



CITY OF GUSTAVUS

CITY COUNCIL REGULAR WORK SESSION

Monday, December 01, 2025 at 6:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Members: Renee Patrick,
Justin Marchbanks, Karen Hutten,
Jim Kearns, 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/mm6nsxkw>

ID: 515 501 9406

PASSCODE: 1236

TEL: 253-215-8782

SUBJECTS INCLUDE:

- i. Gustavus Youth Bicycle Pathways Project Presentation: project overview and DRAFT grant application
- ii. CY25-XX Project Planning P&P
- iii. Review 12-08-2025 Draft General Meeting Agenda
- iv. Council request for future agenda items
- v. New additions to General Meeting Agenda

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

The public is invited to attend Public comment is not typically taken at Work Sessions. Public comment is taken at Special and General Meetings or an e-mail may be sent to the clerk for distribution to City Council clerk@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.

Alaska Workforce Futures Grant Proposal

Gustavus Youth Bicycle Pathways Project

Applicant: City of Gustavus

Partners: Chatham School District, Glacier Bay Adventures / Gustavus Water Taxi, Cottonwood Cabins, Blue Heron Lodge, Glacier Bay National Park and Preserve, Aramark

Funding Request: \$50,000

Project Period: January 2026 – January 2027

Project Summary

The Gustavus Youth Bicycle Pathways Project will establish a hands-on, community-based career exploration program for middle school students in Gustavus, Alaska. By engaging youth in the repair, maintenance, and construction of bicycles, the program introduces foundational mechanical skills, safety practices, and entrepreneurial thinking. Students will gain confidence in using tools, following standard mechanical procedures, and developing service-oriented mindsets while improving access to bicycles for the Gustavus community. This project represents a model for small, rural Alaskan towns seeking to connect classroom learning with real-world technical skills and community service.

Statement of Need

Gustavus, a small gateway community to Glacier Bay National Park, offers few structured hands-on learning experiences for youth that connect directly to local workforce pathways. Despite strong community support and an existing bike shop located across the street from the school, the facility currently lacks the equipment, tools, and curriculum needed to serve as a learning lab. Alaska's workforce faces a growing need for skilled technicians, problem-solvers, and entrepreneurs. Early exposure to technical and mechanical skills can spark lifelong interest in trades, engineering, and tourism-related work—industries critical to the state's economy. By integrating mechanical learning into the school day, this project ensures equitable access for all students and builds a foundation for future CTE exploration.

Project Description

The Gustavus Youth Bicycle Pathways Project will:

- Renovate and equip the existing city leased bike shop building (\$15,000 for facility improvements and tools). The bike shop is currently leased by Kenn Magowan.
- Purchase "bike-in-a-box" kits to guide students through the process of assembling bicycles from the frame up. Some bikes will be donated to the school system to promote safe cycling and incorporate cycling into the recreation programs. While some will be raffled off to the public to raise funds.
- Develop and pilot a hands-on curriculum emphasizing tool use and safety, mechanical reasoning, small business principles, and community engagement. The program just

received a donation from Park Tool, to help with our program.

- Provide part-time staffing to support instruction and coordination between the school and community partners.
- Facilitate student-led community service projects, including repairing and donating bicycles to peers and residents in need.

Partnerships and Collaboration

This initiative is built on strong local collaboration. The city of Gustavus will serve as fiscal agent and lead program oversight. Glacier Bay Adventures / Gustavus Water Taxi and other local tourism partners will help mentor students on customer service and basic entrepreneurship. Glacier Bay National Park and Preserve and Aramark will provide visibility and potential opportunities for expansion into park-related visitor services. Local lodging partners, Cottonwood Cabins and Blue Heron Lodge, will help connect the program to tourism and community health goals.

This will go hand in hand with the advent of a proposed bicycle/pedestrian sidepath that the City of Gustavus hopes to have funded via a Federal Lands Access Grant. (FLAP)

Outcomes and Impact

By January 2027, the project will:

- Engage middle school students in hands-on mechanical training.
- Fully equip the Gustavus Bike Shop as a functional, educational workspace.
- Develop a replicable curriculum module for small-community mechanical training.
- Repair or assemble at least 15 bicycles for community use.
- Strengthen youth connections to local employers and CTE pathways.

Budget Overview (\$50,000)

Category	Amount	Description
Facility Improvements & Tools	\$15,000	<u>Complete renovations and safety upgrades at city owned historical building now leased as a bike shop, purchase benches, toolkits, and safety equipment</u>
Bike Kits & Materials	\$12,000	"Bike-in-a-box" kits, tires, tubes, chains, helmets
Staffing & Instruction	\$15,000	Part-time program coordinator/instructor stipend
Curriculum Development & Training	\$5,000	Create structured modules, safety materials, and integration into school schedule

Program Operations & Community Events	\$3,000	Student showcase, community outreach, and maintenance supplies
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Sustainability

After the grant period, the program will be maintained through local partnerships, potential student-run fundraising, and if possible ~~integrate~~integration into the Chatham School District's middle school elective offerings. Local businesses and tourism operators have expressed commitment to ongoing mentorship, donations, and possible sponsorships of student projects. The Gustavus Youth Bicycle Pathways Project will serve as a scalable model for other small Alaska communities seeking to combine youth engagement, technical learning, and community wellness.

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

A RESOLUTION REVISING POLICY AND PROCEDURE FOR PROJECT PLANNING

WHEREAS, in 2018, with Resolution CY18-14, the Gustavus City Council updated Policy and Procedure for Project Planning, and

WHEREAS, in the process of implementing the Policy and Procedure, it became apparent that some clarifications and revisions were necessary, and

WHEREAS, formal action is needed to address the revisions necessary to the policy and procedure,

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council accepts the revisions to the document entitled “Policy and Procedure for Project Planning”, as presented by this Resolution as a significant step toward addressing the needed revisions.

