



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

General Meeting Packet

July 8, 2019

GENERAL MEETING

JULY 8, 2019

7:00PM AT CITY HALL



Gustavus City Council:

Mayor (Seat C):

Calvin Casipit
calvin.casipit@gustavus-ak.gov
Term Expires 2020

Vice Mayor (Seat G):

Susan Warner
susan.warner@gustavus-ak.gov
Term Expires 2021

Council Member (Seat A):

Cheryl Cook
cheryl.cook@gustavus-ak.gov
Term Expires 2019

Council Member (Seat B):

Jake Ohlson
jake.ohlson@gustavus-ak.gov
Term Expires 2019

Council Member (Seat D):

Mike Taylor
mike.taylor@gustavus-ak.gov
Term Expires 2020

Council Member (Seat E):

Vacant
Temporary Appointment Expires 2019
Term Expires 2021

Council Member (Seat F):

Brittney Cannamore
brittney.cannamore@gustavus-ak.gov
Term Expires 2021

Gustavus City Hall:

City Administrator-Tom Williams
administrator@gustavus-ak.gov

City Clerk-Karen Platt
clerk@gustavus-ak.gov

City Treasurer-Phoebe Vanselow
treasurer@gustavus-ak.gov

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - A. 06-10-2019 General Meeting
4. Mayor's Request for Agenda Changes
5. Committee/Staff Reports
 - B. Gustavus Public Library
 - C. Gustavus Volunteer Fire Dept.
 - D. Gustavus Water Action Committee
 - E. Financial
 - F. City Administrator
6. Public Comment on Non-Agenda Items
7. Consent Agenda
 - A. Introduction of FY20-01NCO for Road Maintenance Funds FY19
 - B. Introduction of FY20-02NCO for Road Maintenance Funds FY20
 - C. Introduction of FY20-03NCO for Gravel Extraction Improvement Capital Project
8. Ordinance for Public Hearing
 - A. FY19-30 Title 10 Property Acquisition, Disposal, Management, and Use, Sections 10.07.010 Fines (Introduced 06-10-2019)
9. Unfinished Business:
 - A. Vacant City Council Seat E
10. New Business
11. City Council Reports
12. City Council Questions and Comments
13. Public Comment on Non-Agenda Items
14. Executive Session
15. Adjournment



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Approval of Minutes



**GUSTAVUS CITY COUNCIL
GENERAL MEETING MINUTES
June 10, 2019**

1. CALL TO ORDER:

A General Meeting of the Gustavus City Council is called to order on June 10, 2019, at 7:00pm by Mayor Casipit. There are ten (10) members of the public in attendance at Gustavus City Hall.

2. ROLL CALL:

Comprising a quorum of the City Council the following are present:

Mayor Casipit
Vice Mayor Warner
Council Member Cook
Council Member Jake Ohlson
Council Member Cannamore
Council Member Taylor

There are 6 members present, and a quorum exists
[Council Member Erin Ohlson – arrived at 7:05pm]

3. APPROVAL OF MINUTES:

A. 05-13-2019 General Meeting

MOTION: Council Member Cook moved to approve the General Meeting Minutes from 05-13-2019

SECONDED BY: Council Member J. Ohlson

PUBLIC COMMENT:

COUNCIL COMMENT:

Susan Warner – Council Member E. Ohlson date of resignation should read 6/10, not 6/13

ROLL CALL VOTE ON MOTION

YES: Cannamore, Warner, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **6/0**

4. MAYOR'S REQUEST FOR AGENDA CHANGES:

Hearing no objections, Mayor Casipit announced the agenda as set

5. COMMITTEE REPORTS/STAFF REPORTS:

A. Marine Facilities – Coordinator, Ben Sadler provide a written report and oral summary

B. Financial – Treasurer, Phoebe Vanselow provided a brief summary

C. City Administrator – City Administrator, Tom Williams discussed Guardian Flight would like to do a community presentation. DEC is hosting a skype conference regarding alternative water sources for the community June 11th. GLBA Frontcountry plan transportation presentation on June 18th.

6. PUBLIC COMMENT ON NON-AGENDA ITEMS:

1) Julie Howell – beach barriers as described in Cooperative Resource Management Agreement (CRMA) vs. implementation plan for 2019

2) Annie Mackovjak – beach barriers as described in CRMA vs. implementation plan for 2019

7. CONSENT AGENDA:

8. ORDINANCE FOR PUBLIC HEARING:**A. FY19-23NCO FY20-Budget (Introduced 04-08-2019)**

MAIN MOTION: Council Member Cook moved to approve FY19-23NCO FY20-Budget (Introduced 04-08-19)

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT:

1. Robynn Jones for Gustavus Visitors Association (GVA) – request budget increase for GVA for FY20 per marketing plan
2. Natalia Casipit – GVA marketing plan is in place until marketing director is up to speed and city's strategic plan is finalized
3. Jim Kearns – requesting full funding for GVA's FY20 budget request plus \$5000 for FY19
4. Artemis BonaDea – comment on City Administrator position changing from 0.75 FTE to full-time

COUNCIL COMMENT:

1. Council Member Taylor – hunting and fishing regulations paragraph should be removed from GVA marketing plan
2. Vice Mayor Warner – requests clarification for GVA total budget request for FY20 (room tax funds vs. endowment fund grants) – in addition to \$20,000 in budget as of now, increase by \$12,116.19
3. Council Member Cook – appreciates GVA's marketing plan having some measurables; supports increase in GVA budget
4. Council Member J. Ohlson- appreciates GVA's efforts and supports FY20 increase but not FY19
5. Vice Mayor Warner – appreciates GVA's efforts
6. Council Member Cannamore – in agreement
7. Council Member E. Ohlson – appreciates GVA's efforts but wants to widen the participation of more Gustavus businesses; supports FY20 increase but not FY19
8. Council Member Taylor – GVA marketing plan incorporates items the city council has requested; supports increased FY20 funding
9. Mayor Casipit – supports GVA's increased budget request and appreciates marketing plan addressing the council's concerns

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moved to revise the FY20 budget appropriation to fund the full \$32,000 request of the Gustavus Visitors Association.

SECONDED BY: Council Member Ohlson

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Warner, Cook

NO:

AMENDMENT **PASSES**/FAILS 7/0

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moved that the FY20 budget be revised to retain the City Administrator as a part-time position (0.875 FTE or up to 35 hours per week) as originally hired.

SECONDED BY: Council Member Cannamore

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: Warner

NO: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Cook

AMENDMENT **PASSES**/FAILS 1/6

MOTION TO AMEND MAIN MOTION: Motion by Council Member Taylor to increase the FY20 budget income for Prior-Year Cash Balance by \$12,000

SECONDED BY: Vice Mayor Warner

COUNCIL COMMENT:

1. Council Member Taylor – needed to balance the budget with the increased GVA budget line-item

ROLL CALL VOTE ON AMENDMENT:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS **7/0**

ROLL CALL VOTE ON MAIN MOTION AS AMENDED:

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

AMENDMENT **PASSES**/FAILS **7/0**

Mayor Casipit called for a recess at 8:26pm, the meeting reconvened at 8:34pm

B. FY19-27NCO Providing for the Amendment of Department Budgets for FY19 (Introduction 05-13-19)

MOTION: Council Member E. Ohlson moved to adopt FY19-27NCO Providing for the Amendment of Department Budgets for FY19 (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT:

ROLL CALL VOTE ON MOTION:

