



# CITY OF GUSTAVUS

## CITY COUNCIL GENERAL MEETING

Monday, August 14, 2023 at 7:00 PM  
In Person at Gustavus City Hall and Via Zoom

### COUNCIL MEMBERS

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

### CITY HALL

City Administrator – Kathy Leary  
City Clerk - Charity Smith  
City Treasurer – Ben Sadler  
Phone: 907-697-2451 | [clerk@gustavus-ak.gov](mailto:clerk@gustavus-ak.gov)

## AGENDA

### VIRTUAL MEETING INFORMATION

<https://us02web.zoom.us/j/86434219378?pwd=bUxYdDJHTkRScEpQdFh4VmY1dnZEEZz09>

**ID:** 864 3421 9378 **PASSCODE:** 252845 **TEL:** 253-215-8782

### ROLL CALL

**Reading of the City of Gustavus Vision Statement**

### APPROVAL OF MINUTES

- [1.](#) 07-07-2023 General Meeting Minutes

### MAYOR'S REQUEST FOR AGENDA CHANGES

### COMMITTEE / STAFF REPORTS

- [2.](#) Gustavus Visitors Association YE Expense / Progress Report
- [3.](#) Disposal and Recycling Center Quarterly Report
- [4.](#) City Treasurer Monthly Financials
- [5.](#) City Administrator Report

### PUBLIC COMMENT ON NON-AGENDA ITEMS

### CONSENT AGENDA

- [6.](#) FY24-03NCO Introduction of Capital Project Funding to AMLIP Reserve (Public Hearing 09-18-2023)
- [7.](#) FY24-04NCO Introduction of AMLIP FY24 R&R (Public Hearing 09-18-2023)
- [8.](#) FY24-05NCO Introduction of AMLIP Gravel Pit Fund (Public Hearing 09-18-2023)
- [9.](#) Approve Calculation of the Endowment Fund Grant Amount for the FY24 Cycle
10. Approve Hiring of City Clerk applicant, Liesl Barker

### ORDINANCE FOR PUBLIC HEARING

- [11.](#) FY24-02NCO Capital Project Funding to AMLIP Capital Project Current (Introduced 07-17-2023)

### UNFINISHED BUSINESS

### NEW BUSINESS

- [12.](#) CY23-09 Supporting the Alaska Department of Transportation and Public Facilities Airport Fence Upgrade Project

## CITY COUNCIL REPORTS

### 13. Mayor's Report

## CITY COUNCIL QUESTIONS AND COMMENTS

## PUBLIC COMMENT ON NON-AGENDA ITEMS

## EXECUTIVE SESSION

14. Matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the city

[https://library.municode.com/ak/gustavus/codes/code\\_of\\_ordinances?nodeId=C\\_D\\_ORD\\_TIT2AD\\_CH2.30CICOME\\_S2.30.060EXSE](https://library.municode.com/ak/gustavus/codes/code_of_ordinances?nodeId=C_D_ORD_TIT2AD_CH2.30CICOME_S2.30.060EXSE)

Review of Proposed Settlement Agreement and Release of All Claims with James F. Sarraco and Lisa L. Etherington in Saracco v City of Gustavus and the State of Alaska with Legal Counsel

## ADJOURNMENT

**POSTED ON:** August 8, 2023 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

Monday, July 17, 2023 at 7:00 PM  
In Person at Gustavus City Hall and Via Zoom

Item #1.

### COUNCIL MEMBERS

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

### CITY HALL

City Administrator – Kathy Leary  
City Clerk - Vacant  
City Treasurer – Ben Sadler  
Phone: 907-697-2451 | [clerk@gustavus-ak.gov](mailto:clerk@gustavus-ak.gov)

## MINUTES- PENDING

### ROLL CALL

#### PRESENT

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

### Reading of the City of Gustavus Vision Statement

Council Member, Tania Lewis read the City of Gustavus Vision Statement.

### APPROVAL OF MINUTES

1. 06-19-2023 General Meeting Minutes
2. 06-26-2023 Special Meeting Minutes

Motion made by Council Member Owens to approve by unanimous consent the 06/19/2023 General Meeting Minutes and the 06/26/2023 Special Meeting Minutes.

Seconded by Vice Mayor Bishop.

Hearing no objections, the minutes are approved by unanimous consent.

### MAYOR'S REQUEST FOR AGENDA CHANGES

Mayor Taylor removed Agenda Item 11. Review of Proposal Settlement Agreement and Release of All Claims with James F. Sarraco and Lisa L. Etherington in Sarraco v City of Gustavus and the State of Alaska with Legal Counsel at the request of the City Attorney.

Hearing no objections, Mayor Taylor announced the agenda set as presented minus Agenda Item 11. by unanimous consent.

### COMMITTEE / STAFF REPORTS

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

4. Marine Facilities Quarterly Report  
Gustavus Marine Facilities Coordinator, Larry Platt submitted a written report and provided an oral summary and added that three signs were removed from the Gustavus Beach Park by an unknown person, a home and lodge trash dumping issues in trash receptacles, driving on beach continues to be a problem.
5. City Treasurer Quarterly Report & Monthly Financials  
City Treasurer, Ben Sadler submitted written quarterly report, monthly financials and provided an oral summary.
6. City Administrator Report  
City Administrator, Kathy Leary submitted a written report and provided an oral report summary.

#### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Jayleen Samora - New campfire site at the Gustavus Beach Park.

#### **CONSENT AGENDA**

None

#### **ORDINANCE FOR PUBLIC HEARING**

7. FY24-01NCO Gustavus Visitors Association FY24 Budget Amendment (Introduced 06-19-2023)

Mayor Taylor opened the Public Hearing at 7:49 P.M.  
Public Comment: None

Mayor Taylor closed Public Hearing at 7:49 P.M.

Motion made by Council Member Taylor to adopt FY24-01NCO Gustavus Visitors Association FY24 Budget Amendment (Introduced 06-19-2023)

Seconded by Vice Mayor Bishop.

Council Comment:  
Council Member Driscoll

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

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

8. Approve Disposal and Recycling Center Manager / Operator Pay Adjustment for Compliance with NPS Commercial Purchase Agreement

Motion made by Mayor Taylor to approve a pay adjustment for the DRC Manager/Operator of .38 bringing the pay from \$25.00 to \$25.38 / hr for a wage

that is in compliance with NPS Commercial Purchase Agreement between the City of Gustavus and Glacier Bay National Park.

Item #1.

Seconded by Council Member Owens.

Public Comment: None

Council Comment: None

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

9. FY24-02NCO Introduction of Capital Project Funding to AMLIP Capital Project Current (Public Hearing 08-14-2023)

Motion made by Vice Mayor Bishop to approve the introduction of FY24-02NCO Capital Project Funding to AMLIP Capital Project Current with a Public Hearing taking place on 08-14-2023.

Seconded by Council Member Lewis.

Public Comment: None

Council Comment:

Council Member Driscoll

Mayor Taylor

Council Member Owens

Council Member Taylor

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

## **CITY COUNCIL REPORTS**

10. Mayor Report

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

## **CITY COUNCIL QUESTIONS AND COMMENTS**

Council Member Driscoll - HEC Grant and Mobility Equipment and vacant library position.

Council Member Mackovjak - Hydro Public Access

Council Member Bishop - Local law enforcement

## **PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

## **EXECUTIVE SESSION**

None

## **ADJOURNMENT**

With no further business and hearing no objections, the meeting was adjourned at 8:31 P.M.

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Mike Taylor, Mayor

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Date

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Attest: Karen Platt CMC, Acting City Clerk