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

Sally A McLaughlin, Mayor

Attest: Liesl M. Barker, City Clerk

CITY OF GUSTAVUS POLICIES AND PROCEDURES

Project Planning

POLICY

Project planning and development is a process of:

- identifying a need, issue, or worthy opportunity;
- collaborating within a department or committee and with other stakeholders to define project parameters and to assign and track tasks;
- Should align with the city's priorities, and broader objectives, ensuring resources are effectively allocated;
- generating and evaluating alternative strategies; and
- recommending one or more solutions

In our community, many projects emanate from the Gustavus Strategic Plan, from staff, the Council or a committee, the Capital Improvement Plan (CIP), or other project proposal.

It is the policy of the City of Gustavus to follow careful planning procedures in order to:

- avoid financial, social, and environmental pitfalls;
- enable planning participants to identify a range of opportunities and solutions; and include all associated costs
- include a set amount of time for public comment;
- capture the best value possible from the project;
- represent the City well to funding agencies; and
- implement objectives in a smooth and timely manner.

PROCEDURE

The following forms outline the basic procedures for project planning in the City of Gustavus:

Attachment A: City of Gustavus Project Development Short Form

Attachment B: City of Gustavus Project Development Long Form

All projects may start as a Project Development Short Form, however the Project Development Long Form will be used for more complex projects. Complex projects criteria may include projects with multiple phases, several year planning/ implementation process, requires significant funding or will have broad impact.

If your project is to be submitted for CAPSIS (Capital Project Submission and Information System) please keep in mind legislative funding cycles.

The City Clerk will attach all public comments received on Project Development Forms along with the plan for presentation to the city council for approval.

These procedures do not address project management.

City of Gustavus **Project Planning Approval Process**

This process may be initiated by staff, council members, city committees, or community members through the council.

1. Project Identification

- **Staff:** Present the idea to a supervisor to determine viability. Supervisors may direct complex ideas to the council.
- **Council Members:** Present the idea to the council for consideration.
- **Community Members:** Bring ideas to the council for possible action.
 1. City Council may send an idea to committee

2. Project Development Form

If the supervisor and/or council supports pursuing the project, the responsible party must complete the appropriate form:

- **Long Form:** For complex projects (multi-phase, multi-year, high-cost, or broad impact).
- **Short Form:** For simple projects; all projects may start here.

3. Agenda Submission and Review

- Submit the completed form to the Clerk and Mayor for inclusion on the next work session and general meeting agendas. Confirm deadlines with the Clerk. For employee project submittals, send through the City Administrator.
- The submitting party must attend the work session to present the form. If deemed sufficient, the council may move it to the general meeting for approval.
 1. Note whether approved projects should be forwarded to the Capital Improvement Plan (CIP).
- If approved at the general meeting, the next project steps may begin, and periodic updates to the council are required (see clerk).
 1. If not approved, the project may be postponed, referred to committee, or returned for further research.
 2. If motion to approve the form fails, the project development is halted unless council has recommendations for an alternative solution or more refined development.

Additional Notes

- Forms may be returned or referred to committee for revisions as many times as needed.
- Approval of a development form **does not** authorize spending or contracts; it only permits seeking funding, obtaining quotes, and proceeding with outlined next steps.
- Approved projects may still be postponed or canceled due to insufficient information, public concerns, or other issues.
- Refer to applicable policies for purchase requisitions, purchase orders, grant proposals, procurement limits, and civil work permits.

Project Planning: Attachment B
City of Gustavus
PROJECT DEVELOPMENT LONG FORM

The Project Development Long Form is to be used for more complex projects. Complex projects criteria may include projects with multiple phases several year planning/ implementation process, requires significant funding or will have broad impact.

If your project is not complex fill out the Project Development Short Form. For further information please read the policy and procedure.

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 Development Long Form with the Project Planning and Approval Process.

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: _____

Committee (if applicable):_____ Committee Contact (or project proposer):_____

E-mail:_____ Phone: _____

Date of form submission: _____

Part 2. Project Description 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.

1. What is the project?
 - What are the project's goals ~~and objectives~~? Goals are general guidelines that explain what you want to achieve.
 - What are the project's objectives? Objectives define strategies or implementation steps to attain the identified goals. These should be specific and measurable and have defined completion dates.
 - Who/ what will be aided by this project? Who are the targeted stakeholders/customers?
 - How will you identify they number of potential customers/users/affected parties?
 - What is NOT covered by this project? What are its boundaries?
2. Why is the project needed?
 - What community problem, need, or opportunity will it address?
 - What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?

3. Where did the idea for this project originate?(Public comments, Council direction, committee work, regulatory processes?)
4. Is this project part of a larger plan?
5. What is your timeline for project planning?
 - By when do you hope to implement the project?
 - Will the planning or final project occur in phases or stages?
6. What is your budget for the planning process? Will you be using a consultant?
7. What is your rough estimate of the total cost of the planning and final product? At the least, please list cost categories. See Part 4. (Ques. 4-8) and Part 5(Budget)for guidance.

Parts 3.6. Project Investigation and Development

Parts 3.-6. refer to social, environmental, and financial impacts of various options. These questions will help you document your consideration of alternatives and your choice of the option providing the best value for the community. Your goal is to generate alternatives and make a recommendation from among them. Return to Part 3., "Summary" after completing 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.
2. What solution was chosen as the best and why is it the best?
3. Identify your funding source(s) .
 - How will the project be funded initially, and for its operating life?
 - Is there a matching fund requirement? Please provide details.

