



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

COUNCIL PACKET
May 12, 2011 General Meeting

City Council General Meeting
May 12, 2011 7:00PM @ City Hall

1. Call to Order
2. Roll Call
3. Approval of Minutes:
4. Mayor's Request for Agenda Changes
5. Committee Reports:
 - A. GCN
 - B. Marine Facilities
6. Public Comment on Non-Agenda Items
7. Consent Agenda:
 - A. FY11-30NCO – Amend 6.05.040 GCN Administrator – For Pub.
 - B. Approve GCN Notice Soliciting Maint. & Operations Manager
 - C. Approve GCN Maint. & Operations Manager Contract
 - D. Resolution 2011-15 – Update of Resolution 2010-20
 - E. FY11-31NCO Library – For Publication
 - F. Approve Road MOA City/State of Alaska
 - G. Approval of Expenditure of over \$2,000.00 – Boat Harbor
 - I. DRC Summer Hire – Steve Van Epps
 - J. Road Committee Grant Proposal
 - K. FY12 Road Maintenance RFQ
 - M. Approve GCI as GCN Internet Provider
8. Ordinance for Public Hearing:
 - A. FY11-23NCO – Amendment of GVFD Budget
 - B. FY11-24 – Amendment of Title 6.02
 - C. FY11-26 – Amendment of Title 10.06.02
 - D. FY11-27NCO – Amendment to Library Budget
 - E. FY11-28NCO – Amendment of GCN Budget
9. Unfinished business: None
10. New Business
 - A. Resolution 2011-16 – Redistricting
 - B. Resolution 2011-17 GVFD Fire Hall Remodel
 - C. FY11-32NCO – FY12 Budget – For Publication
11. Staff Reports: None
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

**City of Gustavus, Alaska
Ordinance No. FY11-30**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE SECTION 6.05.040 GCN ADMINISTRATOR**

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 6 Section 06.05.040 be amended, as follows. **Bolded and underlined** items are additions, and ~~strikethroughs~~ are deletions.

**Section 6.05.040 GCN Administrator and Maintenance and Operations
Managers**

There shall be a GCN Administrator **and Maintenance and Operations (M&O) Manager** responsible for managing GCN in accordance with resolutions and ordinances adopted by the City Council. The GCN Administrator **and M&O Manager positions may be filled by either a City employee subject to City personnel ordinances and policies or by a vendor under contract with the City subject to the provisions of the appropriate administrative or M&O contract. The GCN Administrator and M&O Manager** shall report to the Mayor or the Mayor's delegate ~~designee~~. ~~Like other city staff, the GCN Administrator shall be subject to City personnel ordinances and policies. However,~~ **The City shall seek and consider recommendations from the GCN board** in selecting the GCN Administrator **and M&O Manager**. ~~The City shall seek and consider recommendations from the GCN Board.~~

The GCN Administrator shall be responsible for day-to-day operations of including technical support, customer service, billing and collections, and management of any GCN employees, contractors, vendors, and/or volunteers. **In addition, the GCN Administrator shall serve as the staff for the GCN Board and assist the board in its duties. The M&O Manager shall maintain and operate the city owned GCN equipment.**

~~In addition, the GCN Administrator shall serve as the staff for the GCN Board and assist the board in its duties.~~

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

DATE INTRODUCED: May 12, 2011

DATE OF PUBLIC HEARING: June 9, 2011

PASSED and APPROVED by the Gustavus City Council this ____ day of _____, 2011.

Jim Mackovjak Mayor

Attest: Kapryce Manchester CMC
City Clerk

DRAFT

**The City of Gustavus is soliciting a Maintenance & Operations Manager
For the Gustavus Community Network**

The City of Gustavus is seeking a contracted vendor to provide maintenance and operation services for the Gustavus Community Network (GCN) for fiscal year 2012 (July 1st, 2011 through June 30th, 2012) with the option for renewing under the same terms for the following fiscal year, FY13.

SCOPE OF SERVICES: The City is seeking a qualified applicant to maintain and operate the city-owned network known as GCN consisting of various wired and wireless network equipment, communication links, and servers providing Internet access, email, and back-end authorization, authentication, and accounting services.

Services would include labor only, specifically network management, system administration, configuration, troubleshooting, repair, monitoring, and advanced technical support, collectively referred to as maintenance and operations.

This applicant will not provide services supplied by the GCN Administrator which is provided for under a separate agreement.

GCN Maintenance and Operations Manager will be chosen based on experience and professional qualifications. GCN shall compensate M&O Manager for services rendered with a percentage of net receipts (payments minus refunds) as recorded in the GCN billing system with this percentage to be determined through negotiations between the vendor and the City.

Vendor's application should include but not be limited to previous experience, professional qualifications, certifications, licenses held and professional and personal references. Applications will be reviewed by the GCN Board and submitted to the Mayor and City Council along with a recommendation for hire.

Questions regarding this job opening should be addressed to the city clerk by fax 907-697-2136 or email to clerk@gustavus-ak.gov

Applications should be addressed to City of Gustavus, GCN Board, PO Box 1, Gustavus, Alaska. Applications must be received by the City Clerk no later than 4 p.m. Thursday May 26th, 2011.

City of Gustavus

Maintenance and Operations Manager Contract

Between _____

And

The City of Gustavus Community Network (GCN)

_____ agrees to be the GCN Maintenance and Operations Manager, subject to the following terms and conditions:

1. _____ shall maintain and operate the city-owned network known as the "Gustavus Community Network." This system consists of various wired and wireless network equipment, communication links, and servers providing Internet access, email, and back-end authorization, authentication, and accounting services. This agreement covers all such equipment and systems owned by GCN.
2. Services provided by _____ under this agreement includes labor only, specifically network management, system administration, configuration, troubleshooting, repair, monitoring and advanced technical support, collectively referred to hereafter as 1st "maintenance and operations."
3. Excluded under this agreement are
 - A. Customer service, basic technical support, billing, account management, and supervision known as "GCN Administration" and provided by a separate agreement;
 - B. Specialized maintenance of GCN's servers and billing system provided by a third party under a separate maintenance agreement;
 - C. Installation of new equipment and expansion of the network, other than repairs.
4. GCN shall compensate _____ for services rendered at the rate of _____% of net receipts (payments minus refunds), as recorded in the GCN billing system, payable monthly in arrears.
5. This agreement is for fiscal year 2012: July 1st, 2011 to June 30th 2013. It will terminate on June 30th of 2012 or upon 30 days notice of cancellation by either party to the other. If mutually accepted, the City and the contractor may renew the contract under the same terms for the following fiscal year, FY2013

Mayor, City of Gustavus

Date

Name of Application chosen for M&O Manager

Date

**CITY OF GUSTAVUS, ALASKA
RESOLUTION NO. 2011-15**

**A RESOLUTION OF THE CITY OF GUSTAVUS SETTING RATES AND FEES
FOR USE OF FACILITIES AT THE SALMON RIVER BOAT LAUNCH AND
REPEALING RESOLUTION 2010-20**

WHEREAS, the Salmon River Boat Launch is operated and maintained by the City of Gustavus;

WHEREAS, agreements between the various funding agencies, EDA, the Alaska Department of Transportation, the Alaska Fish and Game and the City of Gustavus, for the new construction of the present Salmon River Boat Launch included stipulations that the City of Gustavus take responsibility for the maintenance and eventual replacement of the new facility;

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 the Salmon River Boat Launch.

