City of Gustavus.

Seconded by Tania Lewis

Voting Yea: Vice Mayor Bishop, Council Member Driscoll, Council Member Lewis, Council Member Mackovjak, Council Member Owens, Council Member Taylor

2. Certify Reports of Election for October 3rd, 2023 Results

Motion made by Janene Driscoll that the Election Review Board accept the tally of ballots as tallied and certify the Report of the Election.

Seconded by Jim Mackovjak

Voting Yea: Vice Mayor Bishop, Council Member Driscoll, Council Member Lewis, Council Member Mackovjak, Council Member Owens, Council Member Taylor

3. Signing of Certificates of Election by Vice Mayor and City Clerk

City Council Comment

Tania Lewis - Thanked candidates.

Kyle Bishop- Thanked candidates.

Adjournment

Hearing no objections, Vice Mayor Bishop adjourned the meeting at 7:30 PM.

POSTED ON: October 28, 2023 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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CITY OF GUSTAVUS

CITY COUNCIL GENERAL MEETING

Monday, October 09, 2023 at 7:00 PM
In Person at Gustavus City Hall and Via Zoom

COUNCIL MEMBERS

Mayor Mike Taylor
Vice Mayor Kyle Bishop
Council Members: Janene Driscoll, Jim Mackovjak
Tania Lewis, Shelley Owens, Brian Taylor

CITY HALL

City Administrator – Kathy Leary
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MINUTES – PENDING

VIRTUAL MEETING INFORMATION

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ID: 515 501 9406 **PASSCODE:** 6972451 **TEL:** 253-215-8782

ROLL CALL

Meeting was called to Order at 7pm by Mayor Mike Taylor.

PRESENT

Mayor Mike Taylor
Vice Mayor Kyle Bishop
Council Member Jim Mackovjak
Council Member Brian Taylor
Council Member Janene Driscoll
Council Member Shelley Owens
Council Member Rachel Patrick

ABSENT

Council Member Tania Lewis

Reading of the City of Gustavus Vision Statement

The City of Gustavus Vision Statement was read by Council Shelley Owens.

1. Swearing in of New Council Members Seats C and D
City Clerk, Liesl Barker conducted the swearing in of newly elected Council Members Rachel Patrick - Seat C and Brian Taylor - Seat D.
2. Council Election of Mayor
Vice Mayor Bishop opened the floor for Mayor nominations
Council member Shelley Owens nominated Kyle Bishop.
Seconded by Janene Driscoll.
Council member Mike Taylor nominated Shelley Owens.
Seconded by Kyle Bishop.

Hearing no more nominations the floor is closed

Kyle Bishop declines his nomination to Mayor.

Hearing no objections, the nomination for Shelley Owens to serve the 2023-2024 term has been accepted by unanimous consent.

3. Council Election of Vice Mayor

Mayor Owens opened the floor for Vice Mayor nominations.

Council member Kyle Bishop nominated Brian Taylor.

Seconded by Rachel Lewis.

Council member Kyle Bishop nominated Shelley Owens .

Seconded by Janene Driscoll.

Brian Taylor and Kyle Bishop both accepted their nominations.

Brian Taylor was elected Vice Mayor with a majority vote.

APPROVAL OF MINUTES

4. 09-11-2023 General Meeting Minutes.

Motion by Jim Mackovjak to approve by unanimous consent the 09-11-2024 General Meeting Minutes.

Seconded by Mike Taylor

Hearing no objections, the minutes for 09-11-2023 General Meeting Minutes as presented were adopted by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

There were no agenda Changes.

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

COMMITTEE / STAFF REPORTS

5. Gustavus Volunteer Fire Department Quarterly Report

Gustavus Volunteer Fire Department Chief, Sol Martinez submitted a written report and provided an oral summary.

6. Gustavus City Clerk Quarterly Report

City Clerk, Liesl Barker submitted a written report and provided an oral summary.

7. Gustavus Marine Facilities Quarterly Report

Marine Facilities Coordinator, Larry Platt submitted a written report, and provided an oral summary.

8. City Treasurer Monthly Financials

City Treasurer, Ben Sadler submitted monthly financials.

9. City Administrator Report

City Administrator, Kathy Leary submitted a written report and provided an oral summary.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Dr. Vaught and Dave Miller spoke about how they are working with our Fire Chief to continue to help improve our GVFD.

CONSENT AGENDA

Motion made by Janene Driscoll to adopt the Consent Agenda by unanimous consent as presented.

Seconded by Council Member Brian Taylor.

Hearing no objections, the Consent Agenda is adopted by unanimous consent.

10. FY24-07 Introduction Providing for the Amendment of The City Held Accounts in FY24 (Public Hearing 11/13/23)
11. FY24-08NCO AMLIP Reserve (Public Hearing 11-13-2023)
12. FY24-09NCO Capital Current Transfer (Public Hearing 11-13-2023)

ORDINANCE FOR PUBLIC HEARING

13. FY24-06 Amendments to Title 3 - Personnel, Chapter 3.05, Section 3.05.010 and Section 3.05.020 (Introduced 09-11-2023)

FY24-06 Amendments to Title 3 - Personnel, Chapter 3.05, Section 3.05.010 and Section 3.05.020 (Introduced 09-11-2023)

Mayor Owens opened for Public Hearing at 8:26PM.

Public Comment: None

Mayor Owens closed Public hearing at 8:27PM.

Motion made by Council Member Brian Taylor to move to adopt FY24-06 amendments to Title 3- Personnel, Chapter 3.05, Section 3.05.010 and Section 3.05.020(Introduced 09-11-2023).

Seconded by Council Member Jim Mackovjak

Council Comment: None

Voting Yea: Mayor Taylor, Vice Mayor Bishop, Council Member Mackovjak, Council Member Taylor, Council Member Driscoll, Council Member Owens

UNFINISHED BUSINESS

None

NEW BUSINESS

14. Award RFQ- FY24-02 - Emergency Gravel Stockpile

Rachel Patrick made a motion to award the contract for the Emergency Gravel Stockpile to Glacier Bay Construction per their response to RFQ-FY24-02.

Seconded by Kyle Bishop

Public Comment: None

Council Comment: None

Voting Yea: Council Member Taylor, Council Member Bishop, Council Member Mackovjak, Vice Mayor Taylor, Council Member Driscoll, Mayor Owens, Council Member Patrick

15. Contract Extension of RFQ FY23-01RM for Snow Removal

A motion made by Kyle Bishop to extend the contract RFQ FY23-01 RM Section 215 for Snow Removal to Glacier Bay Construction per their response to RFQ-FY24-03.

Seconded by Janene Driscoll

Public Comment: None

Council Comment: Vice Mayor Brian Taylor

Voting Yea: Council Member Taylor, Council Member Bishop, Council Member Mackovjak, Council Member Patrick, Vice Mayor Taylor, Council Member Driscoll, Mayor Owens

16. Motion to Write-Off Ambulance Bad Debt from 2020-2022

Motion made by Mike Taylor that the City of Gustavus writes off the following ambulance service debts from FY20 (\$620.90), FY21 (\$1241.80), and FY22 (\$2469.30) for total of \$4,332.00 as uncollectable.

Seconded by Brian Taylor

Public Comment: None

Council Comment: Brian Taylor

Voting Yea: Council Member Patrick, Council Member Taylor, Council Member Bishop, Council Member Mackovjak, Vice Mayor Taylor, Council Member Driscoll, Mayor Owens

CITY COUNCIL REPORTS

Jim Mackovjak - Bike Path update

Janene Driscoll- Beach Wheelchair update

17. Mayor's Report

Former Mayor Mike Taylor provided a written and oral report.

CITY COUNCIL QUESTIONS AND COMMENTS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business and hearing no objections, Mayor Owens adjourned the meeting at 9:05 PM.

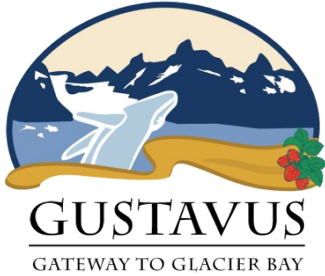
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Gustavus Visitors Association Fourth Quarter Report November, 2023

City Of Gustavus Reports Due:

February- first quarter (Mid Year) , May - second quarter, August- (End of Year) third quarter & November - fourth quarter

This report reflects activities within the Gustavus Visitors Association between August - October 2023. With projected goals and objectives for November through December 31, 2023.

