



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

GENERAL MEETING PACKET for THE PUBLIC

February 10th, 2014



GUSTAVUS CITY COUNCIL

GENERAL MEETING

FEBRUARY 10TH, 2014

7:00 P.M. CITY HALL

Mayor:

Sandi Marchbanks

mayor@gustavus-ak.gov

Term Expires 2014

Vice Mayor: Lori Trummer

lori.trummer@gustavus-ak.gov

Term Expires 2016

Morgan DeBoer Council Member

morgan.deboer@gustavus-ak.gov

Term Expires 2015

Jeff Irwin Council Member

jeff.irwin@gustavus-ak.gov

Term Expires 2016

Tim Sunday Council Member

tim.sunday@gustavus-ak.gov

Term Expires 2015

Seat D - Vacant

Term Expires 2014

Seat G - Vacant

Term Expires 2015

Noël Farevaag

City Clerk/Treasurer

Michael Petty

Deputy City Clerk

Agenda

1. Call To Order
2. Roll Call
3. Reading and Approval of Minutes:
 - A.** January 13, 2014
4. Mayor's Request for Agenda Changes:
5. Committee Reports:
 - A.** GVA
 - B.** DRC
 - C.** Roads Committee
6. Public Comment on Non-agenda Items Only
7. Consent Agenda:
8. Ordinance for Publication
 - A.** Chapter 6 Library Ordinance Amendments 6.01.010 to 6.01.070
9. Ordinance for Public Hearing:
 - A.** FY14-10NCO AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE ADMINISTRATION BUDGET FOR FISCAL YEAR 2014
 - B.** FY14-11NCO AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF GUSTAVUS PUBLIC LIBRARY BUDGET FOR FISCAL YEAR 2014
10. Resolutions:
 - A.** Resolution 2014-05 A RESOLUTION BY-PASSING THE COMPETITIVE BID PROCESS FOR THE GUSTAVUS BEACH PUBLIC RESTROOM KIT
 - B.** Resolution 2014-06 A RESOLUTION BY-PASSING THE COMPETITIVE BID PROCESS AND AWARDED AN EXTENSION TO THE CONTRACT TO ICF INTERNATIONAL FOR "BROADBAND TECHNICAL CONSULTANT" SERVICES
 - C.** Resolution 2014-07 A RESOLUTION APPROVING THE REQUEST FOR THE GUSTAVUS VOLUNTEER FIRE DEPARTMENT TO ESTABLISH A PAY SCHEDULE FOR AMBULANCE SERVICES
 - D.** Resolution 2014-08 A RESOLUTION APPROVING SUBMISSION OF AN APPLICATION TO THE ALASKA FEDERAL LANDS ACCESS PROGRAM FOR A GRANT TO PLAN AND DESIGN A PEDESTRIAN/BICYCLE PATH ALONG MOUNTAIN VIEW ROAD BETWEEN GOOD RIVER CORNER AND THE BOUNDARY OF GLACIER BAY NATIONAL PARK



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City Clerk/Treasurer

Michael Petty

Deputy City Clerk

E. Resolution 2014-09 A RESOLUTION PROVIDING FOR A COST-OF-LIVING PAY ADJUSTMENT FOR CITY OF GUSTAVUS EMPLOYEES IN REGULAR POSITIONS

F. Resolution 2014-10 A RESOLUTION OF THE CITY OF GUSTAVUS AUTHORIZING THE CITY

CLERK/TREASURER TO ESTABLISH SEPARATE ENCUMBERED DEPARTMENT AND COMMITTEE ACCOUNTS WITHIN THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

11. Policy and Procedures for Publication:

12. Policy and Procedures for Public Hearing:

13. Unfinished Business:

14. New Business

A. Motion to approve the submission of Gustavus Landscaping's request for pit run gravel

B. Motion to approve the submission of Fairweather Construction's request for pit run gravel

C. Motion to approve the submission of Glacier Bay Construction Inc's request for pit run gravel

15. Staff Reports

16. City Council Reports

A. Mayor's Report

B. City Clerk Report

17. City Council Questions and Comments

18. Public Comments on Non-Agenda Items

19. Executive Session:

20. Adjournment

Ordinance for Publication

A. Chapter 6 Library Ordinance Amendments 6.01.010 to 6.01.070

Chapter 6.01

GUSTAVUS PUBLIC LIBRARY

Sections:

Section 6.01.010 Library established.