NOW THEREFORE, BE IT RESOLVED by the City Council that Resolution 2010-20 is hereby repealed; and

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

Exhibit 1. The attached schedule of rates and fees shall govern the public use of the facilities at the Salmon River Boat Launch.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF

GUSTAVUS, this _____ day of _____, 2011.

Jim Mackovjak, Mayor

Louis Cacioppo, Vice Mayor

Melanie Lesh, Council Member

Tim Sunday, Council Member

John Nixon, Council Member

Joe Lassiter, Council Member

Karen Colligan-Taylor, Council Member

Attest: Kapryce Manchester, CMC
City Clerk

**CITY OF GUSTAVUS
SALMON RIVER BOAT LAUNCH FACILITY
EXHIBIT 1**

SECTION 1. LAUNCH FEES

A. Private Users

Annual private launch fees are due and payable in the amount of \$50.00 for the calendar year to allow maximum utilization of the Salmon River Boat Launch.

B. Commercial Vessel/Charter Operators

Annual commercial vessel/charter operator's fees are due and payable January 1st every calendar year beginning January 1, 2010, to allow maximum utilization of the Salmon River Boat Launch.

Commercial vessel/charter operators will be charged \$100.00 per boat/per year based on unlimited use of the boat launch facility.

C. Freight Carriers

Annual freight carrier fees are due and payable January 1st every calendar year beginning January 1, 2010, to allow maximum utilization of the Salmon River Boat Launch.

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 per landing for barge vessels will be paid to the City for each use.

Freight carriers shall make arrangement with the City for the payment of their freight carrier fees in a manner acceptable to the City.

STORAGE RATES AND FEES

A. Storage Area

The storage area is for marine-related items, boats and boat trailers only. Storage fees are due and payable September 1 every calendar year to allow for maximum utilization of the Salmon River Boat Launch storage area.

A fee 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*)

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 8.06.8 through 8.06.11*) and non-payment will result in additional fees being assessed as per City of Gustavus Ordinance. (*City of Gustavus Ordinance 8.07*).

These rates shall become effective upon adoption of Resolution 2011-15.

**City of Gustavus, Alaska
Ordinance No. FY11-31NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
LIBRARY BUDGET FOR FISCAL YEAR 2011**

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 2011, 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			
Grants	\$6000.00	\$9000.00	+\$3000.00
 EXPENSE			
Encumbered Committee Funds	\$ 0.00	\$3000.00	+\$3000.00

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 12, 2011

DATE OF PUBLIC HEARING: June 9, 2011

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak, Mayor

Attest: Kapryce Manchester, CMC
City Clerk

Memorandum of Understanding

Between

State of Alaska Department of Transportation and Public Facilities
Maintenance and Operations, Southeast Region

And

City of Gustavus

For

Mutual Aid and Assistance during Emergency or Non-routine Situations

ARTICLE I. BACKGROUND AND OBJECTIVES

The State of Alaska Department of Transportation and Public Facilities (DOT & PF), Southeast Region and the City of Gustavus hereby enter into an agreement to provide mutual aid and assistance through the sharing of personnel, facilities, equipment, and materials upon request during emergency or non-routine situations. This does not exclude the possibility of putting the agreement into effect during non-emergence circumstances should both parties agree. This agreement limits the resources (personnel, equipment, and materials) to those available in Gustavus Alaska.

ARTICLE II. STATEMENT OF WORK

All requests for assistance shall be directed to the Mayor of Gustavus or the Chief of Maintenance and Operations, Alaska Department of Transportation and Public Facilities. In those circumstances when the Mayor of Gustavus or the Chief of Maintenance and Operations are not available, assistance may be authorized by the Deputy Mayor or designated City Council person, or the Gustavus Station Foreman, Alaska Department of Transportation and Public Facilities.

This agreement shall allow for the following type of aid:

1. Assistance of personnel, facilities, equipment and materials to perform maintenance including the following:

- a. Grading road surfaces, hauling materials, and equipment usage.
- b. Snow removal from roadways and shoulders
- c. Snow removal from airport runway, taxiway, ramp and parking areas.
- d. Sanding of roadways, airport runway, taxiway, ramp and parking areas.
- e. Brush cutting of roadways, airport runway, taxiway, ramp and parking areas.
- f. Ditching of roadways and airport property

- g. Bridge maintenance and repairs
- h. Float and dock maintenance and repairs.
- 2. Assistance of personnel and materials for equipment repairs.
- 3. Assistance of personnel, equipment, and materials in environmental emergencies.
- 4. Agree to joint planning and execution of projects, including or requiring mobilization of specialized equipment, contractors, hauling and barging, purchasing of materials, when both parties agree to the benefits of such activities.

The Alaska Department of Transportation and Public Facilities and the City of Gustavus shall indemnify and hold each other, their respective employees, officers, agents, contractors and assigns harmless from all liabilities of any nature resulting from injuries or damages sustained to any persons or properties, resulting from the execution of this agreement.

Neither party shall be unreasonable during the term of this agreement.

ARTICLE III. TERM OF AGREEMENT

This Agreement shall be effective from the date of the last signatory for a period of five (5) years or until terminated by either party in accordance with Article VI.

ARTICLE IV. KEY OFFICIALS

The key officials representing the City of Gustavus will be the Mayor of Gustavus, Deputy Mayor of Gustavus or designated City Council person.

The key officials representing the Sates of Alaska Department of Transportation and Public Facilities Southeast Region will be Chief of Maintenance and Operations and the Gustavus Station Foreman.

ARTICLE V. PROPERTY UTILIZATION

Each party to this agreement shall retain ownership of the equipment they provide during an emergency or other authorized request for assistance. Each party shall be responsible for the cost of repairs and /or maintenance of their equipment.