Part 4. Environmental, Social, Financial Impacts

1. Project Impacts/Benefits Checklist

Will this project affect:	No	Yes (+/-)	Maybe
Environmental quality? Indicate No or Maybe with an X. Indicate Yes with + if impact is beneficial; Indicate Yes with - if impact is harmful			
01. Streams/groundwater quality			
02. Air quality			
03. Soils/land quality			
04. Fish/wildlife habitat, populations			
05. PFAS soil or water contamination			
06. Plant Resources (timber, firewood, berries,			
07. Invasive or pest species			
08. Natural beauty of landscape or			

Will this project affect:	No	Yes (+/-)	Maybe
09. Neighborhood character			
10. Noise or other environmental impacts			
11. Environmental sustainability			
12. Hazardous substances use			
13. Community waste stream			
14. Light pollution at night			
15. Recreational opportunities?			
16. Public land use and access			
17. Trails/waterways			
18. Parks			
19. Public assembly/activities			
a. Education/training/knowledge & skill			
b. Public safety?			
c. Public health?			
d. Medical services?			
e. Emergency response?			
f. Economic performance & sustainability?			
20. Employment of residents			
a. Short-term (i.e. construction)			
b. Long-term (operating and maintenance)			
21. Cost of living reduction			
22. Return on investment			
23. Visitor industry impact			
24. Competitive business environment			
25. Support for existing businesses			
26. New business opportunities			
27. Economic sustainability			
28. Attractiveness of City			
29. City government			
30. Infrastructure			
31. Existing services			
32. New services			
33. Cost of City services			
34. Tax income to City			
35. Transportation?			
36. Air			
37. Water			
38. Roads			
39. Communications			
a. internet			
b. Phone			
c. TV/radio			
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.)
3. Are other projects related to or dependent on this project?
 - Is this project dependent on other activities or actions?
 - If yes, describe projects, action or activities specifying phases where appropriate.
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?)
5. If the soil or water is affected negatively what mitigation measures do you propose?
6. What regulatory permits will be required and how will they be obtained?
7. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project?
8. Is an engineering design or construction estimate necessary?
9. 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?
10. If this impacts a neighborhood or subdivision, how will you notify the affected parties?

Part 5. Project Budget

Proposed Budget Line Items

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)	\$	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?
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 community members 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 is <https://www.sba.gov/business-guide/plan-your-business/write-your-business-plan>

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 (if applicable)
 - Dates and attendance for the above.
 - Written comment from the public (please attach)

FOR CLERK OFFICE USE ONLY**Meeting Record**

<u>Council Meeting or Public Hearing</u>	Date	Agenda Posted (date)	Minutes or record Attached? (yes/no)	Outcome: Approved, sent to committee, postponed, etc.	Number of attendees

Footer (to be added)

Submitted by: _____ Meeting Date: XX-XX-202X Approved ____ Not Approved ____

Project Planning: Attachment A
City of Gustavus
PROJECT DEVELOPMENT SHORT FORM

Item #ii.

Project Eligibility: All projects may start as a Project Development Short Form. Project Development Long Form will be used in more complex projects. Complex projects are to include projects with multiple phases several year planning/ implementation process, requires significant funding or will have broad impact. For more information, please see the policy and procedure.

Does the proposed project represent a complex project? YES ☐ NO ☐

If no, please fill out the additional Project Budget section of this form.

Will the proposed project result in a fixed asset (e.g., land, major equipment, building or other structure, road or trail) with an anticipated life of at least two years? YES ☐ NO ☐

Will the project provide broad community benefit? YES ☐ NO ☐

If you answered yes to any of the above questions, please provide the following additional information.

1. Project title:

Project description and benefit. Describe the project in half a page or less, including specific features, stages of construction, etc. Explain how the project will benefit the Gustavus community. How will you identify the number of potential customers/users/affected parties?

2. 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.

3. Project cost:

A. TOTAL COST (including funds already secured) = \$____

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

Preconstruction costs = \$_____ Construction costs = \$_____

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

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

For construction projects:

B. Preconstruction phase to be completed by_____.

C. Construction phase to be completed by _____.

5. Provide a quality digitized photo, drawing, map, or other graphic image of your project if possible.

6. Date and name of person submitting form.

Project Budget

Proposed Budget Line Items

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)	\$	Other (list)	\$
Other (list)		Total direct costs	\$
		Indirect costs	\$
		Income (fees, taxes)	\$
		Balance: costs-income	\$

Footer (to be added)

Submitted by: _____ Meeting Date: XX-XX-202X Approved _____ Not Approved _____



CITY OF GUSTAVUS

CITY COUNCIL GENERAL MEETING

Monday, December 08, 2025 at 7:00 PM
Gustavus City Hall

Item #iii.

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Members: Renee Patrick,
Justin Marchbanks, Karen Hutten,
Jim Kearns, 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

ID: 515 501 9406

PASSCODE: XXXXXXXX

TEL: 253-215-8782

ROLL CALL

Reading of the City of Gustavus Mission Statement

APPROVAL OF MINUTES

- [1.](#) 11-10-2025 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- Library Quarterly Report
- [3.](#) Gustavus Visitors Association Quarterly Report
- Conservation Lands Advisory Committee Quarterly Report
- City Treasurer Monthly Report
- City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

ORDINANCE FOR PUBLIC HEARING

UNFINISHED BUSINESS

NEW BUSINESS

- [7.](#) CY25-xx Resolution to Reward Endowment Fund Earnings For 2026
- [8.](#) CY25-xx A Resolution Adopting an Alternative Allocation Method for The FY26 Shared Fisheries Business Tax Program and Certifying That This Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 17: Northern Southeast Area
- [9.](#) FY26-XXNCO Introducing an Ordinance providing for the amendment of the City Held Accounts in Fiscal Year 2025 - Endowment Fund Transfer (Public Hearing January 12, 2026)
- [10.](#) FY26-XXNCO Introduction Ordinance Providing for the Amendment of the City Held Accounts In Fiscal Year 2026 - Closing Capital Project CP 26-01 (Public Hearing January 12, 2026)

11. FY26-XXNCO Introducing an Ordinance Providing for the Amendment of City Held Accounts in Fiscal Year 2026 for the Old Post Office Building Renovation Project Phase 2 (Public Hearing January 12, 2026)
12. FY26-XXNCO Introducing an Ordinance Providing for the Amendment of the City Held Accounts in Fiscal Year 2026 - Transferring Gravel Pits Funds to AMLIP Current Capital (Public Hearing January 12, 2026)
13. Approve Ordinance Committee Member Appointment - Sally McLaughlin

CITY COUNCIL REPORTS

14. Mayor Monthly Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: Month Day, 202X at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

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MISSION STATEMENT

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CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

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

Item #iii.

