

UNALASKA CITY COUNCIL

Unalaska, Alaska

Regular Meeting
Tuesday, August 28, 2018
6:00 p.m.

AGENDA

Unalaska City Hall
Council Chambers
43 Raven Way

1. Call to order
2. Roll call
3. Pledge of allegiance
4. Recognition of visitors
5. Adoption of agenda
6. Approve Minutes of council meeting held August 14, 2018
7. Reports
 - a. City Manager
 - b. Board / Commission Minutes: Planning Commission & Platting Board Minutes and Resolutions from August 16, 2018
8. Community Input / Announcements
9. Public testimony on agenda items
10. Work session
 - a. Presentation: GIS/Aerial photography update from the Planning Department
 - b. Presentation: Results of Housing Study from the Planning Department
11. Regular agenda
 - a. New Business
 - i. Resolution 2018-52: A Resolution of the Unalaska City Council acknowledging the closure and completion of various capital projects and purchases
 - ii. Resolution 2018-53: A Resolution of the Unalaska City Council confirming the Mayor's appointment of Claudia Uribe to the Parks, Culture and Recreation Committee
 - iii. Resolution 2018-54: A Resolution of the Unalaska City Council authorizing the City Attorney to bring suit against Advanced Blasting Services, LLC and Ohio Casualty Insurance Company
12. Council Directives to City Manager
13. Community Input / Announcements
14. Adjournment

UNALASKA CITY COUNCIL

Unalaska, Alaska

Regular Meeting
Tuesday, August 14, 2018
6:00 p.m.

MINUTES

Unalaska City Hall
Council Chambers
43 Raven Way

1. Call to order. The regular meeting of the Unalaska City Council came to order at 6:00pm, on August 14, 2018, in the Unalaska City council chambers.

2. Roll call

Present:

Frank Kelty (Telephonic)
Dennis Robinson, Vice Mayor
James Fitch
Alejandro Tungul
David Gregory
Shari Coleman

Absent:

Roger Rowland (Excused)

3. Pledge of Allegiance. Council Member Fitch led the Pledge of Allegiance

4. Recognition of visitors – None.

5. Adoption of agenda.

Coleman made a motion to remove Resolution 2018-50 from the agenda; Tungul seconded.
Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes.
Motion passed 5-0.

6. Awards / Presentations:

a. Lori Gregory, DPW Office Manager, 15 Year Anniversary with the City of Unalaska

7. Approve minutes of July 24, 2018 council meeting.

Fitch made a motion to approve minutes of July 24, 2018 council meeting; Tungul seconded.
Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes.
Motion passed 5-0.

8. Reports

a. City Manager

9. Community Input / Announcements

- PCR
 - Soccer Program
 - Heart of the Aleutians/Hearts & Hands
 - Music Workshops
- Commissioner Johnson, Department of Education visiting Unalaska
- Clerk's Office
 - Property Tax due dates; first half payment due 8/20/2018
 - State Primary Election 8/21/2018
 - Absentee Voting available in the Clerk's Department
 - Municipal Election will be 10/2/2018

10. Public testimony on agenda items – None.

11. Public hearing

- a. Ordinance 2018-09: An Ordinance of the Unalaska City Council amending Chapter 11.16 to prohibit the distribution of disposable plastic shopping bags and amending Chapter 1.24.010 to add a penalty to the minor offense ordinance for the unlawful distribution of plastic shopping bags

Vice Mayor opened the Public Hearing on Ordinance 2018-09.
Hearing no testimony the Public Hearing closed.

12. Regular agenda

a. Unfinished Business

- i. Ordinance 2018-09: Second Reading, an Ordinance of the Unalaska City Council amending Chapter 11.16 to prohibit the distribution of disposable plastic shopping bags and amending Chapter 1.24.010 to add a penalty to the minor offense ordinance for the unlawful distribution of plastic shopping bags

Fitch made a motion to adopt Ordinance 2018-09; Tungul seconded.

Coleman made a motion to amend Ordinance 2018-09, Section 4, delete *effective as of January 1, 2019*; insert *effective as of March 1, 2019*; Tungul seconded.

Roll Call Vote on amended motion: Coleman – yes; Robinson – no; Tungul – yes;
Gregory – no; Fitch – no.

Motion failed 3-2.

Roll Call Vote on main motion: Fitch – yes; Coleman – yes; Robinson – yes; Tungul – yes; Gregory – yes.