ARTICLE VI. TERMINATION

Either party may terminate this agreement by providing **30 days advance written notice to the other party.**

ARTICLE VII. STANDARD CLAUSES

Refer to attachment #1 Required Special Provisions

ARTICLE VIII. AUTHORIZING SIGNATURES

IN WITNESS HEREOF, the parties hereto have signed their names and executed this Memorandum of Understanding.
For The City of Gustavus

____Mayor of GustavusDate

For State of Alaska, Department of Transportation and Public Facilities

____Chief of Maintenance and OperationsDate

SPECIAL AND REQUIRED PROVISIONS

Required and Special Provisions

Required Provisions

1. NON-DISCRIMINATION: All activities pursuant this agreement and the provisions of Executive Order 11246; shall be in compliance with requirements of Title VI of the Civil Rights Act of 1964 (78 Stat. 252 42 U.S.C. § 2000d et seq.); Title V, Section 504 of the Rehabilitation Act of 1973 (87 Stat. 394; 29 U.S. C. §794); the Age Discrimination Act of 1975 (89 Stat. 728; 42 U.S.C. §§6101 et seq.); and with all other Federal laws and regulations prohibiting discrimination on grounds of race, color, national origin, handicap, religious or sex in providing of facilities and service to the public.
2. CONSISTENCY WITH PUBLIC LAWS: Nothing herein contained shall be deemed to be inconsistent with or contrary to the purpose of or intent of any Act of Congress establishing, affecting, or relating to the Agreement.
3. APPROPRIATIONS (Anti-Deficiency Act, 31 U.S.C. 1341): Nothing herein contained in this Agreement shall be construed as binding the Service to expend in any one fiscal year any sum in excess of appropriations made by Congress, for the purposes of this Agreement for that fiscal year, or other obligation for the further expenditure of money in excess of such appropriations.
4. OFFICIALS NOT TO BENEFIT: No Member of, Delegate to, Resident Commissioner in, Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom, unless the share or part benefit is for the general benefit of a corporation or company.
5. LOBBYING PROHIBITION: The parties will abide by the provisions of 18 U.S.C. 1913 (Lobbying with Appropriated Moneys), which states:

No part of the money appropriated by any enactment of Congress shall, in the absence of express authorization by Congress, be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device, intended or designed to influence in any manner a Member of Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress, whether before or after the introduction of any bill or resolution proposing

such legislation or appropriation: but this shall not prevent officers or employees of the United States or of its departments or agencies from communicating to Members of Congress on the request of any Member or to Congress, through the proper official channels, requests for legislation or appropriations which they deem necessary for the efficient conduct of the public business.

**Staff Request for Agenda Item
City of Gustavus**

Staff Name: *Paul Berry*

Explanation of Request:

The application period for the DRC's Assistant Operator position closed on May 3rd. There was one applicant, Steve VanEpps. Steve has worked for the City in this same position from 2005 – 2007 and was a good employee. Mike Taylor and I have discussed this application and are forwarding our recommendation that Steve be hired by the City for the DRC's Assistant Operator position.

Request for council work session attention: Month *May, 2011*
1st Thursday work session **X** or **3rd Thursday work session**_____

General Meeting Date: *May 12th, 2011*

Action Staff would like the City Council to take:

Placement on the the Consent Agenda:

To hire Steve VanEpps as the DRC Assistant Operator at \$15.50 per hour.

Supporting Documents attached: *N/A* **YES** **NO**

If supporting documents are not attached, supply date documents will be supplied. (Deadline is Monday before General Meetings)

Steve's application is on file with the City Clerk.

Contact Person: *Paul Berry DRC Manager/ Operator 697-2188/ 697-2118
dumpmaster@gustavus-ak.gov*

**2008 - 2011 Secure Rural Schools
Public Law 110-343
Title II Project Submission Form
USDA Forest Service**

Name of Resource Advisory Committee:
Project Number (Assigned by Designated Federal Official):
Funding Fiscal Year(s): FY 2011-2012

2. Project Name: Gustavus Fish Passage Improvement	3a. State: Alaska 3b. County(s): None
4. Project Submitted By: Michael S. Taylor, MS, CIH, PE	5. Date: May 12, 2011
6. Contact Phone Number: 907-697-2273 home off. 907-723-6102 cell	7. Contact E-mail: mikeandkaren@shizendou.net

8. Project Location: Mountain View Creek, Good River Road, Gustavus, Alaska	
a. National Forest(s): Tongass	b. Forest Service District: Juneau
c. Location (Township-Range-Section) Good River Road lies on a section line between sections 13 and 13, T.40S R 58E CRM. The specific location is 58° 24.754' N, 135° 45.707'W.	

9. Project Goals and Objectives: Improve fish passage for resident and anadromous salmonids, including coho salmon, and sediment transport in Mountain View Creek by replacing undersized and failing twin culverts at Good River Road in Gustavus, Alaska.
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10. Project Description: a. Brief: The project will replace two damaged and failing culverts under the City of Gustavus-maintained Good River Road with a single culvert. b. Detailed: The Gustavus Fish Passage Improvement Project has identified 5 culverts on Mountain View Creek that collectively prevent resident and anadromous fish from accessing 3 miles of potential rearing habitat. This funding request is for the replacement of the most downstream culvert crossing, located at Good River Road. With funding from the U.S. Fish and Wildlife Service (FWS), the City of Gustavus has contracted for surveys of all 5 sites and design services and a construction contract bid package for replacing the existing culverts at Good River Road. The surveys were completed in late April 2011 and design and construction bid documents for the Good River Road site will be available in fall 2011.

11. Types of Lands Involved?
State/Private/Other lands involved? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Land Status:

If Yes, specify: City of Gustavus-maintained road right-of-way.

12. How does the proposed project meet purposes of the Legislation? (Check at least 1)

☒ Improves maintenance of existing infrastructure.

☒ Implements stewardship objectives that enhance forest ecosystems.

☐ Restores and improves land health.

☒ Restores water quality

13. Project Type

a. Check all that apply: (check at least 1)

☒ Road Maintenance

☐ Trail Maintenance

☐ Road Decommission/Obliteration

☐ Trail Obliteration

☐ Other Infrastructure Maintenance (specify):

☐ Soil Productivity Improvement

☐ Forest Health Improvement

☒ Watershed Restoration & Maintenance

☐ Wildlife Habitat Restoration

☒ Fish Habitat Restoration

☐ Control of Noxious Weeds

☐ Reestablish Native Species

☐ Fuels Management/Fire Prevention

☐ Implement CWPP Project

☐ Other Project Type (specify):

b. Primary Purpose (select only 1):

14. Identify What the Project Will Accomplish

Miles of road maintained:

Miles of road decommissioned/obliterated:

Number of structures maintained/improved:

Acres of soil productivity improved:

Miles of stream/river restored/improved: About 1/2 mile

Miles of fish habitat restored/improved: About 1/2 mile

Acres of native species reestablished:

Acres of hazardous fuel treatment

Miles of trail maintained:

Miles of trail obliterated:

Acres of forest health improved (including fuels reduction):

Acres of rangeland improved:
Acres of wildlife habitat restored/improved:
Acres of noxious weeds controlled:
Timber volume generated (mbf):
Jobs generated in full time equivalents (FTE) to nearest tenth. One FTE is 52 forty hour weeks:
People reached (for environmental education projects/fire prevention):
Direct economic activity benefit:
Other:

15. Estimated Project Start Date: April, 2012	16. Estimated Project Completion Date: April, 2012
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17. List known partnerships or collaborative opportunities. With FWS funding, the City of Gustavus will obtain survey, design, and construction bid-package services for this project by fall 2011. The City of Gustavus will be responsible for obtaining funds to construct the project.