YES: E. Ohlson, J. Ohlson, Taylor, Casipit, Cannamore, Warner, Cook

NO: 0

MOTION **PASSES**/FAILS **7/0**

C. FY19-28NCO Providing for the Roadside Brusher Sale (Introduction 05-13-19)

MOTION: Council Member J. Ohlson moves to approve FY19-28NCO Providing for the Roadside Brusher Sale (Introduction 05-13-19)

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Council Member Taylor
2. Council Member J. Ohlson

ROLL CALL VOTE ON MOTION

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **7/0**

D. FY19-29NCO Providing for the Amendment of Road Maintenance Budget for FY19 (Introduction 05-13-19)

MOTION: Council Member Taylor moved to adopt FY19-29NCO Providing for the Amendment of Road Maintenance Budget for FY19 (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

ROLL CALL VOTE ON MOTION

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **7/0**

E. FY19-26 Amendments to Title 3 – Personnel (Introduction 05-13-19)

MOTION: Council Member Cannamore moved to approve FY19-26 Amendments to Title 3 – Personnel (Introduction 05-13-19)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner makes a motion to add a new second and third paragraph to Title III Section 3.08.050 that states the following:

City employees may use government property only as authorized. Employees may occasionally use City landline telephones for personal calls when they are necessary, provide a benefit to the City, and do not result in any additional costs to the City. Such calls are deemed to be in the interest of the City to the extent they enable employees to remain at work, thereby increasing government efficiency. Personal phone calls may not adversely affect the performance of official duties or the employee's work performance, must be of reasonable duration and frequency, and could not reasonably be made during non-duty hours.

It is important to note that any email on any City of Gustavus ~~email~~ device or system may Become an official record. Employees have no right to privacy for email transmissions, the City may be required to release employee emails pursuant to court, legal, or Congressional orders.

SECONDED BY: Council Member Cook

COUNCIL COMMENT:

1. Council Member E. Ohlson
2. Council Member J. Ohlson
3. Council Member Taylor
4. Council Member Cook
5. Vice Mayor Warner

Note: Scrivener's Error: 1st line second paragraph, strike email and insert device

ROLL CALL VOTE ON AMENDMENT:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS **7/0**

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Casipit, J. Ohlson, Taylor, Warner, Cook, E. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS **7/0**

9. UNFINISHED BUSINESS

A. **CY19-10 A Resolution Establishing an Advisory Committee to Address the Long-Term Sustainability of the Gustavus Preschool and Child Care Services**

MOTION: Vice Mayor Warner moved to approve CY19-10 A Resolution Establishing an Advisory Committee to Address the Long-Term Sustainability of the Gustavus Preschool and Child Care Services

SECONDED BY: Council Member J. Ohlson

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Vice Mayor Warner – scrivener's error: remove "the" from "Whereas, [the] many citizens of Gustavus recognizes..."
2. Council Member E. Ohlson – scrivener's error: Resolution title should end with Child Care Programs for Gustavus but was read as Child Care Services
3. Council Member J. Ohlson – pointed out resolution states City Administrator "may" serve on the committee, so there is flexibility already there

ROLL CALL VOTE ON MOTION:

YES: Cannamore, Warner, Taylor, Casipit, Cook, J. Ohlson

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES**/FAILS **6/0**

10. NEW BUSINESS:**A. FY19-30 Title 10 Property Acquisition, Disposal, Management, and Use, Sections****10.07.010 Fines** (Public Hearing 7-8-2019)

MOTION: Council Member Cannamore moved to publish FY19-30 Title 10 Property Acquisition, Disposal, Management, and Use, Sections 10.07.010 Fines (Public Hearing 7-8-2019)

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT:

MOTION TO AMEND MAIN MOTION: Council Member Cook moves to strike littering and failure to pick up after a pet

SECONDED BY: Vice Mayor Warner

COUNCIL COMMENT:

All council members

ROLL CALL VOTE ON AMENDMENT:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, E. Ohlson, Cook

NO:

AMENDMENT **PASSES**/FAILS 7/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Casipit, Taylor, J. Ohlson, Cook, Warner, E. Ohlson, Cannamore

NO: 0

MOTION **PASSES**/FAILS 7/0

B. CY19-13 A Resolution Establishing Policy and Procedure for City use of Social Media

MOTION: Council Member E. Ohlson moved to approve CY19-13 A Resolution Establishing Policy and Procedure for City use of Social Media

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT: None

COUNCIL COMMENT:

1. Council Member J. Ohlson
2. Council Member Taylor

MOTION TO AMEND MAIN MOTION: Vice Mayor Warner moves to revise the last sentence of the "Professional Use" section to read:

Individuals may publish non-politically oriented content (such as news and events) on City social media sites which focus on extending citizen engagement (such as the library and fire hall sites) IF they have been given written authorization to do so through the City of Gustavus Authorized Social Media Form found in the City of Gustavus Social Media Guide. If public comment is allowed, it will be moderated.

Politically oriented content, such as budget, processes, meeting minutes, business, and political actions of the City, should be published to the "official" City of Gustavus social media site - which seeks to increase citizen information and participation in City governance. More socially oriented City sites may link to this government information (such as content in the City's Municode web site, for instance), as opposed to duplication in their own sites and thus help to preserve the accuracy and integrity of government information. If public comment is allowed, it will be moderated. It will also be made clear to the respondents that comments will be routed to the City Clerk to be reviewed for publication approval and then directed to the City Council. This will insure that posted citizen concerns will reach the attention of Council members for due (and timely) consideration.

SECONDED BY: Council Member Cook

At ease 9:28pm to read the amendment. Resume meeting 9:31pm.

COUNCIL COMMENT:

1. Council Member E. Ohlson
2. Vice Mayor Warner
3. Council Member Taylor
4. Vice Mayor Warner
5. Council Member Cook

Note: Scrivener's Error: "Department" after City in the first sentence and "which" should be "that" and remove "(such as the library and fire hall sites); in second paragraph, "- which" should be " , which" and City of Gustavus "government" social media site

ROLL CALL VOTE ON AMENDMENT:

YES: Cook, Casipit, E. Ohlson, Taylor, Warner, J. Ohlson, Cannamore

NO: 0

AMENDMENT **PASSES**/FAILS **7**/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Cannamore, Warner, E. Ohlson, Taylor, Casipit, Cook, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **7**/0

C. Award RFQ FY20-01RM Road Maintenance for FY20

MOTION: Council Member Taylor moved to award RFQ FY20-01RM Road Maintenance for FY20 to Glacier Bay Construction per their quotation for RFQ FY20-01RM

SECONDED BY: Council Member Cook

PUBLIC COMMENT: None

COUNCIL COMMENT: None

ROLL CALL VOTE ON MOTION:

YES: Cook, Warner, Cannamore, Taylor, Casipit, E. Ohlson, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **7**/0

D. Award Managed IT Services Contract for FY20

MOTION: Vice Mayor Warner moved to award Managed IT Services Contract for FY20 to Alaska Technical Solutions

SECONDED BY: Council Member E. Ohlson

PUBLIC COMMENT: None

COUNCIL COMMENT: None

Council Member Warner – clarifying this is awarded through language in the FY18 Managed IT Services RFP

ROLL CALL VOTE ON MOTION:

YES: Cannamore, Casipit, Cook, Taylor, Warner, E. Ohlson, J. Ohlson

NO: 0

MOTION **PASSES**/FAILS **7**/0

E. CY19-14 A Resolution Updating Endowment Fund Application Process

MOTION: Council Member Cook moved to approve CY19-14 A Resolution Revising Policy and Procedure for Gustavus Endowment Fund Grant Awards

SECONDED BY: Council Member Cannamore

PUBLIC COMMENT:

1. Erin Ohlson – concern about changes to sections about awarding three-years in a row

COUNCIL COMMENT:

1. Cook
2. Taylor

MOTION TO AMEND MAIN MOTION: Council Member Cook moved to amend CY19-14 with

- First #9 in Policy & Procedure, change item 5 to: Effective calendar year 2020, applicants may not receive an EFG award more than three consecutive years.
- Scrivener's error – second #9 should be #10, and numbers updated after accordingly
- Second #9 in P&P, second sentence “at least 3 council members”
- Application Packet cover page Eligibility Requirements Item 5 edited to say: Effective calendar year 2020, applicants may not receive an EFG award more than three consecutive years.

