



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, December 16, 2024 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

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

CITY HALL

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

AGENDA

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/3cnhjd7t>

ID: 515 501 9406 **PASSCODE:** 2451 **TEL:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

- [1.](#) 11-12-2024 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- [2.](#) Library Quarterly Report
- [3.](#) Gustavus Visitors Association Quarterly Report
- [4.](#) City Treasurer Monthly Report
- [5.](#) City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

6. Approve the appointment of John Tanner Horst to the Conservation Lands Advisory Committee

ORDINANCE FOR PUBLIC HEARING

- [7.](#) FY25-06NCO Endowment Fund Grant Transfer

UNFINISHED BUSINESS

NEW BUSINESS

8. Medical Director
- [9.](#) Approve Conservation Advisory Lands Committee Project Scoping document - lands lease
- [10.](#) CY24-19 Endowment Fund grant awards 2025
- [11.](#) CY24-20 Shared Fisheries Business Tax for FY25
- [12.](#) CY24-21 A resolution by the city of Gustavus directing the city administration to file for reconsideration of the Local Boundary Commission's decision to approve the Xunaa Borough petition

- [13.](#) Review RUBA 's Gustavus trip report

CITY COUNCIL REPORTS

- [14.](#) Coffee with Council Update

- [15.](#) Mayors Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: December 11, 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

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

Tuesday, November 12, 2024 at 7:00 PM
Gustavus City Hall

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

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MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://shorturl.at/fPf3n>

ID: 823 4747 8183

PASSCODE: 397862

TEL: 253-215-8782

ROLL CALL (7 seconds)

PRESENT

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

ABSENT

Council Member Brian Taylor (unexcused)



Reading of the City of Gustavus Vision Statement (50 seconds)

Vision Statement read by Council Member Beck.

APPROVAL OF MINUTES (1 minute 54 seconds)

1. 10-4-2024 Special Meeting Election Review Committee Minutes
2. 10-07-2024 Special Meeting Minutes
3. 10-14-2024 General Meeting Minutes
4. 10-22-2024 Special Meeting Minutes
5. 11-04-2024 Special Meeting Minutes

Motion made by Council Member M. Taylor to approve by unanimous consent the 10-4-2024 Special Meeting Election Review Committee Minutes, 10-07-2024 Special Meeting Minutes, 10-14-2024 General Meeting Minutes, 10-22-2024 Special Meeting Minutes, 11-04-2024 Special Meeting Minutes.

Seconded by Council Member Warner

Public Comment: None

Council Comment: None

Hearing no objections, the the 10-4-2024 Special Meeting Election Review Committee Minutes, 10-07-2024 Special Meeting Minutes, 10-14-2024 General Meeting Minutes, 10-22-2024 Special Meeting Minutes, 11-04-2024 Special Meeting Minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES *(3 minutes 40 seconds)*

There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

6. Disposal and Recycling Center Quarterly Report *(4 minutes 05 seconds)*

Disposal and Recycling Center Manager/Operator, Ian Barrier submitted a written report and provided an oral summary.

Clarifying Questions:

Vice Mayor Owens

Mayor McLaughlin

7. Marine Facilities Quarterly Report *(7 minutes 15 seconds)*

Marine Facilities Coordinator, Kenn Magowan submitted a written report. Treasurer Ben Sadler provided an oral summary.

Clarifying Questions: None

8. Conservation Lands Advisory Committee Quarterly Report *(8 minutes 53 seconds)*

Conservation Lands Advisory Committee chair, Mike Taylor provided a written report and provided an oral summary.

Council Clarifying Questions: None

9. City Treasurer Monthly Report *(14 minutes 23 seconds)*

City of Gustavus City Treasurer, Ben Sadler provided monthly financial documents and gave an oral summary.

Clarifying Questions:

Council Member Owens

10. City Administrator Monthly Report *(18 minutes 40 seconds)*

City of Gustavus City Administrator, Kathy Leary provided a written report and provided an oral report.

Clarifying Questions: None

PUBLIC COMMENT ON NON-AGENDA ITEMS *(25 minutes 30 seconds)*

None

CONSENT AGENDA *(26 minutes 12 seconds)*

11. 10-14-2024 Certificate of Records Destruction
12. FY25-06NCO Endowment Fund Grant Transfer

Motion made by Vice Mayor Owens to adopt the consent agenda by unanimous consent.
Seconded by Council Member Patrick

Hearing no objections, the motion passed.

ORDINANCE FOR PUBLIC HEARING

None

UNFINISHED BUSINESS

None

NEW BUSINESS

13. CY24-18 A Resolution Supporting the City of Gustavus' Application for a Safe Streets for All Planning Grant *(28 minutes 15 seconds)*

Motion made by Council Member Warner to approve CY24-18 A Resolution Supporting the City of Gustavus's Application for a Safe Streets for All Planning Grant.

Seconded by Vice Mayor Owens

Resolution read by Council Member Warner

Public comment: None

Council debate: None

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

Motion Passed.

14. Approve postponement of December 2024 General Meeting
(33 minutes 47 seconds)

Council Member Patrick moved to approve postponement of the December 2024 General Meeting to Monday December 16th at 7pm.

Seconded by Vice Mayor Owens

Public Comment: None

Council Debate: None

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

Motion Passed.

15. Medical Director for GVFD- Information on future budget implications and contractual obligations *(35 minutes 20 seconds)*

City Administrator provided a summary of the upcoming change in the City of Gustavus's medical director.

Clarifying Questions:

Susan Warner

16. Approve the appointment of Larry Landry to the Conservation Lands Advisory Committee *(37 minutes 40 seconds)*

Council Member Mike Taylor moved to approve the appointment of Larry Landry to the Conservation Lands Advisory Committee.

Seconded by Council Member Warner

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

Motion Passed.

CITY COUNCIL REPORTS

17. Coffee with Council Update *(39 minutes 27 seconds)*

Council Member Patrick invited everyone to attend Coffee with Council Saturday November 16th, 2024.

18. Mayors Monthly Report *(39 minutes 57 seconds)*

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

Clarifying Questions:

Council Member Warner

CITY COUNCIL QUESTIONS AND COMMENTS *(43 minutes 40 seconds)*

Council Member Warner - Local Boundary Commission approved Xunna Borough Petition.

Council Member M. Taylor - Would like the City of Gustavus to submit a reconsideration of the Local Boundary Commission approval of the Xunna Borough Petition.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Lesli Sirstad – Wants to make sure Dr. Vaught is thanked his service to Gustavus.

(49 minutes 00 seconds)

Whitney Rapp - One more step in Xunna borough process, Hoonah Community will vote.

(50 minutes 23 seconds)

Mayor McLaughlin – list 4 people who have written to council via the clerk with a brief description of each topic. *(50 minutes 40 seconds)*

Kathy Leary - Local Boundary Commission seat opening soon. *(52 minutes 00 seconds)*

EXECUTIVE SESSION

None

ADJOURNMENT (56 minutes 00 seconds)

With no further business and hearing no objections, the meeting was adjourned at 7:57PM.

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

ADA NOTICE

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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.*

Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date

Quarterly Staff Report — September 2024

Gustavus Public Library : 907.697.2350

Nina Valadez: Public Services Librarian nina.valadez@gustavus.lib.ak.us

Melisa Gomb: Library Administrative Director melisa.gomb@gustavus.lib.ak.us

Fourth quarter general Library statistics

	September	October	November
Library Visitors	506	257	282
Books Checked Out	323	418	277
Movies Checked Out	175	130	169
Interlibrary Loans Checked Out	11	18	12
Digital Materials Checked Out	1914	1925	1922
Other Materials Checked Out	29	27	22
Events Hosted at/by Library	23	30	24

Programming/Events for Fall 2024

- Silent Book Club – 2nd and 4th Tuesdays at the Library, 4:30 pm
- The Plein Aire painters Wednesday mornings
- The Library Band and Banjo Lessons – Thursdays
- The Maker Meetings- Wednesday Evenings
- Story Walk Trail with New Books Monthly
- AA and other 12 Step Programs – Sunday evenings
- Babies Read (newborn to 36 months) with Kate!
- Story hour for K-2—Wednesdays
- Story hour for 3-5—Thursdays
- Lego’s with Annie!—Fridays during September and October
- Piano lessons
- Coffee with Laurie Lamm
- Halloween story hour

Congratulations to Amy Mulligan and Owen Robichaud completed their **1000 books before Kindergarten Challenge**.



Status of Active or Upcoming Grants

In April 2022, our library was awarded a \$10,000 Alaska Community Foundations Grant. The funding is being carefully spent each year and will allow us to continue Library Literacy Camps and the Funding of Books for Babies and 1000 Books Before K for possibly one more year. We currently have just over \$5,200 left in this grant and we look forward to Nina expanding these programs.

Each year we apply for the PLA (Public Library Assistance) Grant. We were awarded a total of \$7,000 for FY24, which we budget for materials (books, periodicals, DVDs, etc.). We purchase approximately 50 books/DVDs/other items per month using funds from this grant. Please let us know if you have a book or DVD request.

This year we have been granted \$1800 rather than \$1500 from the OWL (Online With Libraries) Internet Award. Combined with our Library E-rate discount, reduces our monthly internet cost from \$1800 to \$30.

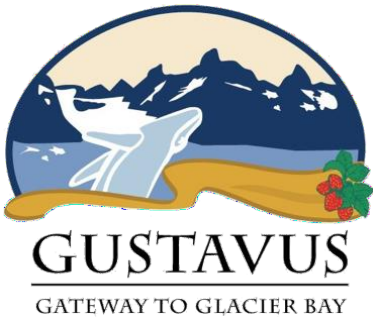
Trainings for Fall 2024

- PLA seminar: Expand Library Digital Equity Services With New Funds Now!
- Readers' Advisory Fundamentals: Books and Beyond
- E-Rate Program fall training
- Universal Service Administrative Company's fall training
- Booklist Webinar: Necessary Nonfiction
- PBS Books Free For All webinar
- Library Trends' Indigenous Librarianship webinar

We appreciate our volunteers! Many of them have projects they are working on while they work their shifts at the library. Our library would not be the same without ALL of them. **We are in the season of shifting from summer volunteers to fall and winter volunteers. Many new ones are needed. Please consider volunteering or recruiting a neighbor!**

Thank you to our City Council!

We appreciate all your efforts on behalf of Gustavus.