18. Identify benefits to communities. Fish passage for Dolly Varden char, cutthroat trout, and coho salmon will be improved at this critical stream-crossing site, providing fish access to approximately ½ mile of stream which has its origin in Glacier Bay National Park and flows through City of Gustavus and private lands to the Good River and the marine waters of Icy Strait.

19. How does the project benefit federal lands/resources? The fish habitat and passage improvements benefit fishery resources in Glacier Bay National Park and the city of Gustavus... The project has been strongly encouraged, and the consultant phase funded, by the FWS. The Gustavus City Council has approved the project.

20. What is the Proposed Method(s) of Accomplishment? (check at least 1)	
<input checked="" type="checkbox"/> Contract (From City of Gustavus Road Committee)	<input type="checkbox"/> Federal Workforce
<input type="checkbox"/> County Workforce	<input checked="" type="checkbox"/> Volunteers (Gustavus Road Committee)
<input checked="" type="checkbox"/> Grant	<input type="checkbox"/> Agreement
<input type="checkbox"/> Americorps	<input type="checkbox"/> YCC/CCC Crews
<input type="checkbox"/> Job Corps	<input type="checkbox"/> Stewardship Contract
<input type="checkbox"/> Merchantable Timber Pilot	<input type="checkbox"/> Other (specify):

21. Will the Project Generate Merchantable Timber? ☐ Yes ☒ No

22. Anticipated Project Costs
a. Title II Funds Requested:
b. Is this a multi-year funding request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

23. Identify Source(s) of Other Funding: The FWS has provided funds to the City of Gustavus to contract for survey, design, and construction bid-package services.

24. Monitoring Plan (provide as attachment)

- a. Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.

The consultant engineering firm hired for the survey and design phases of this project is required to design the new stream crossing structure according to standards for fish passage in Alaska. These standards have been established by an MOU between the Alaska Department of Fish and Game and Department of Transportation and Public Facilities. Fish passage projects designed to these standards and implemented as designed will satisfy Alaska Department of Fish and Game fish passage permit conditions and requirements. Project oversight by FWS habitat restoration biologists during all phases of the project, including construction, will ensure that these standards are adhered to and post-project fish assessments will be used to ensure that the new structure is functioning as designed.

- b. Identify who will conduct the monitoring: Dowl HKM (Anchorage) and FWS (Juneau)

- c. Identify total funding needed to carry out specified monitoring tasks (Worksheet 1, Item k):

25. Identify remedies for failure to comply with the terms of the agreement.

If project cannot be completed under the terms of this agreement:

☒ Unused funds will be returned to the RAC account.

☐ Other, please explain:

Project Recommended By:

/s/ (*INSERT Signature*)

Chairperson

Resource Advisory Committee

Project Approved By:

/s/ (*INSERT Signature*)

Forest Supervisor

National Forest

Project Cost Analysis Worksheet

Worksheet 1

Please submit this worksheet with your proposal

Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	Column D Total Available Funds
a. Field Work & Site Surveys	\$6,565	0		\$6,565
b. NEPA/CEQA	0	0		
c. ESA Consultation	0	0		
d. Permit Acquisition	USFWS in kind	0		
e. Project Design & Engineering	\$16,695	0		\$16,695
f. Contract/Grant Preparation	0	0		
g. Contract/Grant Administration	0	\$600		
h. Contract/Grant Cost		\$60,000		
i. Salaries	0	0		
j. Materials & Supplies				
k. Monitoring	\$5,290			\$5,290
l. Other				
1.				
2, Partner Indirect Cost				
m. Project Sub-Total	\$28,550	\$60,600		
n. FS Indirect Costs	\$0			
Total Cost Estimate	\$28,550	\$60,000		\$28,550

NOTES:

- a. Pre-NEPA Costs
- g. Includes Contracting/Grant Officer Representative (COR) costs. Excludes Contracting/Grant Officer costs.
- i. Cost of implementing project
- l. Examples include overhead charges from other partners, vehicles, equipment rentals, travel, etc.
- n. Forest Service indirect costs, including contracting/grant officer costs if needed.

**Committee Request for Agenda Item
City of Gustavus**

Committee Name: GCN Board

Motion from Committee Meeting : **Meeting Date:** May 4, 2011

Motion by Kim that we offer GCI a two year contract at the prices bid,
seconded by Diane. Discussion. Motion passed unanimously.

Request for council work session attention: Month May
1st Thursday work session X or 3rd Thursday work session _____

City council action requested by the Committee:

Motion: Award contract for two years Internet access as specified in RFQ #11-
GCN-INT, for \$28,000 plus taxes, to low bidder General Communications, Inc
(GCI).

**Date of City Council General Meeting at which Committee requests
action to be taken:** May 12, 2011

Supporting Documents attached:

~~NO~~ YES

**If supporting documents are not attached, supply date documents will
be supplied. (Deadline is Monday before General Meetings)**

Clerk has bid documents

Contact Person: Nathan Borson, GCN Administrator

Kapryce Manchester

From: Cindy Baldwin [cbaldwin@gci.com]
Sent: Thursday, May 05, 2011 10:30 AM
To: CityGCN; Kapryce Manchester
Subject: FW: City of Gustavus Internet RFQ

Please see below. We really hope to be able to work with you to support your community!

-----Original Message-----

From: Cindy Baldwin
Sent: Thursday, May 05, 2011 10:22 AM
To: 'Nathan Borson'
Subject: RE: City of Gustavus Internet RFQ

Nate - I hand wrote 3 year term on our response because I remembered that is what I had been given after Marina signed it. Kim Nay just called and asked if the City can have the same price for 2 years and the answer is YES.

Thanks,

Cindy Baldwin
GCI Major Account Manager
907-868-0431 | 1-888-295-4424
907-868-9850 Fax

SOA Service Desk 888.565.8680 or SOAServiceCenter@gci.com Municipal Billing/Customer Service 888.840.0424 Opt 2 or ssupportrepresentative@gci.com Municipal Tech Support 800.800.7754 Opt 2 or businesstechsupport@gci.com

RFQ# 11-GCN-INT

Opening Date: April 29, 2011

Bid Opening Time: 10:00AM

Number of Bids Received: 3Contractor Name: ACS
Amount of Bid:Add.#1 ✓
Add.#2 ✓

Internet Speed (CIR)	Installation cost	Recurring monthly
1.5 Megabit/sec up/down	873.31	2301.39
3.0 Megabit/sec up/down	1746.62	4603.67
4.5 Megabit/sec up/down	2,616.94	7,055.28

Contractor Name: GCI
Amount of Bid:Add.#1 ✓
Add.#2 ✓

Internet Speed (CIR)	Installation cost	Recurring monthly
1.5 Megabit/sec up/down	832.00	1,132.00
3.0 Megabit/sec up/down	1,664.00	2,264.00
4.5 Megabit/sec up/down	2,496.00	3,396.00

* 3 yr Term
* Scope Exceptions

* waived policy #1

- No RFQ# on outside of envelope.

