



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Monday, March 10, 2025 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

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

CITY HALL

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

AGENDA

VIRTUAL MEETING INFORMATION

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

ID: 515 501 9406 **PASSCODE:** 2145 **TEL:** 253-215-8782

ROLL CALL

Reading of the City of Gustavus Mission Statement

APPROVAL OF MINUTES

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

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

3. Library Quarterly Report
4. Gustavus Visitors Association Quarterly Report
5. Conservation Lands Advisory Committee Quarterly Report
6. Policy Advisory Committee (Endowment Fund) Monthly Report
7. City Treasurer Monthly Report
8. City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

9. Approve updated scoping document for the Gravel Pit

ORDINANCE FOR PUBLIC HEARING

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

UNFINISHED BUSINESS

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

NEW BUSINESS

12. Appointment and swearing in of new City Council Member to fill seat D, term expiring 10-13-2025
13. Accept resignation of City Council Member Patrick effective 03-03-2025

- [14.](#) CY25-05 Cost of Living Adjustment
- [15.](#) CY25-04 Clarifying the Role of the City of Gustavus and the Southeast Alaska land trust in the Gustavus Natural Lands Lease Project
- [16.](#) Approve updated scoping document for the Conservation Lands Advisory Committee Beach Meadows Project
- [17.](#) Approve scoping document for community outdoor furniture enhancements
- [18.](#) Approve Policy Committee Appointments

CITY COUNCIL REPORTS

- [19.](#) Mayor Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

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

ADA NOTICE

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

MISSION STATEMENT

The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.



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Monday, February 10, 2025 at 7:00 PM
Gustavus City Hall

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Council Members: Susan Warner, Rachel Patrick
Brian Taylor, Lucas Beck, Mike Taylor

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MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/bdd8ye5a>

ID: 515 501 9406

PASSCODE: 99826

TEL: 253-215-8782

ROLL CALL

PRESENT

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

ABSENT

Council Member Rachel Patrick (excused)
Council Member Brian Taylor (not excused)



Reading of the City of Gustavus Vision Statement

Vision Statement read by Council Member M. Taylor.

APPROVAL OF MINUTES

- 01-13-2025 General Meeting Minutes

Motion made by Vice Mayor Owens to approve by unanimous consent the 01-13-2025 Meeting Minutes.

Seconded by Council Member Beck

Public Comment: None

Council Comment: None

Hearing no objections, the 01-13 -2025 General Meeting Minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

City of Gustavus, Alaska
City Council General Meeting Minutes - PENDING
February 10, 2025
Page 1 of 10

There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

2. Disposal and Recycling Center Quarterly Report
Disposal and Recycling Center Manager/Operator, Ian Barrier submitted a written report and provided an oral summary.
Clarifying Questions:
Vice Mayor Owens
Council Member M. Taylor
3. City Treasurer Monthly Report
City of Gustavus City Treasurer, Ben Sadler provided monthly financial documents and gave an oral summary.
Clarifying Questions:
Council Member M. Taylor
Council Member Warner
Mayor McLaughlin
City Administrator Leary
4. City Administrator Monthly Report
City of Gustavus City Administrator, Kathy Leary provided a written report and provided an oral report.
Clarifying Questions: None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

5. Approve Policy Committee Appointments
6. FY25-13 NCO Introduction Capital Improvement Long Term Transfer (Public Hearing 03-20-2025)

Council Member Warner requested to remove item number 5, the appointments to special policy committee from the consent agenda.

Motion made by Vice Mayor Owens to adopt the consent agenda by unanimous consent minus item number 5.

Seconded by Council Member M. Taylor

Hearing no objections, the motion passed.

ORDINANCE FOR PUBLIC HEARING

7. FY25-07 Providing amendment of 1.03.020 Procedures for resolution (Introduced 01-13-2025)

Mayor McLaughlin opened the public hearing at 7:24 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:24 PM.

Motion made by Vice Mayor Owens to approve FY25-07 1.03.020 Procedures for resolution introduced on 01-13-2025.

Seconded by Council Member Warner

Council Debate: None

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

5 yea / 0 nay

Motion Passed

8. FY25-08 Providing amendment of 2.40.030 Order of business (Introduced 01-13-2025)

Mayor McLaughlin opened the public hearing at 7:27 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:27 PM.

Motion made by Council Member Warner to approve FY25-08 Providing amendment of 2.40.030 Order of business introduced 01-13-2025.

Seconded by Council Member M. Taylor

Council Debate: None

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

5 yea / 0 nay

Motion Passed

9. FY25-10 Providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator (Introduced 01-13-2025)

Mayor McLaughlin opened the public hearing at 7:29 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:29 PM.

Motion made by Vice Mayor Owens to approve FY25-10 Providing amendment of 2.50.010 City Clerk and Treasurer, 2.50.050 Internal Control, 2.50.070 City Administrator introduced 01-13-2025.

Seconded by Council Member Warner

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

10. FY25-11 Providing amendment of 4.08.010 Annual Financial Statement (Introduced 01-13-2025)

Mayor McLaughlin opened the public hearing at 7:30 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:31 PM.

Motion made by Council Member Beck to approve FY25-11 Providing amendment of 4.08.010 Annual Financial Statement introduced on 01-13-2025.

Seconded by Council Member M. Taylor

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

11. FY25-12 Providing amendment of 2.40.140 Telephonic participation (Introduced 01-13-2025)

Mayor McLaughlin opened the public hearing at 7:32 PM.

Public Testimony: None

Mayor McLaughlin closed the public hearing at 7:32 PM.

Motion made by Council Member M. Taylor to approve FY25-12 Providing amendment of 2.40.140 Telephonic participation introduced 01-13-2025.

Seconded by Council Member Warner

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

UNFINISHED BUSINESS

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

Motion made by Vice Mayor Owens to postpone introduction of FY25-09 providing amendment of 2.40.150 Committees to a time certain, March 10th, 2025, Gustavus City Council General Meeting.

Seconded by Council Member Beck

Council Debate:

Vice Mayor Owens

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

5 yea/ 0 nay

Motion Passed.

NEW BUSINESS

5. Approve Policy Committee Appointments

Point of information: Vice Mayor Owens- Can each of the names be segregated out and voted on individually? - answer- One can make a motion to amend the presented appointments, first there need to be a main motion to bring it to the floor

Motion made by Council Member Beck to approve the appointments of the special policy committee.

Seconded by Council Member M. Taylor

Council Debate:

**Clerk note- Vice Mayor Owens made a motion, it did not receive a second and therefore died.*

Council Member Warner

Motion made by Council Member Warner to postpone to time certain March 10, 2025 General Meeting.

Seconded by Vice Mayor Owens

Council Debate:

Council Member Warner

Vice Mayor Owens

Council Member M. Taylor

Mayor McLaughlin

Council Member Beck

Council Member Warner

Mayor McLaughlin

Council Member M. Taylor

Voting Yea: Vice Mayor Owens, Council Member Warner

Voting Nay: Mayor McLaughlin, Council Member Beck, Council Member M. Taylor

2 yea/ 3 nay

Motion Failed.

Back to Main Motion:

Council Debate Continued:

Vice Mayor Owens

Motion made by Vice Mayor Owens to amend the motion to have individual vote on each of the 4 nominations.

Seconded by Council Member Warner

Council Debate:

Point of Order: City Administrator does it (the motion to amend) align with the resolution, in making individual votes. answer - the ordinance says the council is to ratify the appointments made by the mayor.

Point of Information: Mayor McLaughlin- What does it mean to ratify? answer - to approve the item by vote

Council Member M. Taylor

Point of Information: Council Member Beck- do I have to vote on my own appointment it feels weird when other folks don't have the option vote on theirs - Answer - no, probably best to abstain, we would still have a quorum.

Mayor McLaughlin

Motion made by Mayor McLaughlin to recess for 5 minutes.

Second by Council Member Warner

Hearing no objections the motion to recess was approved by unanimous consent

Mayor McLaughlin called the Council back to session at 8:04pm.

Mayor McLaughlin rules the motion out of order.

**Clerk note - ruling made on the basis it would set the city of for possible defamation of character because each name would be debated and wants to review further.*

Back to main motion:

Council Debate Continues:

Council Member M. Taylor

Motion made by Council Member M. Taylor to postpone this item to time certain of the March 10, 2025 general meeting.

Seconded by Vice Mayor Owens

Council Debate:

Council Member Beck

Motion made by Council Member Beck to amend the motion to postpone the item until time certain of a special meeting prior to the March 10th, 2025 general meeting.

Seconded by Mayor McLaughlin

Council Debate:

Council Member M. Taylor

Voting Yea: Mayor McLaughlin, Council Member Beck, Council Member M. Taylor

Voting Nay: Vice Mayor Owens, Council Member Warner

3 yea/ 2 nay

Motion ~~Passed~~ Failed. (see point of order below)

Point of Order by Council Member M. Taylor - a motion must have 4 yea votes to pass.

Motion made by Mayor McLaughlin to recess for 5 minutes.

Seconded by Council Member Warner

Hearing no objection the motion passed by unanimous consent.

Mayor McLaughlin called the meeting back in session from recess at 8:16 pm.

Answer to point of order - well taken

**Clerk note: Correction - The motion to postpone to time certain to a special meeting failed.*

Back to motion (to postpone till time certain March 10, 2025)

Council Debate continued:

Mayor McLaughlin

Council Member Warner

Mayor McLaughlin

Council Member M. Taylor

Council Member Beck

Voting Yea: Vice Mayor Owens, Council Member Warner, Council Member M. Taylor

Voting Nay: Mayor McLaughlin, Council Member Beck

3 yea/ 2 nay

Motion Failed.

Back to main motion (to approve appointments to the Special Policy Committee)

Council Debate Continued:

Council Member Beck

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

Voting Nay: Council Member Warner

4 yea/ 1 nay

Motion Passed.

13. Renew Special Land Use Permit with the Gustavus Community Garden

Motion made Mayor McLaughlin to approve renewing the Special Land Use Permit with the Gustavus Community Garden

Seconded by Council Member M. Taylor

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

14. Girl Scouts of Alaska Troop 23032 Endowment Fund Grant - Requesting 90% of funding in advance

Motion made by Council Member M. Taylor to approve Girl Scouts of Alaska Troop 23032 Endowment Fund Grant request to receive 90% of funding in advance.

Seconded by Vice Mayor Owens

Public comment: None

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

15. CY25-03 Submission of Capital Projects Submission and Information System (CAPSIS) to the Alaska Legislature

Motion made by Council Member Beck to adopt resolution CY25-03 Submission of Capital Projects submission and information system (CAPSIS) to the Alaska Legislature.

Seconded by Vice Mayor Owens

Public comment: None

Council Debate: None

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

5 yea/ 0 nay

Motion Passed.

16. Accept resignation of City Council Member B. Taylor effective 03-09-2025

Motion made by Council Member M. Taylor to accept the resignation of Council Member Brian Taylor effective 03-09-2025.

Seconded by Council Member Beck

Public comment: None

Council Debate:

Council Member M. Taylor

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

5 yea/ 0 nay

Motion Passed.

CITY COUNCIL REPORTS

17. National League of Cities/Washington DC trip update
Council Member B. Taylor submitted a written report.

18. Mayor's Monthly Report
Mayor McLaughlin submitted a written report and provided an oral summary.

CITY COUNCIL QUESTIONS AND COMMENTS

Vice Mayor Owens - We will be accepting application for a City Council Member

Council Member Warner - Tea with Mayor, OMA?

PUBLIC COMMENT ON NON-AGENDA ITEMS

Renee Patrick - Thanking the City Council

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 8:37 PM.

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

ADA NOTICE

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VISION STATEMENT

We envision a distinctive community:

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

Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date



CITY OF GUSTAVUS CITY COUNCIL SPECIAL MEETING

Monday, March 03, 2025 at 5:00 PM
Gustavus City Hall

COUNCIL MEMBERS

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

CITY HALL

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

MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/4r6eejdy>

ID: 515 501 9406

PASSCODE: 2145

TEL: 253-215-8782

ROLL CALL

PRESENT

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

ABSENT

Council Member Rachel Patrick (not excused)
Council Member Brian Taylor (not excused)



Mission Statement

Mission statement read by Council Member Beck.

NEW BUSINESS

1. Update on the City of Hoonah's Petition to Dissolve the City of Hoonah and Incorporate the Xunaa Borough

Mayor McLaughlin provided an oral update about the City of Hoonah's petition to dissolve the City of Hoonah and Incorporate the Xunaa Borough.

EXECUTIVE SESSION

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

Motion made by Council Member M. Taylor to enter in executive session under AS 44.62.310(c) to discuss litigation strategies and give direction to attorney on whether to appeal the Local Boundary Commission's granting of Hoonah's petition

City of Gustavus, Alaska
City Council Special Meeting Minutes - PENDING
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to Dissolve the City of Hoonah and Incorporate the Xunaa Borough to the Alaska Superior Court.

Seconded by Council Member Warner

Hearing no objections, the motion passed by unanimous consent.

Mayor McLaughlin closed the General Meeting and Opened the Executive Session at 5:06 P.M.

At this point the Clerk assigned all city council participants to a breakout room and left all members of the public in the general room.

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

Seconded by Council Member Beck Hearing no objections, the motion passed by unanimous consent.

Mayor McLaughlin closed the Executive Session and opened the General Meeting at 5:50P.M.

PUBLIC COMMENT ON NON-AGENDA ITEMS

James Kearns - Pave Wilson Road and put in a wave barrier at the dock

ADJOURNMENT

Adjournment

With no further business and hearing no objections, the meeting was adjourned at 5:53 PM.

POSTED ON: February 26, 2025 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date

Quarterly Staff Report — March 2025

Gustavus Public Library : 907.697.2350

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

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

Fourth quarter general Library statistics

	December	January	February
Books Checked Out	333	382	218
Movies Checked Out	26	176	107
Interlibrary Loans Checked Out	24	4	12
Digital Materials Checked Out	1904	1923	1909
Other Materials Checked Out	45	67	23

Programming/Events for Autumn 2024 through spring of 2025

- Silent Book Club – 2nd and 4th Tuesdays at the Library, 4:30 pm
- The Plein Aire painters have taken a break from meeting at the library but may return when the situation presents itself
- Banjo Lessons- Thursdays
- Library Band– Thursdays
- The Maker Meetings- Wednesday Evenings
- Story Walk Trail with New Books Monthly
- AA and other 12 Step Programs have also taken a break but we look forward to their return
- Babies Read (newborn to 36 months) with Kate!
- Story hour for K-2nd grades on Wednesdays
- Story hour for 3-5th grades on Thursdays

One of our programs, the **1000 books before Kindergarten Challenge**, is taking a break for the month of March. We continue to engage with new parents hoping to accommodate meeting times that will work for everyone. We are always looking for volunteers who would enjoy being involved in this program to help our little ones become readers, so please reach out if you are interested!

Status of Active or Upcoming Grants

We continue to have funds available from the \$10,000 **Community Foundations Grant** that we originally received in April of 2022. This fund has been crucial to funding Library Literacy Camps along with the Funding of Books for Babes and 1000 Books Before K. We still have funds for this grant because, though the employee hours and the supplies are paid for by the grant, most campers pay tuition to attend these programs. We also offer scholarships for those who can't afford the tuition fees.

