



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

# PUBLIC PACKET

September 21, 2015





# GUSTAVUS CITY COUNCIL

## GENERAL MEETING

### SEPTEMBER 21, 2015

### 7:00 PM CITY HALL

#### Gustavus City Council:

Mayor (Seat D):

Mike Taylor

mike.taylor@gustavus-ak.gov

mayor@gustavus-ak.gov

Term Expires 2017

Vice Mayor (Seat E):

Tim Sunday

tim.sunday@gustavus-ak.gov

Term Expires 2015

Council Member (Seat A):

Lori Trummer

lori.trummer@gustavus-ak.gov

Term Expires 2016

Council Member (Seat B):

Jeff Irwin

jeff.irwin@gustavus-ak.gov

Term Expires 2016

Council Member (Seat C):

Jon Howell

jon.howell@gustavus-ak.gov

Term Expires 2015

Council Member (Seat F):

Tania Lewis

tania.lewis@gustavus-ak.gov

Term Expires 2015

Council Member (Seat G):

Greg Streveler

greg.streveler@gustavus-ak.gov

Term Expires 2015

#### Gustavus City Hall:

City Clerk:

Lori Ewing

lori.ewing@gustavus-ak.gov

#### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes:
  - A. General Meeting Minutes August 10, 2015
  - B. Special Meeting Minutes August 31, 2015
4. Mayor's Request for Agenda Changes
5. Committee Reports:
  - A. GCN
6. Public Comment on Non-agenda Items Only
7. Consent Agenda:
  - A. Resolution CY15-25 Pertaining to the Authorized Investments of, the allocations of, and establishing appropriate benchmarks to measure performance of the City's Endowment
  - B. Resolution CY15-26 Approving Provision of Pit Run for Construction of a Gustavus Community Center
8. Ordinance for Public Hearing
9. Unfinished Business
10. New Business:
  - A. Publish FY16-03NCO Providing for City held Accounts for Fiscal Year 2016
  - B. RFQ for winter snowplowing
11. Staff Reports
12. City Council Reports:
  - A. Treasurer's Report
  - B. City Clerk's Report
  - C. Mayor's Report
13. City Council Questions and Comments
14. Public Comments on Non-Agenda Items
15. Executive Session
16. Adjournment



**Item No. 1 Call to Order**

**Item No. 2 Roll Call**

**Item No. 3 Approval of Minutes**

**A. Minutes of General Meeting August 10, 2015**

**GUSTAVUS CITY COUNCIL  
GENERAL MEETING MINUTES  
AUGUST 10, 2015**

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**1. CALL TO ORDER:**

A General Meeting of the Gustavus City Council is called to order on August 10<sup>th</sup>, 2015, at 7:02pm by Mayor Taylor. There are four (4) 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 Taylor  
Vice Mayor Sunday  
Council Member Trummer  
Council Member Irwin  
Council Member Streveler  
Council Member Howell

*Clerk's note: Council Member Trummer arrived at 7:30pm*

The following members are not present:

Council Member Lewis

**3. APPROVAL OF MINUTES:**

**A. Minutes from the July 13<sup>th</sup>, 2015, General Meeting are presented.**

MOTION: Council Member Irwin moves to approve the General Meeting Minutes from July 13<sup>th</sup>, 2015, as presented.

SECONDED BY: Council Member Sunday

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES:** Taylor, Sunday, Irwin, Streveler, Howell

**NO:**

**RECUSED:**

MOTION **PASSES**/FAILS     5/0

**4. MAYOR'S REQUEST FOR AGENDA CHANGES: None**

**5. COMMITTEE REPORTS**

**A. GVA – written report submitted by R. Parks**

**B. Road – oral report given by S. Mattson**

6. **PUBLIC COMMENT ON NON-AGENDA ITEMS:**

**A. M. DeBoer – business directory at dock**

7. CONSENT AGENDA

8. **ORDINANCE FOR PUBLIC HEARING**

**A. FY16-01NCO Providing for the Amendment of City Held Accounts for Fiscal Year 2015**

MOTION: Council Member Streveler moves to adopt FY16-01NCO Providing for the Amendment of City Held Accounts for Fiscal Year 2015

SECONDED BY: Council Member Irwin

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES**: Taylor, Sunday, Irwin, Streveler, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS 5/0

9. UNFINISHED BUSINESS

10. **NEW BUSINESS:**

**A. MOA for Rink Creek Bridge Replacement 680649 (available for review)**

MOTION: Council Member Howell moves to grant authorization for execution of the Memorandum of Agreement between the City and the Alaska Department of Transportation and Public Facilities for the Rink Creek Bridge Replacement Project #68064.