Contractor Name: Rainforest Telecom
Amount of Bid:Add.#1 ✓
Add.#2 ✓

Internet Speed (CIR)	Installation cost	Recurring monthly
1.5 Megabit/sec up/down	2,000.00	1200.00
3.0 Megabit/sec up/down	2,000.00	2,250.00
4.5 Megabit/sec up/down	2,000.00	3,320.00

* Cont on line of sight.

- No Terms of Service included

Signature: Kapuya Mandate
Date: 4/29/11Per R1@ Formula
18 month Cost
21,008⁰⁰ GCI
23,600⁰⁰ R Forest
42,098³³ ACS

**City of Gustavus, Alaska
Ordinance No. FY11-23NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
GVFD BUDGET FOR FISCAL YEAR 2011**

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 2011 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			
Encumbered Comm. Funds	\$ 5,100.00	\$ 24,100.00	+\$19,000.00
EXPENSE			
Capital Expense	\$ 2,000.00	\$ 17,000.00	+\$15,000.00
Freight	\$ 750.00	\$ 4,750.00	+\$ 4,000.00

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 14, 2011

DATE OF PUBLIC HEARING: May12, 2011

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak, Mayor

Louis Cacioppo, Vice Mayor

Melanie Lesh, Council Member

Tim Sunday, Council Member

John Nixon, Council Member

Joe Lassiter, Council Member

Karen Colligan-Taylor, Council Member
City Clerk

Attest: Kapryce Manchester, CMC

**City of Gustavus, Alaska
Ordinance No. FY11-24**

**AN ORDINANCE OF THE CITY OF GUSTAVUS AMENDING CITY ORDINANCE
CHAPTER 6.02**

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

Section 1. Classification: This ordinance is of a permanent nature and is intended to be part of the Gustavus municipal code.

Section 2. Severability: If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and its application shall not be affected thereby.

Section 3. Enactment: Now therefore be it enacted by the Gustavus City Council that Chapter 6.02 shall be amended as follows. **Bolded/ Underlined** items are additions and ~~strikethroughs~~ are deletions.

Chapter 6.02 Fire Department Ordinance

Sections:

[6.02.010 Fire Department Established](#)

[6.02.020 Service Area](#)

[6.02.030 Fire Chief](#)

[6.02.040 Provisions for the Support of the Volunteer Fire Department](#)

[6.02.050 Equipment](#)

Section 6.02.010 Fire Department Established

There shall be a Fire Department in and for the City of Gustavus, Alaska, to be known as the Gustavus Volunteer Fire Department (GVFD), ~~and~~ **that** shall comply with all ~~R~~rules and ~~R~~regulations pertaining to fire and emergency medical services (EMS) as set forth in 13 AAC 52.030, Standards of Organization and Services of a Fire Department. It shall consist of a Fire Chief and as many other officers, firefighters, ~~and~~ EMS, **hazmat and search and rescue (SAR)** responders as the Chief deems appropriate for the effective operation of the department. **Members of the fire department may include both paid and unpaid individuals.**

Section 6.02.020 Service Area

- a. The Gustavus Volunteer Fire Department shall serve as the primary emergency response agency within Gustavus City limits.
- b. The Fire Chief has the authority to negotiate ~~with ordinance of ratification by the City Council, to enter into mutual aid agreements and contracts with other agencies~~ **mutual aid agreements and memorandums of agreement or understanding, for signature by the Mayor after approval by the City Council.**

Section 6.02.030 Fire Chief

- a. The department shall be supervised by the Fire Chief, who shall be appointed by the Mayor, **with input from GVFD volunteers and/or an advisory or search committee,** and with confirmation by the City Council, ~~from candidates recommended by the Gustavus Volunteer Fire Department Committee.~~ The Fire Chief shall be a person who is technically qualified by training and **who has the managerial experience and has the ability leadership skills** to administer and command the Fire Department.
- b. The Fire Chief shall determine the number and kind of **divisions and** companies of which the Fire Department shall be composed; and shall determine the response of ~~such companies~~ **these units** to alarms.
- c. The Fire Chief shall appoint all other officers and firefighters/EMS/**hazmat/SAR** responders. Such appointments will follow fair and impartial examinations. **All paid positions within the Department shall be established by the Council and shall be staffed in accordance with City of Gustavus employment ordinances and policies and procedures.** All officers shall be accountable to the Fire Chief or ~~to~~ the Fire Chief's representative.
- d. The Fire Chief shall at least ~~once~~ **twice a each** month provide for suitable drills or instruction in the operation and handling of equipment, in the area of EMS, rescue work, salvage, preplans, fire prevention, water supplies, **and** all other matters generally considered essential to good fire suppression and safety of life and property.
- e. The Fire Chief shall assist the proper authorities in suppressing the crime of arson by investigating or initiating the investigation of the cause and origin of fires within the City limits as required by 13 AAC 52.030 (b-4).
- f. The Fire Chief shall see that ~~the~~ complete records are kept of all apparatus, equipment, personnel, training, fires, preplans, and other department activities.

g. Reports.

1. ~~Current records and comparative data for previous years and recommendations for improving the effectiveness of the Fire Department shall be included in an annual report to the City Council on March 1.~~ **The Fire Chief shall make periodic reports to the City Council, as scheduled by the Council, providing updates on the volunteer roster, participation in drills, frequency and type of call-outs, the status of equipment, grant and training opportunities, the budget, and other items considered pertinent by the Fire Chief.**
2. Incident reports will be filed with the State Fire Marshal **as requested and scheduled by the State Fire Marshal.** ~~within the first ten (10) days of the month following the month in which the incident occurred. If an incident report is made by computer disc, the report must be submitted quarterly with reports due on January 10, April 10, July 10, and October 10 for the previous quarter.~~

h. The Fire Chief shall arrange for the services of a medical director and shall coordinate with the medical director to provide for safety, effectiveness, and legal compliance in responses to medical emergencies.

i. The Fire Chief shall prepare, submit, and administer the fire department budget.

j. The Fire Chief is authorized in accordance with City policy and procedures to develop and submit applications for grant funding to support the fire department and is responsible to recommend to the City Council capital investments and purchases for the effective operation of the department.

k. The Fire Chief is responsible to safeguard and maintain all property of the fire department.

l. The Fire Chief shall develop, maintain, and enforce a comprehensive set of operating procedures or guidelines governing the discipline, training, and operation of the fire department. The Fire Chief shall have the authority to carry out the enforcement of these rules and regulations and is authorized to suspend or remove from service any officer or member.

m. The Fire Chief is responsible for the enforcement within the City of Gustavus of State of Alaska laws as authorized under AS 18.70.090 Enforcement Authority, and AS 18.70.075 Authority of Fire Department Officers; Penalty.

n. The Fire Chief shall perform duties incident to the office and such other reasonable duties as the City Council and/or Mayor may assign.

