



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, August 09, 2021 at 7:00 PM
via Zoom

COUNCIL MEMBERS

Mayor Brittney Cannamore
Vice Mayor Joe Vanderzanden
Council Members: Joe Clark, Tania Lewis,
Mike Taylor, John Buchheit

CITY HALL

City Administrator - Tom Williams Ph.D.
City Clerk, CMC - Karen Platt
City Treasurer - Phoebe Vanselow
Phone: 907-697-2451 | clerk@gustavus-ak.gov

AGENDA

VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/86102361152?pwd=UitrnBpN2tvaGxiNjJCY2NvQ1BVUT09>

ID: 861 0236 1152 **PASSCODE:** 096065 **PHONE NUMBER:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

- [1.](#) 07-19-2021 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- [2.](#) Gustavus Visitor Association Year End Expense/Progress Report
- [3.](#) Gustavus PFAS Action Coalition Quarterly Report
- [4.](#) Gustavus Disposal and Recycling Center Quarterly Report
- [5.](#) City Treasurer Monthly Financials and Quarterly Report
- [6.](#) City Administrator General Meeting Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

- [7.](#) Approve Calculation of Endowment Fund Grant Amount for Calculation for FY22 Cycle
- [8.](#) FY22-04NCO AMLIP Gravel Pit Fund (Public Hearing 09-20-2021)
- [9.](#) FY22-05NCO Departmental Budgets (Public Hearing 09-20-2021)
- [10.](#) FY22-06NCO Capital Project Funding 2021 (Public Hearing 09-20-2021)

ORDINANCE FOR PUBLIC HEARING

- [11.](#) FY22-01NCO AMLIP FY22 R&R (Introduced 7-19-2021)
- [12.](#) FY22-02NCO AMLIP Road Maint - FY22 transfer (Introduced 07-19-2021)
- [13.](#) FY22-03NCO Capital Project Funding 2021 (Introduced 07-19-2021)

UNFINISHED BUSINESS

NEW BUSINESS

14. Request from the City of Gustavus to the SEARHC Gustavus Clinic to implement a Vaccine Incentive Program with funding in the amount of \$1,500 from the Hoonah Indian Association

CITY COUNCIL REPORTS

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: August 4, 2021 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

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

VISION STATEMENT

We envision a distinctive community:

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

**CITY OF GUSTAVUS
CITY COUNCIL GENERAL MEETING
JULY 19, 2021**

Item #1.

MINUTES - PENDING

ROLL CALL

PRESENT

Vice Mayor Joe Vanderzanden
Council Member Joe Clark
Council Member Mike Taylor
Council Member Tania Lewis
Council Member Sally McLaughlin

ABSENT

Mayor Brittney Cannamore
Council Member John Buchheit

Reading of the City of Gustavus Vision Statement

The City of Gustavus Vision Statement was read by Council Member Taylor.

Gustavus Disposal and Recycling Center Volunteer Recognition

Gustavus Volunteer Fire Department Volunteer Recognition

Vice Mayor Vanderzanden presented recognition to the community members who have stepped up to volunteer at the Gustavus Volunteer Fire Department and Disposal and Recycling Center.

APPROVAL OF MINUTES

1. 06-14-2021 General Meeting Minutes

Motion made by Council Member Lewis to approve the minutes of 06-14-2021 General Meeting Minutes.

Seconded by Council Member McLaughlin.

Hearing no objections the motion passes by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

There were no requests for agenda changes.

Hearing no objections, the agenda is set.

COMMITTEE / STAFF REPORTS

2. Gustavus Volunteer Fire Department Quarterly Report

Vice Mayor Vanderzanden submitted a written report and provided an oral summary.

3. City of Gustavus Marine Facilities Coordinator Quarterly Report

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

Ben added that the boat launch repair work is not holding up. Ben suggests that we expand the amount/length of concrete. He also added that fish waste is a problem in the harbor. Ben made a request the the fish waste disposal station plan be brought forward again.

4. City of Gustavus Clerk Quarterly Report

City Clerk, Karen Platt submitted a written quarterly report and provided an oral summary.

5. City of Gustavus, City Treasurer monthly financials

City Treasurer, Phoebe Vanselow submitted monthly financials and provided an oral summary.

Phoebe noted that we will not be relying on surplus funds to balance the budget and that she has given her notice to leave the Treasurer position mid-August.

6. City of Gustavus, City Administrator General Meeting Report

City Administrator, Tom Williams submitted a written report and provided an oral summary.

Kelly McLaughlin was present to provide information regarding PlumeStop FluxMeters. Tom added an update on the library roof repair.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There was not Public Comment.

CONSENT AGENDA

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

Seconded by Council Member Clark.

Hearing not objections, Vice Mayor Vanderzanden announced the Consent Agenda as passed by unanimous consent.

7. Confirm Appointment of Library Administrative Director, Jessie Soder and Library Services Director, LeAnn Weikle
8. Tidelines Institute (Formerly Arete Project) Request to extend Endowment Fund Grant Timeline to July 31st, 2022
9. FY22-01NCO AMLIP FY22 R&R (Public Hearing 08-09-2021)
10. FY22-02NCO AMLIP Road Maint - FY22 transfer (Public Hearing 08-09-2021)

ORDINANCE FOR PUBLIC HEARING

No Ordinance for Public Hearing.

UNFINISHED BUSINESS

No Unfinished Business.

NEW BUSINESS

11. CY21-09 A Resolution Acceptance of Coronavirus Local Fiscal Recovery Funds

Council Member Clark moved to adopt CY21-09 A Resolution Acceptance of Coronavirus Local Fiscal Recovery Funds.

Seconded by Council Member McLaughlin.

Public Comment: None

Council Comment: None

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

12. Approve Short Form Scoping Document - Good River Bridge Repairs, Phase 1

Motion made by Council Member Taylor to approve the Short Form Scoping Document - for the Good River Bridge Repairs, Phase 1.

Seconded by Vice Mayor Vanderzanden.

Public Comment: None

Council Comment:
Council Member Taylor

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

13. Approve Short Form Scoping Document - Refurbish Old Preschool/Post Office Building

Motion made by Council Member Lewis to approve Short Form Scoping Document - Refurbish Old Preschool/Post Office Building.

Seconded by Council Member McLaughlin.

Public Comment: None

Council Comment: None

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

14. Approve Short Form Scoping Document - Marine Facilities Coordinator Building at Salmon River Harbor.

Motion made by Vice Mayor Vanderzanden to approve Short Form Scoping Document - Marine Facilities Coordinator Building at Salmon River Harbor.

Seconded by Council Member Clark.

Public Comment: None

Council Comment: None

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

15. Approve Short Form Scoping Document - Tsunami Siren Power Installation

Motion made by Council Member McLaughlin to approve Short Form Scoping Document - Tsunami Siren Power Installation.

Seconded by Council Member Clark.

Public Comment: None

Council Comment: None

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

16. FY22-03NCO Capital Project Funding 2021 (Public Hearing 08-09-2021)

Motion made by Council Member Lewis to introduce FY22-26NCO Capital Project Funding 2021 (Public Hearing 08-09-2021)

Seconded by Council Member Clark.

Public Comment: None

Council Comment: None

Voting Yea: Vice Mayor Vanderzanden, Council Member Clark, Council Member Taylor, Council Member Lewis, Council Member McLaughlin

CITY COUNCIL REPORTS

Council Member McLaughlin provided an update on Statewide Comprehensive Outdoor Recreation Plan (SCORP).

CITY COUNCIL QUESTIONS AND COMMENTS

No City Council Questions and Comments.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Susan Warner - Extended gratitude to City Treasurer, Phoebe Vanselow for her service.

EXECUTIVE SESSION

No Executive Session

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 8:25 PM.

Brittney Cannamore, Mayor

Date

Attest: Karen Platt CMC, City Clerk

Date

11:50 AM

08/09/21

Cash Basis

Gustavus Visitors Association
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

Item #2.

	Jul '20 - Jun 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
City/Tax Revenue	17,000.00	17,000.00	0.00
Total Income	17,000.00	17,000.00	0.00
Gross Profit	17,000.00	17,000.00	0.00
Expense			
Administration			
Postage	151.80	0.00	151.80
Software	157.98	0.00	157.98
Supplies	8.25	0.00	8.25
Total Administration	415.31	0.00	415.31
Contractor Work			
Administrative	6,608.75	3,750.00	2,858.75
Marketing Director	6,250.00	6,000.00	250.00
Total Contractor Work	12,858.75	9,750.00	3,108.75
Fees/Licenses			
Banking	-20.00	0.00	-20.00
Fees/Licenses - Other	228.91	0.00	228.91
Total Fees/Licenses	208.91	0.00	208.91
Marketing			
Memberships			
ATIA/Travel Alaska	1,000.00	0.00	1,000.00
JCVB/Juneau Guide	1,200.00	0.00	1,200.00
SE AK Tourism Council (SATC)	-1,000.00	0.00	-1,000.00
Memberships - Other	0.00	2,000.00	-2,000.00
Total Memberships	1,200.00	2,000.00	-800.00
Online			
DTN Travel Juneau	525.00	0.00	525.00
GVA Website	352.77	3,250.00	-2,897.23
Social Media	60.54	0.00	60.54
Total Online	938.31	3,250.00	-2,311.69
Print Media	0.00	2,000.00	-2,000.00

11:50 AM

08/09/21

Cash Basis

Gustavus Visitors Association
Profit & Loss Budget vs. Actual
July 2020 through June 2021

Item #2.

	Jul '20 - Jun 21	Budget	\$ Over Budget
Marketing - Other	487.96	0.00	487.96
Total Marketing	2,626.27	7,250.00	-4,623.73
Total Expense	17,293.24	17,000.00	293.24
Net Ordinary Income	-293.24	0.00	-293.24
Net Income	-293.24	0.00	-293.24

11:57 AM

08/09/21

Accrual Basis

Gustavus Visitors Association
Balance Sheet
As of June 30, 2021

Item #2.