Packet Includes:

- Progress Report
- Profit & Loss vs Actual July 1 through October 25, 2023
- Balance Sheet as of October 28, 2023

Gustavus Visitors Association Board of Directors:

Leah Okin - President
 Robynn Jones- Vice President
 Cam Cacioppo -Secretary
 Hillery Lesh- Treasurer
 Natalie Vaz – Director Voting Member
 Curtis Lindblom -Director Voting Member
 Open position – Voting member at large

Employed positions:

Brian Taylor – Marketing Technician
 Trisha Dawson- Marketing Social Media
 Leah Okin – Marketing Coordinator
 Noel Ferevaag – Administrator

Mission Statement

The mission of GVA is to enhance the economies of the City of Gustavus (CoG) through tourism marketing that increases business revenue, tax revenue and creates jobs. Our primary goal is to increase overnight stays of leisure and business travelers, who in turn, support local businesses through spending money – a boost to our economy.

GVA is committed to promoting and elevating Gustavus’ position as a world-class destination for leisure travel. GVA further serves to ensure tourism continues to contribute locally on a large scale, thereby enhancing the quality of life for all who live, work and play here.

Organizational Structure

Non-profit corporation

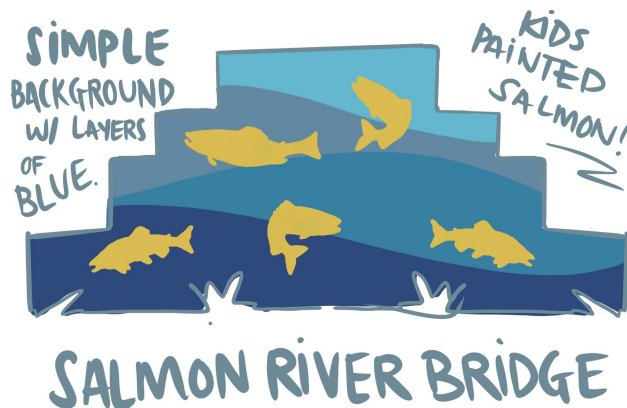
The Gustavus Visitors Association was incorporated as a 501c(3) non-profit corporation in January of 2005. According to GVA By-laws, every fall the Board reviews and adopts a fiscal year budget for the period: July 1 to June 30 of the following year to coincide with the City of Gustavus’ fiscal year. The Board submits its request for use of a portion of bed tax revenues to the City, along with the Marketing Plan which must by Ordinance be approved by the City Council.

Funding Source

The Gustavus Visitors Association is funded both by a city bed tax of 4%, of which GVA can receive up to half, and GVA annual membership dues. The visitor industry supports up to 50% of the City’s tax revenue in most years.

Completed to task 2023

- Maintained marketing and memberships.
 - Southeast Alaska Tourism Council (SATC)
 - Travel Alaska
 - Alaska Travel Industry Association (ATIA)
 - Travel Juneau
- Distributed ‘Gustavus News Bulletin’ for community and businesses, answering frequently asked questions in town. 210. subscribers.
- Attended Alaska Travel Industry Association marketing webinars.
- Emailed out surveys to assist the City of Gustavus to gather data about the usage of Alaska Airlines and the potential impacts and implications if Alaska Airlines was to cease their service into Gustavus due to TSA’s requirements of a Village Public Safety Officer (VPSO)
- Commenced the Gustavus Kids Mural under the Salmon river bridge: Morgan has the paint purchased, all the supplies in order, the design created and the kids have painted their fish. (see attached image) now all we need is a good spring day and the kids are ready to get the mural done.