Section 6.02.040 Provisions for Support of the Volunteer Fire Department

~~a. Members of the Volunteer Fire Department may organize into a voluntary association with the election of their own officers and bylaws. The functions and duties of the volunteer association shall not interfere with those of regular division officers who are charged with the responsibility for all service activities of the division. The volunteer association shall in no way limit the power of the Fire Chief.~~

~~b.~~

a. Insurance and Workman's Compensation. The City of Gustavus will maintain liability insurance and workman's compensation covering the volunteers on all responses and training. Compensation shall be based on the guidelines set forth in 13 AAC 52.040, Workers Compensation for Volunteer Firefighters.

~~c. From time to time, in such amounts as the City Council deems advisable, payments may be made to the volunteer association for the purposes of giving that association funds with which to reimburse members for damaged clothing and other expenses incurred in the line of duty.~~

~~d.~~

b. Private vehicles of volunteers.

1. Each member of the department driving a private vehicle may be issued a suitable insignia to be attached to the vehicle designating him or her as a member of the department.
2. Personal vehicles of department members may be equipped with a flashing blue light requesting right of way over all

other traffic when responding to an alarm, but shall observe all traffic laws.

Section 6.02.050 Equipment

- a. The Fire Chief shall be responsible to the City Council for recommending such apparatus or other fire fighting equipment as may be required to maintain Fire Department efficiency, and for providing suitable equipment for reporting fires or emergencies, and for notifying all members of the department to assure prompt response to such incidents.
- b. All property used by the Fire Department is and remains the property of the City of Gustavus, and all expenses of the Fire Department shall be paid ~~by check upon approval by the City Council~~ **according to current purchase order policy and/or ordinance.**
- c. The Fire Chief or the Fire Chief's representative shall have the power to assign equipment for the response to calls for outside aid where mutual aid agreements are in force and in other cases only when the absence of such equipment will not jeopardize protection of the City of Gustavus.

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

Date of Introduction and Publication: April 14, 2011

Date of Public Hearing & Adoption: May 12, 2011

Passed and Approved by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak, Mayor

Louis Cacioppo, Vice Mayor

Melanie Lesh, Council Member

Tim Sunday, Council Member

John Nixon, Council Member

Joe Lassiter, Council Member

Karen Colligan-Taylor, Council Member

Attest: Kapryce Manchester, CMC
City Clerk

CITY OF GUSTAVUS, ALASKA

FY11-26

AN ORDINANCE FOR THE CITY OF GUSTAVUS AMENDING TITLE 10, SECTION 10.06.02 REAL PROPERTY DISPOSAL TO INCLUDE SUBSECTION “c”

BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provision 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 Section 10.06.02 be amended as follows:
Bolded and Underlined items are additions.

Section 10.06.02 Real Property Disposal

a. The city may dispose of real property or an interest in real property which has been found to be no longer necessary for municipal purposes. All disposals shall be by non-code ordinance. The minimum time between introduction and adoption of ordinance for disposals other than by sealed bid or public outcry or lottery shall be thirty (30) days longer than required for other non-code ordinances. The ordinances shall include:

1. A finding that the real property or interest in real property is no longer necessary for municipal purposes and a statement of facts upon which such a finding by the city council is based;
2. A legal description of the property;
3. Type of interest in property to be disposed of as defined in Section 10.06.03;
4. The purpose of the disposal;
5. The method of disposal as identified in Section 10.06.02;
6. The value of the property or the value of the interest in property as determined by subsection “b” of this section;
7. The procedure for conducting the disposal and the time, place and manner in which the proposed disposal shall occur.

b. The value of the property or interest in property shall be fair market value as determined by an appraisal prepared by a qualified appraiser or assessor, or the city council may determine the fair market value by any other means it deems appropriate.

c. Sales of gravel from the Gustavus Gravel Pit shall be exempt from the Real Property Disposal Ordinance. The Mayor or Mayor's designee shall have authority to let the annual material sale contracts.

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

Date of Introduction & Publication: April 14, 2011

Date of Public Hearing & Adoption: May 12, 2011

Passed and Approved by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak Mayor

Attest: Kapryce Manchester CMC
City Clerk

**City of Gustavus, Alaska
Ordinance No. FY27NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
LIBRARY BUDGET FOR FISCAL YEAR 2011**

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 Year 2011, 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			
<i>Fundraising</i>	\$2,341.00	\$2,566.00	+\$225.00
<i>General Revenue</i>	\$1,350.00	\$1,125.00	-\$225.00
EXPENSE			
<i>Contracting</i>	\$3,948.00	\$3,018.00	-\$930.00
<i>Equipment</i>	\$1,041.00	\$1,741.00	+\$700.00
<i>Supplies - General</i>	\$2,050.00	\$2,280.00	+\$230.00

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 14, 2011

DATE OF PUBLIC HEARING: May 12, 2011

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak, Mayor

Attest: Kapryce Manchester, CMC
City Clerk

**City of Gustavus, Alaska
Ordinance No. FY11-28NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE
AMENDMENT OF THE GUSTAVUS COMMUNITY NETWORK (GCN) BUDGET FOR
FISCAL YEAR 2011**

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 2011, 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			
Subscriber Fees	\$35,654	\$41,044	+\$5,390
TOTAL INCOME	\$		
EXPENSE			
Bank Charges	\$1,628	\$2,528	+\$900
Capital Expense	\$28,672	\$30,779	+\$2,107
Contractual	\$8,578	\$10,778	+\$2,200
Telephone/Broadband	\$26,610	\$26,793	+\$183
TOTAL EXPENSE	\$	\$	+\$5,390

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 14, 2011

DATE OF PUBLIC HEARING: May 12, 2011

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2011.

Jim Mackovjak
Mayor

Attest: Kapryce Manchester, CMC
City Clerk

CITY OF GUSTAVUS, ALASKA
RESOLUTION NO. 2011-16

A RESOLUTION OF THE CITY OF GUSTAVUS, ALASKA, REQUESTING THE
ALASKA REDISTRICTING BOARD ADOPT BOUNDARIES FOR HOUSE
DISTRICT 4 ENCOMPASSING NORTHERN LYNN CANAL, AND ICY STRAIT.

WHEREAS, as a result of the 2010 Census and the resulting loss of population in SE Alaska, the Alaska Redistricting Board is considering making changes to election districts that will directly affect Gustavus and neighboring communities with which much is shared; and

WHEREAS, the Alaska Constitution imposes a number of state law requirements on redistricting plans for both the House and Senate seats; and

WHEREAS, three of those requirements are:

1. Districts should contain a relatively integrated socio-economic area, meaning that different communities in a district should interact with each other, not just be homogeneous.
2. Consideration may be given to local government boundaries.
3. Consideration should be given to drainage and geographic features wherever possible.