Gustavus Visitors Association December 1, 2024 Quarterly Report

City of Gustavus Quarterly reports due:

December - fourth quarter - reflecting activities from- September, October & November.
Objectives for- December, January & February.

March- first quarter (Mid Year) – reflecting activities from- December, January & February
Objectives for March, April & May.
Include: - next FY Marketing Plan & FY budget request.

June - second quarter -reflecting activities from March, April and May
Objectives for – June, July & August.

September- (End of Year) third quarter - reflecting the FY activities & completed to task
years report
Quarterly report - reflecting activities from- June, July & August
Objectives for- September, October & November.

This report reflects activities within the GVA from June through August 2024 and projected goals and objectives for September through November 2024.

Packet Includes:

- Quarterly Progress
- Profit & Loss vs Actual
- Balance Sheet

Gustavus Visitors Association Board of Directors:

President: Leah Okin
Vice President: Robynn Jones
Secretary: Cam Cacioppo
Treasurer: Hillery Lesh
Director: Curtis Linblom
Director: Natalie Vaz

Employed Positions:

Administrator: Noel Farevaag
Marketing Coordinator: Leah Okin
Marketing Technician: Brian Taylor:
Marketing Social Media: position open.

Mission Statement

The mission of GVA is to enhance the economies of the City of Gustavus (CoG) through marketing tourism 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 GVA 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 this quarter – September, October & November


- ❖ Maintained marketing and memberships.
 - Southeast Alaska Tourism Council (SATC)
 - Travel Alaska
 - Alaska Travel Industry Association (ATIA)
 - Travel Juneau
- ❖ Maintaining the Gustavus Calendar of events on the GVA website.
- ❖ Maintained web content.
- ❖ Launched subscription payment options and a new payment provider for our membership drive payments. We're now taking payments via Stripe.
- ❖ Marketing listings in the MilePost and the Alaska Magazine
- ❖ Continued the position of Featured listing on [Travel Juneau's nearby communities](#)
- ❖ Continued work on the new beach sign content, working with Kathy Hocker, Linda Parker, Wayne Howell & Jim Mackoviak and the company - Seareach.com. Seareach design and print work is an estimated \$3,000. In addition to this cost there has been a stand alone image of the Fairweather Mountains created by Sean Neilson.



The Fairweather Range forms the towering western boundary of Glacier Bay National Park, showcasing some of the most dramatic and rugged landscapes in North America. Stretching across the border between Alaska and British Columbia, this remote mountain range is dominated by sharp peaks, deep fjords, and vast glaciers that flow from high-altitude snowfields into the bay below.

At the heart of the range lies Mount Fairweather, standing at 15,325 feet (4,671 meters). Known as Tsalx̄aan to the Lingít, this mountain embodies the cultural and spiritual connections between Indigenous communities and the land. The name, "Fairweather" is ironic—storms rolling off the Pacific Ocean often enshroud these peaks in mist and snowfall, creating an average of over 100 inches of precipitation annually.

La Perouse 10,728' 3270m 50 miles away	<p><i>Lorem Ipsum</i></p> <p>Mt. Crillon 12,727' 3740m 55 miles away</p>	Mt. Bertha 10,158' 3096m 51 miles away	Lituya Mountain 11,923' 68 miles away	Mt. Salisbury 12,172' 3710m 67 miles away	Mt. Fairweather 15,325' 4671m 74 miles away
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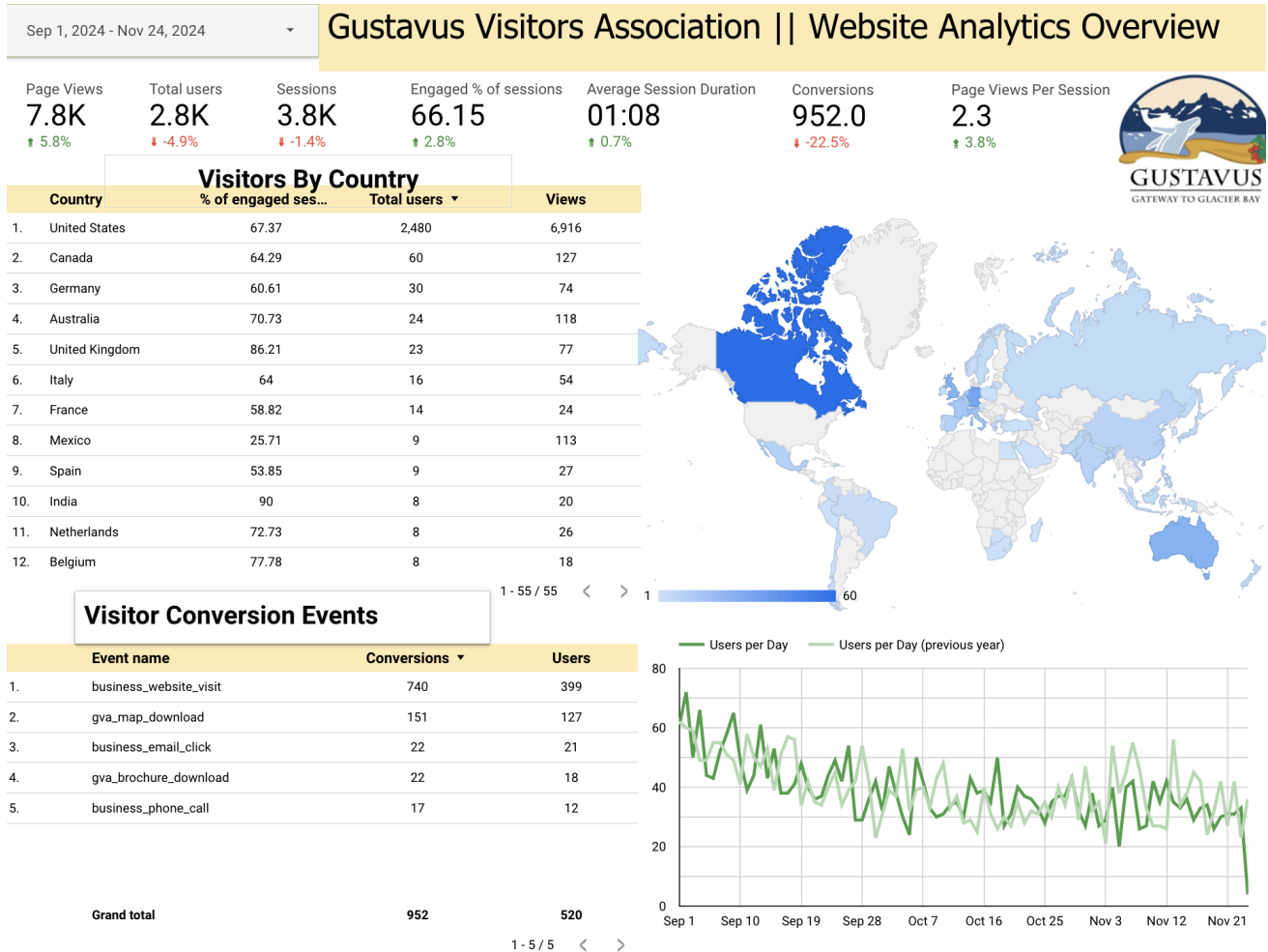


Analytics of GVA Website

Third quarter – September 1st through November 30th, 2024

Report shows up to November 24th

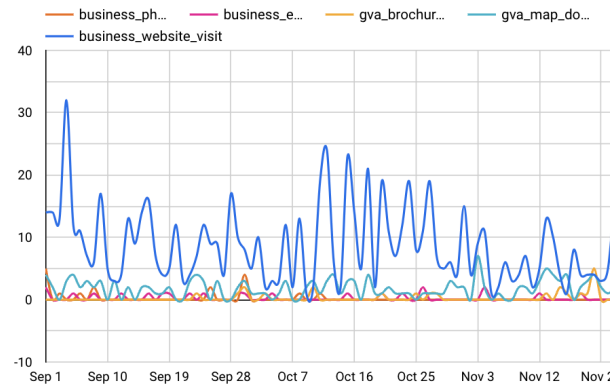
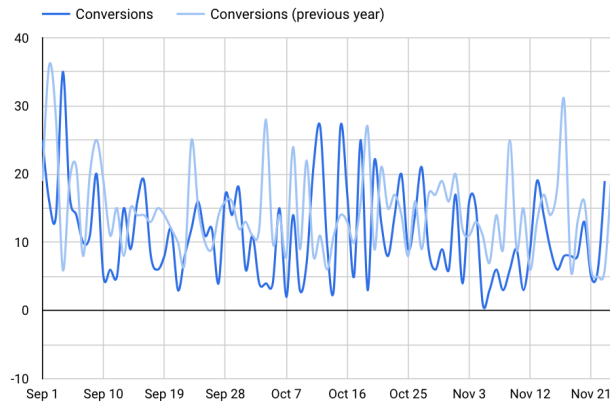
[View the live and interactive report here](#)



- Percentage change comparisons are against the same period in the prior year. Mostly we've seen activity that's in line with our normal, a decrease in visitor activity as we wind down into winter.
- The most notable difference is the decrease in conversion events (Downloads of the Map or Brochure, Clicks to business websites, Clicks to call businesses, Clicks to email businesses.)