Motion passed 5-0.

b. New Business

- i. Resolution 2018-50: A Resolution of the Unalaska City Council authorizing the City Manager to enter into an agreement with Alaska Playground Specialists / Playcraft JV to construct the Town Park Playground Project for \$288,520.90
Resolution 2018-50 removed from the agenda.

- ii. Resolution 2018-51: A Resolution of the Unalaska City Council authorizing the retention and reallocation of unexpended funds received by the Museum of the Aleutians from the City of Unalaska through the Community Support Grant Program for Fiscal Year 2018

Fitch made a motion to adopt Resolution 2018-51; Tungul seconded.

Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes.

Motion passed 5-0.

- iii. Approve Mayor and Council travel to Washington, DC for lobbying meetings to be scheduled September 17-19, 2018

Robinson made a motion to approve travel for Mayor and Council Members Fitch, Gregory, and Tungul to attend lobbying meetings in Washington, DC September 17-19, 2018; Gregory seconded.

Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes.

Motion passed 5-0.

13. Executive Session to receive legal advice from the city attorney regarding claim disputes related to the construction of the wastewater treatment plant

6:44pm: Gregory made a motion to go into Executive Session to discuss confidential legal matters and receive advice from the city attorney related to legal matters, the disclosure of public discussion of which may adversely affect the legal positions of the City; Tungul seconded.

7:06pm: Council reconvened to Regular session

14. Council Directives to City Manager – None

15. Community Input / Announcements
Vice Mayor Robinson offer an update on PenAir

16. Adjournment – the meeting adjourned at 7:50 pm.

Marjie Veeder
City Clerk

rfw

TO: Mayor and Council

FROM: Thomas Thomas, City Manager

SUBJECT: City Manager's Report

DATE: August 28, 2018

Storm Drains on East Point

We coordinated with APL and other users, put out notices, and shut East Point Road down last Friday behind Safeway to install the two storm drain pipe crossings and catch basins in the uphill ditch. Emergency vehicles can still route behind Safeway along Margaret Bay by sewage pump station 2 but there is no official detour going that way because it is OC's land. The road will be closed so traffic will officially need to reroute on Biorka Drive or Airport Beach/Eastpoint by the fuel dock. Completion date should be by the end of October depending on the weather.

UMC Positions 3 & 4 Replacement

TMC requested a 30 day time extension which has been granted with a change order. The project funding is in good shape and will finish under budget. The new substantial completion date is November 1st. The new final completion date is December 1st. Some of the items listed for the extension are replacing the guardrail which is in bad shape, removing boulders that were discovered during utility installation on uplands of Dock Positions III & IV and removing creosote treated timbers that were discovered during utility installation on the south side of the warehouse.

Landfill

The Partial Closure of Cells 3 & 4 project has started up again. The contractor has received the geotech fabric, felt, and HDPE liner. The subgrade has been placed and rolled. Next the geotech fabric will be installed. The HDPE liner will then be installed on top of the geotech fiber. The felt liner will be installed on top of the HDPE liner as protection and then 2 foot of 1" rock will be installed. Depending on weather, the project should be completed by the end of October. Once completed, this project will reduce the leachate going to the leachate tank by 20% or 2% going to the Waste Water Plant.

HR Manager Recruitment

Michelle Murdock has accepted the offer to become the City of Unalaska's next HR Manager. She holds a Master's degree in Human Resources and has several years of Human Resource leadership experience in private and non-profit sectors. Michelle's first day is set for October 1, 2018. We look forward to welcoming Michelle to the team!

**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, JULY 19, 2018, 6:00 P.M.
UNALASKA CITY HALL COUNCIL CHAMBERS
MINUTES**

CALL TO ORDER: Chair Billie Jo Gehring called the meeting to order at 6:08 PM.

ROLL CALL

Commissioners Physically Present

Billie Jo Gehring
Thomas Bell
Vicki Williams
Travis Swangel

Commissioners Calling In

Helen Brown

Staff Present

Bil Homka, Planning Director
Thomas Roufos, Associate Planner
Judy Huling, Administrative Assistant
Christian Schmidt, Planning Intern

REVISIONS TO THE AGENDA: None

ANNOUNCEMENTS: None

MINUTES: Commissioner Bell made a motion to approve the minutes from June 21, 2018. Commissioner Swangel seconded. Motion passed unanimously.