WHEREAS, the communities of Northern Lynn Canal include Haines, Klukwan, Skagway, Excursion Inlet and Auke Bay share common aspects of life including social, cultural economical and political ties; and

WHEREAS, the communities share a major transportation corridor for the district through the Alaska Marine Highway, and rural airline transportation links and shopping base, and

WHEREAS students who attend UAS reside in college dorms near campus and faculty and support staff work on campus and reside around Auke Bay and on waterfront property stretching along north Glacier Highway, and

WHEREAS there are federal, state and local public employees who live in this district, including the NOAA facility, the Glacier Bay National Park and Preserve and the Haines State Forest, and

WHEREAS, tourism is a major industry in all the district's communities; as well as commercial and sport fishing being common occupations in all the Lynn Canal towns with the hub centered around Auke Bay.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Gustavus, Alaska, that the City of Gustavus does hereby urge the Alaska Redistricting Board to adopt boundaries for House District 4 that reflect the recommendations by 'Alaska for Fair Redistricting' for communities including Haines, Skagway, Gustavus and Auke Bay, which are located along Lynn Canal the major transportation corridor for the district. These towns use common airports, ferry and shopping bases and comprise a total population of 17,819.

PASSED and APPROVED by the Gustavus City Council this _____ day of May, 2011.

Jim Mackovjak, Mayor

Louis Cacioppo, Vice Mayor

Melanie Lesh, Council Member

Tim Sunday, Council Member

John Nixon, Council Member

Joe Lassiter, Council Member

Karen Colligan-Taylor, Council Member

Attest: Kapryce Manchester, CMC
City Clerk

**CITY OF GUSTAVUS, ALASKA
RESOLUTION NO. 2011-17**

**A RESOLUTION BY THE CITY OF GUSTAVUS IN SUPPORT OF THE
GUSTAVUS VOLUNTEER FIRE DEPARTMENT'S FORCE ACCOUNT WORK
ON THE FIRE HALL UPGRADES WITH CIP FUNDS**

WHEREAS, City of Gustavus Ordinance 4.16.020 (a) Competitive Bidding requires all purchases over 5K to be put out to written bid and the lowest responsible bidder awarded the contract and approved by the Council before purchase and

WHEREAS, the Gustavus Volunteer Fire Department (GVFD) seeks to upgrade its Fire Hall using these procedures for the procurement of materials and subcontracts and while employing City-hired carpenters and

WHEREAS, the GVFD Fire Chief will be overseeing any and all employees and subcontractors on the CIP work and be responsible for the execution thereof and

WHEREAS, the Fire Chief will submit to the Mayor the lowest responsible quote on all items for his approval before purchase, but will not bring each individual item before the Council for approval in order to expedite the process and complete the CIP work this summer and

WHEREAS, the Fire Chief will follow all City published purchasing Ordinance and guidelines in this process and

WHEREAS, the Fire Chief intends to use the whole CIP amount of 101,000.00 this summer renovating the building, septic system and fire alarm system and can only accomplish this thru force account and the competitive bid process on all materials and services and

NOW THEREFORE BE IT RESOLVED, the Gustavus City Council supports the request by the GVFD to bypass the Council approval process on each individual item purchased and

- 1) The competitive bid process will be followed for each purchase over 5K.
2. The Mayor shall approve each purchase after being shown the list of prices received.

3. The Fire Chief shall not spend more than the allowed amount in the CIP of \$101,000.00 as shown in his budget.

4. Local vendors will be used wherever possible and a 5% bidders preference will be given to local vendors for materials and services.

PASSED and APPROVED by the Gustavus City Council this _____ day of April, 2011.

Jim Mackovjak, Mayor

Louis Cacioppo, Vice Mayor

Melanie Lesh, Council Member

Tim Sunday, Council Member

John Nixon, Council Member

Joe Lassiter, Council Member

Karen Colligan-Taylor, Council Member

Attest: Kapryce Manchester, CMC
City Clerk

City of Gustavus, Alaska
Ordinance No. FY11-32NCO

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE
ESTABLISHMENT AND ADOPTION OF THE BUDGET FOR
FISCAL YEAR 2012**

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 12, 2011

DATE OF PUBLIC HEARING: June 9, 2011

PASSED and APPROVED by the Gustavus City Council this
_____ day of _____ 2011.

Jim Mackovjak, Mayor

Attest: Kapryce Manchester, CMC
City Clerk

Attachment: FY12 City of Gustavus Budget

City of Gustavus Municipal Budget FY12- DRAFT

ADMINISTRATION		BOROUGH	
Income		Income	
Fisheries Business Tax Payment	\$ 400.00	City Funds	\$ 10,400.00
Payment In Lieu of Taxes	\$ 75,000.00		
Municipal Energy Grant Reserve	\$ 4,000.00		
Interest Income	\$ 300.00	TOTAL INCOME	\$ 10,400.00
Lease Income	\$ 10,289.00		
Sales Tax Income	\$ 183,500.00		
Tax Exempt Cards	\$ 80.00		
Legislative Grant	\$ 93,000.00		
State Revenue Sharing	\$ 118,000.00		
Business License Fees	\$ 2,500.00		
Fish Box Tax Sticker Income	\$ 6,000.00	Expense	
TOTAL INCOME	\$ 493,069.00	Advertising	\$ -
Expense		Contractual Services	\$ 6,000.00
Advertising	\$ 2,000.00	Postage & Shipping	\$ 400.00
Capital Expense	\$ 93,000.00	Professional Service	\$ 2,000.00
Contractual Services	\$ 4,000.00	Supplies Office	\$ 50.00
Donations Expense	\$ 50.00	Telephone	\$ 100.00
Dues/Fees	\$ 2,250.00	Travel	\$ 1,850.00
Election Pamphlets	\$ 400.00	TOTAL EXPENSE	\$ 10,400.00
Equipment	\$ 1,500.00		
Fish Box Tax Sticker Refund	\$ -		
Fish Box Tax Sticker Printing	\$ 1,000.00		
Freight	\$ 500.00		
Encumbered Funds - Audit	\$ 10,000.00		
GVA	\$ 16,800.00		
Insurance	\$ 3,000.00		
Maintenance & Repair	\$ 3,600.00		
Payroll Expenses	\$ 75,200.00		
Postage & Shipping	\$ 2,000.00		
Professional Services	\$ 50,000.00		
Public Works	\$ 5,000.00		
Reserve Funds	\$ 39,000.00		
Supplies - Office	\$ 3,500.00		
Telephone	\$ 2,500.00		
Training	\$ 3,500.00		
Travel	\$ 9,000.00		
Utilities	\$ 4,000.00		
TOTAL EXPENSE	\$331,800.00		
Net Income -To City Committees	\$161,269.00		

City of Gustavus Municipal Budget FY12

DRC

Income

City Funds	\$ 26,800.00
DRC Income	\$ 52,000.00
Encumbered Committee Funds	\$ 1,040.00
Fundraising	\$ 500.00
Grants	
State CIP	
Interest Income	\$ 550.00
Municipal Energy Grant Reserve	\$ 1,900.00
TOTAL INCOME	\$ 82,790.00

