

CITY OF UNALASKA, ALASKA
CITY COUNCIL

RESOLUTION NO. 2017-53

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE CREATION OF A STEERING COMMITTEE AND A TECHNICAL ADVISORY COMMITTEE FOR THE GUIDANCE OF THE 2030 UNALASKA COMPREHENSIVE PLAN

WHEREAS, the City of Unalaska Planning Department is preparing a comprehensive plan, and;

WHEREAS, the creation of a Steering Committee is to be created to assist with guiding the comprehensive plan process overall, including the goals, objectives and implementation sections, and;

WHEREAS, the creation of a Technical Advisory Committee is to be created to assist with providing up to date information about all of the infrastructure services and capabilities on the island, now and in the immediate future, and;

WHEREAS, membership / representation descriptions for each committee position is designated per the attached table so that the process will have a balanced team of volunteers assisting the planning process, and;

WHEREAS, most of the positions have been discussed with candidates who have expressed their interest and willingness to participate on the committees in representation of their area of expertise, and;

WHEREAS, such candidates will be presented as a slate for appointment to the council by separate resolution once the remaining candidates have been identified, and;

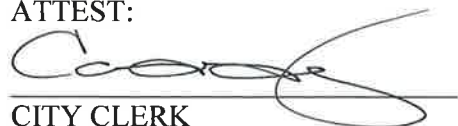
WHEREAS, the Planning Commission will staff the committees, which includes note / minute taking distributing meeting materials and information, etc.

NOW THEREFORE BE IT RESOLVED THAT THE UNALASKA CITY COUNCIL hereby creates the Steering Committee and Technical Advisory Committees in support of the 2030 Comprehensive Plan.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE UNALASKA CITY COUNCIL THIS 12th DAY OF September, 2017.


MAYOR

ATTEST:


CITY CLERK



MEMORANDUM TO COUNCIL

TO: MAYOR AND CITY COUNCIL MEMBERS
THRU: DAVE MARTINSON, CITY MANAGER
FROM: BIL HOMKA, PLANNING DIRECTOR
DATE: SEPTEMBER 8, 2017
RE: 2030 Comprehensive Plan Committees

SUMMARY: The Planning Department is tasked with preparing the Unalaska's 2030 Comprehensive Plan and proposed a committee structure to help guide the plan's formation. This includes future policies/goals and information concerning the island's existing/ future infrastructure capacities. The committees, respectively, are the Steering Committee and the Technical Advisory Committee. The committees and type of representation sought on each have been drafted for city council's review and approval. Both committees will be staffed by the Planning Department.

PREVIOUS COUNCIL ACTION: None. The Planning Department presented a proposal including the committee structure to City Council during a work session on July 25, 2017.

BACKGROUND:

On July 25, 2017 the Planning Department presented a Proposal to City Council for the 2030 Comprehensive Plan. At that time Planning suggested three committees, including the Steering and Technical Advisory Committees. Based on workshop discussion with City Council, Planning decided not to assemble a third, Citizen Advisory committee. Planning agrees that the timing and amount of people available for such a committee can be obtained via community meetings. Thus the public forums and meetings will constitute the 'Citizen Advisory' sections of the planning process.

The Steering Committee is proposed to be comprised of 20 individuals tasked with insuring the plan stays on course; reviews any conflicting goal or policy statements that may arise out of the public meetings; listen to input from the Technical Advisory Committee; and insure that a fair and balanced plan will represent the community at the end of the process. Appointed by city council, members of this committee should represent a wide spectrum of Unalaska's business and resident communities.

This group will meet on a monthly/quarterly basis or as needed to consider reports of its sub committees and planning staff. Planning has already identified 16 of the 20 people who are willing to serve but is awaiting return calls from four (4) areas. A representative list is attached for consideration and adoption. If there appears to be an under represented / missing element of our community then hopefully we can correct the list prior to presenting the candidates to City Council.