PUBLIC HEARING

Resolution 2018-10 – A RESOLUTION APPROVING A PRELIMINARY PLAT OF PARKSIDE ESTATES PART 2, A RESUBDIVISION OF TRACT D, PARKSIDE ESTATES SUBDIVISION, PLAT 2011-7, AIRD

Mr. Homka gave the staff report on the subdivision. He noted that the staff was recommending approval of the plat with conditions as listed on Attachment "A". One of his concerns was the difference between metes and bounds used on one adjacent plat and meander line on the current plat. His other concern was the size of the lots. He did not want to see these lots subdivided in the future and have it start looking like the old downtown.

Resolution 2018-11 – A RESOLUTION ENDORSING AN UPDATE TO CITY POLICY REGARDING RESIDENTIAL LIVEBOARDS IN CITY TIDELANDS.

No public spoke to this Resolution.

OLD BUSINESS

Resolution 2018-10 – A RESOLUTION APPROVING A PRELIMINARY PLAT OF PARKSIDE ESTATES PART 2, A RESUBDIVISION OF TRACT D, PARKSIDE ESTATES SUBDIVISION, PLAT 2011-7, AIRD

Commissioner Swangel made a motion to adapt Resolution 2018-10. Commissioner Bell seconded.

Mr. Whittern expressed his interest in addressing any and all issues the commission had concerns about.

Chair Gehring asked for clarification of the difference between the meander line and metes and bounds. Mr. Homka explained the difference.

Mr. Whittern went through previous plats explaining how they had all had meander boundaries along the river. The only one that doesn't fit that pattern was 98-27. His current plat was following the previous line. He asked the

Commission to sort it out and make sure it makes sense when they're done. It didn't really matter to him. He could accept either conclusion.

Mr. Homka suggested the matter be referred to a professional to be sorted out.

Chair Gehring asked for clarification with the lot numbering in the subdivision. Mr. Whittern said that there were two blocks. The block designation was on the previous preliminary plat submitted in January. It will need to be added back to the final plat.

Commissioner Bell asked if Lot 11 had road frontage. Mr. Whittern replied yes, that Kelty Field Road was a platted road.

Chair Gehring asked if lots 1 through 7, block 1, would have entry through Parkside Drive. Mr. Whittern said yes, only through Parkside Drive. There would be no driveway cuts onto Broadway.

Chair Gehring asked if lots 1 and 2 of block 2 would require more square footage. Mr. Roufos explained that the smaller lot size was allowed, but additional engineering was required for any lot under 10,000 square feet.

Commissioner Swangel expressed his concern about the possibility of some of the larger lots being subdivided at a future time. He asked if it was possible to put a covenant on the subdivision to keep that from happening. Mr. Whittern said he would put covenants on the subdivision to try to defend the character of the subdivision. He also explained the nature of covenants, how they are not watertight, but dependent upon the property owners to enforce them.

Mr. Homka further explained that having a plat note recorded would keep a title company from issuing a deed on a division of a lot restricted by plat notes. Covenants would only be enforceable by civil action. He also suggested putting in a two foot, no access easement, on the back yards of the properties abutting East Broadway to keep someone from subdividing those lots and having driveways accessing Broadway.

Chair Gehring asked Mr. Whittern to go over the points noted in Attachment "A".

Mr. Whittern explained that he was asked to note a fixed point of where the river was located at time of platting and note a 15' buffer zone around it. His problem was that a good fall storm would likely change the location of the river. He stated the river will meander and you need a 15' buffer where it actually is.

Commissioner Swangel suggested striking the phrase "with metes and bounds across the entire plat." from Point 1.b. Mr. Whittern expressed his desire to have it state "Show the high water mark and route a buffer zone 15' off of the actual high water mark at the time of the building permit."

Point 1.c.iii. DPW is requesting a buffer on Lot 3, Block 2, as a continuation of an existing buffer on Lot 1 and Lot 2 of ARD 2016-2. Mr. Whittern showed the location of the previously existing secondary stream. He stated it functions as a ditch from Lots 1 and 2 AIRD 2016-2 and continues on toward the City well site. Mr. Whittern presented pictures of the property in question. His opinion was that the old creek bed is dry. He stated he had not filled any of the area that used to be streambed.

After discussion it was decided it would be up to the ACOE to determine if it was a stream bed or ditch, which would determine if a buffer was required.

Point 2. The surveyor will take care of this.

Point 3. Mr. Whittern stated that Mr. Lund did not have any record of the property ever flooding.

Point 4. Road name taken care of on current preliminary plat.

Point 5. Drainage easement is on current preliminary plat.