Section 6.01.020 Management.

Section 6.01.030 Library board.

Section 6.01.040 **Staff.** Librarian

Section 6.01.050 Statement of library policy.

Section 6.01.060 Use of the library.

Section 6.01.070 Failure to return library property.

Section 6.01.010 Library established.

There shall be a library in and for the City of Gustavus known as the Gustavus Public Library.

Section 6.01.020 Management.

The City Council of the City of Gustavus shall have overall authority and responsibility of the library.

Section 6.01.030 Library board.

- (a) An advisory Library board shall be established to guide and support the Library staff in managing the Library, and to assist with public relations, special projects, and fundraising. Library board members are appointed by Mayor and approved by the City Council. Board members may be members of the City Council. The Board shall consist of five (5) members.*
- (b) The Library board may advise the City Librarians to set policy for the operation of the Library, as needed.*
- (c) The Library board may advise the staff, as needed, in creating an annual budget to submit to the City Council for the operation of the Library.*
- (d) The Library board shall make recommendations to the mayor on the appointment of Library staff as stated in Section 2.40.150 of the Gustavus Municipal Code.*

Section 6.01.040 **Staff. Librarian**

The Librarians (one administrative and one public relations), under the supervision of the mayor, shall direct the services and perform all tasks necessary for efficient and economical

operation of the library. The administrative Librarian is responsible for overall library administration and budgeting.

Section 6.01.050 Statement of library policy.

- (a) The library shall be operated in conformance with applicable federal and state laws and regulations including but not limited to:
 - (1) AS 09.25.140, Confidentiality of Library Records.
 - (2) AS 14.56.030, State Library Programs.
 - (3) 4 AAC 57.020-33, Annual Report Library Operations.
- (b) The City of Gustavus adopts the American Library Association Library Bill of Rights and Freedom to Read. These documents will be maintained for reference in the Gustavus Public Library.

Section 6.01.060 Use of the library.

- (a) All persons shall be extended the privilege of using the library, subject to observing rules established for using the library.
- (b) **A** librarian or person in authority may prohibit any person from using the library who willfully or persistently violates any rule or whose physical condition is deemed dangerous or offensive to other persons.

Section 6.01.070 Failure to return library property.

- (a) No person shall willfully keep any library materials for more than thirty (30) days after overdue notification has been sent to the last known address.
- (b) The ~~board~~ **librarians** shall set and fix **any** overdue fees and materials replacement charges and may suspend library privileges for delinquent or non-returned library materials.
- (c) Any person who, after notice is provided under Section 6.01.060(a) does not return library material for sixty (60) days, shall be billed for the full replacement cost of the material(s) plus administrative fees and shall be subject to suspension of library privileges.

Ordinance for Public Hearing

A. FY14-10NCO AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE ADMINISTRATION BUDGET FOR FISCAL YEAR 2014

City of Gustavus, Alaska

Ordinance No. FY14-10NCO

AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF THE ADMINISTRATION BUDGET FOR FISCAL YEAR 2014

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 2014 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			
Payment in Lieu of Taxes (PILT FY14 payment exceeded expectations)	\$75,000.00	\$86,348.50	+\$11,348.50
Fisheries Business Tax Payment (FY14 payment under expectation)	\$500.00	\$298.53	-\$ 201.47
State Revenue Sharing	\$119,265.00	\$119,143.00	-\$ 122.00
Total Change in Income			\$11,025.03
EXPENSE			
Administrative Costs	\$0.00	\$5,000.00	+\$5,000.00