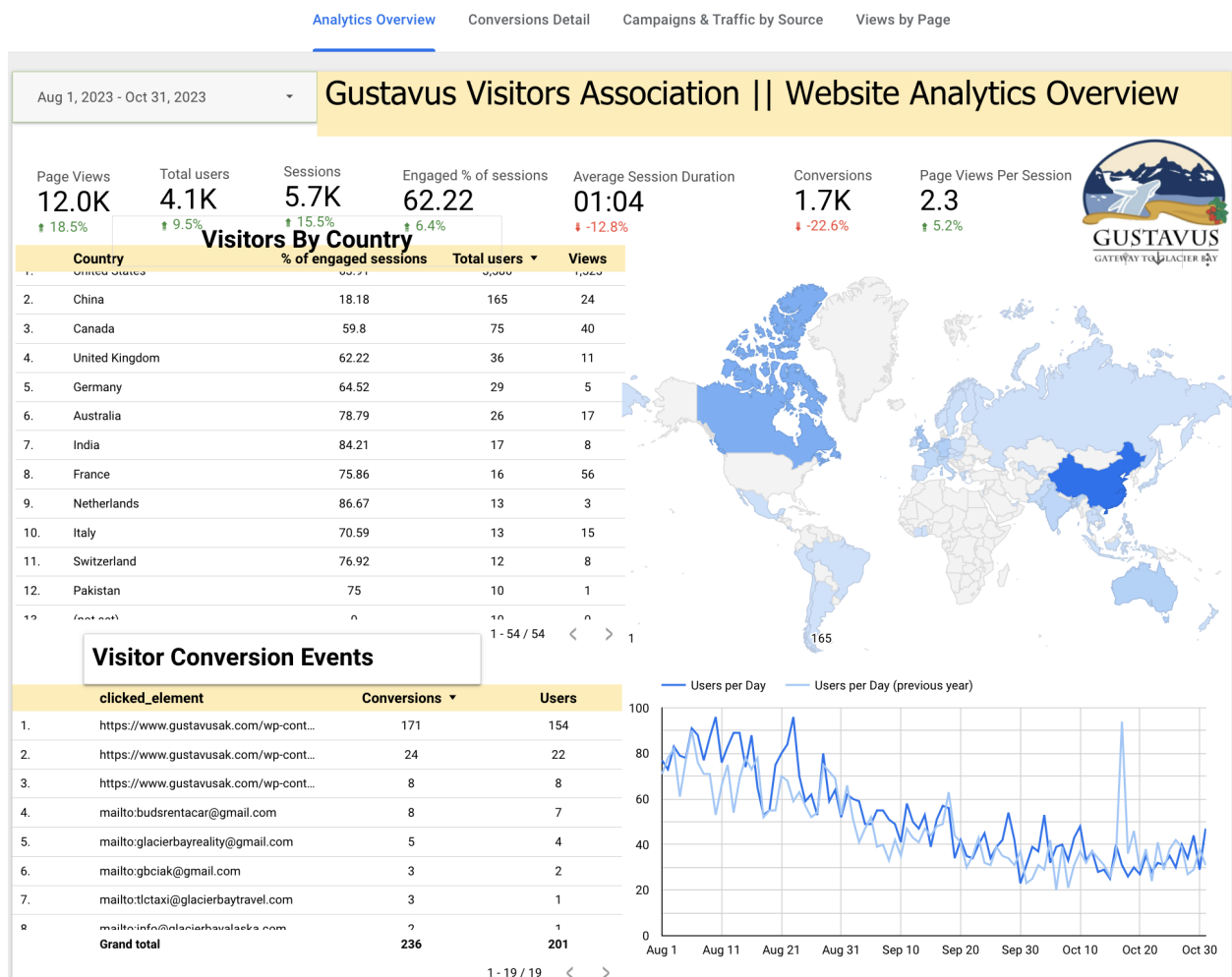


-

Web Updates and Improvements

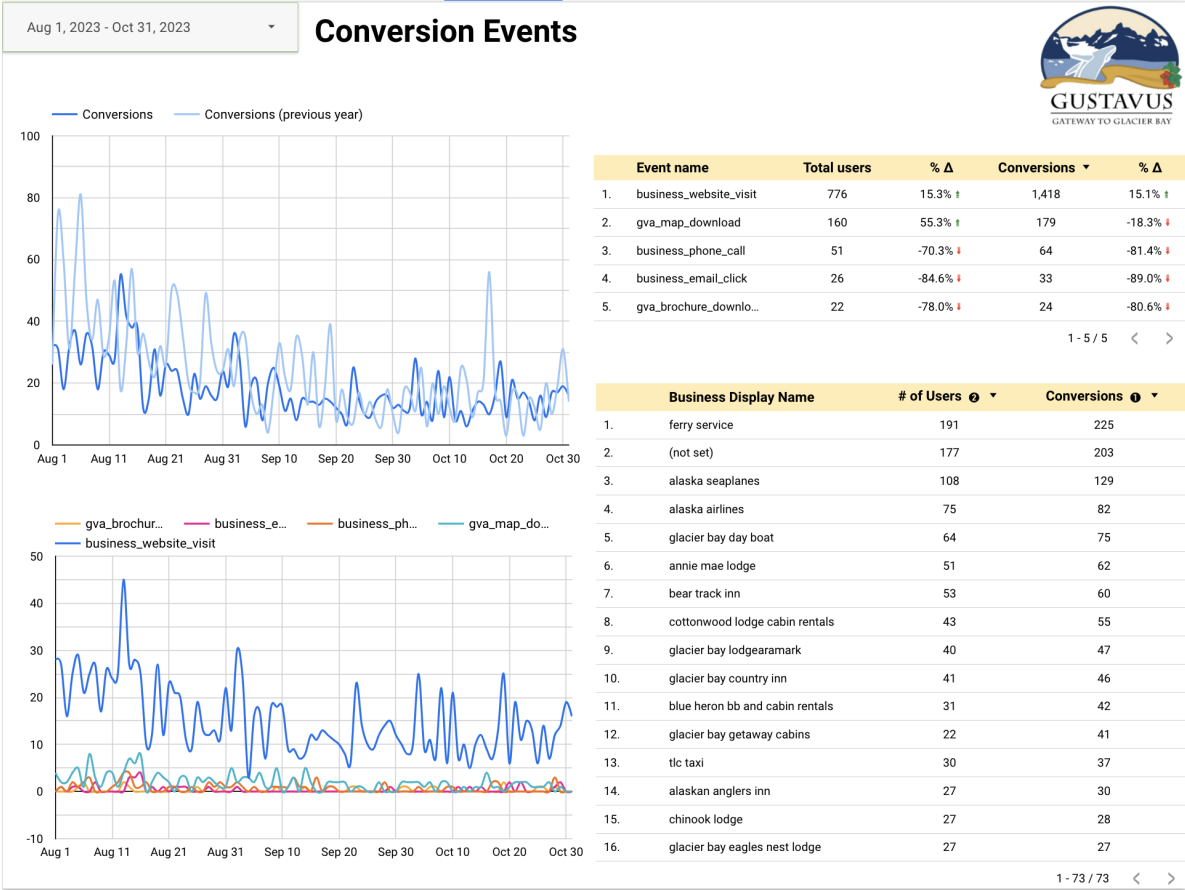
- Continued content updates of business profiles, donors, homepage content, and more.
- Continued to make incremental improvements in our analytics reports & data routing - i.e. how it's gathered, processed, organized and displayed.
- Finalizing the integration with Google's Looker Studio platform to display custom reports for business members on the site (Aim is to launch this in tandem with this year's membership drive)
- Developed an interface that will allow our business members to edit their own listings
- Scoped and roughly planned an integration for recurring membership payments for business members & the membership drive.

Website Analytics - [View the live and interactive report here](#)

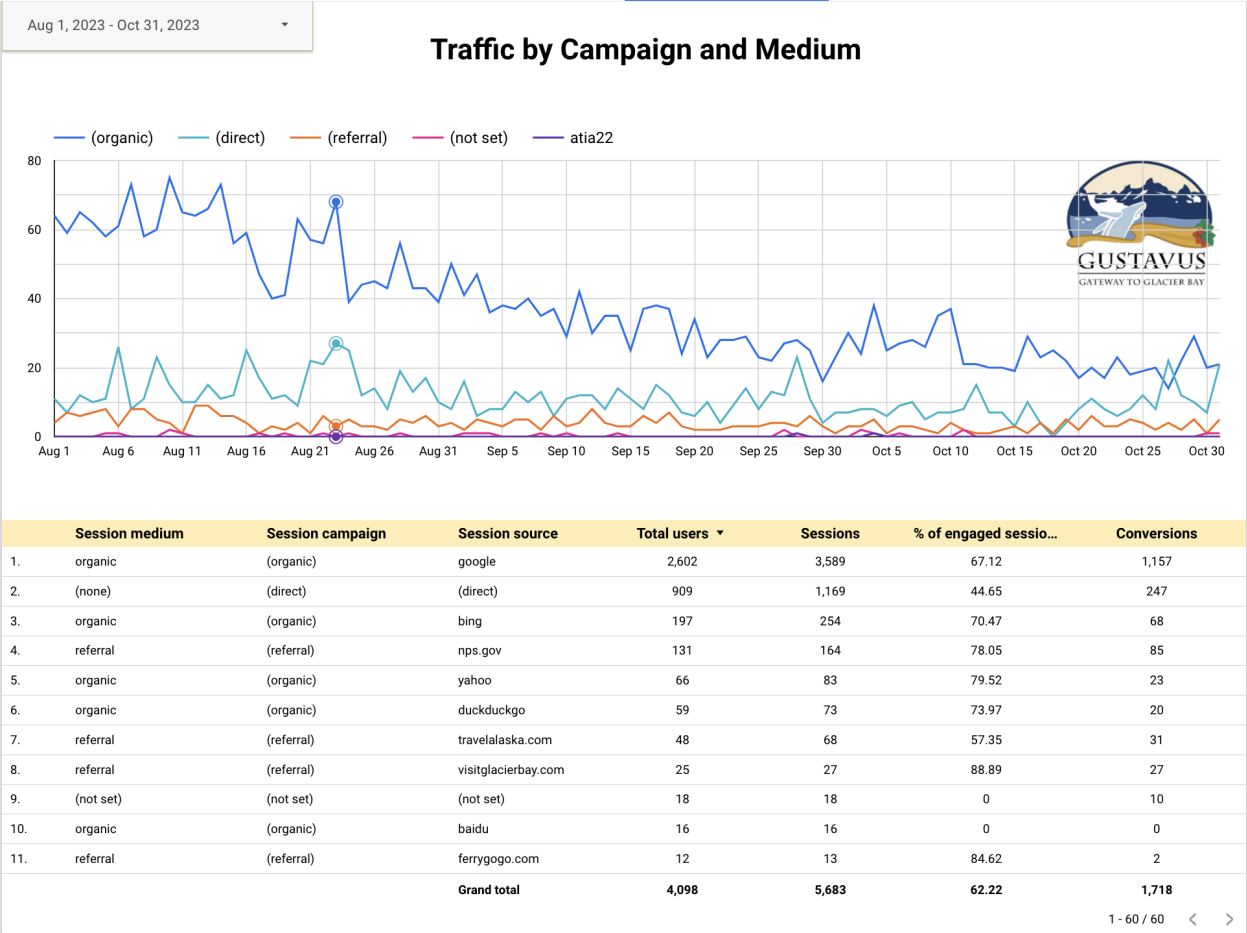


Our typical post-summer season slowdown is pacing last year almost exactly, yet because we had more users on the site this August than last year's, almost all of our top line metrics are up.