Point 6. Settling pond has been eliminated from plan. This point is no longer relevant.

Point 7. Mr. Whittern has already conceded to Mr. Lund to give additional 10' easement along the road where transformers and fire hydrants go in.

Point 8. Mr. Whittern conceded the addition room that DPW requested for electric gear installation.

Point 9. 5' x 8' easement was decided on for a catch basin. An open culvert will not be used.

Point 10. Mr. Whittern explained the drainage plan for the subdivision and stated there would be no need for an easement.

Point 11. Mr. Whittern stated that it had been decided a 20 x 10 easement was sufficient.

Point 12. Mr. Whittern resolved this issue by combining two lots into one on the second preliminary plat.

Mr. Olson stated he thought most of the issues with the Design Plan had been resolved. Once the preliminary plat was approved they would proceed with getting the design for sewer and water done, most likely by Reagan Engineering.

Mr. Whittern requested that the Commission approve the preliminary plat with an amended list of items stated as unresolved issues that need to be resolved.

Commissioner Swangel asked for direction on how to move forward.

Mr. Homka suggested going back through the list to see what was agreed upon, what was already addressed, what has already been put on the plat.

Buffer zone 1.a & b – strike metes and bounds.

c.i Make note that we want to fix that on the final plat.

2. UCO Title 8 requirements have been met

3. Not needed

4. Street name has been identified.

5. Easement in question has been added to the plat.

6. Eliminated

7. In agreement, can be removed

8. In agreement, can be removed

9. No culvert in civil plans, can be eliminated.

10. Drainage easement – After discussion it was decided the drainage plans were sufficient, an easement would not be needed.

11. Changed to 10 x 20 on the plat.

12. Resolved by changing lot design.

Ms. Huling asked if the Commission planned to leave the Development notes as is on the Resolution. Mr. Homka recommended that they stay because he couldn't address those. Mr. Whittern stated his position was that he could accept that list as unresolved issues that needed to be resolved.

Commissioner Swangel made a motion to amend or accept as amended Attachment "A". Chair Gehring seconded. Motion passed unanimously.

Commissioner Bell made a motion to accept Resolution 2018-10. Commissioner Swangel seconded. Motion was amended to add note to get ACOE determination on stream/drainage ditch. Motion passed unanimously.

Commissioner Swangel made a motion to approve Resolution 2018-10 as amended. Commissioner Brown seconded. Motion passed unanimously.

Chair Gehring called for a 5 minute break.

NEW BUSINESS

Resolution 2018-11 – A RESOLUTION ENDORSING AN UPDATE TO CITY POLICY REGARDING RESIDENTIAL LIVEBOARDS IN CITY TIDELANDS.

Commissioner Swangel made a motion to adapt Resolution 2018-11. Commissioner Bell seconded.

Mr. Roufos explained that the change to \$10,000 cash deposit would be used to create a fund to cover the cost of removal of any abandoned vessels.

After discussion it was discovered that two different versions of the Tideland Policies had been handed out. Staff will review this and bring the correct one back for review at the next meeting.


Chair Gehring tabled Resolution 2018-11.


WORKSESSION

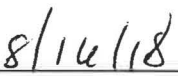
This discussion was to be a continuation of the tour that was cancelled earlier today. Chair Gehring said that Christian had done a marvelous job on the map for the tour. It was decided that the tour would take place Monday July 23rd, at 5:15 pm.

ADJOURNMENT: Commissioner Williams made a motion for adjournment. Commissioner Brown seconded. Meeting was adjourned at 8:40 pm.

PASSED AND APPROVED THIS 10 DAY OF August 2018 BY THE CITY OF UNALASKA PLANNING COMMISSION.


Billie Jo Gehring
Commission Chair


Bil Homka, AICP
Secretary of the Commission


Date


Date

Prepared by Judith Huling, Administrative Assistant

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2018-12**

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A PALLET FACTORY ON LOT 2, MARINEWAYS SUBDIVISION, PLAT 91-02, AIRD, LOCATED AT 80 GILMAN ROAD.

WHEREAS, UCO §8.12.200 sets forth the procedures for taking action on a conditional use application; and

WHEREAS, the applicant, Pacific Stevedoring, has been authorized by the owner, Bidar Corporation, of Lot 2, Marineways Subdivision Plat 91-02, filed in the Aleutian Islands Recording District, addressed as 80 Gilman Rd.; and

WHEREAS, the property is zoned General Commercial; and

WHEREAS, UCO §8.12.070(A) includes: primarily the general retail sales, service, and repair activities of the community as well as locations for professional offices, certain commercial/lighter industrial and warehousing offices, and structures that are not dependent on direct access to a waterbody.