COUNCIL MEMBERS

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Members: Renee Patrick,
Justin Marchbanks, Karen Hutten,
Jim Kearns, Mike Taylor

CITY HALL

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

MINUTES - PENDING

VIRTUAL MEETING INFORMATION

<https://tinyurl.com/3ydfu6an>

ID: 515 501 9406

PASSCODE: 9921

TEL: 253-215-8782

ROLL CALL

PRESENT

Mayor Sally McLaughlin
Vice Mayor Lucas Beck
Council Member Renee Patrick
Council Member Karen Hutten
Council Member Justin Marchbanks (appointed/sworn in)

ABSENT

Council Member Mike Taylor (not excused)
Council Member James Kearns (not excused)



Reading of the City of Gustavus Mission Statement

Mission Statement read by Beck.

APPROVAL OF MINUTES

1. 10-10-2025 Special Meeting Election Review Committee Minutes
2. 10-20-2025 Special Meeting Minutes

Motion made by Hutten to approve the 10-10-2025 Special Meeting Election Review Committee and 10-20-2025 Special Meeting Minutes by unanimous consent.

Seconded by Patrick

Public Comment: None

Council Debate: None

Hearing no objections, the 10-10-2025 Special Meeting Election Review Committee and 10-20-2025 Special Meeting Minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES

There were no agenda changes.

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

COMMITTEE / STAFF REPORTS

3. 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: None

4. Marine Facilities Quarterly Report

City of Gustavus Marine Facilities Coordinator, Ken McGowen submitted a written report and provided an oral report.

Clarifying Questions: None

5. City Treasurer Monthly Report

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

Clarifying Questions:

Hutten

6. City Administrator Monthly Report

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

Clarifying Questions:

Hutten

Beck

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

CONSENT AGENDA

7. Approve Conservation Lands Advisory Committee appointment - Shelley Owens

Motion made by Beck to adopt the consent agenda by unanimous consent.

Seconded by Hutten

Hearing no objections, the motion passed by unanimous consent.

ORDINANCE FOR PUBLIC HEARING

None

UNFINISHED BUSINESS

Item #iii.

None

NEW BUSINESS

8. Appointment and swearing in of new City Council Member to fill seat B, term expiring 10-12-2026
Motion by Hutten to appoint and swear in a new city council member to fill seat b in the person of Justin Marchbanks.
Seconded by Patrick
Public Comment: None
Council Debate: None
Voting Yea: Mayor McLaughlin, Vice Mayor Beck, Council Member Patrick, Council Member Hutten
4 yea/0 nay
Motion Passed
City Clerk Barker swore in Kenneth “Justin” Marchbanks.
9. Discussion regarding new tax rate implementation
Motion by Patrick to discuss tax implications.
Seconded by Beck
Public Comment:
David Olney
Whittney Rapp
Council Debate:
City Treasurer Sadler
Beck
McLaughlin
Marchbanks
Public Comment (exception made by McLaughlin)
Whitney Rapp
City Administrator Leary
City Treasurer Sadler
Beck
Motion by McLaughlin to direct the city treasurer to issue a new letter to affected businesses to include this wording “Any contract for room sales made prior to or on December 31st, 2025 and secured with a deposit for a quoted price that includes the current 4% tax rate will be honored and shall be taxed at that rate. Any contract made for room sales on or after January 1st, 2026 for

bookings shall be taxed as the voter approved 3% sales tax plus the 4% room tax.”

Seconded by Hutten

Voting Yea: Mayor McLaughlin, Vice Mayor Beck, Council Member Patrick, Council Member Hutten

10. CY25-23 Resolution by the City of Gustavus Celebrating the 250th Anniversary of the United States Postal Service

Motion made by Beck to approve CY25-23 A resolution by the City of Gustavus celebrating the 250th Anniversary of the United States Postal Service

Seconded by Patrick

Public Comment: None

Council Debate: None

Voting Yea: Mayor McLaughlin, Vice Mayor Beck, Council Member Patrick, Council Member Hutten, Council Member Marchbanks

CITY COUNCIL REPORTS

11. Mayor Monthly Report

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

Clarifying Questions

Patrick

CITY COUNCIL QUESTIONS AND COMMENTS

McLaughlin - Saturday Market

Hutten - Projects poster

Patrick - Community Chest

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business and hearing no objections, the meeting was adjourned at 7:38 PM.

POSTED ON: November 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

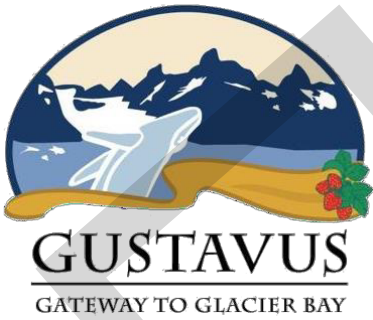
The City of Gustavus is a distinctive Alaskan City that provides high quality public services in a thoughtful, cost effective and professional manner to sustain a safe, beautiful tolerant environment to live, work, and play with respect for individual freedom and each other.

Sally A. McLaughlin, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date



Gustavus Visitors Association November 4, 2025 Fourth Quarter Report

City of Gustavus Quarterly reports due:

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

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

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

August- (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 September, October & November. 2025
Objectives for- December, January & February. 2026

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: open position:

Marketing Social Media: position open.