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Date

**Gustavus Visitors Association**  
**Profit & Loss Budget vs. Actual**  
**July 2022 through June 2023**

	Jul '22 - Jun 23	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
CityTax Revenue	35,600.00	35,600.00	0.00
Membership	4,526.83	4,320.00	206.83
<b>Total Income</b>	<b>40,126.83</b>	<b>39,920.00</b>	<b>206.83</b>
<b>Gross Profit</b>	<b>40,126.83</b>	<b>39,920.00</b>	<b>206.83</b>
<b>Expense</b>			
<b>Administration</b>			
Postage	327.79	100.00	227.79
Software	1,326.32	200.00	1,126.32
Supplies	350.63	200.00	150.63
Teleconference	0.00	180.00	-180.00
<b>Total Administration</b>	<b>2,004.74</b>	<b>680.00</b>	<b>1,324.74</b>
<b>Contractor Work</b>			
Administrative	2,000.00	6,000.00	-4,000.00
Marketing Coordinator	9,434.45	14,400.00	-4,965.55
<b>Total Contractor Work</b>	<b>11,434.45</b>	<b>20,400.00</b>	<b>-8,965.55</b>
<b>Fees/Licenses</b>	<b>664.00</b>	<b>800.00</b>	<b>-136.00</b>
<b>Marketing</b>			
Community Outreach	500.00	0.00	500.00
Equipment	0.00	100.00	-100.00
<b>Memberships</b>			
ATIA/Travel Alaska	140.00	140.00	0.00
DTN Travel Juneau	0.00	400.00	-400.00
JCVB/Juneau Guide	800.00	0.00	800.00
SE AK Tourism Council (SATC)	0.00	1,000.00	-1,000.00
Memberships - Other	40.30	0.00	40.30
<b>Total Memberships</b>	<b>980.30</b>	<b>1,540.00</b>	<b>-559.70</b>
<b>Online</b>			
DTN Travel Juneau	0.00	400.00	-400.00
GVA Website	277.15	1,000.00	-722.85
Promotional Video	12,000.00	12,000.00	0.00
Social Media	472.06	500.00	-27.94
<b>Total Online</b>	<b>12,749.21</b>	<b>13,900.00</b>	<b>-1,150.79</b>
<b>Print / Digital Media</b>			
Alaska Magazine ads	1,116.00	1,000.00	116.00
Brochure	3,618.88	0.00	3,618.88
JCVB Travel Planner	585.00	0.00	585.00
Milepost	0.00	1,000.00	-1,000.00
Travel Alaska	0.00	500.00	-500.00
<b>Total Print / Digital Media</b>	<b>6,554.84</b>	<b>2,500.00</b>	<b>4,054.84</b>
<b>Marketing - Other</b>	<b>2,337.97</b>	<b>0.00</b>	<b>2,337.97</b>
<b>Total Marketing</b>	<b>23,122.32</b>	<b>18,040.00</b>	<b>5,082.32</b>
<b>Total Expense</b>	<b>37,225.51</b>	<b>39,920.00</b>	<b>-2,694.49</b>
<b>Net Ordinary Income</b>	<b>2,901.32</b>	<b>0.00</b>	<b>2,901.32</b>
<b>Net Income</b>	<b>2,901.32</b>	<b>0.00</b>	<b>2,901.32</b>

**Gustavus Visitors Association**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
CityTax Revenue	0.00	41,400.00	-41,400.00
Membership	0.00	5,050.00	-5,050.00
<b>Total Income</b>	0.00	46,450.00	-46,450.00
<b>Gross Profit</b>	0.00	46,450.00	-46,450.00
<b>Expense</b>			
Administration			
Postage	0.00	210.00	-210.00
Software	0.00	800.00	-800.00
Supplies	0.00	100.00	-100.00
<b>Total Administration</b>	0.00	1,110.00	-1,110.00
Contractor Work			
Administrative	0.00	2,000.00	-2,000.00
Marketing Coordinator	0.00	14,400.00	-14,400.00
<b>Total Contractor Work</b>	0.00	16,400.00	-16,400.00
<b>Fees/Licenses</b>	0.00	500.00	-500.00
<b>Marketing</b>			
Community Outreach	0.00	4,000.00	-4,000.00
Memberships			
ATIA/Travel Alaska	0.00	140.00	-140.00
DTN Travel Juneau	0.00	400.00	-400.00
JCVB/Juneau Guide	0.00	400.00	-400.00
<b>Total Memberships</b>	0.00	940.00	-940.00
<b>Online</b>			
GVA Website	0.00	1,000.00	-1,000.00
Promotional Video	0.00	13,000.00	-13,000.00
Social Media	0.00	100.00	-100.00
<b>Total Online</b>	0.00	14,100.00	-14,100.00
<b>Print / Digital Media</b>			
Brochure	0.00	2,000.00	-2,000.00
<b>Total Print / Digital Media</b>	0.00	2,000.00	-2,000.00
<b>Total Marketing</b>	0.00	21,040.00	-21,040.00
<b>Special Projects</b>			
Community Projects	0.00	7,400.00	-7,400.00
<b>Total Special Projects</b>	0.00	7,400.00	-7,400.00
<b>Total Expense</b>	0.00	46,450.00	-46,450.00
<b>Net Ordinary Income</b>	0.00	0.00	0.00
<b>Net Income</b>	0.00	0.00	0.00

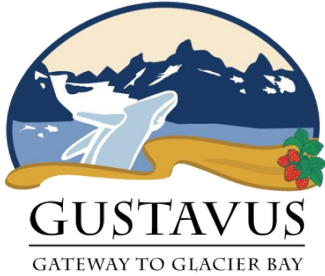


## Gustavus Visitors Association

## Balance Sheet

As of July 25, 2023

	Jul 25, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
FNBA	38,196.37
Total Checking/Savings	38,196.37
Accounts Receivable	
Accounts Receivable	-25.00
Total Accounts Receivable	-25.00
Other Current Assets	
Covid Related Expenses	-10,030.00
Total Other Current Assets	-10,030.00
Total Current Assets	28,141.37
Fixed Assets	
Laptop	1,199.98
Total Fixed Assets	1,199.98
<b>TOTAL ASSETS</b>	<b>29,341.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Total Current Liabilities	0.00
Total Liabilities	0.00
Equity	
Opening Bal Equity	5,076.16
Retained Earnings	23,979.06
Net Income	286.13
Total Equity	29,341.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>29,341.35</b>



## Gustavus Visitors Association Year End & Progress Report August 6, 2023

### **City Of Gustavus Reports Due:**

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

This report reflects activities within the Gustavus Visitors Association between August 2022 and August 2023. With projected goals and objectives for 2024.

### **Packet Includes:**

- Progress Report
- Profit & Loss vs Actual July 2022 through June 2023
- Balance Sheet as of June 30, 2023

### **Gustavus Visitors Association Board of Directors:**

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

### **Employed positions:**

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

### **Mission Statement**

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

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

### **Organizational Structure**

#### **Non-profit corporation**

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

#### **Funding Source**

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

### **Completed to task 2023**

- Maintained marketing and memberships.
  - Southeast Alaska Tourism Council (SATC)
  - Travel Alaska
  - Alaska Travel Industry Association (ATIA)
  - Travel Juneau
- Distributed 'Gustavus News Bulletin' for community and businesses, answering frequently asked questions in town. 210. subscribers.
- Attended Alaska Travel Industry Association marketing webinars.
- Alaska Travel Industry Association Travel Planner ad' submitted. The vacation planner is primarily distributed in the lower 48, Canada and some international destinations. ATIA also takes the vacation planner to all travel trade events we attend. DMO's can also place bulk orders for the planner to distribute in their community. For the 2024 vacation planner we are planning to print around 200,000. Here are some quick stats on the current digital 2023 vacation planner: Since 10/1/22:7,725 unique users 8,286 sessions 10.24 minutes per reader  
<https://www.travelalaska.com/Plan-your-Trip/Planning-Tools/Vacation-Planner> is the 3rd most visited page on the website ATIA website 44,174 VP requests (submitting the form)
- Relocation of the visitor kiosk at the beach has begun. The GVA will be working with Gustavus Construction and Glacier Bay Construction and hope to have the relocation of the beach kiosk completed this season.
- The Gustavus Children's mural under the Salmon River Bridge is underway with the leadership of Morgan. This is an incentive created to combat graffiti whilst giving the Salmon River fisherman and boaters something creative and very 'uniquely Gustavus' to view

- Stickers for advertising Gustavus were made and distributed again.



- Maintaining GVA Events Calendar for both Visitors and the local community.  
<https://www.gustavusak.com/local-community/gustavus-events/>
- Map & Brochure completed and printed. This had a whole new look this year featuring the wonderful words of Linda Parker on the front. When updating the map the GVA emailed all of the community and GVA members for feedback. This generated a huge amount of comments and edits, those that wanted roads added and those that did not wish to have roads added, trails added, trails taken off. Trying to appease all is a challenge; however, we felt that it was important to try.
- Updated Poster size maps of Gustavus located at- The Dray, the beach kiosk, Alaska Seaplanes and Alaska Airlines
- Mailed out our brochures as requested by visitors planning to come to Gustavus
- The map and brochure is also downloadable and may be printed from our website.
- Maps & Brochures also get mailed to our neighboring communities.
- Submitted an ad for print in Alaska Magazine with tracking integrated in the QR code/URL
- Aramark and the Glacier Bay Lodge and Tours is now displaying the GVA map and brochure on their front desk counter with a QR Code that will take the viewers straight to the GVA website to see what services, activities and places of interest exist in Gustavus. This includes information about local businesses and visitor activities based in Gustavus. The goal is for the guests of the Glacier Bay Lodge to see what is available in Gustavus for them to venture into town, explore and enjoy the local amenities.

### Web Updates and Improvements

- Continued content updates of business profiles, donors, homepage content, and more.
- Created the new analytics reports and continued to make incremental improvements in our analytics data and how it's gathered, processed, organized and displayed.
- Developed a custom integration with Google's Looker Studio platform to display custom reports for members on the site (Not yet launched)
- Developed analytics reports for our business members (Nearly ready for Alpha launch)

## Highlights from monthly meeting minutes

### January

- January draws to the end of the membership drive and 46 businesses joined out of a possible 64. Many of those that did not join are the small service businesses and not visitor related.