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Denali Alaskan-Checking -	18.57
Denali Alaskan-Savings	5.00
FNBA	14,063.83
Total Checking/Savings	14,087.40
Accounts Receivable	
Accounts Receivable	125.00
Total Accounts Receivable	125.00
Other Current Assets	
Covid Related Expenses	-10,030.00
Total Other Current Assets	-10,030.00
Total Current Assets	4,182.40
Fixed Assets	
Laptop	1,199.98
Total Fixed Assets	1,199.98
TOTAL ASSETS	5,382.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	67.82
Total Accounts Payable	67.82
Total Current Liabilities	67.82
Total Liabilities	67.82
Equity	
Opening Bal Equity	5,076.16
Retained Earnings	1,531.62
Net Income	-1,293.22
Total Equity	5,314.56
TOTAL LIABILITIES & EQUITY	5,382.38



Gustavus Visitors Association Year End & Progress Report August 8, 2021

City Of Gustavus Reports Due:

February, May, August & November

This report reflects activities within the Gustavus Visitors Association between August 2020 and August 2021. With projected goals and objectives for 2022.

Packet Includes:

- Progress Report
- Profit & Loss vs Actual July 2020 through June 2021
- Balance Sheet as of June 30, 2021
- FY22 Proposed Budget

Gustavus Visitors Association Board of Directors:

Robynn Jones – President

Leah Okin – Vice President

Cam Cacioppo -Secretary

Hillery Lesh- Treasurer

Natalie Vaz – Director Voting Member

Curtis Lindblom – Director Voting Member

Open position – Voting member at large

Employed positions:

Leah Okin – Marketing Lead

Open position – Marketing Coordinator

Emily Herman – Administrator

Mission Statement

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

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

Organizational Structure**Non-profit corporation**

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

Funding Source

The Gustavus Visitors Association is funded both by a city bed tax of 4%, of which GVA can receive up to half, and GVA annual membership dues. The visitor industry supports up to 50% of the City's tax revenue in most years. Due to the COVID -19 Pandemic, partial funding may need to come from the City's Reserve and possibly from any remaining funds from the CARES Act.

Membership

No dues were collected for 2021 due to the COVID -19 Pandemic. The next membership drive for 2022 will commence in November of 2021. Therefore GVA will have no funding derived by membership dues until February 2022.

Completed to task 2021

- Distributed 'Gustavus News Bulletin' for community and business information answering frequently asked questions in town.
- GVA Board of Directors Elections via SurveyMonkey.
- Updated Alaska Division of Corporations Domestic NonProfit Biennial Report.
- Change of officials State update of board and positions.
- Aramark/Glacier Bay Lodge communication to build relationships between Gustavus & Glacier Bay Lodge.
- Attended Alaska Travel Industry Association webinars.
- Alaska Airlines "Go Big. Go Alaska." Promotion
- Ads were posted on GVA's Instagram and Facebook pages and Stories.
- Instagram and Facebook presence maintained with Images

- Updated Google My Business information.
- Google Ad launched- our budget is one factor in determining how often our ad will be seen. Currently we are at \$8/day
- Many more additional business listings added to the GVA website
- Gustavus Historical Archives and Antiquities added to the website
- Links to Jim Mackovjak's book 'Hope and Hard Work' added to the website.
- Promotional Gustavus video added to the website.
- Maintaining GVA Events Calendar for both Visitors and the local community.
- Maintained COVID-19 information on the GVA website.
- Responding to Email inquiries
- Responding to Facebook questions
- Mailing out maps and brochures
- Assisted 4th of July advertising of events
- Search Engine Optimization upgrades on every page of the GVA website.
- New Linktr.ee link added to Instagram/FB for 'simpler' access to GVA website.
linktr.ee/Gustavus_Visitors_Association
- Added 'Suggested Itineraries' page to the website to encourage visitors to stay longer in Gustavus by highlighting the 'Things to do' <https://www.gustavusak.com/suggested-itineraries/>
- Maintained ads in publications both print and digital-
 - The Alaska Magazine
 - The Mile Post
 - Outside Magazine
 - Maintained marketing and memberships-
 - Southeast Alaska Tourism Council (SATC)
 - Travel Alaska
 - Alaska Travel Industry Association (ATIA)

ATIA TRAVEL PLANNER AD

**Covid Safe Federal Grant.**

In June 2021 there was a very short notice of a large federal grant opportunity. The GVA was given one weekend from hearing about this opportunity to the submission deadline. After 2 days and the most part of two nights writing this grant proposal we submitted our best effort. Part of the stipulation of this grant if awarded was that the money needed to be spent within one month of it being awarded. The GVA was both relieved and disappointed at being turned down. Spending the money wisely in a short period of time would have proven challenging; however, having a large amount of money to promote Gustavus would have been helpful. Most all communities in the region had some level of grant funding resources that went their way - except Skagway, Gustavus, Petersburg and Wrangell.

Thankfully – Southeast Alaska Tourism Council (SATC) was awarded the grant with the intent on assisting outlining communities.

Southeast Conference is primarily focused on regional messaging and will funnel the resulting traffic toward the SATC website (which will also get looked at for any needs and be the primary host for content. SE Conference will also direct resources toward the development of photo and video content for Skagway, Gustavus, Petersburg and Wrangell - as well as being sure AMHS is in the picture as well. The materials they intend to create will hold value for the entire region for years to come.

SATC organized three individuals: a coordination, a photographer and a video / drone person to come to Gustavus for one day to capture as much material and content as possible that we (Gustavus and the GVA) will have full rights to use. Natalie Vaz and Hillery Lesh took them around and did an amazing job in a short amount of time and obtained a great deal of footage.

Measurable Return of Investments**Google Analytics** based on the GVA website results

Targeting independent travelers, independent traveling families, adventure seekers and those looking for wide open spaces.

This 3rd quarter shows that clicks to the GVA Website have doubled since the last quarter. You may look at the last quarterly report for comparisson.

Source / Medium ?	Acquisition			Behavior		
	Users ? ↓	New Users ?	Sessions ?	Bounce Rate ?	Pages / Session ?	Avg. Session Duration ?
	10,858 % of Total: 100.00% (10,858)	10,653 % of Total: 100.02% (10,651)	14,539 % of Total: 100.00% (14,539)	55.48% Avg for View: 55.48% (0.00%)	2.60 Avg for View: 2.60 (0.00%)	00:02:50 Avg for View: 00:02:50 (0.00%)
1. google / organic	7,170 (64.18%)	6,906 (64.83%)	9,700 (66.72%)	53.90%	2.63	00:03:00
2. (direct) / (none)	2,198 (19.68%)	2,189 (20.55%)	2,526 (17.37%)	71.50%	2.09	00:01:53
3. bottraffic459.xyz / referral	364 (3.26%)	295 (2.77%)	400 (2.75%)	0.25%	3.00	00:00:06
4. bing / organic	341 (3.05%)	311 (2.92%)	498 (3.43%)	44.18%	3.17	00:03:53
5. visitglacierbay.com / referral	155 (1.39%)	125 (1.17%)	237 (1.63%)	39.24%	4.55	00:06:05
6. baidu / organic	150 (1.34%)	145 (1.36%)	150 (1.03%)	100.00%	1.00	00:00:00
7. yahoo / organic	133 (1.19%)	126 (1.18%)	170 (1.17%)	47.06%	2.87	00:03:36
8. duckduckgo / organic	123 (1.10%)	117 (1.10%)	167 (1.15%)	52.10%	2.47	00:02:40
9. experience.arcgis.com / referral	73 (0.65%)	56 (0.53%)	79 (0.54%)	91.14%	1.43	00:00:49
10. nps.gov / referral	72 (0.64%)	56 (0.53%)	98 (0.67%)	54.08%	2.82	00:03:49

Gustavus Visitors Association Year End Report August 2021

Item #2.

Page ?		Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?	Entrances ?	Bounce Rate ?	% Exit ?
		37,828 % of Total: 100.00% (37,828)	29,944 % of Total: 100.00% (29,944)	00:01:46 Avg for View: 00:01:46 (0.00%)	14,539 % of Total: 100.00% (14,539)	55.48% Avg for View: 55.48% (0.00%)	38.43% Avg for View: 38.43% (0.00%)
1. /		7,314 (19.33%)	5,251 (17.54%)	00:01:07	4,976 (34.23%)	40.41%	39.91%
2. /places-to-stay/		2,880 (7.61%)	1,700 (5.68%)	00:01:44	363 (2.50%)	51.52%	24.76%
3. /ferry-service		2,633 (6.96%)	2,196 (7.33%)	00:03:24	1,952 (13.43%)	69.47%	66.69%
4. /request-a-map/		1,498 (3.96%)	1,263 (4.22%)	00:02:35	189 (1.30%)	76.72%	49.67%
5. /getting-to-gustavus/		1,454 (3.84%)	1,207 (4.03%)	00:01:40	513 (3.53%)	50.49%	38.72%
6. /accommodations/		1,360 (3.60%)	674 (2.25%)	00:00:54	491 (3.38%)	24.44%	15.51%
7. /dining/		1,077 (2.85%)	828 (2.77%)	00:01:17	257 (1.77%)	58.75%	31.94%
8. /transportation		951 (2.51%)	789 (2.63%)	00:01:44	417 (2.87%)	59.47%	42.27%
9. /covid-19-bulletin/		764 (2.02%)	649 (2.17%)	00:04:09	364 (2.50%)	87.09%	64.27%
10. /glacier-bay-national-park/		640 (1.69%)	485 (1.62%)	00:01:46	59 (0.41%)	62.71%	26.25%

Show rows: 10 Go to: 1 1 - 10 of 321

Overview

Users VS. Select a metric

Hourly Day Week Month

Users



Users

10,858

New Users

10,651

Sessions

14,539

Number of Sessions per User

1.34

Pageviews

37,828

Pages / Session

2.60

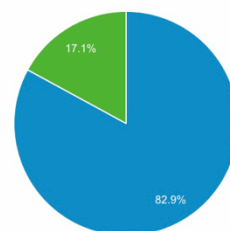
Avg. Session Duration

00:02:50

Bounce Rate

55.48%

New Visitor Returning Visitor



n Duration

02:35

w: 00:02:35 (0.00%)

00:02:43

00:00:09

00:01:24

00:00:51

00:02:19

00:02:54

00:01:57

00:01:01

00:00:07

00:01:20

GVA Goals and objectives for the remainder of 2021.