Mission Statement

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

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

Organizational Structure: Non-profit Corporation

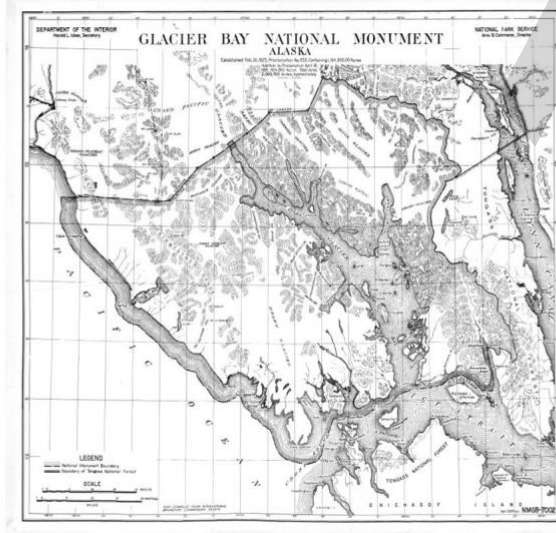
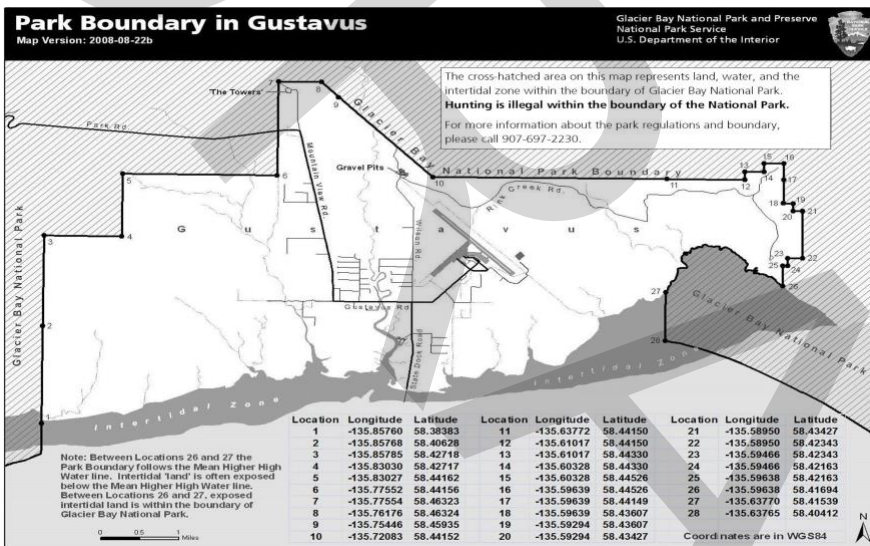
The Gustavus Visitors Association was incorporated as a 501c(3) non-profit corporation in January of 2005. According to GVA By-laws, every fall the Board reviews and adopts a fiscal year budget for the period: July 1 to June 30 of the following year to coincide with the City of Gustavus fiscal year.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

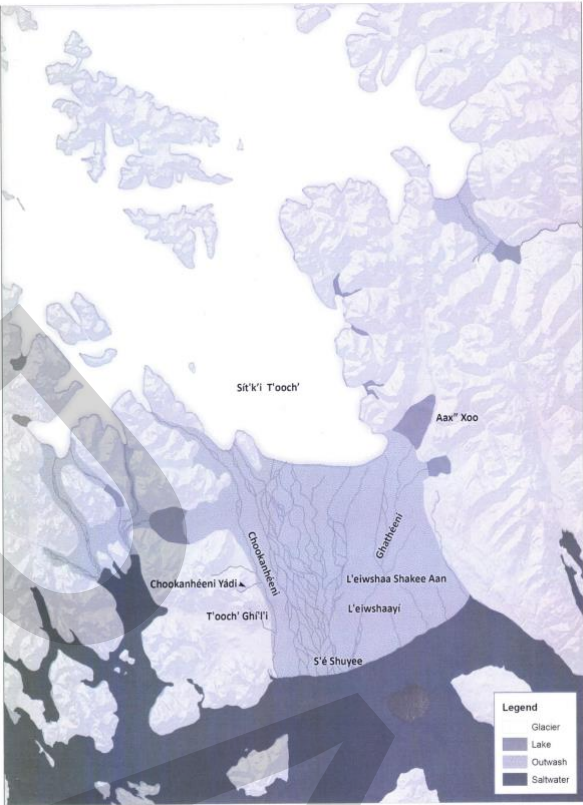
Funding Source

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

Completed to task this quarter – September, October & November

- ❖ Maintained marketing and memberships.
 - Southeast Alaska Tourism Council (SATC)
 - Travel Alaska
 - Alaska Travel Industry Association (ATIA)
 - Travel Juneau
- ❖ 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 working with video content from Frostline Films -viewable example short videos. - <https://vimeo.com/showcase/11297193>
- ❖ Continued work on the new beach sign content, working with Kathy Hocker, Linda Parker, Wayne Howell & Jim Mackovjak 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.
- ❖ Below are a few draft maps, images and information that may be included on the Welcome sign along with other information about the history of Gustavus including Geology, glaciology and Human history. There may be more information not written here, this is still a work in progress. This sign is a collaboration of work and we hope will remain as an informative historical sign for not only visitors but also our children.
- ❖ Once the final draft is complete it will be brought to the City Council for approval.





Gustavus town history

Location: Visitor welcome kiosk, Dock Road

Title: Homestead History

Subtitle: They made something from nothing

Main text: The very first brave and adventurous dreamers arrived at Strawberry Point (now called Gustavus) in 1914, immediately followed by a handful of others. All of them knew full well the backbreaking work and solid determination it would take to homestead this wild and never-before-settled land. Yet, against all odds, they were willing to try. Those who stayed built a storied life for themselves—full of hope, ingenuity, and the satisfaction that came from living off the bounty of the land, the sweat of their brows, and the never ending work with calloused hands.

