



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

**COUNCIL PACKET**  
**May 10, 2012 General Meeting**



# **CITY COUNCIL MEETING AGENDA**

## **GENERAL MEETING**

### **MAY 10, 2012 - THURSDAY**

### **7:00PM @ CITY HALL**

**Karen Taylor**

**Mayor**

**mayor@gustavus-ak.gov**

**Mayor Term Expires 2012**

**Council Seat Term Expires 2012**

**Lou Cacioppo**

**Vice Mayor**

**lou.cacioppo@gustavus-ak.gov**

**Vice Mayor Term Expires 2012**

**Council Seat Term Expires 2013**

**Noël Farevaag**

**Council Member**

**noel.farevaag@gustavus-ak.gov**

**Term Expires 2014**

**Melanie Lesh**

**Council Member**

**melanie.lesh@gustavus-ak.gov**

**Term Expires 2012**

**Jim Mackovjak**

**Council Member**

**jim.mackovjak@gustavus-ak.gov**

**Term Expires 2013**

**Sandi Marchbanks**

**Council Member**

**sandi.marchbanks@gustavus-ak.gov**

**Appointed Until October 2012**

**Term Expires 2014**

**Tim Sunday**

**Council Member**

**tim.sunday@gustavus-ak.gov**

**Term Expires 2012**

#### **COUNCIL MEETINGS:**

##### **Work Sessions:**

**1st & 3rd Thursdays**

**General Meeting:**

1. Call to Order
2. Roll Call
3. Approval of Minutes:
  - A. April 12, 2012 General Meeting Minutes
4. Mayor's Request for Agenda Changes:
5. Committee Reports:
  - A. Beach Committee
6. Public Comment on Non-Agenda Items
7. Consent Agenda:
  - A. FY12-21NCO FY13 Budget-Publish
  - B. Approval of Regular Position Application
  - C. FY12-22NCO Admin.—Publish
8. Ordinance for Public Hearing:
  - A. FY12-16 – Amending Title 5.80 & 5.90
  - B. FY12-14NCO Amending GCN Budget
  - C. FY12-15NCO Amending DRC Budget
  - D. FY12-17NCO Amending GVFD Budget
  - E. FY12-18NCO Amending Library Budget
  - F. FY12-20NCO Amending GVFD Budget
9. Unfinished business:
10. New Business:
  - A. Resolution 2012-11 Private Users
  - B. Resolution 2012-12 Commercial/Charter
  - C. Resolution 2012-13 Freight
  - D. Resolution 2012-14 Long-Term Storage
  - E. Resolution 2012-15 Visiting Vessel
  - F. Resolution 2012-16 DRC Rates
  - G. Resolution 2012-17 Benefits Policy
  - H. FY13 Road Maintenance RFQ
11. Staff Reports:
12. City Council Reports
  - A. Mayor's report
  - B. City Clerk report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment

**NOT YET APPROVED**  
**City Council Minutes**  
**City of Gustavus, Alaska**

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**City Council General Meeting**  
**April 12, 2012**

**1. Call to Order:** A General Meeting of the Gustavus City Council was held on April 12, 2012 at 7:00PM.

Mayor Taylor called the meeting to order at

**2. Roll Call:**

Comprising a quorum of the Council the following were present:

Mayor Taylor  
Vice Mayor Cacioppo  
Council Member Mackovjak  
Council Member Marchbanks  
Council Member Sunday

Council Members not in attendance:

Council Member Farevaag	-Absent
Council Member Lesh	-Absent

**3. Approval of Minutes**

A. March 8, 2012 General Meeting Minutes

Minutes of the March 8, 2012 General Meeting were approved by unanimous consent.

**4. Mayor's Request For Agenda Changes:** None

**5. Committee Reports:** None

**7. Consent Agenda:**

- A. FY12-14NCO - Amending GCN Budget - Publish
- B. FY12-15NCO - Amending DRC Budget - Publish
- C. FY12-16 - Amending Title 5.80 & 5.90 - Publish
- D. FY12-17NCO - Amending GVFD Budget - Publish
- E. Resolution 2012-10 Certified Financial Statement
- F. FY12-18NCO - Amending Library Budget - Publish
- ~~G. Authorize Mayor to Sign Amendment 2 - Gustavus Rink~~
- ~~Creek Culverts~~
- ~~H. Safe Routes to School Grant~~

*(Clerk's Note: Consent Agenda Items G & H were moved to New Business Items B & C.)*

**NOT YET APPROVED**  
**City Council Minutes**  
**City of Gustavus, Alaska**

Motion:	Council Member Sunday moved to adopt the consent agenda as amended.
Seconded by:	Council Member Mackovjak

ROLL CALL VOTE ON MOTION:
Yes: Cacioppo, Mackovjak, Marchbanks, Sunday, Taylor
No: None
Motion Passes 5/0

**8. Ordinances for Public Hearing:**

A. FY12-13 Title 3 - Personnel

Public Hearing:

Kim Ney

Motion:	Council Member Marchbanks moved to adopt FY12-13 Title 3 of the Gustavus Municipal Code.
Seconded by:	Council Member Sunday

ROLL CALL VOTE ON MOTION:
Yes: Cacioppo, Marchbanks, Sunday, Taylor
No: Mackovjak
Motion Passes 4/1

**9. Unfinished Business:** None

**10. New Business:**

A. GCN RFP Admin & Maintenance

GCN Committee Chair Wayne Howell described the agenda item.

Public Comment:

Motion:	Vice Mayor Cacioppo moved to approve the GCN RFP FY12-02GCN Administration/Maintenance Contract.
Seconded by:	Council Member Marchbanks

**NOT YET APPROVED**  
**City Council Minutes**  
**City of Gustavus, Alaska**

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**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Mackovjak, Marchbanks, Sunday, Taylor

No: None

Motion Passes 5/0

B. Authorize Mayor to Sign Amendment 2 - Gustavus Rink Creek  
Culverts

Public Comment:

Ken Klawunder

Motion: Council Member Mackovjak moved for the Mayor to  
sign amendment number two to the Rink Creek  
Culvert.

Seconded by: Vice Mayor Cacioppo

**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Mackovjak, Marchbanks, Sunday, Taylor

No: None

Motion Passes 5/0

C. Safe Routes to School Grant

Public Comment:

Wayne Howell

Motion: Council Member Marchbanks moved to authorize the  
the Mayor to sign the Safe Routes to School  
application and request a \$20,000 grant amount.

Seconded by: Council Member Mackovjak

**ROLL CALL VOTE ON MOTION:**

Yes: Cacioppo, Mackovjak, Marchbanks, Sunday, Taylor

No: None

Motion Passes 5/0

**11. Staff Reports:** None

**12. City Council Reports**

**A. Mayor's Report**

- Continuing to work on Title 8. There will probably be a special work session on this.

**B. City Clerk's Report:**

- LBC working on final Annexation paperwork and we should be receiving it in the next week.

**13. City Council Questions & Comments**

- Council Member Marchbanks stated that she and Council Member Sunday were working on amendments to Title 1 for the City Seal and boundaries.
- Council Member Mackovjak commented on the email he received from Congressman Don Young on the Safe Routes to School Grant.

**14. Public Comment on Non-Agenda Items:** None

**15. Executive Session:** None

**16. Adjournment:**

With no further business before the Council the meeting was adjourned at 7:45PM.