### February

- The GVA has reached out several times now to join the Juneau Carbon offset program as a sponsor and continues to look at 'Green initiatives' for Gustavus
- Several surveys went out this month to gather numbers and input.-
- Survey to find out how preseason bookings were looking (this came on the heels of David Olney making a comment at a City Council meeting that he had seen several cancellations of group bookings and that we should be aware that Gustavus may have a challenging visitor season in 2023. The survey concluded that most accommodations had a good to average preseason reservations already booked.
- A survey went out to see how many visitors Gustavus received 2022 and if there has been an increase over the last 5-10 years. This survey came as a result of the DRC improvement grant writer looking to see if there has been an increase in trash and compost over the years and how visitor numbers have affected this volume increase. The results of the GVA survey were inconclusive as we were not able to obtain accurate numbers due to several accommodations not participating in the survey or a reluctance to divulge numbers. The visitor numbers were ultimately estimated with the assistance of the City Administrator by obtaining an account of arrivals into Gustavus by Ferry, AK Seaplanes & AK Airlines (although this does not account for those arriving by private vessels of private aircraft) The estimated visitor numbers for 2022 was – between 7-8,000.
- A survey went out to find out what the businesses and community would like to see portrayed in a marketing promotional film about Gustavus and who would be good to be interviewed to capture 'what we love about Gustavus' and why we live here. 15 people have been listed to participate in the interview process of the Gustavus Film project to capture a variety of points of view and personalities.

### March

- Discussion on the content of the Welcome Sign Kiosk to make the sign more Gustavus based information.
- Continue conversations about the content of the Gustavus Film Project.
- Richard Cooper (born and raised in Haines, who's first passion is music)
- Frostline Studios
- <http://www.frostlinestudios.com/>
- Meeting to discuss Blog posts on the GVA site and Social Media.

April, May, June, July & August meetings postponed until the summer season is over.

September - monthly meetings will resume.

Website Analytics

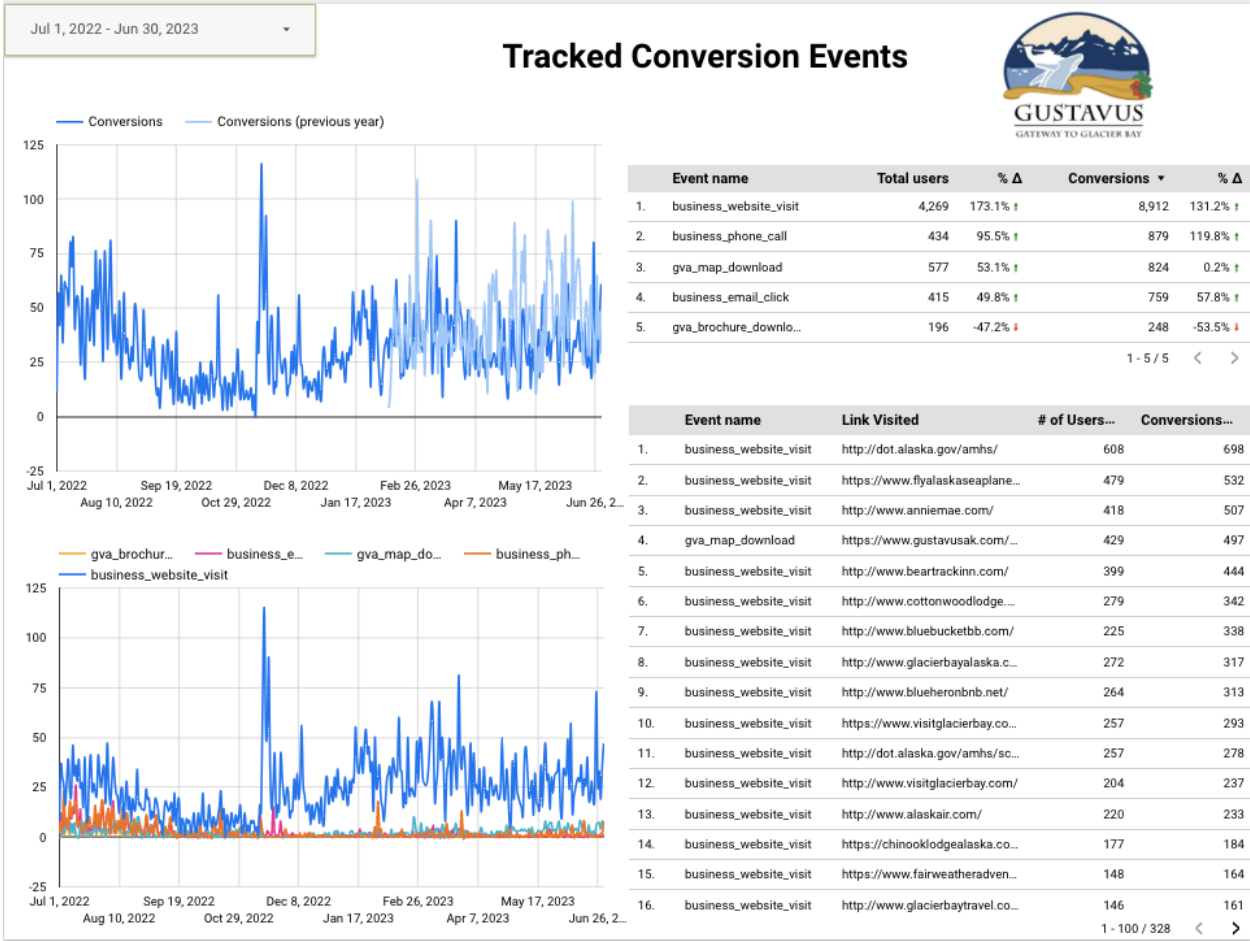
In FY23 we made significant changes to our analytics reporting, including the following all-new analytics reports. Our previous reports came from a Google “Universal Analytics property”, a platform Google has now phased out and stopped processing data for on July 1, 2023. Our new reports were built to get ahead of this platform shift as well as report on the “conversion” goals we began implementing for the website in February of 2022.

Because we didn’t begin data collection via the new “Google Analytics 4” platform until October of 2021 and didn’t begin tracking conversions on the site until February of 2022, we don’t have overlapping data for the full two year period, so the comparisons from FY22 are not complete, and percent changes listed in the reports are unfortunately not accurate.

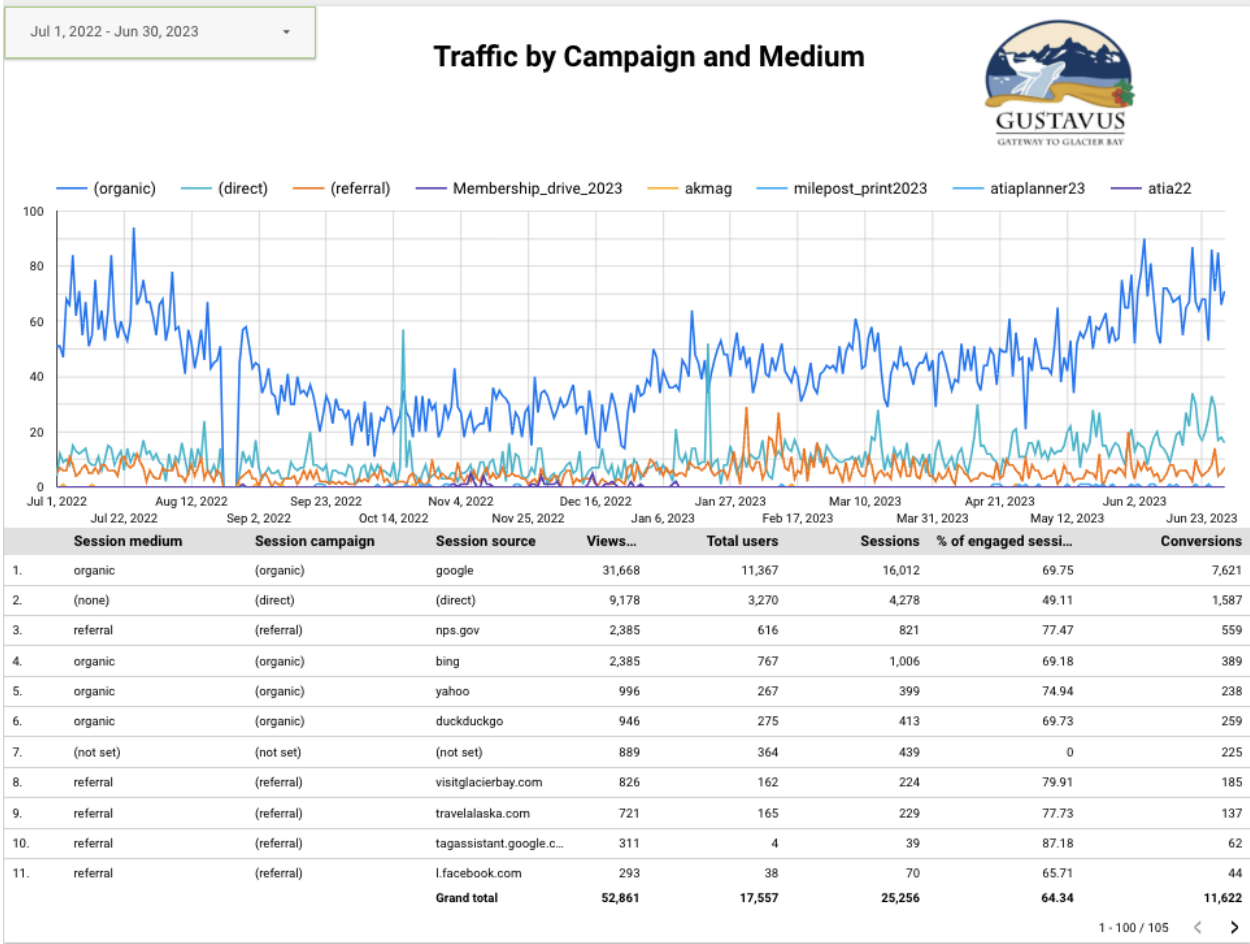
[View the live and interactive report here](#)