They built something from nothing—including their homes, barns, boats, bridges, and even a schoolhouse. Most of all, they built fierce loyalties to Strawberry Point and guarded their chosen way of a remote, self-sustaining lifestyle as though their very lives depended on it—and each other. And it did.

There were those who called them “foolhardy,” and pronounced them doomed to fail. They were wrong. Over a century ago, a band of bold, daring trailblazing pioneers served as our advance team of what has become Gustavus, Alaska today. They took the risks, they persevered, and we are grateful.

Sidebar: Text and photos provided by Gustavus Historical Archives and Antiquities. Learn more about the pioneer history of Gustavus at their website. [QR code to <http://www.gustavushistory.org>]

Captions: *Look straight ahead...there! In the middle of the Salmon River arriving cargo!* C. 1933. Early homesteaders, Harry Hall, the Chases, Parkers, and Bill White hauling an old mail transport car from Juneau to Strawberry Point on Abraham Lincoln Parker's hand-built boat the “Edith A.” Photo taken from the Matson's temporary living headquarters on their boat anchored on the west bank of the Salmon River. Offloading would take place at the settlers' “river landing” slough just below the present day bridge. Excursion Ridge and Charlie Parker's homestead can be seen in the background.



A mountain of a haystack—1937 Strawberry Point “farmers” at work. The White children all pitching a fork with the Parkers' old Fordson tractor pulling an earlier horse-drawn hay rake. Crudely improvised car/truck conversion loaded to the max with winter feed for roaming cattle that once numbered over 200 and 5-6 horses. The most unpredictable challenge was... the weather! Bert Parker once said, “To put up hay in this country, you have to be a walking weather barometer!” This photo was taken in the open fields about where the Gustavus Community Center sits today.



The Gustavus "First-Class" Airport: a progeny of war. Prior to the early 1940s, the only transportation in or out where the settlers' home-made wooden boats—or hitching a once-a-month mail boat ride. Then came rumblings of war, the threat of a Japanese attack, and the US Government's need for strategic defense in Alaska. Strawberry Point boasted the largest plain in all of SE Alaska—room for two paved and lit runways, 5,000 and 7,500 feet long! Finished by late 1941, the airport was used primarily as a refueling and support stop, able to accommodate even the B-29 bombers. WWII was over by 1945, and "the flats" (as Strawberry Point was often called) was left with a first-class airport—although it would take many years for the aviation industry to mature and play a vital role in our community as it does today.

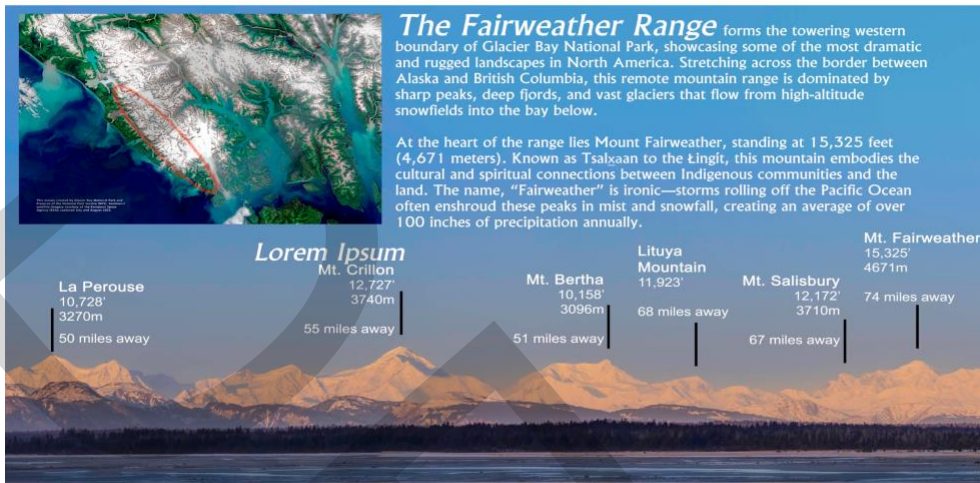


In this 1942 photo, eight C-47s (the military version of the Douglas DC-3) sit awaiting orders on the southwest side of our long runway. Pleasant Island can be seen in the far background. Troubling days for our homesteaders, but a war-time gift for this community that likely would not have happened any other way.

The local pronunciation of the town's name is a little different than you might expect! We pronounce it "Gus-TAY-vus."



Images: Historical photos as described. GVA logo.



The above sign will be a stand alone sign on the edge of the grass to be viewed while looking at the Fairweather mountains. This image was taken from the perspective of the Gustavus beach.

Analytics of GVA Website

9:19 PM Sun Oct 26

analytics.google.com

GVA Dec 2024 quarterly report - gustavusvisitorsassoc... Fwd: Potential pictures - gustavusvisitorsassociation@... Analytics | User acquisition: First user primary channel...

Analytics https://www.gustavusak.co... Try searching "Behavior overview"

Acquisition Overview User acquisition Traffic acquisition Lead acquisition Non Google cost User acquisition cohorts Engagement Monetization Retention User User attributes Overview Demographic details Audiences Library

User acquisition: First user primary channel group (All Traffic)

Organic - Almost 11,000 visits to the GVA website and almost 3,000 came back to the site for further information

	Total	New users	Returning users	Av engagi...
Total	16,164	16,070	3,712	1i
	100% of total	100% of total	100% of total	
1 Organic Search	10,852 (67.14%)	10,777 (67.06%)	2,912 (78.45%)	1r
2 Direct	4,033 (24.95%)	3,995 (24.86%)	511 (13.77%)	1r
3 Referral	1,123 (6.95%)	1,108 (6.89%)	263 (7.09%)	2r
4 Organic Social	127 (0.79%)	126 (0.78%)	13 (0.35%)	
5 Unassigned	27 (0.17%)	26 (0.16%)	2 (0.05%)	
6 All Traffic	23 (0.14%)	22 (0.14%)	7 (0.19%)	
7 Email	15 (0.09%)	15 (0.09%)	4 (0.11%)	
8 Organic Video	1 (<0.01%)	1 (<0.01%)	0 (0%)	

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9:18 PM Sun Oct 26

analytics.google.com

GVA Dec 2024 quarterly report - gustavusvisitorsassoc... Fwd: Potential pictures - gustavusvisitorsassociation@... Analytics | Pages and screens: Page title and screen cla...