We are always looking for new ways to engage with the community on what kinds of camps and programs are desired (and needed) while school is out of session in the summer. If you have any ideas, please reach out to Nina Valadez to discuss.

The Library has applied for a grant from the **NFPA Education and Technology foundation** in order to offer a 2-week engineering summer camp/ program that is based on the fluid dynamic course Geneva Mottet, a seasonal local, has developed and taught in surrounding communities. We have reached out to Hoonah, Juneau, and are looking at other communities so this event can be well attended (even through Zoom) as it presents the students with an opportunity to interact with the University of Alaska and find out more about engineering opportunities and education within the state.

Those who take the class will have the skills to participate in the **Arctic Innovation Competition (AIC)** and will be connected with other young people around the state interested in STEM. The format is a hands-on science and engineering course for homeschoolers, character school students, and other 6-12th grade students within rural Alaska. Geneva will be teaching it in person here in Gustavus so please send any 6th-12th grade students interested our way for a very fun class!

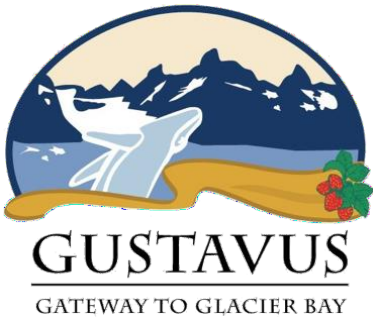
Our **PLA (Public Library Assistance) Grant** which was thankfully awarded our typical \$7000 for FY25, is being used to budget for materials (books, periodicals, DVDs, etc.) and continues to be expended on a monthly basis.

Regarding our OWL (Online With Libraries) grant, this year we were granted \$1800 rather than our past allotment of \$1500. Combined with our Library E-rate discount, we are paying significantly less than in the past. We have signed a 5-year contract to lock this pricing in.

On another note, we want to express the dedication of our volunteers! Even with a lot of volunteers traveling, other volunteers are jumping in and helping us cover the desk. Winter is always more difficult to get coverage. If you or anyone you know is interested in becoming a volunteer, please reach out.

Thank you to our City Council!

We appreciate all your efforts on behalf of Gustavus.



Gustavus Visitors Association March 1, 2025 Quarterly Report

City of Gustavus Quarterly reports due:

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

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

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

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

**This report reflects activities within the GVA from December 2024 through February 2025
and projected goals and objectives for March through May 2025.**

Packet Includes:

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

Gustavus Visitors Association Board of Directors:

President: Leah Okin

Vice President: Open seat
Secretary: Cam Cacioppo
Treasurer: Hillery Lesh
Director: Curtis Linblom
Director: Natalie Vaz
Member at large: open seat

Employed Positions:

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

Mission Statement

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

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

Organizational Structure: Non-profit Corporation


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

Funding Source

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

Completed to task this quarter – December, January & February


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



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

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

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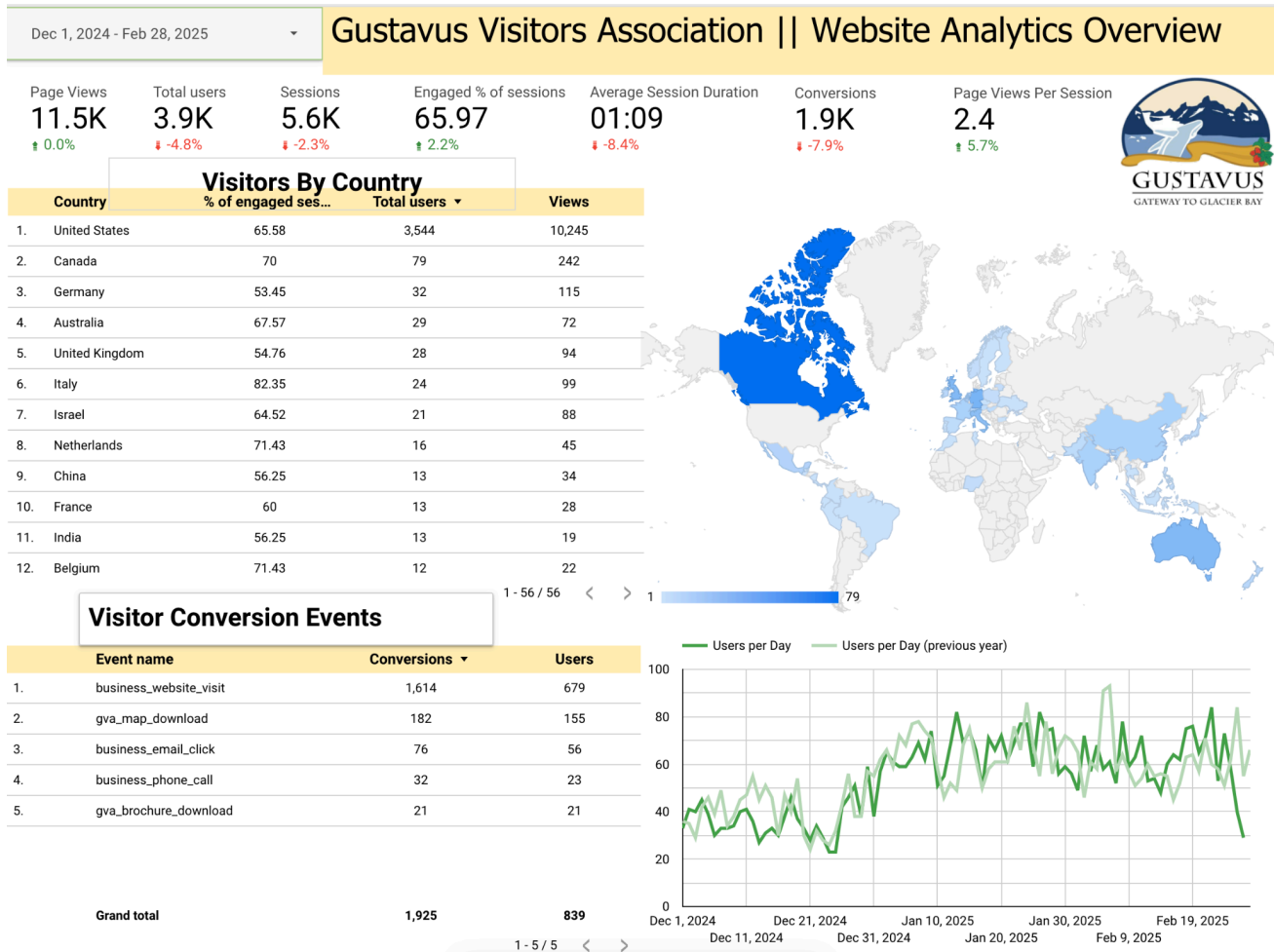


Analytics of GVA Website

Third quarter – December 1st 2024 through February 28th, 2025

Screen captures here show up to February 27th

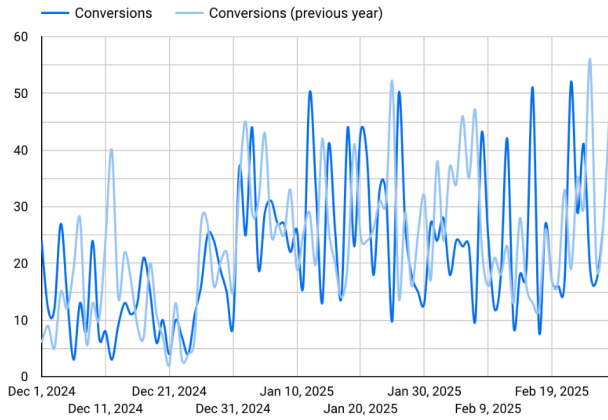
[View the live and interactive report here](#)



- Percentage change comparisons are against the same period in the prior year. Mostly we've seen activity that's in line with our normal, an uptick in visitor activity as we enter the new year.

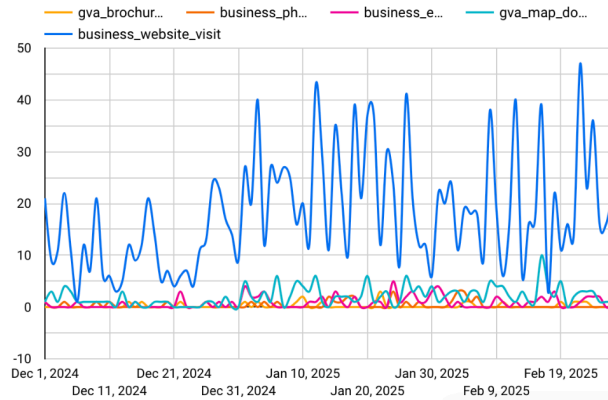
Dec 1, 2024 - Feb 28, 2025

Conversion Events



Event name	Total users	% Δ	Conversions	% Δ
1. business_website_visit	678	-25.2% ↓	1,611	-10.5% ↓
2. gva_map_download	155	-12.9% ↓	182	-1.6% ↓
3. business_email_click	56	80.6% ↑	76	123.5% ↑
4. business_phone_call	23	-28.1% ↓	32	-27.3% ↓
5. gva_brochure_downlo...	21	-4.5% ↓	21	-16.0% ↓

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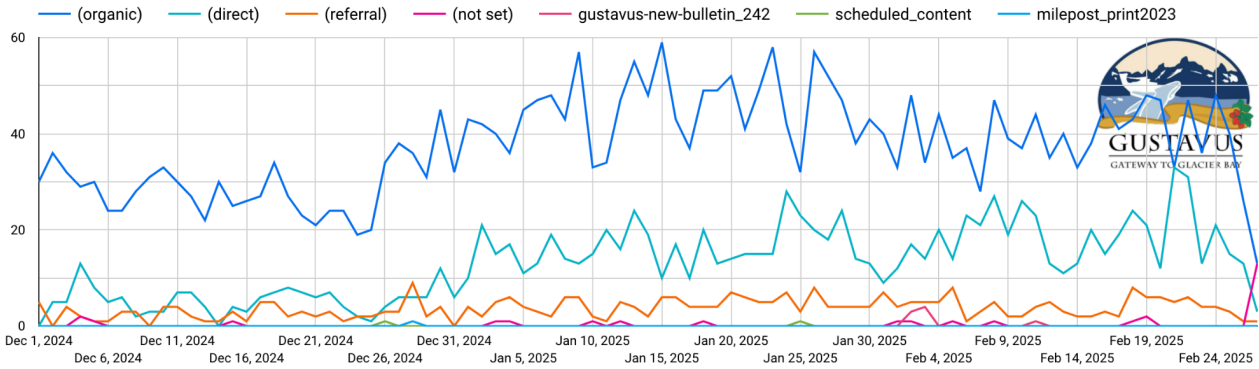
Business Display Name	# of Users	Conversions
1. (not set)	168	202
2. ferry service	116	138
3. alaska seaplanes	111	123
4. annie mae lodge	98	123
5. bear track inn	93	102
6. cottonwood lodge cabin rentals	75	98
7. blue heron bb and cabin rentals	54	68
8. glacier bay country inn	51	64
9. ward air	46	56
10. glacier bay lodgemark	44	56
11. alaskan eagle house with a pond	36	53
12. blue bucket bb	41	50
13. hollywood farms rv park	39	50
14. glacier bay eagles nest lodge	38	46
15. alaska airlines	36	45
16. chinook lodge	40	43

1 - 74 / 74 < >

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

Dec 1, 2024 - Feb 28, 2025

Traffic by Campaign and Medium



	Session medium	Session campaign	Session source	Total users	Sessions	% of engaged sessions	Conversions
1.	organic	(organic)	google	2,422	3,525	71.77	1,221
2.	(none)	(direct)	(direct)	1,081	1,238	41.76	242
3.	organic	(organic)	bing	127	197	77.66	121
4.	referral	(referral)	nps.gov	95	136	73.53	45
5.	organic	(organic)	yahoo	56	75	78.67	33
6.	organic	(organic)	duckduckgo	49	63	84.13	50
7.	referral	(referral)	visitglacierbay.com	41	51	86.27	35
8.	(not set)	(not set)	(not set)	26	27	0	39
9.	referral	(referral)	facebook.com	19	19	68.42	0
10.	referral	(referral)	zola.com	16	41	78.05	68
11.	referral	(referral)	tripadvisor.com	14	19	52.63	16
			Grand total	3,939	5,597	66.04	1,922

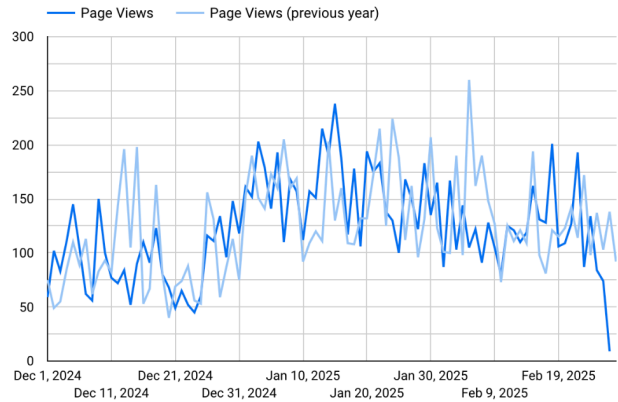
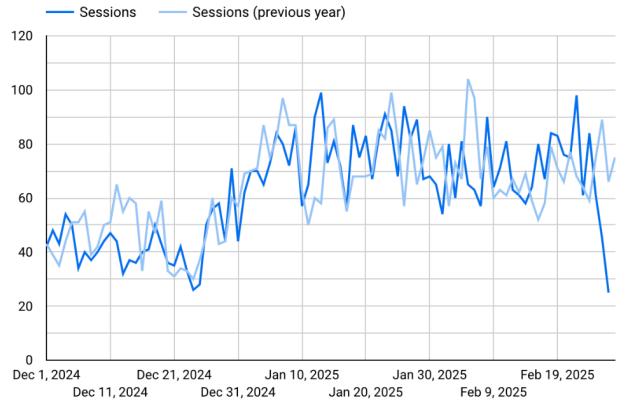
- Organic traffic continues to bring us most of our engaged site visitors.
- In a departure from the norm, visitors from NPS.gov were not our highest converting, but rather organic traffic from bing.com was.