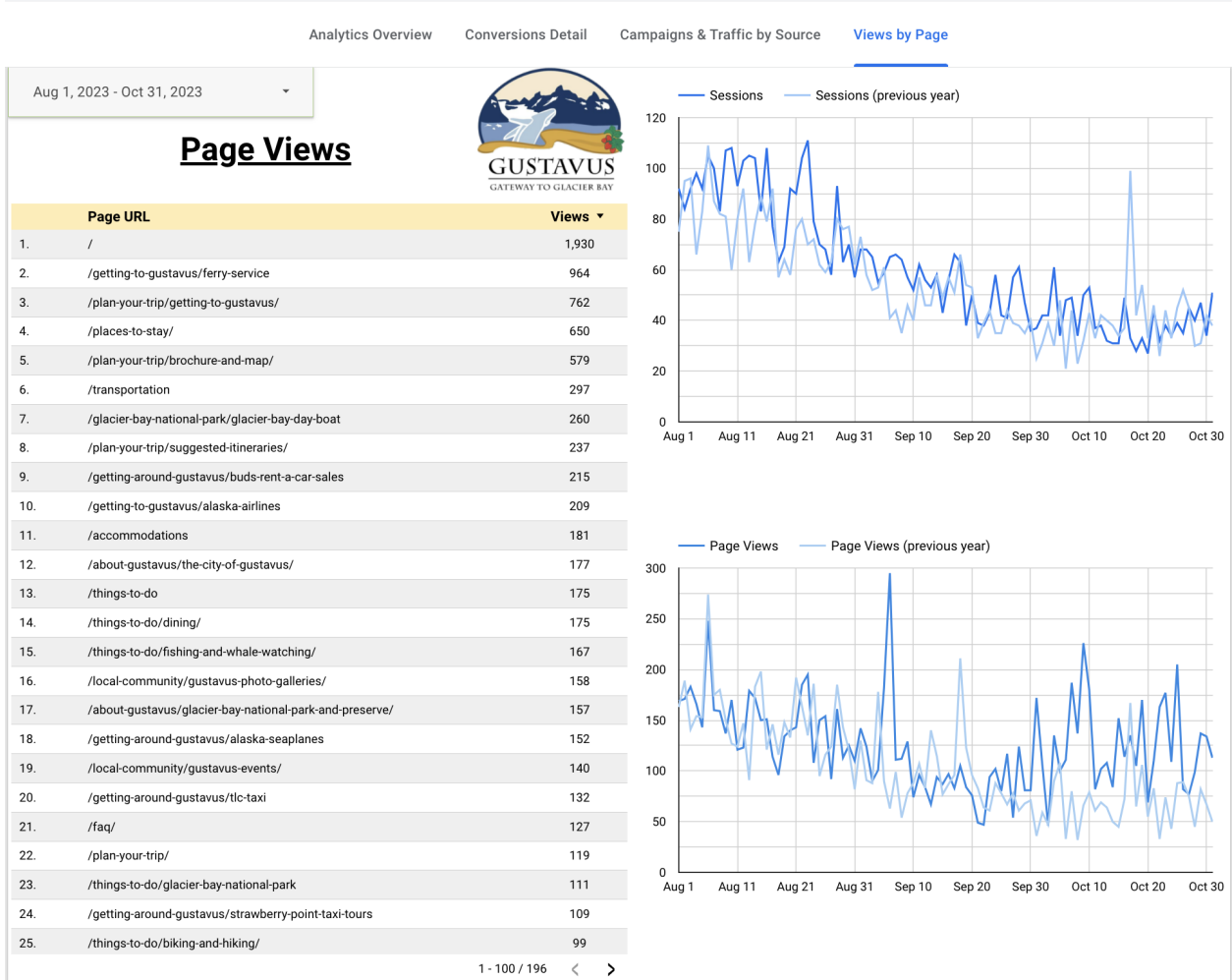
Attentive followers of our reporting will note that conversion events are now being broken out by business name in the conversions report. Unsurprisingly, ferry service is the highest converting "business"



[Analytics Overview](#)
 [Conversions Detail](#)
 [Campaigns & Traffic by Source](#)
 [Views by Page](#)



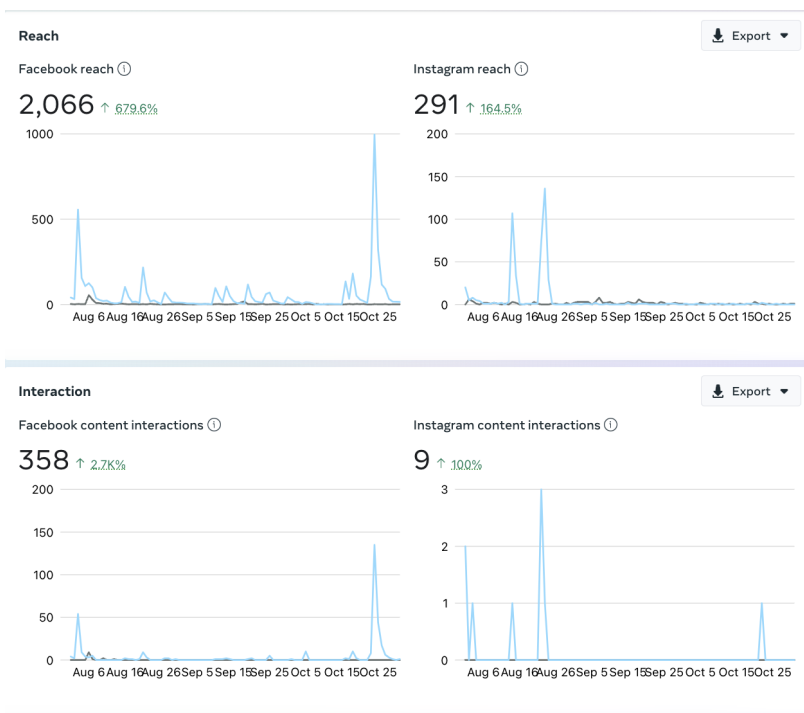
- Visitors arriving from Google are more engaged than direct traffic to the site, oddly enough.
- Our most engaged visitors are come from visitglacierbay.com (Glacier Bay Lodge website)
- In this period a new website has begun referring traffic our way, ferrygogo.com. This aligns with how the ferry service page is our most visited page after the homepage of the site.

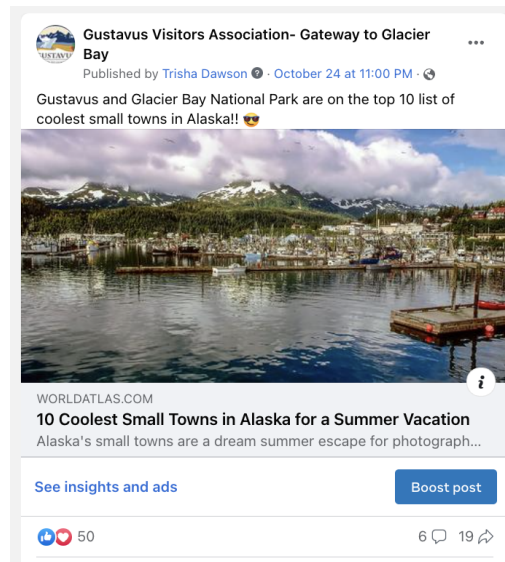


Social Media Report

Trisha Dawson continues to post on a regular basis with increasing social media followers. Thus far her focus has been on consistent, authentic posts, and has largely focused on the Facebook platform. We’re planning to drive engagement on social media and our website with periodic Blog posts beginning this winter.

Our blog posts should be a much better source for authentic information about Gustavus, clearly the bar is low!





Goals and objectives for the remainder of 2023.

- Update the content and signage within the beach sign.
- Put out a Wildlife video competition to gather wildlife videos for material to utilize in the Gustavus Film Project.
- This is membership drive quarter coming up: put out emails for the membership drive, improve the ability to pay online with re-occurring payment options.
- Green initiatives for Gustavus, sustainability and carbon footprint.
- Continue to seek improved connectivity between Glacier Bay National Park / The Glacier Bay Lodge and Gustavus.
- Improve and circulate more frequently the Gustavus News Bulletin to inform the community and businesses about activities happening that are not otherwise advertised. Adding a monthly calendar of Gustavus events. Add information similar to the old 'Fairweather Reporter' but in email/ blog format.
- Create blog posts.
- Monitor and analyze measurable marketing initiatives
- Launch the first iteration of custom member reports for our business members
- Continue making incremental improvements to the website.

Conclusion

The Fall season of 2023 has been a time to catch our breath, take a minute, pull our sleeves up and start planning the next big tasks. We've continued marketing Nationally and Internationally, making incremental improvements to the website and focused our efforts on expanding the organic reach of our social media accounts to drive traffic from our target audiences.

Gustavus Visitors Association

Balance Sheet

As of October 28, 2023

	<u>Oct 28, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
FNBA	54,657.19
Total Checking/Savings	<u>54,657.19</u>
Accounts Receivable	
Accounts Receivable	-25.00
Total Accounts Receivable	<u>-25.00</u>
Other Current Assets	
Covid Related Expenses	-10,030.00
Total Other Current Assets	<u>-10,030.00</u>
Total Current Assets	44,602.19
Fixed Assets	
Laptop	1,199.98
Total Fixed Assets	<u>1,199.98</u>
TOTAL ASSETS	<u>45,802.17</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	5,076.16
Retained Earnings	23,979.06
Net Income	16,746.95
Total Equity	<u>45,802.17</u>
TOTAL LIABILITIES & EQUITY	<u>45,802.17</u>

Gustavus Visitors Association
Profit & Loss Budget vs. Actual
July 1 through October 28, 2023