Analytics https://www.gustavusak.co... Try searching "Behavior overview"

Acquisition Overview User acquisition Traffic acquisition

Pages and screens: Page title and screen class

Top 10 clicks show what the visitors are looking for. These are the areas of marketing opportunity to push and develop.

	Total	48,947	16,158	3.03	1m 31s
	100% of total	100% of total	Avg 0%	Avg 0%	
1 Gustavus Alaska Visitors' Association Gustavus Visitor Association	6,622 (13.53%)	4,419 (27.35%)	1.50	44s	
2 Ferry Service-Alaska Marine Highway Gustavus Visitor Association	5,109 (10.44%)	2,853 (17.66%)	1.79	36s	
3 Places to Stay Gustavus Visitor Association	3,861 (7.89%)	2,326 (14.4%)	1.66	1m 13s	
4 Brochure and Map Gustavus Visitor Association	2,607 (5.33%)	1,814 (11.23%)	1.44	31s	
5 Getting Around Gustavus Gustavus Visitor Association	2,114 (4.32%)	1,375 (8.51%)	1.54	1m 07s	
6 Getting to Gustavus Gustavus Visitor Association	1,744 (3.56%)	1,217 (7.53%)	1.43	33s	
7 Bud's Rent A Car & Sales Gustavus Visitor Association	1,391 (2.84%)	761 (4.71%)	1.83	37s	
8 Glacier Bay Day Boat Gustavus Visitor Association	966 (1.97%)	586 (3.63%)	1.65	24s	
9 Suggested Itineraries Gustavus Visitor Association	931 (1.9%)	770 (4.77%)	1.21	57s	
10 The City of Gustavus Gustavus Visitor Association	860 (1.76%)	691 (4.28%)	1.24	59s	

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Goals and Objectives for December, January and February 2026

- ❖ Re visit how to best inform Gustavus visitors and community about all events and information of interest. Is a news bulletin the best way or is there a better way?
- ❖ Continue to work on the Beach welcome sign.
- ❖ 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
- ❖ Expand marketing.
- ❖ Look to engage in travel shows both in Juneau and other states
- ❖ Advertise for a marketing coordinator / Lead
- ❖ Fill two seats on the board of directors

Conclusion

As a whole the 2025 summer season seems to have been an average summer, with fishing charter numbers being down, Gustavus accommodations average, kayaking and whale watching were average, and the Glacier Bay Lodge was up on last year. The Alaska Airlines jet had a few cancellations as did the Glacier Bay Tour boat.

The GVA is transitioning and looking for new board members and staff to join the GVA. If you know someone who may share our mission with an interest to join the GVA please email us on info@gustavusak.com

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

Gustavus Visitors Association
Profit & Loss Budget vs Actual FY26
 July 1 through November 4, 2025

	Jul 1 - Nov 4, 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
CityTax Revenue	15,200.00	15,200.00	0.00
Membership	400.00	2,000.00	-1,600.00
Total Income	15,600.00	17,200.00	-1,600.00
Gross Profit	15,600.00	17,200.00	-1,600.00
Expense			
Administration			
Postage	17.50	50.00	-32.50
Software	0.00	1,500.00	-1,500.00
Supplies	0.00	134.00	-134.00
Total Administration	17.50	1,684.00	-1,666.50
Contractor Work			
Administrative	0.00	2,000.00	-2,000.00
Marketing Coordinator	0.00	5,400.00	-5,400.00
Total Contractor Work	0.00	7,400.00	-7,400.00
Fees/Licenses	30.00	0.00	30.00
Marketing			
Design	0.00	400.00	-400.00
Memberships			
ATIA/Travel Alaska	240.00	400.00	-160.00
DTN Travel Juneau	400.00	400.00	0.00
Total Memberships	640.00	800.00	-160.00
Online			
GVA Website			
Payment Plug-in	1,200.00	1,000.00	200.00
Total GVA Website	1,200.00	1,000.00	200.00
Social Media	0.00	500.00	-500.00
Online - Other	199.00	0.00	199.00
Total Online	1,399.00	1,500.00	-101.00
Print / Digital Media			
Alaska Magazine ads	500.00	3,616.00	-3,116.00
Brochure	899.19	1,800.00	-900.81
Total Print / Digital Media	1,399.19	5,416.00	-4,016.81
Marketing - Other	149.35	0.00	149.35
Total Marketing	3,587.54	8,116.00	-4,528.46
Special Projects			
Community Projects	400.00	0.00	400.00
Total Special Projects	400.00	0.00	400.00
Total Expense	4,035.04	17,200.00	-13,164.96
Net Ordinary Income	11,564.96	0.00	11,564.96
Other Income/Expense			
Other Expense			
Fixed Asset Depreciation	599.99	0.00	599.99
Total Other Expense	599.99	0.00	599.99
Net Other Income	-599.99	0.00	-599.99
Net Income	10,964.97	0.00	10,964.97

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

RESOLUTION TO AWARD ENDOWMENT FUND EARNINGS FOR 2026

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

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

WHEREAS, the amount available for disbursement according to the above formula is \$46,946.34; and,

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

WHEREAS, there are no unused funds from previous years, making the total amount available for disbursement this grant cycle \$46,946.34; and,

WHEREAS, five applications for funding under this program were received for a total of \$74,744.17; and,

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

WHEREAS, the Gustavus Volunteer Fire Department’s request for funds will be fully funded at \$12,000.00; and,

WHEREAS, the NuStep Fitness Group’s request for funds will be fully funded at \$3,410.00; and,

WHEREAS, the Gustavus Advisory School Board’s request for funds will be partially funded at \$11,251.17; and,

WHEREAS, the Gustavus Historical Archives & Antiquities’ request for funds will be partially funded at \$5,000.00; and,

NOW, THEREFORE, BE IT RESOLVED, that the City of Gustavus grants \$12,000.00 to the Gustavus Volunteer Fire Department, \$3,410.00 to the NuStep Fitness Group, \$11,251.17, and \$5,000.00 to the Gustavus Historical Archives & Antiquities, for a total of \$31,661.17.