As always the broad majority of our website visitors are from the United States. The notable decrease in users per day from April - July of last year compared to this year is because this year we’ve focused on organic, slow and steady growth. So we didn't repeat our social media campaigns with Alaska Magazine that we ran last Spring and early summer. Considering we brought essentially zero paid online traffic to the site this year, the decrease in total users and sessions is to be expected.



Note the beginning of conversion data is in February ‘22 so the % Δ in conversions noted from last year to this year isn’t accurate. For the period where we have overlapping data it appears that conversions on the site have been slightly lower in the first half of 2023 than they were in 2022.




- Visitors coming from Google are more engaged than direct traffic to the site
- Our most engaged visitors are come from nps.gov and visitglacierbay.com (Glacier Bay Lodge website)
- Traffic from tagassistant.google.com is our marketing technician Brian testing tracking additions and changes



Jul 1, 2022 - Jun 30, 2023

# Page Views

(Change is compared to previous year)



	Page URL	Views	% Δ
1.	/	8,494	12.2% ↑
2.	/getting-to-gustavus/ferry-service	4,016	98.7% ↑
3.	/places-to-stay/	3,484	-0.1% ↓
4.	/plan-your-trip/getting-to-gustavus/	2,807	82.4% ↑
5.	/accommodations	1,282	14.2% ↑
6.	/plan-your-trip/brochure-and-map/	1,086	-
7.	/getting-around-gustavus/buds-rent-a-car-sales	1,070	135.7% ↑
8.	/glacier-bay-national-park/glacier-bay-day-boat	985	94.3% ↑
9.	/transportation	956	696.7% ↑
10.	/plan-your-trip/suggested-itineraries/	951	61.7% ↑
11.	/things-to-do/fishing-and-whale-watching/	845	60.3% ↑
12.	/things-to-do/dining/	811	78.2% ↑
13.	/brochure-and-map/	742	-36.8% ↓
14.	/getting-around-gustavus/alaska-seaplanes	741	49.1% ↑
15.	/local-community/gustavus-photo-galleries/	720	27.7% ↑
16.	/accommodations/annie-mae-lodge	672	28.0% ↑
17.	/getting-around-gustavus/tlc-taxi	662	83.9% ↑
18.	/transportation/	640	-22.5% ↓
19.	/about-gustavus/the-city-of-gustavus/	601	30.9% ↑
20.	/plan-your-trip/	562	54.8% ↑
21.	/accommodations/bear-track-inn	543	41.0% ↑
22.	/about-gustavus/glacier-bay-national-park-and-preserve/	509	29.8% ↑
23.	/getting-around-gustavus/strawberry-point-taxi-tours	490	84.2% ↑
24.	Grand total	52,861	4.1% ↑

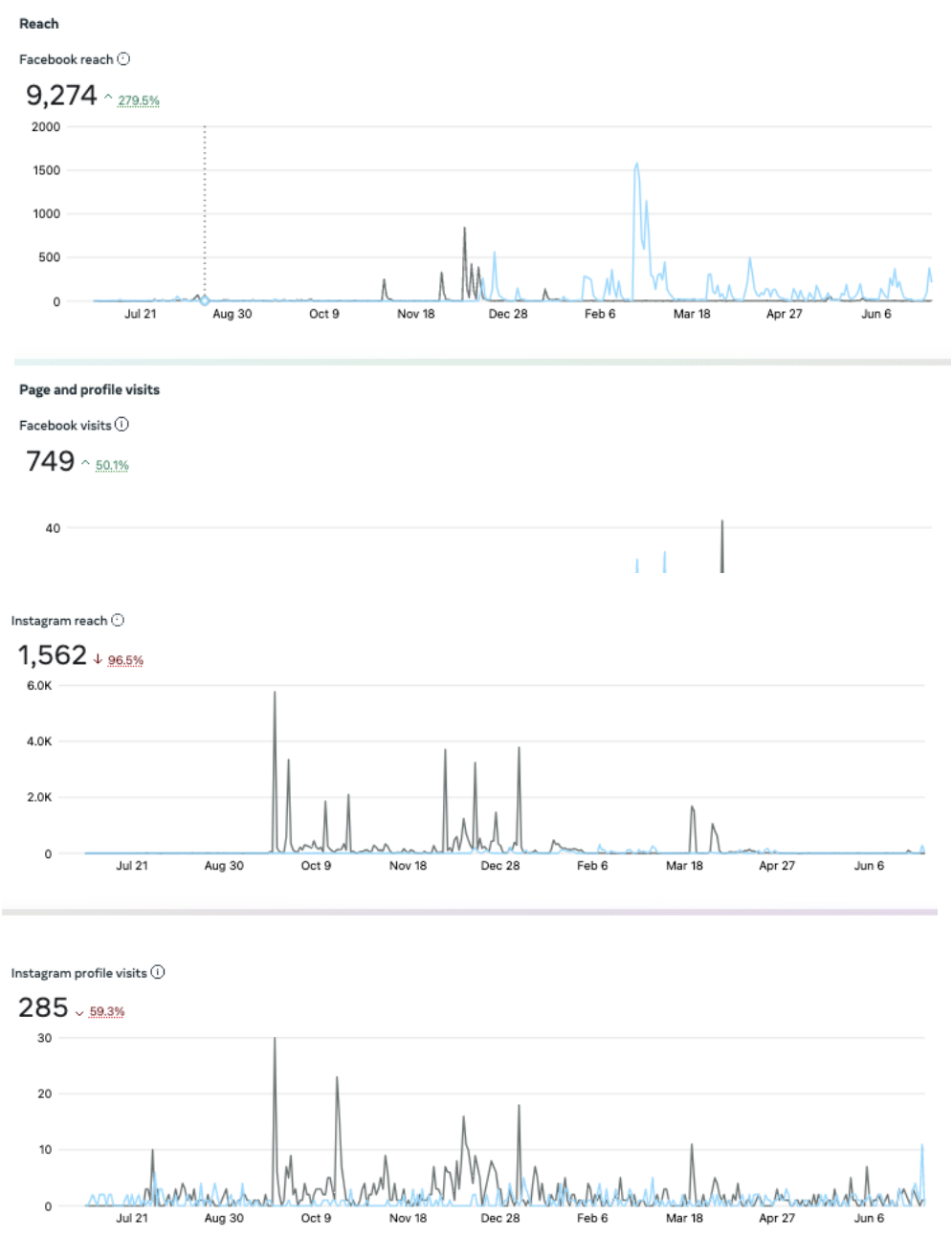
1 - 100 / 689 < >

This year the ferry service page has overtaken our main accommodations directory page as the second most viewed page on the site.



Social Media Report

Trisha Dawson continues to post on a regular basis with increasing social media followers. The plan is to up the interest with Blog posts beginning this winter. Thus far her focus has been on consistent, authentic posts, and has largely focused on the Facebook platform. Hence the material decline in our reach on Instagram compared to the previous year when our prior marketing coordinator posted more on Instagram. Our most popular posts of the year were photos of the Aurora events in late February, followed by the schedule of events for 4th of July.