	Jul 1 - Oct 28, 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
CityTax Revenue	41,400.00	41,400.00	0.00
Total Income	41,400.00	41,400.00	0.00
Gross Profit	41,400.00	41,400.00	0.00
Expense			
Administration			
Postage	2.55	210.00	-207.45
Software	-299.55	800.00	-1,099.55
Supplies	0.00	100.00	-100.00
Total Administration	-297.00	1,110.00	-1,407.00
Contractor Work			
Administrative	2,000.00	2,000.00	0.00
Marketing Coordinator			
Technician	950.00	0.00	950.00
Marketing Coordinator - Other	975.00	14,400.00	-13,425.00
Total Marketing Coordinator	1,925.00	14,400.00	-12,475.00
Total Contractor Work	3,925.00	16,400.00	-12,475.00
Fees/Licenses	0.00	500.00	-500.00
Marketing			
Community Outreach	0.00	4,000.00	-4,000.00
Memberships			
ATIA/Travel Alaska	390.00	140.00	250.00
DTN Travel Juneau	0.00	400.00	-400.00
JCVB/Juneau Guide	0.00	400.00	-400.00
Total Memberships	390.00	940.00	-550.00
Online			
GVA Website	0.00	1,000.00	-1,000.00
Promotional Video	16,064.18	13,000.00	3,064.18
Social Media	0.00	100.00	-100.00
Total Online	16,064.18	14,100.00	1,964.18
Print / Digital Media			
Alaska Magazine ads	116.00	0.00	116.00
Brochure	0.00	2,000.00	-2,000.00
Total Print / Digital Media	116.00	2,000.00	-1,884.00
Marketing - Other	350.00	0.00	350.00
Total Marketing	16,920.18	21,040.00	-4,119.82
Special Projects			
Community Projects	4,391.00	7,400.00	-3,009.00
Total Special Projects	4,391.00	7,400.00	-3,009.00
Total Expense	24,939.18	46,450.00	-21,510.82
Net Ordinary Income	16,460.82	-5,050.00	21,510.82
Net Income	16,460.82	-5,050.00	21,510.82

Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report
Ian Barrier, DRC Manager\Operator
Wednesday October 13th, 2023

My last quarterly was for the August 14th General Meeting. My next quarterly report is scheduled for the February 12th, 2024 General Meeting.

General Operations and Management

Labor

This past quarter\summer season I had Sydney Glasmann as my main temp employee and sadly she left on the 1st of October which has left me working solo for the majority of October. Syd plans to return sometime in May to join in on the fun at the DRC for another summer season. Syd learned to preform many of the tasks at the DRC and became fluent in the use of our equipment and more commonly used tools such as reciprocating saws, angle-grinders, and crow bars. I arranged for her to participate in a online class in the middle of October named “Solid Waste Bootcamp” which is taught by ADEC and has a lot of good information on waste management and strategy. I have taken this class before and joined in again as a refresher. We both completed this class on 10-26-2023.

Sven Hoosan work agreement has expired and he currently hasn’t rejoined the labor pool. Paul Dzuby helped during the summer, working three days a week, Wednesday, Friday, and Saturday. He is currently back at his job at the Gustavus School. Paul plans on staying in the labor pool. I did have an individual apply and they were employed for a few days but unfortunately the work load was more than anticipated and they resigned. Anything helps and I appreciate the few days they were here.

Equipment

As I mentioned in my last report we had our yellow GPI baler fail in June due to an internally leaking hydraulic pump which left the baler unable to compress waste. This left us to use our larger purple Cram-A-Lot baler for all baling. During our peak season It was demonstrated that we can handle the flow of materials coming into the DRC with just the Cram-A-Lot baler. It did mean there were moments when we had a large amount of trash present in the building when we were baling recyclables instead of trash; but it was never a major issue beyond appearance.

During September the new parts arrived for the GPI baler and included a new electric motor, new hydraulic pump, new hydraulic lines, and a new hydraulic fluid reservoir. The kit is an upgrade kit release in the early 2000s. I managed to get the components installed during September and got the GPI baler back into operation. Due to the success of using the Cram-A-Lot we are going to continue to bale all materials with this baler and have been using the GPI as a pre-crusher for bulky objects and to compact waste that doesn’t require sorting. This reduces the volume of waste on the floor at a given time. Once the GPI baler is full we eject the material and move it the Cram-A-Lot for final baling. It is quick and easy to load the pre-compacted waste into the Cram-A-Lot baler.

I have yet to find the time to make any structural repairs to the Cram-A-Lot but have been collecting materials to do so.

Annual Reports\Data Reports

I have successfully compiled a 5 year comparison which is attached to the bottom of this report. Thanks to Paul Berry for coming in and helping me with compiling the comparison report.

Recycling

The DRC bales, boxes, and palletize many different kinds of materials, most of it is shipped to Seattle for recycling. Recently I learned from Sean Mattson who is in charge of the NPS waste depot that Skookum recycling in Juneau will take large quantity of scrap metal for a small price. I then contacted Skookum and discovered they would charge \$150.00 for a 20' container of scrap metal which is a great deal compared to the expense to ship this material to Seattle. I would still need to find a way to get the 20' container to Skookum and the cost. I plan to investigate this option further the next time I consider shipping scrap metal. If it all works out the city could save money by shipping scrap metal to Skookum. The final details are yet to be determined but I wanted to share.

A recent and unfortunate event occurred relating to my first scrap metal shipment to Seattle. A container of scrap metal was refused my Seattle Iron & Metal Works due to radioactive activity coming from our shipment. Fortunately after many phone calls from Kathy Leary and I along with help from AML an investigation by the USCG was performed and it was concluded that the radioactive substance was Radium-226 which is a naturally occurring element found in rocks, soil, and metals everywhere on earth. I am happy to say this means nobody has been exposed to a dangerous or harmful amount of radiation and wasn't due to neglectful action in the Gustavus waste stream.

Compost Yard

This past quarter I have had the opportunity to fully experience the entire process of our compost program, from the mixing to the screening, to caring of the compost cure pile. Previously I have mixed the food waste and piled it inside the quonset building but never had the experience of screening the compost piles. Overall it is an enjoyable process to experience but I have realized it can be a delicate and time consuming procedure to screen the compost piles. Correct speed settings of our trommel is important.

Too slow and the process takes an eternity; too fast and I have noticed the screened material is coarser. Correct moisture content is very important. During the summer our compost piles become too dry and the composting process stops prematurely. The dry material doesn't move on the trommel belt very efficiently when its too dry and requires being poked with a stick or danced upon to keep the process moving. When the material is moist it seems to flow on the conveyor much better. I believe this has to do with weight of the material. I have been leaving our "overs" (coarse material screened out of the compost) pile exposed to the rain and have been mixing it periodically as well which has increased its moisture content and I believe this has helped as my last screening event took less time. I'm excited to have this years compost tested and sold to the public next spring.

Community Chest

The Community Chest was busy over summer and I saw a lot of material flow in and out of the chest with a big purge this October. The Chest has also shipped several boxes of donations to the thrift store in Hoonah. The volunteers over the summer include: Annie Mackovjak, Viki Bender, Maribeth Jarvis, Becky King, Mary Williams, Robynn Jones, Jeanetter Dehart, Vikki Garret, Trisha Dawson, Betty Hanson, Michelle Bray, Deb Johnson, Rose Marie Gray, Cheryl Smith, Joyce Gallagher, Kim Ney, Paula Kitchu, Hellen Buttram, Maggie (O'Brian?), and Joyce Lupro. I would like to thank our volunteers as they are the heart of the chest. Sorry if I missed anyone!

This concludes my report and feel free to reach out with any questions, thank you.

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

Gustavus Disposal & Recycling Center
Facility Statistics for
Fiscal Years 2018 – 2022 (July 1st – June 30th)
Five Year Comparison

	FY19	FY20	FY21	FY22	FY23
Waste Stream¹					
Pounds of recyclables ² (<i>materials utilized</i>)	197,497	171,173	163,845	163,384	175,435
% difference from FY19 % diff. from prev FY	+7% +7%	-7% -13%	-11% -4%	-11% -0%	-11% +7%
Pounds of non-recyclable trash (<i>the mound</i>)	146,101	125,919	136,797	170,812	184,267
% difference from FY19 % diff. from prev FY	+6% +6%	-8% -14%	0% +9%	+24% +25%	+26% +8%
Total pounds waste delivered	343,598	297,092	300,642	334,196	359,702
% difference from FY19 % diff. from prev FY	+7% +7%	-8% -14%	-7% +1%	+4% +11%	+5% +8%
Cu. yards Construction/ Demolition waste (C/D) & ash (<i>uncompressed</i>)	102	82	87	66	74
Operating time					
Number of days receiving waste during reporting period (<i>incl. appointment days</i>)	241	233	3	4	4
The processing of recyclables⁴					
Number of southbound recycle shipments	5	6	3	6	6
Recyclables baled for export to Seattle <u>in pounds</u>	84,019	70,027	71,098	85,649	105,151
<u>in bales</u>	90	76	76	87	102
Pounds of food waste composted	66,677	58,481	45,854	74,038	63,921
Pounds of glass bottles pulverized	43,260	33,500	26,400	30,400	28,000
Income & expense metrics					
Income (<i>all sources external of the City</i>)	\$102,365	\$91,024	\$84,885	\$115,398	\$118,223
Expense	\$140,786	\$142,932	\$131,917	\$144,784	\$158,347
Cost per pound average ⁵	\$0.41	\$0.47	\$0.44	\$0.43	\$0.44

10/13/2023 (Version 2) compiled by ian.Barrier@gustavus-ak.gov

¹ The waste delivered to the DRC. Also referred to as “In-flow”.