Sep 1, 2024 - Nov 24, 2024

Conversion Events



Event name	Total users	% Δ	Conversions	% Δ
1. business_website_visit	399	-27.8% ↓	740	-28.5% ↓
2. gva_map_download	127	19.8% ↑	151	25.8% ↑
3. business_email_click	21	50.0% ↑	22	10.0% ↑
4. gva_brochure_downlo...	18	12.5% ↑	22	22.2% ↑
5. business_phone_call	12	-55.6% ↓	17	-51.4% ↓

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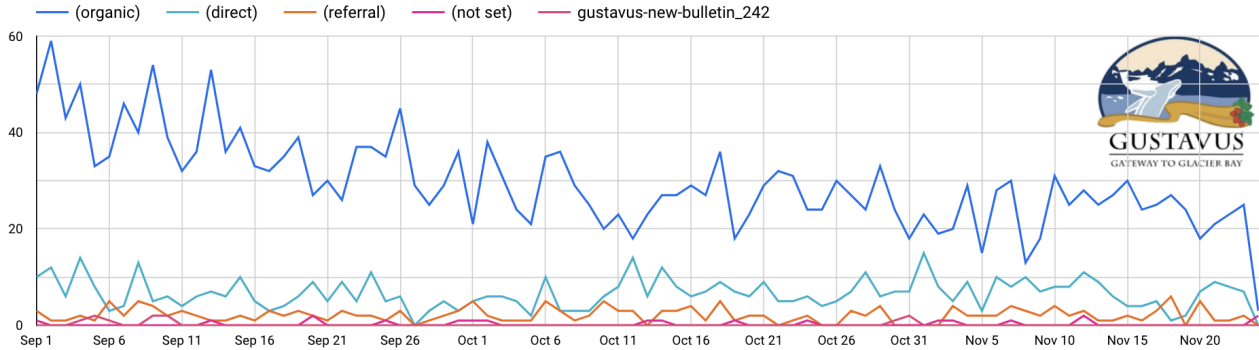
Business Display Name	# of Users	Conversions
1. (not set)	136	173
2. ferry service	64	69
3. annie mae lodge	48	62
4. alaska seaplanes	53	55
5. cottonwood lodge cabin rentals	39	53
6. bear track inn	46	50
7. blue heron bb and cabin rentals	26	32
8. alaska airlines	27	27
9. glacier bay lodgearamark	24	26
10. glacier bay country inn	24	25
11. chinook lodge	22	25
12. glacier bay day boat	22	23
13. ward air	21	23
14. alaskan eagle house with a pond	18	22
15. fairweather adventures at glacier bay	14	21
16. blue bucket bb	14	17

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- Continuing the trend from last quarter, we've seen less conversions in this quarter as compared to the same period of last year, although we saw an increase in some types of conversion events like clicks to email businesses, and to download the map and brochure.

Sep 1, 2024 - Nov 24, 2024

Traffic by Campaign and Medium



	Session medium	Session campaign	Session source	Total users	Sessions	% of engaged sessions	Conversions
1.	organic	(organic)	google	1,971	2,609	71.75	675
2.	(none)	(direct)	(direct)	479	658	39.06	140
3.	organic	(organic)	bing	119	161	78.88	42
4.	referral	(referral)	nps.gov	79	100	77	39
5.	organic	(organic)	yahoo	39	54	83.33	11
6.	organic	(organic)	duckduckgo	24	32	78.13	7
7.	(not set)	(not set)	(not set)	18	19	0	8
8.	referral	(referral)	visitglacierbay.com	16	17	76.47	6
9.	email	gustavus-new-bulletin_242	mailpoet	10	11	72.73	0
10.	referral	(referral)	ferrygogo.com	7	7	71.43	1
11.	referral	(referral)	facebook.com	7	7	71.43	0
			Grand total	2,783	3,775	66.15	952

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- We continue to see organic traffic bring us most of our engaged site visitors.
- As is typical, visitors referred to the site from NPS.gov are the most likely to convert.

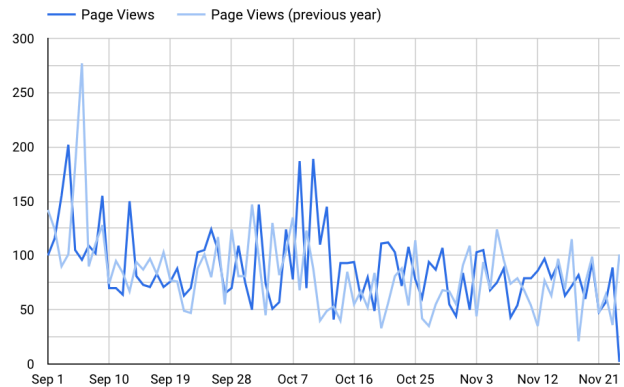
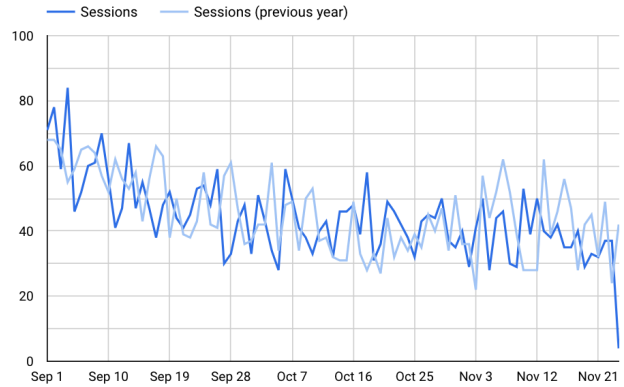
Sep 1, 2024 - Nov 24, 2024



Page Views

Page URL	Views	% Δ
1. /	1,120	-6.4% ↓
2. /getting-to-gustavus/ferry-service	831	45.8% ↑
3. /places-to-stay/	581	28.3% ↑
4. /plan-your-trip/brochure-and-map/	413	22.9% ↑
5. /plan-your-trip/getting-to-gustavus/	372	-17.0% ↓
6. /transportation/	230	721.4% ↑
7. /about-gustavus/the-city-of-gustavus/	184	48.4% ↑
8. /activities/glacier-bay-day-boat	166	-
9. /getting-around-gustavus/buds-rent-...	153	47.1% ↑
10. /plan-your-trip/suggested-itineraries/	148	-2.6% ↓
11. /things-to-do/	126	6,200.0% ↑
12. /getting-to-gustavus/alaska-airlines	114	8.6% ↑
13. /about-gustavus/history-of-gustavus/	106	112.0% ↑
14. /local-community/gustavus-gallery/	103	-
15. /services/toshco-icy-strait-wholesale	88	151.4% ↑
16. /things-to-do/dining/	83	-17.8% ↓
17. /things-to-do/fishing-and-whale-wat...	78	-12.4% ↓
18. /faq/	75	-9.6% ↓
19. /plan-your-trip/	73	-1.4% ↓
20. /about-gustavus/glacier-bay-nationa...	65	-35.0% ↓
21. /member-dashboard/	65	-28.6% ↓
22. /services/snug-harbor-liquor	65	12.1% ↑
23. /plan-your-trip/getting-around-gusta...	63	43.2% ↑
24. /accommodationsactivities/annie-m...	61	-
25. /accommodations/cottonwood-lodg...	59	5.4% ↑

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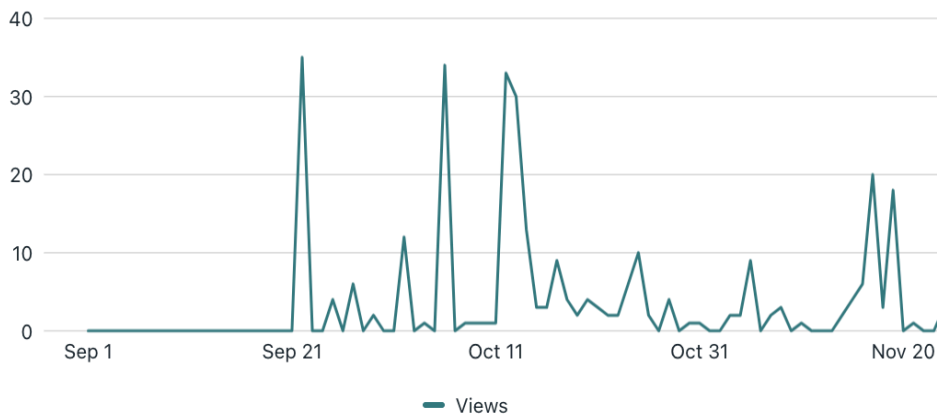
- Continuing the trend from last quarter, in this quarter page views are up by 6% compared to the same period last year, this is despite a 6% decrease in traffic to the homepage of the site.
- This tells us that we're seeing more folks landing directly on our pages of dedicated content (e.g. the ferry service page) as a result of their web searches.

Social Media Report

Social Media Reach and Engagement

Content overview

Views ① 306	Reach ① 123 ↓ 26.8%	3-second views ① 2 ↓ 75%	1-minute views ① 0 0%	Content interactions ① 3 ↓ 62.5%	Watch time ① 23s ↓ 86%
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Views breakdown

Sep 1 – Nov 24

Total

306

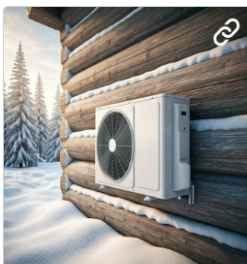
From followers

51%

From non-followers

49%

Top content by views



Gustavus Residents!
👉 Did you know the...

Sat Oct 12, 5:34pm

👁️ 102 ❤️ 3
👤 0 ➡️ 0

Our social results and presence were extremely limited in this quarter, with only a single post on any social media platform. We continue to search for a new social media coordinator to help fill this gap.

Goals and Objectives for December through February 2025

- ❖ Continue to generate the GVA Community News Bulletin.
- ❖ Continue to work on the Beach welcome sign.
- ❖ Communicate with City of Gustavus, The DeBoer family & DOT requesting permission to erect a stand alone display image of the Fairweather mountains set beside the welcome sign at the beach.
- ❖ Continue working with Frostline Studios about the creation of more short videos for digital marketing, social media and possibly a featured longer film for the website
- ❖ Increase our social media presence with more content creation.
- ❖ Continue working with Juneau Carbon offset to create Gustavus Green tourism initiatives.
- ❖ Continued maintenance, incremental updates and improvements to our website.
- ❖ Run our membership drive ensuring the new payment system functions smoothly
- ❖ Expand marketing into Canada
- ❖ Look to engage in travel shows both in Juneau and other states

Conclusion

As we close the 2024 year and begin 2025, the Gustavus Visitors Association considers our mission and how we may revisit our strategic plans to identify and develop changes needed to achieve our mission.

2024 has found Alaska tourism back competing with the global tourism market and as Gustavus grows as does our need to grow our economy; yet being mindful of maintaining the character of Gustavus that we all enjoy.

The GVA exists for the betterment of Gustavus, the future of our children and we welcome your voices.