Dec 1, 2024 - Feb 28, 2025



Page Views

Page URL	Views	% Δ
1. /	1,474	-13.4% ↓
2. /getting-to-gustavus/ferry-service	1,408	41.1% ↑
3. /places-to-stay/	1,075	47.3% ↑
4. /plan-your-trip/getting-to-gustavus/	549	-13.9% ↓
5. /plan-your-trip/brochure-and-map/	532	-2.0% ↓
6. /transportation/	402	1,910.0% ↑
7. /accommodations/nagoonberry-cab...	285	955.6% ↑
8. /plan-your-trip/suggested-itineraries/	254	-12.4% ↓
9. /about-gustavus/the-city-of-gustavus/	227	15.2% ↑
10. /activities/glacier-bay-day-boat	221	-
11. /getting-around-gustavus/buds-rent-...	200	11.7% ↑
12. /things-to-do/fishing-and-whale-wat...	190	46.2% ↑
13. /things-to-do/	162	-
14. /things-to-do/dining/	140	20.7% ↑
15. /plan-your-trip/getting-to-gustavus/f...	135	55.2% ↑
16. /about-gustavus/glacier-bay-nationa...	120	12.1% ↑
17. /plan-your-trip/	117	-9.3% ↓
18. /wagon-wheel-express	114	-
19. /activities/alaska-seaplanes	109	-
20. /local-community/events-calendar/	108	-
21. /accommodations/hollywood-farms...	107	-
22. /things-to-do/kayaking/	107	4.9% ↑
23. /faq/	98	0.0%
24. /local-community/gustavus-gallery/	98	-
25. /plan-your-trip/getting-around-gusta	98	-10.0% ↓



- Viewed as an overall total, the number of page views is almost exactly flat compared to last year. However page views to our homepage are down considerably.
- This continues the trend we've been seeing where more folks are landing directly on our pages of dedicated content (e.g. the ferry service page) as a result of their web searches.

Social Media Report

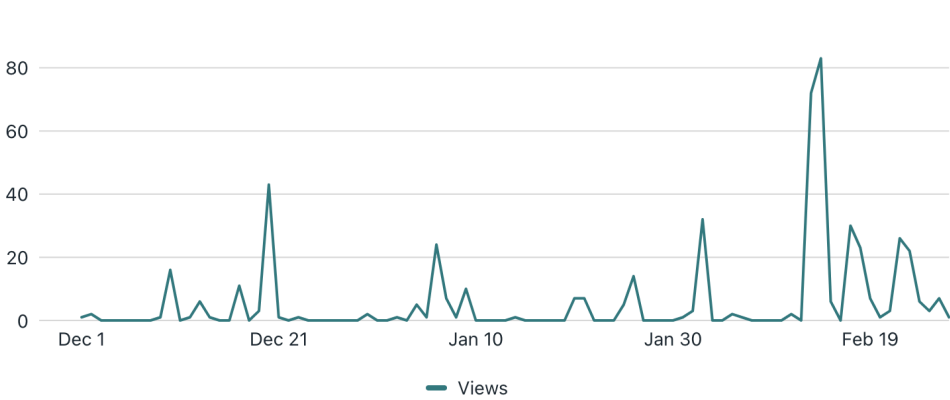
Social Media Reach and Engagement

Content overview

Breakdown: Organic/ads

- All
- Reels
- Videos
- Live
- Posts
- Stories

Views 503	Reach 86 ↓ 31.2%	3-second views 7 ↑ 250%	1-minute views 0 0%	Content interactions 3 0%	Watch time 11m 14s ↑ 2.5K%
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Views breakdown
Dec 1, 2024 – Feb 27, 2025

- Total: 503
- From organic: 100%
- From ads: 0%

Top content by views

Boost content See all content



No activity during this date range
Please select a different date range to see these insights.

Again our social results and presence were extremely limited in this quarter, with no posts on any social media platform. We continue to search for a new social media coordinator to fill this gap.

Goals and Objectives for March through May 2025

- ❖ Continue to generate the GVA Community News Bulletin.
- ❖ Continue to work on the Beach welcome sign.
- ❖ Communicate with City of Gustavus, The DeBoer family & DOT requesting permission to erect a stand alone display image of the Fairweather mountains set beside the welcome sign at the beach.
- ❖ Continue working with Frostline Studios about the creation of more short videos for digital marketing, social media and possibly a featured longer film for the website
- ❖ Increase our social media presence with more content creation.
- ❖ Continued maintenance, incremental updates and improvements to our website.
- ❖ Run our membership drive ensuring the new payment system functions smoothly
- ❖ Expand marketing into Canada
- ❖ Look to engage in travel shows in Juneau and beyond
- ❖ Fish bowl surveys in B&B's to find out how our target audience finds Gustavus, how we may improve our marketing and how we may improve our visitor experience.
- ❖ Print map and brochure
- ❖ Advertise for new GVA Board members & marketing staff, the GVA will be looking for two new GVA Board members this quarter. One new Media Marketing person and one more marketing technician person.
- ❖ Participate in Tourism conferences and meetings hosted by ATIA & Travel Alaska
- ❖ Hold a Gustavus Visitor assembly at the Fireweed Gallery to find how the visitor related businesses and the community members of Gustavus envision the future of tourism in Gustavus.

Conclusion

The Gustavus Visitors Association considers our mission and how we may revisit our strategic plans to identify and develop changes needed to achieve our mission. The GVA exists for the betterment of Gustavus, the future of our children and we welcome your voices.

Gustavus Visitors Association Profit & Loss Budget vs. Actual July 2024 through February 2025

	Jul '24 - Feb 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
CityTax Revenue	27,200.00	27,200.00	0.00
Membership	100.00	2,000.00	-1,900.00
Total Income	<u>27,300.00</u>	<u>29,200.00</u>	<u>-1,900.00</u>
Gross Profit	27,300.00	29,200.00	-1,900.00
Expense			
Administration			
Federal Grant Eligibility	0.00	3,000.00	-3,000.00
Postage	8.18	50.00	-41.82
Software	102.99	1,500.00	-1,397.01
Supplies	75.50	134.00	-58.50
Total Administration	<u>186.67</u>	<u>4,684.00</u>	<u>-4,497.33</u>
Contractor Work			
Administrative	0.00	2,000.00	-2,000.00
Marketing Coordinator			
Social Media	0.00	2,000.00	-2,000.00
Technician	824.00	3,000.00	-2,176.00
Marketing Coordinator - Other	0.00	7,800.00	-7,800.00
Total Marketing Coordinator	<u>824.00</u>	<u>12,800.00</u>	<u>-11,976.00</u>
Total Contractor Work	<u>824.00</u>	<u>14,800.00</u>	<u>-13,976.00</u>
Fees/Licenses	-9.34	0.00	-9.34
Marketing			
Design	400.00	0.00	400.00
Memberships			
ATIA/Travel Alaska	540.00	400.00	140.00
DTN Travel Juneau	400.00	400.00	0.00
Total Memberships	<u>940.00</u>	<u>800.00</u>	<u>140.00</u>
Online			
GVA Website	441.82	1,000.00	-558.18
Promotional Video	10,000.00	0.00	10,000.00
Social Media	0.00	500.00	-500.00
Total Online	<u>10,441.82</u>	<u>1,500.00</u>	<u>8,941.82</u>
Print / Digital Media			
Alaska Magazine ads	1,116.00	5,616.00	-4,500.00
Brochure	150.00	1,800.00	-1,650.00
Large Map	236.90	0.00	236.90
Print / Digital Media - Other	150.00	0.00	150.00
Total Print / Digital Media	<u>1,652.90</u>	<u>7,416.00</u>	<u>-5,763.10</u>
Marketing - Other	383.16	0.00	383.16
Total Marketing	<u>13,817.88</u>	<u>9,716.00</u>	<u>4,101.88</u>
Total Expense	<u>14,819.21</u>	<u>29,200.00</u>	<u>-14,380.79</u>
Net Ordinary Income	<u>12,480.79</u>	<u>0.00</u>	<u>12,480.79</u>
Net Income	<u>12,480.79</u>	<u>0.00</u>	<u>12,480.79</u>

Gustavus Visitors Association
FY26 Budget Proposal to City of Gustavus
July 2025 through June 2026

Item #4.

	Jul '25 - Jun 26
Ordinary Income/Expense	
Income	
CityTax Revenue	20,600.00
Membership	2,000.00
Total Income	22,600.00
Gross Profit	22,600.00
Expense	
Administration	
Postage	50.00
Software	1,500.00
Supplies	134.00
Total Administration	1,684.00
Contractor Work	
Administrative	2,000.00
Marketing Coordinator	10,800.00
Total Contractor Work	12,800.00
Marketing	
Design	400.00
Memberships	
ATIA/Travel Alaska	400.00
DTN Travel Juneau	400.00
Total Memberships	800.00
Online	
GVA Website	1,000.00
Social Media	500.00
Total Online	1,500.00
Print / Digital Media	
Alaska Magazine ads	3,616.00
Brochure	1,800.00
Total Print / Digital Media	5,416.00
Total Marketing	8,116.00
Total Expense	22,600.00
Net Ordinary Income	0.00
Net Income	0.00

Conservation Lands Advisory Committee Report for March 10, 2025, Council General Meeting

The City of Gustavus Conservation Lands Advisory Committee was established by Resolution CY24-2 in May 2024. We now have seven members:

John Barry
Tanner Horst
Larry Landry
Colleen Stansbury
Kathy Streveler
Mike Taylor (Chair)
Susan Warner

Shelley Owens graciously serves as a non-voting secretary preparing our minutes.

Our charge from Resolution CY 24-2

Mission: Provide recommendations, strategies, and supporting documentation to the City on oversight and stewardship of conservation lands within the City boundaries.

Scope: The committee's efforts shall be limited to undeveloped lands recognized or formally-identified for their conservation values. Developed properties and City lands with industrial or intensive recreational uses are outside the committee's scope.

Activities may include:

- Develop a framework for Memoranda of Understanding (MOUs), comment on management plans, joint projects, and title transfers with owners of conservation lands and conservation easements on those lands;
- Help to develop formal deed instruments for full protection of all conservation lands;
- Participate in management planning on the City's behalf;
- Advise private owners in designating protection for the golf course area;
- Advise or facilitate transfer or association of private parcels to larger conservation units.

We last reported to the council on November 12, 2024, when we described initial organization, public meeting provisions in accordance with the Open Meetings Act, and our Mission and Problem Statement. We identified initial tasks to include:

- Map lands in existing formal conservation status and undeveloped lands of potential conservation interest.
- Establish cooperative relationships and develop Memorandums of Understanding with conservation agencies with interests or lands in Gustavus, particularly The Nature Conservancy of Alaska (TNC), Southeast Alaska Land Trust (SEALT), Alaska Division of Fish and Game (ADF&G).
- Work with SEALT to support conservation measures for the DeBoer Beach Meadows tracts on both sides of Dock Road.

The Committee has accomplished much since last fall.

Beach Meadows Tracts with Southeast Alaska Land Trust

After reviewing perceived threats to established and potential conservation lands of concern to Gustavus, the committee set its *initial top priority* to be protection of the Beach Meadows tracts on east and west sides of Dock Road. The DeBoer family has generously enabled public, low-impact, recreational use of their private land. Ben DeBoer has been in contact over several years with the Southeast Alaska Land Trust, (SEALT) expressing his wish to sustain the natural character of the tracts for public enjoyment and wildlife habitat while achieving a modest return to the family.

Committee member Susan Warner leads our work with SEALT. The committee formulated a plan to encourage the family and SEALT to reach an agreement to sustain the Beach Meadows for the enjoyment of present and future Gustavus generations. We proposed a project partnership with SEALT to provide anchor funding for a temporary, 2-year conservation easement on the tracts, to be negotiated by SEALT with the DeBoer family. During the project term, the tracts will remain open and available for public recreational use, and SEALT will work to agree and fund a permanent, long-term conservation easement with the DeBoer family in the community's interest. For both the short-term project and the long-term vision, the tracts will remain in private ownership with management and use informed by the conservation easement. We are thankful for the Council's approval of our plan and the supporting Endowment-Fund grant of \$21,036. Local private donors have graciously contributed \$9,500 additionally to supplement the City grant and SEALT will contribute more funding from their resources to round out the 2-year easement acquisition budget. We are grateful for our partnership with SEALT and especially for the Deboer family's positive response. Stephanie Lawlor, SEALT Lands Conservation Manager, joined our February meeting and reports that negotiations with the family to establish terms for a conservation easement are proceeding well. SEALT is writing major grant applications to fund the long-term provisions. Our two-year, community-supported easement project demonstrates vital local support.

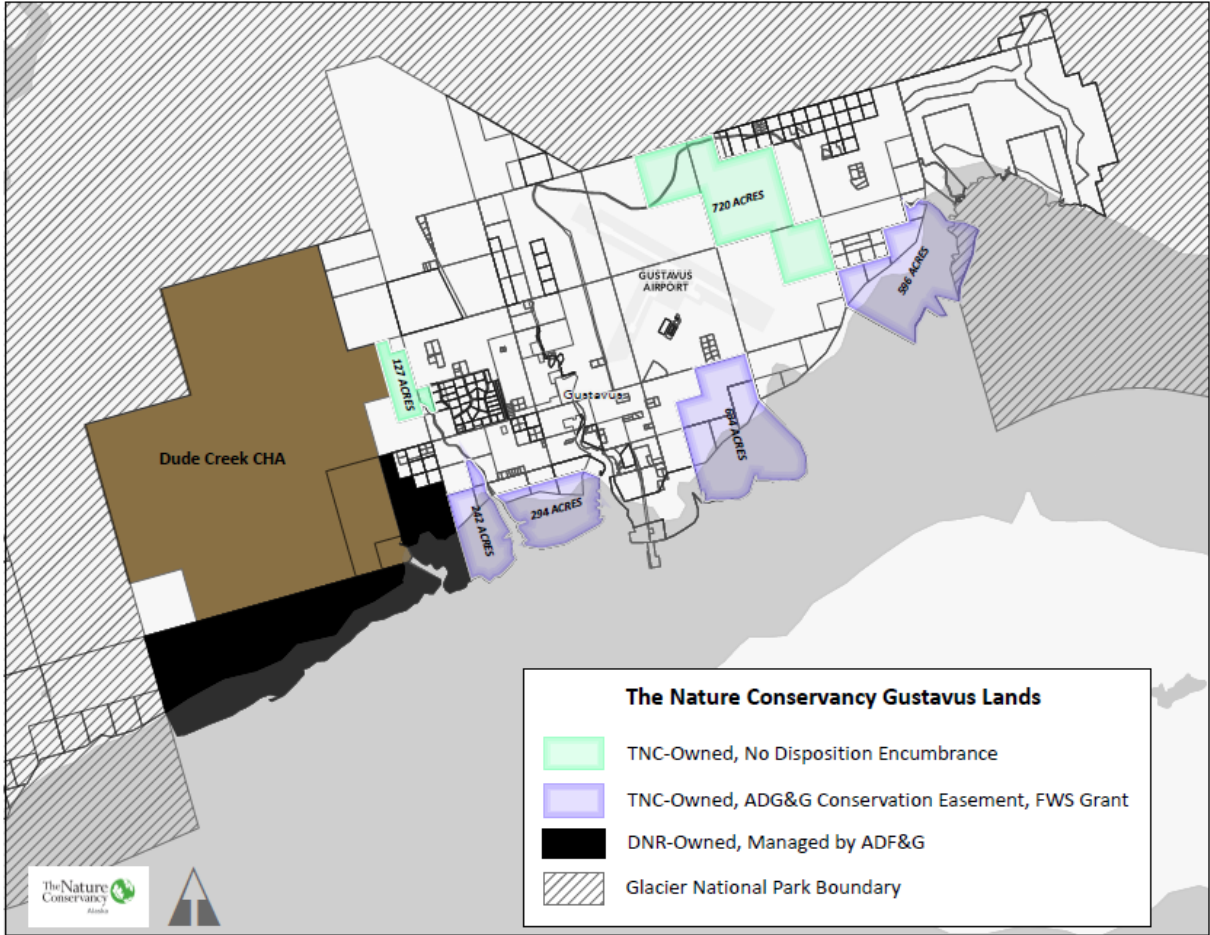
In late April, SEALT representatives will visit Gustavus to conduct supporting land evaluations for the baseline documentation report. They will also meet with Gustavus residents to gather perspectives on this project. For May 2, Susan has organized the *Gustavus Beach Meadows Art Show and Photo Contest* at the Gustavus Community Center. Watch for announcements!