² Similar to note 6, this total will differ from the annual reports.

³ With the change of point of sale programs from DAPPOSS to Trash Flow this data has changed and I am figuring out how to report this in a consistent manner

⁴ Baled weights do not include recyclables such as lead-acid batteries, TV's, fluorescent lamps etc. (several thousand pounds in all). The DRC's annual report is a better source of the total weight of all materials recycled.

⁵ Does not include C/D waste in the calculation

⁶ Not all expenses for FY22 have been paid so this value can't be determined yet.

City of Gustavus Treasurer's report

Ben Sadler, Treasurer

Monday 11/13/2023

We are now in the second quarter of FY24. The City is currently where we hoped we would be financially at this point in the year.

AMLIP and Banking policy

Thanks to the City Council I have been able to make some of the proposed changes to the City Treasurer position to make the job more streamlined while implementing new policy to change the way the City handles it's funds. This will cut down on the amount of money sitting in the City's checking account and increase the City's funds by leaving the money in interest bearing accounts.

FY24 – Revenue to date

I have just completed entering the tax revenues for the first quarter of this fiscal year. Because of the seasonal nature of our community this is typically when a large portion of our tax revenue comes in. We have received 88.5% of our expected Federal Revenue, 103% of our expected State Revenue, and 70.5% of our expected Tax Revenue. Along with the money coming in from the other departments we are currently at 73.2% of our expected revenue for the year.

FY24 Tax Conference

I attended the AML FY24 tax conference at the end of September. Although most of the information provided did not apply to Gustavus, it was a good opportunity to hear how other communities are handling issues that Gustavus may have to deal with as our community grows. I was also able to meet and talk with AML staff and other financial officers from around the State.

General Day to Day

In addition to paying the bills and depositing the City's income, I have been drafting NCO's, working with our City Clerk to keep City Hall functioning, and working with the City Administrator on HR issues and policy changes. I also helped Larry Platt, Kriss Hart, and Elm Robichaud move the City floats into the Salmon River to their winter locations.

Submitted by BPS 11/07/2023

0630598.1 AMLIP Capital Project Current - Funds allocated through NCOS for funded Capital Projects				Date and NCO	
		AMLIP	Project	Remaining	
MF	CP18-01 Salmon River Harbor	\$9,856.96		\$9,856.96	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP19-03 Gustavus Beach Improv.	\$5,339.30		\$5,339.30	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$79,443.50		\$79,443.50	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Library	CP19-08 Library Roof/Awning/Shed	\$39,495.00	\$38,314.22	\$1,180.78	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP21-02 Refurbish Old P.O.	\$6,730.67		\$6,730.67	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP21-03 Good River Bridge Repairs	\$3,665.54		\$3,665.54	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-04 MFC Building at SRBH	\$1,323.29		\$1,323.29	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,786.60		\$1,786.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-06 Fish Waste Disposal	\$2,770.05	\$209.98	\$2,560.07	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP22-02 Marine Facility Vessel	\$30,000.00		\$30,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Beach	CP22-03 Beach Hardened Trail	\$13,000.00		\$13,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP22-04 Septage Storage Facility	\$5,608.08		\$5,608.08	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
GVFD	CP23-01 Radio Tower	\$38,735.88	\$38,735.88	\$0.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP23-02 Cul de sac Improvement	\$5,972.06		\$5,972.06	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
		\$243,726.93	\$77,260.08	\$166,466.85	

Pending Transfers:			
FY24-08	Transfer funds to AMLIP Reserve	\$389,329.50	Introduced 10/09/2023, Public Hearing 11/13/2023
FY24-09	Transfer funds from AMLIP Current to AMLIP CAP Project LT	\$77,260.08	Introduced 10/09/2023, Public Hearing 11/13/2023
FY24-07	Amendment of Department Budgets	\$69,025.00	Introduced 10/09/2023, Public Hearing 11/13/2023