**Goals and objectives for the remainder of 2023.**

- Complete the move of the beach kiosk
- Update the content and signage within the beach sign.
- Green initiatives for Gustavus, sustainability and carbon footprint.
- Continue to seek improved connectivity between Glacier Bay National Park / The Glacier Bay Lodge and Gustavus.
- Continue to circulate the Gustavus News Bulletin to inform the community and businesses about activities happening that are not otherwise advertised.
- Monitor and analyze measurable marketing initiatives
- Launch the first iteration of custom member reports for our business members
- Update the website and optimize speed and organic traffic.
- Complete the Gustavus Film project with Frostline studios and begin showcasing our video content.

**Conclusion**

The summer season of 2023 has been dominated by the creation of the Gustavus marketing film, the movement of the Gustavus beach kiosk and the creation of the new map and brochure. We've continued marketing Nationally and Internationally, making incremental improvements to the website and focused our efforts on expanding the organic reach of our social media accounts to drive traffic from our target audiences.

**Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report**  
**Ian Barrier, DRC Manager\Operator**  
**Friday August 4<sup>th</sup>, 2023**

This is my first quarterly report for the August 14<sup>th</sup> General Meeting.

### **General Operations and Management**

#### Labor

As of July 1<sup>st</sup> I moved into Paul Berry's position as DRC Manager/Operator. In July of 2021 I applied for a job at the DRC and was very happy to have been hired. The role suited me well for many reasons and brought me much joy and entertainment in a short amount of time. Little did I know I would fall into Paul's position in what felt like a short amount of time. Although my career at the DRC has just began I can now understand why Paul was happy to have somebody with a similar outlook on solid waste apply at the DRC.

On the subject of the DRC Labor pool I would like to give massive credit to our new hire Sydney Glasmann who applied this June. Sydney has exceeded all my expectations in regards to the tasks at the DRC. This includes being comfortable around solid waste, becoming fluid in operating our equipment including the Bobcats, our POS system, and being very reliable in her working schedule. I'm not sure what our summer would of looked like without her help. She currently stays busy five days a week here at the DRC.

I also want to acknowledge Paul Dzuby for being available three days a week to help with our operation. Paul Dzuby has done a large amount of sorting and processing of materials that have been floating around the DRC since before my time here. Many of these materials were stock piled on the mound and we have been slowly moving them into our in-flow storage area and finding proper homes for the various grades of materials. My plan is to have things organized well enough that new hires can easily find where these materials go with out mixing them up. The materials I am referencing are things such as copper, brass, stainless, faucets, ect. So once again, thanks to Paul Dzuby for working on this task and being available during the peak season.

I would like to mention Sven Hooson has returned to his summer job at the Sea Wolf but is still in the labor pool.

#### Annual Reports\Data Reports

I currently have no data reports to share. I have not quite learned all the functions our POS system Trashflow has and until I learn more about extracting data from Trashflow I have no data reports. I imagine I will have extra time to experiment with exporting data from Trashflow for my next report.

#### The Mound

As I stated under Labor we have (mainly Paul Dzuby) been working on removing stock piled materials from the mound and placing them in the in-flow storage area of the DRC. This keeps us from having to shuffle things around as we place new balefill. The available space becomes smaller as layers go upwards. This is because the perimeter of every new layer (about three feet in height) is moved inwards a minimum of nine feet. It is very hard to judge exactly how long our existing space will last but I anticipate having a solid plan for adoption in FY2024 which would allow for expansion in the summer of 2024, possibly spring of 2025.

### Equipment

In the beginning of June we had our small yellow GPI baler fail. Specifically(I suspect) the hydraulic pump began to bleed internally on its compression stroke which would cause the baler to “hang” at approximately 1900PSI during its compression stroke. At first I changed the hydraulic oil which had no effect and after a phone call with GPI and having an employee of GPI search high and low for a manual for our old baler we preformed a few adjustments based off the information they shared with no change in performance. GPI no longer makes the exact replacement parts we needed but they have a retrofit kit available which will allow us to upgrade our baler to be on par with their current balers.

Therefor with our GPI baler down we have been solely using our large Cram-a-Lot baler for all baling operations, recycling and non-recycling with satisfactory results. Its hard to estimate the exact ratio between the two balers but it is close to a 4 (GPI sized bales) to 1 (Cram-a-Lot sized bales) if not a 5 to 1 ratio. Using the Cram-a-Lot has proved to be very effective for baling solid waste. Its larger size allows for two people to load the baler at once and it easily fits larger materials as well. We have only been producing one bale of solid waste on days were open as opposed to anywhere from 4-7+ bales with our GPI baler. This means less trips to the mound and simpler shutdown at the end of the day. Using the Cram-a-Lot also keeps the processing of solid waste farther away from the public because the Cram-a-Lot is in the rear portion of the building rather than in the front by the scale. I currently see no reason to go back to our old method of using the GPI for baling solid waste and I believe this is the new normal.

The GPI baler is still important to have in case we ever need a back-up. I plan on utilizing the GPI baler for our slower to accumulate recyclable materials but haven’t had an oppritunity to experiment. This would allow us to ship these materials out more frequently even if the bales are physically smaller.

Our Cram-a-Lot baler has been seeing more use than usual and is definitely due for an overhaul of sorts, mainly welding related. I currently plan on reinforcing the exterior walls of the baler with angle iron to keep them from ballooning outwards any further, welding plates on the floor of the baler (It has many holes), and reinforcing where the turnbuckle mechanism for latching the lower door mounts to the baler walls. The ejection mechanism is bent and broken at its hinge point; currently we use our Bobcats to rip bales out of the chamber. The platen could use some thick plates welded to it as well, because it is also full of holes. I personally have been practicing stick welding with DC using two 12 volt battery’s wired series for a 24 volt circuit and hope to use these skills to repair the baler.

### **Community Chest**

I do not have much to update in regards to the Community Chest other than it has been busy this summer and continues to thrive. Currently the chest has been open three days a week; Monday, Wednesday, and Saturday. I built a new shed roof earlier this quarter and Carolyn Elder built shelves inside. I painted the shed green and donated shingles for the roof and it is a nice addition to the building. When I constructed the shed I noticed some of the 4x4 post supporting the surrounding roofs have began to rot towards the bottom where they are close to the ground. I believe these post should be replaced with pressure treated material sooner than later. Another thing that should be done at the chest before winter comes is to create drainage to stop water from pooling in the parking lot and draining through the fenced area. I believe the best way to accomplish this is to scrape the earth from the left side of the 301 building to allow water to flow that direction and into the ditch behind the Community Chest.

The end, thank you.

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



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

	Jul 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Business License Fees	75.00	3,500.00	-3,425.00	2.1%
Donations	60.00	1,000.00	-940.00	6.0%
<b>DRC Income</b>				
C Chest paid at City Hall	80.00			
Community Chest Sales	1,155.50	13,500.00	-12,344.50	8.6%
Landfill Fees paid @ City Hall	3,155.00			
Landfill Fees/Sales	5,729.82	75,000.00	-69,270.18	7.6%
Recyclable Material Sales	297.05	3,600.00	-3,302.95	8.3%
<b>Total DRC Income</b>	<b>10,417.37</b>	<b>92,100.00</b>	<b>-81,682.63</b>	<b>11.3%</b>
<b>Federal Revenue</b>				
ARPA - 22-LGLR	0.00	35,987.92	-35,987.92	0.0%
Natl Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	152,913.58	130,000.00	22,913.58	117.6%
<b>Total Federal Revenue</b>	<b>152,913.58</b>	<b>210,987.92</b>	<b>-58,074.34</b>	<b>72.5%</b>
<b>Fundraising</b>	<b>0.00</b>	<b>600.00</b>	<b>-600.00</b>	<b>0.0%</b>
<b>Grant Income</b>	<b>0.00</b>	<b>13,000.00</b>	<b>-13,000.00</b>	<b>0.0%</b>
<b>GVFD Income</b>				
Ambulance Billing	-2,271.39	9,000.00	-11,271.39	-25.2%
ASP	50.00	1,500.00	-1,450.00	3.3%
Training	0.00	150.00	-150.00	0.0%
<b>Total GVFD Income</b>	<b>-2,221.39</b>	<b>10,650.00</b>	<b>-12,871.39</b>	<b>-20.9%</b>
<b>Interest Income</b>	<b>160.56</b>			
<b>Lands Income</b>				
Gravel Pit Gravel Sales	18,240.00	40,000.00	-21,760.00	45.6%
<b>Total Lands Income</b>	<b>18,240.00</b>	<b>40,000.00</b>	<b>-21,760.00</b>	<b>45.6%</b>
<b>Lease Income</b>	<b>0.00</b>	<b>16,011.00</b>	<b>-16,011.00</b>	<b>0.0%</b>
<b>Library Income</b>	<b>0.00</b>	<b>500.00</b>	<b>-500.00</b>	<b>0.0%</b>
<b>Marine Facilities Income</b>				
Facilities Usage Fees				
Single Use Fee	35.00			
Facilities Usage Fees - Other	0.00	2,000.00	-2,000.00	0.0%
<b>Total Facilities Usage Fees</b>	<b>35.00</b>	<b>2,000.00</b>	<b>-1,965.00</b>	<b>1.8%</b>
Commercial Vessel Registration				
Kayak Registration	20.00			
Commercial Vessel Registration - Other	500.00	15,000.00	-14,500.00	3.3%
<b>Total Commercial Vessel Registration</b>	<b>520.00</b>	<b>15,000.00</b>	<b>-14,480.00</b>	<b>3.5%</b>
Private Vessel Registration	770.00	5,000.00	-4,230.00	15.4%
Storage Area Fee	160.00	2,250.00	-2,090.00	7.1%
<b>Total Marine Facilities Income</b>	<b>1,485.00</b>	<b>24,250.00</b>	<b>-22,765.00</b>	<b>6.1%</b>
<b>State Revenue</b>				
Community Assistance Program	0.00	80,000.00	-80,000.00	0.0%
Shared Fisheries Business Tax	0.00	632.77	-632.77	0.0%
<b>Total State Revenue</b>	<b>0.00</b>	<b>80,632.77</b>	<b>-80,632.77</b>	<b>0.0%</b>
<b>Tax Income</b>				
Retail Tax Income	111,772.08	415,000.00	-303,227.92	26.9%
Remote Sellers Retail Tax	8,447.67	56,000.00	-47,552.33	15.1%
Room Tax Income	25,874.49	105,400.00	-79,525.51	24.5%
Fish Box Tax	0.00	8,000.00	-8,000.00	0.0%
Penalties & Interest	200.35	1,000.00	-799.65	20.0%