- Continue conversations with businesses regarding the proposed increase in City bed tax
- Encourage all businesses to link GVA's website to theirs
- Encourage all businesses to use consistent language on their websites to optimize search engines
- Engage and build neighbor communities marketing links
- Membership drive
- Map & brochure update

Strategic Initiative Tasks

1. Retain memberships/advertising with the following:
 - Alaska Travel Industry Association (ATIA)
 - Travel Juneau (formerly the Juneau Convention and Visitors Bureau) • Alaska Travel Publication
 - Southeast Alaska Tourism Council- Alaska's Inside Passage (SATC)
 - Alaska Airlines Magazine
 - Alaska Magazine
 - The Milepost
 - KTOO radio program • Social Media
2. Work with the City of Gustavus (CoG) for past and future retail tax, bed tax and fish box tax numbers to build a model to measure our marketing efforts.
3. Coordinate online marketing around the Cedar Group May 2020 Strategic Plan Report recommendations.
4. Maintain and update website pages in conjunction with contracted web design professional.
5. Create a page on the website providing a link to pertinent public information.
6. Collaborate with businesses in connecting all social media, Google, Trip Advisor and Yelp links back to the GVA website for greater exposure.
7. Contract a search engine specialist to increase search engine levels on the internet.
8. Create a "Yelp My Business" listing (this is a marketing task carried over from FY21 Marketing Plan).
9. Add the GVA Trip Advisor and visitor reviews to the GVA website (this is a marketing task carried over from FY21 Marketing Plan).
10. Manage a "Google My Business" profile to connect with potential visitors, post pictures and a community blog.
11. Research favored magazines by target audience and place ads in them.
12. Research top visited websites related to target market and place ads in them.
13. Maintain social media sites.
14. Update and distribute a current brochure and map.
15. Gather data from local businesses regarding where visitors come from.
16. Continue a discussion with members/ businesses to determine if they would be willing to pre-book activities for visitors. Adding more activities to their visit will increase length of stay.
17. Put together a database of client profile, length of stay, how they heard about Gustavus, what did they do?
18. Update and maintain informational signage at ferry dock.

Conclusion

Gustavus saw a huge increase in independent travelers this 2021 summer season. Many of whom were Alaskans traveling within state. Building on this opportunity the focus of marketing will be to continue this engagement.

Gustavus Visitors Association
FY22 Proposed Budget (updated 2/18/21)
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Expense			
Administration			
Postage	0.00	100.00	-100.00
Software	0.00	200.00	-200.00
Supplies	0.00	200.00	-200.00
Teleconference	0.00	180.00	-180.00
Total Administration	0.00	680.00	-680.00
Contractor Work			
Administrative	0.00	6,000.00	-6,000.00
Marketing Director	0.00	14,400.00	-14,400.00
Total Contractor Work	0.00	20,400.00	-20,400.00
Fees/Licenses	0.00	200.00	-200.00
Marketing			
Equipment	0.00	100.00	-100.00
Memberships			
ATIA/Travel Alaska	0.00	1,000.00	-1,000.00
SE AK Tourism Council (SATC)	0.00	1,000.00	-1,000.00
Total Memberships	0.00	2,000.00	-2,000.00
Online			
DTN Travel Juneau	0.00	2,100.00	-2,100.00
GVA Website	0.00	3,000.00	-3,000.00
Social Media	0.00	500.00	-500.00
Total Online	0.00	5,600.00	-5,600.00
Print Media			
Alaska Airlines Magazine	0.00	1,000.00	-1,000.00
Alaska Magazine ads	0.00	1,000.00	-1,000.00
Brochure	0.00	1,200.00	-1,200.00
International outreach	0.00	2,000.00	-2,000.00
JCVB Travel Planner	0.00	400.00	-400.00
Juneau Empire	0.00	500.00	-500.00
Milepost	0.00	1,000.00	-1,000.00
Total Print Media	0.00	7,100.00	-7,100.00
Radio			
KTOO Radio	0.00	500.00	-500.00
Total Radio	0.00	500.00	-500.00

12:31 PM

02/18/21

Cash Basis

Gustavus Visitors Association
FY22 Proposed Budget (updated 2/18/21)
July 2021 through June 2022

Item #2.

	Jul '21 - Jun 22	Budget	\$ Over Budget
Travel Shows	0.00	1,000.00	-1,000.00
Total Marketing	0.00	16,300.00	-16,300.00
Special Projects	0.00	3,000.00	-3,000.00
Total Expense	0.00	40,580.00	-40,580.00
Net Ordinary Income	0.00	-40,580.00	40,580.00
Net Income	0.00	-40,580.00	40,580.00

Gustavus PFAS Action Coalition (GPAC)
08-09-2021 Quarterly Report
Submitted by GPAC Chair, Kelly McLaughlin

- 1- GPAC met with FAA, DOT, Dragun Corp, etc, facilitated by Earth Justice in order to further discuss airport construction and NEPA concerns.
- 2- GPAC has had weekly meetings with DOT (as an outcome of the previous meeting) to maintain up to date info on airport project. GPAC has continued to express concerns about the reuse of materials, and the continued disruption of contaminated surface materials.
- 3- GPAC contributed significant feedback and direction to Shannon and Wilson regarding their proposed site characterization plan, due to take place this September.
- 4- GPAC continued communication with DOT, FAA, Dragun, Earth Justice, regarding NEPA process.
- 5 - GPAC advocated for flux meter installation to gather data on potential efficacy of plumestop at Gustavus Airport.
- 6 - GPAC mailed reports (compiled by McDowell) to other affected communities around the state of AK.
- 7- GPAC participated in multiple media interviews.
- 8- GPAC met with State Reps in Gustavus to discuss PFAS and legislation introduced last session.

Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report
Paul Berry, DRC Manager/ Operator
Monday, August 9th, 2021

My last quarterly report was at the May 10th General Meeting. My next quarterly report is scheduled for the November 8th General Meeting.

General Operations and Management

Labor

As mentioned in my May report, the DRC was not fully staffed going into the busy summer season. Normally I like to have at least three active DRC temporary labor pool members (the "Pool") going into summer and with the hiring of Heleen Buttram in early May I had two Pool members, the other being Paul Dzubay. But in early June Heleen was out because of complications from an old injury and about a week later Paul injured his wrist on his four wheeler. In a very short time I was down to just myself for staff.

Twenty years ago I was able to work solo during the summer at the DRC but the communities waste stream is much larger than before and I am that much older (and wiser). I put out a call for help and thirteen different individuals volunteered to help run the DRC. I would like to thank Artemis BonaDea, Jeff Irwin, Melanie Heacox, Mike Atkins, Chris Gabriele, Karen Platt, Ilana Guttmann, Kelly Vandenburg, Nina Zarat, Deb Johnson, Mike Gephart, Eric Syrene & one anonymous for putting in over 69 hours during June to help keep the DRC running. While those 69 hours were very helpful it was still a struggle. For comparison in June of 2020, a comparatively light June waste volume wise, the Pool put in 186 hours. A better comparison is June of 2019 when the Pool put in 295 hours for June. In 2019 and 2020 I worked 120 and 137 hours respectively during June. This June I worked 205 hours.

By the end of June I had three good applicants for the Pool and by July 1st Mike Atkins and Ian Barrier had been hired by the City and had started working at the DRC as Assistant Operators. I am very grateful to have a viable Pool again and we are catching up waste wise.

This episode illustrated several things to me. The DRC cannot even store one days worth of non-recyclable waste in the summer. What flows in to the facility has to be processed during the day or the building plugs with waste. Our under-sized building only works when staff is constantly processing the non-recyclable waste that flows into it. Likewise with recyclables, if there are lots of empty one cubic yard bins then materials can be stored in the in-flow storage yard if there is no one to bale them, but if you run out of bins then there is no where to put recyclables. I was patching together every bin I could find in June and I was very close to running out of bins.

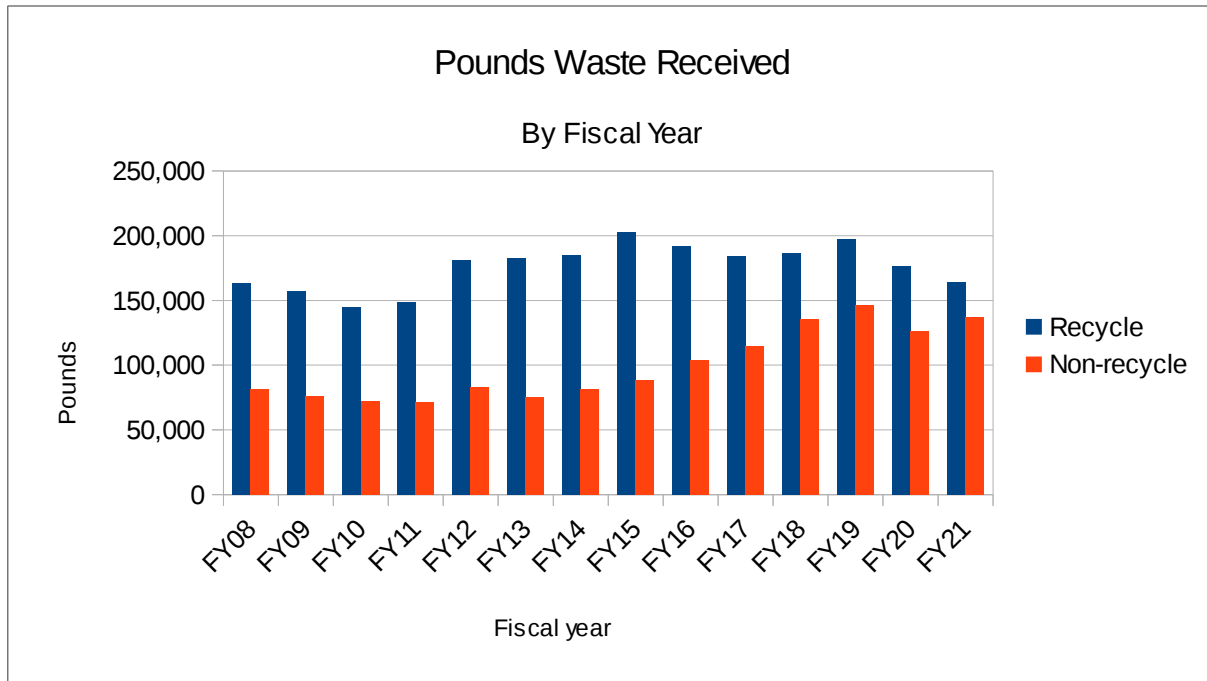
The DRC needs to have the Operator position I described during the most recent budget cycle/ struggle. I believe it is in the City's best interest to have two regular positions at the DRC, especially during the peak season and shoulder seasons. Maybe the general public doesn't know or understand this when they write to the Council and say no new city positions. And maybe some Council members don't understand just how busy the DRC is when they say they would like to see the City step back and do less. The Council is lucky that I am as dedicated to the DRC as I am. Had I thrown my hands in the air and walked off during June it would have been that much more difficult for someone else to eventually come in and try to return order to the facility. The Pool is an "as available" system. A Pool member works if they are available, whereas a regular position has a set expectation of hours and availability.