**City of Gustavus, Alaska**  
**Ordinance No. FY12-21NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE  
ESTABLISHMENT AND ADOPTION OF THE BUDGET FOR  
FISCAL YEAR 2013**

BE IT ENACTED BY THE CITY OF GUSTAVUS

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

**Section 2.** General Provisions. The attached document is the authorized budget of revenues and expenditures for the period July 1 through June 30 and is made a matter of public record.

**Section 3.** Effective Date. This ordinance becomes effective upon its adoption by the City Council.

**DATE OF PUBLICATION:** May 10, 2012

**DATE OF PUBLIC HEARING:** June 14, 2012

PASSED and APPROVED by the Gustavus City Council this  
\_\_\_\_\_ day of \_\_\_\_\_ 2012.

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

Attachment: FY13 City of Gustavus Budget

**City of Gustavus Municipal Budget FY13- DRAFT**

<b>ADMINISTRATION</b>		<b>BOROUGH</b>	
<b>Income</b>		<b>Income</b>	
Fisheries Business Tax Payment	\$ 400.00	<b>City Funds</b>	\$ -
Payment In Lieu of Taxes	\$ 75,000.00		
Municipal Energy Grant Reserve	\$ 6,000.00		
Interest Income	\$ 100.00	<b>TOTAL INCOME</b>	<b>\$ -</b>
Lease Income	\$ 10,289.00		
Sales Tax Income	\$ 290,000.00		
Tax Exempt Cards	\$ 80.00		
Grant - ABSN	\$ 5,320.00		
Legislative Grant	\$ 86,400.00		
State Revenue Sharing	\$ 167,552.00		
Business License Fees	\$ 2,500.00	<b>Expense</b>	
Fish Box Tax Sticker Income	\$ 10,000.00	Advertising	
<b>TOTAL INCOME</b>	<b>\$ 653,641.00</b>	Contractual Services	
<b>Expense</b>		Postage & Shipping	
Advertising	\$ 2,000.00	Professional Service	
Capital Expense	\$ 86,400.00	Supplies Office	
Contractual Services	\$ 11,500.00	Telephone	
Donations Expense	\$ -	Travel	
Dues/Fees	\$ 2,400.00	<b>TOTAL EXPENSE</b>	<b>\$ -</b>
Equipment	\$ 1,500.00		
Fish Box Tax Sticker Printing	\$ 1,000.00		
Freight	\$ 500.00		
GVA	\$ 18,000.00		
Insurance	\$ 3,000.00		
Maintenance & Repair	\$ 3,600.00		
Muni Energy Grant Reserve Exp.	\$ 49,280.00		
Payroll Expenses	\$ 89,280.00		
Postage & Shipping	\$ 2,000.00		
Professional Services	\$ 75,000.00		
Public Works	\$ 5,000.00		
Reserve Funds	\$ 45,044.00		
Supplies - Office	\$ 3,500.00		
Telephone	\$ 3,000.00		
Training	\$ 3,500.00		
Travel	\$ 9,000.00		
Utilities	\$ 6,000.00		
<b>TOTAL EXPENSE</b>	<b>\$420,504.00</b>		
<b>Net Income -To City Committees</b>	<b>\$233,137.00</b>		



# City of Gustavus Municipal Budget FY13

## DRC

### Income

<b>City Funds</b>	\$ 25,828.00
DRC Income	\$ 61,792.00
Encumbered Committee Funds	\$ -
Fundraising	\$ 500.00
Grants	
State CIP	
Interest Income	\$ 530.00
Municipal Energy Grant Reserve	\$ 2,300.00
<b>TOTAL INCOME</b>	<b>\$ 90,950.00</b>

### Expense

Bank Fees	\$ -
Capital Expense	
Contractual Services	\$ 3,300.00
Dues/Fees	\$ 500.00
Equipment	\$ 6,900.00
Freight	\$ 11,000.00
Fundraising Expense	\$ 500.00
Insurance	\$ 4,500.00
Landfill Closure Fund	\$ 530.00
Maintenance & Repair - Building	\$ 830.00
Payroll Expenses	\$ 54,380.00
Postage & Shipping	\$ 100.00
Professional Services	\$ -
Supplies - General	\$ 3,800.00
Telephone	\$ 1,310.00
Training	\$ 500.00
Travel	\$ 500.00
Utilities	\$ 2,300.00
<b>TOTAL EXPENSE</b>	<b>\$ 90,950.00</b>

## BEACH

### Income

<b>City Funds</b>	\$ 1,000.00
Encumbered Committee Funds	
<b>TOTAL INCOME</b>	<b>\$ -</b>
	<b>\$ 1,000.00</b>

### Expense

Contractual Services	
Supplies - General	\$ 1,000.00
<b>TOTAL EXPENSE</b>	<b>\$ -</b>
	<b>\$ 1,000.00</b>

# City of Gustavus Municipal Budget FY13

## GCN

### Income

Encumbered Committee Funds	\$ -
Grants	\$ 119,147.00
Subscriber Fees	\$ 43,491.00
<b>TOTAL INCOME</b>	<b>\$ 162,638.00</b>

### Expense

Advertising	\$ 240.00
Bank Charges	\$ 2,811.00
Capital Expense	\$ 3,700.00
Contractual Services	\$ 129,740.00
Equipment	\$ 1,000.00
Insurance	\$ -
Payroll	\$ 2,500.00
Postage & Shipping	\$ 500.00
Professional Services	\$ 1,200.00
Supplies - General	\$ -
Telephone/Broadband/Satellite	
Dial-up Lines	\$ 7,363.00
Backhaul Provider	\$ 13,584.00
Utilities	\$ -
<b>TOTAL EXPENSE</b>	<b>\$ 162,638.00</b>

## GVFD

### Income

<b>City Funds</b>	<b>\$ 122,970.00</b>
Encumbered Committee Funds	\$ -
Forest Service Receipt Money	\$ -
Fundraising	\$ 6,644.00
GVFD - ARFF Income	\$ 22,400.00
Grants	
SEREMS	
CIP Grant	
Municipal Energy Grant Reserve	\$ 7,500.00
<b>TOTAL INCOME</b>	<b>\$ 159,514.00</b>

### Expense

Capital Expense	\$ -
Contractual Services	\$ -
Dues/Fees	\$ 1,000.00
Equipment	\$ 8,000.00
Fundraising Expense	\$ 4,000.00
Freight	
Insurance	\$ 7,385.00
Maintenance & Repairs Building	\$ 1,000.00
Payroll Expense	\$ 95,235.00
Postage & Shipping	\$ 244.00
Professional Services	\$ -
Supplies - EMS	\$ 20,000.00
Supplies - General	\$ -
Supplies - Office	\$ 850.00
Supplies - Fire	\$ 1,000.00
Telephone & Internet	\$ 1,800.00
Training	
-EMS	\$ 10,000.00
-Fire	\$ 1,500.00
Travel	
Utilities	\$ 7,500.00
<b>TOTAL EXPENSE</b>	<b>\$ 159,514.00</b>

# City of Gustavus Municipal Budget FY13

## LANDS COMMITTEE

### Income

<b>City Funds</b>	\$ -
Gravel Sales Income	\$ 20,000.00
<b>TOTAL INCOME</b>	<b>\$ 20,000.00</b>