Advertising	\$2,000.00	\$8,000.00	+\$6,000.00
Audit	\$30,000.00	\$32,957.50	+\$2,957.50
Dues/Fees	\$2,250.00	\$1,250.00	-\$1,000.00
Election Expenses	\$0.00	\$217.53	+\$ 217.53
Fish Box Tax Sticker Printing	\$1,000.00	\$1,350.00	+\$ 350.00
Supplies - General	\$0.00	\$1,500.00	+\$1,500.00
Supplies - Office	\$3,500.00	\$5,500.00	+\$2,000.00
Training	\$3,500.00	\$1,500.00	-\$2,000.00
Travel	\$9,000.00	\$5,000.00	-\$4,000.00
Total Change in Expense			+\$11,025.03

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: *January 13, 2014*

DATE OF PUBLIC HEARING: *February 10, 2014*

PASSED and APPROVED by the Gustavus City Council this ____ day of _____ 2014.

Sandi Marchbanks, Mayor

Attest: Noël Farevaag, City Clerk/Treasurer

**B. FY14-11NCO AN ORDINANCE FOR THE CITY OF GUSTAVUS
PROVIDING FOR THE AMENDMENT OF GUSTAVUS PUBLIC
LIBRARY BUDGET FOR FISCAL YEAR 2014**

City of Gustavus, Alaska

Ordinance No. FY14-11 NCO

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE
AMENDMENT OF GUSTAVUS PUBLIC LIBRARY BUDGET FOR FISCAL YEAR 2014**

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 2014 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			
Fundraising (Brick Sales exceeded expectations)	\$1735.00	\$1943.50	+\$208.50
Donation (encumbered e-books; "Reading with Rachel")	\$550.00	\$1150.00	+\$600.00
Total Change in Income			\$808.50
EXPENSE			
Dues and fees (E-books "reading with Rachael" and YALSA membership)	\$247.00	\$972.00	+\$725.00
Fundraising Expenses (Brick Sales Orders)	\$250.00	\$350.00	+\$100.00

Postage and Shipping	\$150.00	\$450.00	+\$300.00
Library Materials	\$5931.00	\$6448.55	+\$517.55
Insurance	\$2400.00	\$1805.95	<-\$594.05>
Contractual Services (snow removal being taken over by CoG)	\$3631	\$3391.00	<-\$240.00>

Total Change in Expense **\$808.50**

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: *January 13, 2014*

DATE OF PUBLIC HEARING: *February 10, 2014*

PASSED and APPROVED by the Gustavus City Council this _____ day of _____, 2014.

Sandi Marchbanks, Mayor

Attest: Noël Farevaag, City Clerk/Treasurer

Resolutions

A. Resolution 2014-05 A Resolution by-passing the Competitive Bid Process for the Gustavus Beach Public Restroom Kit

City of Gustavus Resolution 2014-05

A RESOLUTION BY-PASSING THE COMPETITIVE BID PROCESS FOR THE GUSTAVUS BEACH RESTROOM FACILITY AND DIRECTING THE CITY CLERK/TREASURER TO PURCHASE THE KIT

WHEREAS, the Gustavus City Council received numerous comments over the past 10 years, by the public, requesting a public restroom facility at the Gustavus beach; and

WHEREAS, the Beach Committee researched the various public restroom kits and manufacturers' prices available and chose the kit built by Romtec, Inc.(Romtec) of Roseburg, Oregon based on price, availability and that the kit is used and endorsed by the State of Alaska, the U.S. Forest Service and the National Park Service; and

WHEREAS, the style and design of the kit built by Romtec was heartily approved by members of the public and the Gustavus City Council; and

WHEREAS, the City of Gustavus Beach Committee submitted a Capital Improvements Projects (CIP) request to the Alaska legislature in January, 2013, for a public restroom at the Gustavus beach; and

WHEREAS, the public restroom CIP request was the only project chosen by the Alaska legislature for Gustavus in fiscal year 2013; and now therefore be it

RESOLVED, the Gustavus City Council choses to by-pass the competitive bid process in the ordering and purchase of the public restroom kit, and direct the City Clerk/Treasurer to purchase same.