I gave up on having a new regular position at the DRC for FY22 but I will bring all of this up again when the FY23 budget cycle starts next year. We all need to understand that the DRC

staff needs good training so they know why they are doing the tasks they are doing and to develop a sense of professionalism about their work. Staff also needs benefits like paid time off, sick leave, retirement and subsidized health insurance to help with their retention. These are things that come with regular positions and do not come with temporary positions like the Pool.

Annual waste numbers and pandemic impacts

While the pandemic rages on, the volume of the waste stream is more like it was pre-pandemic. The accompanying 5 year facility statistics report and the graph below show that the waste stream is picking up again after slowing down in late FY20 and early FY21.



One unfortunate trend I am seeing is the decline of this communities waste diversion ratio – which is the ratio of what is recycled vs what is landfilled. This is a very important ratio for the facility and is what makes our communities operation so different from all the other Alaskan landfills. For FY21 our diversion ratio is 54%, this is the lowest level since FY08 when I started collecting weight data. It has been below 60% since FY18. It peaked at 70% in FY13 through FY15. There are a number of plausible explanations for this trend - perhaps people are separating out their recyclables less and I have seen evidence of this with food waste and recyclable paper products in the trash. Or perhaps having less options for recycling our waste is a factor too like when we lost mixed plastic recycling in FY18. It could also be that people are using the DRC for all their waste now where perhaps in the past they just brought what was recyclable and disposed of their non-recyclable waste at home. Or perhaps it is a combination of all the above. Whatever the reasons I hope to see our diversion ratio go up in FY22.

Some interesting projects in the future for the DRC

Landfill safety and composting training at the DRC

As most of you know I have a second job with the Zender Environmental Health and Research Group out of Anchorage. We primarily work with villages to improve their landfills and recycling programs. We do this by providing assistance with grants, trainings and other support. This coming spring we are planning to do a training here in Gustavus. The course will be about landfill safety, re-use (like the Community Chest) and composting. Zender

wanted to use the DRC because it is a good example facility and I am very proud to be able to host the training. I hosted such a training with Zender before, which was way back in 2001. For that training there was a dozen or so people from small villages all over Alaska and a representative from ADEC's Solid Waste Program. The workshop was put on by Zender Engineering and the Central Council of Tlingit and Haida Indian Tribes. For the training next spring I am hoping to get interested folks from Hoonah, Yakutat, Kake and Prince of Whales Island as well as other villages in Alaska. There will be no cost to the City for this training and I am hoping to use this occasion to draw more interest from our community to our operation. The training is funded with part of a USDA solid waste grant that the Zender group was awarded. This is an exciting opportunity for the DRC and could improve networking with solid waste issues for our region.

A pilot study for turning low-grade plastic and wood waste from the DRC into usable construction material

On July 1st I met with Chet Hovey and Dave Lore of Advanced Environmental Engineering/ AE2 (www.ae2eng.com) to discuss a pilot project they would like to conduct at the DRC in 2023. The purpose of the project is to take non-recyclable waste, like the material in our construction/ demolition "pit" and turn it into building products. The process would involve setting up a shredder and other processing equipment, housed in two 20-foot storage vans, that would take select materials from our waste area, shred and combine them in such a way as to make dimensional lumber or paving stones. This is a pilot study to see if the process is viable and if it could be used at other small, rural landfills.

There would be no cost to the City for the pilot project. AE2 will need a letter of support from the City this coming fall/ winter if the City is interested in supporting this study. I have asked Chet to produce some kind of document to explain their project.

I first met Chet and Dave last summer when they came to Gustavus to learn more about the DRC. They were looking at ways to support the DRC with training or engineering support so I asked them about sampling for PFAS/ PFOA compounds. In October Dave returned to Gustavus to sample water from one of our monitor wells but was unable to draw a sample because the water in the well was not deep enough for his sampling device so he took a water sample from the Salmon River. The results of the sampling were non-detect for the seven compounds that were measured.

Community Chest

With the purchase of the wall tent last summer the Chest has a lot more retail space and has been able to display a lot more clothes and other items. Resulting sales have been strong. As described in my May report the operation of the Chest is led by Vicki Bender with additional support from Annie Mackovjak who has been active in the Chest since its inception in 1998. Penny Cook continues to put in a lot of time going over the donations in building 301. She checks the electronic items, does some repairs and help set pricing. We are so fortunate that these women donate so much of their time so we might have a viable thrift store.

Recently Vikki Garret has organized volunteers so that the Chest can be open on Monday evenings 4 – 6 PM. This will be a seasonal schedule.

Since my May report the front desk sales staff has been: Annie Mackovjak, Vicki Bender, Vikki Garret, Maribeth Jarvis, Becky King and Connie Darnell.

Sorting, stocking and purging: Penny Cook, Melisa Gomb, Joyce Lupro, Adreema Lupro Joyce Gallagher, Vicki, Vikki, Maureen Moore, Mary Moore, Judy Hardy, Debbie H, Iris White and Georgia. My apologies to any individuals I may have missed

Be sure to say thank you when you are next at the Chest and remember that with the exception of what work I do there, the Chest is entirely run by volunteers and that we are all fortunate to have their services.

Solid Waste Management and Facility Planning Process (“SWMP”) & SEASWA the Southeast Alaska Solid Waste Authority

I have dropped the ball on trying to get membership into SEASWA on this October’s municipal ballot. Amending our city’s charter is a big deal and while I would like having more tools in the solid waste tool box I have had pause in my effort to promote SEASWA. Part of this is a realization that if SEASWA membership is to benefit us, say in the form of lobbying AML for getting barge service to Gustavus once a year to move recyclable and non-recyclable waste – it would take a lot of effort. At best SEASWA membership will only provide results that are proportional to the time that was put into formulating those ideas and gathering the needed support. I will come back to SEASWA but for now it can wait.

The labor situation in June has inspired me to work more on the SWMP. I don’t want the next operator to have to deal with what I have dealt with. I want them to have a larger building and better baler to deal with the larger waste flows we are now experiencing. One or two properly trained people could do a lot more to manage the waste Gustavus produces if they had a better facility to do that work in. Most of my work in this regard now is covered in some of the Capital Project summaries below.

Capital Project Summaries

New Composting Facility/ Quonset replacement

Project description:

As described in previous reports, the objective of this project is to replace the failing Quonset structure with a more robust composting facility capable of processing greater amounts of material in a more temperature controlled manner than our current facility can. This project also seeks to pave more of the composting yard with concrete and install concrete push walls behind the piles of wood chips, sawdust, overs and curing compost.

Project status:

In an effort to restart this project Mike Taylor met with me in May and we discussed some new options for this project such as coming up with a much simpler conceptual plan and then finding an Alaska based engineering firm to take our conceptual plan and help us make it into a cost effective, appropriately engineered structure. I have not had a lot of time to do this work in the past two months due to the labor shortage but now that the Pool is functioning again I am working on the planning documents again.

In-flow Storage Area Project

Project description:

More information about the purpose of this storage area can be found in earlier reports or in the DRC’s General Operations Plan.

Project Status:

When the completion of the fencing this spring, this project is complete. The amount of remaining funding for the project is about \$20,000 I would like to be able to use some of the funds to purchase one or more tent structures to house cardboard cargo boxes that we use to collect and ship e-waste. I would also like to be able to use some of the remaining funds

to purchase a dozen more collapsible one cubic yard storage bins and increase the amount of material that can be stored in the yard. I will work with the City Administrator and Treasurer to put forward these proposals to the Council.

Household Hazardous Waste Facility

Project description:

This project is the specification and purchase of a 20' long x 8' wide & 8' high container designed for storing equipment fuel, used lead-acid and dry-cell batteries and other miscellaneous hazardous materials. The unit includes spill containment, ventilation, lighting, shelving, and signage. The proposed container will be fully-constructed at a facility in the lower 48 and is ready to use upon arrival in Gustavus. In the interest of flexibility and convenience, I have determined that the facility should be designed as a 4-hour structure so that it can be placed anywhere on the DRC property, even right next to the main building.

Project Status:

Three different manufacturers submitted quotes for the facility and Environmental Compliance Products of Huntington Beach California was the lowest bidder. They are very busy fulfilling orders and our delivery schedule is November/ December 2021. The unit will be installed either during the winter if conditions allow or next spring. Electrical connection to the new unit may not be complete until the spring of 2022.

Year-round running water

Hot & cold running water in the changing room of the office building came into reality this May. The project included an exterior cold water tap. I have sampled the water for PFAS/PFOA and if the levels are low enough, the water will be available for use in the composting operation.

New main building

Conceptually this project has been supported by the Council with the adoption of the Capital Improvement Plan COG_CIP 2021-2025 document and the scoping document for the new building which was adopted last year.