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

	Jul 23	Budget	\$ Over Budget	% of Budget
Tax Exempt Cards	0.00	300.00	-300.00	0.0%
Total Tax Income	146,294.59	585,700.00	-439,405.41	25.0%
Total Income	327,424.71	1,078,931.69	-751,506.98	30.3%
Gross Profit	327,424.71	1,078,931.69	-751,506.98	30.3%
Expense				
Administrative Costs	2,708.66	35,000.00	-32,291.34	7.7%
Advertising	0.00	100.00	-100.00	0.0%
Bank Service Charges	997.90	4,750.00	-3,752.10	21.0%
Building				
Insurance	15,336.68	12,658.62	2,678.06	121.2%
Maintenance & Repair	213.00	4,200.00	-3,987.00	5.1%
Total Building	15,549.68	16,858.62	-1,308.94	92.2%
Contractual Services				
City Engineer	0.00	20,000.00	-20,000.00	0.0%
Ambulance Billing Expense	113.82	1,300.00	-1,186.18	8.8%
Managed IT Services	2,085.00	25,020.00	-22,935.00	8.3%
Contractual Services - Other	1,654.00	37,560.00	-35,906.00	4.4%
Total Contractual Services	3,852.82	83,880.00	-80,027.18	4.6%
Dues/Fees	1,710.02	10,457.00	-8,746.98	16.4%
Economic Development Services				
GVA	41,400.00	41,400.00	0.00	100.0%
Total Economic Development Services	41,400.00	41,400.00	0.00	100.0%
Election Expense	0.00	250.00	-250.00	0.0%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	250.14	2,200.00	-1,949.86	11.4%
Equipment Purchase	0.00	9,950.00	-9,950.00	0.0%
Insurance	298.09	278.86	19.23	106.9%
Maintenance & Repair	2,682.43	6,000.00	-3,317.57	44.7%
Total Equipment	3,230.66	18,428.86	-15,198.20	17.5%
Events & Celebrations	120.00	4,400.00	-4,280.00	2.7%
Freight/Shipping	429.11	31,000.00	-30,570.89	1.4%
Fundraising Expenses	0.00	500.00	-500.00	0.0%
General Liability				
Public Entity Crime Coverage	122.49			
Cyber Liability	2,817.00			
General Liability - Other	14,578.68	20,700.00	-6,121.32	70.4%
Total General Liability	17,518.17	20,700.00	-3,181.83	84.6%
Gravel Pit Fund	0.00	6,000.00	-6,000.00	0.0%
Library Materials				
Donated/Fundraised	0.00	800.00	-800.00	0.0%
Non-Fiction Add/Replacement	0.00	7,700.00	-7,700.00	0.0%
Total Library Materials	0.00	8,500.00	-8,500.00	0.0%
Marine Facilities				
Insurance	5,804.01	2,722.48	3,081.53	213.2%
Maintenance & Repairs	0.00	3,000.00	-3,000.00	0.0%
Total Marine Facilities	5,804.01	5,722.48	81.53	101.4%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses				
Wages	31,495.56	442,498.49	-411,002.93	7.1%

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

	Jul 23	Budget	\$ Over Budget	% of Budget
Payroll Taxes	4,829.96	39,047.21	-34,217.25	12.4%
Paid Time off	1,953.08			
Sick Leave	1,950.94			
Health Insurance (company paid)	2,365.50	26,493.60	-24,128.10	8.9%
Health Insurance Stipend	550.00	9,600.00	-9,050.00	5.7%
457(b) Employer Contribution	0.00	29,220.00	-29,220.00	0.0%
Workers Comp Insurance	7,657.59	8,979.10	-1,321.51	85.3%
Payroll Expenses - Other	0.00	230.00	-230.00	0.0%
<b>Total Payroll Expenses</b>	<b>50,802.63</b>	<b>556,068.40</b>	<b>-505,265.77</b>	<b>9.1%</b>
Professional Services	330.00	15,000.00	-14,670.00	2.2%
Public Relations	0.00	500.00	-500.00	0.0%
Repair & Replacement Fund	0.00	16,595.71	-16,595.71	0.0%
Road Maintenance				
Grading	6,535.00			
Snow Plowing	0.00	65,000.00	-65,000.00	0.0%
Road Maintenance - Other	0.00	85,000.00	-85,000.00	0.0%
<b>Total Road Maintenance</b>	<b>6,535.00</b>	<b>150,000.00</b>	<b>-143,465.00</b>	<b>4.4%</b>
Stipend	0.00	6,000.00	-6,000.00	0.0%
Supplies				
Donated/Fundraised	715.45	800.00	-84.55	89.4%
Program	0.00	2,050.00	-2,050.00	0.0%
Supplies - Other	2,055.93	20,400.00	-18,344.07	10.1%
<b>Total Supplies</b>	<b>2,771.38</b>	<b>23,250.00</b>	<b>-20,478.62</b>	<b>11.9%</b>
Telecommunications	1,550.98	20,412.00	-18,861.02	7.6%
Training	0.00	11,950.00	-11,950.00	0.0%
Travel	0.00	13,700.00	-13,700.00	0.0%
Utilities				
Electricity	733.17	9,700.00	-8,966.83	7.6%
Fuel Oil	0.00	7,900.00	-7,900.00	0.0%
<b>Total Utilities</b>	<b>733.17</b>	<b>17,600.00</b>	<b>-16,866.83</b>	<b>4.2%</b>
Vehicle				
Fuel	91.72	1,200.00	-1,108.28	7.6%
Insurance	3,225.58	3,635.67	-410.09	88.7%
Maintenance & Repair	0.00	2,000.00	-2,000.00	0.0%
Mileage Reimbursement	0.00	2,150.00	-2,150.00	0.0%
<b>Total Vehicle</b>	<b>3,317.30</b>	<b>8,985.67</b>	<b>-5,668.37</b>	<b>36.9%</b>
<b>Total Expense</b>	<b>159,361.49</b>	<b>1,178,508.74</b>	<b>-1,019,147.25</b>	<b>13.5%</b>
<b>Net Ordinary Income</b>	<b>168,063.22</b>	<b>-99,577.05</b>	<b>267,640.27</b>	<b>-168.8%</b>
Other Income/Expense				
Other Income				
Prior-Year Cash Balance	0.00	100,000.00	-100,000.00	0.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>100,000.00</b>	<b>-100,000.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>100,000.00</b>	<b>-100,000.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>168,063.22</b>	<b>422.95</b>	<b>167,640.27</b>	<b>39,736.0%</b>



