



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Tuesday, February 20, 2024 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Shelley Owens
Vice Mayor Brian Taylor
Council Members: Janene Driscoll, Rachel Patrick
Jim Mackovjak, Kyle Bishop, 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://us02web.zoom.us/j/5155019406?pwd=UjNNbjB0T0czdnNreUdWSE1DUHJUQT09&omn=88138289627>

ID: 515 501 9406

PASSCODE: 2451

TEL: 253-215-8782

ROLL CALL

Reading of the City of Gustavus Vision Statement

APPROVAL OF MINUTES

- [1.](#) 01-16-2024 General Meeting Minutes

MAYOR'S REQUEST FOR AGENDA CHANGES

COMMITTEE / STAFF REPORTS

- [2.](#) Disposal and Recycling Center Quarterly Report
- [3.](#) City Treasurer Monthly Report
4. City Administrator Monthly Report

PUBLIC COMMENT ON NON-AGENDA ITEMS

CONSENT AGENDA

- [5.](#) FY24-11NCO Introduction Returning Unused Capital Project Funds (Public Hearing 03-11-2024)
- [6.](#) Approve CY24-03 Cost of Living Pay Adjustment
- [7.](#) Approve CIP Project Development Form for DRC Balefill Expansion
- [8.](#) Approve CIP Project Development Form GVFD Heating System
- [9.](#) Approve CIP Project Development Form Wilson Rd. South End Drainage
- [10.](#) Certificate of Records Destruction 02-20-2024

ORDINANCE FOR PUBLIC HEARING

- [11.](#) FY24-10NCO Surplus Transfer to AMLIP Capital Project Long Term (Introduced 01-16-2024)

UNFINISHED BUSINESS

NEW BUSINESS

- [12.](#) Award Gravel Pit Contracts

- [13.](#) Approve CY24-04 Resolution by The City of Gustavus Supporting House Bill 279, An Act Relating to The Local Boundary Commission
- [14.](#) Approve CY24-05 Resolution Disputing The Qualifications of The Petition Submitted by The City of Hoonah for Incorporation of The Xunaa Borough

CITY COUNCIL REPORTS

- [15.](#) Coffee with Council
- [16.](#) Mayor's Report

CITY COUNCIL QUESTIONS AND COMMENTS

PUBLIC COMMENT ON NON-AGENDA ITEMS

EXECUTIVE SESSION

ADJOURNMENT

POSTED ON: February 15, 2024 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

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

VISION STATEMENT

We envision a distinctive community:

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



CITY OF GUSTAVUS CITY COUNCIL GENERAL MEETING

Tuesday, January 16, 2024 at 7:00 PM
Gustavus City Hall

COUNCIL MEMBERS

Mayor Shelley Owens
Vice Mayor Brian Taylor
Council Members: Janene Driscoll, Rachel Patrick
Jim Mackovjak, Kyle Bishop, 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://us02web.zoom.us/j/5155019406?pwd=UjNNbjB0T0czdnNreUdWSE1DUHJUQT09&omn=89229437255>

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

ROLL CALL (15 seconds)

PRESENT

Mayor Shelley Owens
Vice Mayor Brian Taylor (via Zoom)
Council Member Janene Driscoll (via Zoom)
Council Member Rachel Patrick
Council Member Jim Mackovjak (via Zoom)
Council Member Kyle Bishop
Council Member Mike Taylor

Reading of the City of Gustavus Vision Statement (45 seconds)

Vision Statement read by Council Member Driscoll.

APPROVAL OF MINUTES (1 minute 45 seconds)

- 12-11-2023 General Meeting Minutes

Motion made by Council Member Patrick to approve the by unanimous consent the 12-11-2023 General Meeting minutes.

Seconded by Council Member Bishop

Public Comment: None

Council Comment: None

Hearing no objections, the 12-11-2023 General Meeting minutes were approved by unanimous consent.

MAYOR'S REQUEST FOR AGENDA CHANGES *(2 minutes and 44 seconds)*

There were no agenda changes.

Here no objections, Mayor Owens announced the agenda set as presented by unanimous consent.

COMMITTEE / STAFF REPORTS

2. Gustavus Volunteer Fire Department Quarterly Report

(3 minutes 09 seconds)

Gustavus Volunteer Fire Department's Fire Chief, Sol Martinez submitted a written report and an oral summary.

Council Clarifying Question: None

(9 Minutes 30 Seconds)

Gustavus Volunteer Fire Department's EMS Coordinator, Leah Okin submitted a written report and an oral summary.

Council Clarifying Question: Mayor Owens

3. City Clerk Quarterly Report

(17 minutes 55 seconds)

City of Gustavus City Clerk, Liesl Barker submitted a written report and provided an oral summary.

Council Clarifying Question: None

4. Marine Facilities Quarterly Report

(22 minutes 55 seconds)

City of Gustavus Marine Facilities Coordinator, Larry Platt submitted a written report.

Council Clarifying Question: None

5. City Treasurer Monthly Report

(23 minutes 05 seconds)

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

Council Clarifying Question: None

6. City Administrator Monthly Report

(25 minutes 41 seconds)

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

Council Clarifying Question: Council Member M. Taylor, Council Member Patrick, Vice Mayor B. Taylor, Council Member Driscoll

PUBLIC COMMENT ON NON-AGENDA ITEMS *(45 minutes 05 seconds)*

Public Comment: Kimber Owen

CONSENT AGENDA *(48 minutes 40 seconds)*

7. Certificate of Records Destruction 01-16-2024

Motion made by Vice Mayor B. Taylor to adopt the consent agenda by unanimous consent as presented.

Seconded by Council Member M. Taylor

Hearing no objections, the motion passed.

ORDINANCE FOR PUBLIC HEARING

None

UNFINISHED BUSINESS

None

NEW BUSINESS

8. Approve Scoping Document for Glen's Ditch Cleaning and Culvert Replacement Project

(51 minutes 15 seconds)

Motion made by Council Member Mackovjak to approve the scoping document for the Glen's Ditch Cleaning and Culvert Replacement Project and to include it as a priority in the CAPSIS funding request to the Legislature.

Seconded by Council Member M. Taylor

Description of project: Council Member M. Taylor

Public Comment: Sally McLaughlin, Whitney Rapp, Kimber Owen,

Clarifying Council Question: Council Member Partrick

Council Debate: Council Member M. Taylor, Mayor Owens, Council Member Patrick, City Administrator Leary, Council Member Driscoll

Voting Yea: Mayor Owens, Vice Mayor B. Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member M. Taylor

Motion Passes

9. CY24-01 Submission of Capital Projects Submission and Information System (CAPSIS) to the Alaska Legislature

(1 hour 15 minutes 35 seconds)

Motion made by Council Member Bishop to adopt Resolution CY24-01 Submission of Capital Projects Submission and Information Systems (CAPSIS) to Alaska Legislature.

Seconded by Council Member Patrick

Resolution read by Mayor Owens

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor B. Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member M. Taylor

Motion Passes

10. CY24-02 Certifying the Annual Certified Financial Statement of Revenues and Authorized Expenditures for the Year Ending June 30, 2023

(1 hour 23 minutes 08 seconds)

Motion made by Council Member M. Taylor to approve Resolution CY24-02 certifying the annual Certified Financial Statement of revenues and authorized expenditures for the year ending June 30, 2023.

Seconded by Council Member Mackovjak

Resolution ready by Mayor Owens

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor B. Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member M. Taylor

Motion Passes

11. FY24-10NCO Introduction Surplus Transfer to AMLIP Capital Project Long Term (Public Hearing 02-20-2024)

(1 hour 27 minutes 03 seconds)

Motion made by Council Member Patrick to approve FY24-10NCO Introduction Surplus Transfer to AMLIP Capital Project Long Term.

Seconded by Council Member Bishop

Public Comment: None

Council Debate: None

Voting Yea: Mayor Owens, Vice Mayor B. Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member M. Taylor

Motion Passes

12. Approve Regular EMS Coordinator Position

(1 hour 29 minutes 15 seconds)

Motion made by Council Member Driscoll to approve the regular EMS Coordinator position.

Seconded by Council Member M. Taylor

Summary given by Mayor Owens

Public Comment: None

Staff comment with permission of Mayor Owens: Leah Okin

Council Debate: Mayor Owens, Council Member Patrick, Council Member M. Taylor, City Administrator Leary

Voting Yea: Mayor Owens, Vice Mayor B. Taylor, Council Member Driscoll, Council Member Patrick, Council Member Mackovjak, Council Member Bishop, Council Member M. Taylor

Motion Passes

CITY COUNCIL REPORTS

13. Bike Path Update/SS4A Grant

(1 hour 39 minutes 53 seconds)

Council Member Mackovjak and City Administrator Leary provided an oral update.

14. Beach Wheelchair Update

(1 hour 41 minutes 40 seconds)

Council Member Driscoll provided an oral update.

15. Salmon River Playground Update

(1 hour 42 minutes 32 seconds)

Council Member M. Taylor provided an oral update.

16. Coffee with Council Update

(1 hour 45 minutes 06 seconds)

Council Members Bishop and Patrick provided an oral update.

Council Clarifying Questions: Council Member M. Taylor, Council Member Driscoll

17. The Nature Conservancy potential land transfer

Mayor Owens provided an oral update as part of the Mayor's report.

18. Xunaa Borough formation petition

Mayor Owens provided an oral update as part of the Mayor's report.

19. Mayor's Report

(1 hour 51 minutes 27 seconds)

Mayor Owens provided a written report and oral summary.

Council Clarifying Questions: Council Member M. Taylor

CITY COUNCIL QUESTIONS AND COMMENTS *(1 hour 57 minutes 10 seconds)*

Council Comment: Council Member J. Mackovjak, Council Member B. Taylor, Council Member Patrick

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

EXECUTIVE SESSION

None

ADJOURNMENT *(1 hour 59 minutes 00 seconds)*

With no further business and hearing no objections, the meeting was adjourned at 9:00pm.

POSTED ON: January 10, 2024 at P.O, Library, City Hall & <https://cms.gustavus-ak.gov/>

ADA NOTICE

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

VISION STATEMENT

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.*

Shelley K. Owens, Mayor

Date

Attest: Liesl M. Barker, City Clerk

Date

Gustavus Disposal & Recycling Center (DRC) Quarterly Staff Report
Ian Barrier, DRC Manager\Operator
February, 13 2024

My last quarterly was for the November 13th General Meeting. My next quarterly report is scheduled for the May 14th, 2024 General Meeting.