SECONDED BY: Council Member Trummer

PUBLIC COMMENT:

A. S. Marchbanks – cost questions

B. S. Mattson – 12 hour shuttle

ROLL CALL VOTE ON MOTION

**YES**: Taylor, Howell

**NO**: Sunday, Trummer, Irwin, Streveler

RECUSED:

MOTION PASSES/**FAILS** 2/4

**B. Ratification of Harbor Appeals Panel**

MOTION: Council Member Irwin moves to ratify the Mayor's appointments of Van Baker, Greg Streveler, and Tim Sunday to the Harbor Appeal Panel.

SECONDED BY: Council Member Howell

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES**: Taylor, Sunday, Trummer, Irwin, Streveler, Howell

NO:

RECUSED:

MOTION **PASSES**/FAILS 6/0

**C. Resolution CY15-24 Supporting Continuation of ORV access in the “Prouty ditch” trail, west of the Good River Road terminus**

MOTION: Council Member Streveler moves to adopt CY15-24 Supporting Continuation of ORV access in the “Prouty ditch” trail, west of the Good River Road terminus

SECONDED BY: Council Member Irwin

PUBLIC COMMENT:

A. S. Marchbanks - good

ROLL CALL VOTE ON MOTION

**YES**: Taylor, Sunday, Trummer, Irwin, Streveler, Howell

**NO**:

**RECUSED**:

MOTION **PASSES**/FAILS 6/0

**D. Approval of GCN Consultant Agreement**

MOTION: Council Member Sunday moves to approve the GCN Consultant Agreement approved by the GCN Committee

SECONDED BY: Council Member Streveler

PUBLIC COMMENT: None

ROLL CALL VOTE ON MOTION

**YES**: Taylor, Sunday, Trummer, Irwin, Streveler, Howell

**NO**:

**RECUSED**:

MOTION **PASSES**/FAILS 6/0

**11. STAFF REPORTS:**

**A. DRC – partial written report submitted/oral report given by P. Berry**

**12. CITY COUNCIL REPORTS:**

A. City Treasurer’s Report

B. City Clerk’s Report

**C. Mayor’s Report: - written report submitted by M. Taylor**

**13. CITY COUNCIL QUESTIONS AND COMMENTS:**

**A. T. Sunday – float update; K.Owen letter**

**14. PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY:**

**A. S. Marchbanks – appreciates the good job being done**

**15. EXECUTIVE SESSION**

**16. ADJOURNMENT:**

Hearing no objections, Mayor Taylor adjourns the meeting at 9:37pm.

## B. Minutes of Special Meeting August 31, 2015

### GUSTAVUS CITY COUNCIL SPECIAL MEETING MINUTES AUGUST 31<sup>ST</sup>, 2015

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1. **CALL TO ORDER:**

A Special Meeting of the Gustavus City Council is called to order on August 31<sup>st</sup>, 2015, at 4:02pm by Mayor Taylor. There are zero (0) 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 Taylor  
Vice Mayor Sunday *via teleconference*  
Council Member Irwin *via teleconference*  
Council Member Streveler

The following members are not present:

Council Member Trummer *unexcused*  
Council Member Lewis *excused*  
Council Member Howell *unexcused*

3. **APPROVAL OF MINUTES**

4. **MAYOR'S REQUEST FOR AGENDA CHANGES: None**

5. **COMMITTEE REPORTS**

6. **PUBLIC COMMENT ON NON-AGENDA ITEMS: None**

7. **CONSENT AGENDA**

8. **ORDINANCE FOR PUBLIC HEARING**

9. **UNFINISHED BUSINESS**

10. **NEW BUSINESS:**

**A. Approve RFP for City Hall Addition**

**MOTION:** Council Member Streveler moves to approve the Proposal in the amount of \$129,000 received from Gustavus Construction for the City Hall Addition.

**SECONDED BY:** Council Member Sunday

**PUBLIC COMMENT:** None

**ROLL CALL VOTE ON MOTION**

**YES:** Taylor, Sunday, Irwin, Streveler

**NO:**

**RECUSED:**

**MOTION PASSES/FAILS 4/0**

11. STAFF REPORTS
12. CITY COUNCIL REPORTS
13. **CITY COUNCIL QUESTIONS AND COMMENTS:**  
**A. M. Taylor – Endowment Ordinance and Policy/Procedure**
14. **PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY: None**
15. EXECUTIVE SESSION
16. **ADJOURNMENT:**  
Hearing no objections, Mayor Taylor adjourns the meeting at 4:20pm.