### Expense

Advertising	\$ 1,000.00
Contractual Services	
Encumbered Comm. Funds	\$ 9,000.00
Postage & Shipping	
Professional Services	\$ 10,000.00
Supplies - Office	
Telephone	
<b>TOTAL EXPENSE</b>	<b>\$ 20,000.00</b>

## LIBRARY

### Income

<b>City Funds</b>	\$ 45,610.00
Donations	\$ 1,000.00
Fundraising	\$ 1,000.00
Grants	
Public Library Assistance	\$ 6,300.00
Summer Reading	\$ 450.00
Continuing Ed	\$ 1,000.00
Library Income	
E-Rate	
General Revenue	\$ 1,350.00
Municipal Energy Grant Reserve	\$ 10,000.00
<b>TOTAL INCOME</b>	<b>\$ 66,710.00</b>

### Expense

Contractual Services	\$ 3,808.00
Dues/Fees	\$ 168.00
Equipment	\$ 250.00
Freight	\$ 100.00
Fundraising Expenses	\$ 150.00
Insurance	\$ 2,400.00
Library Materials	\$ 5,281.00
Maintenance & Repair Building	\$ 1,500.00
Payroll Expense	\$ 37,773.00
Postage & Shipping	\$ 400.00
Supplies - General	\$ 1,650.00
Telephone	\$ 1,540.00
Training	\$ 320.00
Travel	\$ 1,370.00
Utilities	\$ 10,000.00
<b>TOTAL EXPENSE</b>	<b>\$ 66,710.00</b>

# City of Gustavus Municipal Budget FY13

## MARINE FACILITIES

### Income

<b>City Funds</b>	\$	37,329.00
Grants		
City Reserve		
Facilities Usage Fees	\$	7,500.00
<b>TOTAL INCOME</b>	<b>\$</b>	<b>44,829.00</b>

### Expense

Contractual Services	\$	200.00
Encumbered Committee Funds	\$	4,609.00
Equipment	\$	1,000.00
Insurance	\$	-
Maintenance & Operation	\$	5,000.00
Payroll	\$	28,000.00
Professional Services		
Postage	\$	300.00
Supplies - General	\$	5,000.00
Supplies - Office		
Telephone	\$	720.00
<b>TOTAL EXPENSE</b>	<b>\$</b>	<b>44,829.00</b>

## PLANNING

### Income

<b>City Funds</b>	\$	-
Grant		
EDA		
<b>TOTAL INCOME</b>	<b>\$</b>	<b>-</b>

### Expense

Supplies - General		
Constructual Services		
Postage & Shipping		
<b>TOTAL EXPENSE</b>	<b>\$</b>	<b>-</b>

# City of Gustavus Municipal Budget FY13

## ROAD MAINTENANCE

### Income

<b>City Funds</b>	\$ -
Encumbered Committee Funds	\$ 110,100.00
Grant	\$ 55,490.00
<b>TOTAL INCOME</b>	<b>\$ 165,590.00</b>

### Expense

Contractual Services	\$ 55,490.00
Equipment Maintenance & Repair	\$ 5,000.00
Freight	\$ -
Professional Services	\$ -
Road Maintenance	\$ 65,000.00
Snow Plowing	\$ 40,000.00
Supplies - General	\$ -
Telephone	\$ 100.00
<b>TOTAL EXPENSE</b>	<b>\$ 165,590.00</b>

## Septage

### Income

<b>City Funds</b>	\$ 400.00
<b>TOTAL INCOME</b>	<b>\$ 400.00</b>

### Expense

Dues/Fees	
Postage & Shipping	\$ 400.00
Supplies - General	
Supplies - Office	
Telephone	
Training	
Travel	
<b>TOTAL EXPENSE</b>	<b>\$ 400.00</b>

**CITY FUNDS**

**TO COMMITTIES**

\$ 233,137.00

<b>TOTAL CITY INCOME</b>	<b>\$1,132,135.00</b>
<b>TOTAL CITY EXPENSE</b>	<b>\$1,132,135.00</b>

# City of Gustavus Employment Application

**City of Gustavus**  
PO Box 1  
Gustavus, AK 99826  
Tel. 907-697-2451  
Fax. 907-697-2136

The City of Gustavus considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. The City of Gustavus is a drug-free and smoke-free workplace.

**Note:** Application must be completed. Resumes may not be substituted.

(PLEASE PRINT)

Position(s) applied for:	Date of application:
--------------------------	----------------------

Last Name	First Name	Middle Name
List any other name you may have used		
Physical Address (Number Street City State Zip)		
Mailing Address		
Telephone Numbers (landline, cellular, message)		

**Proof of citizenship or immigration status will be required upon employment.**

Question	Yes	No
If you are under 18 years of age, can you provide required proof of your eligibility to work?		
Have you ever filed an application with us before? If yes, date:		
Have you ever been employed by the City of Gustavus before? If yes, date:		
Do you have a valid Driver License? If yes, State: License #		
Are you currently employed?		

Question	Yes	No
May we contact your present employer?		
Family member employed by the City of Gustavus? If so, give name and relationship		
Have you been convicted of a felony within the last 7 years? (Conviction will not necessarily disqualify an applicant from employment) If yes, please explain:		

Are you available to work (circle as applicable) Full-time Part-time Temporary

When would you be able to start work? \_\_\_\_\_

**Employment or other job-related work experience:**

Start with your present or last position. If you need additional space, please continue on a separate sheet of paper. Job-related work experience may include volunteer work, internships, etc.

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone: _____ Email: _____		
Position Title: _____ Supervisor: _____		
Final hourly rate/salary _____		
Duties: _____		
Reason for leaving: _____		



Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

Dates:	From (mm/dd/yy)	To (mm/dd/yy)
Name of firm/agency:		
Address:		
Phone:_____Email:_____		
Position Title: _____Supervisor: _____		
Final hourly rate/salary_____		
Duties:_____		
Reason for leaving: _____		

**Education**

Level	Name & location	Course of study/training	Dates of Enrollment (month/year)	Diploma or degree; date
College				
Business/ Trade or technical				
High School				

**Specialized skills**

Describe any specialized training, skills, professional certifications, licenses, or qualifications:

**Additional References**

(Please do not list past employers mentioned above or family members.)

1. (Name, phone, mailing address)
- 2 (Name, phone, mailing address)
- 3 (Name, phone, mailing address)

Applicant Name \_\_\_\_\_

**Certification Statement**

To be considered for employment, an applicant must include a signed and dated certification that states as follows:

I certify that the information I have entered on this form is true and complete to the best of my knowledge. I have read and understand the position description for this job, a copy of which is attached to and made a part of this application. I believe that I am qualified to assume and perform the duties and responsibilities of this position. I understand that if I deliberately conceal or enter false information on this form, that I may be removed from my job; that nothing contained in this employment application or in the granting of an interview is intended to create a contract between me and the City of Gustavus for either employment or the provision of any benefits; that information in this application will become part of the public record; and that for the purpose of this certification, a photocopy of my original signature shall have the same force and effect as my original signature. I hereby authorize the City of Gustavus, or its agents, to contact the references I provided as part of this application in order to obtain additional information relevant to my position-related background, education, skills and abilities. I understand that, prior to making any offer of employment, the City of Gustavus may request my authorization to conduct a confidential background check to obtain additional information relevant to this employment application.