The project is now in the pre-development phase where conceptual ideas or layouts are being drafted. The minimum size for the new building is around 5,000 square feet which is almost three times larger than the existing building. The placement of the building will be set up around two things: first, vehicle traffic flow to and from Boat Harbor road; secondly, expansion so that it doesn't have to be built all at once but is designed to grow.

The next step will be to collect the names of at least three engineering/ architectural firms and present them with a request for proposal for the building project.

The end, thank you.

Report compiled by paul.berry@gustavus-ak.gov

08/03/21

Gustavus Disposal & Recycling Center
August 2021 Facility Statistics for
Fiscal Years 2017 – 21 (July 1st – June 30th)
Five Year Comparison

Item #4.

	FY17	FY18	FY19	FY20	FY21
Waste Stream¹					
Pounds of recyclables ² (<i>materials utilized</i>) % difference from FY17 % diff. from prev FY	183,821 0% 0%	184,607 ³ 0% 0%	197,497 +7% +7%	171,173 -7% -13%	163,845 -11% -4%
Pounds of non-recyclable trash (<i>the mound</i>) % difference from FY17 % diff. from prev FY	114,971 0% 0%	137,262 +19% +19%	146,101 +27% +6%	125,919 +10% -14%	136,797 +19% +9%
Total pounds waste delivered % difference from FY17 % diff. from prev FY	298,792 0% 0%	321,869 +8% +8%	343,598 +15% +7%	297,092 -1% -14%	300,642 +1% +1%
Cu. yards Construction/ Demolition waste (C/D) & ash (<i>uncompressed</i>)	110	92	102	82	87
Operating time					
Number of days receiving waste during reporting period (<i>incl. appointment days</i>)	223	243	241	233	⁴
Number of customer transactions	4,921	5,164	5,498	5,110	⁴
Pounds per day average	1,352	1,325	1,426	1,275	⁴
The processing of recyclables⁵					
Number of southbound recycle shipments	5	5	5	6	3
Recyclables baled for export to Seattle <u>in pounds</u>	79,384	85,281	84,019	70,027	71,098
<u>in bales</u>	88	87	90	76	76
Pounds of food waste composted	43,899	45,695	66,677	58,481	45,854
Pounds of glass bottles pulverized	47,810	46,920	43,260	33,500	26,400
Income & expense metrics					
Income (<i>all sources external of the City</i>)	\$82,462	\$95,837	\$102,365	\$91,024	\$84,885
Expense	\$115,247	\$146,669	\$140,786	\$142,932	⁶
Cost per pound average ⁷	\$0.39	\$0.43	\$0.41	\$0.47	⁶

08/03/21 (Version 1) compiled by paul.berry@gustavus-ak.gov

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

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

3 Not all the mixed plastic that was landfilled had been deducted. This was corrected on the FY18 Annual Report

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

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

6 All expense numbers are not available at this time. They will be reported in the FY21 Annual Report

7 Does not include C/D waste in the calculation

August 9, 2021 General Meeting

Treasurer's Report

Phoebe Vanselow

8/3/21

Budget:

Fiscal Year 2021 (FY21) ended June 30 on a good note. There are roughly \$5500 remaining to spend to closeout purchase orders, which will leave us with a small surplus for the year at this point. There are still road expenses that FEMA reimbursement may be covering plus returning any unused roads funds to our Alaska Municipal League Investment Pool (AMLIP) savings as we do after each fiscal year closes, so the net income will change after that settles out in the next few months. Updated FY21 Profit & Loss reports will be included in the General Meeting packet periodically as things finalize.

FY22 first quarter ended 6/30 with tax returns due or postmarked by 7/31 or the first business day thereafter, meaning many funds were received 8/2. This is after the time period for this month's financial reports in the packet. Looking at tax income 7/1/21-8/3/21, however, shows us at \$124,252.34, which is comparable to other "normal" years (7/1/19-8/7/19 = \$122,433.39; 7/1/18-8/7/18 = \$108,341.91). There are always some returns that come in late, so year-to-year comparisons at the monthly level are not always the full picture, but we can see we're in the range of normal for the 2021 visitor season so far. Thanks to everyone's efforts at mitigating the COVID-19 risk to allow our businesses to reopen more fully!

CARES Act Relief Funds & FEMA Public Assistance for COVID-19:

A spreadsheet summarizing CARES Act expenditures is included in the General Meeting packet this month showing the remaining unspent funds. \$9373 of our expenses originally covered by CARES have been submitted to FEMA for reimbursement. We are awaiting FEMA review of these expenses to see if the reimbursement will occur before determining what to spend the freed up CARES Act funds on.

Gustavus Airport COVID-19 Greeting/Screening Services:

The contract with the State of Alaska for Port of Entry COVID-19 testing has been extended until the end of September 2021. The city has been sending out regular updates on hours of availability. The state is billed monthly for this contract.

Gustavus COVID-19 Rapid Testing Services:

The Memorandum of Agreement (MOA) with the State of Alaska for community testing is funding the COVID-19 Rapid Testing Program. The city has been sending out regular updates on hours of availability. The state is billed monthly for this agreement.

Endowment Fund Grants:

Two Endowment Fund Grants were issued last December. The Gustavus Historical Archives and Antiquities has largely completed their grant, and the Tidelines Institute (formerly the Arete Project) grant has been extended, per their request and council approval.

I gave notice last month that I am leaving the City Treasurer position after 4 years. My last regular week of work is 8/9-8/12. After that, I will continue to work very part-time to train the next treasurer and/or keep the books going until a new person is hired. We'll work to make the transition as smooth as possible!

As always, I'm happy to go over any of the financial reports distributed each month in the packet and posted on the city website and at City Hall, library, and Post Office, if anyone in the public has questions or wants me to interpret the reports!

Please keep your distance, wash your hands, and wear your mask!

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Business License Fees	250.00	3,000.00	-2,750.00	8.3%
Donations	0.00	800.00	-800.00	0.0%
DRC Income	11,824.27	86,100.00	-74,275.73	13.7%
Federal Revenue				
American Rescue Plan Act	0.00	99,000.00	-99,000.00	0.0%
Nat'l Forest Receipts-Encumbered	0.00	35,000.00	-35,000.00	0.0%
Payment In Lieu of Taxes	121,077.95	113,000.00	8,077.95	107.1%
Total Federal Revenue	121,077.95	247,000.00	-125,922.05	49.0%
Fundraising	0.00	600.00	-600.00	0.0%
GVFD Income	10.00	9,750.00	-9,740.00	0.1%
Interest Income	16.12	350.00	-333.88	4.6%
Lands Income	6,450.00	25,000.00	-18,550.00	25.8%
Lease Income	0.00	13,125.67	-13,125.67	0.0%
Library Income	0.00	500.00	-500.00	0.0%
Marine Facilities Income	2,545.00	15,700.00	-13,155.00	16.2%
State Revenue				
Community Assistance Program	0.00	77,598.84	-77,598.84	0.0%
Shared Fisheries Business Tax	0.00	500.00	-500.00	0.0%
Total State Revenue	0.00	78,098.84	-78,098.84	0.0%
Tax Income				
Retail Tax Income	71,354.66	325,000.00	-253,645.34	22.0%
Remote Sellers Retail Tax	4,695.18	20,000.00	-15,304.82	23.5%
Room Tax Income	6,929.94	40,000.00	-33,070.06	17.3%
Fish Box Tax	420.00	7,500.00	-7,080.00	5.6%
Penalties & Interest	36.80	0.00	36.80	100.0%
Tax Exempt Cards	10.00	300.00	-290.00	3.3%
Total Tax Income	83,446.58	392,800.00	-309,353.42	21.2%
Total Income	225,619.92	872,824.51	-647,204.59	25.8%
Gross Profit	225,619.92	872,824.51	-647,204.59	25.8%
Expense				
Administrative Costs	650.00	2,000.00	-1,350.00	32.5%
Advertising	0.00	100.00	-100.00	0.0%
Bank Service Charges	719.96	4,750.00	-4,030.04	15.2%
Building	12,277.44	21,010.00	-8,732.56	58.4%
Contractual Services	4,639.89	72,800.00	-68,160.11	6.4%
Dues/Fees	557.00	9,900.00	-9,343.00	5.6%
Economic Development Services				
GVA	30,000.00	30,000.00	0.00	100.0%
Total Economic Development Services	30,000.00	30,000.00	0.00	100.0%
Election Expense	0.00	250.00	-250.00	0.0%
Equipment	577.88	13,865.00	-13,287.12	4.2%
Events & Celebrations	0.00	3,925.00	-3,925.00	0.0%
Freight/Shipping	3,349.41	26,250.00	-22,900.59	12.8%
Fundraising Expenses	0.00	250.00	-250.00	0.0%
General Liability	17,480.61	12,730.00	4,750.61	137.3%
Gravel Pit Fund	0.00	6,000.00	-6,000.00	0.0%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Library Materials	0.00	2,700.00	-2,700.00	0.0%
Marine Facilities	2,486.20	5,368.37	-2,882.17	46.3%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses	32,746.05	464,253.85	-431,507.80	7.1%
Professional Services	630.00	15,000.00	-14,370.00	4.2%
Public Relations	0.00	250.00	-250.00	0.0%
Repair & Replacement Fund	0.00	16,545.71	-16,545.71	0.0%
Road Maintenance	9,948.50	150,000.00	-140,051.50	6.6%
Stipend	0.00	3,000.00	-3,000.00	0.0%
Supplies	229.92	20,000.00	-19,770.08	1.1%
Telecommunications	1,180.02	21,540.00	-20,359.98	5.5%
Training	1,525.00	5,000.00	-3,475.00	30.5%
Travel	1,943.20	5,000.00	-3,056.80	38.9%
Utilities	5,291.23	17,200.00	-11,908.77	30.8%
Vehicle	4,439.15	7,335.67	-2,896.52	60.5%
Total Expense	130,671.46	937,523.60	-806,852.14	13.9%
Net Ordinary Income	94,948.46	-64,699.09	159,647.55	-146.8%
Other Income/Expense				
Other Income				
Encumbered Funds				
Other Savings for Road Maint	0.00	65,000.00	-65,000.00	0.0%
Total Encumbered Funds	0.00	65,000.00	-65,000.00	0.0%
Total Other Income	0.00	65,000.00	-65,000.00	0.0%
Net Other Income	0.00	65,000.00	-65,000.00	0.0%
Net Income	94,948.46	300.91	94,647.55	31,553.8%