**Item No. 4 Mayor's Request for Agenda Changes**

**★After General Consent (or Motion, Second and Vote) Mayor announces "the Agenda is set".**

**Item No. 5 Committee Reports:**

**A. GCN**

**Item No. 6 Public Comment on Non-Agenda Items Only:**

**The comments being made are not on the Agenda and no action by the Council is necessary.**

**Item No. 7 Consent Agenda**

**A. Resolution CY15-25** Pertaining to the Authorized Investments of, the allocations of, and establishing appropriate benchmarks to measure performance of the City’s Endowment –

**CITY OF GUSTAVUS, ALASKA  
RESOLUTION CY15-25**

**A RESOLUTION BY THE CITY OF GUSTAVUS PERTAINING TO THE AUTHORIZED INVESTMENTS OF, THE INVESTMENT ALLOCATIONS OF, AND ESTABLISHING APPROPRIATE BENCHMARKS TO MEASURE PERFORMANCE OF THE CITY’S ENDOWMENT FUNDS**

**WHEREAS**, pursuant to City of Gustavus Ordinance 04.13.050 (c) the Gustavus City Council shall annually approve an Asset Allocation Plan for investment of the City’s Endowment Funds, and;

**WHEREAS**, pursuant to City of Gustavus Ordinance 04.13.060 (c) permits investment of the Endowment Funds in various asset classes and the Council believes that establishing asset allocation criteria for those various asset classes is in the best interest of the City of Gustavus, and;

**WHEREAS**, the annually approved Asset Allocation Plan will provide benchmarks to measure investment performance, and;

**WHEREAS**, the investment manager has recommended no changes to the asset allocation, and;

**WHEREAS**, the investment manager has recommended updates to the International Equity and Emerging Markets Equity performance benchmarks,

**NOW THEREFORE BE IT RESOLVED** that the Council adopts the Asset Allocation Plan for the current FY15 and upcoming FY16 as follows;

**ENDOWMENT FUND ASSET ALLOCATION PLAN AND PERFORMANCE MEASUREMENT TARGETS**

Section 1. The Asset Allocation Plan and Target weighting with range restrictions are as follows:

<u>ASSET CLASS</u>	<u>TARGET WEIGHTING</u>	<u>RANGE</u>
Cash	10%	0-15%
International Fixed Income	5%	0-10%
U.S. TIPS	10%	0-15%
U.S. Fixed Income	35%	20-50%
Real Estate Investment Trust	5%	0-10%
Emerging Market Equity	2%	0-5%
International Equity	8%	0-15%
U.S. Small Cap Equity	1%	0-5%
U.S. Mid Cap Equity	2%	0-5%
U.S. Large Cap Equity	22%	15-50%

SECTION 2. The performance of the Fund and investment managers will be measured as follows:

Performance measurement of the Fixed Income allocation will be measured against the Target Weighting, using the Barclay's Capital Aggregate Bond Index for the Benchmark.

Performance measurement of the International Equity allocations will be measured against the Target weighting, using the MSCI EAFE as the benchmark.

Performance measurement of the Large-Cap Domestic Equity allocation will be measured against the Target Weighting, using Standard & Poor's 500 Index for the benchmark.

Performance measurement of the Mid-Cap Equity allocation will be measured against the Target Weighting, using the Standard & Poor's 400 Mid-Cap Index as the benchmark.

Performance measurement of the Small-Cap Equity allocations will be measured against the Target Weighting, using the Standard & Poor's 600 Small-Cap Index as the benchmark.

Performance measurement of the Emerging Markets allocation will be measured against the Target weighting, using the MSCI Emerging Markets as the benchmark.

Performance measurement of the Real-Estate Equities allocation will be measured against the Target weighting, using the Standard & Poor's US REIT Index as the benchmark.

Performance measurement of the US Treasury Inflation Protected Securities (TIPS) allocation will be measured against the Target weighting, using the Barclays US TIPS 0-5 Year Index.

Performance measurement of the International Fixed Income allocation will be measured against the Target weighting, using the Barclays Global Aggregate ex-USD Float Adjusted RIC Capped Index.