General Operations and Management

Labor

During my last quarter I had one individual apply for the temporary position and they worked part time for the months of December and January. It was very helpful having somebody around to help out and they seemed to enjoy the variety of tasks at the Disposal & Recycling Center. The individual ended up leaving the state of Alaska on short notice due to personal reasons. This once again leaves me solo to run the Disposal & Recycling Center which is fine during the winter as the flow of incoming materials is very slow. Even being by myself I have the ability and time to keep the operation running smoothly while catching up on odd ball tasks and repairs that are difficult to accomplish during summer and fall. I have nothing else to report on labor.

Equipment

I have managed to make some repairs to our large Cram-A-Lot baler, most notable is the ejection mechanism. Repairing the ejection mechanism required the correct thickness and size of pipe to wander its way into the DRC to be salvaged along with time to make the repair. With winter being the ideal time to make repairs. The repair involved cutting out the ejection mechanism from the baler, then cutting the hinge mechanism apart. The next step was to cut a small length of pipe and then cut this section into two halves, then positioned around the pin of the mechanism and welded together and finally welded back into the baler.

I have also preformed some essential maintenance on our glass pulverizer, replacing worn down screens and re-welding the teeth on the spinning “jaws” of the pulverizer. This is a part that needs this treatment every year to remain functional. The welds act as a wear surface against the glass and when they are worn through the teeth are next to wear which causes them to shrink; reducing the efficiency of the pulverizer and causing the machine to clog more frequently. If left in this state for too long the machine will not function and continually clog when attempting to crush glass.

Annual Reports\Data Reports

I have not compiled an annual report at this time.

My Trip to Seattle

During the first week of December 2023 I had to personally fly down to Seattle to remove a radioactive object that was located in a scrap metal bale that was in one of our scrap metal shipments and was being held at AML shipping yard. I flew down to Seattle prepared with various tools including crow bars, brooms, and hammers with the intentions of dissecting the bale.

Once I arrived in AML’s shipping yard I had to check into there office and was escorted to the bale in question. I laid down a tarp to catch debris and setup a large cargo box to hold objects that were not suspect. I knew generally where to look for the object as its general location was marked with spray paint by a radiation specialist who previously scanned the bale. I ripped out various objects and laid out anything suspicious on the tarp. Within 30 minutes of digging I found an old RPM gauge from an old piece of equipment or aircraft and set it aside to wait for the radiation specialist to arrive.

Once the radiation specialist arrived he began to scan the objects I had laid out and his tool was immediately drawn to the gauge and it was concluded to be our offending object. The object posed no danger and was safe to handle with nothing more then latex gloves. We then scanned the bale again

and the debris. We then realized some of the radon paint flaked off the gauge and was scattered among the debris. We spent another hour removing every bit of this contaminated material and placing it into another cargo box along with the pallet which was contaminated with paint flakes along with the tarp and the offending object. I had to through away a small crow bar I brought with me as it appeared to be radioactive as well. Everything was scanned again including me and it was concluded to be safe and clean. We then reloaded the scrap metal bale and other loose scrap objects back into the shipping container and my mission at AML was considered complete.

Another fun activity I did when I was in Seattle was to visit Seattle Iron & Metal's facility. This was incredibly exciting and the sheer scale of the operation was impressive. I was given a short tour of the operation and learned about the different grades of materials and there standards, the equipment used for processing and sorting, and where some of the material goes. For example, some ferrous materials end up shredded and then sold to a local rebar manufacture in Seattle which possibly makes it back to Alaska and used to construct the foundations for our homes. In theory this means something you recycled last year could end up in you home the next year. Another fun fact I learned is Seattle Iron & Metals has been in operation for over 100 years. The visit to the facility gave me insight on how to better process our materials to get the best value possible from them.

Community Chest

The Community Chest has continued its usual operations with the help of our volunteers which includes Kate Boesser, Annie Mackovjak, Vikki Bender, Judy Hardy, Maggie O'Brien, Mary Williams, Becky King, Maribeth Jarvis, Connie Darnell, Angie Swortzel and possibly others I could have miss. I have continued to help purge old hardware and objects that have little value or minimal use that may be taking up valuable space at the chest and by next summer the place should be cleaned up nicely. These are things like old toilets, fluorescent lighting, door handles, and obsolete tools. Otherwise not much outside of usual business has occurred at the Community Chest.

Capital Projects

Landfill Expansion

During the last CIP work session I submitted a scoping document for expanding the landfill to get the ball rolling on expanding the fenced in area where we place our bales of solid waste. The project is still in the planning phase and represents a big change for the Disposal & Recycling Center but is needed to ensure we have enough space to deposit waste for many years to come. The project involves installing new fencing and an access gate along with rerouting the drainage ditch that is located on same land the DRC is located on, and planting of new trees to camouflage the expanded area. I would also like to install new ground water monitoring wells during this time as equipment will already be present at the DRC. Until the project is approved through council I have nothing more to add on the expansion.

New Building

The community has frequently asked me about the status of the new building and I wanted to quickly address that question in my report. The new building CIP project has made it onto the CDS list, (Congressionally Designated Spending) but the bill that funds the project and others has not been approved at this time and the City waits patiently for good news related to this.

This concludes my report and feel free to reach out with any questions, thank you.
Report compiled by ian.barrier@gustavus-ak.gov

City of Gustavus
Balance Sheet
 As of January 31, 2024

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	169,738.99
AMLIP Capital Improv Long-Term (0630598.2)	753,794.40
AMLIP Repair & Replacement (0630598.3)	380,857.11
AMLIP Gravel Pit Fund (0630598.8)	25,082.12
AMLIP Reserve (0630598.12)	1,189,601.42
APCM.Endowment Fund	1,540,079.04
FNBA - Checking	475,267.74
FNBA Endowment Fund - Checking	43,958.24
Petty Cash	499.21
Total Checking/Savings	4,578,878.27
Accounts Receivable	14,798.09
Other Current Assets	189.95
Total Current Assets	4,593,866.31
Fixed Assets	-8,199.00
TOTAL ASSETS	4,585,667.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	5,359.72
Other Current Liabilities	101,658.12
Total Current Liabilities	107,017.84
Total Liabilities	107,017.84
Equity	4,478,649.47
TOTAL LIABILITIES & EQUITY	4,585,667.31

City of Gustavus Profit & Loss Budget vs. Actual COG Accrual July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Business License Fees	2,025.00	3,500.00	-1,475.00	57.9%
Donations	350.00	1,000.00	-650.00	35.0%
DRC Income				
C Chest paid at City Hall	640.00			
Community Chest Sales	8,308.50	13,500.00	-5,191.50	61.5%
Landfill Fees paid @ City Hall	32,252.25			
Landfill Fees/Sales	34,329.54	75,000.00	-40,670.46	45.8%
Recyclable Material Sales	1,755.65	3,600.00	-1,844.35	48.8%
Total DRC Income	77,285.94	92,100.00	-14,814.06	83.9%
Federal Revenue				
ARPA - 22-LGLR	33,904.06	35,987.92	-2,083.86	94.2%
Disaster Assistance (FEMA funds)	5,459.67			
Nat'l Forest Receipts-Encumbered	0.00	45,000.00	-45,000.00	0.0%
Payment In Lieu of Taxes	152,913.58	130,000.00	22,913.58	117.6%
Total Federal Revenue	192,277.31	210,987.92	-18,710.61	91.1%
Fundraising	245.00	600.00	-355.00	40.8%
Grant Income	20,000.00	13,000.00	7,000.00	153.8%
GVFD Income				
Ambulance Billing	-657.93	9,000.00	-9,657.93	-7.3%
ASP	745.00	1,500.00	-755.00	49.7%
Training	20.00	150.00	-130.00	13.3%
Total GVFD Income	107.07	10,650.00	-10,542.93	1.0%
Interest Income	461.87			
Lands Income				
Gravel Pit Gravel Sales	39,936.00	40,000.00	-64.00	99.8%
Total Lands Income	39,936.00	40,000.00	-64.00	99.8%
Lease Income				
Rent	2,000.00			
Lease Income - Other	7,190.32	16,011.00	-8,820.68	44.9%
Total Lease Income	9,190.32	16,011.00	-6,820.68	57.4%
Library Income	839.00	500.00	339.00	167.8%
Marine Facilities Income				
Facilities Usage Fees				
Landing Craft Use Fee	2,200.00			
Single Use Fee	95.00			