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this __th day of December, 2025, and effective upon adoption.

Sally A McLaughlin, Mayor

Attest: Liesl M Barker, City Clerk

DRAFT

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

**A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY26
SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS
ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT
EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 17: NORTHERN SOUTHEAST AREA**

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY26 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar 2024 from fisheries business activities; and,

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

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

WHEREAS, the Gustavus City Council proposes to use an alternative allocation method for allocation of FY26 funding available within the FMA 17: Northern Southeast Area in agreement with all other municipalities in this area participating in the FY26 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council, by this resolution, certifies that the following alternative allocation method fairly represents the distribution of the significant effects during 2024 of fisheries business activity in FMA 17: Northern Southeast Area:

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

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council, this __th day of December, 2025.

Sally A McLaughlin, Mayor

Attest: Liesl Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-XXNCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

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

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

Amounts			
ACCOUNTS	Account Balance*	Amended balance	Change
<i>*Approximate, this is a dynamic value.</i>			
APCM – Endowment Account <i>2025 Endowment Funds for disbursement through grant application process.</i>	\$ 1,179,812.55	\$ 1,132,866.21	<\$ 46,946.34>
FNBA Endowment Fund Checking account <i>2025 Endowment Fund Grant Checking account for disbursement</i>	\$ 12,332.95	\$ 59,279.29	\$ 46,946.34
Total Change in Account Balances			\$ 0.00

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

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

DATE INTRODUCED: *December 8, 2025, 2025*

DATE OF PUBLIC HEARING: *January 12, 2026*

PASSED and **APPROVED** by the Gustavus City Council this _____ day of _____, 2026.

Sally A McLaughlin, Mayor

Attest: Ben P Sadler, City Treasurer

Attest: Liesl M Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2026 –
CLOSING CAPITAL PROJECT CP26-01**

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 2026, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP26-01 New Council Computers <i>Transferring funds and closing out CP26-01</i>	\$	2,968.80	\$ 0.00	\$ 2,968.80
AMLIP Capital Improv Long-Term <i>This transfer will move funds from FNBA Checking to Capital Improvements Long Term.</i>	\$	685,027.83	\$ 687,996.63	\$ 2,968.80
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: December 8, 2025

DATE OF PUBLIC HEARING: January 12, 2026

PASSED and **APPROVED** by the Gustavus City Council this XX day of January, 2026.

Sally A McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2026 FOR THE OLD POST OFFICE
BUILDING RENOVATION PROJECT PHASE 2**

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 2026, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP26-03 Old Po Building Phase 2	\$	0.00	\$ 17,500.00	\$ 17,500.00
Funding to be transferred to AMLIP Capital Current Account				
AMLIP Capital Improv Long-Term	\$	685,027.83	\$ 667,527.83	\$ 17,500.00
This transfer will move funds from Capital Project Long-Term to Capital Project Current. These funds may be moved to FNBA Checking if needed to cover costs of the above-named Capital Project CP26-XX Old PO Building Renovation Phase 2.				
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: December 8, 2025

DATE OF PUBLIC HEARING: January 12, 2026

PASSED and **APPROVED** by the Gustavus City Council this XX day of January, 2026.

Sally A McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY26-XXNCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2026 - TRANSFERRING PITS FUNDS TO
AMLIP CURRENT CAPITAL**

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 2026, 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		Change
	Account Balance*	Amended Balance	
	*Approximate, this is a dynamic value		
FNBA Checking	\$ 521,241.70	\$ 484,941.70	\$ 36,300.00
Transferring gravel pit funds to AMLIP Current Capital until needed to pay for City gravel.			
AMLIP Capital Improv Current	\$ 302,626.54	\$ 338,926.54	\$ 36,300.00
This transfer will move funds from FNBA Checking to AMLIP Capital Current Improvements.			
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: December 8, 2025

DATE OF PUBLIC HEARING: January 12, 2026

PASSED and APPROVED by the Gustavus City Council this XX day of January, 2026.

Sally A McLaughlin, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M Barker, City Clerk

Published on *City of Gustavus Alaska* (<https://www.gustavus-ak.gov>)

[Home](#) > [Application for Appointment to Boards and Committees](#) > [Webform results](#) > Application for Appointment to Boards and Committees

Submission information

Form: [Application for Appointment to Boards and Committees](#)^[1]

Submitted by Visitor (not verified)

Fri, 08/29/2025 - 12:05pm

216.252.161.90

Board/Committee Name

Ordinance Review

Last Name

McLaughlin

First Name

Sally

Residence Address

36 Royal Road

Mailing Address

PO Box 73 Gustavus

Email Address

sally.mclaughlin@gustavus-ak.gov

Best Contact Number

907-209-4488

Can you regularly attend meetings?

yes

Are you currently affiliated with the City of Gustavus in any way?

yes

If yes, please list how you are affiliated with the City.

Mayor

Have you been a member of this Board or Committee before?

no

Reason for interest in committee/board membership:

Our ordinances are overdue for a review and update. This is the tedious sort of work that I enjoy.

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

I have been involved in several ordinance updates, repeals and additions in the past year.

Submitted by:

Sally McLaughlin

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