SECONDED: Council Member J. Ohlson

Mayor Casipit moves to waive the rules to extend the meeting past 10:00. Unanimous consent.

ROLL CALL VOTE ON AMENDMENT:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, Cook

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES**/FAILS 6/0

ROLL CALL VOTE ON MAIN MOTION, AS AMENDED:

YES: Taylor, Casipit, J. Ohlson, Warner, Cannamore, Cook

NO: 0

RECUSED: E. Ohlson

MOTION **PASSES**/FAILS 6/0

11. CITY COUNCIL REPORTS:

- A.** Mayor Casipit-Provided a written quarterly report and oral summary

12. CITY COUNCIL QUESTIONS AND COMMENTS:

- A.** Erin Ohlson – comments on beach signs; offers resignation from the City Council in order to pursue work with preschool and child care advisory committee. Mayor Casipit accepted Council Member Erin Ohlson's resignation. The Mayor and fellow council members thanked her for her service and look forward to continuing to work together.

13. PUBLIC COMMENT ON NON-AGENDA ITEMS:

14. EXECUTIVE SESSION

15. ADJOURNMENT:

Hearing no objections, Mayor Casipit adjourns the meeting at 10:08pm.



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Mayor's Request for Agenda Changes



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Committee/Staff Reports

QUARTERLY STAFF REPORT – JUNE 2019

Gustavus Public Library

1. General Library Statistics January – March 2019:

	April	May	June
Library Visitors:	1178	1233	1446
Books Checked out:	633	551	662
Movies Checked out:	353	391	540
Events/Meetings Hosted at the Library:	67	49	56



Spring 2019 Activities/Programs:

Yoga Classes	Homeschool/Study Sessions	Book Club
Class Visits	Photography Workshop	Movie Showings
Music Lessons	Knitting Group	Community Coloring
Library Band	Tutoring Sessions	Art Workshop
Test Proctoring	Story Time	Game Day
Board Meetings	Public Assistance	Robotics
Committee Meetings	Support Groups	Summer Reading
Public Meetings	Interviews	

Notable special events this quarter included a videoconference Town Hall Meeting for representatives and leaders of the communities of Gustavus, Haines, and Skagway. We hosted special guest speakers for Earth Day songs and stories, an AWARE parent presentation, as well as presentation from the Alaska Department of Fish and Game, and Glacier Bay National Park. The Summer Reading Program began in late May, and to date we have hosted 15 Summer Reading events at the library in collaboration with the NPS and volunteers in the community, with a total of 266 people attending these events. So far, 40 individual children, 11 teens/tweens, and 28 adults have participated in the Summer Reading Program.

We are grateful for all the support we have received for Summer Programming through the community, including donations of supplies, snacks, prizes, and volunteerism. A huge thank you to volunteers who have been helping out not only with program support but also cleanup! We are also thankful to have Faith Wagner supporting the library as our Summer Reading Program Intern. Faith has been assisting with all aspects of planning and implementing programs at the library.

Upcoming Programming:

The library will continue to offer regular programs such as Summer Reading events, movie nights, and book club meetings in the coming quarter. We will also continue to support weekly groups and classes, such as band and yoga, special events and presentations, and accommodate group requests for after-hours use as we are able to.

Local artist Kathy Hocker has been volunteering to host Youth Open Studios twice a month over the summer for young people to work on art projects, and we plan to continue supporting these events into the coming quarter. We have spoken to someone who works for the Hoonah Indian Association about potentially leading an at the library centered around Tlingit Art and Culture.

We are very excited to offer a week of all-ages Wizarding Summer School in late July, during which time we will be hosting a series of wizard-themed classes led by different community members at the library. Additionally, we are in communication with some local partners to see if we can offer some unique twists on story time, such as an aviation themed story hour at the airport, or an evening pajama story time for families.

2. Status of Active or Upcoming Grants:

Our library logo has been completed! The next stage for the *1000 Books Before Kindergarten* project will be to purchase bags with the new design, and we will begin the process of printing the paper materials needed for the program.

We have reached the end of our fiscal year and have successfully spent all \$7000 of our Public Library Association Grant for FY2019. The final report is due to the State Library by September 1.

Although the State of Alaska FY20 Operating Budget has been signed into law, we are still in a holding pattern on awards for our PLA and the ILC grants until the veto-override deliberations are complete. The State Library should be able to send out final Award Agreements and to get the grant process rolling again around July 15.

Status of Active or Upcoming Contracts:

Regarding the ongoing re-roofing project, Tom is working on the scoping document, the NCO, and the RFQ. Unless the council has a special meeting to get the NCO approved in August, we won't have it ready to send the RFQ out until September which would mean October/November for construction. Tom has reported that he should have the draft documents ready this week. Thank you so much for all of your hard work, Tom.

The design of the library logo has been completed, as outlined in the *1000 Books Before Kindergarten* endowment grant.

This will be our last of three years with our current internet provider, unless they bid and we choose them again in February 2020. While they have been great to work with, they still haven't quite been able to pin down the reason we have fluctuating service. Currently, they are working with Bre to troubleshoot one of the pieces of hardware that works with the microwave dish. We are interested to see who will bid for next

year's contract; a lot has changed in the last three years concerning internet. Of course, if Susan's plan comes together with the Low Orbit Satellite internet, we would help with the test runs of that system.

We continue to enjoy working with the Alaska Technical Solutions. They are always very quick to respond to our issues as they arise.

Finally, we will be starting the procedure for hiring someone to fulfill the cleaning contract; 3 hours of cleaning per week.

3. Existing projects:

- We are still working on improvements to the shoe room to improve usability and aesthetics. Having a volunteer to remove books on a regular basis has helped a lot with reducing clutter, but we are still working a way to make the space more usable and develop some kind of storage system for bags, coats that is more effective than the floor.
- Ben Sadler is currently working on the completion of the final book shelf for the Young Adult section.
- We are eager to move forward on the construction of a covered bike shed for the library. Bike storage has increasingly become an issue, as we see an influx of visitors with bikes who are reluctant to leave them on the uncovered rack. The result is that we often end up with multiple bikes in the covered area outside the staff entrance, and staff are frequently having to move these bikes, so they are not blocking the door or the book drop off. Along with this, we have noticed that patrons are frequently moving the outdoor table and chairs into this space as well, so they have a covered spot to sit. Unfortunately, this also blocks the access to the back entrance, impeding staff's ability to enter and exit the building, and creating a potential fire hazard. We would love to be able to offer our patrons a covered space for bicycles, as well as a covered area to sit outside soon!
- As limited space continues to be a challenge inside the library, we have continued to rearrange, weed out materials that are not being utilized as outlined by our weeding guidelines, and use alternative storage methods such as bins and floating shelves to maximize the space we have. We anticipate this will be an ongoing issue and will do the best we can to manage it with the resources we have.
- With our library logo design complete, we hope to be able to develop some fundraising materials, such as shirts and bags, that will bring in a little revenue for the library.