\_\_\_\_\_  
Signature of Applicant\_\_\_\_\_  
Date**For City of Gustavus Use Only**

Arranged interview Yes\_\_\_\_ No\_\_\_\_

Remarks:

Interviewer \_\_\_\_\_ Date \_\_\_\_\_

Employed Yes\_\_\_\_ No\_\_\_\_ Date of Employment \_\_\_\_\_

Position Title \_\_\_\_\_

Hourly Rate/Salary \_\_\_\_\_ Department \_\_\_\_\_

By \_\_\_\_\_

If applicant is hired, this application will be placed in the personnel file.

**City of Gustavus, Alaska  
Ordinance No. FY12-22NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
ADMINISTRATION BUDGET FOR FISCAL YEAR 2012**

**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 2012 estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
Municipal Energy Grant Res.	\$ 4,000.00	\$ 5,500.00	+\$ 1,500.00
EXPENSE			
Utilities	\$ 4,000.00	\$ 5,500.00	+\$ 1,500.00

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

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

**DATE INTRODUCED:** May 10, 2012

**DATE OF PUBLIC HEARING:** June 14, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

\_\_\_\_\_  
Attest: Kapryce Manchester, MMC  
City Clerk

**City of Gustavus, Alaska  
Ordinance No. FY12-16**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
CITY ORDINANCE 5.80 and 5.90**

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

- Section 1.** This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability** If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment** Now therefore, be it enacted by the Gustavus City Council that Title 5 Section 5.80 and 5.90 be amended, as follows. **Bolded and underlined** items are additions, and ~~strikethroughs~~ are deletions.

~~Chapter 5.80 Reserved (Advisory Vote Ballot Questions)~~

~~Chapter 5.90 Election Pamphlets~~

~~Section 5.90.010 Purpose~~

~~Section 5.90.020 Contents~~

~~Section 5.90.030 Reserved (Candidate Material)~~

~~Section 5.90.040 Propositions~~

~~Section 5.90.050 Reserved (Advisory Question(s))~~

~~Section 5.90.060 Pro and Con Statements~~

~~Section 5.90.070 Distribution~~

~~Section 5.90.080 Cost~~

~~Chapter 5.90 Election Pamphlets~~

~~Section 5.90.010 Purpose~~

~~The purpose of this ordinance is to enable the Council to distribute to the public information about initiatives, referendums, recalls, and propositions prior to each general election or special election.~~

~~Section 5.90.020 Contents~~

~~The contents of each election pamphlet shall be, in order:~~

- ~~a. An introduction stating that this is an election pamphlet for the City of Gustavus as provided under this chapter (CoG 5.90).~~

- ~~b. The date, time for opening and closing polls and location of polling place(s) for the general or special election. (CoG 5.30.010)~~
- ~~c. Propositions, which shall consist of:~~
  - ~~1. The proposition as it will appear on the ballot;~~
  - ~~2. A description of the proposition;~~
  - ~~3. A statement in support (pro) for each ballot proposition;~~
  - ~~4. A statement in opposition (con) for each ballot proposition.~~
- ~~d. The following statement shall be printed in *italics* after the pro and con statements: “The statement in support and the statement in opposition printed on this page are the opinion of the author(s) and are presented as submitted to the City Clerk.”~~

~~Section 5.90.030 Reserved (Candidate Material)~~

~~Section 5.90.040 Propositions~~

~~For each citizen initiative or citizen referendum appearing on the ballot of an election, the election pamphlet shall contain~~

- ~~a. the full text of the proposed ordinance as it will appear on the ballot. The pamphlet may contain a summary of the proposition as adopted by motion of the City Council.~~
- ~~b. For each City Council ordinance requiring an affirmative vote of the qualified voters of the city to enact, the City Council shall include in the election pamphlet the following:~~
  - ~~1. The full text of the proposition as it will appear on the ballot;~~
  - ~~2. A summary of the proposition prepared by the City Clerk or any member of the council as assigned by the Mayor.~~

~~Section 5.90.050 Reserved (Advisory Question(s))~~

~~Section 5.90.060 Pro and Con Statements~~

- ~~a. Statements pro and con that advocate voter approval or rejection of the proposition are not to exceed 200 words each.~~
  - ~~1. For a voter referendum or initiative petition: the pro statement shall be provided by the petition sponsor; the con statement shall be provided by a member of the council selected by motion, at a meeting of the City Council.~~
  - ~~2. For an ordinance brought forth by the council requiring voter ratification, a member of the council, assigned by the Mayor, shall prepare the pro statement. The council shall seek to have a con statement prepared by a member of the public. At the same meeting that the ordinance requiring voter ratification is published, the council shall, by motion, adopt an announcement for immediate posting stating that the council is asking that any qualified voter may submit to the council a statement in opposition to~~



~~the proposition to be included in the election pamphlet. If more than one statement is received then one statement shall be randomly selected from all qualified submissions. Submissions considered offensive, slanderous to an individual or that contain no language relevant to the proposition may be discarded.~~

- ~~b. Pro and con statements shall be followed by the author(s) name in *italics*. Statements submitted anonymously shall be rejected.~~
- ~~c. Pro and con statements must be received by the City Clerk at least 30 days prior to the election. If a pro or con statement has not been received before the deadline, the election pamphlet shall contain the statement "No [pro/con] statement was received prior to election pamphlet distribution deadline."~~

#### ~~Section 5.90.070 Distribution~~

- ~~a. The election pamphlets will be compiled by a designee of the Mayor;~~
- ~~b. Election pamphlets may be composed in such a way as to minimize the use of paper by:
  - ~~1. Publishing the election pamphlet on the City's web site.~~
  - ~~2. Utilizing a "mail back" post card so that an individual can request by return postal mail or e mail, that a printed election pamphlet be mailed, or e-mailed to them.~~
  - ~~3. Having copies of the election pamphlet available at City Hall.~~~~
- ~~c. The election pamphlet notice cards shall be sent, via postal mail, at least 30 days prior to the election, to each qualified voter registered within the City of Gustavus;~~
- ~~d. The election pamphlet shall be available on the City's web site at least 30 days prior to the election;~~
- ~~e. Election pamphlets shall be posted in the same locations as election notices (CoG 5.10.060).~~

#### ~~Section 5.90.080 Cost~~

- ~~a. The cost of producing and mailing the election pamphlet shall be borne by the City. The City Council shall ensure sufficient funds are appropriated in each year's operating budget to provide for the production and distribution of the election pamphlet.~~

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

**DATE INTRODUCED:** April 12, 2012

**DATE OF PUBLIC HEARING:** May 10, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_ day of \_\_\_\_\_, 2012.

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester MMC  
City Clerk

**City of Gustavus, Alaska  
Ordinance No. FY12-14NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE  
AMENDMENT OF THE GUSTAVUS COMMUNITY NETWORK (GCN) BUDGET FOR  
FISCAL YEAR 2012**

**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 2012, estimated expenditures have changed from the estimates in the approved budget.