City of Gustavus  
Balance Sheet  
As of July 31, 2023

	Jul 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	30.54
AMLIP Capital Improv Long-Term (0630598.2)	791,778.40
AMLIP Repair & Replacement (0630598.3)	355,016.17
AMLIP Road Maint - Unencumbered (0630598.4)	250,560.45
AMLIP Gravel Pit Fund (0630598.8)	18,544.00
AMLIP Reserve (0630598.12)	481,255.65
APCM.Endowment Fund	1,472,739.49
FNBA - Checking	1,022,319.82
FNBA Endowment Fund - Checking	63,467.12
Petty Cash	2,780.15
Total Checking/Savings	4,458,491.79
Accounts Receivable	
Accounts Receivable	21,431.75
Total Accounts Receivable	21,431.75
Other Current Assets	
Undeposited Funds	31,324.14
Total Other Current Assets	31,324.14
Total Current Assets	4,511,247.68
Fixed Assets	-8,199.00
<b>TOTAL ASSETS</b>	<b>4,503,048.68</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable	-399.00
Credit Cards	4,792.73
Other Current Liabilities	
Deferred Income	14,670.00
Direct Deposit Liabilities (Direct Deposit Liabilities)	27,985.76
Payroll Liabilities	29,348.03
Total Other Current Liabilities	72,003.79
Total Current Liabilities	76,397.52
Total Liabilities	76,397.52
<b>Equity</b>	
Fund Balance	3,182,680.78
Opening Bal Equity	1,084,743.57
Net Income	159,226.81
Total Equity	4,426,651.16
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,503,048.68</b>

**Accounts Receivable Detail****As of 07/31/2023**

\$3,612.00	Delinquent Sales Tax
\$12,471.69	Ambulance Transport Billing - In Progress
\$4,973.33	Fish-Box Tax Deferred Income
\$374.73	Net of Other Customer Account Balances
<b>\$21,431.75</b>	<b>Total</b>

**FNBA Checking Account - Unrestricted Funds Balance****As of 07/31/2023**

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: **\$1,022,319.82**

Obligated Funds Currently in Checking Account:

MF	CP18-01 Salmon River Harbor	<b>(\$9,856.96)</b>
Roads	CP18-02 Wilson Rd Drainage	<b>\$0.00</b>
Admin	CP19-03 Gustavus Beach Improv.	<b>(\$5,339.30)</b>
DRC	CP19-06 DRC Composting Facility	<b>(\$79,443.50)</b>
Library	CP19-08 Library Roof/Awning/Shed	<b>(\$39,495.00)</b>
Admin	CP21-02 Refurbish Old P.O.	<b>(\$6,730.67)</b>
Roads	CP21-03 Good River Bridge Repairs	<b>(\$3,665.54)</b>
MFC	CP21-04 MFC Building at SRBH	<b>(\$1,323.29)</b>
DRC	CP21-05 DRC Main Bldg Replacement: Design	<b>(\$1,786.60)</b>
MF	CP21-06 Fish Waste Disposal	<b>(\$2,980.03)</b>
GVFD	CP22-01 Structural Fire Gear	<b>\$0.00</b>
MFC	CP22-02 Marine Facility Vessel	<b>(\$30,000.00)</b>
Beach	CP22-03 Beach Hardened Trail	<b>(\$13,000.00)</b>
Admin	CP22-04 Septage Storage Facility	<b>(\$5,608.08)</b>
GVFD	CP23-01 Radio Tower	<b>(\$38,735.88)</b>
Roads	CP23-02 Cul de sac Improvement	<b>(\$20,158.70)</b>
Library	FY23 PLA Grant	<b>\$32.39</b>
Library	SoA OWL Internet Subsidy	<b>(\$2,460.00)</b>
Roads	USFWS Chase Drvwy	<b>(\$251.02)</b>

Unrestricted Funds: **\$761,517.64**

**Pending Transfers:**

FY24-02	Capital Project Funding to AMLIP Cap Project Current	\$243,936.91	Public Hearing	8/14/2023
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Per the Unrestricted Fund Balance Policy (Res. CY18-18), the unrestricted fund balance should be 17-35% of the

FY24 budgeted operating expenses:	<b>\$1,173,108.74</b>
25% =	<b>\$293,277.19</b>
17% =	<b>\$199,428.49</b>
35% =	<b>\$410,588.06</b>

## CITY ADMINISTRATOR'S REPORT August 2023 General Meeting

- We are still extremely busy and at times overwhelmed as we continue to be short-staffed. But there is light! We recruited for, reviewed applications, scheduled and conducted interviews for Administrative Librarian. We had two great candidates but chose Melisa Gomb for her many years of library experience including the local project of cataloguing specific collections. However, we encouraged the other candidate to make an application for the City Clerk and she did. We have made her an offer and she has accepted. She won't be able to start full time until Approval for her hire will be before you for at the general meeting next week.
- Septage update - Trevor Richards from Juneau Septic has made more trips since the last report but we are awaiting his July report to see how many
- Additional research and gathering of information requested by our attorney. Also sent him various correspondence on this issue and requested information from him about surveillance cameras.
- Worked with the NPS to see availability of specific hazmat equipment until ADOT can advise us when they will be moving forward with a plan to collect the annual amount of PFAS provided for in the bill that was passed last legislative session.
- Concern over language on the Civil Work Permit and disagreement with stipulations. Attempting to resolve but need to do further research. If you have any questions please let me know. If necessary I will bring it to council when research is complete to review.
- Continue to attend weekly "Office Hours" meetings with Alaska Municipal League where they review various upcoming grants and infrastructure funding notices.
- With the Acting Clerk, we have been conferring with Council Member Owens who has stepped up to assist with election paperwork and processes. Thank you for taking this on. It's a lot of work.
- Continue to report incidents to the Alaska State Troopers regarding vandalism and theft at the beach. Worked with ADOT on request for a resolution in support of airport upgrades to the gates access system.
- We are still waiting for construction to begin on the Library Shelter Project. John Barry is working with the contractor who is waiting for precast footings and other materials for the shelter.
- Researched originations of the port fee to help to respond to Karla Hart's request regarding the fee and why AMHS staff continue to put forth that the fee was originated by the City. Provided her information including the email from Craig Tornga of AMHS.
- This month there has been an abundance of general correspondence and assistance with citizens and other organizations.

Any comments, questions, or suggestions?

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY24-03NCO**

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

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

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

**Section 2.** For the Fiscal Year of 2024, the following City held account balance transfers are to be made for the reasons stated.

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

<b>CITY HELD ACCOUNTS</b>	<b>Amounts</b>		
	<b>Account Balance*</b>	<b>Amended Balance</b>	<b>Change</b>
FNBA Checking Account	\$ 984,734.40	\$ 684,734.40	<\$ 300,000.00>
<i>Capital Project funds from are being moved to AMLIP accounts per the City's new Restricted Funds and AMLIP policy and new City Banking policy.</i>			
AMLIP Reserve	\$ 479,641.39	\$ 779,641.39	\$ 300,000.00
<i>*Approximate, this is a dynamic value.</i>			

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Total Change in City Held Account Balances	\$ 0.00
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**Section 4.** The City held accounts are hereby amended as indicated.

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

**DATE INTRODUCED:** August 14, 2023

**DATE OF PUBLIC HEARING:** September 18, 2023

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Kathy Leary, City Administrator

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY24-04NCO**

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

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

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

**Section 2.** For the Fiscal Year of 2024, the following City held account balance transfers are to be made for the reasons stated.

**Section 3.** For the Fiscal Year of 2024, City held accounts are amended to reflect the changes as follows:

**Amounts**

<b>CITY HELD ACCOUNTS</b>	<b>Account Balance*</b>	<b>Amended Balance</b>	<b>Change</b>
FBNA Checking account <i>*Approximate, this is a dynamic value.</i>	\$1,016,580.61	\$1,000,034.90	<\$ 16,545.71>
AMLIP – Repair & Replacement <i>FY24 budgeted expenses for contributions to a Repair and Replacement Fund for every department.</i>	\$ 355,016.17	\$ 371,561.88	\$ 16,545.71

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Total Change in Account Balances	\$ 0.00
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**Section 4.** The FY24 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:** August 14, 2023

**DATE OF PUBLIC HEARING:** September 18, 2023

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_th day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Karen Platt, Acting City Clerk

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY24-05NCO**

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

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

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

**Section 2.** For the Fiscal Year of 2024, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change		
	Account Balance*					
	*Approximate, this is a dynamic value.					
AMLIP Gravel Pit Fund	\$	18,544.00	\$	24,544.00	\$	6,000.00
Contribution to this AMLIP account per the FY24 approved budget.						
FNBA Checking Account	\$	1,016,580.61	\$	1,010,580.61	<\$	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 14, 2023

**DATE OF PUBLIC HEARING:** September 18, 2023

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_th day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Karen Platt, Acting City Clerk

Calculation of Endowment Fund Grant Amount for 2023 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 31<sup>st</sup> 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 257.938 for first half of 2023 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).  $257.938 / 165.6 = 1.558$

c) Multiply the original value of the Fund (\$963,000) by the multiplier determined in step b.  $\$963,000 \times 1.558 = \$1,499,965.54$

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, 2023 was \$1,472,739.49

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, 2023 were:

$\$1,472,739.49 - \$1,499,965.54 = \$<27226.05>$

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, 2023 is calculated as:

June 2023:	\$1,472,739.49
June 2022:	\$1,441,997.18
June 2021:	\$1,637,337.02
June 2020:	\$1,473,942.38
June 2019:	\$1,466,213.91
Average:	\$1,498,249.52
3% of Average:	\$44,947.49

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 \$44,750.07. The Excess Earnings amount is \$<27,226.05>. The lesser of the two is \$<27,226.05>. Unused grant funds remain from previous years for an additional \$10,000.00, so \$10,000.00 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 FY24-02NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2023**

**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 2023, the following City held account balance transfers are to be made for the reasons stated.