Gustavus Visitors Association
Profit & Loss Budget vs. Actual
 July 1 through November 14, 2024

	Jul 1 - Nov 14, 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
CityTax Revenue	27,200.00	27,200.00	0.00
Membership	100.00	2,000.00	-1,900.00
Total Income	27,300.00	29,200.00	-1,900.00
Gross Profit	27,300.00	29,200.00	-1,900.00
Expense			
Administration			
Federal Grant Eligibility	0.00	3,000.00	-3,000.00
Postage	0.00	50.00	-50.00
Software	0.00	1,500.00	-1,500.00
Supplies	0.00	134.00	-134.00
Total Administration	0.00	4,684.00	-4,684.00
Contractor Work			
Administrative	0.00	2,000.00	-2,000.00
Marketing Coordinator			
Social Media	0.00	2,000.00	-2,000.00
Technician	0.00	3,000.00	-3,000.00
Marketing Coordinator - Other	0.00	7,800.00	-7,800.00
Total Marketing Coordinator	0.00	12,800.00	-12,800.00
Total Contractor Work	0.00	14,800.00	-14,800.00
Marketing			
Memberships			
ATIA/Travel Alaska	240.00	400.00	-160.00
DTN Travel Juneau	400.00	400.00	0.00
Total Memberships	640.00	800.00	-160.00
Online			
GVA Website	441.82	1,000.00	-558.18
Promotional Video	10,000.00	0.00	10,000.00
Social Media	0.00	500.00	-500.00
Total Online	10,441.82	1,500.00	8,941.82
Print / Digital Media			
Alaska Magazine ads	0.00	3,616.00	-3,616.00
Brochure	150.00	1,800.00	-1,650.00
Large Map	236.90	0.00	236.90
Print / Digital Media - Other	150.00	0.00	150.00
Total Print / Digital Media	536.90	5,416.00	-4,879.10
Total Marketing	11,618.72	7,716.00	3,902.72
Total Expense	11,618.72	27,200.00	-15,581.28
Net Ordinary Income	15,681.28	2,000.00	13,681.28
Net Income	15,681.28	2,000.00	13,681.28

Balance Sheet

As of November 14, 2024

	<u>Nov 14, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
FNBA	56,977.19
Total Checking/Savings	<u>56,977.19</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	46,922.19
Fixed Assets	
Laptop	1,199.98
Total Fixed Assets	<u>1,199.98</u>
TOTAL ASSETS	<u>48,122.17</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	5,076.16
Retained Earnings	27,364.73
Net Income	15,681.28
Total Equity	<u>48,122.17</u>
TOTAL LIABILITIES & EQUITY	<u>48,122.17</u>

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	24.00			
Business License Fees	850.00	3,500.00	-2,650.00	24.3%
Donations	391.50	500.00	-108.50	78.3%
DRC Income				
C Chest paid at City Hall	291.20			
Community Chest Sales	7,673.25	13,000.00	-5,326.75	59.0%
Landfill Fees paid @ City Hall	33,344.50			
Landfill Fees/Sales	29,554.06	100,000.00	-70,445.94	29.6%
Recyclable Material Sales	12,703.49	3,600.00	9,103.49	352.9%
Total DRC Income	83,566.50	116,600.00	-33,033.50	71.7%
Federal Revenue				
Natl Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	160,917.19	150,000.00	10,917.19	107.3%
Total Federal Revenue	160,917.19	195,000.00	-34,082.81	82.5%
Fundraising	175.00	800.00	-625.00	21.9%
Grant Income	0.00	10,000.00	-10,000.00	0.0%
GVFD Income				
Ambulance Billing	5,715.18	9,000.00	-3,284.82	63.5%
ASP	185.00	1,000.00	-815.00	18.5%
Training	320.00	150.00	170.00	213.3%
Total GVFD Income	6,220.18	10,150.00	-3,929.82	61.3%
Interest Income	116.45	67,089.10	-66,972.65	0.2%
Lands Income				
Gravel Pit Gravel Sales	28,050.00	40,000.00	-11,950.00	70.1%
Total Lands Income	28,050.00	40,000.00	-11,950.00	70.1%
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	233.40	2,000.00	-1,766.60	11.7%
Marine Facilities Income				
Facilities Usage Fees				
Landing Craft Use Fee	1,900.00			
Single Use Fee	110.00			
Facilities Usage Fees - Other	0.00	2,600.00	-2,600.00	0.0%
Total Facilities Usage Fees	2,010.00	2,600.00	-590.00	77.3%
Commercial Vessel Registration	500.00	12,500.00	-12,000.00	4.0%
Private Vessel Registration	720.00	5,000.00	-4,280.00	14.4%
Storage Area Fee	210.00	2,600.00	-2,390.00	8.1%
Total Marine Facilities Income	3,440.00	22,700.00	-19,260.00	15.2%
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	325,415.60	440,000.00	-114,584.40	74.0%
Remote Sellers Retail Tax	45,644.59	75,000.00	-29,355.41	60.9%
Room Tax Income	72,945.68	100,000.00	-27,054.32	72.9%
Fish Box Tax	2,160.00	8,000.00	-5,840.00	27.0%

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
Penalties & Interest	6,651.24	2,000.00	4,651.24	332.6%
Tax Exempt Cards	20.00	300.00	-280.00	6.7%
Total Tax Income	452,837.11	625,300.00	-172,462.89	72.4%
Total Income	832,135.57	1,185,020.28	-352,884.71	70.2%
Gross Profit	832,135.57	1,185,020.28	-352,884.71	70.2%
Expense				
Bank Service Charges	4,984.90	13,050.00	-8,065.10	38.2%
Building				
Insurance	15,777.35	17,198.67	-1,421.32	91.7%
Maintenance & Repair	1,973.93	6,015.00	-4,041.07	32.8%
Total Building	17,751.28	23,213.67	-5,462.39	76.5%
Contractual Services				
City Engineer	1,050.00	10,000.00	-8,950.00	10.5%
Ambulance Billing Expense	611.73	1,300.00	-688.27	47.1%
Managed IT Services	8,340.00	25,020.00	-16,680.00	33.3%
Contractual Services - Other	15,862.60	26,814.00	-10,951.40	59.2%
Total Contractual Services	25,864.33	63,134.00	-37,269.67	41.0%
Dues/Fees	3,727.45	15,087.78	-11,360.33	24.7%
Economic Development Services				
GVA	27,200.00	27,200.00	0.00	100.0%
Total Economic Development Services	27,200.00	27,200.00	0.00	100.0%
Election Expense	-362.05	250.00	-612.05	-144.8%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,229.41	2,200.00	-970.59	55.9%
Equipment Purchase	3,501.07	10,891.00	-7,389.93	32.1%
Insurance	316.11	342.80	-26.69	92.2%
Maintenance & Repair	892.80	4,400.00	-3,507.20	20.3%
Total Equipment	5,939.39	17,833.80	-11,894.41	33.3%
Events & Celebrations	3,514.60	4,700.00	-1,185.40	74.8%
Freight/Shipping	19,767.65	34,600.00	-14,832.35	57.1%
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	0.00	6,000.00	-6,000.00	0.0%
Library Materials	4,389.72	11,000.00	-6,610.28	39.9%
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	174,134.86	438,621.61	-264,486.75	39.7%
Payroll Taxes	16,818.86	41,622.74	-24,803.88	40.4%
Paid Time off	9,394.13	22,862.74	-13,468.61	41.1%
Sick Leave	3,061.59	8,419.85	-5,358.26	36.4%
Health Insurance (company paid)	13,593.45	23,645.52	-10,052.07	57.5%
Health Insurance Stipend	4,400.00	12,200.00	-7,800.00	36.1%

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
457(b) Employer Contribution	9,763.72	31,209.39	-21,445.67	31.3%
Workers Comp Insurance	9,473.37	10,325.96	-852.59	91.7%
Payroll Expenses - Other	-15,429.58	230.00	-15,659.58	-6,708.5%
Total Payroll Expenses	225,210.40	589,137.81	-363,927.41	38.2%
Professional Services	2,337.50	15,000.00	-12,662.50	15.6%
Public Relations	0.00	700.00	-700.00	0.0%
Repair & Replacement Fund	0.00	18,554.91	-18,554.91	0.0%
Road Maintenance	54,367.98	215,000.00	-160,632.02	25.3%
Stipend	0.00	4,500.00	-4,500.00	0.0%
Supplies				
Donated/Fundraised	0.00	800.00	-800.00	0.0%
Program	326.64	2,050.00	-1,723.36	15.9%
Supplies - Other	5,674.70	19,200.00	-13,525.30	29.6%
Total Supplies	6,001.34	22,050.00	-16,048.66	27.2%
Telecommunications	4,172.41	17,921.00	-13,748.59	23.3%
Training	1,424.15	13,200.00	-11,775.85	10.8%
Travel	8,344.92	19,700.00	-11,355.08	42.4%
Utilities				
Electricity	3,798.92	11,200.00	-7,401.08	33.9%
Fuel Oil	3,133.78	7,900.00	-4,766.22	39.7%
Total Utilities	6,932.70	19,100.00	-12,167.30	36.3%
Vehicle				
Fuel	345.24	1,200.00	-854.76	28.8%
Insurance	3,844.19	4,181.00	-336.81	91.9%
Maintenance & Repair	365.99	5,000.00	-4,634.01	7.3%
Mileage Reimbursement	0.00	1,900.00	-1,900.00	0.0%
Total Vehicle	4,555.42	12,281.00	-7,725.58	37.1%
Total Expense	451,200.11	1,235,020.28	-783,820.17	36.5%
Net Ordinary Income	380,935.46	-50,000.00	430,935.46	-761.9%
Other Income/Expense				
Other Income				
Prior-Year Cash Balance	0.00	50,000.00	-50,000.00	0.0%
Total Other Income	0.00	50,000.00	-50,000.00	0.0%
Net Other Income	0.00	50,000.00	-50,000.00	0.0%
Net Income	380,935.46	0.00	380,935.46	100.0%

**City of Gustavus
 Balance Sheet
 As of November 30, 2024**

	Nov 30, 24
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	401,933.65
AMLIP Capital Improv Long-Term (0630598.2)	616,748.21
AMLIP Repair & Replacement (0630598.3)	388,885.82
AMLIP Gravel Pit Fund (0630598.8)	32,196.09
AMLIP Reserve (0630598.12)	1,241,944.29
APCM.Endowment Fund	1,653,817.41
FNBA - Checking	455,333.85
FNBA Endowment Fund - Checking	12,935.06
Petty Cash	412.11
Total Checking/Savings	4,804,206.49
Accounts Receivable	
Accounts Receivable	26,849.86
Total Accounts Receivable	26,849.86
Total Current Assets	4,831,056.35
Fixed Assets	-8,199.00
TOTAL ASSETS	4,822,857.35
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	803.31
Other Current Liabilities	115,971.81
Total Current Liabilities	116,775.12
Total Liabilities	116,775.12
Equity	
Fund Balance	3,247,446.61
Opening Bal Equity	1,084,743.57
Net Income	373,892.05
Total Equity	4,706,082.23
TOTAL LIABILITIES & EQUITY	4,822,857.35