City of Gustavus
Balance Sheet
As of July 31, 2021

	Jul 31, 21
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	49,357.57
AMLIP Capital Improv Long-Term (0630598.2)	400,907.84
AMLIP Repair & Replacement (0630598.3)	310,901.28
AMLIP Road Maint - Unencumbered (0630598.4)	197,155.23
AMLIP Gravel Pit Fund (0630598.8)	6,000.00
AMLIP Reserve (0630598.12)	884,431.39
APCM.Endowment Fund	1,637,337.02
FNBA - Checking	690,019.10
FNBA Endowment Fund - Checking	38,935.43
Petty Cash	579.88
Total Checking/Savings	4,215,624.74
Accounts Receivable	
Accounts Receivable	59,587.17
Total Accounts Receivable	59,587.17
Total Current Assets	4,275,211.91
TOTAL ASSETS	4,275,211.91
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of America Alaska Air Visa	2,407.61
Total Credit Cards	2,407.61
Other Current Liabilities	
Deferred Income	12,040.00
Payroll Liabilities	
State Unemployment	685.23
Total Payroll Liabilities	685.23
Total Other Current Liabilities	12,725.23
Total Current Liabilities	15,132.84
Total Liabilities	15,132.84
Equity	
Fund Balance	3,079,858.97
Opening Bal Equity	1,084,743.57
Net Income	95,476.53
Total Equity	4,260,079.07
TOTAL LIABILITIES & EQUITY	4,275,211.91

Accounts Receivable Detail**As of 7/31/21**

\$16,340.00	Airport Screeners Contract - July invoice to DHSS
\$17,677.77	State of Alaska MOA - April, June, July invoices
\$3,359.99	Return filed in July but paid in August
\$8,870.79	Tax reported in July but not paid until 8/2/21
\$1,625.97	Delinquent Sales Tax
\$2,319.70	Ambulance Transport Billing - In Progress
\$12,040.00	Fish-Box Tax Deferred Income
(\$2,647.05)	Net of Other Customer Account Balances
\$59,587.17	Total

FNBA Checking Account - Unrestricted Funds Balance**As of 7/31/21**

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: \$690,019.10

Obligated Funds Currently in Checking Account:

	CARES Act remaining funds	(\$33,994.72)
	FEMA COVID-19 submitted for reimbursement	\$9,373.34
MF	CP18-01 Salmon River Harbor	(\$9,856.96)
	CP18-04 LIDAR of Gustavus	\$0.00
DRC	CP18-05 DRC Pre-Processing	(\$20,201.40)
DRC	CP18-07 Household Haz Waste Fac.	(\$59,300.00)
Admin	CP19-03 Gustavus Beach Improv.	(\$10,389.89)
DRC	CP19-06 DRC Composting Facility	(\$106,050.00)
Library	CP19-08 Library Roof/Awning/Shed	(\$134,448.00)
Library	FY22 PLA Grant	\$806.60
Library	SoA OWL Internet Subsidy	\$0.00
Roads	Encumbered road money	\$0.00
Roads	USFWS Chase Drvwy	(\$251.02)

Unrestricted Funds: **\$325,707.05**

Pending Transfers:

FY22-01NCO	Transfer to AMLIP for Repair & Replacement	\$16,545.71	public hearing 8/9/21
FY22-02NCO	Transfer from AMLIP for FY22 Road Maintenance	\$65,000.00	public hearing 8/9/21
FY22-03NCO	Transfer from AMLIP for Capital Projects	\$37,112.45	public hearing 8/9/21
FY22-04NCO	Transfer to AMLIP for Gravel Pit Fund	\$6,000.00	introduction 8/9/21
FY22-06NCO	Transfer to AMLIP for Capital Project	\$15,715.00	introduction 8/9/21

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

FY22 budgeted operating expenses:	\$937,523.60
25% =	\$234,380.90
17% =	\$159,379.01
35% =	\$328,133.26

Capital Projects 2021-2025

Item #5.

Capital Projects	Budget Requested	Amount Funded	Funded Project QuickBooks Class Name	Dept.	Short Form Complete	Full Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Proposed Funding Source
Ongoing, already funded:											
Household Hazardous Waste Facility	\$ 59,450	\$ 59,450	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		in progress	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000	\$ 27,000	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
Wilson Rd. drainage improvement	\$ 40,000	\$ 40,000	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	9/20/21	6/11/2018 then returned; poss.	in progress	AMLIP
LIDAR	\$ 28,400	\$ 28,400	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		almost done	AMLIP
Library Roof Repair	\$ 50,000	\$ 150,000	CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19; revised 8/3/20	7/22/2019; revised 8/5/19; revised 8/10/20	8/12/2019; 9/21/20		almost done	AMLIP CP and R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800	\$ 53,150	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019		in progress	AMLIP
Compost Yard Improvement	\$ 111,585	\$ 111,585	CP19-06 DRC Composting Facility	DRC	N/A	1/2/2018, revised 3/11/19	1/15/2018, revised 3/11/19	5/13/2019		in progress	CIP, or AMLIP CP and R&R
Inflow Storage & HHW Facility Storage Area	\$26,400, then \$62,000	\$ 62,000	CP18-05 DRC Pre-Processing	DRC	N/A	9/16/2016, revised 3/11/19	9/16/2016, revised 3/11/19	5/13/2019	6/11/18 amended scoping document; 3/11/19 amended	in progress	CIP, or AMLIP CARES Act
Fire Hall Rain Cistern System	up to \$25,000			GVFD						in progress	
Good River Bridge Repairs, Phase 1 engineering	\$ 15,000			Roads	6/19/2021		7/19/2021	poss. 8/9/21		Near-term	
City Road Improvements, Phase 1 road engineer	\$ 30,000			Roads					use \$40K from Wilson Rd. CP, if FEMA reimburses	Near-term	
Main Building Replacement, Phase 1 design/eng.	\$ 30,000			DRC	N/A	2/3/2020	2/10/2020			Near-term	CIP
Old P.O./Preschool building refurbish	\$ 10,000			Admin	7/6/2021		7/19/2021	poss. 8/9/21		Near-term	
MFC Building at Salmon River Boat Harbor	\$ 8,000			MFC	6/26/2021		7/19/2021	poss. 8/9/21		Near-term	
Tsunami Siren Power Installation at SRBH	\$ 4,112			GVFD	7/6/2021		7/19/2021	poss. 8/9/21		Near-term	
Library Bike Shelter/Shed, Phase 1 design/eng.	\$ 15,000	\$ 15,000.00	CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19	7/22/2019; revised 8/5/19	8/12/2019	only \$10,000 moved 8/12/19; \$5000 still to transfer	Near-term	AMLIP
Flood Mitigation and Recovery	\$ 105,000								see Wilson Rd. drainage imp.	Near-term	FEMA
Quick Attack/Wildland Firefighting Truck	\$ 80,000			GVFD	1/28/2020	N/A	2/10/2020			Near-term	CIP, or grants
Gravel Pit Improvements	pending		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	postponed		Near-term	CIP, or AMLIP
Main Building Replacement, Phase 2 build	\$ 257,500			DRC	N/A	2/3/2020	2/10/2020			Mid-range	CIP
Roof/Building Exp. - Architectural & Engineering	\$ 30,000			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Library Expansion - Architectural & Engineering	\$ 30,000			Library	3/1/2018		2/11/2019			Mid-range	CIP
Drinking Water Point-Source Project Dev.	pending									Mid-range	
Structural Firefighting Gear (expire 2022)	\$ 82,500			GVFD						Mid-range	
Good River Bridge Repairs, Phase 2 construction				Roads						Mid-range	
Three Phase Power Installation				DRC						Mid-range	
Library Bike Shelter/Shed, Phase 2 construction			CP19-08 Library Roof/Shed/Awning	Library	N/A	7/22/2019; revised 8/5/19	7/22/2019; revised 8/5/19	8/12/2019		Mid-range	AMLIP
Baler Purchase	\$ 166,630			DRC	N/A					Mid-range	
City Road Improvements, Phase 2 implementation				Roads						Mid-range	
Library Ventilation Fans Replacement	\$ 7,000			Library						Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000			DRC						Mid-range	
Salmon River Boat Harbor Barge Ramp Improvement				MF	N/A	9/2/2020	9/21/2020			Mid-range	AMLIP R&R
Salmon River Boat Harbor Fish Waste Disposal Bin				MF/DRC						Mid-range	
City Hall front room - carpeting, painting, windows	\$ 15,000			Admin	2/14/2018					Mid-range	
Landscape Design consultation				-split-	2/20/2018					Mid-range	
Utility Pick-up Truck	\$15-60,000.00			GVFD	2/15/2018					Mid-range	
Water Tender / Road Water Truck				GVFD	2/15/2018					Mid-range	
Grandpa's Farm Road Bridge & Culvert	\$ 250,000			Roads						Mid-range	USFWS and/or AKSSF
DRC Groundwater Monitoring Well Replacements	\$ 12,000			DRC						Mid-range	
DRC Glass Pulverizer - refurbish or replace	\$ 50,000			DRC						Mid-range	
City Buildings Air-Source Heat Pump Conversion	\$ 9,000.00									Mid-range	
Firehall Roof/Building Expansion, Phase 2 constr.	\$700,000			GVFD	N/A	2/9/2018	2/12/2018, revised 2/11/2019			Long-range	CIP - state, federal grant
Driveway Relocation or River Bank Stabilization				Admin	N/A					Long-range	AMLIP
City Hall & Fire Hall Energy Audit Repairs				GVFD & Admin	3/1/2018	Res. CY18-12				Long-range	
Edraulic Extrication Equipment	\$35,000			GVFD	2/15/2018					Long-range	AFG
911 System Upgrade				GVFD						Long-range	
GVFD Electric Meter Installation				GVFD						Long-range	
Library Expansion, Phase 2 constr.				Library	3/1/2018					Long-range	
DRC Shredder				DRC						Long-range	
DRC "Waste to Energy" Equipment				DRC						Long-range	
DRC Drive-on/Vehicle Scale				DRC						Long-range	
DRC Equipment Garage				DRC						Long-range	
DRC Styrofoam Densifier				DRC						Long-range	
Landfill Closure 4-8 years	long-term			DRC	N/A					Long-range	
City Vehicle				-split-	2/20/2018					Long-range	
Salmon River Harbor Waterless Restrooms	\$70-90,000.00			MF						Long-range	
Salmon River Harbor Public Floats				MF						Long-range	
CAPGIS 2018 submission											
CAPGIS 2019 submission											
CAPGIS 2020 submission											
CAPGIS 2021 submission											