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Business License Fees	400.00	3,500.00	-3,100.00	11.4%
Donations	60.00	1,000.00	-940.00	6.0%
DRC Income				
C Chest paid at City Hall	95.00			
Community Chest Sales	5,904.50	13,500.00	-7,595.50	43.7%
Landfill Fees paid @ City Hall	27,727.95			
Landfill Fees/Sales	26,156.08	75,000.00	-48,843.92	34.9%
Recyclable Material Sales	297.05	3,600.00	-3,302.95	8.3%
Total DRC Income	60,180.58	92,100.00	-31,919.42	65.3%
Federal Revenue				
ARPA - 22-LGLR	33,904.06	35,987.92	-2,083.86	94.2%
Natl Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	152,913.58	130,000.00	22,913.58	117.6%
Total Federal Revenue	186,817.64	210,987.92	-24,170.28	88.5%
Fundraising	0.00	600.00	-600.00	0.0%
Grant Income	0.00	13,000.00	-13,000.00	0.0%
GVFD Income				
Ambulance Billing	1,006.76	9,000.00	-7,993.24	11.2%
ASP	160.00	1,500.00	-1,340.00	10.7%
Training	20.00	150.00	-130.00	13.3%
Total GVFD Income	1,186.76	10,650.00	-9,463.24	11.1%
Interest Income	332.34			
Lands Income				
Gravel Pit Gravel Sales	30,576.00	40,000.00	-9,424.00	76.4%
Total Lands Income	30,576.00	40,000.00	-9,424.00	76.4%
Lease Income				
Rent	2,000.00			
Lease Income - Other	7,190.32	16,011.00	-8,820.68	44.9%
Total Lease Income	9,190.32	16,011.00	-6,820.68	57.4%
Library Income	0.00	500.00	-500.00	0.0%
Marine Facilities Income				
Facilities Usage Fees				
Landing Craft Use Fee	1,900.00			
Single Use Fee	85.00			
Facilities Usage Fees - Other	0.00	2,000.00	-2,000.00	0.0%
Total Facilities Usage Fees	1,985.00	2,000.00	-15.00	99.3%
Commercial Vessel Registration				
Kayak Registration	20.00			
Commercial Vessel Registration - Other	0.00	15,000.00	-15,000.00	0.0%
Total Commercial Vessel Registration	20.00	15,000.00	-14,980.00	0.1%
Private Vessel Registration				
Kayak Registration	30.00			
Private Vessel Registration - Other	1,190.00	5,000.00	-3,810.00	23.8%
Total Private Vessel Registration	1,220.00	5,000.00	-3,780.00	24.4%
Storage Area Fee	910.00	2,250.00	-1,340.00	40.4%
Total Marine Facilities Income	4,135.00	24,250.00	-20,115.00	17.1%
State Revenue				
Community Assistance Program	83,489.34	80,000.00	3,489.34	104.4%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Shared Fisheries Business Tax	244.41	632.77	-388.36	38.6%
Total State Revenue	83,733.75	80,632.77	3,100.98	103.8%
Tax Income				
Retail Tax Income	292,627.29	415,000.00	-122,372.71	70.5%
Remote Sellers Retail Tax	45,103.68	56,000.00	-10,896.32	80.5%
Room Tax Income	73,143.47	105,400.00	-32,256.53	69.4%
Fish Box Tax	1,260.00	8,000.00	-6,740.00	15.8%
Penalties & Interest	588.74	1,000.00	-411.26	58.9%
Tax Exempt Cards	20.00	300.00	-280.00	6.7%
Total Tax Income	412,743.18	585,700.00	-172,956.82	70.5%
Total Income	789,355.57	1,078,931.69	-289,576.12	73.2%
Gross Profit	789,355.57	1,078,931.69	-289,576.12	73.2%
Expense				
Administrative Costs	3,143.66	35,000.00	-31,856.34	9.0%
Advertising	0.00	100.00	-100.00	0.0%
Bad Debt	4,332.00	0.00	4,332.00	100.0%
Bank Service Charges	3,512.24	4,750.00	-1,237.76	73.9%
Building				
Insurance	15,336.68	12,658.62	2,678.06	121.2%
Maintenance & Repair	723.55	4,200.00	-3,476.45	17.2%
Total Building	16,060.23	16,858.62	-798.39	95.3%
Contractual Services				
City Engineer	0.00	20,000.00	-20,000.00	0.0%
Ambulance Billing Expense	113.82	1,300.00	-1,186.18	8.8%
Managed IT Services	8,340.00	25,020.00	-16,680.00	33.3%
Contractual Services - Other	-1,432.77	37,560.00	-38,992.77	-3.8%
Total Contractual Services	7,021.05	83,880.00	-76,858.95	8.4%
Dues/Fees	3,564.02	10,457.00	-6,892.98	34.1%
Economic Development Services				
GVA	41,400.00	41,400.00	0.00	100.0%
Total Economic Development Services	41,400.00	41,400.00	0.00	100.0%
Election Expense	61.19	250.00	-188.81	24.5%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,140.44	2,200.00	-1,059.56	51.8%
Equipment Purchase	735.67	9,950.00	-9,214.33	7.4%
Insurance	298.09	278.86	19.23	106.9%
Maintenance & Repair	6,122.47	6,000.00	122.47	102.0%
Total Equipment	8,296.67	18,428.86	-10,132.19	45.0%
Events & Celebrations	120.00	4,400.00	-4,280.00	2.7%
Freight/Shipping	11,175.29	31,000.00	-19,824.71	36.0%
Fundraising Expenses	0.00	500.00	-500.00	0.0%
General Liability				
Public Entity Crime Coverage	122.49			
Cyber Liability	2,817.00			
General Liability - Other	14,578.68	20,700.00	-6,121.32	70.4%
Total General Liability	17,518.17	20,700.00	-3,181.83	84.6%
Gravel Pit Fund	0.00	6,000.00	-6,000.00	0.0%
Library Materials				
Donated/Fundraised	0.00	800.00	-800.00	0.0%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Non-Fiction Add/Replacement	109.29	7,700.00	-7,590.71	1.4%
Total Library Materials	109.29	8,500.00	-8,390.71	1.3%
Marine Facilities				
Insurance	5,804.01	2,722.48	3,081.53	213.2%
Maintenance & Repairs	0.00	3,000.00	-3,000.00	0.0%
Total Marine Facilities	5,804.01	5,722.48	81.53	101.4%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses				
Wages	138,008.48	442,498.49	-304,490.01	31.2%
Payroll Taxes	14,457.39	39,047.21	-24,589.82	37.0%
Paid Time off	3,285.12			
Sick Leave	2,254.86			
Health Insurance (company paid)	8,933.74	26,493.60	-17,559.86	33.7%
Health Insurance Stipend	2,200.00	9,600.00	-7,400.00	22.9%
457(b) Employer Contribution	5,379.74	29,220.00	-23,840.26	18.4%
Workers Comp Insurance	7,657.59	8,979.10	-1,321.51	85.3%
Payroll Expenses - Other	-10,786.48	230.00	-11,016.48	-4,689.8%
Total Payroll Expenses	171,390.44	556,068.40	-384,677.96	30.8%
Professional Services	1,817.10	15,000.00	-13,182.90	12.1%
Public Relations	399.00	500.00	-101.00	79.8%
Repair & Replacement Fund	0.00	16,595.71	-16,595.71	0.0%
Road Maintenance				
Grading	32,330.00			
Snow Plowing	0.00	65,000.00	-65,000.00	0.0%
Road Maintenance - Other	0.00	85,000.00	-85,000.00	0.0%
Total Road Maintenance	32,330.00	150,000.00	-117,670.00	21.6%
Stipend	0.00	6,000.00	-6,000.00	0.0%
Supplies				
Donated/Fundraised	500.00	800.00	-300.00	62.5%
Program	56.40	2,050.00	-1,993.60	2.8%
Supplies - Other	6,650.98	20,400.00	-13,749.02	32.6%
Total Supplies	7,207.38	23,250.00	-16,042.62	31.0%
Telecommunications	4,979.32	20,412.00	-15,432.68	24.4%
Training	925.00	11,950.00	-11,025.00	7.7%
Travel	6,153.49	13,700.00	-7,546.51	44.9%
Utilities				
Electricity	3,364.01	9,700.00	-6,335.99	34.7%
Fuel Oil	2,702.16	7,900.00	-5,197.84	34.2%
Total Utilities	6,066.17	17,600.00	-11,533.83	34.5%
Vehicle				
Fuel	269.92	1,200.00	-930.08	22.5%
Insurance	3,225.58	3,635.67	-410.09	88.7%
Maintenance & Repair	2,692.40	2,000.00	692.40	134.6%
Mileage Reimbursement	682.00	2,150.00	-1,468.00	31.7%
Total Vehicle	6,869.90	8,985.67	-2,115.77	76.5%
Total Expense	360,255.62	1,178,508.74	-818,253.12	30.6%
Net Ordinary Income	429,099.95	-99,577.05	528,677.00	-430.9%
Other Income/Expense				
Other Income				
Prior-Year Cash Balance	0.00	100,000.00	-100,000.00	0.0%
Total Other Income	0.00	100,000.00	-100,000.00	0.0%

10:32 AM
11/06/23
Accrual Basis

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July through October 2023

Item #5.

	<u>Jul - Oct 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Other Income	0.00	100,000.00	-100,000.00	0.0%
Net Income	<u>429,099.95</u>	<u>422.95</u>	<u>428,677.00</u>	<u>101,454.1%</u>

City of Gustavus
Balance Sheet
As of October 31, 2023

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	244,005.94
AMLIP Capital Improv Long-Term (0630598.2)	801,892.79
AMLIP Repair & Replacement (0630598.3)	376,035.20
AMLIP Road Maint - Unencumbered (0630598.4)	253,717.58
AMLIP Gravel Pit Fund (0630598.8)	24,777.65
AMLIP Reserve (0630598.12)	787,319.61
APCM.Endowment Fund	1,437,976.93
FNBA - Checking	573,800.86
FNBA Endowment Fund - Checking	46,258.24
Petty Cash	584.21
Total Checking/Savings	<u>4,546,369.01</u>
Accounts Receivable	-4,577.47
Other Current Assets	<u>25,663.54</u>
Total Current Assets	4,567,455.08
Fixed Assets	<u>-8,199.00</u>
TOTAL ASSETS	<u>4,559,256.08</u>
LIABILITIES & EQUITY	
Liabilities	95,137.70
Equity	
Fund Balance	3,126,891.20
Opening Bal Equity	1,084,743.57
Net Income	252,483.61
Total Equity	<u>4,464,118.38</u>
TOTAL LIABILITIES & EQUITY	<u>4,559,256.08</u>

CERTIFICATE OF RECORDS DESTRUCTION

This form documents the destruction of public records in accordance with Alaska Statute 40.25, Gustavus Municipal Code 2.70.030 and City of Gustavus Policy and Procedure for Public Records Management

1. Agency/Locality City of Gustavus	2. Division/Department Desk of the City Clerk	3. Person Completing Form Liesl Barker, City Clerk
4. Address, City, State & Zip P.O. Box 1, Gustavus, AK 99826	5a. Telephone Number 907-697-2451	5b. E-mail Address clerk@gustavus-ak.gov

6. Records to Be Destroyed

a) Schedule and Records Series Number	b) Records Series Title	c) Date Range (mo/yr)	d) Location	e) Volume	f) Destruction Method
C-6, 6 yrs	Elections-General	2016 and 2017	City Hall	2 file folders	Shred
C-7, 1 yrs	Election-Ballots	2022	City Hall	3 file folders	Shred
A-4, 4 yrs	Accounts Receivable/Payable	2018	City Hall	1 expandable file	Shred
A-5, 1 yrs	Banking Records	2014 and 2015	City Hall	1 Bankers Box	Shred
A-15, 4 yrs	Sales Tax	2016	City Hall	1 Bankers Box	Shred
C-12, 7 yrs	Council Meeting documentation	2013	City Hall	1/2 Bankers Box	Shred

DESTRUCTION APPROVALS

Note: Public records may not be destroyed without receiving prior authorization from the Mayor and/or City Council.

We certify that the records listed above have been retained for the scheduled retention period, as per the City of Gustavus Records Retention Schedule, required audits have been completed, and no pending or ongoing litigation or investigation involving these records is known to exist.