Accounts Receivable Detail	
As of 12/01/2024	
\$17,224.83	Delinquent Sales Tax
\$10,087.66	Ambulance Transport Billing - In Progress
\$20.00	ABS Customer Invoice
(\$455.01)	Net of Other Customer Account Balances
\$26,877.48	Total

FNBA Checking Account - Unrestricted Funds Balance	
As of 12/01/2024	
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:	\$455,333.85
Obligated Funds Currently in Checking Account:	
Adn CP23-03 SRP Playground Equipment	(\$27,980.00)
Libr FY25 PLA Grant	(\$4,840.00)
Libr SoA OWL Internet Subsidy	(\$1,560.00)
Roa USFWS Chase Drvwy	(\$251.02)
Unrestricted Funds:	\$420,702.83

Pending Transfers:

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

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

0630598.1 AMLIP Capital Project Current - Funds allocated through NCOs for funded Capital Projects					Date and NCO
		AMLIP	Project	Remaining	
MF	CP18-01 Salmon River Harbor	\$9,856.96	\$140.10	\$9,716.86	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP19-03 Gustavus Beach Improv.	\$5,234.41		\$5,234.41	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$77,973.00		\$77,973.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Library	CP19-08 Library Roof/Awning/Shed	\$1,000.78	\$308.87	\$691.91	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP21-02 Refurbish Bike Shop	\$1,730.67	\$1,715.24	\$15.43	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP21-03 Good River Bridge Repairs	\$0.00		\$0.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-04 MFC Building at SRBH	\$1,323.29		\$1,323.29	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,786.60		\$1,786.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-06 Fish Waste Disposal	\$2,162.08		\$2,162.08	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP22-02 Marine Facility Vessel	\$30,000.00		\$30,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP24-01 DRC Balefill Expansion	\$110,000.00	\$59,375.91	\$50,624.09	Moved to AMLIP Current 05/13/2024 - NCO FY24-13
RM	CP24-02 Same Old Road Drainage	\$70,923.00	\$1,920.00	\$69,003.00	Moved to AMLIP Current 06/10/2024 - NCO FY24-17
Admin	CP24-04 Heat Pump Project	\$36,000.00	\$4,140.44	\$31,859.56	Moved to AMLIP Current 09/11/2024 - NCO FY25-03
GVFD	CP24-05 AFG FEMA Match	\$33,404.77		\$33,404.77	Moved to AMLIP Current 10/21/2024 - NCO FY25-05
		\$381,395.56	\$67,600.56	\$248,530.67	

Pending Transfers:

- **Grants update:**

- GR Bridge Repairs and Embankment Stabilization – Denali Commission – 792.5K (79,490 match)
Update –We continue to work on a Scope, Sequence and Budget to receive the award agreement. Risk Assessment has been completed.
- Safe Streets 4 All Sidepath Planning Grant – Federal USDOT – 200K
Update – We have submitted the draft forms and budget revision to FHWA with assistance from AML, naming AML as subrecipient. We submitted our application separately, but AML has a cohort group of municipalities for whom they are producing 20 SS4A safety action plans and have contracts in place with planning, engineering, and data firms to create economies of scale for producing them in a systematic and structure methodology. We anticipate this will shorten the procurement processes and benefit from the economies of scale and resources they offer.
- Brothers Helping Brothers – Lucas Device
Update- We are waiting to hear about a Rasmusson application for the additional 17K Also – We are waiting on an update about SERUMS submitting a multiorganizational equipment grant to the USDA.
- National League of Cities – Advancing Economic Mobility - Match AP&T for heat pump acquisition - 20K
Update - We have received 12 applications now. During our coaching call meeting we explained that we need an extension since we hadn't received the ACH transfer yet and also because of recent electrical rate reductions. We can now send out approvals to applicants. Additionally, with reduced electrical rates, we will readvertise for the program.
- CDS for Compost Facility –was moved by Senator Murkowski
Update –**\$596,000.00** project was included in the Senate committee appropriations bill which still needs to pass the full Senate, and then the Senate and the House need to reconcile the different versions of the appropriations bills. However, it looks like another CR is in the works – needed to pass by 12/20, so we still do not know if and when this appropriation will come to fruition. That said, I am working with HDR who we have under contract to assist with grants, on submitting another SWIFR Grant for this project that is due by 12/20.
- DRC Recycling Center
Update - We have submitted the requisite paperwork that needs to be added in grants.gov for the program folks at EPA to review before entering it into the grants portal.
- AFG- Water Tender
Update – The specs have been updated from the original project description for more flexibility of capacity for water tank and hose connections. Those changes have been submitted to FEMA for approval. As previously mentioned, we are being assisted by a professional organization called NPPGov that serves public and non-profit markets as a cooperative purchasing organization providing access to contracts created through an RFP process conducted by a Lead Public Agency. If anyone is interested, you can look here: <https://nppgov.com/>

- PIDP – 2M

Update- We were *not* awarded this grant. There were several communities in Alaska who were awarded funding, but they were for a lot more expensive projects than ours. Back to the drawing board. I spoke with the new ADOT Field Office Chief about this issue at the AML conference, and she seems eager to regroup to see how they can help move something else forward. We will schedule a debrief with the granting agency to learn where we can score better.

- GVFD Truck and Skid Unit

Update – Sol is working on getting quotes from various vendors.

- A lot of my time has been spent on dealing with the fallout from the LBC decision to approve the Xunaa Borough. I have been mainly dealing with the logistics of coordinating the affected cities in sharing of resources for them and their attorneys in order to formulate a Request for Reconsideration without everyone having to reinvent the wheel. You have before you a resolution to approve that action for Gustavus.
- Roads – GBC has removed the dangerous trees overhanging on Rink Creek and moved the berm to accommodate AP&T in updating their utility box and moving it further off the road. Still no success with ACS to hopefully relocate their pedestal and booster.
- VPSO- Sean Ahshapanek from Tlingit and Haida contacted me about a VPSO for Gustavus. He's being asked by Public Safety to have a discussion with us. I explained a bit of the history and how Gustavus was fairly well split on LE in the community. I told him they need to consider a seasonal VPSO during the summer to accommodate the jet, which we had previously been told was not possible. At some point we need to resurrect the conversation around LE to comply with the TSA requirement for Alaska Airlines.
- Public Services Librarian – We held interviews with all 6 applicants. There were several good candidates that we narrowed down to two finalists. We then had follow- up interviews where each provided a demo about a program they would offer at the library. Both candidates provided a good presentation but, in the end, we chose Nina Valadez who is long time library volunteer and who has worked with other programs around the community. Please welcome Nina as our new Public Services Librarian!
- Last week I attended the Alaska Municipal Managers meeting and the Annual Municipal League Conference along with Mayor McLaughlin and Council member Lucas Beck. Clerk Barker attended the City Clerks Conference. It was a full schedule attending several sessions and the AML Business Meeting where they voted on newly submitted resolutions that will be provided to the legislature.
Some topics covered at AMMA - A panel on innovative employee benefits, demonstrating some successful practices in attracting and retaining employees and making succinct and understandable policies. One thing I noticed is that several communities much smaller than ours, such as Seldovia at 252, have many more staff and departments than Gustavus. Another topic was how to get off to a good start with a new Council/Assembly. Of particular note among several recommendations was to clearly define communication expectations and to set aside time for council/manager conversations. Another good topic was Biennial Budgets. We may want to have a conversation about that as it does prove to be a timesaver. I applied for and received a scholarship of \$1200 to offset the costs for attending the conference.
Some notable (but not all) topics at the AML Conference – I attended a few different sections on infrastructure and other grants. How to deal with reporting and regulatory compliance and other resources. I also attended an Equitable Transportation Planning Session, where I brought up our issues with ability to use the ramp at the dock for offloading other than for the ferry. I'm waiting to get this presentation link to share. A Competitive Bidding Processes panel proved quite informational, and I found out we can use the state's procurement of supplies and materials vendors through their contracts for materials pricing. Another valuable session was about Leveraging Data Tools and Techniques for the Municipal Process. Hopefully, we can approach some of the agencies performing community mapping and Lidar activities that will be useful as we look at road improvements. Once AML puts out the link to the presentations, I will share that with the Council.
- Council questions or comments?

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY25-06NCO**

**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. In Fiscal Year 2025, the following City held account balance transfers to be made for reasons stated.

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

Amounts

ACCOUNTS	Account Balance*	Amended balance	Change
<i>*Approximate, this is a dynamic value.</i>			
APCM – Endowment Account	\$ 1,681,646.59	\$ 1,649,668.43	<\$ 31,978.16>
<i>2025 Endowment Funds for disbursement through grant application process, per motion on November 12th, 2024 general meeting.</i>			
FNBA Endowment Fund			
Checking account	\$ 12,935.06	\$ 44,913.22	\$ 31,978.16
<i>2025 Endowment Fund Grant Checking account for disbursement</i>			

Total Change in Account Balances \$ 0.00

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

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

DATE INTRODUCED: *November 12, 2024*

DATE OF PUBLIC HEARING: *December 16, 2024*

PASSED and **APPROVED** by the Gustavus City Council this _____ day of _____, 2024.

Sally A. McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M. Barker, City Clerk

Gustavus Natural Lands Lease Project – An Introduction

The Ask: At the December 16, 2024 General Meeting, the Council will vote to accept or deny 1) a Scoping Document for the project and 2) a \$25,000 Endowment Fund Grant request to fund the first two years of the project. The Scoping Document simply describes the project and authorizes the project manager to develop the project. Project funding must be allocated separately.

The What: The long-term goal is to preserve, and secure for the future, public access to the 235 acres of privately-owned DeBoer property on both sides of the Dock Road, commonly referred to as the “golf course” and the Gustavus meadows, upland from the beach. The City’s role in the long-term goal is yet to be decided.