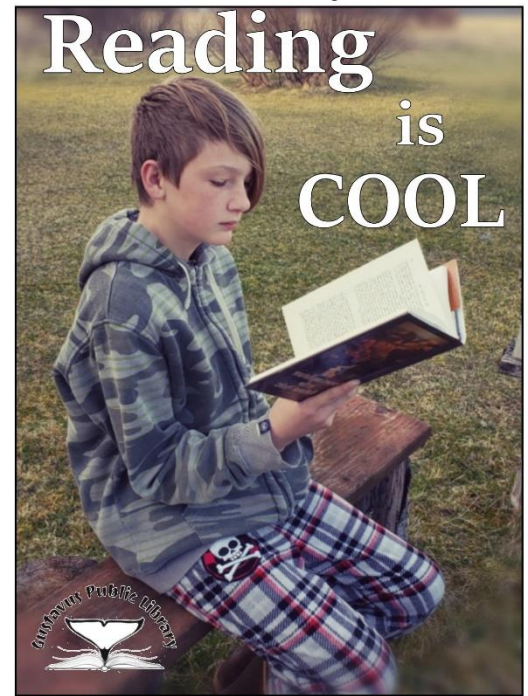
4. Past, Current & Upcoming Trainings:

Jen attended a NASA STEM (science, technology, engineering, and math) workshop in April, which was a highly valuable training teaching her how to lead different space-themed activities in preparation for the Summer Reading Program. Jen received a grant from the State Library covering the majority of the costs associated with this training. She has already implemented several of the activities she learned through this training at the library.

Jen also attended the second tier of leadership of our SLIM training; Small Library Institute of Continuing Education (SLICE), in May. This four-day workshop was designed to empower library directors and provide them with the skills to be leaders of change and innovation in their library and community, and

the training costs were fully reimbursed by the Alaska State Library. Through this training, Jen is required to develop a project to benefit the library and community and will be working on this in July.

Bre completed a month-long course, *Graphic Design for Librarians*. The project in mind would be making a series of posters using locals as models instead of buying the READ posters we've all see with famous people featured. By featuring locals, men and boys in particular, reading could become more normalized and be considered "cool"! Jen and I feel strongly that we need to consistently focus on the teen age group, and this project may be a way of engaging some teenagers in our community in a fun and creative way!



5. Budget:

Thank you, Council, for supporting your public library's' requests and suggestions for FY20! We will continue to serve the public with continued free services for all our population as well as our visitors.

Thank you all for being such a great Council - we all appreciate your work.



Gustavus Volunteer Fire Department

Quarter 2 Highlights

25 total calls to date (18 EMS, 6 Fire, 1 Other)

528.5 total volunteered hours

April

- Calls: 4 EMS, 1 Fire
- Volunteer Hours: 237.5
- 4/1/19 we had our first structure fire since I started working at the FD. Everything went better than expected. My best guess is that it was started due to some sort of electrical issue in a wall socket. 8 volunteers responded.
- Six volunteers and I spent a Saturday volunteering our time to paint the garage of the fire department. If you haven't been in the garage in the past year, it's looking completely different.
- A few volunteers helped at the Health fair taking blood pressures and blood draws.
- Three firefighters got recertified their wildland firefighter credentials. The ones that were able to attend will get a second chance when the park hosts their recertifying class.
- Hayley Zink and I attend the Southeast Alaska EMS Symposium in Sitka for a week.

May

- Calls: 5 EMS, 1 Fire
- Volunteer Hours: 179
- National Registry and the State EMS office came for a quick visit of a rural community in Southeast Alaska. The GVFD is hoping to be a testing site for new ways to distribute a secure test, without a Pearson VUE testing facility and with lower speed internet.
- The State DOT had the triannual mock airplane crash drill in which the GVFD and NPS play major roles in.
- 5/13/19 we had a roof fire off Lupine Lane. Best guess for a cause was a hot ember exited the stove pipe and landed on the shake roof. Everything went smoothly. 11 volunteers responded.

- Finally figured out what was going on with the 911 system. Working with 911 coordinator for the State Troopers, we think we narrowed the problem down to when ATT setup the LTE equipment. Soon all cellphone and LAN line calls will be routed through the trooper dispatcher.

June

- Calls: 4 EMS, 2 Fire, 1 Other
- Volunteer Hours: 112
- 7/1/19 we had a small stump fire on State Dock Road. The fire started as a controlled burn in a safe area the night before. The fire was put out when the people left and the next day when the winds picked up, it reignited the fire and it jumped about 15 feet to a pile of stumps. 7 volunteers responded.
- 7/7/19 we had another small 30'x20' grass and shrub fire next to 4 Corners. The fire started from ashes from a controlled burn early that day. The ashes were moved from the safe burning area the resident used and then dumped in bushes where they ignited. 7 volunteers responded.
- 07/13/19 a F/V sank that was tied up to a mooring buoy. There was a small oil leak that the USCG and DEC responded to and dealt with.
- We had a joint drill with the NPS working on and learning about their hydrant system.

Future Items & Other Working Projects

- Wildland Fire Behavior and Fire Weather Class after the wildland fire season is over taught by the National Weather Service.
- Hazard Mitigation Plan waiting for an update from AECOM. (Nothing new to report)
- Gustavus Rookie Firefighter Academy coming soon!!
- Emergency Planning Meeting will be someday, after completion of the SCERP plan.
- Working on some public relation and education projects. (Firewise, youth bike safety)
- Fire Engine Operator Class - Petersburg Fire Department might teach it.
- I'm working on ideas for an offsite firefighting training complex. This will help real-life training tremendously.
- I'm also researching some tools and appliances that the volunteers need to safely complete the emergency task, while being minimally staffed and reducing the risks of being in hazardous positions. (thermal imaging camera, gas meters, hi-vis coats, extrication equipment)
- Still looking into how to replace the loss of Engine 27.

**Gustavus Water Action Committee
Meeting Minutes
Date: 6/20/2019 @7:00**

Members Present: Cheryl Cook (City Council), Wayne Howell (community member), Sally McLaughlin (GPAC), Tom Williams (City Administration)

Members Absent: Rachel Parks (GVA)

Number of Public Present: 1 (Artemis BonaDea)

Member reports:

Sally:

Statewide PFAS Summit in Gustavus. Had 2 out of town guests to talk about statewide issues. They had about 60 people attend the public pot luck and about 50 or so for Saturday's presentations. One of Saturday's sessions was to write letters to the editors of papers statewide. Many topics were discussed, but two top priorities for actions are: to hold the state accountable and develop a State level action plan. Next step is to prepare for legislative session in 2020.

Tom:

Shannon and Wilson called to talk about a meeting to discuss actionable well alternative sources. Proposed cisterns for homes with a city well and water truck and all infrastructure, but then the city would be responsible for maintenance, driving, testing, etc.

Some discussions regarding the Park providing water as a possibility.

Danielle Duncan with DEC will be here the week of July 15 putting in site characterization wells for 77 Same Old Road as part of the required plan, but not on adjoining properties.

RUBA grant has had lots of applications, but ours should score high

Wayne:

Completed the questionnaire for interviewing volunteer firemen and other community members that may have pertinent info.

Public Comment: Artemis – current cistern proposals include “bells and whistles” and maybe don't need to be as elaborate but need good roof catchment.

Next meeting's agenda will include summaries from various conferences happening between now and then and possible action items that result.

Next Meeting: August 15, 2019 @ 7pm.