Mapping Conservation Lands

Committee member John Barry is mapping and describing conservation-related lands using Alaska Mapper and other recorded sources. He identifies ownership, land status, and any existing conservation provisions. John's fascinating and comprehensive descriptions are the first of their kind for Gustavus. With help from Clerk Liesl Barker and committee member Susan Warner, the data will soon be available to the public on the City Committee's web page. The maps and information will inform our committee's work going forward and a valuable reference for decades.

The Nature Conservancy (TNC) Gustavus Forelands Preserve

Committee team members Kathy Streveler, Colleen Stansbury, and Tanner Horst are developing our partnership with TNC to strengthen stewardship and assurance for the much-loved Gustavus Forelands Preserve.



The preserve was established as a “Gustavus Land Legacy” two decades ago through the hard work of Gustavus residents and the effective fundraising and organizational work of TNC. Expectations at the Preserve’s formation were that TNC and the newly formed City of Gustavus would partner in stewardship activities, including management planning and oversight with the city assuming greater responsibilities over time. The new City’s officials were then, however, focused on establishing city functions with no time to assume Preserve responsibilities. Fortunately, TNC employed Hank Lentfer to oversee stewardship of the lands. Hank managed the construction of the popular Nagoonberry Trail.

Today, Gustavus is better prepared to partner and share stewardship responsibilities with TNC for the Preserve as originally intended. As guidance, the committee plans to draft for council approval a memorandum of understanding (MOU) with TNC outlining our partnership. We expect to contribute to management planning for sustainability and for optimizing recreational opportunities for residents and visitors. Two TNC tracts

(green on TNC map above) lack cross-protective conservation easements, which we would like to see secured. We envision a more extensive trail system on the beach uplands and other tracts. TNC representatives Julie Nave and Hank Lentfer joined our March 7 meeting by video conference to discuss partnership opportunities to ensure the Preserve lands are sustained in their natural character with public access for present and future generations. Kathy, Colleen, and Tanner will continue to meet as a subcommittee and work with TNC to develop new approaches. They will report on initiatives each month to the full committee. Hank suggested a celebration of two decades of the Preserve this summer, perhaps in conjunction with the Science Symposium in July. We look forward to a TNC staff for a site visit this spring or summer to walk the lands and meet with Gustavus residents who love the Forelands Preserve. At a February 27th TNC reception in Juneau, I shared with TNC staff members and trustees our community's appreciation for TNC's purchase of the lands from the Alaska Mental Health Trust and our hopes for an enduring partnership ensuring sustainability of the Preserve.

Dude Creek Critical Habitat Area (DCCRA) ADF&G

We made an introductory contact with Carl Koch at ADF&G Habitat Division in Juneau last fall. Carl is responsible for managing critical habitat areas, including ours at Dude Creek. He is familiar with Gustavus having worked on Moose habitat and game management here in past years. The DCCHA has a well-informed management plan, which was updated a few years ago with input from Gustavus. The committee expects to develop a more-active relationship with ADF&G to ensure the DCCHA is sustained as a vital habitat for sandhill cranes and other wildlife, and for hunting and other recreational uses by Gustavus residents. A future issue may be vegetation management if the spread of trees across the wetlands begins to impact crane habitat.

Two beach tracts (black on TNC map above) between the south boundary of the DCCHA and the shoreline of Icy Passage were part of the Land Legacy purchase by TNC but were deeded back to Alaska DNR for inclusion in the DCCHA with ADF&G management. Our legislative delegation hopes to effect an official legislative transfer of the tracts to the Dude Creek Critical Habitat Area.

Mike Taylor

Conservation Lands Advisory Committee Chair

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

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	24.00			
Business License Fees	2,500.00	3,500.00	-1,000.00	71.4%
Donations	503.50	500.00	3.50	100.7%
DRC Income				
C Chest paid at City Hall	661.20			
Community Chest Sales	9,278.50	13,000.00	-3,721.50	71.4%
Landfill Fees paid @ City Hall	38,054.82			
Landfill Fees/Sales	38,800.81	100,000.00	-61,199.19	38.8%
Recyclable Material Sales	12,950.54	3,600.00	9,350.54	359.7%
Total DRC Income	99,745.87	116,600.00	-16,854.13	85.5%
Federal Revenue				
Natl Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	160,917.19	150,000.00	10,917.19	107.3%
Total Federal Revenue	160,917.19	195,000.00	-34,082.81	82.5%
Fundraising	316.00	800.00	-484.00	39.5%
Grant Income	0.00	10,000.00	-10,000.00	0.0%
GVFD Income				
Ambulance Billing	7,190.48	9,000.00	-1,809.52	79.9%
ASP	790.00	1,000.00	-210.00	79.0%
Training	320.00	150.00	170.00	213.3%
Total GVFD Income	8,300.48	10,150.00	-1,849.52	81.8%
Interest Income	217.44	67,089.10	-66,871.66	0.3%
Lands Income				
Gravel Pit Gravel Sales	29,310.00	40,000.00	-10,690.00	73.3%
Total Lands Income	29,310.00	40,000.00	-10,690.00	73.3%
Lease Income				
Rent	0.00	2,000.00	-2,000.00	0.0%
Lease Income - Other	11,850.59	14,000.00	-2,149.41	84.6%
Total Lease Income	11,850.59	16,000.00	-4,149.41	74.1%
Library Income	360.05	2,000.00	-1,639.95	18.0%
Marine Facilities Income				
Facilities Usage Fees	2,310.00	2,600.00	-290.00	88.8%
Commercial Vessel Registration	1,500.00	12,500.00	-11,000.00	12.0%
Private Vessel Registration	1,630.00	5,000.00	-3,370.00	32.6%
Storage Area Fee	2,010.00	2,600.00	-590.00	77.3%
Total Marine Facilities Income	7,450.00	22,700.00	-15,250.00	32.8%
State Revenue				
Community Assistance Program	82,906.22	75,122.49	7,783.73	110.4%
Shared Fisheries Business Tax	557.43	258.69	298.74	215.5%
Total State Revenue	83,463.65	75,381.18	8,082.47	110.7%
Tax Income				
Retail Tax Income	415,349.22	440,000.00	-24,650.78	94.4%
Remote Sellers Retail Tax	60,204.19	75,000.00	-14,795.81	80.3%
Room Tax Income	88,411.89	100,000.00	-11,588.11	88.4%
Fish Box Tax	2,160.00	8,000.00	-5,840.00	27.0%
Penalties & Interest	10,745.04	2,000.00	8,745.04	537.3%
Tax Exempt Cards	200.00	300.00	-100.00	66.7%
Total Tax Income	577,070.34	625,300.00	-48,229.66	92.3%

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

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Total Income	982,029.11	1,185,020.28	-202,991.17	82.9%
Gross Profit	982,029.11	1,185,020.28	-202,991.17	82.9%
Expense				
Bank Service Charges	7,295.72	13,050.00	-5,754.28	55.9%
Building				
Insurance	15,777.35	17,198.67	-1,421.32	91.7%
Maintenance & Repair	2,401.91	6,015.00	-3,613.09	39.9%
Total Building	18,179.26	23,213.67	-5,034.41	78.3%
Contractual Services				
City Engineer	3,390.00	10,000.00	-6,610.00	33.9%
Ambulance Billing Expense	727.03	1,300.00	-572.97	55.9%
Managed IT Services	16,680.00	25,020.00	-8,340.00	66.7%
Contractual Services - Other	22,200.35	26,814.00	-4,613.65	82.8%
Total Contractual Services	42,997.38	63,134.00	-20,136.62	68.1%
Dues/Fees	6,169.51	15,087.78	-8,918.27	40.9%
Economic Development Services				
GVA	27,200.00	27,200.00	0.00	100.0%
Total Economic Development Services	27,200.00	27,200.00	0.00	100.0%
Election Expense	-312.05	250.00	-562.05	-124.8%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,531.13	2,200.00	-668.87	69.6%
Equipment Purchase	4,771.41	10,891.00	-6,119.59	43.8%
Insurance	316.11	342.80	-26.69	92.2%
Maintenance & Repair	944.63	4,400.00	-3,455.37	21.5%
Total Equipment	7,563.28	17,833.80	-10,270.52	42.4%
Events & Celebrations	3,763.32	4,700.00	-936.68	80.1%
Freight/Shipping	19,864.34	34,600.00	-14,735.66	57.4%
Fundraising Expenses	725.32	500.00	225.32	145.1%
General Liability				
Public Entity Crime Coverage	137.56			
Cyber Liability	2,379.00			
General Liability - Other	15,406.38	17,841.00	-2,434.62	86.4%
Total General Liability	17,922.94	17,841.00	81.94	100.5%
Gravel Pit Fund	6,000.00	6,000.00	0.00	100.0%
Library Materials	5,769.35	11,000.00	-5,230.65	52.4%
Marine Facilities				
Insurance	6,641.26	2,965.31	3,675.95	224.0%
Total Marine Facilities	6,641.26	2,965.31	3,675.95	224.0%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses				
Wages	267,922.84	438,621.61	-170,698.77	61.1%
Payroll Taxes	25,888.10	41,622.74	-15,734.64	62.2%
Paid Time off	15,205.73	22,862.74	-7,657.01	66.5%
Sick Leave	3,919.46	8,419.85	-4,500.39	46.6%
Health Insurance (company paid)	21,749.52	23,645.52	-1,896.00	92.0%
Health Insurance Stipend	6,900.00	12,200.00	-5,300.00	56.6%
457(b) Employer Contribution	14,953.37	31,209.39	-16,256.02	47.9%
Workers Comp Insurance	9,473.37	10,325.96	-852.59	91.7%
Payroll Expenses - Other	-15,429.58	230.00	-15,659.58	-6,708.5%

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

	Jul '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Total Payroll Expenses	350,582.81	589,137.81	-238,555.00	59.5%
Professional Services	19,534.82	15,000.00	4,534.82	130.2%
Public Relations	227.00	700.00	-473.00	32.4%
Repair & Replacement Fund	37,109.82	18,554.91	18,554.91	200.0%
Road Maintenance	109,352.08	215,000.00	-105,647.92	50.9%
Stipend	1,005.00	4,500.00	-3,495.00	22.3%
Supplies				
Donated/Fundraised Program	0.00	800.00	-800.00	0.0%
Supplies - Other	359.11	2,050.00	-1,690.89	17.5%
	11,160.41	19,200.00	-8,039.59	58.1%
Total Supplies	11,519.52	22,050.00	-10,530.48	52.2%
Telecommunications	17,245.47	17,921.00	-675.53	96.2%
Training	4,663.15	13,200.00	-8,536.85	35.3%
Travel	13,697.58	19,700.00	-6,002.42	69.5%
Utilities				
Electricity	6,400.03	11,200.00	-4,799.97	57.1%
Fuel Oil	6,474.94	7,900.00	-1,425.06	82.0%
Total Utilities	12,874.97	19,100.00	-6,225.03	67.4%
Vehicle				
Fuel	471.16	1,200.00	-728.84	39.3%
Insurance	3,844.19	4,181.00	-336.81	91.9%
Maintenance & Repair	436.01	5,000.00	-4,563.99	8.7%
Mileage Reimbursement	0.00	1,900.00	-1,900.00	0.0%
Total Vehicle	4,751.36	12,281.00	-7,529.64	38.7%
Total Expense	752,343.21	1,235,020.28	-482,677.07	60.9%
Net Ordinary Income	229,685.90	-50,000.00	279,685.90	-459.4%
Other Income/Expense				
Other Income				
Encumbered Funds	20,000.00			
Prior-Year Cash Balance	0.00	50,000.00	-50,000.00	0.0%
Total Other Income	20,000.00	50,000.00	-30,000.00	40.0%
Net Other Income	20,000.00	50,000.00	-30,000.00	40.0%
Net Income	249,685.90	0.00	249,685.90	100.0%

City of Gustavus
Balance Sheet
As of February 28, 2025

	<u>Feb 28, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	406,474.34
AMLIP Capital Improv Long-Term (0630598.2)	623,948.67
AMLIP Repair & Replacement (0630598.3)	393,368.07
AMLIP Gravel Pit Fund (0630598.8)	32,567.20
AMLIP Reserve (0630598.12)	1,256,258.78
APCM.Endowment Fund	1,649,096.20
FNBA - Checking	314,727.98
FNBA Endowment Fund - Checking	36,719.76
Petty Cash	534.11
Total Checking/Savings	<u>4,713,695.11</u>
Accounts Receivable	36,706.62
Other Current Assets	129.90
Total Current Assets	<u>4,750,531.63</u>
Fixed Assets	<u>-8,199.00</u>
TOTAL ASSETS	<u>4,742,332.63</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	130,267.11
Total Liabilities	<u>130,267.11</u>
Equity	
Fund Balance	3,248,525.61
Opening Bal Equity	1,084,743.57
Net Income	278,796.34
Total Equity	<u>4,612,065.52</u>
TOTAL LIABILITIES & EQUITY	<u>4,742,332.63</u>

Accounts Receivable Detail	
As of 03/01/2025	
\$28,061.02	Delinquent Sales Tax
\$9,526.70	Ambulance Transport Billing - In Progress
\$0.00	ABS Customer Invoice
(\$881.10)	Net of Other Customer Account Balances
\$36,706.62	Total

FNBA Checking Account - Unrestricted Funds Balance	
As of 03/01/2025	
FDIC: The standard deposit insurance coverage limit is \$250,000 per depositor, per FDIC-insured bank, per ownership category.	
City of Gustavus has a tri-party agreement in place that collateralizes our account, providing protection for the full value of our account balances.	
FNBA Checking Account Balance:	\$269,571.07
Obligated Funds Currently in Checking Account:	
Libr FY25 PLA Grant	(\$3,623.89)
Libr SoA OWL Internet Subsidy	(\$1,320.00)
Roa USFWS Chase Drvwy	(\$251.02)
Unrestricted Funds:	\$264,376.16

Pending Transfers:

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

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

0630598.1 AMLIP Capital Project Current - Funds allocated through NCOs for funded Capital Projects					Date and NCO
		AMLIP	Project	Remaining	
MF	CP18-01 Salmon River Harbor	\$9,856.96	\$9,140.10	\$716.86	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP19-03 Gustavus Beach Improv.	\$5,234.41		\$5,234.41	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$77,973.00	\$480.00	\$77,493.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Library	CP19-08 Library Roof/Awning/Shed	\$1,000.78	\$308.87	\$691.91	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP21-02 Refurbish Bike Shop	\$1,730.67	\$1,715.24	\$15.43	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP21-03 Good River Bridge Repairs	\$0.00		\$0.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-04 MFC Building at SRBH	\$1,323.29		\$1,323.29	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,786.60	\$720.00	\$1,066.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-06 Fish Waste Disposal	\$2,162.08		\$2,162.08	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP22-02 Marine Facility Vessel	\$30,000.00		\$30,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP24-01 DRC Balefill Expansion	\$110,000.00	\$51,254.19	\$58,745.81	Moved to AMLIP Current 05/13/2024 - NCO FY24-13
RM	CP24-02 Same Old Road Drainage	\$70,923.00	\$1,920.00	\$69,003.00	Moved to AMLIP Current 06/10/2024 - NCO FY24-17
Admin	CP24-04 Heat Pump Project	\$36,000.00	\$4,140.44	\$31,859.56	Moved to AMLIP Current 09/11/2024 - NCO FY25-03
GVFD	CP24-05 AFG FEMA Match	\$33,404.77		\$33,404.77	Moved to AMLIP Current 10/21/2024 - NCO FY25-05
		\$381,395.56	\$69,678.84	\$246,452.39	

Pending Transfers:

FY25-13NCO	Transfer Cap Current funds to Cap LT	\$34,909.57	Introduced 02/10/2025
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- **SE Conference Transportation Symposium:**

I attended the Transportation day on the last day of the winter SE Conference meeting on Thursday Feb 13th. It was an informative meeting with presentations by:

- ADOT Deputy Commissioner Katherine Keith
- AMHS Operations Overview and Long-Range Planning Update with Director Tornga and other project managers from various contracted entities
- Southcoast Transportation Projects
- Transportation Planning Efforts with a few of the folks who have been helping us with PIDP and other applications
- A lunch presentation showcased Yakutat's and Wrangell's dock and boat harbor improvements
- A Community Transportation Work session where we identified top community planning challenges at which there were state, federal and private planning partners. These were recorded and are supposed to be collated and shared with various agencies. I mentioned several challenges including being able to use the ferry ramp for freight delivery for other than just RO/RO ferry traffic
- Finished with funding resources and tools review

You can find the presentations here by scrolling down to Thursday February 13th. The two harbor and dock presentations are worth looking at.