PASSED AND APPROVED by the Gustavus City Council this 10th day of February, 2014.

Sandi Marchbanks, Mayor

Attest: Michael Petty, Deputy Clerk

B. Resolution 2014-06 A Resolution by-passing the competitive bid process and awarding an extension to the contract to ICF International for "Broadband Technical Consultant" Services

**CITY OF GUSTAVUS, ALASKA
RESOLUTION 2014-06**

**A RESOLUTION OF THE CITY OF GUSTAVUS BYPASSING THE COMPETITIVE BID PROCESS AND
AWARDING AN EXTENSION TO THE CONTRACT TO ICF INTERNATIONAL FOR "BROADBAND TECHNICAL
CONSULTANT" SERVICES**

WHEREAS, the City of Gustavus requested, and the Alaska Legislature awarded, a grant to plan and design a model community broadband network; and

WHEREAS, after a competitive process, the City of Gustavus awarded a broadband planning contract to ICF International; and

WHEREAS, on October 4, 2012, the City of Gustavus accepted the Gustavus Broadband Plan authored by ICF International and has found that firm's performance entirely satisfactory; and

WHEREAS, the City of Gustavus has identified a need for certain "broadband technical consultant" services, including assistance with the solicitation, selection, and oversight of design and construction contractors; and

WHEREAS, the City of Gustavus and its project manager lack essential technical knowledge and experience relating to the "broadband technical consultant" services; and therefore be it

RESOLVED that award of a "broadband technical consultant" contract is not subject to competition per municipal code section 4.17.120(b) due to the contractor's unique qualifications; and be it further

RESOLVED that the Gustavus City Council hereby certifies that a competitive bid process to hire a "broadband technical consultant" is impractical due to the excellent results we have had working with ICF International for the past one and one-half (1-1/2) years; and be it further

RESOLVED that the Gustavus City Council authorizes and directs the Mayor to bypass the competitive bid process per city ordinance and to negotiate and award a contract for "broadband technical consultant services" to ICF International for time and expenses not to exceed \$40,000, such funds to be reimbursed from the FY12 DCCED broadband planning grant.

PASSED and APPROVED by the Gustavus City Council this 10th day of February, 2014.

Sandi Marchbanks, Mayor

Noel Farevaag, City Clerk/Treasurer

C. Resolution 2014-07 A Resolution Approving the Request For the Gustavus Volunteer Fire Department to Establish a Pay Schedule for Ambulance Services

**CITY OF GUSTAVUS
RESOLUTION 2014-07**

**A RESOLUTION APPROVING THE REQUEST FOR THE GUSTAVUS VOLUNTEER
FIRE DEPARTMENT TO ESTABLISH A PAY SCHEDULE FOR AMBULANCE
SERVICE**

WHEREAS, the City of Gustavus wishes to provide the community of Gustavus with the best possible service from the volunteer fire department and EMS; and

WHEREAS, City Council seeks to establish a pay schedule to offset the significant cost of providing ambulance service; and

WHEREAS, there will be established a volunteer, yearly subscription for residents of Gustavus providing ambulance service at a rate as set forth by the Gustavus City Council based on industry standards for communities similarly-sized to Gustavus; and

WHEREAS, the non-residents of the City of Gustavus will pay a per-use rate established by the City Council that is based on industry standards for communities similarly sized to Gustavus; and therefore be it

RESOLVED, That the Gustavus City Council approves the establishment of a rate and schedule for ambulance services of the Gustavus Volunteer Fire Department/EMS.

PASSED AND APPROVED by the Gustavus City Council this 10th day of February, 2014.