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

<b>CITY HELD ACCOUNTS</b>	<b>Amounts</b>		
	<b>Account Balance*</b>	<b>Amended Balance</b>	<b>Change</b>
FNBA Checking Account	\$ 802,678.11	\$ 558,741.20	<\$ 243,936.91>
<i>Capital Project funds from are being moved to AMLIP accounts per the City's new Restricted Funds and AMLIP policy and new City Banking policy.</i>			
AMLIP Capital Improv - Current	\$ 30.54	\$ 243,936.91	\$ 243,906.37
<i>*Approximate, this is a dynamic value.</i>			

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Total Change in City Held Account Balances	\$ 0.00
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**Section 4.** The City held accounts are hereby amended as indicated.

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

**DATE INTRODUCED:** June 17, 2023

**DATE OF PUBLIC HEARING:** August 14, 2023

**PASSED** and **APPROVED** by the Gustavus City Council this \_<sup>th</sup> day of August, 2023.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Ben Sadler, City Treasurer

\_\_\_\_\_  
Attest: Kathy Leary, City Administrator

**CITY OF GUSTAVUS, ALASKA**  
**RESOLUTION CY23-09**

**A RESOLUTION BY THE CITY OF GUSTAVUS SUPPORTING THE ALASKA DEPARTMENT  
OF TRANSPORTATION AND PUBLIC FACILITIES AIRPORT FENCE UPGRADE PROJECT.**

**WHEREAS**, the State of Alaska Department of Transportation and Public Facilities owns, operates, and maintains the Gustavus Airport; and,

**WHEREAS**, the Gustavus Airport is very large with a large fence line and several access points; and,

**WHEREAS**, access points must be controlled and efficiently audited; and,

**WHEREAS**, gates and sections of fence are worn out and are beyond their service life: and,

**WHEREAS**, in addition to security, wildlife is also an issue with moose, bear, and other mammals; and.

**WHEREAS**, safe and efficient and safe operation of the airport in accordance with all State of Alaska and Federal regulations is essential to meeting the needs of the air-travelling public in Gustavus.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Gustavus, Alaska supports and encourages the Alaska Department of Transportation and Public Facilities project to upgrade airport fence gates at the Gustavus Airport to improve safety and the efficiency of operation.

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_<sup>th</sup> day of \_\_\_\_\_, 2023, and effective upon adoption.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Karen Platt CMC, Acting City Clerk

**Dan Kennedy**  
**MAYOR**  
[citytke@gmail.com](mailto:citytke@gmail.com)

**P.O. Box 52**  
**Tenakee Springs, Alaska 99841**  
**Phone 907-736-2207**  
**Fax 907-736-2249**

July 19, 2023

Kathy Leary  
City Administrator  
City of Gustavus, Alaska

**Re: City of Tenakee Springs on SB 1889**

Dear Ms. Leary,

Below is a brief summary of the City of Tenakee Springs' interactions with Senator Murkowski and the Cedar Group, regarding Senate Bill 1889.

Last year, and again in 2023, we worked with Murkowski staff and the Cedar Group in good faith to:

1. create replacement land selections for about 2,500 acres, or approximately 11% of the total 23,040 acres proposed for conveyance to the Tenakee Urban Corporation in SB 1889; and
2. provide watershed protections for key salmon habitat on lands on the southwest side of Tenakee Inlet.

As of the date of this summary, Senator Murkowski has not yet made these modest requested changes. Additionally, Senator Murkowski has included an unrelated BLM land conveyance of ½ acre that benefits only a few Tenakee residents, and which the City of Tenakee Springs did not agree to.

This proposed ½ acre conveyance to the City of Tenakee Springs gives the appearance of Tenakee support for SB 1889. That is untrue. We oppose SB 1889 as currently written, and will continue to oppose it unless our 2,500 acres of land adjustments are implemented, and watershed protections are added for the absolutely critical cold water salmon streams southwest of Tenakee Inlet.

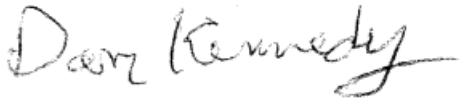
- Mayor and council members and the public met with Senator Murkowski in September of 2022 in Tenakee Springs to discuss Tenakee's position on a bill proposed by the Senator to create five new SE Alaska Urban Native Corporations, one of which would occur in and around Tenakee Springs. The city also discussed several other concerns including our unfinished hydro electric project, BLM land lease issues, our helipad, and garbage issues.
- During this meeting, the city made it clear that we were not opposed to righting past wrongs to native populations, nor would we oppose this bill if protection for our southwest shore salmon watersheds could occur as a compromise/offset for the huge impact that privatizing 23,040 acres in and around Tenakee Inlet would have.
- It has been a longstanding position of the city to defend our southwest inlet shores and headwaters watersheds from development, since they are unique and vitally important salmon rearing habitat. We provided stream temperature data collected over 17 years indicating the special importance of these watersheds, as compared to watersheds elsewhere in SE Alaska. Notably, they provide fresh, cold water from north facing slopes that is critical to salmon health and survival in our warming climate. They are

some of the best remaining salmon streams in SE Alaska.

- As stated at the outset, we urged Senator Murkowski to amend her bill to make approximately 2,500 acres of “tweaks” to the total 23,040 acres the Tenakee Urban Corporation would receive in the bill. The most important adjustments were to move selections out of Crab Bay, Seal Bay, and at the head of the inlet. This would relocate fewer than 11% of the original land selection acres, and grant the Tenakee Urban Corporation the exact same number of acres (23,040 acres) as they originally requested. The second change would provide for LUD II protected land status for the critical salmon streams on the southwest shore of Tenakee Inlet.
- Over the next several months, City Council members met and worked with Murkowski staff and the Cedar Group to come up with alternative land selections so that roughly 2,500 of original SB 1889 selections in Crab Bay, Seal Bay, and the head of Tenakee Inlet (Pegmatite) would be removed and replaced by lands chosen by the Urban Corporation in Freshwater Bay. Additionally, our council members worked to have the area selected at Game Connect to be slightly modified to move the selection away from a potential road connection between Hoonah and Tenakee.
- While it is true that no promises were made by Murkowski staff or the Cedar Group, our council members and mayor felt that the alternative land selections would be agreed to because they are very minor. Throughout the winter and spring, council members were in contact with Murkowski staff to inquire about the statues of the bill, and numerous times requested that we be informed if the bill was going to be introduced and if Tenakee’s watershed protection proposal was included. We were told we would be informed.
- In February of 2023, Murkowski staff visited Tenakee to further discuss the bill and indicated that they were working on a proposal for a BLM land conveyance of approximately ½ acre to the City of Tenakee Springs, which was one of several issues besides the Landless Native bill the mayor and council had discussed with Senator Murkowski during her fall visit.
- In April of 2023, Mayor Kennedy received an email from Murkowski staff indicating that the Senator felt comfortable pursuing a legislative fix to convey the land to the city without cost to the city. Mayor Kennedy replied by email that it seemed like a good solution to the BLM land lease issues and told Murkowski staff he would bring the proposal to the City Council about accepting ownership of the BLM lands.
- The city received more details of the land conveyance proposal, which now included costs to be paid by the city and restrictions to the management/lease arrangements to be conducted by the city. Our City Council reviewed the proposal at the April meeting and decided to table the discussion until more information could be gathered. At the following City Council meeting, we still had the original vague proposal and no additional information, so the City Council once again tabled the item to get clarification. Our council at this time had more questions than answers regarding the BLM land conveyance proposal.
- **On June 7<sup>th</sup>, 2023, the city learned that Senate Bill 1889 had been introduced by Senator Murkowski. As currently drafted, SB 1889:**
  1. **does not honor our request for 2,500 acres of land adjustments/tweaks; and**
  2. **does not contain any protection for the critical watersheds southwest of Tenakee Inlet and at the head of the inlet; and**
  3. **did not modify the Game Creek Connection parcel AND included the ½ acre BLM land conveyance which we never agreed to and do not support.**

In June of 2023, by phone call and then with a follow-up letter to Murkowski and staff, I, Mayor Kennedy, informed the Senator that the **city would oppose the bill as currently written, and reiterated Tenakee's position to protect the world class salmon rearing watersheds, and furthermore insisted on removal of the Tenakee BLM land conveyance portion of the bill.**

Thank you for your time and consideration,

A handwritten signature in cursive script that reads "Dan Kennedy".

Dan Kennedy, Mayor  
City of Tenakee Springs