[2025 MSS & TS Presentations - Southeast Conference](#)

- **Alaska Municipal League Winter Legislative Session**

The Agenda with details can be found here:

[Winter Legislative Conference - Alaska Municipal League](#)

Some of the highlights include:

- Current legislation affecting local governments – updates by Nils Andreassen and a couple of AML lobbyists. There are many issues facing municipalities with education looming large in state. Additionally, all the federal layoffs and significant funding elimination being targeted from the current administration in DC was a primary concern among members.
- We heard from the legislative leadership – House and Senate majority and minority, Speaker of the House, Senate President and a few committee chairs
- We received state agency updates from several departments. I took this opportunity to speak with the Commissioners of DPS – LE issue at airport; DNR – gravel pit and additional land acquisition; and ADOT – several issues , mostly about dock ramp and floats, EAS and AWOS
- Larry Persily - on the Alaska News Coalition which will allow public notices (sometimes required to be published locally) to be a single, easily searchable database for the public — at no additional cost to advertisers. (other than the initial ad placement) [What We Do - Alaska News Coalition](#)
- Visits with Chief of Staff, Tyson Gallagher on issues I thought should be elevated to the Governor's Office I had meetings with Senator Kiehl, Andi Story, and Senator Mike Cronk who is sponsoring SB63 his LBC legislation that modifies the composition and appointment process of Alaska's Local Boundary Commission by increasing the number of members from five to six and adjusting the appointment requirements and includes a member from the Unorganized Borough. Bill detail here [AK SB63 | BillTrack50](#)

Additionally, while I was in Juneau:

- Drafted the Professional Services Agreement for review by GVFD and Medical Director. Met up with Dr. Quigley Peterson discuss his role with GVFD, and to formalize/sign the PSA
- Met with Nikki Navio from the Denali Commission about the Good River Bridge Project
- Met with Aurah Landau from HDR to get a sense of when they would provide us a report of former activities and assess the remaining funding from our contract to see how best to use it for upcoming grant opportunities.
- Met with Zach Gianotti of ADEC to discuss the septage study, ADEC concerns, upcoming DRC permitting, and landfill items in general.
- Met briefly with Will Judy at ATS to talk about the next phase of planning resulting from the Cybersecurity Assessment and whether we could move a project primarily aimed at developing policies.

• **Grants update:**

AML continues to assist municipalities in wading through these times of financial uncertainty.

- National League of Cities – Advancing Economic Mobility - Match AP&T for heat pump acquisition.
Update – Applications and payments are still being processed, and some payments have been made. Some applicants still need to submit additional information. Deadline is May 31, 2025.
- Compost Facility
Update –I submitted a CDS request for FY26 which was similar to the submittal of FY25. I submitted another request for the horizontal baler separately as directed by Senator Murkowski’s appropriations staff. We have had no word from the SWIFR grant application.
- DRC - Recycling Center
Update – It’s all in the details... One of our responses to a particular question on a compliance form indicated one NO answer. That the city does not maintain demographic data on the population served, which includes racial/ethnic, national origin, age, sex and disability status data, required me to sort that out and find a format in which to have it available so I could answer YES. I then resent an updated Form 4700-4 indicating an affirmative answer to that question. Thanks to Whitney for help with the Census website that I had not navigated before for this purpose. Additionally, I submitted updated paperwork to push out the timeline and milestones dates so it would match up with the upcoming grant agreement. Getting closer to the funds being obligated, but with an impending government shutdown, who knows?
- PIDP – Dock/Floats Protection
Update- On 2/27, along with folks from ADOT and AML, I participated in a debrief with MARAD staff where they provided feedback on the scores for the PIDP grant. They encouraged us to resubmit for the next round and also discussed other sources of funding. We will be working with ADOT to resubmit.
- FEMA – AFF Water Tender
Update - So far this funding hasn’t been put on hold, but we have been advised that there will be an additional layer of scrutiny on any funds being requested. Sol, in conjunction with other dept volunteers, it is in the procurement phase for the vehicle, but we still have not received an Obligating Award Documents for the grant funds yet.

- **CAPSIS** – We ended up submitting two priorities instead of three because one of the questions asked on the CAPSIS Portal is whether other funds (from various sources) have already been appropriated. It has a built-in formula, which subtracts the amount already appropriated. Which, in our case, was 110,000. Since we cannot ask for more than was already allocated, we therefore did not submit that request.
- Continued involvement on our **Request for Reconsideration** on the Xunaa Borough and the ensuing 2/18 meeting - where they basically addressed the OMA issue rather than the actual reconsideration standards. Mayor McLaughlin has more to report on this to bring everyone current. Information was sent out to News with links to the LBC meeting information. More News will be sent out as the process evolves.
- **Roads** – It looks like Spring breakup is here and the roads are very wet. This is not conducive to grading that would only last for a half dozen vehicles before it is back to potholes. If anyone has concerns, rather than calling City Hall, please send those concerns by filling out a form that can be found here: <https://www.gustavus-ak.gov/roads/webform/road-maintenance-concerns-reports> We also get copies of the reports.
- A brief list of other items:
 - Prepared notices to public – one being for input regarding the septage study and another for Essential Air Service support to congressional delegation
 - Provided additional information to Brian Taylor as follow up to his congressional visits in DC
 - Collaborated with John Barry to create an updated Scoping Document for submittal to CAPSIS and for the City. We also discussed elements that should be included under a new model to include in an RFP for the Gravel Pit Project. Continued to have other discussions on extending the life of the gravel pit
 - Continue to deal with crises du jour from federal budget and other decisions from DC
 - City budget review and deliberations with Mayor and Treasurer
- Any Council Questions or Comments?

PROJECT SCOPING and DEVELOPMENT FORM

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

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

Part 1. Project Identification

Name of project: [Gustavus Gravel Extraction Improvement Project](#)

Department: [Lands](#)

Contact: [Kathy Leary](#)

E-mail: administrator@gustavus-ak.gov Phone [907-697-2451](tel:907-697-2451)

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

1. What is the project? [Extending the life of the Gustavus gravel pit operation by implementing an alternative to the current extraction method.](#)
Specifically:
 - [Conduct an engineering study to optimize extraction of the gravel resource.](#)
 - [Conduct the surveying and mapping necessary to support the engineering study.](#)
 - [Conduct drilling that will provide information about the depth and characteristics of the remaining gravel resource to support the engineering study.](#)
 - [Permitting.](#)
 - [Determine the cost and process for leasing or acquiring additional DNR managed land for a new gravel extraction area.](#)
 - [Legal costs to support additional land lease or purchase.](#)
 - [Issue a Request for Quotation for a single contractor to manage the gravel pit operation according the engineering plan.](#)
 - [Purchase a portable scale to weigh gravel for sale or for City projects.](#)
 - [Purchase of construction rock for capital projects and natural disaster recovery. There is no source for suitable construction rock in Gustavus:](#)
 - [Good River Bridge Repair and Bank Stabilization \(187 cy\).](#)

Gustavus Gravel Extraction Improvement Project Scoping and Development
Update to original Scoping Document of 4/25/19

City of Gustavus, Alaska
Project Scoping and Development
Project Planning Attachment C

Submitted by: _____ Meeting Date: _____ Approved___ Not Approved___

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- DRC Recycling Building (1853 cy)
- DRC Compost Shelter (135 cy)
- Salmon River bank erosion stabilization at and around City Hall (not yet designed).

- Who/what will be aided by this project? Who are the targeted stakeholders/customers?

Provide a plan and method for gravel extraction that will extend the life of the existing gravel pits to maximize the recovery of the gravel resource that leaves the excavated area with adequate drainage and in a condition that is suitable for aquatic habitat.

Purchase construction rock and establish a new stockpile to be developed at the gravel pit. There is not a source for suitable construction rock in Gustavus and a stockpile is needed. Factors that restrict the City’s ability to import rock are:

- ADOT is requiring \$3 million of insurance to allow for construction rock to be delivered at the dock, which exceeds the coverage that local contractors can obtain.
- There are very few marine operators capable of delivering construction rock to the Gustavus dock.
- Construction rock availability is limited.

- Who/what will be aided by this project? Who are the targeted stakeholders/customers?

The primary beneficiaries of this project will be the City for road maintenance and new infrastructure, and property owners and businesses that require gravel for their construction projects.

- Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?
No.

- What is NOT covered by this project? What are its boundaries?
The purchase of the gravel extraction equipment.

2. Why is the project needed?

The project is needed so gravel will continue to be available for City road maintenance and construction projects for the City and property owners.

- What community problem, need, or opportunity will it address?
The problem this project addresses is the pending exhaustion of gravel from the City’s gravel pits. Given the current rate of extraction, using the current method, the City will soon run out of gravel.
- The project will provide a method to extract the maximum volume of gravel

from the City owned gravel pits. This project will extend the life of the gravel pits so gravel will continue to be available for road construction and maintenance, City infrastructure projects, and construction on private property.

- There isn't a source for construction rock in Gustavus, so it has to be shipped to Gustavus by barge. This project will establish an area within the gravel pit property for a construction rock stockpile.
- Opportunity: The project provides the opportunity to continue supplying gravel from the existing pits for the community's road maintenance and construction project needs.
- What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?
The project addresses the pending loss of the current gravel source. Without any available gravel the current road maintenance standards cannot be sustained, and new construction projects will not be able to proceed. The project also addresses the improvement of the gravel pit drainage system into the east airport ditch and leaving exhausted areas of the pit in good condition for establishing aquatic habitat.

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

The project originated through discussions going back to 2020 with contractors notifying the City that the gravel pits are nearing exhaustion.

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

No.

5. What is your timeline for project planning?

- By when do you hope to implement the project?
The initial request was for the project to be implemented for spring/summer of 2020. The target now is to begin engineering work in spring 2025 and implement the recommended new gravel extraction plan and extraction method as soon as possible so there is no interruption to the gravel supply.
- Will the planning or final project occur in phases or stages?
The extraction plan will be completed first, then an RFQ for the operation of the gravel pit using the new plan and extraction method will be issued.

6. What is your budget for the planning process? Will you be using a consultant?

The budget for the project is \$500,000. \$200,000 is for the purchase of shot rock and D-1 to stockpile for upcoming capital projects and natural disaster recovery. \$300,000 will cover the costs for engineering, surveying, drilling,

permitting, land acquisition, legal costs and purchase of a scale. Consultants will be used for engineering, surveying, drilling, permitting and legal work.

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

\$300,000 for the Gravel Extraction Improvement Project. \$200,000 for the construction rock stockpile.

Parts 3., 4., 5., 6. Project Investigation and Development

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

Summary:

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

The alternatives include:

- Don't proceed with the gravel extraction improvement project and exhaust the gravel supply. Road maintenance standards will not be achieved, and new construction projects will not be possible.
- Lease or purchase land from DNR for new gravel pits. More land will be stripped for the new pits.
- Purchase and ship gravel from a source outside of Gustavus. The cost and logistics will make road maintenance and new projects unaffordable.

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

An engineering study to evaluate the gravel resource in the City's 40-acre gravel pit property will inform the decision about a method to extract the deep gravel resource or acquire more land for new gravel pits.

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?
Initially through CAPSIS or other capital funding, and subsequently through gravel pit sales, (with the ability to extract more material).
- Is there a matching fund requirement? Please provide details.
This is envisioned as a grant funded project through CAPSIS (State of Alaska). If a match requirement is necessary, the

Gustavus Gravel Extraction Improvement Project Scoping and Development
Update to original Scoping Document of 4/25/19

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city, upon approval by council could apply an approximately 5% match towards the overall project.

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Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change	X		
• Streams/groundwater quality	X		
• Air quality	X		
• Soils/land quality		X	
• Fish/wildlife habitat, populations		X	
• Plant Resources (timber, firewood, berries, etc)		X	
• Invasive or pest species		X	
• Natural beauty of landscape or neighborhoods		X	
• Neighborhood character	X		
• Noise or other environmental impacts		X	
• Environmental sustainability		X	
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night	X		
Recreational opportunities?			
• Public land use and access		X	
• Trails/waterways		X	
• Parks	X		
• Public assembly/activities	X		
Education/training/knowledge & skill development?	X		
Public safety?		X	
Public health?	X		
Medical services?	X		
Emergency response?	X		
Economic performance & sustainability?		X	
• Employment of residents		X	
o Short-term (i.e., construction)		X	
o Long-term (operating and maintenance)		X	
• Cost of living reduction		X	
• Return on investment		X	
• Visitor opportunities/impressions/stays/purchases	X		
• Competitive business environment		X	
• Support for existing businesses		X	
• New business opportunities		X	

Gustavus Gravel Extraction Improvement Project Scoping and Development
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• Economic sustainability		X	
• Attractiveness of City to new residents/businesses		X	

Gustavus Gravel Extraction Improvement Project Scoping and Development
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City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		X	
• Existing services		X	
• New services		X	
• Cost of City services		X	
• Tax income to City		X	
Transportation?			
• Air	X		
• Water	X		
• Roads		X	
Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

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

This project has multiple benefits:

- The City can build and maintain roads.
- Contractors will have a local source of gravel for projects.
- Gravel will generate funds for the City through gravel sales.
- Safe roads, through proper maintenance, will provide for transportation safety.
- The gravel operations will employ Gustavus residents.
- A local source of gravel will assist businesses with staying competitive.
- Continued use of the existing gravel pits will limit the need to expand to other areas for gravel extraction.
- Using a local source for gravel will reduce the carbon footprint of the City by not shipping gravel in from other locations.
- Construction rock will be stockpiled and ready for upcoming capital projects.
- Construction rock will be available for emergency road repair in the event that a natural disaster such as the December, 2020 floods occurs again.