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Facilities Usage Fees - Other	0.00	2,000.00	-2,000.00	0.0%
Total Facilities Usage Fees	2,295.00	2,000.00	295.00	114.8%
Commercial Vessel Registration				
Kayak Registration	20.00			
Commercial Vessel Registration - Other	500.00	15,000.00	-14,500.00	3.3%
Total Commercial Vessel Registration	520.00	15,000.00	-14,480.00	3.5%
Private Vessel Registration				
Kayak Registration	30.00			
Private Vessel Registration - Other	1,875.00	5,000.00	-3,125.00	37.5%
Total Private Vessel Registration	1,905.00	5,000.00	-3,095.00	38.1%
Storage Area Fee	1,210.00	2,250.00	-1,040.00	53.8%
Total Marine Facilities Income	5,930.00	24,250.00	-18,320.00	24.5%
State Revenue				
Community Assistance Program	83,489.34	80,000.00	3,489.34	104.4%
Shared Fisheries Business Tax	244.41	632.77	-388.36	38.6%
Total State Revenue	83,733.75	80,632.77	3,100.98	103.8%
Tax Income				
Retail Tax Income	362,837.94	415,000.00	-52,162.06	87.4%
Remote Sellers Retail Tax	63,268.44	56,000.00	7,268.44	113.0%
Room Tax Income	90,835.00	105,400.00	-14,565.00	86.2%
Fish Box Tax	1,260.00	8,000.00	-6,740.00	15.8%
Penalties & Interest	898.63	1,000.00	-101.37	89.9%
Tax Exempt Cards	160.00	300.00	-140.00	53.3%
Total Tax Income	519,260.01	585,700.00	-66,439.99	88.7%
Total Income	951,641.27	1,078,931.69	-127,290.42	88.2%
Gross Profit	951,641.27	1,078,931.69	-127,290.42	88.2%
Expense				
Administrative Costs	6,345.96	35,000.00	-28,654.04	18.1%
Advertising	0.00	100.00	-100.00	0.0%
Bad Debt	4,332.00	0.00	4,332.00	100.0%
Bank Service Charges	6,921.08	4,750.00	2,171.08	145.7%
Building				
Insurance	15,336.68	12,658.62	2,678.06	121.2%
Maintenance & Repair	781.49	13,200.00	-12,418.51	5.9%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Total Building	16,118.17	25,858.62	-9,740.45	62.3%
Contractual Services				
City Engineer	2,349.60	20,000.00	-17,650.40	11.7%
Ambulance Billing Expense	444.66	1,300.00	-855.34	34.2%
Managed IT Services	14,595.00	25,020.00	-10,425.00	58.3%
Contractual Services - Other	1,304.73	41,560.00	-40,255.27	3.1%
Total Contractual Services	18,693.99	87,880.00	-69,186.01	21.3%
Dues/Fees	11,427.39	14,707.00	-3,279.61	77.7%
Economic Development Services				
GVA	41,400.00	41,400.00	0.00	100.0%
Total Economic Development Services	41,400.00	41,400.00	0.00	100.0%
Election Expense	81.56	250.00	-168.44	32.6%
Emergency & Disaster	0.00	50,000.00	-50,000.00	0.0%
Equipment				
Equipment Fuel	1,676.18	2,200.00	-523.82	76.2%
Equipment Purchase	11,741.54	12,050.00	-308.46	97.4%
Insurance	298.09	278.86	19.23	106.9%
Maintenance & Repair	6,422.47	6,000.00	422.47	107.0%
Total Equipment	20,138.28	20,528.86	-390.58	98.1%
Events & Celebrations	120.00	4,400.00	-4,280.00	2.7%
Freight/Shipping	12,499.84	31,000.00	-18,500.16	40.3%
Fundraising Expenses	0.00	500.00	-500.00	0.0%
General Liability				
Public Entity Crime Coverage	122.49			
Cyber Liability	2,817.00			
General Liability - Other	12,574.44	20,700.00	-8,125.56	60.7%
Total General Liability	15,513.93	20,700.00	-5,186.07	74.9%
Gravel Pit Fund	0.00	6,000.00	-6,000.00	0.0%
Library Materials				
Donated/Fundraised	0.00	800.00	-800.00	0.0%
Non-Fiction Add/Replacement	0.00	13,200.00	-13,200.00	0.0%
Library Materials - Other	608.33			
Total Library Materials	608.33	14,000.00	-13,391.67	4.3%
Marine Facilities				
Insurance	5,804.01	2,722.48	3,081.53	213.2%
Maintenance & Repairs	0.00	3,000.00	-3,000.00	0.0%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Total Marine Facilities	5,804.01	5,722.48	81.53	101.4%
Occupational Health	0.00	500.00	-500.00	0.0%
Payroll Expenses				
Wages	235,773.87	444,099.13	-208,325.26	53.1%
Payroll Taxes	23,641.30	39,446.57	-15,805.27	59.9%
Paid Time off	7,828.19			
Sick Leave	3,972.91			
Health Insurance (company paid)	18,786.10	26,493.60	-7,707.50	70.9%
Health Insurance Stipend	3,400.00	9,600.00	-6,200.00	35.4%
457(b) Employer Contribution	10,357.37	29,220.00	-18,862.63	35.4%
Workers Comp Insurance	6,218.05	8,979.10	-2,761.05	69.3%
Payroll Expenses - Other	-10,786.48	230.00	-11,016.48	-4,689.8%
Total Payroll Expenses	299,191.31	558,068.40	-258,877.09	53.6%
Professional Services	1,777.50	15,000.00	-13,222.50	11.9%
Public Relations	564.24	500.00	64.24	112.8%
Repair & Replacement Fund	0.00	16,595.71	-16,595.71	0.0%
Road Maintenance				
Grading	51,434.06			
Snow Plowing	52,093.60	65,000.00	-12,906.40	80.1%
Road Maintenance - Other	2,415.94	131,000.00	-128,584.06	1.8%
Total Road Maintenance	105,943.60	196,000.00	-90,056.40	54.1%
Stipend	1,148.76	6,000.00	-4,851.24	19.1%
Supplies				
Donated/Fundraised	500.00	800.00	-300.00	62.5%
Program	820.77	2,975.00	-2,154.23	27.6%
Supplies - Other	11,025.98	20,400.00	-9,374.02	54.0%
Total Supplies	12,346.75	24,175.00	-11,828.25	51.1%
Telecommunications	7,075.00	20,412.00	-13,337.00	34.7%
Training	3,719.00	18,200.00	-14,481.00	20.4%
Travel	16,337.57	23,200.00	-6,862.43	70.4%
Utilities				
Electricity	6,820.01	9,700.00	-2,879.99	70.3%
Fuel Oil	7,515.55	7,900.00	-384.45	95.1%
Total Utilities	14,335.56	17,600.00	-3,264.44	81.5%
Vehicle				
Fuel	383.48	1,200.00	-816.52	32.0%
Insurance	3,225.58	3,635.67	-410.09	88.7%
Maintenance & Repair	2,692.40	2,000.00	692.40	134.6%

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
 July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Mileage Reimbursement	682.00	2,150.00	-1,468.00	31.7%
Total Vehicle	6,983.46	8,985.67	-2,002.21	77.7%
Total Expense	629,427.29	1,268,033.74	-638,606.45	49.6%
Net Ordinary Income	322,213.98	-189,102.05	511,316.03	-170.4%
Other Income/Expense				
Other Income				
Prior-Year Cash Balance	0.00	184,025.00	-184,025.00	0.0%
Total Other Income	0.00	184,025.00	-184,025.00	0.0%
Net Other Income	0.00	184,025.00	-184,025.00	0.0%
Net Income	322,213.98	-5,077.05	327,291.03	-6,346.5%

Accounts Receivable Detail	
As of 01/31/2023	
\$3,612.00	Delinquent Sales Tax
\$6,058.47	Ambulance Transport Billing - In Progress
\$4,973.33	Fish-Box Tax Deferred Income
\$154.29	Net of Other Customer Account Balances
\$14,798.09	Total

FNBA Checking Account - Unrestricted Funds Balance	
As of 01/31/2023	
FDIC: The standard deposit insurance coverage limit is \$250,000 per depositor, per FDIC-insured bank, per ownership category.	
City of Gustavus has a tri-party agreement in place that collateralizes our account, providing protection for the full value of our account balances.	
FNBA Checking Account Balance:	\$422,566.91
Obligated Funds Currently in Checking Account:	
Roæ CP23-02 Cul de sac Improvement	(\$9,329.14)
Adr CP23-03 SRP Playground Equipment	(\$19,980.00)
Libr FY24 PLA Grant	(\$4,426.95)
Libr SoA OWL Internet Subsidy	(\$2,760.00)
Roæ USFWS Chase Drvwy	(\$251.02)
Unrestricted Funds:	\$385,819.80

Pending Transfers:		
FY24-10NCO	Moving Surplus to AMLIP CAP PROJ LT	\$200,000.00
FY24-XXNCO	Returning Unused Cap Project funds to AMLIP CAP PROJ LT	\$37,574.82

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

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		\$9,856.96	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP19-03 Gustavus Beach Improv.	\$5,339.30		\$5,339.30	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP19-06 DRC Composting Facility	\$79,443.50		\$79,443.50	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Library	CP19-08 Library Roof/Awning/Shed	\$1,180.78		\$1,180.78	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP21-02 Refurbish Old P.O.	\$6,730.67		\$6,730.67	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Roads	CP21-03 Good River Bridge Repairs	\$3,665.54		\$3,665.54	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-04 MFC Building at SRBH	\$1,323.29		\$1,323.29	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
DRC	CP21-05 DRC Main Bldg Replacement: Design	\$1,786.60		\$1,786.60	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
MF	CP21-06 Fish Waste Disposal	\$2,560.07		\$2,560.07	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
Beach	CP22-03 Beach Hardened Trail	\$13,000.00		\$13,000.00	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
Admin	CP22-04 Septage Storage Facility	\$5,608.08		\$5,608.08	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
GVFD	CP23-01 Radio Tower	\$0.00		\$0.00	Closed FY24
Roads	CP23-02 Cul de sac Improvement *	\$5,972.06		\$5,972.06	Moved to AMLIP Current 08/15/2023 - NCO FY24-02
		\$166,466.85	\$0.00	\$166,466.85	

Pending Transfers:

FY24-XXNCO	Returning Unused funds from CP22-03	\$13,000.00	Introduced 02/20/2024, Public Hearing 03/11/2024
FY24-XXNCO	Returning Unused funds from CP22-04	\$5,608.08	Introduced 02/20/2024, Public Hearing 03/11/2024
FY24-XXNCO	Returning Unused funds from CP21-03	\$3,665.54	Introduced 02/20/2024, Public Hearing 03/11/2024
FY24-XXNCO	Returning Unused funds from CP23-02	\$5,972.06	Introduced 02/20/2024, Public Hearing 03/11/2024

* Additional funds in checking

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY24-11NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

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

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

CITY HELD ACCOUNTS	Amounts		
	Account Balance*	Amended Balance	Change
FNBA Checking Account	\$ 422,566.91	\$ 413,237.77	<\$ 9,329.14>
<i>Returning unused funds from closed Capital Projects to AMLIP Capital Project LT</i>			
AMLIP Capital Project Current	\$ 166,466.85	\$ 138,221.17	<\$ 28,245.68>
<i>Returning unused funds from closed Capital Projects to AMLIP Capital Project LT</i>			
AMLIP Capital Project Long-Term	\$ 753,794.40	\$ 791,369.22	\$ 37,574.82

**Approximate, this is a dynamic value.*

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 20, 2024*

DATE OF PUBLIC HEARING: *March 11, 2024*

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

Shelley K Owens, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-03**

**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 1.8% for the calendar year 2023.

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council grants a 1.8% Cost-of-Living Pay Adjustment to current hourly rates (nonexempt) and base salary (exempt) for all Regular Position Employees effective July 1, 2024.

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

Shelley K Owens, Mayor

Attest: Liesl M. Barker, City Clerk



Project Planning: Attachment B Project 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: [Balefill Expansion Project](#)

Department: [Disposal & Recycling Center](#)

Contact: [Ian Barrier](#)

E-mail: ian.barrier@gustavus-ak.gov

Phone [907-697-2118](tel:907-697-2118)

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? [The Balefill Expansion Project.](#)

- What are its goals and objectives?

The goal is to have an area large enough for a minimum of 20 years of solid waste accumulation with potential for more depending on the growth of the community. This is a rough estimate based off the lifespan of our current landfill, which has been accumulating waste for 30 years, but the community has also grown substantially. Also having taken on waste from the NPS, and with growing amounts of construction debris, necessitates a new fill area sooner rather than later.

The objectives are:

1. Create room for the waste generated by the community of Gustavus and NPS.
2. Construct fencing to keep out wildlife and discourage dumping.
3. Reroute existing drainage ditch on DRC land for more efficient use of land.
4. Install new groundwater monitoring wells while equipment is on site.

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

The community as a whole will be aided by the project as it will secure space for solid waste produced by the community. The Disposal & Recycling Center will benefit because having adequate space for our solid waste will eliminate the stress of dwindling landfill capacity,

City of Gustavus, Alaska
Balefill Expansion Project

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

Page 1 of 8

and additional space for storage of bulky materials if needed.

- Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?

No. The DRC is currently established, and the current landfill is fast approaching the end of its useful life.

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

This project is not intended to address concerns with equipment or our undersized building, only to address the lack of capacity of our current landfill.

2. Why is the project needed?

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

The project will address the need for waste disposal in Gustavus. The problem is dwindling capacity of our current landfill footprint.

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

The project addresses inadequate infrastructure at the DRC by expanding the area where solid waste is deposited. It will help the city economically by prolonging our landfill and keeping the city from having to ship our solid waste, which would become very expensive.

For example, with the current price of shipping at ~\$4019 for a 20' container to Seattle; and assuming at least 10 shipments a year, would cost the city at least \$40,190 per year. This doesn't take into account the cost of trucking the waste or the cost of disposal to a regional landfill. Within three years, the project likely would pay for itself compared to shipping out waste.

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

Previous DRC manager/operator Paul Berry, and current manager/operator Ian Barrier.

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?

I hope this project can begin early FY25.

- Will the planning or final project occur in phases or stages?

This is yet to be determined, but certainly could be broken into stages.

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

Neval Engineering will help with the process of permitting and choosing the location of new ground water monitoring wells. See table below for cost of Neval Engineering.

REVEGETATION MATERIALS	\$1,500.00
CONSULTING+PERMITING-NEVAL ENGGINERING	\$3,900.00
CONCRETE	\$2,500.00
DRC STAFF LABOR	\$25,000.00
FENCE COST	\$34,207.02
MONITORING WELL(S)	\$12,000.00
HEAVY EQUIPMENT CONTRACTOR(S)	\$15,800.00
CONTINGENCY	\$14,191.05
TOTAL COST	\$109,098.07

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.

[Addressed above.](#)

Parts 3 - 6. Project Investigation and Development

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

Summary:

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

[The only alternative is to ship out solid waste, which would be very costly. Discussed in Part 2, line 2.](#)

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

[Expanding the landfill is the best choice long term for our community due to the cost of shipping and the fact we have enough land available at the DRC for placement of waste.](#)

3. Identify your funding source(s).

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

It is yet to be determined how the project will be funded, but grants are an option.

- Is there a matching fund requirement? Please provide details.

Part 4. Environmental, Social, Financial Impacts1. 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		+	
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods		-	
• Neighborhood character			X
• Noise or other environmental impacts			X
• Environmental sustainability		+	
• Hazardous substances use	X		
• Community waste stream		+	
• 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?		+	
Public safety?			X
Public health?		+	
Medical services?			X
Emergency response?			X
Economic performance & sustainability?		+	
• Employment of residents			X
○ Short-term (i.e. construction)		+	
○ Long-term (operating and maintenance)			X
• Cost of living reduction			X
• Return on investment		+	
• Visitor opportunities/impressions/stays/purchases			X
• Competitive business environment	X		

• Support for existing businesses		+	
• New business opportunities	x		
• Economic sustainability		+	
• Attractiveness of City to new residents/businesses			x
City government performance?			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services		+	
• 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 the potential to keep the long-term cost to operate our landfill reasonable. Shipping out solid waste would require a steep increase of our rates which would affect the community and possibly encourage members of the community to burn or dump waste due to the increase in cost. Look at the evolving waste situation in Juneau over recent years as a prime example. <https://www.ktoo.org/2024/02/08/dumping-trash-is-about-to-get-more-expensive-in-juneau/>
<https://www.juneauempire.com/news/landfill-price-increase-has-residents-down-in-the-dumps/>

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

The ground water monitoring wells could be dependent on this project unless separated into a separate project but should be grouped together.

- Is this project dependent on other activities or actions?

No.

- 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?)

Yes, contractors will be needed to reroute the drainage ditch in the area and possible other tasks such as stump removal.

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

Permits from ADEC may be needed to reroute the ditch, also a permit from the US Army Corps will be needed for the ditch reroute.

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

Addressed above.

7. Is an engineering design or construction estimate necessary?

A construction estimate can be performed in house.

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?

No.

Part 5. Project Budget

See budget table in Part 2, line 6 for more specific breakdown.

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$34,207	Training	\$
Engineering work	\$3,900	Travel	\$
Permitting, inspection		Equipment	\$
Site work	\$15,800	Contractual	\$
Construction	\$25,000	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment	\$	Insurance	\$
Freight	\$4020	Repair & maintenance	\$
Contingencies	\$14,191	Other (list)	\$
Other (list) Monitoring Wells	\$12,000	Other (list)	\$
Other (list) Concrete	\$2,500	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? DRC Staff

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

_____ 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? None.

4. How many local businesses will be affected by this project and how? [All current participating businesses.](#)

Part 7. Business Plan (Upon Council request)

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

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

Basic components of a business plan:

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

Part 8. Record of Project Planning and Development Meetings

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

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

Meeting Record

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

Part 9. Feedback to the Council

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.

**CITY OF GUSTAVUS, ALASKA
PROJECT SCOPING and DEVELOPMENT FORM**

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

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

Part 1. Project Identification

Name of Project: GVFD Building Heating System

City Department: Fire Department

Contact: Sol Martinez

E-mail: sol.martinez@gustavus-ak.gov

Phone: 907-697-2707

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

1. What is the project?

- What are its goals and objectives?
 - The goal of this project is to replace the heating system in the Gustavus Firehall to make the building more efficient and cost effective and to prevent an emergency if the current system fails. The recommendation is to install at least one toyo stove in the garage and a heat pump to heat upstairs. Ideally, it would be best to consider an additional heat pump discharge for the garage in addition to the Toyo. The heat pump would be utilized when it is cold, to ensure adequate heat coverage, and to use as an alternative to the Toyo during less cold temperatures, particularly when work or training needs to be done in the garage.
- Who/what will be aided by this project? Who are the targeted stakeholders/customers?
 - The Gustavus Firehall and equipment will be better protected if the aging and problematic boiler system fails.
- Is a preliminary survey necessary to identify the number of potential customers/users?
 - No. The potential customers are the citizens of Gustavus who rely on the EMS and fire protection equipment being ready and available.
- What is NOT covered by this project? What are its boundaries?
 - The project does not cover any new insulation, structural upgrades, or expansion of the building.

2. Why is the project needed?

- What community problem, need, or opportunity will it address?
 - This was brought to the attention of the fire chief by Mark Berry during Spring of 2023 when he was repairing the current heating system. He mentioned that the condensing oil fired furnace and the unit that neutralized the acidic condensate was not functioning correctly. This creates a corrosive biproduct and drips onto other parts in the furnace degrading the parts and wires and the burner itself. Parts are hard to come by as this is a Canadian manufacturer. It is also hard to find a replacement. He feels that in its current condition, it presents an unsafe situation and the repair, if it can be repaired, would cost as much as a newer more efficient alternative. Currently it is working, but if the parts in question degrade to a point where it no longer functions, it may not be repairable.
- What health, safety, environmental, compliance, infrastructure, or economic problems or opportunities does it address?
 - The Gustavus Firehall houses medical supplies which if frozen, will no longer be able to be used, which will cost the city in to reorder supplies and could jeopardize our capability to provide patient care. The fire engine has water gauges which can easily freeze, cracking the tubing, causing them to leak and no longer give an accurate reading.
 - The current heating system does not allow the top story to be separated from the garage which causes us to heat the garage to the same temperature as the office space. Allowing separate heating from the office space in the garage would mean we are heating the better insulated building to the temperature we want or need on both building floors.
 - The separate heating units will lower fuel costs and move heating to more electrical energy with the use of the heat pump(s).

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

See Number 2 - This was brought to the attention of the fire chief by Mark Berry during the Spring of 2023 when he was repairing the current heating system. Parts are hard to come by as this is a Canadian manufacturer. It is also hard to find a replacement of the same model. The City direction has been looking to replace heating systems with more modern type of systems such as heat pumps. Even though we cannot rely solely on those, it would still be more efficient to have both sources and not have to heat the entire building from just fossil fuel systems.

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

The fire department itself does not have a larger plan but the City is looking for more efficient energy options for operations and maintenance.

5. What is your timeline for project planning?

- By when do you hope to implement the project?
 - The current plan is to implement this project in two stages. Once approved, stage one (see next question) should allow us to install the unit sometime this summer or early fall of 2024. The next stage is dependent on access to funding and council approval.

- Will the planning or final project occur in phases or stages?
 - The project will be done in two stages. The first stage will be getting a toyo stove rated sufficiently to cover at least 2,000 square feet of the garage but to keep - a backup for the current heating system so if the boiler does break down, we are not left without a heating system in the garage.
 - The second stage would be the installation of potentially another Toyo. This will require a lift pump to be installed to transport the fuel from the tank to the second toyo stove. Then procurement and installation of the heat pump with potentially two discharges. One for the upstairs office and training room space and one for the garage to help heat the garage when needed. From what I have heard and observed at City Hall with the Mr. Cool Heat pumps, is that brand will not work well with a larger building like the firehall as a standalone. It was recommended to use a Daikin heat pump which according to Berry Specialty Contracting, is a higher end brand (not do it yourself) and is being used in the community with success. It is also the brand that Berry Specialty Contracting is equipped to install and there are pressure tests and other installation considerations involved with this installation.

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

I have already secured an estimate for both phases of the project. The estimate is attached.

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.

The total project cost is estimated to cost \$22,860 according to Berry Specialty Contracting's estimate and includes both an electrical hook up estimate and 10% contingency costs. There are no current plans for a consultant for the job, other than the necessary contractors.

Phase one of the project is broken down below, phase two will be created when the estimate is received.

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.
 - a. An option is to go with just heat pumps, this would eliminate the fuel consumption, however we would be reliant on heat pumps and cause higher electricity use and costs. With a rate increase looming, the certainty of higher electrical costs should be considered. The jury is still out on the effectiveness of heat pumps when it is very cold out. Also, it is better to heat the building from the floor up in terms of the vehicles and other equipment. We cannot risk compromising our equipment and supplies by only having heat pumps.
 - b. The other option is a combination of heat pumps and toyo stoves, ideally an L731/732 vented heater. This would still have the building half reliant on fuel, however this would create multiple back ups to keep the building heated. The L731/732 heater is rated for a 2,000 square foot house, and the largest heater sold by Toyo. This heater, in addition to the heat pump, will, according to the manufacturer's rating, cover the heating for the garage which is about a 2,386 sq.ft² footprint.
2. What solution was chosen as the best and why is it the best?
 - a. While both options use electricity, option B would be the best solution as it would provide both efficiencies, a backup system and lower reliance on fossil fuels.
3. Identify your funding source(s).
 - a. Due to the urgency in part 1 of this project, it is suggested that we fund at least Part 1 in-house so we have a backup and will also buy us some time while looking for city wide funding for heat pumps. Bulk ordering of the heat pump units could likely realize some savings.