In the meantime, there is an opportunity now to secure the lands through a short-term conservation lease while two year negotiations for a permanent conservation easement or possible buyout evolve. This project proposes the Southeast Alaska Land Trust of Juneau “lease” the lands for the next two years to:

- 1) Assure continuing public access, with a temporary conservation easement held by the Southeast Alaska Land Trust (SEALT) for the benefit of Gustavus, and purchased with two annual lease payments based on \$40/acre
- 2) SEALT will continue negotiations with the property owners and seek outside conservation funding to secure the undeveloped lands for the enjoyment of future Gustavus generations.
- 3) Form a Project Advocacy Team comprising representatives of the City, the landowners, the Land Trust, and the citizenry to plan for and pursue funding for a longer-term conservation agreement
- 4) Gratefully acknowledge the generosity of the DeBoer family in allowing public access for low-impact activities to date, and
- 5) Place a stay on sales or adverse property developments for the lease period.

After two years, the family would still own the property. A plan for permanent conservation will be developed in these first two years and then the Council and the landowners will be asked to decide if the plan is desirable, feasible, and achievable. Every three months (in accordance with the grant request timeline) the Council will have an opportunity to review project progress and provide input as the City of Gustavus Conservation Lands Advisory Committee (Committee) will serve as the liaison between the Project Advocacy Team and the Council in their regular quarterly reports. The Committee cannot make City decisions or appropriate funds, they simply exist to advise the Council on strategies and make recommendations to achieve the City’s mission “to sustain a safe, beautiful, and tolerant environment to live, work, and play”, particularly with respect to our surrounding lands.

Pros and Cons At this moment in time, the City of Gustavus has an exceptional and unprecedented opportunity to secure long-term public access to the DeBoer property by way of a partnership between the landowners, the fund-raising powerhouse of Southeast Alaska Land Trust, the City, and a citizenry that prizes access to these undeveloped lands. The family initiated and has been in discussions regarding the land for some years now but have not yet been able to move a conservation status forward. This current coming together of interests makes it an extremely promising time to take the initiative. Ben DeBoer has affirmed that the proposed amount of the lease payments would be acceptable. The Committee expects that the two-year period should be sufficient time to forge a long-term agreement acceptable to all parties. But there are no guarantees. Working toward achieving long-term public access to the DeBoer's private lands is not like buying a heat-pump or a firetruck.... this proposal is not perfect and there are some risks that the Council must consider:

1. Scope could be too large to be reasonably handled in one effort. This is a big dream and it will take big work to accomplish. Citizen volunteers will be necessary for both the short and longer-term goals to be accomplished. Will citizens have the will to tackle it?
2. Will citizens have sufficient notice of the current proposal? Both documents will be made available to the public through the City's regular posting of the agenda and materials 5 days ahead of the December 16th meeting and the Committee members will do their best to get the word out. Much further citizen participation will be sought through representatives on the Project Advocacy Team and through the Lease Agreement negotiation process.
3. Unanticipated demands on City resources. Again, approval of the Scoping document does not allocate new City resources to the project.
4. Unforeseen liability. There is money in the budget on both the City and the Trust sides for attorney review of any agreement.
5. Unanticipated costs. Through conversations with the Trust, the Committee has made a best effort at delineating costs, but these are estimates. The Trust has indicated that not only are they eager to provide leadership with fundraising, but they are also willing to share some of the project startup costs.
6. Unanticipated Stewardship expenses. Conserved lands come with annual stewardship fees to monitor, defend, and enforce the easement to ensure its protection. Long-term stewardship responsibilities may include maintaining land-related records, tracking changes in land ownership, monitoring conserved properties at least annually, photo documenting land uses periodically, answering landowner questions, interpreting or approving permitted activities, and correcting violations through voluntary compliance or, if necessary, legal defense proceedings. The Trust will carry the stewardship responsibilities for the first two-year period and has estimated these costs at \$4,914.17 per year, for a total of \$9,828.34. The Grant proposal requested only \$4,000, with the Trust providing the

remaining \$5,828.24, mostly to cover their field visits and legal requirements for a project startup. Subsequent stewardship will be an element of longer-term negotiations.

7. Undue restrictions on land use. Allowed activities, particularly historical low-impact activities, may be determined through the lease agreement negotiations

Council Members may have additional concerns, which they may raise with the quarterly Committee check-in. These current circumstances will not hold static for the future, so it's a good time for decision-making on this opportunity.

Respectfully submitted by

Susan Warner



119 Seward Street, Suite 2, Juneau, AK 99801
 (907) 586-3100 | F (907) 586-3125
 SoutheastAlaskaLandTrust.org

December 9, 2024

City of Gustavus Council
 P.O. Box 1
 Gustavus, AK 99826

RE: Conservation of Gustavus Natural Lands

Dear Mayor and Members of the Council,

SEALT's mission is to collaborate with communities, individuals and organizations to conserve highly valuable habitat, recreation and open spaces for the well-being of Southeast Alaskans of every generation. One of the properties we are collaborating to protect is the DeBoer property, a privately owned 235-acre parcel of highly valuable habitat and open space, the last unprotected intact parcel of the Gustavus coastal wetland complex. The property has frontage on the tidally influenced reach of the Salmon River, an anadromous catalogued river and fisheries resource and a well-known corridor for wildlife. It provides important open space for nesting and migrating birds in the riparian habitats and wetland coastal forelands, including Canada geese and migrating sandhill cranes. Additionally, the people of Gustavus regard the area as a priority for conservation and use the land for hiking, picnicking, dog walking, birding, and plant harvesting. Additionally, it is an incredible place to view wildlife and the iconic sights of Icy Strait and Fairweather Range, especially as the scenic views are visible from both the meadow trails and Dock Road, which runs from the ferry dock to town.

In addition to the significant conservation merit of the property itself, the property is adjacent to and surrounded by a 4,200-acre property owned and maintained as a habitat and open space by The Nature Conservancy (TNC) as a portion of the Gustavus Forelands Preserve, which provides extraordinary conservation values to the community as well as the region. SEALT supported TNC in their acquisition of the forelands properties originally, and more than 20 years later, continues to support the permanent protection of those lands. Since then, SEALT has also been in dialog with various Gustavus landowners, including the DeBoer family for about a decade, about the conservation values and public benefits of their land. Conserving the DeBoer property would offer continuity of this exceptional land protection – ensuring recreation and habitat and honoring the private landowners' gracious allowance of public access for many years. For these reasons and more, SEALT is pleased to be involved with establishing a conservation easement on the DeBoer Forelands property for the ecological benefit of wildlife, and the recreational enjoyment of the people of Gustavus.

We have been strategizing with the landowner since 2018 to protect the property with the intention of preserving the core area necessary to maintain wildlife habitat, open space and recreational values of the Gustavus beachfront through a conservation easement (CE), which would preserve the land in perpetuity. The landowner expressed that they enjoy seeing other people walking and visiting the

property and wish to preserve the land so that "people can enjoy the views of Icy Strait passage, Fairweather mountain range, a place for the Canadian geese to continue to reside [and] be able to pick wild strawberries."

In 2023-24, the landowner and SEALT discussed in-depth preparations for a permanent conservation easement on the property, which would involve significant grant proposals that have a lead time of at least two years (from project proposed to funding secured). SEALT plans to begin writing these proposals in early 2025, depending on our staff capacity. Although SEALT would like the City to be a partner in identifying the public access and recreational uses permitted under the CE so that they align with the terms of the CRMA and other community priorities, the City would not have a legal responsibility to manage the property or enforce the terms of the easement; these obligations are met wholly by the landowner and the land trust.

In 2024, with the establishment of the Conservation Lands Advisory Committee (CLAC), we discussed an option to establish a temporary conservation easement to see the project through the 2- to 5-year process to secure full funding for a permanent conservation easement. A grant proposal for a temporary CE, as well as a scope of work for the project, were submitted in partnership with the CLAC in October. The grant proposal for \$25,000 of Endowment Fund support shows \$5,000 in private donations, and it would also be supported by approximately \$26,000 in funds SEALT is contributing on our own to work on and secure a permanent conservation easement that would benefit the community of Gustavus. This additional support was not detailed in the CLAC proposal but is nevertheless a hard cost that SEALT is dedicated to bearing if a temporary CE is supported by the City Endowment Fund.

This area in the coastal forelands of Gustavus is a wonderful open space; if developed, it would forever diminish the beauty and character of Gustavus. As the last large private developable coastal land centrally located to the community it is vulnerable to development for short term rentals, cruise ship facilities or docks, or other seasonal/tourism businesses. After many conversations with friends and colleagues in Gustavus and across Southeast, it is clear to us that conserving this property is one of the best services we can provide to the community in the near term.

We are committed to, and have prioritized, this project to protect this ecologically valuable and recreationally important area of the forelands in the next five years – and hope to have the City as a partner in the endeavor.

Please contact us at any time if you have questions or would like further information.

Sincerely,



Margaret Custer
Executive Director



Stephanie Lawlor
Conservation Manager



Project Planning: Attachment B Project Development Form

This form is to be used to document project planning and approval to assure that: project options are well-considered; the best option is put forward; initial and continuing costs and funding are addressed; and that Council approval has been given for implementation. Use this project scoping form with the Project Planning and Approval Process Flow Chart.

Answer the questions that pertain to your proposed project. Attach additional narrative pages if necessary. Type in the electronic form using as much space as you feel is necessary.

Part 1. Project Identification

Name of project: Gustavus Natural Lands Leasing Project

Department: [Conservation Lands Advisory Committee](#)

Contact: Susan Warner

E-mail: Susan.warner@gustavus-ak.gov

Phone: 907-750-7846

Part 2. Project Scope refers to a project's size, goals, and requirements. It identifies what the project is supposed to accomplish and the estimated budget (of time and money) necessary to achieve these goals. Changes in scope will need Council approval.

1. What is the project?

- What are its goals and objectives?

Pursuant to City of Gustavus Resolution CY24-12 Establishing a Conservation Lands Committee, this project seeks to secure continuing public recreation and wildlife habitation on beach and upland meadow lands on both sides of Dock Road currently held privately by the DeBoer family.

A multi-year lease of the property will allow the City, landowners, and project partners time to investigate, pursue, and obtain funding for an (up to) five-year temporary conservation easement (CE), while preserving the land's natural character for future conservation plans with the City and landowner(s). It will also provide protection from near term development or sale. The temporary CE, sometimes referred to as a lease in this request, will be held by the Southeast Alaska Land Trust (SEALT) for the benefit of the community of Gustavus. Once temporary protection is established, a plan can be developed to bring the property under permanent conservation status, should all parties agree, and sufficient funding is obtained.