3. Are other projects related to or dependent on this project? **Yes, as explained above.**

- Is this project dependent on other activities or actions? **No**
- If yes, describe projects, action or activities specifying phases where appropriate. **N/A**

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

The continuing operation of the gravel pits will be done by a contractor. An additional

culvert may need to be installed under Rink Creek Road.

5. What regulatory permits will be required and how will they be obtained?
ADF&G Fish Habitat Permit, and possibly an Alaska DEC water discharge permit and US Army Corps of Engineers permit. Permit applications will be submitted by the engineering contractor.
6. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project?
\$300,000 for the gravel pit planning and land acquisition costs. \$200,000 for the construction rock stockpile for capital projects and natural disaster recovery. Operations costs to the City are not yet identified but are expected to be minimal and paid for by the profits of the gravel sales. The gravel pit contractor will be responsible for the equipment and related gravel extraction costs.
7. Is an engineering design or construction estimate necessary? **Yes.**
8. Will operation of the project generate any revenue for the City such as sales, user fees, or new taxes? If so, how will the new revenue be collected?
Yes, through the sale of gravel.

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$5000	Personnel	\$
Project management	\$5000	Benefits	\$
Land, structures, ROW, easements	\$230,000	Training	\$
Engineering work	\$40,000	Travel	\$
Permitting, inspection		Equipment:	\$
Site work	\$	Contractual	\$
Construction	\$	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment Truck scale	\$20,000	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list) Construction Rock	\$200,000	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs- income	\$

Gustavus Gravel Extraction Improvement Project Scoping and Development City of Gustavus, Alaska
Update to original Scoping Document of 4/25/19 Project Scoping and Development
 Project Planning Attachment C

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

Updated Latest Estimate Budget Line Items if Changed Date: N/A

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

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

1. What service jobs will be needed for operation and maintenance?
 O & M will be the contractor’s responsibility.
2. How many full-time, permanent jobs will this project create or retain? None unless contractor hires additional operator(s)
 Create/retain in 1-3 years
 Create/retain in 3-5 years
3. What training is necessary to prepare local residents for jobs on this project? N/A, this is the contractor’s responsibility.
4. How many local businesses will be affected by this project and how? There are three gravel pit leases that will be reduced to one operator. However, many businesses will be affected by the availability or loss of a local gravel source.

Part 7. Business Plan (Upon Council request)

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

There are a number of good Internet sites that will assist you in developing a business plan. One example (12/2010): is http://www.va-interactive.com/inbusiness/editorial/bizdev/ibt/business_plan.html

Gustavus Gravel Extraction Improvement Project Scoping and Development
Update to original Scoping Document of 4/25/19

City of Gustavus, Alaska
Project Scoping and Development
Project Planning Attachment C
Page 11 of

Submitted by: _____ Meeting Date: _____ Approved___ Not Approved___
12

Basic components of a business plan:

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

Part 8. Record of Project Planning and Development Meetings

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

The Mayor, Council Member Taylor, City Administrator, and current gravel pit contractors have discussed the issue and alternatives on multiple occasions.

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

Meeting Record

Event (Meeting of committee, Council report, public hearing, etc.	Date	Agenda Posted (date)	Minutes or record Attached? (yes/no)	Outcome Rec to Council, requested action of Council, etc.	No. of attendees
February Worksession	Feb 3, 2025	Jan. 29, 2025	No (on city website)	Update Scoping Document for CIP to CAPSIS	
May GM work session	May 6, 2019		No	Moved to GM	

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY25-13NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2025**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

Section 2. For the Fiscal Year of 2025, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		
	Account Balance	Amended Balance	Change
CP18-01 SRH Clean Up <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 716.86	\$ 0.00	<\$ 716.86 >
CP19-08 Library Bike Shelter <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 691.91	\$ 0.00	<\$ 691.91 >
CP21-02 Refurbish Old PO <i>Project was completed in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 15.43	\$ 0.00	<\$ 15.43 >
CP21-04 MFC Building in SRB <i>Project was completed in FY23. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 1,323.29	\$ 0.00	<\$ 1,323.29 >
CP21-06 Fish Waste Disposal <i>Project was completed in FY24. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 2,162.08	\$ 0.00	<\$ 2,162.08 >
CP22-02 Marine Facilities Vessel <i>Project was abandoned in FY25. Returning funds to AMLIP Capital Imrov Long-Term account.</i>	\$ 30,000.00	\$ 0.00	<\$ 30,000.00 >
AMLIP Capital Imrov Long-Term* <i>*Approximate, this is a dynamic value.</i>	\$ 621,634.59	\$ 656,544.16	\$ 34,909.57

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: February 10, 2025

DATE OF PUBLIC HEARING: March 10, 2025

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

Sally McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS
ORDINANCE FY25-09**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
TITLE 2 ADMINISTRATION, CHAPTER 2.40 CITY COUNCIL PROCEDURES, SECTION
2.40.150 COMMITTEES**

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that Title 2, Chapter 2.40.150 be amended as follows:

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

TITLE 2 - ADMINISTRATION

Chapter 2.40 – City council procedures

Section 2.40.150 – Committees

- (a) Standing committees shall be created and dissolved by resolution.
- (b) Special committees shall be created by resolution. The city council shall have such special committees as may be considered necessary. Special committees automatically terminate upon completion of the committee's assignment as defined in the resolution.
- (c) Any member of the city council may sit with any committee at all times; such member shall have the right to participate in committee discussion except that members of the committee have priority in obtaining the floor and only committee members may vote. Reasonable opportunity for the public to be heard shall be allowed at committee meetings other than those designated as work sessions.
- (d) Selection, process, and duties of committees of the city council.
- (1) Standing committees.
- (A) There shall be not more than two (2) city council members appointed to each standing committee of the city council. **City council members appointed to the committee shall serve as a liaison, without voting privileges.**
- (B) **Volunteers interested in filling a vacancy on a committee shall submit an application for appointment to the city clerk's office, on a form provided by the city clerk's office.**

~~(C)~~(B) Nominations for standing committee appointments and for the position of chair of each such committee shall be made by the mayor **from applications received and** subject to ratification by the city council.

~~(D)~~(C) A standing committee may at the call of its chair or the vote of its membership take up any matter within the scope of its charge established by these rules and not pending as legislation authorized by the city council. Matters not within the scope of any standing committee or within the scope of more than one (1) standing committee shall be assigned by the mayor.

~~(D)~~ Each committee shall refer information to and coordinate activities with other appropriate committees. Issues referred to another committee and any directions to the mayor must have the concurrence of a majority of the committee members.

(2) Special committees. Nominations for special committee appointments and the chair position of each special committee shall be made by the mayor and shall be subject to ratification by the city council.

(A) There shall be not more than two (2) city council members appointed to each standing committee of the city council. City council members appointed to the committee shall serve as a liaison, without voting privileges.

(B) Volunteers interested in filling a vacancy on a committee shall submit an application for appointment to the city clerk's office, on a form provided by the city clerk's office.

(C) Nominations for special committee appointments and for the position of chair of each such committee shall be made by the mayor from applications received and subject to ratification by the city council.

(e) The council liaison is a nonvoting member who may participate in committee deliberation, provides a direct line of communication between the committee and the city council, and provides guidance about Open Meetings Act and Roberts Rules of Order.

~~(f)~~(e) The **meeting** schedule will be made available in the office of the clerk and posted in at least three (3) public locations throughout the City of Gustavus five (5) days prior to meeting. All committees will prepare and present quarterly reports at city council meetings as scheduled by the council or at the request of the city council.

~~(g)~~(f) Quorum of committees. For committees with seven (7) or eight (8) members, four (4) of the membership shall constitute a quorum; for committees with five (5) or six (6) members, three (3) of the membership shall constitute a quorum. For committees with four (4) or fewer members, two (2) of the membership shall constitute a quorum for the transaction of business. **Council members serving on committees will not count in the constitution of a quorum.**

~~(h)~~(g) Voting. The minimum vote required to take official action shall be the same as that constituting a quorum.

(i) All committee members under this chapter shall take an oath of office prior to participation in any meeting.

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

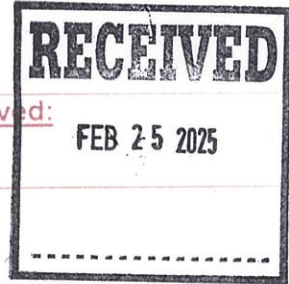
Date Introduced: February 10th, 2025

Date of Public Hearing: March 10th, 2025

PASSED and **APPROVED** by the Gustavus City Council this XXth day of XXXX, 2025

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk



Date Received:

FEB 25 2025

APPLICATION FOR APPOINTMENT TO OPEN COUNCIL SEAT
CITY OF GUSTAVUS

Name: Geoffrey Fosse W
Last First MI

Residence Address: 15 Berry Creek

Mailing Address: PO Box 228, Gusatavus, Ak 99826

Home Phone: cell# 417-718-7156

E-Mail Address: gfosse2017@gmail.com

Can you regularly attend meetings? YES NO

Are you currently affiliated with the City in any way?
(For example emergency responder, employee)
 YES NO

If yes, please list positions: _____

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

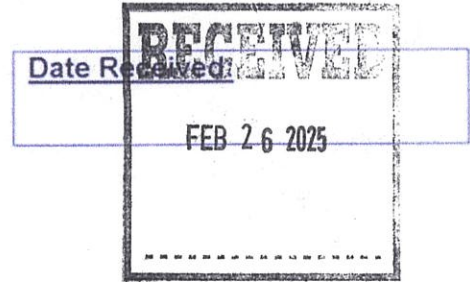
Reason for interest in being a Council Member: To better understand the needs
of our community to be a part in how the City moves forward for our citizens.

Brief background of experience that would qualify you for the position:
Managment of trucking company's freight lot and movement therein.
Safety assistant in the hours of service rules and regulations adherence.


Signature

Geoffreyt Fosse
Printed Name

2/25/25
Date



APPLICATION FOR APPOINTMENT TO OPEN COUNCIL SEAT
CITY OF GUSTAVUS

Name: Kearns James S.
Last First MI

Residence Address: 1010 Chase DR.

Mailing Address: PO Box 148

Home Phone: 907-723-3065 Landline 907-697-2334

E-Mail Address: jim@fairweatheradventures.net

Can you regularly attend meetings? YES NO

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

YES NO

If yes, please list positions: _____

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

Reason for interest in being a Council Member: Interested in helping our
community

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

School Teacher

James S. Kearns
Signature

James S. Kearns
Printed Name

2/25/2025
Date

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-05**

**A RESOLUTION PROVIDING FOR A COST-OF-LIVING PAY ADJUSTMENT FOR CITY OF
GUSTAVUS EMPLOYEES IN REGULAR POSITIONS**

WHEREAS, the Gustavus City Council adopted an “Employee Payment and Earnings Policy” on June 8, 2006; and

WHEREAS, the Gustavus City Council adopted Resolution 2011-23 on December 8, 2011, which updates the Section of the “Employment Payment and Earnings Policy” entitled “Pay Raises”; and

WHEREAS, the adopted Policy of “Pay Raises” states that the Gustavus City Council may grant, from time to time, by Resolution, periodic adjustments to the City’s pay schedule. The City Council will consider the cumulative change in the Consumer Price Index (Anchorage) since the last such pay adjustment in formulating such adjustments. Such periodic pay adjustments, if any, will apply to all Regular Position employees of the City of Gustavus. A Regular Position is a full-time or part-time year-round position in which the employee generally works the same schedule every week, although actual hours each week may vary with season or with workload; and

WHEREAS, in adopting this policy, the Gustavus City Council has determined that adjusting the pay of its Regular Position employees in an amount equal to the change in the consumer price index (CPI) for Anchorage, the standard measure of CPI for Alaska, is appropriate; and

WHEREAS, the logical time to approve the Cost-of-Living Pay Adjustment is before the Gustavus City Council has adopted the next fiscal year budget; and

WHEREAS, the consumer price index (CPI) for Anchorage rose 2.3% for the calendar year 2024.

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council grants a 2.3% Cost-of-Living Pay Adjustment to current hourly rates (nonexempt) and base salary (exempt) for all Regular Position Employees effective July 1, 2025.

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

Sally McLaughlin, Mayor

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY25-04**

**A RESOLUTION BY THE CITY OF GUSTAVUS CLARIFYING THE ROLE OF THE
CITY OF GUSTAVUS AND THE SOUTHEAST ALASKA LAND TRUST IN THE
GUSTAVUS NATURAL LANDS LEASE PROJECT (RENAMED THE GUSTAVUS
BEACH MEADOWS PROJECT)**

WHEREAS, The City of Gustavus endorses and supports the goal of this community project to secure continuing public and wildlife access to the Gustavus Beach Meadow lands on both sides of Dock Road; and,

WHEREAS, the project has evolved since original conception from a temporary lease for public use of the lands to a temporary conservation easement that will enable continued public use, and in light of public comments, concerns, and suggestions, some clarification of the City's role in this community project is appropriate; and,

WHEREAS, Resolution CY24-12 on May 13, 2024 established the Conservation Lands Advisory Committee ("CLAC") to provide recommendations, strategies, and supporting documentation to the City on oversight and conservation lands within the City boundaries; and,

WHEREAS, CLAC in partnership with the Southeast Alaska Land Trust ("SEALT") applied for an Endowment Fund grant for the Gustavus Natural Lands Lease Project (the "Project") to forestall competitive offers and to allow time to investigate, pursue, and obtain funding for a temporary conservation easement on lands privately held by the DeBoer family; and,

WHEREAS, it is intended that SEALT obtain the temporary conservation easement and in cooperation with the DeBoer family manage and enforce its provisions for the benefit of the community of Gustavus; and,

WHEREAS, following the submission of the Endowment Fund application, CLAC was advised that because the application was submitted by a City committee, it needed to comply with Resolution CY22-20 requiring advance approval by the City Council of a project scoping plan for grant proposals over \$15,001. Accordingly, CLAC prepared a project scoping document ("PSD") which was introduced on the agenda for the Dec. 16, 2024 Council meeting in advance of Resolution CY24-19 regarding approval of Endowment Fund Grant awards; and,

WHEREAS, through the proposal development and submission process, there were some inconsistencies, such as in terminology of lease vs conservation easement, between the PSD and documents filed supporting the Endowment Fund award, including the Endowment Fund application (Gustavus Natural Lands Project – An Introduction) and a letter from SEALT dated December 9, 2024. This resulted in some members of the public misconstruing that the funding was intended for a City project to purchase and manage privately-held lands; and,

WHEREAS, At the December 16th General Meeting, the City Council approved a Scoping Document for the Gustavus Natural Lands Lease Project and awarded

\$21,036.32 from the 2024 Endowment Fund Grants (Resolution CY24-19), which was less than the requested amount. Consequently, the required Endowment Fund Grant Post-Award Update was filed with the City Treasurer on January 6, 2025, which specified that, with the reduced amount, the Endowment Fund grant would then pay SEALT for the top two items of the proposal only, including the two lease payments and legal review. (The update should have stated explicitly that review is a standard measure for such land trust transactions and is required by SEALT's Counsel, not to be provided by the City of Gustavus Attorney). The update also advised the City Treasurer, that as suggested by SEALT and approved by the CLAC, the project name would henceforth be changed to the: Gustavus Beach Meadows Project.