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

<b>Budget Category</b>	<b>Amounts</b>		
	Original Budget	Amended Budget	Change
<b>INCOME</b>			
State CIP Grant	\$235,000	\$72,035	-\$162,965
GCN Income	\$38,911	\$46,683	+\$7,772
GCN Reserves	\$0	\$8,051	+\$8,051
TOTAL INCOME	\$273,911	\$126,769	-\$147,142
<b>EXPENSE</b>			
Bank Charges	\$1,730	\$2,757	+\$1,027
Capital Expenditures	\$5,783	\$2,206	-\$3,577
Contractual Services	\$248,171	\$84,386	-\$163,785
Insurance	\$300	\$0	-\$300
Professional Services	\$0	\$1,800	+\$1,800
Payroll Expenses	\$0	\$1,200	+\$1,200
Postage & Shipping	\$0	\$296	+\$297
Supplies	\$0	\$100	+\$100
Telephone, Broadband, Internet	\$17,135	\$33,231	+\$16,096
TOTAL EXPENSE	\$273,911	\$126,769	-\$147,142

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

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

**DATE INTRODUCED:** April 12, 2012

**DATE OF PUBLIC HEARING:** May 10, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of  
\_\_\_\_\_, 2012.

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Karen Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

**City of Gustavus, Alaska**  
**Ordinance No. FY12-15NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
THE DISPOSAL & RECYCLING CENTER (DRC) BUDGET FOR FISCAL YEAR 2012**

**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 2012 estimated income and expenditures have changed from the estimates in the approved budget.

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

<b>Budget Category</b>	<b>Amounts</b>		
	Original Budget	Amended Budget	Change
INCOME			
Donations	\$ 0.00	\$ 500.00	+\$ 500.00
TOTAL	\$ 84,884.00	\$ 85,384.00	+\$ 500.00
EXPENSE			
Contractual Services	\$ 1,000.00	\$ 1,300.00	+\$ 300.00
Freight	\$ 10,000.00	\$ 10,200.00	+\$ 200.00
TOTAL	\$ 84,884.00	\$ 85,384.00	+\$ 500.00

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

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

**DATE INTRODUCED:** April 12<sup>th</sup>, 2012

**DATE OF PUBLIC HEARING:** May 10<sup>th</sup>, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_ day of \_\_\_\_\_, 2012.

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

**City of Gustavus, Alaska  
Ordinance No. FY12-17NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
GVFD BUDGET FOR FISCAL YEAR 2012**

**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 2012 estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		
	Original Budget	Amended Budget	Change
INCOME			
Donations	\$ 0.00	\$ 375.00	+\$ 375.00
Fundraising	\$ 4,629.00	\$ 6,644.00	+\$ 2,015.00
Grants - SEREMS	\$ 1,000.00	\$ 1,153.00	+\$ 153.00
Grants – ABSN	\$ 0.00	\$ 1,841.00	+\$ 1,841.00
Grants – VFA	\$ 4,450.00	\$ 5,750.00	+\$ 1,300.00
Municipal Energy Grant Reserve	\$ 7,500.00	\$ 10,000.00	+\$ 2,500.00
EXPENSE			
Capital Expense	\$ 101,500.00	\$ 68,847.92	-\$32,652.08
Contractual Services	\$ 500.00	\$ 139.00	-\$ 361.00
Dues & Fees	\$ 500.00	\$ 1,010.00	+\$ 510.00
Equipment	\$ 44,670.00	\$ 46,293.00	+\$ 1623.00
Fundraising Expense	\$ 2,000.00	\$ 4,015.00	+\$ 2,015.00
Insurance	\$ 8,000.00	\$ 6,500.00	-\$ 1,500.00
Maintenance & Repairs	\$ 500.00	\$ 2,341.00	+\$ 1,841.00
Payroll	\$ 82,654.00	\$ 115,306.08	+\$32,652.08
Professional Services	\$ 300.00	\$ 160.00	-\$ 140.00
Supplies EMS	\$ 12,000.00	\$ 14,576.00	+\$ 2,351.00
Supplies Fire	\$ 1,000.00	\$ 618.00	-\$ 382.00
Supplies General	\$ 500.00	\$ 0.00	-\$ 500.00
Supplies Office	\$ 500.00	\$ 206.00	-\$ 294.00
Travel	\$ 1,170.00	\$ 1,691.00	+\$ 521.00
Utilities	\$ 7,500.00	\$ 10,000.00	+\$ 2,500.00

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

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

**DATE INTRODUCED:** April 12, 2012  
**DATE OF PUBLIC HEARING:** May 10, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

**City of Gustavus, Alaska  
Ordinance No. 2012-18NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
LIBRARY BUDGET FOR FISCAL YEAR 2012**

**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 2012, estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		Change
	Original Budget	Amended Budget	
INCOME			
<b><i>Donation</i></b>	\$500.00_____	\$1079.00_____	+\$579.00____
<b><i>Fundraising</i></b>	\$2000.00_____	\$705.00_____	-\$1295.00____
<b><i>Library Income</i></b>	\$1350.00_____	\$1166.00_____	-\$184.00____
<b><i>Grants (PLA)</i></b>	\$6300.00_____	\$6500.00_____	+\$200.00____
<b><i>Grants (Summer Read)</i></b>	\$3000.00_____	\$4050.00_____	+\$1050.00____
EXPENSE			
<b><i>Supplies (SR)</i></b>	\$0_____	\$200.00_____	+\$200.00____
<b><i>Payroll (SR)</i></b>	\$31,530.00____	\$32,380.00_____	+\$850.00____
<b><i>Contractual</i></b>	\$3783.00_____	\$3233.00_____	- \$550.00____
<b><i>Fundraising Expense</i></b>	\$500.00_____	\$350.00_____	-\$150.00____
<b><i>Postage &amp; Shipping</i></b>	\$650.00_____	\$250.00_____	- \$400.00____
<b><i>Library Materials</i></b>	\$5378.00_____	\$5778.00_____	+\$400.00____
<b><i>Freight</i></b>	\$200.00_____	\$50.00_____	- \$150.00____
<b><i>Supplies General</i></b>	\$2000.00_____	\$1850_____	- \$150.00____
<b><i>Travel</i></b>	\$2158.00_____	\$1958.00_____	- \$200.00____
<b><i>Equipment</i></b>	\$500.00_____	\$1000.00_____	+\$500.00____

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

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



**DATE INTRODUCED:**

**DATE OF PUBLIC HEARING:**

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

**City of Gustavus, Alaska**  
**Ordinance No. FY12-20NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
GVFD BUDGET FOR FISCAL YEAR 2012**

**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 2012, estimated expenditures have changed from the estimates in the approved budget.

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

Budget Category	Amounts		Change
	Original Budget	Amended Budget	
Administration			
EXPENSE			
Reserve Fund Expense	\$ 13,286.00	\$9,286.00	-\$ 4,000.00
Net Income -To City Committees	\$ 176,393.00	\$ 180,393.00	+\$ 4,000.00
GVFD			
INCOME			
City Funds	\$ 94,984.00	\$ 98,984.00	+\$ 4,000.00
Grants	\$ 1,841.00	\$ 4,511.00	+\$ 2,670.00
EXPENSE			
Supplies EMS	\$ 14,576.00	\$ 18,576.00	+\$ 4,000.00
Payroll	\$ 115,306.08	\$ 117,976.08	+\$ 2,670.00

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

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

**DATE INTRODUCED:** May 3, 2012

**DATE OF PUBLIC HEARING:** May 10, 2012

PASSED and APPROVED by the Gustavus City Council this \_\_\_\_\_ day of \_\_\_\_\_, 20XX.