Part 4. Environmental, Social, Financial Impacts1. 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	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• Natural beauty of landscape or neighborhoods	X		
• Neighborhood character			+
• Noise or other environmental impacts		+	
• Environmental sustainability		+	
• Hazardous substances use		+	

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

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

Switching the building from fuel heating to electrical, even by half, would allow the building to be more efficient and in turn lower the carbon footprint of the firehall. The cost of annual fuel consumption will be lower; however, the overall cost of electricity will increase, but it is unclear at this time until the firehall and city hall are on two separate meters.
2. Are other projects related to or dependent on this project?
 - a. Is this project dependent on other activities or actions?
 - i. Phase one of this project is not dependent on any other activity or action before the project starts.
 - b. If yes, describe projects, action or activities specifying phases where appropriate.
 - i. For Phase II, we may want to have a separate electrical meter installed but it would not stop the capability of being able to proceed with the installation of heat pumps.
3. 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?)
 - a. No.
4. What regulatory permits will be required and how will they be obtained?
 - a. None
5. What are the estimated initial (e.g., construction or purchase) and continuing operational costs of the project?
 - a. No initial costs are anticipated unless we must go out to bid. I do not think that will be necessary, particularly if we purchase the Toyo and then have it installed.
6. Is an engineering design or construction estimate necessary?
 - a. While a mechanical engineer could provide an overall recommendation of the building and perform certain calculations, I do not believe it is necessary for this project. Because the contractor has thirty plus years of experience installing heating systems in Gustavus and as the former fire chief, knows the building design and is familiar with our Southeast weather I trust his judgement in the decision for the appropriate equipment to heat the firehall. If the council believes we need an engineering design for this project, we will need to add an estimated cost for the plan and add it to Part 2 of the project. Probably no less than \$7,500 or the cost of the second Toyo and fuel pump installed.
7. Will the 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?
 - a. There will be no added revenue for the city.

Part 5. Project Budget: Phase one only.

Berry Specialty Contracting is updating an estimate for Phase II

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$0	Personnel	\$0
Project management	\$0	Benefits	\$0
Land, structures, ROW, easements	\$0	Training	\$0
Engineering work	\$0	Travel	\$0
Permitting, inspection		Equipment	\$0
Site work	\$0	Contractual	\$0
Construction	\$1,552.50	Supplies	\$0
Waste disposal	\$0	Utilities	\$0
Equipment	\$ 2,511.65	Insurance	\$0
Freight	\$200	Repair & maintenance	\$
Contingencies	\$1,000	Other (list)	\$0
Other (list)	\$	Other (list)	\$0
Other (list)		Total direct costs	\$
Total	\$5,264.15	Indirect costs	\$00
		Income (fees, taxes)	\$
		Balance: costs-income	\$

Updated Latest Estimate Budget Line Items if Changed Date: _____

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

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

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)

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 attendees

Part 9. Feedback to the Council

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.



Project Planning: Attachment B Project Development Form

Part 1. Project Identification

Name of project: Wilson Road South End Drainage Improvement Project

Department: [Roads](#)

Contact: Mike Taylor

E-mail: mike.taylor@gustavus-ak.gov

Phone: 697-2273 (H)

Date Prepared: [February 23, 2024](#)

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

1. What is the project?

- What are its goals and objectives?

[The project will improve drainage of the south end of Wilson Road between Fara Way and Gustavus Road to alleviate flooding from heavy rain storms.](#)

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

[Residents and businesses along this portion of Wilson Road will experience less flooding of their property from local rain accumulation and due to runoff from the road. Better drainage should also reduce road maintenance in this heavily trafficked road stretch.](#)

- Is a preliminary survey necessary to identify the number of potential customers/users? How will you design and conduct the survey?

[None required.](#)

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

[The project will improve ditches only along this section of road. The project will not extend to ditches along either Gustavus or Dock Roads, both of which are maintained by the Alaska Department of Transportation and Public Facilities. Work will be confined to the City road easement along Wilson Road.](#)

2. Why is the project needed?

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

[The project is intended to mitigate flooding problems from heavy rain storms, which are becoming more frequent due to climate change.](#)

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

[The project mitigates flood hazards to private properties and the City-owned and -](#)

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

maintained Wilson Road. Some of the private properties are businesses for whom access from Wilson Road is hindered under flood conditions.

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

The project idea has been discussed among City staff and the road maintenance contractor since flooding occurred after the December 2, 2020 flood. The owner of Snug Harbor Liquors has written the City asking for work to mitigate flooding that affects their parking area and store. The Gustavus Mayor has requested that flood control work at this site be a priority.

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

The project is part of a larger general plan for mitigation of flood risks along Wilson Road. Ditches have been improved along much of Wilson Road north of this stretch. Those improvements direct water into the Glens Ditch system.

5. What is your timeline for project planning?

- By when do you hope to implement the project?
Summer, 2024.

- Will the planning or final project occur in phases or stages?
The City will develop a construction plan for bidding this spring with construction intended for Summer, 2024.

6. What is your budget for the planning process? Will you be using a consultant?
Planning will be inhouse by the volunteer project manager.

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.
Rough initial programming estimate is \$60,000.

Parts 3 - 6. Project Investigation and Development

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

Summary:

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits of each one.
At this point we have only one proposed solution. That is to dig ditches along both sides of Wilson Road from the Fara Way intersection to Gustavus Road and to install culverts under all driveways along those sections. It will probably be necessary to install a cross culvert under Wilson Road just north of the intersection with Gustavus Road to carry water from the west side of Wilson to the east side where water can reach a DOT ditch leading to Glen’s Ditch. However, during planning this flow route may change.

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

This plan appears to be the only possibility available to the City for draining this section of Wilson Road. The City will need to work with DOT&PF as needed to assure that water from Wilson Road has an effective path to tidewater or to the Salmon River.

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?
The project will be funded by an appropriation of City of Gustavus capital project funding.
- Is there a matching fund requirement? Please provide details.
No.

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		+	
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)	X		
• Invasive or pest species	X		
• PFAS contamination of soils or water			X
• Natural beauty of landscape or neighborhoods	X		
• Neighborhood character		+	
• 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		+	
• Trails/waterways	X		
• Parks	X		
• Public assembly/activities	X		
Education/training/knowledge & skill development?			
Public safety?		+	
Public health?	X		
Medical services?	X		
Emergency response?			X(+)
Economic performance & sustainability?			

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

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

The project will enhance serviceability of Wilson Road, reduce flooding of local residential and commercial properties, and reduce City maintenance costs for the road section.

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

- Is this project dependent on other activities or actions?

Yes

- If yes, describe projects, action or activities specifying phases where appropriate.

To some extent, the full success of this project depends on maintenance of drainage by ADOT&PF of Gustavus Road and/or Dock Road. It also depends on effectiveness of a separate project to clean Glens Ditch to improve stormwater drainage there.

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?)

No

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

No permits are anticipated to be necessary. This is a city-owned road in a City road easement. No fish streams are involved.

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

The cost is TBD. A rough initial estimate is \$60,000.

7. Is an engineering design or construction estimate necessary?

This project is simple enough to be planned by the City and the contractor.

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?

No

Part 5. Project Budget

Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$0	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Engineering work	\$0	Travel	\$
Permitting, inspection		Equipment	\$
Site work	\$	Contractual	\$
Construction	\$40,000	Supplies	\$
Waste disposal	\$	Utilities	\$
Equipment (culverts)	\$10,000	Insurance	\$
Freight	\$	Repair & maintenance	\$
Contingencies	\$10,000	Other (list)	\$
Other (list)	\$	Other (list)	\$
Other (list)		Total direct costs	\$60,000
		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?

No new service jobs will be required. Maintenance will be under existing road contract.

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

0 Create/retain in 1-3 years

0 Create/retain in 3-5 years

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

None

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

One local business will be affected as the construction contractor

Up to five local businesses will be affected will be benefitted from flood control in the area.

Part 7. Business Plan (Upon Council request)

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

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

Basic components of a business plan:

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

Part 8. Record of Project Planning and Development Meetings

1. Please document the manner in which public input was received.

- Public comment on agenda item at committee or Council meeting
- Special public hearing
- Dates and attendance for the above.
- Written comment from the public (please attach)

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

Meeting Record

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

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

Part 9. Feedback to the Council

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY24-10NCO**

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

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

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

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

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

CITY HELD ACCOUNTS	Amounts		
	Account Balance*	Amended Balance	Change
FNBA Checking Account <i>Surplus funds are being moved to AMLIP accounts per the City's Restricted Funds and AMLIP policy and City Banking policy.</i>	\$ 456,561.64	\$ 256,561.64	<\$ 200,000.00>
AMLIP Capital Project Long-Term <i>*Approximate, this is a dynamic value.</i>	\$ 750,473.11	\$ 950,473.11	\$ 200,000.00

Total Change in City Held Account Balances \$ 0.00

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

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

DATE INTRODUCED: *January 16, 2024*
DATE OF PUBLIC HEARING: *February 20, 2024*

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

Shelley K Owens, Mayor

Attest: Ben Sadler, City Treasurer

Attest: Liesl M. Barker, City Clerk



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
Phone: (907)697-2451

Solicitation of Interest for PIT RUN GRAVEL

The City of Gustavus anticipates making available approximately 20,000 cubic yards of pit run gravel for sale to private enterprise during calendar year 2024. The price will be \$6.00 per cubic yard.

An earnest money deposit of \$800.00 and a bond of \$1,000.00 may be required. Applicants must have the capability of excavating to a depth of twelve feet.

Contracts for pit run gravel will be awarded at the February 20, 2024 City Council General Meeting.

Requests must be received at City Hall by 10:00 AM on February 12, 2024. You may email this form with your "signature" typed in to treasurer@gustavus-ak.gov, or sign, scan, and email to same, or fax signed form to 697-2136.

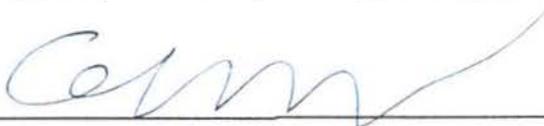
Name (please print or type): Fairweather Construction

Address: P.O. Box 116 Gustavus, AK 99826

Cubic yards requested: 5,000

Date: 1/22/23

Telephone: 907 723 3722

Signature: 



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
Phone: (907)697-2451

Solicitation of Interest for PIT RUN GRAVEL

The City of Gustavus anticipates making available approximately 20,000 cubic yards of pit run gravel for sale to private enterprise during calendar year 2024. The price will be \$6.00 per cubic yard.