WHEREAS, additional clarification is needed regarding the roles and responsibilities of SEALT and CLAC in this community project, an amendment of the PSD is necessary to demonstrate its alignment of its planning design in accordance with City ordinances and the terms of the Endowment Fund grant;

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council adopts the following clarifications for incorporation as an amendment to the PSD as follows:

1. The Gustavus Natural Lands Lease Project (now renamed Gustavus Beach Meadows Project) is a community project conducted cooperatively with SEALT within the City of Gustavus boundaries, proposed and monitored by the City's Conservation Lands Advisory Committee, in support of community objectives.
2. SEALT is the lead partner, providing expertise and substantial supplementary funding, negotiating, and crafting the terms of a conservation easement supporting the interests of the community of Gustavus.
3. Ownership of the beach meadow tracts involved will remain with the existing private owners. The City of Gustavus has no plan or authorization to take ownership of the properties.
4. Land management of the tracts will remain the responsibility of the private property owners but will be informed by the conditions of the conservation easement held by SEALT during the term of the easement.
5. CLAC serves as an advisory partner, consultant, and liaison with SEALT to assure Endowment grant funds are used effectively, in accordance with the terms of the grant agreement, and that the interests of the community of Gustavus are understood and achieved.
6. The PSD provides planning and guidance on achieving the goal of long-term conservation of high-value natural property to the community of Gustavus, and its visitors, but does not vest the authority or responsibility in the City or in CLAC to manage the property or enforce the terms of the easement.
7. Upon passage of this Resolution, a revised PSD that fully incorporates these amendments and fully updates the name, description, and post-award budget for the two-year project may be submitted for Council consideration at the next General Meeting.
8. The authority of this resolution will expire with the expiration of the temporary conservation easement.

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

Sally A. McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

Project Planning: Attachment B Project Development Form [Amended]

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

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

Part 1. Project Identification

Name of project: Gustavus Beach Meadows Project—Renamed from the Gustavus Natural Lands Leasing Project Scoping Document

Department: [Conservation Lands Advisory Committee](#)
E-mail: Susan.warner@gustavus-ak.gov

Contact: Susan Warner
Phone: 907-750-7846

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

Note: This scoping document reflects new project developments. It updates and replaces the earlier scoping document for the Gustavus Natural Lands Leasing Project.

1. What is the project?

- What are its goals and objectives?
Pursuant to City of Gustavus Resolution CY24-12 Establishing a Conservation Lands Committee, this project seeks to secure continuing public recreation and wildlife habitation on beach and upland meadow lands on both sides of Dock Road currently held privately by the DeBoer family, while encouraging the family to work with a land trust to assure continued public recreational access to the lands in their natural condition.

The project will support acquisition by the Southeast Alaska Land Trust (SEALT), on behalf of the community of Gustavus, of a *temporary, two-year, conservation easement* covering the Beach Meadows tracts (AKA the former Mt. Fairweather Golf Course) owned by the DeBoer family on the east and west sides of Dock Road. It will enable and encourage SEALT and the private property owners to investigate, pursue, and obtain funding for long term protection of the natural character of the lands and public recreational access thereto, absent competing pressures on the properties. During the two-year term the conservation easement will assure continuing public recreational access and protection from development or sale. The temporary conservation easement will be held by SEALT for the benefit of the community of Gustavus. During the easement period work can begin to bring the property under permanent conservation status, should all parties agree, and sufficient funding is obtained. The project described in this scoping document will terminate with the conclusion of the temporary conservation easement.

Future provisions for and management of the lands involved after the expiration of the temporary conservation easement will be the responsibility of the private property owners and SEALT in accordance with their negotiated agreement.

The Beach Meadow tracts will remain in private ownership. The project does not commit the City of Gustavus to any continuing responsibility for stewardship of the lands and there is no intent that the City will take ownership of the lands in the future.

The role of the City of Gustavus Conservation Lands Advisory Committee, which conceived this project, shall be to monitor the acquisition of the temporary conservation easement and its implementation to assure that the interests of the community of Gustavus are understood and assured, and that the terms of Endowment Fund grant for the temporary easement are met.

- **Who/what will be aided by this project? Who are the targeted stakeholders/customers? The community of Gustavus will benefit from assured protection of the beach upland tracts on both sides of Dock Road, which the public enjoys for low impact recreational activities through the grace and generosity of the owners, the DeBoer family.**
- **Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?**
No survey is anticipated but observations of Conservation Lands Committee members indicate that the trails and meadows are used daily by a wide range of hikers, dog walkers, birders and more. The meadows offer remarkable unobstructed open views, even from Dock Road, of beaches, Icy Passage, nearby islands, the Salmon River, and the Fairweather Range. The west side meadows and the Fairweather Range beyond are the background to the information kiosk that welcomes visitors arriving by ferry.
- **What is NOT covered by this project? What are its boundaries?**
This project addresses the undeveloped natural lands tracts on both sides of Dock Road formerly known as the Mount Fairweather Golf Course. On the west side of the road Tracts 8A, D, and E are included. On the east side of the road Lot 36 of Plat 89-18. *Not included* are the adjacent State-owned Tracts A and B2 under cooperative management with the City of Gustavus as the Gustavus Beach Park, and the City-owned Bulk Fuel Facility Tract B1.

Provisions that may be agreed to be implemented after the term of the temporary conservation easement ends are beyond the scope of this project.

The City Conservation Lands Advisory Committee has been awarded a grant from the City of Gustavus Endowment Fund in the amount of \$21,036.32 to cover the estimated direct cost of the temporary conservation easement and associated necessary legal fees. Other work to secure a conservation easement for the easement acquisition are the responsibility of SEALT to be paid for with funding from SEALT's private sources.

2. Why is the project needed?

- **What community problem, need, or opportunity will it address?**
Community members enjoy recreational use of the beach meadows properties as an extension of the Gustavus Beach Park but do so only through the grace and generosity of

the private owners who receive no return on the value of the property. There is no guarantee the public will continue to enjoy such access indefinitely and there are competing options such as subdivision and leasing for grazing purposes that may preclude future public use. Fortunately, the DeBoer family understands and appreciates the importance of the lands to the Gustavus Community and has entertained discussions with SEALT regarding conservation options. SEALT assigns high value to the tracts for conservation purposes if they can be held intact. It may take months or a few years to develop options and to acquire fair compensation for long-term protection of the tracts. Time is of the essence because competing financial options could impact or eliminate options for conservation of the valuable tracts. Working with SEALT, the community of Gustavus has the opportunity now to secure the lands in their natural condition for future generations. On behalf of the community, the Conservation Lands Advisory Committee believes Gustavus should act with all deliberate speed. This project will recognize the value of the tracts to the community and provide some financial compensation for the public use the DeBoer family graciously allows.

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

Establishing a temporary conservation easement for the lands is the first step to retaining their superb natural value for Gustavus residents, visitors, and wildlife long into the future.

3. Where did the idea for this project originate?

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

4. Is this project part of a larger plan?

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

5. What is your timeline for project planning?

Planning has begun already. With grant funding from the City Endowment Fund now assured, SEALT Director Ms. Margaret Custer and staff have begun negotiations with the DeBoer family toward a temporary conservation easement for the tracts involved. The DeBoer family has responded positively.

▪ **By when do you hope to implement the project?**

We hope to implement the initial lease by early in CY 2025.

▪ **Will the planning or final project occur in phases or stages?**

The present project has a single phase—the two-year temporary conservation easement. However, during the term of the temporary easement, negotiations will evolve to seek permanent conservation assurance for the tracts. If negotiations are successful and funding can be acquired, a second, permanent conservation phase will evolve. That second phase will be a separate project conducted by the private landowners and SEALT. The Conservation Lands Advisory Committee’s role during a second phase will be solely

observational with no expense to the City.

Milestones for the 2024 Endowment Fund Grant for the Conservation Lands Advisory Committee (CLAC) to initiate a temporary conservation easement to the DeBoer property and work toward obtaining a permanent conservation easement include:

2024-Nov; CLAC report to Council, Council EFG Work Group session
 2024-Dec; EFG Awards announced 12/09, Project start-up work 12/10
 2025-Jan; Review draft SEALT lease agreement with landowners, SEALT legal review
 2025-Feb-Mar; SEALT initiates easement agreement, and implements terms
 2025-Mar; 1st Quarter CLAC report to Council, SEALT makes 1st easement cost payment
 2025-Apr-Jun; SEALT prepares and files application for large grant from appropriated funding under the North American Wetlands Conservation Act (NAWCA) for permanent conservation easement provisions.
 2025-May; SEALT summer field site work to survey resources in support of grant funding and of provisions for permanent conservation arrangements.
 2025-June; 2nd quarterly CLAC report to Council
 2025-June to Dec; SEALT continues to seek grant funding for permanent conservation easement and negotiates terms with DeBoer family for permanent measures.
 2025-Dec; SEALT makes 2nd annual lease payment. CLAC files final 2024 Endowment Fund Grant report to Council
 2026-Jan-Dec. SEALT finalizes long term protection agreements with DeBoer family.

6. What is your budget for the planning process? Will you be using a consultant?
 Planning is conducted by SEALT using private funds acquired for the project already.

7. What is your rough estimate of the total cost of the planning and final product?
 Project budget for portion of the project funded by Endowment Fund grant:

\$18,800 2 X \$9,400 lease payments
\$ 2,236.32 Legal Review
\$21,036.32 Total Equals 2024 Endowment Fund Grant total

Additional costs to SEALT for acquiring the temporary conservation easement will be funded by SEALT from private funds already on hand.

Parts 3 - 6. Project Investigation and Development

Summary:

1. What alternative approaches or solutions were considered?

Alternatives considered included:

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

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

The Conservation Lands Advisory Committee recommends working with SEALT toward achieving c) a temporary conservation easement subject to negotiations with the DeBoer family. SEALT recommended the option of a conservation easement because it is a standard method used by land trusts to secure conservation values and public access on lands held by private owners. Standard legal and operating provisions can be applied to the mutual benefits of the easement holder (eg SEALT), the private landowner, and public.

3. Identify your funding source(s).

▪ **How will the project be funded initially, and for its operating life?**

Initial and final funding for the conservation easement will be \$21,000 from the Endowment Fund grant plus \$9,000 already on hand from public donations to SEALT for the project.

▪ **Is there a matching fund requirement?**

No matching funding is required.

Project budget Note for January 31, 2025:

At the December 16, 2024, General Meeting, the City Council approved a Scoping Document for the Gustavus Natural Lands Lease Project and awarded \$21,036.32 from the 2024 Endowment Fund Grants (Resolution CY24-19) The project originally proposed a \$30,000 budget, requesting \$25,000 from the Endowment Funds and offering a 20% match of \$5,000 from private donations. Since the Endowment money awarded was approximately \$4,000 short of that requested, the *private contribution* was upped to a 30% match of \$9,000, which will be paid directly to the Southeast Alaska Land Trust, to keep to the original project budget as approved by the Council. Thus, the budget portion paid by grant funds has been revised as follows:

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Furthermore, it was proposed at the December 3rd meeting of the Conservation Lands Advisory Committee to change the project name to the Gustavus Beach Meadows Project, for better positioning for future outside grant applications. The City’s interests and support for this *community project* will be managed through the Conservation Lands Advisory Committee’s point of contact with the Southeast Alaska Land Trust, which will be the holder of the Conservation Easement.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? (+ = impact is beneficial; - = harmful)			
• Climate change		+	
• Streams/groundwater quality		+	
• Air quality		+	
• Soils/land quality		+	
• Fish/wildlife habitat, populations		+	
• PFAS soil or water contamination	X		

• Plant Resources (timber, firewood, berries, etc)		+	
• Invasive or pest species		+	
• Natural beauty of landscape or neighborhoods		+	
• Neighborhood character		+	
• Noise or other environmental impacts		+	
• Environmental sustainability		+	
• Hazardous substances use	X		
• Community waste stream	X		
• Light pollution at night			X
Recreational opportunities?			
• Public land use and access		+	
• Trails/waterways		+	
• Parks		+	
• Public assembly/activities			X
Education/training/knowledge & skill development?			X
Public safety?	X		
Public health?		+	
Medical services?	X		
Emergency response?	X		
Economic performance & sustainability?			
• Employment of residents	X		
o Short-term (i.e. construction)	X		
o Long-term (operating and maintenance)	X		
• Cost of living reduction	X		
• Return on investment	X		
• Visitor opportunities/impressions/stays/purchases		+	
• Competitive business environment	X		
• Support for existing businesses			X
• New business opportunities			X
• Economic sustainability			X
• Attractiveness of City to new residents/businesses		+	
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)	X		
• Existing services	X		
• New services	X		
• Cost of City services	X		
• Tax income to City	X		
Transportation?			
• Air	X		
• Water	X		
• Roads	X		

Communications?			
• Internet	X		
• Phone	X		
• TV/radio	X		
Other? (type in)			

2. How does this project provide benefits or add value in multiple areas

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

3. Are other projects related to or dependent on this project?

• **Is this project dependent on other activities or actions?**

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

• **If yes, describe projects, action or activities** specifying phases where appropriate.
N/A.

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity?

The project as now conceived will not require any new infrastructure, activity, or staffing. The Conservation Lands Advisory Committee, a group of volunteers, will provide monitoring and oversight during the two-year easement period to assure the expectations of the community and the requirements of the Endowment Grant funding are assured.

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

None

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

Initial cost against the Endowment Fund grant will be \$21,036.32. There are no further costs to the City of Gustavus or its Conservation Lands Advisory Committee. SEALT will fund costs beyond the Endowment Fund grant from private donations already on hand for the project.

7. Is an engineering design or construction estimate necessary?

No

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

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

Part 5. Project Budget

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
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Freight	\$	Repair & maintenance	\$
Contingencies	\$	Other (list)	\$
Other (list)SEALT Legal review	\$2,236.32	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

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

Not Applicable.

1. What service jobs will be needed for operation and maintenance?
2. How many full-time, permanent jobs will this project create or retain?
 _____ Create/retain in 1-3 years
 _____ Create/retain in 3-5 years
3. What training is necessary to prepare local residents for jobs on this project?
4. How many local businesses will be affected by this project and how?