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

\_\_\_\_\_  
Attest: Kapryce Manchester, MMC  
City Clerk

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION NO. 2012-11**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING RATES AND FEES  
FOR USE OF FACILITIES AT THE SMALL VESSEL FLOAT SYSTEM AND  
THE SALMON RIVER SMALL BOAT HARBOR FACILITY BY PRIVATE  
USERS, REPEALING RESOLUTION 2010-13 and EXHIBIT 1**

**WHEREAS**, the facility located at the Gustavus Multi-Modal Marine Facility known as the Small Vessel Float System and the Salmon River Boat Harbor Facility are owned, operated and maintained by the City of Gustavus;

**WHEREAS**, agreements between the various funding agencies including EDA, the Alaska Department of Transportation, the Alaska Fish and Game, and the City of Gustavus, for the construction of the present Salmon River Boat Harbor Facility and the newly constructed Small Vessel Float System include stipulations that the City of Gustavus will be responsible for the safe and efficient use and orderly management, maintenance and eventual replacement of said facilities;

**WHEREAS**, the City Council has determined that rates and fees are necessary to help provide adequate funding for the operation, maintenance and future replacement of said facilities;

**NOW THEREFORE, BE IT RESOLVED** by the City Council that Resolution No. 2010-20 and the attached Exhibit 1 be repealed; and

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the City Council of the City of Gustavus that:

The attached schedule of rates and fees shall govern the use of the above described facilities by Private Users.

**Salmon River Small Boat Harbor Facility Fees**

- A. Private User Flat Rate and Fees  
The annual private user flat rate is due and payable in the amount of fifty (\$50) dollars.
- B. Private User Vessel Registration  
The flat rate is due and payable January 1<sup>st</sup> of each calendar year. An additional \$10.00 fee will be added to the initial rate if not paid by April 1<sup>st</sup>. An additional \$40.00 fee will be added to the previous fees if not paid by July 1<sup>st</sup>. An additional \$50.00 fee will be added to the previous fees if not paid by October 1<sup>st</sup>.  
Registration forms will be mailed annually by December 1<sup>st</sup> to current year registered vessel owners.

C. Vessel Registration Display

Every vessel registered in the City of Gustavus shall be assigned a sticker that shall be affixed to the starboard (right) front side of the vessel.

D. Boat Trailer Validation Display

Every boat trailer registered in the City of Gustavus shall be assigned a validation sticker that shall be displayed on the right side of the trailer tongue.

**Small Vessel Float System**

A. Private Users shall have access to the Small Vessel Float System in the Skiff and Kayak area designated by green signage or the Transient Moorage area designated by black signage.

B. Moorage at the Small Vessel Float System shall not exceed the times posted on signage at the floats.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
GUSTAVUS, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

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Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION NO. 2012-12**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING FEES FOR USE OF  
THE GUSTAVUS HARBOR FACILITIES BY  
COMMERCIAL VESSEL/CHARTER OPERATORS**

**WHEREAS**, the facility located at the Gustavus Multi-Modal Marine Facility known as the “Small Vessel Float System” and the facility known as the “Salmon River Small Boat Harbor Facility” are owned, operated and maintained by the City of Gustavus;

**WHEREAS**, agreements between the various funding agencies including EDA, the Alaska Department of Transportation, the Alaska Fish and Game, and the City of Gustavus, for the construction of the present Salmon River Boat Harbor Facility and the newly constructed Small Vessel Float System include stipulations that the City of Gustavus will be responsible for the safe and efficient use and orderly management, maintenance and eventual replacement of said facilities;

**WHEREAS**, the City Council has determined that rates and fees are necessary to help provide adequate funding for the operation, maintenance and future replacement of said facilities;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Gustavus that:

**Gustavus Harbor Facilities Rates, Fees and Registration Schedule**

(A) The annual commercial vessel/charter operator flat rate is due and payable January 1<sup>st</sup> every calendar year. Commercial vessel/charter operators will be charged \$300.00 per boat/per year and after having submitted payment, shall have transient moorage use and privileges at both the Small Vessel Float System and the Salmon River Small Boat Harbor launch facility. The flat rate shall increase by an additional fee of fifty dollars (\$50.00) if not paid by April 1<sup>st</sup>. An additional one hundred fifty dollar (\$150.00) fee will be added to the previous fees if not paid by July 1<sup>st</sup>. An additional two hundred dollar (\$200.00) fee will be added to the previous fees if not paid by October 1<sup>st</sup>.

(B) Fees for the 2012 calendar year will be due and payable June 15, 2012. The Registration Schedule shall become effective for the 2013 calendar year.

(C) Every boat trailer registered in the City of Gustavus shall be assigned a validation sticker that shall be affixed to the right side of the trailer tongue.

(D) Every vessel registered in the City of Gustavus shall be assigned a sticker that shall be affixed to the starboard (right) front side of the vessel.

(E) Registration forms will be mailed annually by December 1<sup>st</sup> to current year registered vessel owners.

(F) Moorage at the Small Vessel Float System shall not exceed the times posted on signage at the floats.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
GUSTAVUS, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION NO. 2012-13**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING RATES AND FEES  
FOR USE OF RAMP FACILITIES AT THE SALMON RIVER SMALL BOAT  
HARBOR BY CARGO/FREIGHT CARRIERS**

**WHEREAS**, the facility known as the Salmon River Small Boat Harbor Facility is owned, operated and maintained by the City of Gustavus;

**WHEREAS**, agreements between the various funding agencies including EDA, the Alaska Department of Transportation, the Alaska Fish and Game, and the City of Gustavus, for the construction of the Salmon River Small Boat Harbor Facility include stipulations that the City of Gustavus will be responsible for the safe and efficient use and orderly management, maintenance and eventual replacement of said facilities;

**WHEREAS**, the City Council has determined that rates and fees are necessary to help provide adequate funding for the operation, maintenance and future replacement of said facilities;

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the City Council of the City of Gustavus that:

The following rates shall govern use of the Salmon River Small Boat Harbor Facility by Freight Carriers.

- A. Carriers will be charged on a per-use rate for use of either the ramp barge ramp or the landing craft ramp. A rate of \$100.00 per landing for landing craft vessels and \$500.00 per landing for barge vessels will be paid to the City for each use.
- B. Trailers using the launch ramp for hauling wood products (logs, lumbers, firewood, etc.) will be charged \$50.00 per day.
- C. Carriers shall make payments to the City by the 20<sup>th</sup> of the month for the previous month's usage. Delinquent payments will be assessed according to Title 8.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GUSTAVUS, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

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Attest: Kapryce Manchester, MMC  
City Clerk



**CITY OF GUSTAVUS, ALASKA  
RESOLUTION NO. 2012-14**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING LONG-TERM  
STORAGE RATES FOR USE OF FACILITIES AT THE  
SALMON RIVER SMALL BOAT HARBOR FACILITY**

**WHEREAS**, the facility known as the Salmon River Boat Harbor Facility is owned, operated and maintained by the City of Gustavus;

**WHEREAS**, agreements between the various funding agencies including EDA, the Alaska Department of Transportation, the Alaska Fish and Game, and the City of Gustavus, for the construction of the Salmon River Boat Harbor Facility include stipulations that the City of Gustavus will be responsible for the safe and efficient use and orderly management, maintenance and eventual replacement of said facilities;

**WHEREAS**, the City Council has determined that rates and fees are necessary to help provide adequate funding for the operation, maintenance and future replacement of said facilities;

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the City Council of the City of Gustavus that:

This schedule of rates and fees shall govern the use of the storage area.