07/02/19

City of Gustavus

Profit & Loss Budget vs. Actual COG Accrual

Accrual Basis

July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	30.00			
Business License Fees	4,150.00	3,500.00	650.00	118.6%
Donations	1,117.50	1,000.00	117.50	111.8%
DRC Income	102,248.06	89,480.00	12,768.06	114.3%
Federal Revenue				
Natl Forest Receipts-Encumbered	45,494.92	42,673.33	2,821.59	106.6%
Payment In Lieu of Taxes	107,167.43	107,000.00	167.43	100.2%
Total Federal Revenue	152,662.35	149,673.33	2,989.02	102.0%
Fundraising	556.00	700.00	-144.00	79.4%
GVFD Income	7,905.41	8,000.00	-94.59	98.8%
Interest Income	698.82	685.00	13.82	102.0%
Lands Income	11,360.00	12,000.00	-640.00	94.7%
Lease Income	12,720.35	12,720.35	0.00	100.0%
Library Income	1,174.70	1,500.00	-325.30	78.3%
Marine Facilities Income	17,111.00	16,250.00	861.00	105.3%
State Revenue				
Community Assistance Program	85,461.43	85,461.43	0.00	100.0%
Liquor Share Tax	3,350.00	3,350.00	0.00	100.0%
Shared Fisheries Business Tax	1,884.12	1,500.00	384.12	125.6%
Total State Revenue	90,695.55	90,311.43	384.12	100.4%
Tax Income				
Retail Tax Income	393,006.20	358,636.07	34,370.13	109.6%
Room Tax Income	70,505.72	65,000.00	5,505.72	108.5%
Fish Box Tax	12,350.00	15,000.00	-2,650.00	82.3%
Penalties & Interest	25,210.35	0.00	25,210.35	100.0%
Tax Exempt Cards	320.00	150.00	170.00	213.3%
Total Tax Income	501,392.27	438,786.07	62,606.20	114.3%
Total Income	903,822.01	824,606.18	79,215.83	109.6%
Gross Profit	903,822.01	824,606.18	79,215.83	109.6%
Expense				
Administrative Costs	28,578.93	28,800.00	-221.07	99.2%
Advertising	503.57	500.00	3.57	100.7%
Bank Service Charges	2,719.62	2,250.00	469.62	120.9%
Building	16,494.71	16,280.06	214.65	101.3%
Contractual Services	41,109.22	59,500.00	-18,390.78	69.1%
Dues/Fees	7,477.94	8,000.00	-522.06	93.5%
Economic Development Services				
GVA	20,000.00	20,000.00	0.00	100.0%
Total Economic Development Services	20,000.00	20,000.00	0.00	100.0%
Election Expense	276.70	276.70	0.00	100.0%
Equipment	14,389.20	15,946.00	-1,556.80	90.2%
Freight/Shipping	19,602.90	19,900.00	-297.10	98.5%
Fundraising Expenses	0.00	50.00	-50.00	0.0%
General Liability	3,827.10	3,827.10	0.00	100.0%
Holiday gift	2,995.00	3,000.00	-5.00	99.8%
Library Materials	442.65	600.00	-157.35	73.8%
Marine Facilities	4,164.15	4,085.46	78.69	101.9%

07/02/19

Accrual Basis

City of Gustavus
Profit & Loss Budget vs. Actual COG Accrual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Payroll Expenses	425,580.93	438,798.05	-13,217.12	97.0%
Professional Services	26,707.42	30,302.77	-3,595.35	88.1%
Public Relations	728.34	730.00	-1.66	99.8%
Repair & Replacement Fund	20,095.76	20,095.76	0.00	100.0%
Road Maintenance	84,996.98	85,000.00	-3.02	100.0%
Social Services				
GCEP dba The Rookery	12,964.00	12,964.00	0.00	100.0%
Total Social Services	12,964.00	12,964.00	0.00	100.0%
Supplies	15,616.92	17,900.00	-2,283.08	87.2%
Telecommunications	19,194.90	20,640.00	-1,445.10	93.0%
Training	12,584.69	13,750.00	-1,165.31	91.5%
Travel	15,913.45	17,350.00	-1,436.55	91.7%
Utilities	16,354.11	18,900.00	-2,545.89	86.5%
Vehicle	6,390.35	7,586.95	-1,196.60	84.2%
Total Expense	819,709.54	867,032.85	-47,323.31	94.5%
Net Ordinary Income	84,112.47	-42,426.67	126,539.14	-198.3%
Other Income/Expense				
Other Income				
Encumbered Funds	42,326.67	42,426.67	-100.00	99.8%
Total Other Income	42,326.67	42,426.67	-100.00	99.8%
Net Other Income	42,326.67	42,426.67	-100.00	99.8%
Net Income	126,439.14	0.00	126,439.14	100.0%

City of Gustavus
Balance Sheet
As of June 30, 2019

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
AMLIP Capital Improv Current (0630598.1)	106,675.69
AMLIP Capital Improv Long-Term (0630598.2)	479,339.16
AMLIP Repair & Replacement (0630598.3)	257,871.43
AMLIP Road Maint - Unencumbered (0630598.4)	255,364.41
AMLIP Road Maint - Encumbered (0630598.8)	94,844.69
AMLIP Reserve (0630598.12)	757,298.46
APCM.Endowment Fund	1,424,744.29
FNBA - Checking	662,289.72
FNBA Endowment Fund - Checking	33,624.02
Petty Cash	453.36
Total Checking/Savings	4,072,505.23
Accounts Receivable	
Accounts Receivable	22,990.41
Total Accounts Receivable	22,990.41
Other Current Assets	
Prepaid fuel oil	3,796.48
Total Other Current Assets	3,796.48
Total Current Assets	4,099,292.12
TOTAL ASSETS	4,099,292.12
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,075.00
Total Accounts Payable	1,075.00
Credit Cards	
Bank of America Alaska Air Visa	3,915.30
Total Credit Cards	3,915.30
Other Current Liabilities	
Accrued Leave	5,483.41
Deferred Income	14,430.00
Total Other Current Liabilities	19,913.41
Total Current Liabilities	24,903.71
Total Liabilities	24,903.71
Equity	
Fund Balance	3,029,172.37
Opening Bal Equity	1,084,743.57
Net Income	-39,527.53
Total Equity	4,074,388.41
TOTAL LIABILITIES & EQUITY	4,099,292.12

Accounts Receivable Detail**As of 6/30/19**

\$5,063.75	Delinquent Sales Tax
\$3,586.59	Ambulance Transport Billing - In Progress
\$14,430.00	Fish-Box Tax Deferred Income
(\$89.93)	Net of Other Customer Account Balances
<hr/>	
\$22,990.41	Total

FNBA Checking Account - Unrestricted Funds Balance**As of 6/30/19**

FDIC: The standard deposit insurance coverage limit is \$250,000 per depositor, per FDIC-insured bank, per ownership category.

City of Gustavus has a tri-party agreement in place that collateralizes our account, providing protection for the full value of our account balances.