Part 7. Business Plan (Upon Council request)

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project. There are a number of good Internet sites that will assist you in developing a business plan. One example (05/2018) is: http://va-interactive.com/tools/business_plan.html

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1. Please document the manner in which public input was received.
 - Public comment on agenda item at committee or Council meeting
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 - Written comment from the public (please attach)
2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

Meeting Record

Event (Meeting of committee, Council report, public hearing, etc.	Date	Agenda Posted (date)	Minutes or record Attached ?(yes/no)	Outcome Rec to Council, requested action of Council, etc.	No. of atten- dees
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City Council	12/16/24	5 days ahead	Posted on website	Approved grant and original scoping document	7
CLAC	1/3/25	5 days ahead	Posted on website		7
CLAC	2/7/25	10 days ahead	To be Posted on website	Approved updated resolution and scoping document	6

Project Planning: Attachment B Project Development Form [Amended]

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

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

Part 1. Project Identification

Name of project: Gustavus Beach Meadows Project—Renamed from the Gustavus Natural Lands Leasing Project Scoping Document

Department: [Conservation Lands Advisory Committee](#)
E-mail: Susan.warner@gustavus-ak.gov

Contact: Susan Warner
Phone: 907-750-7846

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

Note: This scoping document reflects new project developments. It updates and replaces the earlier scoping document for the Gustavus Natural Lands Leasing Project.

1. What is the project?

- What are its goals and objectives?
Pursuant to City of Gustavus Resolution CY24-12 Establishing a Conservation Lands Committee, this project seeks to secure continuing public recreation and wildlife habitation on beach and upland meadow lands on both sides of Dock Road currently held privately by the DeBoer family, while encouraging the family to work with a land trust to assure continued public recreational access to the lands in their natural condition.

The project will support acquisition by the Southeast Alaska Land Trust (SEALT), on behalf of the community of Gustavus, of a *temporary, two-year, conservation easement* covering the Beach Meadows tracts (AKA the former Mt. Fairweather Golf Course) owned by the DeBoer family on the east and west sides of Dock Road. It will enable and encourage SEALT and the private property owners to investigate, pursue, and obtain funding for long term protection of the natural character of the lands and public recreational access thereto, absent competing pressures on the properties. During the two-year term the conservation easement will assure continuing public recreational access and protection from development or sale. The temporary conservation easement will be held by SEALT for the benefit of the community of Gustavus. During the easement period work can begin to bring the property under permanent conservation status, should all parties agree, and sufficient funding is obtained. The project described in this scoping document will terminate with the conclusion of the temporary conservation easement.

Future provisions for and management of the lands involved after the expiration of the temporary conservation easement will be the responsibility of the private property owners and SEALT in accordance with their negotiated agreement.

The Beach Meadow tracts will remain in private ownership. The project does not commit the City of Gustavus to any continuing responsibility for stewardship of the lands and there is no intent that the City will take ownership of the lands in the future.

The role of the City of Gustavus Conservation Lands Advisory Committee, which conceived this project, shall be to monitor the acquisition of the temporary conservation easement and its implementation to assure that the interests of the community of Gustavus are understood and assured, and that the terms of Endowment Fund grant for the temporary easement are met.

- **Who/what will be aided by this project? Who are the targeted stakeholders/customers? The community of Gustavus will benefit from assured protection of the beach upland tracts on both sides of Dock Road, which the public enjoys for low impact recreational activities through the grace and generosity of the owners, the DeBoer family.**
- **Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?**
No survey is anticipated but observations of Conservation Lands Committee members indicate that the trails and meadows are used daily by a wide range of hikers, dog walkers, birders and more. The meadows offer remarkable unobstructed open views, even from Dock Road, of beaches, Icy Passage, nearby islands, the Salmon River, and the Fairweather Range. The west side meadows and the Fairweather Range beyond are the background to the information kiosk that welcomes visitors arriving by ferry.
- **What is NOT covered by this project? What are its boundaries?**
This project addresses the undeveloped natural lands tracts on both sides of Dock Road formerly known as the Mount Fairweather Golf Course. On the west side of the road Tracts 8A, D, and E are included. On the east side of the road Lot 36 of Plat 89-18. *Not included* are the adjacent State-owned Tracts A and B2 under cooperative management with the City of Gustavus as the Gustavus Beach Park, and the City-owned Bulk Fuel Facility Tract B1.

Provisions that may be agreed to be implemented after the term of the temporary conservation easement ends are beyond the scope of this project.

The City Conservation Lands Advisory Committee has been awarded a grant from the City of Gustavus Endowment Fund in the amount of \$21,036.32 to cover the estimated direct cost of the temporary conservation easement and associated necessary legal fees. Other work to secure a conservation easement for the easement acquisition are the responsibility of SEALT to be paid for with funding from SEALT's private sources.

2. Why is the project needed?

- **What community problem, need, or opportunity will it address?**
Community members enjoy recreational use of the beach meadows properties as an extension of the Gustavus Beach Park but do so only through the grace and generosity of

the private owners who receive no return on the value of the property. There is no guarantee the public will continue to enjoy such access indefinitely and there are competing options such as subdivision and leasing for grazing purposes that may preclude future public use. Fortunately, the DeBoer family understands and appreciates the importance of the lands to the Gustavus Community and has entertained discussions with SEALT regarding conservation options. SEALT assigns high value to the tracts for conservation purposes if they can be held intact. It may take months or a few years to develop options and to acquire fair compensation for long-term protection of the tracts. Time is of the essence because competing financial options could impact or eliminate options for conservation of the valuable tracts. Working with SEALT, the community of Gustavus has the opportunity now to secure the lands in their natural condition for future generations. On behalf of the community, the Conservation Lands Advisory Committee believes Gustavus should act with all deliberate speed. This project will recognize the value of the tracts to the community and provide some financial compensation for the public use the DeBoer family graciously allows.

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

Establishing a temporary conservation easement for the lands is the first step to retaining their superb natural value for Gustavus residents, visitors, and wildlife long into the future.

3. Where did the idea for this project originate?

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

4. Is this project part of a larger plan?

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

5. What is your timeline for project planning?

Planning has begun already. With grant funding from the City Endowment Fund now assured, SEALT Director Ms. Margaret Custer and staff have begun negotiations with the DeBoer family toward a temporary conservation easement for the tracts involved. The DeBoer family has responded positively.

▪ **By when do you hope to implement the project?**

We hope to implement the initial lease by early in CY 2025.

▪ **Will the planning or final project occur in phases or stages?**

The present project has a single phase—the two-year temporary conservation easement. However, during the term of the temporary easement, negotiations will evolve to seek permanent conservation assurance for the tracts. If negotiations are successful and funding can be acquired, a second, permanent conservation phase will evolve. That second phase will be a separate project conducted by the private landowners and SEALT. The Conservation Lands Advisory Committee’s role during a second phase will be solely

observational with no expense to the City.

Milestones for the 2024 Endowment Fund Grant for the Conservation Lands Advisory Committee (CLAC) to initiate a temporary conservation easement to the DeBoer property and work toward obtaining a permanent conservation easement include:

- 2024-Nov; CLAC report to Council, Council EFG Work Group session
- 2024-Dec; EFG Awards announced 12/09, Project start-up work 12/10
- 2025-Jan; Review draft SEALT lease agreement with landowners, SEALT legal review
- 2025-Feb-Mar; SEALT initiates easement agreement, and implements terms
- 2025-Mar; 1st Quarter CLAC report to Council, SEALT makes 1st easement cost payment
- 2025-Apr-Jun; SEALT prepares and files application for large grant from appropriated funding under the North American Wetlands Conservation Act (NAWCA) for permanent conservation easement provisions.
- 2025-May; SEALT summer field site work to survey resources in support of grant funding and of provisions for permanent conservation arrangements.
- 2025-June; 2nd quarterly CLAC report to Council
- 2025-June to Dec; SEALT continues to seek grant funding for permanent conservation easement and negotiates terms with DeBoer family for permanent measures.
- 2025-Dec; SEALT makes 2nd annual lease payment. CLAC files final 2024 Endowment Fund Grant report to Council
- 2026-Jan-Dec. SEALT finalizes long term protection agreements with DeBoer family.

6. What is your budget for the planning process? Will you be using a consultant?
 Planning is conducted by SEALT using private funds acquired for the project already.

7. What is your rough estimate of the total cost of the planning and final product?
 Project budget for portion of the project funded by Endowment Fund grant:

\$18,800 2 X \$9,400 lease payments
\$ 2,236.32 Legal Review
\$21,036.32 Total Equals 2024 Endowment Fund Grant total

Additional costs to SEALT for acquiring the temporary conservation easement will be funded by SEALT from private funds already on hand.

Parts 3 - 6. Project Investigation and Development

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1. What service jobs will be needed for operation and maintenance?
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CLAC	1/3/25	5 days ahead	Posted on website		7
CLAC	2/7/25	10 days ahead	To be Posted on website	Approved updated resolution and scoping document	6

3. Plans and progress. Describe in one or two paragraphs what has been accomplished so far (if anything). This may include feasibility study, conceptual design, final design/engineering/permitting, fundraising activity, and total funds raised to date.

Included in the scope of the second phase of the SRP improvements, was to position one or two benches by the new playground equipment so adult observers and other caretakers would have a place to sit while children played. We asked for sufficient funds/materials to buy or build another picnic table. To save on shipping and handling, we asked the pathway contractor to order extra materials when he was ordering the HDPE recycled lumber (from Oregon), so these items could be constructed at a later time. This lumber was already procured as part of Phase II of the SRP enhancements which was in part from a grant through the Crossette Foundation.

To date we have undertaken these activities:

- Contractor provided a list of remaining HDPE lumber.
- City Administrator met with Gustavus School CTE instructor to discuss students’ involvement, schedule, the various types of benches and tables, and the expectations for outcomes. Also discussed obtaining locally cut lumber for a couple of the projects. CTE teacher also recommended updating the boards on the benches of the Nagoonberry Trail, recognizing that those benches are not the first priority.
- City Administrator has discussed project with the Marine Facilities Coordinator who will be overseeing the project and coordinating with the school.
- City Administrator has also discussed with the local resident who built the original bench at the beach who will assist with dismantling the old one and will perspective about securing the bench to the ground.
- MFC has met with CTE Teacher to discuss scope and schedule.
- The City has ordered two Commercial Quality “Lifetime” folding picnic tables from Costco that the MFC will pick up when he goes to Juneau via ferry in the next couple of weeks. At least one will be for the library to use outdoors or in the bike shelter.

4. Project cost:

A. TOTAL COST (including funds already secured) = \$ 5,000

This estimate includes materials, not yet in stock, such as special fasteners, and extra saw blades for the HDPE lumber, We need two sets of the Cast Aluminum Park Bench legs (made in USA) and cross bars (stretcher rods) for stability and long-term life of equipment, (these are expensive but apparently bullet-proof). We will need some locally milled lumber to supplement additional tables or benches once the HDPE lumber is utilized. I’m told the school has a planer which will be used for the local rough-cut lumber. Stain or paint for the wood projects and other hardware will be needed. Materials estimate is approximately \$4,000. The outdoor folding picnic tables and locally carved SRP sign is an additional \$1,000.

B. For construction projects, break out preconstruction costs (feasibility/design/permitting):

Preconstruction costs = \$___N/A___ Construction costs to build items = \$5,000

5. Timeline: Indicate when you hope to complete each phase of the project.

We hope to have tables and benches completed and installed by mid-Summer depending on how many we can build with the CTE class and the amount (bf) of existing and additional materials.

A. For projects that consist of land or equipment purchase only, state when the purchase would be made: N/A

Item #17.

For construction projects:

B. Preconstruction phase to be completed by _____.

C. Construction phase to be completed by _____.

6. Provide a quality digitized photo, drawing, map, or other graphic image of your project if possible Some Options below:



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

March 10, 2025

Re: Appointments to Special (EFG) Policy Committee

Per City Ordinance 2.40.150 (d) (B), nominations for committee appointments shall be made by the mayor and shall be subject to ratification by the city council.

We received four applications originally; the committee can have up to six members further applicants can still be considered.

I nominate the following for the Special Policy Committee formed by Resolution CY25-01 and ask that the Council accept the nominations.

Jennifer Thompson

Artemis BonaDea

Submitted by: Sally A. McLaughlin, Mayor

Mayor's Monthly Report

March 2025

Xunaa Borough Update: The Local Boundary Commission met on November 12, 2024 and voted in favor of adopting the City of Hoonah's petition to dissolve the City of Hoonah and to form a non-unified Home Rule Xunaa Borough as presented to the Local Boundary Commission, seeming to overlook the LBC staff report that recommended the LBC not adopt the petition as presented, as well as an abundance of public comment in opposition.

The final written decision as well as a dissent brief presented by Commissioner Wood and Commissioner Walker were presented at a December meeting. These documents are available on the LBC website, under the "Decision" tab.

At that point we had an opportunity to file a request for reconsideration. We engaged attorney Megan Costello, on recommendation from our city attorney, to work with us on filing for reconsideration. Elfin Cove also engaged Megan, and we combined our efforts into one request. Megan did an outstanding job in presenting our case! In addition to ours, the City of Tenakee Springs, the City of Pelican and the Gustavus Visitors Association all filed requests. These documents are also available on the LBC website, under the "Public Meetings" tab.

A final decisional meeting was held on February 18 in which the LBC reconsidered two of the standards-Boundaries and Best interests of the State- and ultimately voted to uphold the original decision to grant the petition for the Xunaa Borough. A written decision is due within 30 days (by March 18) and will be the final decision. We have no further avenues for appealing to the LBC. However, there is an avenue available to appeal to the Alaska Superior Court.

At the March 3rd Special City Council Meeting we met with Megan Costello in an executive session to discuss strategies and options for appeal. No formal action was taken at that time; however, another special meeting will be scheduled soon to make a formal decision.

Staff Meeting: At the February staff meeting, staff reported on additions or changes they made to the website pages for their department. We also reviewed the short- and long-form project scoping document forms to identify suggestions for streamlining them. Staff were asked to come up with ideas on policies they would like to review at future meetings. I am very pleased with the level of dedication and pride with which our staff members serve our community!

Thanks to Liesl and Artemis BonaDea for sprucing up the city bulletin boards around town. Brightly colored labels now highlight the different documents posted, making it easier to see at a glance what's there. I appreciate the participation of community members in efforts such as this.

Thanks to the many community members who are currently serving on our two active committees; we appreciate your contributions to address issues that affect all of us here in Gustavus! For those interested in learning more about what these committees are doing, please visit the [Boards and Committees](#) tab on our website.

Projects of interest: Some projects and ideas that I would like to address in the next several months are listed here. A few are already in progress, some may take a while to get to, but I just wanted you to be aware of them. Please let me know if you are interested in assisting with any of these topics.

- Policy for Receipt of Petitions
- City Roads Survey
- Falls Creek Recreational Area Access
- Policy & Procedure for Signing off on Subdivision Plats
- Strategic Plan Review Committee (after we have a new committee ordinance in place)
- Ordinance Review Committee (after we have a new committee ordinance in place)
- Trapping and Public Safety Awareness
- Ferry Waiting Area Improvements (in conjunction with DOT?)

I also spent time in the last month on:

- Phone calls with FERC
- Listened to the February 18th LBC reconsideration of the Xunaa Borough decision
- Communicating with attorneys re: OMA and Xunaa Borough issues
- Attended first meeting of the Policy Committee
- Budget development meetings with the City Treasurer and Administrator
- Meeting with folks at Fireweed Coffee Shop on Friday afternoons and informally throughout the week and about town. I very much enjoy the opportunity to connect with you all and am thankful for your support!