(a) Storage fees are due and payable September 1<sup>st</sup> every calendar year at the Salmon River Small Boat Harbor. The storage area is for marine-related items, boats and boat trailers only.

(b) A rate of \$150.00 per year will be charged for use of a 10' x 75' (750 square feet) storage area for users in good standing. Misuse of the area (*City of Gustavus Ordinance 8.06.8 through 8.06.11*) will result in additional fees and possible revocation of storage area use. (*City of Gustavus Ordinance 8.07.2 through 8.08*)

(c) Individuals or businesses may lease all of the storage area located west of the Gustavus Disposal and Recycling Center, subject to the approval of the City Council. All buildings shall be moveable i.e. on skids. A fee rate of \$.25 per square foot/per year will be established. Fees shall be due and payable September 1 every calendar year. In accordance with City of Gustavus Ordinance 10.06.10-10.070.03 leases will be subject to renewal annually. Misuse of the area (*City of Gustavus Ordinance 8.05, and 8.07.3*) and non-payment will result in additional fees being assessed as per City of Gustavus Ordinance. (*City of Gustavus Ordinance 8.03.2(a) and 8.03.2(f)*).

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
GUSTAVUS, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

\_\_\_\_\_  
Attest: Kapryce Manchester, MMC  
City Clerk

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION NO. 2012-15**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING FEES FOR USE OF  
THE GUSTAVUS HARBOR FACILITIES BY VISITING VESSELS  
OTHER THAN THE LOCAL CHARTER/COMMERCIAL FLEET**

**WHEREAS**, the facility located at the Gustavus Multi-Modal Marine Facility known as the “Small Vessel Float System” and the facility known as the “Salmon River Small Boat Harbor Facility” are owned, operated and maintained by the City of Gustavus;

**WHEREAS**, agreements between the various funding agencies including EDA, the Alaska Department of Transportation, the Alaska Fish and Game, and the City of Gustavus, for the construction of the present Salmon River Boat Harbor Facility and the newly constructed Small Vessel Float System include stipulations that the City of Gustavus will be responsible for the safe and efficient use and orderly management, maintenance and eventual replacement of said facilities;

**WHEREAS**, the City Council has determined that rates and fees are necessary to help provide adequate funding for the operation, maintenance and future replacement of said facilities;

**WHEREAS**, visiting vessels are defined as vessels using the Gustavus harbor facilities for a period of less than the twenty-four hour time limit posted at the small vessel floats and whose home port is any place other than Gustavus, Alaska;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Gustavus that:

**Gustavus Harbor Facilities Rates Fees and Registration Schedule**

- (A) A fee in the amount of \$10.00 will be charged for a visiting vessel.
- (B) Moorage at the Small Vessel Float System shall not exceed the times posted on signage at the floats, established by the Gustavus City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GUSTAVUS, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Karen Colligan-Taylor  
Mayor

\_\_\_\_\_  
Attest: Kapryce Manchester, MMC  
City Clerk

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION 2012-16**

**A Resolution to Approve the Gustavus Disposal & Recycling Center (DRC)  
Fee Schedule and Material Limitations Policy**

**WHEREAS,** Disposal and Recycling Center (DRC) service rates were last updated in 2008; and,

**WHEREAS,** DRC operating expenses have risen with fuel prices, employment costs, and other factors;

**NOW THEREFORE BE IT RESOLVED,** the Gustavus City Council approves the “Gustavus Disposal & Recycling Center (DRC) Fee Schedule and Materials Limitation Policy,” a copy of which is attached as Exhibit A.

PASSED and APPROVED by the Gustavus City Council, this 10th day of May, 2012.

\_\_\_\_\_  
Karen Colligan-Taylor, Mayor

\_\_\_\_\_  
Lou Cacioppo, Vice Mayor

\_\_\_\_\_  
Noel Farevaag, Council Member

\_\_\_\_\_  
Melanie Lesh, Council Member

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Jim Mackovjak, Council Member

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Sandi Marchbanks, Council Member

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Tim Sunday, Council Member

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Attest: Kapryce Manchester,  
City Clerk

## **Gustavus Disposal & Recycling Center (DRC) Fee Schedule and Material Limitations Policy**

### **What is free:**

- Aluminum pop & beer cans
- non-ferrous metals such as: copper (house wire, plumbing pipe), aluminum (foil, cookware, roofing etc.), brass (faucets, valves, fittings) & non-magnetic stainless steel.

### **Rate schedule:**

#### **General**

- Recyclables \$0.16 per pound
- Trash \$0.21 per pound
- Unsorted waste **PENALTY RATE** \$0.35 per pound

#### **Special**

- Computer Monitors, & TV's \$0.58 per pound
- Grease trap waste \$0.52 per pound
- Const./demolition. & ash \$5.06 per 32 gal. Can - \$32.89 per yard
- Sheetrock \$2.53 per 32 gal. Can - \$16.45 per yard
- Fluorescent tube bulbs \$1.15 each

**\$2.00 minimum** per delivery (*items not passed over the scale i.e. aluminum does not count*)

### **Items included in recycle category:**

Aluminum, cardboard, cooking oil, dry cell batteries, food waste, glass bottles, lead-acid batteries, mixed paper, oil filters, plastics (types 1 -7 only), pottery/ ceramics, scrap metal (see exclusions), tin cans, used-oil (see exclusions), white sheet paper

### **Exclusions & Limitations**

#### **Construction/ demolition waste limits:**

There is a 2 yard per month and a 10 yard per year limit on how much construction/demolition waste can be delivered by a business or individual. The purpose of this limit is to keep a few users from filling the disposal pit in a short period of time. The DRC can assist users to obtain a dumpster from Arrow Refuse in Juneau. This is a very expensive option.

#### **Scrap metal limitations:**

Due to storage concerns the DRC will not accept large quantities of scrap metal such as cars, water tanks greater than 50 gallons, washers, dryers or other scrap metal that cannot be easily baled or palletized for recycling.

#### **Used-oil limitations:**

Due to permit and legal requirements the DRC cannot accept used oil from commercial sources.

### **Compost Prices**

\$80.50 large BCB\*

\$34.50 small BCB\*

\$11.50 30 gal. trash can

\$ 3.45 5 gal. bucket

*\*BCB = Bob Cat Bucket*

Misc. Fees:

Pick-up fee for U.S.P.O. & Gustavus School \$25.00

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION 2012-17**

**A Resolution to Repeal the City of Gustavus 2006 “Employee Payment and Earnings Policy, as Amended” and to Adopt the Replacement “City of Gustavus Benefits Policy”**

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

WHEREAS the 2006 “Employee Payment and Earnings Policy” was amended by the City Council by Resolution 2011-23 on November 10, 2011 to define Regular Position employees and to establish the conditions for periodic pay adjustments to this category of employees; and

WHEREAS the City Council adopted a revised version of Title 3, Personnel, by Ordinance FY12-13 on April 12, 2012, which provides a mechanism, in Chapter 3.05, for adopting or amending a benefits policy; and

WHEREAS the City Council desires to adopt a new benefits policy for eligible Regular Position employees, consistent with the provisions of revised Title 3, adopted on April 12, 2012;

NOW THEREFORE BE IT RESOLVED as follows:

Section 1. The 2006 “Employee Payment and Earnings Policy, as Amended” is hereby repealed effective June 30, 2012 and the “City of Gustavus Benefits Policy,” dated May 10, 2012, a copy of which is attached as Exhibit A, is hereby adopted as an official policy of the City of Gustavus effective July 1, 2012.