Performance Measurement of the Cash allocation will be measured against the Target weighting, using the Citi Group 90 Day T-Bill Index.

**PASSED** and **APPROVED** by a duly constituted quorum of the Gustavus City Council this \_\_\_\_ day of \_\_\_\_\_, 2015, and effective upon adoption.

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Mike Taylor, Mayor

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Attest: Lori Ewing, City Clerk

**B. Resolution CY15-26** Approving Provision of Pit Run for Construction of a Gustavus Community Center

**A RESOLUTION APPROVING PROVISION OF PIT RUN GRAVEL FOR CONSTRUCTION OF A GUSTAVUS COMMUNITY CENTER**

**WHEREAS**, the Gustavus City Council has expressed its support in Resolution CY15-04 for the development of a Gustavus Community Center; and,

**WHEREAS**, the City Council informally supports various parks and recreation activities in Gustavus; and,

**WHEREAS**, the City Council anticipates partnering with the Gustavus Community Center in the future to deliver recreational opportunities and services; and

**WHEREAS**, the Gustavus residents identified a need for a multipurpose community building in the 2005 Strategic Plan survey and have supported efforts to raise money for the Community Center over the past several years; and,

**WHEREAS**, the Gustavus Community Center organization, a private non-profit is currently seeking and securing funding to enable the construction of the new facility in summer 2016; and,

**WHEREAS**, the City Council determines that support for the Gustavus Community Center qualifies as a public purpose,

**NOW THEREFORE BE IT RESOLVED** that the Gustavus City Council agrees to make available up to 2,000 cubic yards of pit run gravel at no charge from the Gustavus City Gravel Pit as needed for construction of a pad, driveway, and parking area for the Gustavus Community Center. The Gustavus Community Center or its contractor shall be responsible for excavating and hauling the gravel from the City gravel pit.

**PASSED** and **APPROVED** by the Gustavus City Council this 21<sup>st</sup> day of September 2015, and effective upon its adoption.

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Mike Taylor, Mayor

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Attest: Lori Ewing, City Clerk

[Item No. 8 Ordinance for Public Hearing](#)

[Item No. 9 Unfinished Business](#)

**[Item No. 10. New Business:](#)**

**A. Publish FY16-03NCO** Providing for City held Accounts for Fiscal Year 2016

**CITY OF GUSTAVUS, ALASKA  
ORDINANCE FY16-03NCO**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE CITY HELD  
ACCOUNTS FOR FISCAL YEAR 2016**

**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 2016 the following City held account balance transfers are to be made for the reason stated.

**Section 3.** For the current fiscal year the account balances are amended to reflect the changed estimates as follows:

ACCOUNTS	Amounts		Change
	Account Balance*	Amended Balance	
AMLIP - Admin <i>PO # 16-036, City Hall Addition Project</i>	\$ 165,196.47	\$ 40,196.47	<b>\$(125,000.00)</b>
FBNA Checking account <i>Transferred for use by the City Hall Addition Project. Cost of the addition is not fully covered by CIP 11-DC-131.</i>	\$ 422,194.78	\$ 547,194.78	\$ 125,000.00
Total Change in Account Balances			\$ 0.00

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

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

**DATE INTRODUCED:** *September 21, 2015*

**DATE OF PUBLIC HEARING:** *October 12, 2015*

**PASSED** and **APPROVED** by the Gustavus City Council this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mike Taylor, Mayor

\_\_\_\_\_  
Attest: Lori Ewing, City Clerk

**B. RFQ-FY16-RM05 – Contract for winter snowplowing (available for review upon request)**

Item No. 11 Staff Reports

**Item No. 12 City Council Reports:**

A. City Treasurer's Report

B. City Clerk's Report

**C. Mayor's Report**

**Item No. 13 City Council Questions and Comments**

This is the opportunity for the City Council members to ask questions and make comments regarding other issues the council is dealing with.

**Item No. 14 Public Comment on Non-agenda Items Only**

This is the second opportunity for the public to comment on non-agenda items only. The Council listens to each presenter. **The Council will not engage with the presenter. The comments being made are not on the Agenda. The presenter shall be thanked for their comment(s). Comments on agenda items should be addressed at the time the Item is open to public comment.**

Item No. 15 Executive Session

**Council Recommended Action:**

The Council will move to go into Executive Session if the topic is legal under the Executive Session section of Gustavus Municipal Code.

**Item No. 16 Adjournment**