Incoming Grants/Scholarships/Contracts to City of Gustavus FY22

Dept.	Purpose	Date Received	Amount Awarded	QB Class Name	Amount Spent to Date	Remaining Funds	Notes
Multi	COVID-19 Response	multiple	\$567,579.85	CARES (CFDA# 21.019)	\$533,585.13	\$33,994.72	most funds were received/expended in FY20-FY21
	COVID-19 Response			FEMA COVID-19	\$9,373.34	(\$9,373.34)	pending FEMA approval
	COVID-19 Response	7/1/2021	\$1,500.00	HIA COVID-19 Vaccine Incentive	\$0.00	\$1,500.00	Hoonah Indian Assoc. AK Chamber Grant for Vaccine Incentive Program
Library	Telecommunications	N/A	\$14,400.00	---	N/A	N/A	USAC E-Rate federal internet subsidy paid directly to library internet vendor through monthly billings
	Reading with Rachel		\$554.00	Reading with Rachel	\$554.00	\$0.00	Grant from Jon & Julie Howell
	Telecommunications		\$3,000.00	SoA OWL Internet Subsidy	\$0.00	\$3,000.00	Alaska OWL monthly internet subsidy
	Library Materials		\$7,000.00	FY22 PLA Grant	\$806.60	\$6,193.40	State of AK Public Library Assistance (PLA) grant
GVFD	GVFD Equipment	Summer 2021	in-kind	Tsunami Siren Grant CY20	\$36,000.00	\$0.00	State of AK Div. of Homeland Sec. & Emergency Mgmt.
	Point-of-Entry COVID-19 Testing	monthly		COVID-19 Screeners (C0620-525)	\$16,340.00	(\$16,340.00)	State of AK DHSS - invoiced monthly for reimbursement
	GVFD Training	2021	\$1,500.00	---	\$1,200.00	\$300.00	SEREMS Mini-Grant used for ETT online class
	Community Testing/Vaccines	2021	\$10,055.52	COVID-19 MOA#C0621-570-B	\$2,343.08	\$7,712.44	State of AK DHSS Community Funding for COVID-19
\$605,589.37							

Outgoing Grants from City of Gustavus - Endowment Fund Grant (EFG)

Resolution	Grantee	Date Awarded	Amount Awarded	QB Class Name	Amount Disbursed to Date	Remaining Funds	Notes
CY20-27	Gust. Hist. Archives & Ant.	12/14/2020	\$4,937.00	2021 EFG - GHAA	\$4,443.30	\$493.70	grant ends 12/15/21
CY20-27	Tidelines Institute (formerly The Arete Project)	12/14/2020	\$38,316.17	2021 EFG - Arete Project	\$0.00	\$38,316.17	grant ends 7/31/22 per extension granted 7/19/21

CARES Act Funds for City of Gustavus (COG)

Original spending deadline December 30, 2020. Extended to 12/31/21.

CARES Act Income

deposited 6/18/20	\$381,144.53	first payment
deposited 11/10/20 (available after 80% of 1st payment spent)	\$125,268	second payment
deposited 11/19/20 (available after 80% of first 2 payments used)	\$125,268	third payment
interest earned on deposits	\$16.76	
Total CARES Act funds available	\$631,697.29	

CARES Act Expenditures

March 1, 2020-August 2, 2021 actual expenditures	\$597,703	
The total highlighted in green *includes* the following subitems:	---	
REESP: direct distribution to Gustavus residents	---	\$199,998
COG eligible payroll & benefits (Fire Chief plus eligible hours of other staff)	---	\$128,681
economic assistance grants to local businesses/non-profits	---	\$53,899
Gustavus Visitors Association	---	\$38,266
generator for testing/emergency tent	---	\$29,257
Marketing Gustavus: Small Business Web Development grants	---	\$18,473
Gustavus School cleaning equipment, cleaning supplies, PPE	---	\$16,500
stipend for emergency responders during pandemic	---	\$2,800
winter food supply: root cellar construction at Gustavus Community Center	---	\$5,000
winter food supply: community food distribution (vacuum sealer & bags)	---	\$1,542
winter food supply: community food distribution (meat grinder & attachments)	---	\$853
winter food supply: community food distribution (halibut)	---	\$162
other COG eligible purchases, including facility improvements	---	\$102,271
Earmarked but unspent:		
remaining COG facility improvements	\$24,621	
available for use if/when FEMA approves our submission	\$9,373	
Total of Actual + Earmarked Expenses:	\$631,697	

The below expenditures have been reallocated from CARES to FEMA to see if any are eligible for reimbursement by FEMA. Once FEMA finalizes their decision, these funds could then be re-programmed for other eligible expenses by 12/31/21.

FEMA Expenditures

March 1, 2020-February 28, 2021 actual expenditures	\$9,373	
The total highlighted in green *includes* the following subitems:	---	
COG eligible payroll & benefits	---	\$2,452
winter food supply: canned salmon	---	\$2,323
other COG eligible purchases	---	\$4,598
Total of Actual:	\$9,373	

CITY ADMINISTRATOR'S REPORT AUGUST GENERAL MEETING

MARINE FACILITIES

Council member Lewis met with the Marine Facilities Coordinator (MFC) to discuss issues with fish and wildlife at the harbor and dock. Both situations involve intentional and unintentional feeding of wildlife that pose serious danger for citizens and visitors to Gustavus.

During the July Council meetings, the MFC commented on brown bears looking for fish carcasses at the boat launch and even getting onto boats tied up to floats. On Thursday, July 22, at low tide Council member Lewis observed piles of halibut skins and bones directly to the left and right of the boat ramp and by Friday they were all gone. Paul had seen eagles flying over the landfill with halibut skins on Thursday, so it is not just the bears that are keying into this human food source. Meanwhile we are hearing reports of subadult brown bears approaching anglers for fish and carcasses just a few hundred yards upstream. As you all know, brown bears are still relatively new to Gustavus, and people are pretty nervous about them especially if they are learning that anglers are a source of food which increases risk for everyone.

On Monday, July 19 at 4:30 pm several fishing boats were observed feeding at least 3 large sea lions. The sea lions had their own paparazzi of photographers following the action. One local captain was asked why they were feeding the sea lions and he said they were not. He was then asked if he noticed that the sea lions were taking the halibut carcasses off their swim step, and he basically said it was not his problem. A NOAA enforcement officer was notified and stated even "unintentional" feeding of sea lions is a violation, and that this situation will undoubtedly get worse because:

- mother sea lions will start teaching their pups of this food source
- the sea lions will get bolder and start jumping on boats (which is already happening) and can and do actually sink skiffs
- they may start hauling out on the dock in which case we will have no power to deter them because they are federally protected
- if someone falls into the water during the charter fleet feeding frenzy, especially a child, they are in serious danger of injury from these fish carcass-conditioned animals.

The officer suggested the city create an ordinance, monitor, and fine and report violators to NOAA.

We already have an ordinance, Section 8.04.010 - Conduct in harbor facilities—General Rules that prohibits dumping any fish carcasses off the dock or boat ramp. Anglers at the dock should dump carcasses mid channel as directed, and at the harbor can take carcasses to the landfill. As we all know enforcement is tricky, some options are provided below:

1. First let the charter fleet and other anglers know that these carcasses are creating a serious safety risk for our community, and we will no longer tolerate and will begin citing violators starting on a certain date.
2. Move forward with installing bear-proof fish carcass bins at the harbor that will be composted at the landfill.
3. Develop a monitoring method which could be a combo of observers and a camera at the top of the dock facing the floats. We can work with the state who already has monitoring cameras on the dock. As a bonus, live camera footage could be accessible online so boaters can check dock and sea conditions, similar to the cams at the Bartlett Cove dock.
4. Begin fining and reporting violators to NOAA.

In response, at the Council's direction, we may provide information/training to users of the City's Marine Facilities that may include a Marine Facilities Use Agreement (MFUA) outlining

consequences for violations of the terms of the MFUA which could include prohibition of the use of the Marine Facilities. Also, the City will be working on the fish composting project to be located at the Salmon River Small Boat Harbor that will provide a method to discard fish carcasses.

CONTINUED COVID TESTING AT THE AIRPORT

There has been interest in continuing the COVID testing at the airport until the end of September as long as the funding continues. The Council has given staff direction to continue the program until September 30, 2021, or until the funding has been used.

GVFD NEEDS DISPATCHERS

The GVFD is looking for volunteers for dispatching. With the busy summer, the existing load results in times where there are empty slots on the schedule. Please consider volunteering, training will be provided. If you are interested, contact Jeff Jarvis or City Hall.

Calculation of Endowment Fund Grant Amount for 2022 Award Cycle

Per CITY OF GUSTAVUS, ALASKA RESOLUTION CY19-14
A RESOLUTION REVISING POLICY AND PROCEDURE
FOR GUSTAVUS ENDOWMENT FUND GRANT AWARDS

TITLE: POLICY AND PROCEDURE FOR AWARDING GRANTS
FROM THE ENDOWMENT FUND EARNINGS

APPLICABLE PROCEDURE (EXCERPT FROM FULL DOCUMENT):

The following steps shall be followed by the City Mayor or his/her designee:

1. Inflation-Adjusted Principal Value determination. By July 31st of each year, calculate the inflation-adjusted value as of June 30 of the original principal of the Fund, further adjusted as necessary per additions made over time to the principal, using the following steps applying the Anchorage Consumer Price Index (CPI) as posted in July for the first half of the calendar year by the Alaska Department of Labor at <http://www.labor.alaska.gov/research/cpi/cpi.htm>:

a) Determine the latest CPI index for Anchorage from the posted table.