FNBA Checking Account Balance: \$662,289.72

Obligated Funds Currently in Checking Account:

MF	CP18-01 Salmon River Harbor	(\$26,076.96)
	CP18-04 LIDAR of Gustavus	(\$28,400.00)
DRC	CP18-05 DRC Pre-Processing	(\$62,000.00)
DRC	CP18-06 DRC Storage Bins - Jack	(\$1,339.16)
DRC	CP18-07 Household Haz Waste Fac.	(\$59,450.00)
DRC	CP19-02 Community Chest Maint.	(\$10,000.00)
Admin	CP19-03 Gustavus Beach Improv.	(\$45,445.24)
GVFD	CP19-04 GVFD Stryker Power Cot	(\$35,000.00)
Library	CP19-05 Library Heating Upgrade	(\$6,500.00)
DRC	CP19-06 DRC Composting Facility	(\$111,585.00)
GVFD	2019 VFA Grant	(\$3,735.00)
Library	FY19 PLA Grant	(\$80.17)
Roads	USFWS Chase Drvwy	(\$251.02)

Unrestricted Funds: **\$272,427.17**

Pending Transfers:

Roads	FY20-01NCO FY19 NFR	(\$2,824.61)
Roads	FY20-02NCO FY20 NFR	(\$85,000.00)
Lands	FY20-03NCO CP19-07 Gravel Extraction Improv.	(\$200,000.00)

Per the Unrestricted Fund Balance Policy (Res. CY18-18), the unrestricted fund balance should be 17-35% of the current fiscal year's operating expenses, with a target of 25%.

FY19 budgeted operating expenses: \$844,713.23

25% = **\$211,178.31**

17% = \$143,601.25

35% = \$295,649.63

Capital Projects 2019-2024

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Capital Projects	Budget Requested	Amount Funded	Funded Project QuickBooks Class Name	Dept./ Committee	Short Form Complete	Full Scoping Document Submitted	Council Approval	Funded Date	Notes	Proposed Completion Date	Proposed Funding Source
Funded for 2018 (most by FY18-22NCO):											
Preprocessing Storage & Driveway:											
Storage Bins/Pallet Jack (\$18,000)	\$ 18,000.00	\$ 18,000.00	CP18-06 DRC Storage Bins - Jack	DRC	N/A	9/16/2016	9/16/2016	4/8/2019		in progress	AMLIP
Household Hazardous Waste Facility	\$ 59,450.00	\$ 59,450.00	CP18-07 Household Haz Waste Fac	DRC	N/A	12/5/2016	12/12/2016	5/13/2019		2019	CIP, or AMLIP
Salmon River Harbor Clean-up & Kiosk	\$ 27,000.00	\$ 27,000.00	CP18-01 Salmon River Harbor	MF	N/A	1/3/2017	1/9/2017	6/11/2018		in progress	AMLIP
Wilson Rd. - ditching, culverts	\$ 40,000.00	\$ 40,000.00	CP18-02 Wilson Rd Drainage	Roads	N/A	1/26/2018	5/14/2018	6/11/2018		2019	AMLIP
LIDAR	\$ 28,400.00	\$ 28,400.00	CP18-04 LIDAR of Gustavus		4/5/2018	n/a	4/9/2018	6/11/2018		in progress	AMLIP
Community Chest facility maintenance	\$ 10,000.00	\$ 10,000.00	CP19-02 Community Chest Maint.	DRC	3/11/2019	N/A	3/11/2019	4/8/2019		in progress	AMLIP
Funded for 2019:											
Council Chambers Upgrade	\$ 5,250.00	\$ 5,250.00	CP19-01 Council Chambers	Admin	finite	finite	3/11/2019	3/11/2019		done	AMLIP
						10/31/2017 bike shelter only - needs revision					
Library Bike Shelter/Shed	\$ 15,000.00	\$ -		Library	N/A					2019	AMLIP
Library Roof Repair	\$ 50,000.00			Library	N/A					2019	AMLIP R&R
Library Heating Control Upgrade	\$ 6,500.00	\$ 6,500.00	CP 19-05 Library Heating Upgrade	Library	4/8/2019	N/A	4/8/2019	4/8/2019		in progress	AMLIP R&R
Gustavus Beach Improvements: Phase 1	\$ 65,800.00	\$53,150.00	CP19-03 Gustavus Beach Improv.	Admin	N/A	3/11/2019	3/11/2019	4/8/2019	Phase 1	in progress	AMLIP
						1/2/2018, revised 3/11/19	1/15/2018, revised 3/11/19	5/13/2019	Phase 2	in progress	CIP, or AMLIP CP and R&R
Compost Yard Improvement	\$ 111,585.00	\$ 111,585.00	CP19-06 DRC Composting Facility	DRC	N/A					received	AMLIP
GVFD Stryker Power Cot and Power Load	\$ 35,000.00	\$ 35,000.00	CP19-04 GVFD Stryker Power Cot	GVFD	3/11/2019	N/A	3/11/2019	4/8/2019	Total cost = \$42,000. Code Blue grant = \$7000		AMLIP
Gravel Pit Improvements	\$ 500,000.00		CP19-07 Gravel Extraction Improv.	Lands	N/A	4/25/2019	5/13/2019	pending 8/12/19		in progress	AMLIP
						9/16/2016, revised 3/11/19	9/16/2016, revised 3/11/19	5/13/2019	6/11/18 amended scoping document; 3/11/19 amended		
Inflow Storage & HHW Facility Storage Area	\$ 50,000.00	\$ 26,400.00	CP18-05 DRC Pre-Processing	DRC	N/A					2019	CIP, or AMLIP
Library Expansion - Architectural & Engineering	\$ 30,000.00	\$ -		Library	3/1/2018		2/11/2019			Mid-range	CIP
Roof/Building Expansion - Architectural & Engineering	\$ 30,000.00			GVFD	N/A	2/9/2018	2/12/2018			Mid-range	CIP
Lifepak15 Cardiac AED/Monitor	\$ 38,000.00			GVFD	2/1/2019					Mid-range	Code Blue & ?
Gustavus Beach Improvements: Parking Area	\$ 40,000.00			Admin	N/A	3/11/2019	3/11/2019		Phase 2	Mid-range	
Refurbish/Repurpose Composting Quonset	\$ 15,000.00	\$ -		DRC					Phase 3	Mid-range: 2020?	
Landscape Design consulting	\$ -	\$ -		-split-	2/20/2018				Phase 1	Mid-range	
Utility Pick-up Truck	\$ -	\$ -		GVFD	2/15/2018					Mid-range	
City Hall & Fire Hall Energy Audit Repairs				GVFD & Admin	3/1/2018	Res. CY18-12				Mid-range	
Roof/Building Expansion	\$700,000			GVFD	N/A	2/9/2018	2/12/2018, revised 2/11/2019			Long-range	CIP - state, federal grant
Driveway Relocation or River Bank Stabilization	\$ -	\$ -		Admin	N/A				Phase 2	Long-range	AMLIP
City Hall front room - carpeting, painting, windows	\$ -	\$ -		Admin	2/14/2018					Long-range	
Old P.O./Preschool building refurbish	\$ -	\$ -		Admin	2/20/2018					Long-range	
Water Tender / Road Water Truck	\$ -	\$ -		GVFD	2/15/2018					Long-range	
Edraulic Extrication Equipment	\$35,000			GVFD	2/15/2018					Long-range	AFG
911 System Upgrade	\$ -	\$ -		GVFD						Long-range	
Library Expansion	\$ -	\$ -		Library	3/1/2018					Long-range	
Grandpa's Farm Road Bridge & Culvert				Roads						Long-range	USFWS and/or AKSSF
Main Building Replacement	before landfill closes	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
Landfill Closure 4-8 years	long-term	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
Baler Purchase	long-term	\$ -		DRC	N/A	will be part of plan to be submitted in 2019				Long-range	
City Vehicle	\$ -	\$ -		-split-	2/20/2018					Long-range	
Salmon River Harbor Waterless Restrooms				MF						Long-range	
Salmon River Harbor Public Floats				MF						Long-range	
Total Capital Projects	\$1,909,985.00	\$ 420,735.00									
CAPGIS 2018 submission											
CAPGIS 2019 submission											