7. MAYOR _____ DATE _____

8. CITY CLERK/TREASURER _____ DATE _____

9. RECORDS DESTRUCTION AFFIRMED BY: _____ DATE _____

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY23-13**

A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY24 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 17: NORTHERN SOUTHEAST AREA

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY24 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar 2022 from fisheries business activities; and,

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

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

WHEREAS, the Gustavus City Council proposes to use an alternative allocation method for allocation of FY24 funding available within the FMA 17: Northern Southeast Area in agreement with all other municipalities in this area participating in the FY24 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council, by this resolution, certifies that the following alternative allocation method fairly represents the distribution of the significant effects during 2022 of fisheries business activity in FMA 17: Northern Southeast Area:

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

PASSED and APPROVED by a duly constituted quorum of the Gustavus City Council, this XXth day of X, 20XX.

Shelley K. Owens, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY24-07NCO
AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
DEPARTMENT BUDGETS FOR FISCAL YEAR 2024**

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 2024 estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
FY23 Surplus Carry Over	\$ 100,000.00	\$ 169,025.00	\$ 69,025.00
<hr/>			
Total Change in Income			\$ 69,025.00
 EXPENSE			
	Original Budget	Amended Budget	Change
Admin:Building Maintenance	\$ 500.00	\$ 2,500.00	\$ 2,000.00
Admin:Dues & Fees	\$ 6,500.00	\$ 8,000.00	\$ 1,500.00
Admin:Payroll	\$ 240,430.55	\$ 234,430.55	\$ <6000.00>
Admin:Training	\$ 2,750.00	\$ 4,000.00	\$ 1,250.00
Admin:Travel	\$ 8,500.00	\$ 13,000.00	\$ 5,000.00
DRC:Equipment Equipment Purchase	\$ 2,850.00	\$ 4,350.00	\$ 1,500.00
GVFD:Building Maintenance	\$ 500.00	\$ 6,000.00	\$ 5,500.00
GVFD:Contractual	\$ 2,000.00	\$ 6000.00	\$ 4,000.00
GVFD:Dues & Fees	\$ 1,750.00	\$ 4,500.00	\$ 2,750.00
GVFD:Equipment Purchase	\$ 4,000.00	\$ 4,600.00	\$ 600.00
GVFD:Payroll Expenses	\$ 82,831.17	\$ 90,831.17	\$ 8,000.00
GVFD:Training	\$ 7,000.00	\$ 12,000.00	\$ 5,000.00
GVFD:Travel	\$ 2,500.00	\$ 7,500.00	\$ 5,000.00
Library:Building Maintenance	\$ 2,000.00	\$ 3,500.00	\$ 1,500.00

Library:Library Materials	\$ 8,500.00	\$ 14,000.00	\$ 5,500.00
Library;Library Program Supplies	\$ 2,050.00	\$ 2,975.00	\$ 925.00
Roads:Road Maintenance	\$ 85,000.00	\$ 116,000.00	\$ 31,000.00

Total Change in Expense **\$ 69,025.00**

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

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

DATE INTRODUCED: *October 9, 2023*

DATE OF PUBLIC HEARING: *November 13, 2023*

PASSED and **APPROVED** by the Gustavus City Council this X Day of November 2023.

Shelley Owens, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY24-08NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2024**

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 2024, 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		
	Account Balance*	Amended Balance	Change
AMLIP Road Maintenance	\$ 251,561.95	\$ 0.00	<\$ 251,561.95>
<i>Unencumbered Road Maintenance funds are being moved to AMLIP Reserve and AMLIP Road Maintenance is being closed per the City's new Restricted Funds and AMLIP policy.</i>			
AMLIP Capital Improv – Long-Term	\$ 795,079.67	\$ 657,312.12	<\$ 137,767.55>
<i>Transferring funds to AMLIP Reserve per the City's new Restricted Funds and AMLIP policy.</i>			
AMLIP Reserve	\$ 789,179.24	\$ 1,178,508.74	\$ 389,329.50

**Approximate, this is a dynamic value*

Total Change in City Held Account Balances	\$ 0.00
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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: *October 9, 2023*
DATE OF PUBLIC HEARING: *November 13, 2023*

PASSED and **APPROVED** by the Gustavus City Council this X day of November 2023.

Shelley Owens, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY24-09NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2024**

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 2024, 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		
	Account Balance	Amended Balance	Change
AMLIP Current – CP23-01 GVFD <i>Project was completed in FY24. Returning funds to AMLIP Capital Improv Long-Term account.</i>	\$ 38,735.88	\$ 0.00	<\$ 38,735.88>
AMLIP Current – CP19-08 Library <i>Project was completed in FY24. Returning funds to AMLIP Capital Improv Long-Term account.</i>	\$ 39,495.00	\$ 1,180.78	<\$ 38,314.22>
AMLIP Current – CP21-06 MF <i>Project still, in progress. Returning funds to AMLIP Capital Improv Long-Term account.</i>	\$ 2,770.05	\$ 2,560.07	<\$ 209.98 >
AMLIP Capital Improv Long-Term* <i>*Approximate, this is a dynamic value.</i>	\$ 795,079.67	\$ 872,339.75	\$ 77,260.08
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: *October 09, 2023*

DATE OF PUBLIC HEARING: *November 13, 2023*

PASSED and **APPROVED** by the Gustavus City Council this X Day of November 2023.

Shelley Owens, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl Barker, City Clerk

Bid Opening for RFQ FY24-04

Date of opening: 11/2/2023 Place: Gustavus City Hall Time: 1:15pm

1. Bid Envelope received on 11/2/23
Gustavus Landscaping and Construction Total bid: \$ 3,000.00

- Bid Form
- Bid schedule
- Bid modification (if applicable) *
- Contractor Registration
- Business License

2. Bid Envelope received on 10/30/23
Gustavus Construction LLC Total bid: \$ 19,873.00

- Bid Form
- Bid schedule
- Bid modification (if applicable) *
- Contractor Registration
- Business License

City Administrator Kathy Leary, Mayor Shelley Owens, City Council Member Mike Taylor and City Clerk Liesl Barker the lowest responsible bidder to be

Gustavus Landscaping and construction

[Signature]
Shelley K. Owens, Mayor

11/2/2023
Date

[Signature]
Attest: Liesl Barker, City Clerk

11/2/2023
Date

**City of Gustavus**

P.O. Box 1

Gustavus, AK 99826

Phone: (907) 697-2451

Fax: (907) 697-2136

Email: treasurer@gustavus-ak.gov

Project: RFQ FY24-04**Salmon River Park Play Equipment
Installation****Subject: Notice of Apparent Low Bidder****Date:** November 2, 2023

Bids for construction of the Salmon River Park Play Equipment Installation Project, RFQ FY24-04 were opened and read on November 2, 2023, at the Gustavus City Hall by City Administrator Kathy Leary, City Clerk Liesl Barker, Mayor Shelley Owens, and Project Manager, Mike Taylor. The apparent low bidder is Gustavus Landscaping Company of Gustavus, Alaska with a total bid price of \$3000.00 to furnish the equipment, material, and labor to construct a 20 ft by 40 ft gravel pad extension at the west end of the existing play equipment pad and install Exerplay brand equipment designs 4902 PlayBooster and 7185 ReviWheel Spinner. Equipment is currently in shipment from the manufacturer to the City of Gustavus.

This is a Notice of Apparent Low Bidder only. Award of this contract is contingent on City Council action to award at the next monthly General Meeting.

Mike Taylor, MS
Project Manager
City Council Member
City of Gustavus

**City of Gustavus**

P.O. Box 1

Gustavus, AK 99826

Phone: (907) 697-2451

Fax: (907) 697-2136

Email: treasurer@gustavus-ak.gov**Project: RFQ FY24-04****Salmon River Park Play
Equipment Installation****Subject: Notice of Intent to Award****Date:** November 6, 2023

Bids for construction of the Salmon River Park Play Equipment Installation Project, RFQ FY24-04 were opened and read on November 2, 2023, at the Gustavus City Hall by City Administrator Kathy Leary, City Clerk Liesl Barker, Mayor Shelley Owens, and Project Manager, Mike Taylor. The successful low bidder is Gustavus Landscaping Company of Gustavus, Alaska with a total bid price of \$3000.00 to furnish the equipment, material, and labor to construct a 20 ft by 40 ft gravel pad extension at the west end of the existing play equipment pad and install Exerplay brand equipment designs 4902 PlayBooster and 7185 ReviWheel Spinner. Equipment is currently in shipment from the manufacturer to the City of Gustavus.

This is a Notice of Intent to Award only. Award of this contract is contingent on City Council action to award that is on the agenda for the November 13, 2023, General Meeting.

Mike Taylor

Project Manager
City Council Member
City of Gustavus