An earnest money deposit of \$800.00 and a bond of \$1,000.00 may be required. Applicants must have the capability of excavating to a depth of twelve feet.

Contracts for pit run gravel will be awarded at the February 20, 2024 City Council General Meeting.

Requests must be received at City Hall by 10:00 AM on February 12, 2024.

You may email this form with your "signature" typed in to treasure@gustavus-ak.gov, or sign, scan, and email to same, or fax signed form to 697-2136.

Name (please print or type): Glacier Bay Construction, Inc.

Address: PO Box 389 Gustavus AK 99826

Cubic yards requested: 5000

Date: 1/18/24 Telephone: 907-209-0514 or 907-209-2588

Signature: *Shante J. Marchbanks*



City of Gustavus
P.O. Box 1
Gustavus, AK 99826
Phone: (907)697-2451

Solicitation of Interest for PIT RUN GRAVEL

The City of Gustavus anticipates making available approximately 20,000 cubic yards of pit run gravel for sale to private enterprise during calendar year 2024. The price will be \$6.00 per cubic yard.

An earnest money deposit of \$800.00 and a bond of \$1,000.00 may be required. Applicants must have the capability of excavating to a depth of twelve feet.

Contracts for pit run gravel will be awarded at the February 20, 2024 City Council General Meeting.

Requests must be received at City Hall by 10:00 AM on February 12, 2024. You may email this form with your "signature" typed in to treasurer@gustavus-ak.gov, or sign, scan, and email to same, or fax signed form to 697-2136.

Name (please print or type): GUSTAVUS LANDSCAPING & CONSTRUCTION

Address: P.O. Box 193 GUSTAVUS AK 99826

Cubic yards requested: 1500

Date: 1/24/24 Telephone: 907 957-1858

Signature: 

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-04**

**A RESOLUTION BY THE CITY OF GUSTAVUS SUPPORTING HB 279,
AN ACT RELATING TO THE LOCAL BOUNDARY COMMISSION**

WHEREAS, the Alaska Local Boundary Commission (LBC), serves a vital role statewide in evaluating and enabling new cities, boroughs, and boundary adjustments; and,

WHEREAS, the LBC is composed of five members, one from each of the four judicial districts, plus one at-large member serving as chair; and,

WHEREAS, all current members reside in organized boroughs and there is no requirement that any member be appointed from the Unorganized Borough; and,

WHEREAS, the Alaska Constitution Article 10, Paragraph 3 states: “The entire State shall be divided into boroughs, organized or unorganized”; and,

WHEREAS, six decades after statehood, large areas of the state remain in the Unorganized Borough; and,

WHEREAS, much of Alaska will likely remain outside any organized borough for decades, regardless of whether the State urges regions to organize or not, due to the difficult and lengthy borough formation process; and,

WHEREAS, cities in the Unorganized Borough rely on LBC services for initial formation and boundary adjustments whether or not they intend to form a borough; and,

WHEREAS, many Unorganized Borough residents are served by their local governments in the form of cities without apparent need or wish nor the capacity for an additional layer of regional government; and,

WHEREAS, the City of Gustavus, a Second Class City within the Unorganized Borough, benefitted from LBC services at its formation in 2004 and again with the annexation of the Falls Creek Hydroelectric facility lands in 2010; and,

WHEREAS, many unorganized regions would struggle to form a borough which meets the minimum 1000 population standard and the adequate provision of services in a large geographic area; and,

WHEREAS, many regions would struggle to form a borough that is truly in the best interests of the State and can provide regional services effectively and economically over vast areas with disconnected communities having few shared interests; and

WHEREAS, for many Unorganized Borough residents, the best government is at most a city, or perhaps no municipality at all; and,

WHEREAS, residents in the Unorganized Borough have rural lifestyles and at most small-town local government perspectives differing from those in larger municipalities; and,

WHEREAS, requiring that at least one member of the LBC shall be a resident of the Unorganized Borough would help to assure that the perspective of residents of the Unorganized Borough is appreciated on the Commission.

NOW THEREFORE BE IT RESOLVED, that the Gustavus City Council concludes that the Local Boundary Commission will be serving the needs of the Unorganized Borough for decades to come and therefore encourages passage of HB 279 to assure that the voice of the Unorganized Borough is heard, welcomed, and understood in Commission deliberations.

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

Shelley K. Owens, Mayor

Attest: Liesl M. Barker, City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION CY24-05**

**A RESOLUTION DISPUTING THE QUALIFICATIONS OF THE PETITION SUBMITTED
BY THE CITY OF HOONAH FOR INCORPORATION OF THE XUNAA BOROUGH**

WHEREAS, the City of Hoonah has petitioned the Local Boundary Commission to form the Xunaa Borough across a 10,400 square-mile area comprising much of Chichagof Island, Icy Strait, Glacier Bay National Park, and the Gulf of Alaska, which encompasses but excludes the cities of Gustavus, Pelican and Tenakee Springs; and,

WHEREAS, the Local Boundary Commission is reviewing the petition and accepting comment with regard to whether the petition meets the standards for incorporation of a borough and is in the best interests of the State; and,

WHEREAS, establishment of a new borough is in the best interests of the State only if the proposed borough is a true regional government that bridges multiple communities in the region with shared interests, that will serve the needs of the people living and working in the region now and for the foreseeable future, and that is formed and desired by the people in the region; and,

WHEREAS, the Xunaa Borough is designed arguably to encompass lands that were traditional homeland to, and used by, Huna Tlingit people in past centuries, regardless of the distribution of populations and land uses during the 20th and 21st centuries; and,

WHEREAS, while the long history of Huna Tlingit presence in the region is acknowledged and rightfully celebrated by all the region's people, the boundaries of historical tribal lands and influences are not relevant to, nor for the purpose of, the formation of a regional borough government; and,

WHEREAS, the three excluded cities have a combined population nearing that of the City of Hoonah but do not believe that a regional borough government or its services are needed; and,

WHEREAS, the Xunaa Borough expressly neither foresees nor plans to provide services beyond the City of Hoonah with the exception of taxation of activities and sales across the un-served region; and,

WHEREAS, the proposed Xunaa Borough is not a true regional government, and would be a de facto annexation of vast geographical and unpopulated areas for the exclusive benefit of the City of Hoonah/Hoonah Townsite Service Area, and to the detriment of the cities and communities within the proposed borough region; and

WHEREAS, the proposed boundaries would confine the cities of Gustavus, Pelican, and Tenakee Springs in constricted and non-contiguous enclaves within the broader region, without apparent consideration of relevant constitutional, statutory, and regulatory standards; and inhibiting actual collaboration, if not actually preventing them from ever uniting in their own regional borough if desired; and,

WHEREAS, on the short term, the proposed borough boundaries directly threaten the viability of the excluded communities through potential loss of federal and state revenues that support their communities and are vital to their success; and on the longer term, impair and constrain the potential for forming a new borough, or merging with a compatible adjoining borough, as a means of enhancing future economic growth and development in service of their residents and businesses; and

WHEREAS, the City of Gustavus provides in an attachment a detailed review of the petition, refuting among other things Hoonah’s claims to be a regional hub upon which the regional communities are dependent.

NOW THEREFORE BE IT RESOLVED that the City Council of Gustavus finds that the Xunaa Borough petition fails to qualify the proposed area for incorporation as a borough, and therefore that its formation is not in the best interests of the State of Alaska, nor of the people living or working in Gustavus, Pelican, Tenakee Springs, Elfin Cove, or throughout the occupied or unoccupied areas proposed for incorporation outside of Hoonah.

AND BE IT FURTHER RESOLVED that the City Council of Gustavus urges the Local Boundary Commission to find that the Xunaa Borough petition fails to meet the standards for incorporation, and rejects it for failure to meet the best interests of the State, its political subdivisions, and the 49 people residing in the communities proposed for annexation.

AND BE IT FURTHER RESOLVED that if a borough government is to be formed in the Icy Strait region, it should be through the initiative and will of the people in all the communities of the region working together to form a regional government that serves the best interests of those communities and the State of Alaska. Until such time, the communities in the region will continue to be served best by their existing independent local municipalities.

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

Shelley K. Owens, Mayor

Attest: Liesl M. Barker, City Clerk

Attachment to City of Gustavus Resolution CY24-05

I. COMMUNITY OF INTEREST (3 AAC 110.045)

*The communications media and the land, water, and air transportation facilities throughout the proposed borough **must** allow for the level of communications and exchange necessary to develop an integrated borough government. 3 AAC 110.045(c)*

Petition Section 6. “Hoonah is the hub of the region proposed for incorporation and even the proposed borough’s more remote residents make significant use of Hoonah’s infrastructure.” This fiction is repeated throughout the Petition; Exhibit E, pages 2, 10, 11 and disputed by the communities of Tenakee Springs, Pelican, Elfin Cove, Gustavus, and Juneau.

Hoonah is not a regional hub for Glacier Bay:

Gustavus is the gateway city to Glacier Bay and has the aircraft, ferry, and vessel services to Glacier Bay. The Park administrative headquarters, marine docks, and park visitor services hub at Bartlett Cove are entirely within the City of Gustavus, as is the Park entry road. Visitors to the Park travel by ferry or air from Juneau to Gustavus and reach visitor facilities at Bartlett Cove by road from central Gustavus. Supplies and US mail to the Park go through Gustavus. The Park’s electric power is generated in, and transmitted from, the Gustavus hydroelectric system. The Park phone land lines are on the Gustavus system. Park employees live and shop in Gustavus and use other Gustavus services, and their children attend the Gustavus School. Outside contractors working on major Park facilities are housed in Gustavus. Propane and fuel oil for Park facilities and residences is supplied by Gustavus businesses. The Park has mutual response agreements providing for response by the GVFD to fire, EMS, hazardous materials, and search and rescue calls at Bartlett Cove, including treatment and of cruise ship patients from the dock to the airport for medevacs. Glacier Bay National Park has no dependence on Hoonah, nor does Hoonah have the capability to serve as a hub for the region.