Sandi Marchbanks, Mayor

Attest: Michael Petty, Deputy Clerk

D. Resolution 2014-08 A RESOLUTION APPROVING SUBMISSION OF AN APPLICATION TO THE ALASKA FEDERAL LANDS ACCESS PROGRAM FOR A GRANT TO PLAN AND DESIGN A PEDESTRIAN/BICYCLE PATH ALONG MOUNTAIN VIEW ROAD BETWEEN GOOD RIVER CORNER AND THE BOUNDARY OF GLACIER BAY NATIONAL PARK.

CITY OF GUSTAVUS, ALASKA

RESOLUTION 2014-08

A RESOLUTION APPROVING SUBMISSION OF AN APPLICATION TO THE ALASKA FEDERAL LANDS ACCESS PROGRAM FOR A GRANT TO PLAN AND DESIGN A PEDESTRIAN/BICYCLE PATH ALONG MOUNTAIN VIEW ROAD BETWEEN GOOD RIVER CORNER AND THE BOUNDARY OF GLACIER BAY NATIONAL PARK.

WHEREAS, The City of Gustavus strives to provide a safe, healthy, and attractive environment for all its residents and visitors; and

WHEREAS, Pedestrians and bicyclists in Gustavus, among them many children on their way to and from school, currently have no option other than to walk or ride on narrow shoulders along Mountain View Road; and

WHEREAS, A pedestrian/bicycle path will separate pedestrians and bicyclists from vehicular traffic, which will increase safety; and

WHEREAS, Gustavus residents will have an enhanced and safer opportunity to conduct their normal business or recreation by walking or riding a bicycle; and

WHEREAS, The visitor experience at Gustavus will be enhanced by the opportunity to safely experience Gustavus by walking or riding a bicycle; and

WHEREAS, The pedestrian/bicycle path will be an avenue to better community health because people of all ages will have an enhanced opportunity to get exercise by walking or riding a bicycle; and

WHEREAS, The construction of a pedestrian/bicycle path along Mountain View Road between Good River corner and the Glacier Bay National Park boundary will be an important component of a potential pedestrian/bicycle path that will connect the Gustavus Airport to Bartlett Cove; and therefore be it

RESOLVED, That the Gustavus City Council approves the submission of an application to the Alaska Federal Lands Access Program for a grant in the amount of \$463,947.00 to plan and design a pedestrian/bicycle path along Mountain View Road between Good River corner and the boundary of Glacier Bay National Park.

PASSED AND APPROVED by the Gustavus City Council this ____th day of February 2014.

Sandi Marchbanks, Mayor

Attest: Michael Petty, Deputy Clerk

E. Resolution 2014-09 A RESOLUTION PROVIDING FOR A COST-OF-LIVING PAY ADJUSTMENT FOR CITY OF GUSTAVUS EMPLOYEES IN REGULAR POSITIONS

CITY OF GUSTAVUS, ALASKA

Resolution 2014-09

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

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

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

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

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

WHEREAS, the last Cost of Living Pay Adjustment was given to all Regular Position employees in November 2011, and

WHEREAS, the logical time to approve the Cost of Living Pay Adjustment is before the Gustavus City Council has adopted the next Fiscal Year budgets, and

WHEREAS, the consumer price index (CPI) was 2.7% during Calendar year 2013; and now therefore be it

RESOLVED, by the City Council of the City of Gustavus that the Gustavus City Council grants a 2.7% cost-of-living pay adjustment to current hourly rates (nonexempt) and base salary (exempt) for all Regular Position Employees effective July 1, 2014.

Passed and approved by the Gustavus City Council this 10th day of February, 2014.