- Who/what will be aided by this project? Who are the targeted stakeholders/customers? The community of Gustavus will benefit from assured protection of the beach upland tracts on both sides of Dock Road, which the public enjoys for low impact recreational activities through the grace and generosity of the owners, the DeBoer family.
- Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?

No survey is anticipated but observations of Conservation Lands Committee members indicate that the trails and meadows are used daily by a wide range of hikers, dog walkers, birders and more. The meadows offer remarkable unobstructed open views even from Dock Road of beaches, Icy Passage, nearby islands, the Salmon River, and the Fairweather Range. The east side meadows and the Fairweather Range beyond are the background to the information kiosk that welcomes visitors arriving by ferry.

- What is NOT covered by this project? What are its boundaries?

This project addresses the undeveloped natural lands tracts on both sides of Dock Road formerly known as the Mount Fairweather Golf Course. On the west side of the road Tracts 8A, D, and E are included. On the east side of the road Lot 36 of Plat 89-18. Not included are the adjacent State-owned Tracts A and B2 under cooperative management with the City of Gustavus as the Gustavus Beach Park. Also excluded is City-owned Bulk Fuel Facility Tract B1.

2. Why is the project needed?

- What community problem, need, or opportunity will it address?

Community members enjoy recreational use of the beach meadows properties as an extension of the Gustavus Beach Park but do so only through the grace and generosity of the private owners who receive no return on the value of the property. There is no guarantee the public will continue to enjoy such access indefinitely and there are competing options such as subdivision and leasing for grazing purposes that may preclude future public use. Fortunately, the DeBoer family understands and appreciates the importance of the lands to the Gustavus Community and has entertained discussions with the Southeast Alaska Land Trust (SEALT) regarding conservation options. SEALT assigns high value to the tracts for conservation purposes if they can be held intact. It may take months or a few years to develop options and fair compensation for long-term protection of the tracts. Time is of the essence because competing financial options could impact or eliminate options for conservation of the valuable tracts. Working with SEALT, the City of Gustavus has the opportunity now to secure the lands in their natural condition for future generations and the Committee believes it should act with all deliberate speed to do so. This project will recognize the value of the tracts to the community and provide some financial compensation for the public use the DeBoer family graciously allows.

- What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?

Leasing or establishing a conservation easement for the lands is the first step to retain their superb natural value for Gustavus residents, visitors, and wildlife long into the future.

3. Where did the idea for this project originate? (Public comments, Council direction, committee work?)

The idea was developed by the Conservation Lands Advisory Committee as part of its assigned work.

4. Is this project part of a larger plan? (For example, the Gustavus Community Strategic Plan, or committee Annual Work Plan?)

The project is part of the larger remit of the Conservation Lands Advisory Committee, which was established by Resolution 24-12 to take more active measures to assure maintenance and protection of natural lands valuable to the community, in accordance with the Gustavus Community Vision Statement.

5. What is your timeline for project planning?

Planning has begun already. The Committee is working with SEALT Director Margaret Custer to negotiate a lease or conservation easement for the tracts involved.

- By when do you hope to implement the project?
We hope to implement the initial lease by early in CY 2025.
- Will the planning or final project occur in phases or stages?
Milestones for the 2024 Endowment Fund Grant for the Conservation Lands Advisory Committee (CLAC) to initiate a lease to the DeBoer property and work toward obtaining a permanent conservation easement (CE) include:
2024-Nov CLAC report to Council, Council EFG Work Group session
2024-Dec EFG Awards announced 12/16, Project start-up work 12/17
2025-Jan Draft lease agreement with landowners, attorney review
2025-Feb initiate lease agreement, and implement
2025-Mar 1st Quarter CLAC report to Council, 1st lease payment
2025-Apr Begin 5-year temporary CE plan with landowners
2025-May plan summer work
2025-June 2nd quarterly CLAC report to Council
2025-July – October Develop Plan to apply for 5-year temporary CE
2025-Dec 2nd lease payment, final 2024 Endowment Fund Grant report to Council
2026-Jan-July Develop plan to apply for permanent CE

6. What is your budget for the planning process? Will you be using a consultant?
See budget outline in item 7, below. The Committee is partnering with SEALT as our consultant.

7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories. See Part 4. (Ques. 4-8) and Part 5 (Budget) for guidance.

\$18,800	2 X \$9,400 lease payments
\$2,310	Legal review
\$3,000	Baseline Documentation Report
\$1,000	Title work, GIS, and project planning
\$4,000	Monitoring, stewardship, and enforcement
\$ 890	Contribution towards property access/use signs
<u>\$30,000</u>	Total

Parts 3 - 6. Project Investigation and Development

Parts 3.—6. refer to social, environmental, and financial impacts of various options. These questions will help you document your consideration of alternatives and your choice of the option providing the best value for the community. Your goal is to generate alternatives and make a recommendation from among them. Return to Part 3., “Summary” after applying Parts 4.—6.

Summary:

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.

Alternatives would include

- a) do nothing, hope the land remains available to public use but accept that it may not.
- b) Lease land for a limited period to allow further options to be developed and implemented. The lease would be to the City for public use, including by visitors.
- c) Agree a legal temporary conservation easement with similar terms to a lease.

2. What solution was chosen as the best and why is it the best?

The Conservation Lands Advisory Committee recommends working with SEALT toward achieving either b) or c) depending on negotiations with the DeBoer family.

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?
 - Is there a matching fund requirement? Please provide details.
- The committee proposes to fund the initial phase of the project through a grant from the Endowment Fund in the amount of \$25,000, plus private donations of at least \$5,000. The committee is aware of potential private local donors who express interest in supporting the project.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change		+	
• Streams/groundwater quality		+	
• Air quality		+	
• Soils/land quality		+	
• Fish/wildlife habitat, populations		+	
• PFAS soil or water contamination	X		
• Plant Resources (timber, firewood, berries, etc)		+	
• Invasive or pest species		+	
• Natural beauty of landscape or neighborhoods		+	
• Neighborhood character		+	
• Noise or other environmental impacts		+	
• Environmental sustainability		+	
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night			X
Recreational opportunities?			
• Public land use and access		+	
• Trails/waterways		+	
• Parks		+	
• Public assembly/activities			X

Education/training/knowledge & skill development?	X		
Public safety?	X		
Public health?		+	
Medical services?	X		
Emergency response?	X		
Economic performance & sustainability?			
• Employment of residents	X		
o Short-term (i.e. construction)	X		
o Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment	X		
• Visitor opportunities/impressions/stays/purchases		+	
• Competitive business environment	X		
• Support for existing businesses			X
• New business opportunities			X
• Economic sustainability			X
• Attractiveness of City to new residents/businesses		+	
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)	X		
• Existing services	X		
• New services	X		
• Cost of City services	X		
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads	X		
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

2. How does this project provide benefits or add value in multiple areas? (E.g., benefits both to the environment and to business performance.)

The project exemplifies the City Vision Statement in that it supports and demonstrates our ability to prosper while and by protecting our natural resources.

3. Are other projects related to or dependent on this project? If yes, describe projects, action or activities specifying phases where appropriate.

It is not dependent on other projects, but coordinates with protection of the Beach Park lands and other goals of the Conservation Lands Advisory Committee.

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (E.g., will the construction of a new facility require additional roads or road maintenance or more internal City staffing?)

The project may eventually require some budget for part time stewardship of City conservation lands. The Committee is in discussions with SEALT regarding such future requirements.

5. What regulatory permits will be required and how will they be obtained?

None

6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project?

Initial cost is approximately \$30,000. Continuing costs, if any, will depend on what future options are developed for the lands.

7. Is an engineering design or construction estimate necessary?

No

8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected?

The project will enhance Gustavus as a visitor location by retaining the open character of the lands and making them available for visitor use. Recreational opportunities on the beach meadow lands and the Gustavus Beach Park offer visitors opportunities and reasons to extend their stay in Gustavus. We are a visitor economy and more stays generate more business for firms here and more tax revenue for the City.

Part 5. Project Budget

\$18,800	2 X \$9,400 lease payments
\$2,310	Legal review
\$3,000	Baseline Documentation Report
\$1,000	Title work, GIS, and project planning
\$4,000	Monitoring, stewardship, and enforcement
\$ 890	Contribution towards property access/use signs
<u>\$30,000</u>	Total

Part 6. Jobs and Training (required by some granting agencies)

1. What service jobs will be needed for operation and maintenance?

2. How many full-time, permanent jobs will this project create or retain?

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$	Travel	\$
Permitting, inspection		Equipment	\$
Site work	\$	Contractual	\$
Construction	\$	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list)	\$	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

_____ Create/retain in 1-3 years
 _____ Create/retain in 3-5 years

3. What training is necessary to prepare local residents for jobs on this project?

4. How many local businesses will be affected by this project and how?

Part 7. Business Plan (Upon Council request)

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project.

There are a number of good Internet sites that will assist you in developing a business plan. One example (05/2018) is: http://va-interactive.com/tools/business_plan.html

Basic components of a business plan:

- The Product/Service
- The Market
- The Marketing Plan
- The Competition
- Operations
- The Management Team
- Personnel

Submitted by: _____ Meeting Date: _____ Approved _____ Not Approved _____

Part 8. Record of Project Planning and Development Meetings

1. Please document the manner in which public input was received.
 - Public comment on agenda item at committee or Council meeting
 - Special public hearing
 - Dates and attendance for the above.
 - Written comment from the public (please attach)

2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

Meeting Record

Event (Meeting of committee, Council report, public hearing, etc.)	Date	Agenda Posted (date)	Minutes or record Attached? (yes/no)	Outcome Rec to Council, requested action of Council, etc.	No. of atten- dees

Part 9. Feedback to the Council

City of Gustavus, Alaska
Resolution CYxx-xx
Project Scoping and Development
Project Planning Attachment B
Page 8 of 8

Submitted by: _____ Meeting Date: _____ Approved _____ Not Approved _____



Data Sources: SEALT.
 Date and Source of Basemap Imagery: Maxar 05/17/2023.
 Service Layer Credits: Maxar
 Map not survey accurate.