Incoming Grants/Scholarships to City of Gustavus FY19

Dept.	Purpose	Date Received	Amount Awarded	QB Class Name	Amount Spent to Date	Remaining Funds	Notes
Library	Library Supplies	7/13/2018	\$7,000.00	FY19 PLA Grant	\$6,919.83	\$80.17	State of AK Public Library Assistance (PLA) grant for library materials
	Reading with Rachel	7/16/2018	\$571.00	Reading with Rachel	\$571.00	\$0.00	Grant from Jon & Julie Howell
	Library Internet	7/20/2018	\$2,078.40	SoA OWL Internet Subsidy	\$2,078.40	\$0.00	Alaska OWL monthly internet subsidy
	Library Training & Travel	4/2/2019	\$1,937.76	---	\$1,937.76	\$0.00	State of AK grant for AkLA conference reimbursement
	Library Training	5/16/2019	\$500.00	---	\$500.00	\$0.00	State of AK library NASA STEM travel grant
	Library Training & Travel	6/4/2019	\$455.00	--	\$455.00	\$0.00	State of AK grant for SLICE training reimbursement
GVFD	GVFD Equipment	Spring 2018	\$25,450.00	funds can be spent over 2 years	\$13,765.50	\$11,684.50	SEREMS Code Blue Grant 2018 - GVFD pays 10% match + \$30,350 more needed for Power Cot (Code Blue will pay \$7000)
	GVFD Supplies	4/27/2018	\$7,312.50	2018 VFA Grant	\$7,312.50	\$0.00	The Volunteer Fire Assistance (VFA) provides assistance in training, equipment purchases, and prevention activities, on a cost share basis.
	Carbon Monoxide Detectors for Community Members	1/16/2019	\$945.00	approx. value of 27 sets of detectors	\$945.00	\$0.00	First Alert grant
	GVFD Supplies	3/25/2019	\$3,735.00	2019 VFA Grant	\$0.00	\$3,735.00	The Volunteer Fire Assistance (VFA) provides assistance in training, equipment purchases, and prevention activities, on a cost share basis.
	GVFD Training	5/29/2019	\$1,549.68	registr. fee for 2 attendees (\$750) + hotel reimbursement (\$799.68)			SEREMS MiniGrant for Southeast Regional Symposium
	GVFD Training	June 2019	hotel & per diem for volunteer firefighter to attend AK Rural Fire Fighter Training Seminar				State of AK, DPS, Div. Fire & Life Safety
Admin	City Clerk Training	2/12/2019	\$400.00		\$400.00	\$0.00	IIMC Foundation scholarship for IIMC institute Jun. 2018
	City Clerk Training	12/16/2018	\$500.00	--	\$500.00	\$0.00	AAMC scholarship for Nov. 2018 annual conference
	Council Member Training 10/29-	11/10/2018	\$863.09	--	\$863.09	\$0.00	State of AK/DCRA grant for travel/lodging reimbursement
	City Hall Equipment	2/20/2019	\$1,000.00	--	\$1,000.00	\$0.00	APEI Safety Grant used to purchase AED
	City Clerk Training	summer 2019	\$1,550.00	--	\$0.00	\$1,550.00	AAMC scholarship for NW Clerks Institute June 2019
	City Clerk Training	summer 2019	\$400.00	--	\$0.00	\$400.00	IIMC Foundation scholarship for IIMC institute Jun. 2019

\$56,247.43

Outgoing Grants from City of Gustavus - Endowment Fund Grant (EFG)

Resolution	Grantee	Date Awarded	Amount Awarded	QB Class Name	Amount Disbursed to Date	Remaining Funds	Notes
CY18-33	GCEP	12/11/2018	\$4,363.95	2019 EFG - GCEP	\$2,220.64	\$2,143.31	
CY18-33	GHAA	12/11/2018	\$3,424.00	2019 EFG - GHAA	\$3,424.00	\$0.00	
CY18-33	Gustavus Helping Hands	12/11/2018	\$4,540.00	2019 EFG - GHH	\$1,216.00	\$3,324.00	
CY18-33	Gustavus Public Library	12/11/2018	\$2,902.60	2019 EFG - GPL	\$86.93	\$2,815.67	
CY18-33	Gustavus School	12/11/2018	\$9,606.75	2019 EFG - GST School	\$1,839.72	\$7,767.03	
CY19-01	Gustavus Community Center	1/14/2019	\$17,514.70	2019 EFG - GCC	\$0.00	\$17,514.70	

BEACH IMPROVEMENTS

The request for estimates was published and Council member Taylor and I met with interested contractors to discuss the project. The group went to the beach and looked at the site and discussed the work. An e-mail was sent to Council members on June 24 with the proposed changes. The next steps will be to place stakes at the location of each sign and barrier. This will assist the contractors to bid accurately. Upon awarding the bid the work will begin.

AGGRESSIVE DOG INCIDENTS

After several incidents reported about an aggressive dog belonging to Mr. Olivit a letter was sent notifying Mr. Olivit that the Akita would not be permitted on City owned or maintained property.

TOWN HALL SERIES

A draft of the Town Hall Series topics and outline has been sent to the Council members. Upon approval of the final documents a flyer will be prepared and placed in all P.O. boxes

MARINE FACILITIES COMMITTEE

The MFC met on June 24 to discuss several topics. Specifically, the addressed the use of the Salmon River Small Boat Harbor (SRSBH) landing craft moorage. A Facility Use Agreement has been reviewed by the City Attorney and the final document sent to the owner. Also, I am looking into a Web Cam for the SRSBH. The purpose is to provide users, and the public in general, views of the harbor and river. The Web Cam will also have the ability to have limited recording ability. Cost for the installed Web Cam is estimated at \$700.



PRESCHOOL/CHILD CARE COMMITTEE

As of June 26th, there have been no applications for the committee. How would the Council like to proceed?



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

Public Comment on Non-Agenda Items



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

Consent Agenda

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY20-01NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2019**

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 2019, the following City held account balance transfers are to be made for the reasons stated.

Section 3. For the Fiscal Year of 2019, the City held accounts are amended to reflect the changes as follows:

Amounts

CITY HELD ACCOUNTS	Account Balance*	Amended Balance	Change
<i>*Approximate, this is a dynamic value.</i>			
FNBA checking account	\$ 697,333.10	\$ 694,508.49	<\$ 2,824.61>
<i>AMLIP – Road Maintenance funds transferred for FY19 = \$42,326.67 net, while actual expenses for FY19 Road Maintenance = \$84,996.98, partially paid by \$45,494.92 in National Forest Receipts.</i>			
AMLIP – Road Maint-Encumbered	\$ 94,744.18	\$ 97,568.79	\$ 2,824.61
<i>The difference between actual funds transferred and actual expenses for FY19 Road Maintenance, encumbered for use as necessary for road maintenance in the future.</i>			

Total Change in Account Balances	\$ 0.00
----------------------------------	---------

Section 4. The FY19 City held accounts are 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: July 8, 2019

DATE OF PUBLIC HEARING: August 12, 2019

PASSED and **APPROVED** by the Gustavus City Council this __th day of August, 2019.

Cal Casipit, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY20-02NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2020**

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 2020, the following City held account balance transfers are to be made for the reasons stated.

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

Amounts			
ACCOUNTS	Account Balance*	Amended Balance	Change
	<small>*Approximate, this is a dynamic value</small>		
AMLIP – Road Maint -Encumbered	\$ 97,568.79	\$ 12,568.79	<\$ 85,000.00>
FBNA Checking account	\$ 694,508.49	\$ 779,508.49	\$ 85,000.00
<small>Encumbered funds transferred for FY20 Road Maintenance, per FY19-23NCO adopting the FY20 budget.</small>			
Total Change in City Held Account Balances			\$ 0.00

Section 4. The FY20 City held accounts are hereby amended as indicated.