The Technical Advisory Committee should consist of people representing island utilities and infrastructure, both public and private sectors. The appointees must be able to offer expertise about their respective industries for planning purposes and can discuss existing capacities, future improvements, and the type and kind of improvements needed based on Unalaska's future goals. Meetings will occur on an as needed basis to support the work of the Steering Committee.

ALTERNATIVES: NONE

FINANCIAL IMPLICATIONS: NONE

LEGAL: NONE

STAFF RECOMMENDATION: Approve the creation of a Steering Committee and Technical Advisory Committee to assist the Planning Department with preparation of the 2030 Comprehensive Plan per the proposed committee structure.

PROPOSED MOTION: Move to create a Steering Committee and a Technical Advisory Committee as prepared by the Planning Department to assist with the 2030 Unalaska Comprehensive Plan.

CITY MANAGER'S COMMENTS: City Manager recommends Council approve this resolution.

Attached:

- *Steering Committee Representation Table*
- *Technical Advisory Representation Table*

Steering Committee List

1	Council	Designated by City Council
2	Planning Commission	Recommended by the PC
3	Community Representative (2)	Person with demonstrated interest in community
4	School	School Administration Representative
5	Business Development	Unalaska CVB (Director or Staff person)
6	Air Transportation	Representative from Pen Air, Grant, or Alaska Airlines
7	Hospitality (2)	Hotel & restaurant
8	Local Attractions	Museum of the Aleutians or WW2 Museum Staff Person
9	Local Retail (2)	Store managers / owners (potentially Safeway & Alaska Ship Supply)
10	Social Service Organization	Representative/ staff person (USAVE)
11	Medical	Ililuik Clinic – New Executive Director
12	Shipping Representative	Representative / Appointee
13	ILWU	Representative / Appointee
14	Private Stevedoring & Warehousing	Representative / Appointee
15	Seafood Representative	Representative / Appointee
16	Q-Tribe	Staff Person / Board Member
17	OC	Staff Person / Board Member

Total = 20

Steering Committee

A Steering Committee will be comprised of individuals tasked with insuring the plan stays on course; reviews any conflicting goal or policy statements that may arise out of the public meetings; listen to input from two supporting committees for guidance and technical expertise; and insure that a fair and balanced plan will represent the community at the end of the process. The Steering Committee has the responsibility to ensure. This group will meet on a monthly/quarterly basis or as needed to consider reports of its sub committees. Appointed by city council, members of this committee should represent a wide spectrum of Unalaska's business and resident communities including business and organization leaders, neighborhood spokespeople, etc. Meetings will be staffed by the Planning Department.

Technical Committee List

1	City Water	Water Department Head
2	City Sewer	Sewer Department Head
3	City Electric Distribution	Electric Distribution Head
4	City Electric Generation	Electric Generation Head
5	City Ports	Deputy Ports Director
6	City Landfill	Solid Waste Department Head
7	DOT	Local Alaska Department Of Transportation Manager
8	Island Services (school bus and trash)	Island Services Manager/Owner
9	Lifemed/Guardian	Representative/Appointee
10	Alaska Marine Pilots	Manager/CEO
11	Tug/Towing Representative	Representative/Appointee
12	School District Business Manager	Business Manager
13	KUCB	Station Director
14	TelAlaska	Technical Manager
15	Optimera	Owner
16	GCI	Local Manager/Technical Manager/Staff Member
17	AT&T	Local Representation

Technical Committee

The Technical Advisory Committee should consist of people representing local utility providers who can offer expertise about their respective industries for planning purposes. They are also appointed / confirmed by city council. For example, the city personnel who oversee utilities such as electric, waste water, water should be on this committee and can discuss existing capacities, future improvements, and the type and kind of improvements needed based on future land use goals. The Technical Committee is dedicated to advising the planning staff and Steering Committee on these types of matters. Committee will be staffed by the Planning Department.