Regional transportation:

There are no transportation links between the proposed borough communities and Hoonah, including roads, the Alaska Marine Highway ferry service, and Alaska Seaplanes. Juneau is the regional shopping and medical center. Alaska Seaplanes delivers mail to communities but operates out of Juneau. Groceries, fuel, heating oil, and building supplies are provided from Juneau. Hoonah doesn’t have a hospital and residents travel to Juneau for medical and dental services. Medevac services are dispatched from Juneau. Transportation to the communities, including to Glacier Bay originates from Juneau, not Hoonah. Exhibit E, page 12 acknowledges that ferry and air service are between Hoonah and Juneau, and Sec. 6: “ferry service is limited to the City of Hoonah”. *“In determining whether communications and exchange patterns are sufficient, the commission may consider whether (1) all communities within a proposed borough are connected to the proposed borough seat by a public roadway, **regular scheduled airline flights on at least a weekly basis...**”*

Regional Communications:

Hoonah doesn’t supply telephone, internet, or public radio to the regional communities. There are no shared utility services with Hoonah, and Cordova Telecom Cooperative is connecting a submarine fiber network. Exhibit E observes that Sitka (KCAW) and Juneau (KTOO) have radio stations that reach Hoonah

and the regional communities which is of questionable relevance, and while Hoonah also has a radio station (KHOO) it does not serve the borough and is limited to the school district. A radio transmitter for Ham emergency operators has been inoperable for several years. An Elfin Cove resident noted that the limited filing of the Petition public notice at two locations in the City of Hoonah raises a concern about the ability of Hoonah to provide the level of communications necessary to develop an integrated government. Hoonah doesn't have a newspaper, and while Hoonah does have a Facebook page, it is not accessible without a Facebook account. The City's website does not offer a source for timely information regarding public notices, meeting agendas, meeting packets and minutes of Council meetings. The links to the City Council, and Government, City Council are conflicting and confusing and do not provide timely information about Council meetings.

The proposed incorporation promotes maximum local self-government with a minimum of local government units in accordance with Article X, sec. 1 of the Constitution of the State of Alaska and 3 AAC 110.060(b)

Maximum local self-government:

The proposed borough would span over 10,000 square miles of which 60% is water and 40% is land held in unknown federal and state acreage. There are no local government units in the borough due to Petitioner's decisions to dissolve the City of Hoonah, to create the Hoonah Townsite Service Area in order to continue providing city-level services in the territory previously defined by the City boundaries, and to exclude the cities of Angoon, Pelican, Tenakee Springs, and Gustavus from the proposed borough. The resulting tax base supports a single Service Area community without providing services or benefit to the balance of the proposed borough. In essence, then, the proposal before the LBC is essentially the same as if the City of Hoonah were to seek annexation of "entire geographical regions or large unpopulated areas", essentially largely vacant land, which is inconsistent with 3 AAC 110.130 (b)(2). Also, including a vast area unsuitable for development as proposed is also inconsistent with the scope described in 3 AAC 110.130(b)(1).

Organized Volunteer Services:

In determining whether the social, cultural and economic characteristics and activities of the people in a proposed borough are interrelated and integrated, the commission may consider the *existence throughout the proposed borough of organized volunteer services such as fire departments such as fire departments or other emergency services.* 3 AAC 110.045 (a)(5)

Petition Sec. 14. This standard is not addressed in the Petition, except to state that the proposed borough will not provide emergency services outside of the Hoonah Townsite Service Area's boundaries.

Glacier Bay National Park and Preserve (GLBA):

While the Park has a small number of fire and EMS responders and a fire engine, it has no tanker or ambulance. The Park has a mutual aid agreement, however, with the City of Gustavus which requires that, in the event of a significant fire, EMS, Search and Rescue (SAR), or hazardous material incident, GVFD will respond in the lands and waters administered by GLBA. In addition, Gustavus has a fire protection agreement with the USDA, Forest Service for mutual aid in furnishing fire protection in the vicinity of the Tongass National Forest administered lands. The Petition does not provide, nor has Gustavus been able to determine the extent of proposed borough property that these agreements

would cover. GVFD also dispatches an ambulance and responders to the Park to transport cruise ship passengers from the dock to the airport for medevac. Although these emergencies will be taking place in the proposed borough, the Petitioner has not expressed any intention to provide police, fire, and EMS services outside of Hoonah. Further, the Petition is silent on whether there will be a transfer of responsibilities to the proposed borough or whether the proposed borough will enter into an agreement with GVFD for the cost of services, equipment, supplies, and manpower involved in these operations.

This is a significant omission in the obligation of the borough to provide emergency services within the proposed borough, and raises equity questions in its reliance on an excluded community to provide emergency services. Pelican, Elfin Cove, and Gustavus have provided mutual aid emergency response to each other in the past. If this mutual aid support continues, it will be provided to a community within the proposed borough (Elfin Cove) without financial support from the proposed borough, but instead with financial support from two cities (Pelican and Gustavus) excluded from the proposed borough. Furthermore, Elfin Cove will be taxed for services provided to the Hoonah Townsite Service Area which it will not receive.

II. POPULATION (3 AAC 050(a))

Petition Sec. 9. The estimated population discussion relies upon an erroneous regulation for a borough boundary change, not for initial incorporation. More significantly, however, the city or community listing in the table is also erroneous. 3 AAC 110.920(a)(1) defines a community as a settlement that is inhabited by at least 25 individuals; further 3 AAC 110.920(b)(1) creates the presumption that a population does not constitute a community if public access or the right to reside at the location of the population is restricted. Game Creek, Elfin Cove, and Whitestone Logging Camp do not constitute communities under the threshold population standard, and Game Creek is presumed not to constitute a community because of its restricted public residency and access and is described by the Southeast Conference as a separatist religious community with “purposefully limited contact with the larger community” (Petition Exh. F. Sec. 4.0).

The proposed borough consists of a single community with no intention to provide government services to the isolated 49-member population other than seasonal taxation. In addition, the population table fails to include the following areas within the proposed borough boundary: Glacier Bay National Park (population 0); Lemesurier Island (population 1); Pleasant Island (population 0); Inian Islands (population 0); and Funter Bay (Sec. 11: no listed population). The 10,404 square mile area of the proposed borough (Petition Sec. 8) does not contain a population sufficiently large and stable to support the borough, and is designed as a tax base exclusively for the Hoonah Townsite Service Area. It would create in effect an annexation of vast and unpopulated territory for the City of Hoonah/Hoonah Townsite Service Area without justification or need, and fails to comply with the mandates of 3 AAC 110.130 (b)(1)&(2).

III. RESOURCES (3 AAC 110.055)

In accordance with AS 29.05.031(a)(3), the economy of proposed borough must include the human and financial resources necessary to provide the development of essential municipal services on an efficient cost-effective level. (3 AAC 110.055)

The proposed borough will not provide services outside of the Hoonah Townsite Service Area.

Petition Sec. 18. “The proposed borough will be providing all essential community services.” However:

Petition Sec. 6. It is “difficult if not impossible to provide those residing (in Funter Bay and Elfin Cove) with a full range of community services (and) “Game Creek has purposefully chosen an isolated, insular lifestyle. **The residents of these areas...desire only limited services....”**

Petition Sec. 14. **“Because of the remote area residents’ preference for an independent lifestyle, certain services will initially be provided only within the Hoonah Townsite Service Area....In the future, additional services may be provided to settled portions on a service area basis. Because none are currently anticipated, listing those services would be speculative.”**

Petition Exh. F. Transition Plan.4.0. **“(T)here does not appear to be any current demand for K-12 education on an areawide basis.”** Land use, zoning, and community development: “(R)esidents are keen to preserve a lifestyle as free as possible from government intrusion.” Local advisory committees will be formed to report on changes “*if any*” the residents desire.

5.0. No plans to provide borough police services, fire or EMT services beyond the Hoonah Townsite Service area. No plans to provide wastewater disposal, a community water system, solid waste disposal, and extension of the road system.

6.0. The proposed borough charter allows additional services to be provided outside the Hoonah Townsite Service Area but, as the Petitioner notes, **“any prediction regarding the location of any such area, or the services that might be provided, would be mere speculation at this time.”**

7.0. Funter Bay residents are responsible for their own power generation; Game Creek operates a diesel generator through volunteers; and Elfin Cove currently maintains a diesel generator through its non-profit corporation.

The outlying regional areas will be taxed to pay for the administration and collection of the 1% sales tax. Education won’t be necessary because the cities with schools have been excluded from the proposed borough, and planning and zoning will be delegated to local committees.

In Gustavus, the area-wide tax will be an economic burden on many businesses who operate on the waters within the proposed borough, within Glacier Bay National Park, USFS Pleasant Island, Lemesurier Island, or Inian Islands. These businesses and their customers would receive no services in return for the taxes they are forced to remit.

The Petition lacks information regarding its sole source of proposed borough-wide revenue:

There is insufficient information in the Petition to know how the tax will be assessed:

Point of Sale: The Hoonah City Administrator told a charter boat operator they will be assessed taxes prior to the season, although the point of sale is within Gustavus city limits.

Commercial fishing: There is no information about taxation of fishing, whether caught or landed, whether in state or federal waters.

Transiting vessels: how will taxation apply to vessels which pass through the proposed borough, such as commercial and charter fishing boats, whale watching and eco-tourism operators, fuel barges, and passengers on the state ferry. The Petition is silent on the scope of intended taxation of services.

How will the administration and collection of taxes be conducted in the proposed borough, of which 60% is in state and federal waters, and the land mass is largely governmentally-owned?

There is insufficient information in the estimated budget to know how the Petitioner will use the 1% sales tax to provide services to the entire area. Exh E, page 10; Exh. Q (ADF&G Catch & Value Statistics); and Exh. HH Financial Statements are based on 2021 financial data.

In addition, the most recent year the budget provided information for is 2021. Considering that the substantial Covid revenue provided by the federal government may artificially inflate and distort income data, the Petition lacks a basis for financial revenue and budget projections for the proposed borough. In the end, it seems increasingly evident that any notion that the proposed borough is being formed to serve a broad region beyond the Hoonah Townsite Service Area is also purely speculative.

IV. BOUNDARIES (AAC 110.060)

The boundaries of the proposed borough are not “on a regional scale suitable for borough government”. There are three population groups in the proposed borough totaling 49 people who do not reside in communities as defined in state regulations. The extensive unpopulated territory, minimal population, and lack of proposed services are not suitable on a regional scale for borough government.

Petition Sec. 7 & 8; Area proposed for incorporation. There is no explanation or justification for the massive 10,400 square-mile area of the proposed borough other than it is intended to maximize the capture of state municipal entitlement lands. The state would struggle to deliver un-reserved lands within the borough for municipal entitlement, and there may be a demand to deliver state or federal lands within the proposed borough boundaries. The proposed borough boundaries extend beyond the State’s 3 mile-territorial boundary and beyond the 12 mile US boundary. The proposed borough won’t be able to tax commercial fishing or other business operations in federal waters, and the area beyond State jurisdiction does not reasonably contribute to the acreage calculation of municipal entitlement lands.