Section 2. On July 1, 2012, the City of Gustavus will cash out, at the June 30, 2012 pay rate, any accrued vacation pay earned by eligible employees under the 2006 “Employee Payment and Earnings Policy, as Amended” and will carry over up to 60 hours of vacation pay into the new employee Paid Time Off bank, which will go into effect on July 1, 2012.

Section 3. All sick leave accrued under the 2006 “Employee Payment and Earnings Policy, as Amended” and not used by June 30, 2012 will be lost.

Section 4. Effective Date. This resolution is effective immediately upon adoption.

PASSED and APPROVED by the Gustavus City Council, this 10th day of May, 2012.

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Karen Colligan-Taylor, Mayor

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Lou Cacioppo, Vice Mayor

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Noel Farevaag, Council Member

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Melanie Lesh, Council Member

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Jim Mackovjak, Council Member

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Sandi Marchbanks, Council Member

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Tim Sunday, Council Member

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Attest: Kapryce Manchester, MMC  
City Clerk



## **City of Gustavus Benefits Policy**

By Ordinance No. FY12-13 adopted April 12, 2012, the Gustavus City Council approved a major revision to Title 3, Personnel. Revised Title 3 provides that it is the policy of the City of Gustavus to establish and amend, from time to time, by resolution, a written benefits policy, which describes various non-wage compensations that the City provides to employees in addition to wages or salaries. [CoG 3.05.01]

Consistent with the provisions of revised Title 3, the City Council adopted by Resolution 2012-17 this "City of Gustavus Benefits Policy," which applies to all eligible Regular Position employees. This policy replaces all previous City of Gustavus benefits and leave policies. CoG 3.04.01(b) (1)]

### **I. Health Insurance Premium Reimbursement**

This benefit is provided to all Regular Position employees in proportion to hours worked each month, according to the following provisions:

**Policy.** The City of Gustavus will reimburse the health insurance premiums paid by qualifying employees in a gross amount of up to \$500 per month. To qualify for participation in this program, the employee must be (1) a Regular Position employee who (2) submits valid documentation verifying that he or she has paid amounts toward the premium required by an individual or family insurance plan under which the employee is insured. The City will not reimburse health insurance premium expenses incurred under insurance policies that are part of another employer-sponsored or group insurance plan, nor policies that do not specifically insure the employee. The City will not reimburse health insurance premium expenses incurred by any person or entity other than the employee.

#### **Procedure.**

(A) On a monthly basis, the City Clerk will make a disbursement in an amount that is the lesser of \$500 or the amount actually paid by the qualifying employee in that month, to reimburse that employee's health insurance premium payments. All reimbursement amounts are subject to tax reporting and withholding and the employee will be paid a net amount.

(B) To receive reimbursement, the employee must provide proof to the City Clerk quarterly of (1) an active and current individual or family health insurance policy under which the employee is insured and (2) the amounts actually paid by the employee towards the premium for which the employee seeks reimbursement. The City will not make advance payments. Employees who have not actually made a health insurance

premium payment but merely anticipate doing so do not qualify for this benefit.

(C) The maximum obligation of the City under this policy, per qualifying employee, is \$500 per month, or the premium amount actually paid by the employee, whichever is less. Any premium amount exceeding \$500/month (less withholding) will be the responsibility of the employee.

(D) This benefit will commence upon satisfactory completion of the probationary period.

(E) Employees receiving a benefit under this section must notify the City before the next pay period if they become ineligible for coverage under this policy. Failure to do so will result in the City recovering the amount of any improper reimbursements from the employee's future paychecks.

## **II. Deferred Compensation Program, a 457(b) Retirement Savings Plan**

The City anticipates adopting a 457(b) deferred compensation program. A 457(b) plan is a type of tax-advantaged deferred-compensation retirement plan that is available to state or local governments and their agencies. The employer provides the plan and the employee defers compensation into it on a pre-tax basis. Participation is voluntary. The participant contributes a flat amount of his/her choice each month, which is withdrawn from the monthly paycheck. Regular Position employees may contact the City Clerk for more information on the specific plan(s) which may be adopted by the City Council by resolution.

## **III. Paid Holidays [CoG 3.05.02]**

The City of Gustavus observes the following eight holidays:

1. New Year's Day (January 1)
2. President's Day (February 21)
3. Memorial Day (last Monday in May)
4. Independence Day (July 4)
5. Labor Day (first Monday in September)
6. Thanksgiving (fourth Thursday in November)
7. Day after Thanksgiving
8. Christmas (December 25).

- The City will grant an eight-hour day of paid holiday time to all Regular Position employees, both fulltime and part-time.
- Holiday pay will be calculated based on the employee's straight-time pay rate as of the date of the holiday. Employees will not receive additional compensation when a recognized holiday falls on a day an employee is on Paid Time Off. Employees will not receive compensation for a holiday that occurs on a day that the employee is on an unpaid leave of absence.
- This benefit will commence upon satisfactory completion of the probationary period.
- See Gustavus Municipal Code 3.05.02 for the application of the policy to Monday through Friday and Tuesday through Saturday work weeks.

#### **IV. Paid Time Off (PTO)**

The City of Gustavus recognizes that employees have diverse needs for time off from work. PTO will cover all forms of personal, vacation, and sick leave. This benefit will be granted to all Regular Position employees in proportion to the hours worked each month.

- An employee's annual PTO benefit accrues in accordance with employment longevity as shown in the table below. Accrual rates for a new longevity category begin on the first day of the month of the employment anniversary.
- Annual PTO benefit accruals begin July 1 of each year and end June 30 of each year.
- A maximum of 60 hours of PTO may be carried over into the next fiscal year.
- For new hires, PTO will accrue retroactive to the date of hire if and when the employee satisfactorily completes the probationary period.
- An employee must receive approval from his/her supervisor for planned PTO. Approval of PTO is contingent upon the needs of the department/facility. In cases of emergency or illness, an employee must let his/her supervisor know about the absence as soon as possible.
- Upon termination an employee shall be paid the value at the time of cash-out of remaining PTO.
- PTO must be used in full before an employee may request unpaid leave.

#### **Longevity Categories**

PTO is accrued on an hourly basis, and is credited on the monthly pay check in proportion to the hours worked that month. Accruals are based on longevity, that is, the number of years employed in a Regular Position

with the City of Gustavus. The following table depicts Annual PTO accrual for a fulltime Regular Position, 2,080 hours/year.

Longevity	Annual PTO Accrual, Fulltime Equivalent	Accrual Rate PTO hours/actual straight-time hours worked
Less than two (2) years	80 hours	0.0413223
Two (2) through five (5) years	120 hours	0.0632911
Six (6) or greater years	160 hours	0.0862068

\*“Actual number of straight-time hours worked” means the total straight-time paid hours, minus holiday hours minus annual PTO accrual hours. (Overtime hours do not count toward PTO accrual.)

**Formula**

- Accrued PTO hours on a monthly (or any) pay check =  
(Actual number of straight-time hours worked) (accrual rate)
- The same accrual rate works for any employee in a given Longevity Category. Accrual rate = annual PTO accrual allotment divided by  
( 2080 - 64 holiday hours – annual PTO accrual allotment)