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

DATE INTRODUCED: *July 8, 2019*

DATE OF PUBLIC HEARING: *August 12, 2019*

PASSED and **APPROVED** by the Gustavus City Council this __th day of August, 2019.

Cal Casipit, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt, City Clerk

**CITY OF GUSTAVUS, ALASKA
ORDINANCE FY20-03NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
THE CITY HELD ACCOUNTS IN FISCAL YEAR 2020**

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 2020, the following City held account balance transfers are to be made for the reasons stated.

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

CITY HELD ACCOUNTS	Amounts		Amended Balance	Change
	Account Balance*			
	*Approximate, this is a dynamic value			
CP 19-07 Gravel Extraction Improv.	\$ 0.00		\$ 200,000.00	\$ 200,000.00
AMLIP Capital Improv Long-Term	\$ 478,415.52		\$ 278,415.52	<\$ 200,000.00>
This project became higher priority after the Capital Improvement Plan was approved by the City Council at the March 11, 2019 general meeting and after funds were transferred into AMLIP Capital Improv Current for 2019 projects. As a result, project funds are being transferred directly from the AMLIP Capital Improv Long-Term account.				

Total Change in City Held Account Balances		\$	0.00
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Section 4. The City held accounts are hereby amended as indicated.

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

DATE INTRODUCED: *July 8, 2019*

DATE OF PUBLIC HEARING: *August 12, 2019*

PASSED and **APPROVED** by the Gustavus City Council this __th day of _____, 2019.

Cal Casipit, Mayor

Attest: Phoebe Vanselow, City Treasurer

Attest: Karen Platt, City Clerk



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

Ordinance for Public Hearing

**CITY OF GUSTAVUS
ORDINANCE FY19-30**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF
CITY ORDINANCE TITLE 10 – PROPERTY ACQUISITION, DISPOSAL, MANAGEMENT, AND
USE CHAPTER 10.01, SECTION 10.01.020, 10.07.010. AND CREATING SECTION 10.30**

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 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, it is enacted by the Gustavus City Council that Title 10 Property Acquisition, Disposal, Management, and Use be amended as follows:

Chapter 10.01 – PROPERTY ACQUISITION, DISPOSAL, MANAGEMENT, AND USE

Section 10.01.010 - Definitions

Motor vehicle: Any ground-travelling conveyance powered by an electric motor or internal-combustion engine, including but not limited to, cars, trucks, motorcycles, scooters, powered bicycles, all-terrain vehicles, snow machines, construction equipment, hovercrafts, and golf carts. Motor vehicles do not include, for the purposes of this title, powered wheelchairs conveying disabled persons.

Review Board. Three (3) City Council members designated by the Mayor to hear presentations concerning violations of Sections of this Chapter and determine the disposition of the charged violation and fine amount(s), if any.

10.07.010 Casual Use of City Lands

- (d) The City may prohibit specific casual uses of City lands by posting such prohibitions on site.

10.08 Management of City Lands

10.08.010 Management functions for City Lands

- (a) The City of Gustavus shall manage lands owned by the City of Gustavus or under management agreement with State, Federal, or other agencies, in the public interest.
- (b) The City Council shall authorize and execute projects and allocate public funds as it deems required for the management, restoration, maintenance, and protection of City-owned or City-managed lands.

- (c) The City Council shall establish regulations governing activities of City personnel and the public to assure that management goals for the property are met and that the public interest in the lands is conserved. Such regulations shall be enforceable with fines set for prohibited activities or actions as minor offences scheduled either in ordinance or by resolution.

10.08.020 Gustavus Beach Lands Management, Conservation, and Public Use

- (a) The lands on the east and west sides of Dock Road designated as ALS 2009-15 Tracts A and B2, under Cooperative Resource Management Agreement 108940 (CRMA) with the State of Alaska, and the portion of City-owned Tract B1 not occupied by the City Bulk Fuel Facility and shall be managed for the conservation and enhancement of natural ecological and scenic values and for compatible public use.
- (b) Such management shall be in accordance with terms of the CRMA and the associated management plan as may be amended, and consistent with the covenants enumerated in the United States District Court Judgment Quieting Title No J-76-9 CIVIL.
- (c) In accordance with terms of the CRMA, the City shall identify and clearly post areas on the lands in paragraph (a) designated for motor vehicle parking.
- (d) The City shall designate parking areas on lands in paragraph (a) with time limits. It is a violation to exceed parking limit times within any designated parking area.
- (f) Overnight camping is prohibited on lands designated in paragraph (a) of this section unless specifically posted for camping.
- (g) The City Mayor may issue a specific, time-limited waiver to any of the provisions of this section for specific City- or State of Alaska-managed construction, maintenance, or emergency-response activities.

10.08.030 Fees and charges

- (a) The City may provide fines for the unauthorized use of the areas as indicated below. In the event a fine is contended, the City Council may convene a Review Board to hear the presentation and set the fine up to the amount listed above. In the case of a minor, the presentation shall be made by a legal guardian or parent.

VIOLATION	FINE
Use of motorized vehicle on beach	\$500
Parking in unauthorized space	\$50 per calendar day up to \$200
Exceed parking time limit	\$100
Overnight Camping in unauthorized location	\$100
Campfire in undesignated area	per fine day\$100

- (b) Unless a specific fee is expressly provided elsewhere, the city council may, by resolution, establish fees for city services and programs. In establishing such fees, the city council may take into account, among other things, the costs of programs such as maintenance, operations, administration and other expenses. Such fees shall be paid, filed and deposited as provided in such resolution or as otherwise provided by ordinance or resolution. Fees shall be refunded only as provided in the resolution establishing such fees. Copies of any resolution setting fees shall be available for public inspection and copying.
- (c) Unless provided otherwise, in the event any fees or charges are not paid within 30 days after the date of billing such fees and charges shall be delinquent. Upon such fees or charges becoming delinquent, interest at the rate of one percent per month shall accrue and be charged on the whole of the unpaid principal amount of such fees and charges, from the date of delinquency until paid in full.
- (d) Notwithstanding other provisions of this section, delinquent accounts may be collected through any lawful means. The cost of collection, as defined in city code 1.10.020, of such accounts shall be added to the amount owed.
- (e) General Penalty: In accordance with Chapter 1, Section 1.01.050, every act prohibited by ordinance of this city is unlawful. Unless another penalty is expressly provided by this Code for any particular provision or section, every person convicted of a violation of any provision of this Code, or any rule or regulation adopted or issued in pursuance thereof, shall be punished by a fine of not more than three hundred dollars (\$300.00). Unless otherwise specifically provided, upon the second conviction such person shall be punished by a fine of not more than five hundred dollars (\$500.00), or not more than thirty (30) days imprisonment, or both. Each act of violation and everyday upon which such violation shall occur shall constitute a separate offense.

The penalty provided by this section shall apply to any amendments to this Code, whether or not such penalty is re-enacted in the amendment ordinance, unless another penalty is expressly provided.

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

Date Introduced: June 10, 2019

Date of Public Hearing: July 8, 2019

PASSED and **APPROVED** by the Gustavus City Council this XX day of ____, 2019

Calvin Casipit, Mayor

Attest: Karen Platt, City Clerk



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

Unfinished Business



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P.O. Box 1
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New Business



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City Council Reports



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

City Council Questions and Comments



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

Public Comment on Non-Agenda Items



City of Gustavus
P.O. Box 1
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Executive Session



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Adjournment