Expense

Bank Fees	\$ -
Capital Expense	\$ -
Contractual Services	\$ 1,000.00
Dues/Fees	\$ 525.00
Equipment	\$ 4,430.00
Freight	\$ 10,000.00
Fundraising	\$ 500.00
Insurance	\$ 4,500.00
Landfill Closure Fund	\$ 530.00
Maintenance & Repair - Building	\$ 700.00
Payroll Expenses	\$ 50,325.00
Postage & Shipping	\$ 100.00
Professional Services	\$ -
Supplies - General	\$ 3,000.00
Supplies - Office	\$ 500.00
Telephone	\$ 1,330.00
Training	\$ 950.00
Travel	\$ 2,500.00
Utilities	\$ 1,900.00

TOTAL EXPENSE \$ 82,790.00

PARKS & REC

Income

City Funds	\$ -
Encumbered Committee Funds	
TOTAL INCOME	\$ -

Expense

Contractual Services	
Supplies - General	
TOTAL EXPENSE	\$ -

City of Gustavus Municipal Budget FY12

GCN		GVFD	
Income		Income	
		City Funds	\$ 82,660.00
City Reserve	\$ -	Encumbered Committee Funds	\$ -
Encumbered Committee Funds	\$ -	Forest Service Recpt Encumbered	\$ -
Grants	\$ -	Fundraising	\$ 2,000.00
Subscriber Fees	\$ 38,911.00	GVFD - ARFF Income	\$ 22,400.00
Municipal Energy Grant Reserve	\$ -	Grants	
TOTAL INCOME	\$ 38,911.00	SEREMS	\$ 1,000.00
		CIP Grant	\$ 101,500.00
		Municipal Energy Grant Reserve	\$ 7,500.00
		TOTAL INCOME	\$ 217,060.00
Expense		Expense	
Advertising	\$ 240.00	Capital Expense	\$ 101,500.00
Bank Charges	\$ 1,730.00	Contractual Services	\$ 500.00
Capital Expense- Tower Const.	\$ 5,783.00	Dues/Fees	\$ 500.00
Contractual Services	\$ 13,171.00	Equipment	\$ 3,000.00
Equipment Maintenance & Repair	\$ 500.00	Fundraising Expense	\$ 2,000.00
Insurance	\$ 300.00	Freight	\$ 750.00
Postage & Shipping	\$ -	Insurance	\$ 8,000.00
Supplies - General	\$ -	Maintenance & Repairs Building	\$ 500.00
Telephone/Broadband/Satelite	\$ 17,135.00	Payroll Expense	\$ 81,240.00
Dial-up Lines		Postage & Shipping	\$ 400.00
Backhaul Provider		Professional Services	\$ 300.00
Utilities		Supplies - EMS	\$ 1,000.00
Encumbered Committee Funds	\$ 52.00	Supplies - General	\$ 500.00
TOTAL EXPENSE	\$ 38,911.00	Supplies - Office	\$ 500.00
		Supplies - Fire	\$ 1,000.00
		Stipend	\$ -
		Telephone	\$ 2,200.00
		Training	\$ 4,500.00
		Travel	\$ 1,170.00
		Utilities	\$ 7,500.00
		TOTAL EXPENSE	\$ 217,060.00

City of Gustavus Municipal Budget FY12

LANDS COMMITTEE

Income

City Funds	\$ -
Gravel Sales Income	\$ 18,000.00
TOTAL INCOME	\$ 18,000.00

Expense

Advertising	\$ -
Contractual Services	\$ -
Encumbered Comm. Funds	\$ 16,400.00
Postage & Shipping	\$ -
Professional Services	\$ 1,500.00
Supplies - Office	\$ 100.00
Telephone	\$ -
TOTAL EXPENSE	\$ 18,000.00

LIBRARY

Income

City Funds	\$ 36,400.00
City Reserve	\$ -
Donations	\$ 500.00
Encumbered Comm. Funds	\$ 3,000.00
Fundraising	\$ 2,000.00
Grants	
Public Library Assistance	\$ 6,300.00
Summer Reading	
Continuing Ed	\$ 1,000.00
Library Income	\$ 1,350.00
E-Rate	
General Revenue	
Municipal Energy Grant Reserve	\$ 10,000.00
TOTAL INCOME	\$ 60,550.00

Expense

Contractual Services	\$ 3,783.00
Dues/Fees	\$ 125.00
Equipment Maintenance & Repair	\$ 500.00
Freight	\$ 200.00
Fundraising Expenses	\$ 500.00
Insurance	\$ 2,400.00
Library Materials	\$ 5,378.00
Maintenance & Repair Building	\$ 1,000.00
Payroll Expense	\$ 30,824.00
Postage & Shipping	\$ 650.00
Supplies - General	\$ 2,000.00
Telephone	\$ 1,500.00
Training	\$ 320.00
Travel	\$ 1,370.00
Utilities	\$ 10,000.00
TOTAL EXPENSE	\$ 60,550.00

City of Gustavus Municipal Budget FY12

MARINE FACILITIES

Income

City Funds	\$	4,609.00
Grants	\$	-
City Reserve	\$	-
Facilities Usage Fees	\$	7,700.00
TOTAL INCOME	\$	12,309.00

Expense

Contractual Services	\$	4,850.00
Encumbered Committee Funds	\$	4,609.00
Maintenance & Operation	\$	-
Payroll	\$	150.00
Professional Services	\$	2,000.00
Postage	\$	400.00
Supplies - General	\$	300.00
Supplies - Office	\$	-
Telephone	\$	-
TOTAL EXPENSE	\$	12,309.00

PLANNING

Income

City Funds		
Grant		
EDA		
TOTAL INCOME	\$	-

Expense

Supplies - General		
Contractual Services		
Postage & Shipping		
TOTAL EXPENSE	\$	-

City of Gustavus Municipal Budget FY12

ROAD MAINTENANCE

Income

City Funds

Encumbered Committee Funds \$ 116,250.00

TOTAL INCOME \$ 116,250.00

Expense

Equipment Maintenance & Repair \$ 5,000.00

Freight \$ 1,000.00

Professional Services \$ 5,000.00

Road Maintenance \$ 65,000.00

Snow Plowing \$ 40,000.00

Supplies - General \$ 150.00

Telephone \$ 100.00

TOTAL EXPENSE \$ 116,250.00

Septage

Income

City Funds

\$ 400.00

TOTAL INCOME \$ 400.00

Expense

Dues/Fees \$ -

Postage & Shipping \$ 300.00

Supplies - General \$ -

Supplies - Office \$ -

Telephone \$ 100.00

Training \$ -

Travel \$ -

TOTAL EXPENSE \$ 400.00

CITY FUNDS
TO COMMITTEES
\$ 161,269.00

TOTAL CITY INCOME	\$886,470.00
TOTAL CITY EXPENSE	\$886,470.00