Sandi Marchbanks, Mayor

Attest: Michael Petty, Deputy Clerk

F. Resolution 2014-10 A RESOLUTION OF THE CITY OF GUSTAVUS AUTHORIZING THE CITY CLERK/TREASURER TO ESTABLISH SEPARATE ENCUMBERED DEPARTMENT AND COMMITTEE ACCOUNTS WITHIN THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

City of Gustavus, Alaska
Resolution 2014-10

A RESOLUTION OF THE CITY OF GUSTAVUS AUTHORIZING THE CITY CLERK/TREASURER TO ESTABLISH SEPARATE ENCUMBERED DEPARTMENT AND COMMITTEE ACCOUNTS WITHIN THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL

WHEREAS, the City of Gustavus established a fund account with the Alaska Municipal League Investment Pool (AMLIP) in September, 2008; and

WHEREAS, the AMLIP account is utilized for its dedication to preservation of Capital; and

WHEREAS, the City of Gustavus AMLIP account has only shown a margin of growth with no losses; and

WHEREAS, the Gustavus Council approved Resolution 2014-01 “A Resolution Transferring Monies From The City Checking Account for Committee and Department Special Projects and Needs Beyond the Scope of the FY-14 Budget” on January 13, 2014; and

WHEREAS, there are encumbered committee and department funds listed in “internal” accounts within the City of Gustavus accounting software, Quickbooks, that are not transparently separated into external accounts; and

WHEREAS, the City may establish encumbered funds in this way, as opposed to establishing encumbered funds within the yearly City budget; and

WHEREAS, the City requires immediate access to all department or committee encumbered funds and the ability to efficiently and transparently monitor each of those specific encumbered accounts; and therefore be it

RESOLVED, That the Gustavus City Council authorizes the City Clerk/Treasurer to establish separate encumbered committee and department fund accounts with the Alaska Municipal League Investment Pool.

PASSED and **APPROVED** by the Gustavus City Council this 10th day of February, 2014.

Sandi Marchbanks, Mayor

Attest: Michael Petty, Deputy Clerk

Item No. 14 New Business

A. Motion to approve the submission of Gustavus Landscaping's request for pit run gravel

January 7th, 2014

City of Gustavus

P.O. Box 1

Gustavus, Alaska 99826

Materials Permits

Please let this letter serve as a formal application for a materials contract in 2014.

Gustavus landscaping is applying for a requested amount of 1500 cubic yards of pit run material. This amount is consistent with the amount requested in 2013.

Thank you for your consideration,



Charles Schroth

Gustavus

Landscaping P.O.

Box 48

Gustavus, Alaska 99826

B. Motion to approve the submission of Fairweather Construction's request for pit run gravel (CLERK'S NOTE: Original material request document has handwritten information that has been word processed in italicized quotations below)

**SOLICITATION OF INTEREST FOR
PIT RUN GRAVEL**

The City of Gustavus anticipates making available approximately ten thousand (10,000) cubic yards of pit-run gravel to private enterprise during calendar year 2014. The price per cubic yard will be two dollars (\$2.00) per cubic yard.

An earnest money deposit of eight hundred dollars (\$800.00) will be required, and a bond of one thousand dollars (\$1,000.00) may be required. Applicants must have the capability of excavating to a depth of twelve feet. Contracts for pit-run gravel will be awarded at the February 10, 2014 Council General Meeting. If you are interested, please contact City Hall for an application form. Due date for applications is January 31, 2014.

Request for Pit Run Gravel

Name: *"Fairweather Construction"*

Address: *"PO BOX 116"*

Telephone: *"723-3722"*

Cubic Yards Requested: *"4,500"*

C. Motion to approve the submission of Glacier Bay Construction Inc's request for pit run gravel (CLERK'S NOTE: Original material request document Has Signature)

January 27, 2014

City of Gustavus
PO Box 1
Gustavus, AK 99826

RE: Material Sale Contract Gustavus Pit 2014 (City of Gustavus, Alaska)

Request For Material Sale

On behalf of Glacier Bay Construction, Inc., I hereby request a material sale contract to remove five thousand-five hundred (5500) cubic yards of pit run aggregate, sand, and topsoil from the gravel pit owned and operated by the City of Gustavus.

Signed

Kenneth J Marchbanks, Secretary