- Lot 36D Boundary (COGO from 2023 survey)
- DeBoer Boundary (2018 shapefile)

DeBoer Property
 Gustavus, Alaska

Date prepared: June 20, 2024
 Prepared by: Dan Hysell



0 225 450 900 Feet



**SOUTHEAST
 ALASKA
 LAND TRUST**

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-19**

RESOLUTION TO AWARD ENDOWMENT FUND EARNINGS FOR 2025

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

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

WHEREAS, the amount available for disbursement according to the above formula is \$31,978.16; and,

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

WHEREAS, there are \$10,000.00 in unused funds from previous years, making the total amount available for disbursement this grant cycle \$41,978.16; and,

WHEREAS, six applications for funding under this program were received for a total of \$119,330.84 requested; and,

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

WHEREAS, the Girl Scouts of Alaska Troop 23032 request for funds will be partially funded at \$7,621.84; and,

WHEREAS, the Gustavus Community Center’s request for funds will be partially funded at \$4,326.00; and,

WHEREAS, the Conservation Lands Committee’s request for funds will be partially funded at \$9,400.00; and,

WHEREAS, the Friends of Glacier Bay’s request for funds will be fully funded at \$6,494.00;

NOW, THEREFORE, BE IT RESOLVED, that the City of Gustavus grants \$7,621.84 to the Girl Scouts of Alaska Troop 23032, \$4,326.00 to the Gustavus Community Center, \$9,400.00 to the Conservation Lands Committee, and \$6,494.00 to Friends of Glacier Bay for a total of \$27,841.84.

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this XX day of _____, 2024, and effective upon adoption.

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-20**

A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY25 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 FY25 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 2023 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 FY25 funding available within the FMA 17: Northern Southeast Area in agreement with all other municipalities in this area participating in the FY25 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 2023 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 XX day of _____, 2024.

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-21**

**A RESOLUTION BY THE CITY OF GUSTAVUS DIRECTING THE CITY ADMINISTRATION
TO FILE FOR RECONSIDERATION OF THE LOCAL BOUNDARY COMMISSION'S DECISION
TO APPROVE THE XUNAA BOROUGH PETITION**

WHEREAS, on September 16, 2019, the Gustavus City Council, passed Resolution CY19-19 opposing formation of a borough by the City of Hoonah that would include the City of Gustavus and the adjoining areas in the vicinity of Glacier Bay National Park; and,

WHEREAS, on July 14, 2022, after discussion with the City Council and citing the policy set forth in Resolution CY19-19, then Gustavus Mayor Mike Taylor respectfully declined Hoonah City Administrator Dennis Gray's invitation of June 23, 2022, to be included within a Xunaa Borough; and,

WHEREAS, on June 28, 2023, the City of Hoonah filed a petition with the Alaska Local Boundary Commission (LBC) to form a Xunaa Borough comprising a wide region of Icy Strait, Glacier Bay, Chichagof Island, and lands and waters far beyond, but isolating as enclaves the cities of Gustavus, Pelican, and Tenakee Springs, all of which had declined to join a Xunaa Borough; and,

WHEREAS, on February 20, 2024, the City Council passed resolution CY24-05 disputing the qualifications of the petition submitted by the City of Hoonah for incorporation of the Xunaa Borough, and submitted the resolution with detailed comments critical of the petition for the LBC's public record; and,

WHEREAS, on June 10, 2024, the City Council passed resolution CY24-13, supporting the LBC's preliminary staff report; and,

WHEREAS, on November 12, 2024, the LBC held a public decisional meeting, monitored by City of Gustavus officials, at which the LBC approved the Xunaa Borough petition despite acknowledging in discussion significant shortcomings or failures to meet statutory standards for incorporation; and,

WHEREAS, the City of Gustavus Mayor, two council members, and administrative staff have reviewed the records of the decisional meeting with legal counsel, have documented the LBC's process failures and disregard of essential state statutory requirements, and have outlined a request for reconsideration by the LBC of their decision; and,

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council directs the Mayor and administrative staff to proceed with legal counsel to file a formal request for reconsideration by the LBC of their November 12 decision approving the Xunaa Borough incorporation petition;

AND BE IT FURTHER RESOLVED that the City Council authorizes the Mayor to pay legal expenses from the operating budget professional services appropriation as needed to support the effort and the asks the Mayor to report developments to the council at least monthly.

PASSED and **APPROVED** by the Gustavus City Council this XX day of _____ 2024, and effective upon adoption.

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS
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Monday, November 18, 2024

Re: Gustavus Trip Report 11/05/2024 - 11/08/2024

From: Iura Leahu

Purpose of Trip: The purpose of the trip was to provide onsite training for newly elected officials, visit community sites, and meet with city staff.

Person Contacted:

Sally McLaughlin - Mayor
Kathy Leary - City Administrator
Liesl Barker - City Clerk
Ben Sadler - City Treasurer
Ian Barrier - Manager of Disposal and Recycling Center
Sol Martinez - Fire Chief

Observations: Juneau RUBA staff was invited by the City of Gustavus to provide onsite training for newly elected officials. However, the training was canceled due to several council members being unable to attend.

While in the City of Gustavus, Juneau RUBA staff met with the mayor, city administrator, city treasurer, city clerk, manager of recycle center and fire chief. The discussion with the city treasurer focused on sources of local revenue, a cautious spending approach, and potential departmental budget cuts to preserve the city's existing savings. The discussion with the city administrator were about regional governments, Hunaah petition to incorporate as a borough and pros and cons of joining a regional government by the city.

The discussions with the mayor and city clerk addressed guidelines for communication between city council members outside of public meetings, the challenges of managing city business through email exchanges, and the roles and responsibilities of council members. Additional topics included the need for a human resource hub for small towns, procedures for certifying election results, and challenges associated with enforcing laws in a specific community.

On the second day, RUBA staff met with the city clerk to discuss city business and the pros and cons of using Municode services. In the afternoon, RUBA staff and the mayor visited various public sites in the community, including the recycling center, fire department, cemetery, state ferry and city dock, and several private local businesses.

On the third day, RUBA staff visited the Gustavus Forelands Preserve, Glacier Bay National Park and Preserve, and its facilities. The parks provide full-time employment for several Gustavus residents and play an important role in the local economy. RUBA staff also visited the Huna Tribal House, located within the national park.

Recommendations: Based on discussions with elected officials and city staff, Juneau RUBA staff suggests the following steps to enhance city operations:

Refresh the Grievance Procedure

Work together to revise the city's grievance procedure to make it clearer and more consistent for everyone involved.

Review Email Communication Guidelines

Take some time to revisit and update the policies for email communications among council members to ensure they're effective and aligned with best practices.

Be Mindful with Email Correspondence

To avoid any confusion or unintended issues, it's a good idea for council members to refrain from discussing city business or sharing personal opinions about it via email.

Item #13.

Hold Regular Staff Meetings

The Mayor might consider scheduling regular meetings with staff to improve communication and keep everyone on the same page.

Focus on Water Quality

The Council could explore ways to secure dependable water sources for areas facing water quality challenges.

Clarify Rules for Collaborative Projects

It would be helpful for the Council to define clear guidelines for how members can work together on projects outside of formal meetings.

Update Policies on Conflict of Interest and Ex Parte Communication

Revisiting and refreshing policies around conflict of interest and ex parte communications could help ensure transparency and trust in council operations.

Sincerely,
Iura Leahu
Local Government Specialist 3

Coffee With Council 11/16/24

We had a great turn out for our November 16th Coffee with Council event! We had about a total of 7 community members stop by to listen and engage in the conversation. The bulk of the discussion was about long-term solutions for the roads in Gustavus, Tourism and the future Hoonah Borough formation. Susan Warner and I tried to let the community self-lead that conversation and boy, do we have some very well informed and sharp neighbors! We answered some questions with basic clarifying facts and avoided any opinion projection. Some of the more specific questions asked were:

1. What does it mean for Gustavus with the Hoonah Borough getting passed
2. Getting gravel from Hoonah to add to our roads
3. Blast rock from Falls Creek for our roads
4. Special events/carnivals to highlight Gustavus and bring in more tourism (GVA)

Overall, we were very pleased with this event, and we encouraged everyone to attend the Hoonah Boundary discussion at the GCC led by our very own Susan Warner, following the Coffee with Council event.

-Rachel Patrick & Susan Warner

Mayor's Report

December 10, 2024

* The Local Boundary Commission's decision on November 12th took us all by surprise. Within moments of the meeting ending, City Hall quickly became a busy place, gathering information, asking questions, consulting other communities and speaking with our attorney. In the next two days, Liesl obtained a recording of the four-hour meeting and began transcribing it using AI. Vice-Mayor Shelley Owens and Council member Mike Taylor took up the responsibility of listening to the meeting again and writing up a summary of our concerns, which then was sent to the attorney for review. A draft Request for Consideration is being prepared by the attorney and will be finalized following the LBC's written decision, pending adoption of the resolution at this month's meeting.

Although I was familiar with the petition and much of the public comment, I spent a fair bit of time re-reading the petition, all the public comment that was submitted, and the City of Hoonah's Reply Brief.

We recently acquired an official transcription of the LBC meeting, a printed copy of which is available at City Hall.

* I sent a letter to the U.S. Department of Transportation regarding the Essential Air Service contract proposed by Alaska Airlines for 2025-26. Their proposal was for a 12-week service; in my letter I advocated for a 14-week service to better match our actual summer season. I received a response from Tim Thompson at Alaska Airlines stating that service for 2025 was scheduled to start on June 1, although the contract stated service beginning June 7. I have requested confirmation of this.

* I spent some time reviewing our vision and mission statements. I am interested in condensing these further into a clear, concise mission statement that guides our discussions and decision-making process.

* At the work session we discussed a recent incident of waste dumping. I would like to remind the public that dumping of waste, whether trash, food waste or human waste, can create serious and sometimes hazardous conditions, especially for those involved in the cleanup process. I ask the public to be considerate of others while disposing of any type of waste, and to help others that may need assistance in disposing of waste properly. I will be looking into ideas for addressing this issue.

* I will be in Anchorage the week of December 9-13 to attend the Alaska Municipal League annual conference, along with Councilmembers Lucas Beck and Susan Warner. I look forward to this opportunity for learning and training, and for networking with other city governments.

* I continue to meet with people at the Fireweed on Friday afternoons. Tea with the Mayor will be canceled December 13 as I will be out of town.

Happy Holidays to all!

Mayor McLaughlin