New link: <http://live.laborstats.alaska.gov/cpi/index.cfm>

Latest CPI is 232.679 for first half of 2021 for Urban Alaska (formerly Municipality of Anchorage).

b) Determine the multiplier value by dividing the current CPI index by the 2004 index value of 165.6 (Average value for first half of 2004). $232.679 / 165.6 = 1.405$

c) Multiply the original value of the Fund (\$963,000) by the multiplier determined in step b. $\$963,000 \times 1.405 = \$1,353,078.97$

d) The result of the calculation in step c is the inflation-adjusted value of the original principal.

2. Present Market Value determination. Determine the present market value of the Fund as reported by the Fund manager for June 30 of the present year.

The present market value of the fund for June 30, 2021 was \$1,637,337.02.

3. Excess earnings determination. Calculate the excess earnings in the Fund, from which distributions may be made, by subtracting the inflation adjusted principal from the present market value of the Fund.

The excess earnings available as of June 30, 2021 were:

$\$1,637,337.02 - \$1,353,078.97 = \$284,258.05$

4. Available funding for fiscal year. Calculate the funding available as 3% of the average market value of the Fund at June 30 of the last five years.

Three percent of the average annual market value for five years through June 30, 2021 is calculated as:

June 2021:	\$1,637,337.02
June 2020:	\$1,473,942.38
June 2019:	\$1,466,213.91
June 2018:	\$1,438,854.93
June 2017:	\$1,429,287.74
Average:	\$1,489,127.20
3% of Average:	\$44,673.82

5. Grant funding availability determination. The maximum amount available for granting in the present year is 3% of Average Market Value or the present year Excess Earnings,

whichever is less. Un-awarded/unexpended grant funds from previous years over \$1,000 will be returned to the Endowment Fund account to earn interest for future awards.

Three percent of the five-year Average Market Value is \$44,673.82. The Excess Earnings amount is \$284,258.05. The lesser of the two is \$44,673.82. Unused grant funds remain from previous years for an additional \$0, so \$44,673.82 may be made available.

6. Announcement of grant application period. The City Council may, on September 1 of each year, or as early thereafter as possible, post an announcement to the Gustavus public of the availability of Endowment Fund Grants with the total amount available. The announcement shall include criteria for selection, an application procedure, project scoping document, and a deadline of October 31.

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-04NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2022, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the current fiscal year, the budget and City held accounts are amended to reflect the changes as follows:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change		
	Account Balance*					
	*Approximate, this is a dynamic value.					
AMLIP Gravel Pit Fund	\$	6,000.00	\$	12,000.00	\$	6,000.00
Contribution to this AMLIP account per the FY22 approved budget.						
FNBA Checking Account	\$	668,856.43	\$	662,856.43	<\$	6,000.00>
Total Change in City Held Account Balances					\$	0.00

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

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

DATE INTRODUCED: August 9, 2021

DATE OF PUBLIC HEARING: September 20, 2021

PASSED and **APPROVED** by the Gustavus City Council this __th day of _____, 2021.

Brittney Cannamore, Mayor

Attest: _____, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-05NCO
AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
DEPARTMENT BUDGETS FOR FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2022 estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		
INCOME	Original Budget	Amended Budget	Change
Federal Revenue: American Rescue Plan	\$ 99,000.00	\$ 107,902.33	\$ 8,902.33
Federal Revenue: Payment in Lieu of Taxes	\$ 113,000.00	\$ 121,077.95	\$ 8,077.95
State Revenue: Community Assist. Program	\$ 77,598.84	\$ 77,370.21	<\$ 228.63 >
Total Change in Income			\$ 16,751.65

EXPENSE	Original Budget	Amended Budget	Change
Building Insurance	\$ 11,710.00	\$ 11,044.48	<\$ 665.52 >
DRC: Equipment Insurance	\$ 265.00	\$ 237.99	<\$ 27.01 >
General Liability	\$ 12,730.00	\$ 15,237.94	\$ 2,507.94
General Liability: Cyber Liability	\$ 0.00	\$ 2,242.67	\$ 2,242.67
<i>Prior to this fiscal year, this was lumped in with the General Liability premium.</i>			
Marine Facilities: Insurance	\$ 2,368.37	\$ 2,486.20	\$ 117.83
Marine Facilities: Training	\$ 0.00	\$ 525.00	\$ 525.00
<i>Emergency Trauma Technician (ETT) training for the Marine Facilities Coordinator.</i>			
Equipment Purchase	\$ 0.00	\$ 8,148.00	\$ 8,148.00
<i>Flux meters purchased for use by the Gustavus PFAS Action Coalition, per their request.</i>			
Total Change in Expense			\$ 12,848.91

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

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

Gustavus City Council.

DATE INTRODUCED: *August 9, 2021*

DATE OF PUBLIC HEARING: *September 20, 2021*

PASSED and **APPROVED** by the Gustavus City Council this ____ day of _____, 2021.

Brittney Cannamore, Mayor

Attest: _____, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-06NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2022, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the current fiscal year, the budget and City held accounts are amended to reflect the changes as follows:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP-18-02 Wilson Road Drainage Imp.	\$ 0.00	\$	40,000.00	\$ 40,000.00
CP-19-08 Library Roof Repair/Shed/Awning	\$ 65,715.00	\$	10,000.00	<\$ 55,715.00>
\$10,000 of this capital project account was transferred 8/14/19 for the bike shed project and will remain in the account. The library roof repair is complete, so unused funds are being returned.				
AMLIP Capital Improv Long-Term	\$ 400,907.84	\$	416,622.84	\$ 15,715.00
Total Change in City Held Account Balances				\$ 0.00

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

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

DATE INTRODUCED: August 9, 2021

DATE OF PUBLIC HEARING: September 20, 2021

PASSED and **APPROVED** by the Gustavus City Council this ___th day of _____, 2021.

Brittney Cannamore, Mayor

Attest: _____, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-01NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2022, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the Fiscal Year of 2022, the City held accounts are amended to reflect the changes as follows:

Amounts

CITY HELD ACCOUNTS	Account Balance*	Amended Balance	Change
	<i>*Approximate, this is a dynamic value.</i>		
FBNA Checking account	\$515,319.66	\$498,773.95	<\$ 16,545.71>
AMLIP – Repair & Replacement	\$310,898.58	\$327,444.29	\$ 16,545.71
<i>FY22 budgeted expenses for contributions to a Repair and Replacement Fund for every department.</i>			

Total Change in Account Balances	\$ 0.00
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Section 4. The FY22 City held accounts are hereby amended as indicated, and any portion of the approved budget inconsistent with this amendment is repealed.

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

DATE INTRODUCED: *July 19, 2021*

DATE OF PUBLIC HEARING: *August 9, 2021*

PASSED and **APPROVED** by the Gustavus City Council this __th day of _____, 2021.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-02NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1.** Classification. This is a **Non-Code Ordinance**
- Section 2.** For the Fiscal Year of 2022, the following City held account balance transfers are to be made for the reasons stated.
- Section 3.** For the current fiscal year, the City held accounts are amended to reflect the changed estimates as follows:

Amounts

ACCOUNTS	Account Balance*	Amended Balance	Change
<i>*Approximate, this is a dynamic value</i>			
AMLIP – Road Maint -Unencumbered	\$ 197,153.73	\$ 132,153.73	<\$ 65,000.00>
FBNA Checking account	\$ 515,319.66	\$ 580,319.66	\$ 65,000.00
<i>Road maintenance funds transferred for FY22 Road Maintenance, per FY21-21NCO adopting the FY22 budget.</i>			
Total Change in City Held Account Balances			\$ 0.00

- Section 4.** The FY22 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: *July 19, 2021*

DATE OF PUBLIC HEARING: *August 9, 2021*

PASSED and **APPROVED** by the Gustavus City Council this __th day of _____, 2021.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY22-03NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2022**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

Section 1. Classification. This is a **Non-Code Ordinance**

Section 2. For the Fiscal Year of 2022, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the current fiscal year, the budget and City held accounts are amended to reflect the changes as follows:

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP-21-01 Tsunami Siren Power Inst.	\$	0.00	\$ 4,112.45	\$ 4,112.45
<i>Installation of a tsunami siren at the Salmon River Boat Harbor has been funded by a State of Alaska Division of Homeland Security and Emergency Management grant through the National Tsunami Hazard Mitigation Program. The City of Gustavus is responsible for the cost of power installation to the site.</i>				
CP-21-02 Refurbish Old Post Office	\$	0.00	\$ 10,000.00	\$ 10,000.00
CP-21-03 Good River Bridge Phase 1	\$	0.00	\$ 15,000.00	\$ 15,000.00
CP-21-04 MFC Building at SRBH	\$	0.00	\$ 8,000.00	\$ 8,000.00
AMLIP Capital Improv Long-Term	\$	500,903.64	\$ 463,791.19	<\$ 37,112.45>
Total Change in City Held Account Balances				\$ 0.00

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

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

DATE INTRODUCED: July 19, 2021

DATE OF PUBLIC HEARING: August 9, 2021

PASSED and **APPROVED** by the Gustavus City Council this ___th day of _____, 2021.

Brittney Cannamore, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt CMC, City Clerk

Background:

The Alaska Chamber of Commerce received a grant from the State of Alaska Department of Health and Social Services (DHSS) for the intent of increasing COVID-19 vaccination rates in the state. The Alaska Chamber has asked the Hoonah Indian Association (HIA) to be the lead agency for expending the \$10,000 allocated for this effort. As Gustavus is part of the Hoonah-Angoon Census Area, we are authorized to utilize some of the funds. HIA has distributed \$1,500 of these funds to City of Gustavus.

If the SEARHC Gustavus Clinic does not accept the proposal, the City will return the funds to the Hoonah Indian Association.