Petition Exh. E. @ 25. The statements that” Gustavus’s jurisdiction does not extend into the park” other than a “sliver of land”^{fn45/} and that Gustavus “suggested that, if forced to join the borough, it would resort to self-harm”^{fn47/} are not only untrue but comically histrionic. The courteous exchange of communications between Hoonah and Gustavus (Exhibits U & V), and the polite response from Gustavus declining the invitation to join Hoonah in forming the borough should be given the deference the respectful communication between the two communities deserves. Needless to say, the Gustavus City boundary includes the entrance road from central Gustavus, the NPS park headquarters, support facilities for maintenance and utilities, the Park Visitor Information Station and Visitor Center, Glacier Bay Lodge, the Bartlett Cove Dock and anchorage (hub for visitor entry to the park), extending into the waters Bartlett Cove from the dock, much of the Park Forecountry, and includes the celebrated Tlingit Tribal House.

The public comment section on the LBC website contains alternative boundary proposals from residents from communities, including Sitka, Gustavus, Pelican, Juneau and Idaho Inlet. This is an indication of the failure by the Petitioner to engage communities in deliberating the best means for providing actual government throughout the region. As noted above, it is an attempt to annex remote resources as a tax basis for a single community. **Amending the boundaries, however, will not cure the fatal flaw in the Petition in that the new borough as proposed is not a mechanism to provide government services for the region from a regional hub.**

V. BEST INTERESTS OF STATE (3 AAC 110.065)

Detrimental effect of proposed borough:

Incorporation of the borough is not in the best interest of the state because the borough encroaches severely on the communities of Gustavus, Tenakee Springs, Pelican, and Elfin Cove. In addition the City of Juneau partially opposes the proposed boundaries. The communities do not share common interests with Hoonah. The disparity of economic goals between the petitioner's focus on industrial development and cruise industry tourism in stark contrast with the conservation-minded, resource-based economies and subsistence lifestyles of the region. The residents, who comprise half of the population of the region, will be adversely impacted by having the adjacent lands and waters critical to their lifestyles and economies controlled by the proposed borough. The three excluded communities are subdivisions of the State, and if their financial and cultural interests are not served, we believe the best interests of the State are also not served.

There are a number of concerns to Gustavus, despite its exclusion from the borough boundary, including the financial impact of the loss of Federal Payment in Lieu of Taxes (PILT) and State Forest Timber receipts. These two revenue sources constitute a significant portion of the annual income for Gustavus income (\$200,000) and the timber receipts are used to maintain our unpaved road system. We have been unable to determine the impacted acreage as a result of the borough boundaries, despite contacts to the State and Federal PILT administrators, the Bureau of Land Management, and the Local Boundary Commission. As a subdivision of the State, major depredation to a City's resources is not in the best interest of the State.

Enclaves:

Absent a specific and persuasive showing to the contrary, the commission will presume that an area proposed for incorporation that is noncontiguous or that contains enclaves does not include all land and water necessary to allow for the full development of essential municipal services on an efficient cost-effective basis." 3 AAC 110.060 (d)

Exh. B. Petitioner provides a dictionary definition of "enclave", however there are other definitions, including property which has no access to a public road and when considerable and unreasonable costs are required to gain access to a public road. The facts are as follows: The proposed borough encompasses 10,400 square miles, whereas Gustavus is a community of 56 square miles. It is the hub and gateway community to Glacier Bay National Park. The borough proposal creates a small landlocked area bordered by the Haines Borough and the Glacier Bay National Park. Gustavus has a growing population: between census decennial counts in 2010 and 2020, the population increased by 48% (442 to 655) and is considered one of the fastest growing communities in Alaska. The borough boundary creates an isolated enclave, impairing its potential for future economic growth and development.

The proposed boundary extends beyond the State of Alaska territorial waters, where the borough would have no taxing authority. The borough, while excluding the cities of Gustavus, Pelican, and Tenakee Springs, includes lands, waters, and resources that are critical to the lifestyles and economies of these communities, leaving them without sufficient area to accommodate population growth and the ability to develop resources to provide for their residents and visitors.

The Cities of Gustavus, Tenakee Springs, and Pelican, as subdivisions of the State, contend that the boundaries proposed are not in the best interest of the State because they infringe on areas vital to

the economies and lifestyles of those other communities. We concur with and support the objections by these communities and Elfin Cove regarding the encroachment of the proposed borough on lands and waters critical to their lifestyles and livelihoods. The Petitioner does not explain how the geographic isolation of three municipalities, which constitute 50% of the population of the area supports the mandate of the State's constitution, statutes and regulations to deliver municipal services on a regional basis.

A final note on ancestral land claims:

Petition Exh. E "The Proposed Borough Entirely Comprises the Ancestral Lands and Principal Subsistence Areas of the Huna Tlingit."

We do not dispute that the lands and waters in the borough's region were the ancestral home to the Huna Tlingit, despite Port Frederick being the current center of their culture. That history is honored with continuing provisions under federal law for Tlingit subsistence and cultural activities in Glacier Bay National Park, and the conveyance of Native allotment tracts at Point Gustavus and near Falls Creek in testimony to historical use of those sites. Tlingit cultural activities, particularly around the new Tribal House at Bartlett Cove which is located in the City of Gustavus, help to sustain Tlingit culture. They have brought a new dimension to the Glacier Bay story, now told by Tlingit interpreters for visitors from around the world. These vital activities will continue regardless of borough formation; however, we question that the 19th Century boundaries of Huna Tlingit occupation are legally relevant to setting modern borough boundaries serving the people living in the region today.

Beginning over a century ago other settlers homesteaded federal lands on the Gustavus forelands. What is now Gustavus, consisted of new land formed on a glacial outwash plain, some newly risen from the sea due to isostatic rebound. The homesteaders were the first permanent inhabitants on the lands and the present community of Gustavus has been built by their descendants and those who purchased land from the homestead families or from the State of Alaska. Glacier Bay is now a great national park, the pride of all Americans, equally. The history of occupation by the Huna Tlingit in what was then a river valley before the Neoglacial Ice advance is a vital part of the Glacier Bay story. But others who have been residents here for many decades now also call Glacier Bay "home." Likewise, the people of Tenakee and Pelican have built their own communities and have their own sense of place. We believe municipal boundaries in the 21st century should reflect the interests and occupations of 21st century inhabitants and their communities, with all involved having equal rights under current State of Alaska law. Pelican notes that the claim of ancestral land usage in Lisianski Inlet and Lisianski Strait is historical but not applicable to current community use and patterns of use. **The historical use does not provide an exclusive use.** The use by residents of Pelican is more customary and traditional to use for the purposes of meeting subsistence needs and its way of life economically. We agree and request that the Petition be denied.

Respectfully submitted,

February 20, 2024

Shelley K. Owens
Mayor, City of Gustavus

Coffee With Council 1/27/24

We had a great Turn out January 27th for our first Coffee with Council event! We had about a total of 17-25 community members stop by to listen and engage in the conversation. The bulk of the discussion was about TNC Lands and the Proposed Hoonah Borough formation. Kyle Bishop and I tried to let the community self-lead that conversation and boy, do we have some very well informed and sharp neighbors! We answered some questions with basic clarifying facts and avoided personal opinion projection. Some of the more specific questions asked were:

1. What does it mean to Annex a city into a borough?
2. How will this affect our PILT Grant funds? And who could answer that?
3. What are the Pros and Cons for the three main scenarios (We join the Hoonah Borough, we join the Haines Borough, we start our own Borough) There seemed to be consensus on pursuing options vs. declining to join the Hoonah Borough. Borough could be better than inevitable annexation.
4. Where are we currently regarding the TNC Land issue? Mostly strong opposition. There was generally strong opposition regarding a transfer. Many people agree that we should communicate and work directly with Hoonah. Consider land acknowledgement and working together.
5. Is there any cruise ship stake in TNC Land Transfer?
6. Do we have an Attorney for these land issues?
7. Where are we at with the TSA/Alaska Airlines issue? We provided basic surface level facts.
8. Community wants the City to have a strong stance in the current land issues and become more communicative with Hoonah itself on some of these matters.
9. Can we reach out to our state representative officials for support?

Kyle and I then asked a few prompt questions about what people like about our city run department and what they would like to see more of. And the response to that question was.

1. We need more volunteers, and younger volunteers.
2. The current volunteers we have are overwhelmed, especially the library volunteers.
3. Too many scheduled events with little turn out, heavily relying on volunteerism.
4. There seems to be general support for simplifying library events and focusing more on providing services such as: supporting people who don't own computers with assistance filing for PFD, resume work, heating assistance, etc. GCC has picked up the slack for events for kids.

At the end a community member suggested the GVA adjust the wording about the homelands on the website for Gustavus.

Overall, we were very pleased with this event, and we have received very positive feedback.

-Rachel Patrick & Kyle Bishop.

Mayor's Report February 20, 2024

Conversations. Council members Rachel Patrick and Kyle Bishop met with 20-25 community members at the Fireweed on Feb. 27th for the first Coffee with Council listening session. It was a dynamic event, and we look forward to community conversations in upcoming months.

The Nature Conservancy Lands. Email correspondence between TNC and the City came to light revealing a proposal from TNC to transfer its lands to the City, and creation of a City committee once Hank Lenford returned to Alaska. The momentum was lost, however, due to the urgency of the City's response to the emerging health crisis of the Covid 19 pandemic and the inability to hold in-person Council meetings. On Jan. 29th I forwarded the emails to TNC Director Ivy Sponholz expressing hope to restore TNC's vision that "...TNC led this project for the benefit of the community of Gustavus, and we feel that transferring ownership of the TNC parcels to the City of Gustavus can empower the community to set the vision for these preserves and have direct involvement in their stewardship." At the suggestion of a community member, the Council work session on Feb. 6th, began a discussion about creating a Lands Advisory Committee and will proceed with consideration of the scope of work and potential economic costs.

The Xunaa Borough Petition. On Thursday, Jan. 25th the Local Boundary Commission (LBC) held a public meeting to describe the petition review process and answer questions. The Council has prepared a resolution disputing the qualifications of the petition, which will be submitted to the LBC with detailed comments on the petition and the impact on the community and region. On Feb. 26th, the Gustavus Visitors Assn. held a Zoom meeting to discuss the petition, and, in addition to the City, it is important for businesses and other interests to submit their comments as well to the LBC. The deadline is Feb. 29th.

Public Access on the Hydro Road. The Federal Energy Regulatory Commission (FERC) held a meeting on Feb. 2nd to discuss licensing issues as part of the ongoing dispute resolution process between the Olneys and AP&T regarding public access on the Hydro Road.

What Else is Happening. We discussed the Capital Improvement Plan at a Jan. 29th work session and we are moving into developing the budget.

The end of the month brought rapid and heavy snow accumulation and closure of the City and School on Jan 23rd-24th, but undaunted by winter conditions, on Jan. 20th there was a ribbon-cutting ceremony for the new playground equipment at Salmon River Park with a bonfire and hot cocoa. It is believed to be the first ribbon cutting event in Gustavus history.



Shelley