WHEREAS, UCO §8.12.070(D) includes: All other uses not listed above may be permitted as conditional uses subject to the review and approval of the Planning Commission per the provisions of §8.12.200; and

WHEREAS, the applicant has submitted a conditional use permit application to allow for a 9,000 square foot pallet factory; and

WHEREAS, the City of Unalaska Departments of Planning, Public Works, Public Utilities and Public Safety have reviewed the request; and

WHEREAS, the encouragement, and support of the needs of local businesses is desirable from the standpoint of public interest, as identified in the Unalaska Comprehensive Plan 2020; and

WHEREAS, the City of Unalaska Planning Commission held a public hearing on August 16th, 2018 to consider this request and to hear testimony of the public, and

WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the Planning Commission reviewed the application and finds that this conditional use request satisfies the three part test set forth in UCO §8.12.200(C):

1. Furthers the goals and objectives of the Comprehensive Plan;
2. Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
3. Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district.


THEREFORE BE IT RESOLVED, that the Planning Commission approves the conditional use permit for a pallet factory on Lot 2, Marineways Subdivision, Plat 91-02, at 80 Gilman Rd., with the following conditions of approval:

1. This approval only applies to the building as it is at the time of approval. Any alterations to the building that significantly change the appearance or modify the building footprint in any way shall void the conditional use permit. The landowner must obtain a new conditional use permit prior to any such alterations.
2. The applicant agrees to provide an electric meter for the structure in a location that allows the Department of Public Utilities access for meter reads.
3. The loading dock on the east side of the building will not be permanently affixed to either the ground or the building, as doing so would restrict access to the underground utility line.
4. No residential units will be placed or retained within the factory building.
5. Applicant must show proof of Fire Marshal approval, and secure a City of Unalaska Building Permit

This resolution approves the conditional use only as it applies to the site plan submitted and shown in Attachment A, and becomes effective once the Planning Department issues the conditional use permit. Issuance of the conditional use permit is contingent upon 1) that there are no appeals within ten (10) working days from the decision date, as outlined in UCO §8.12.200(E); and 2) that all conditions listed above are satisfied by the applicant. Following its issuance, the applicant has the responsibility to maintain compliance with all conditions, and for any failure to abide by these conditions, the Planning Department may revoke the conditional use permit and enforce abatement proceedings on the property as a public nuisance, according to UCO §8.12.220(F), 8.12.220(H), and Chapter 11.12.

APPROVED AND ADOPTED THIS 16th DAY OF August, 2016, BY THE PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.


Billie Jo Gehring
Commission Chair


Bil Homka, AICP, Planning Director
Secretary of the Commission

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2018-13**

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A SAND/GRAVEL STOCK PILE AND CONCRETE PLANT ON TRACT A1, AIRPORT BEACH SUBDIVISION, PLAT 91-03, AIRD, LOCATED AT 2568 AIRPORT BEACH ROAD

WHEREAS, UCO §8.12.200 sets forth the procedures for taking action on a conditional use application; and

WHEREAS, the applicant, Smokey Point Aleutian Concrete, has been authorized by the owner, Ounalashka Corporation, of Tract A1, Airport Beach Subdivision Plat 91-03, filed in the Aleutian Islands Recording District; and

WHEREAS, the property is zoned Marine Dependent Industrial; and

WHEREAS, UCO §8.12.090(A) includes: land uses and structures whose primary purposes require direct access to a water body and/or can be carried out on, in, or adjacent to a water body only.

WHEREAS, UCO §8.12.090(D) includes: All other uses not listed above may be permitted as conditional uses subject to the review and approval of the Planning Commission per the provisions of §8.12.200; and

WHEREAS, the applicant has submitted a conditional use permit application to allow for a sand/gravel stock pile concrete plant; and

WHEREAS, the City of Unalaska Departments of Planning, Public Works, Public Utilities and Public Safety have reviewed the request; and

WHEREAS, the encouragement, and support of the needs of local businesses is desirable from the standpoint of public interest, as identified in the Unalaska Comprehensive Plan 2020; and

WHEREAS, the City of Unalaska Planning Commission held a public hearing on August 16th, 2018 to consider this request and to hear testimony of the public, and

WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the Planning Commission reviewed the application and finds that this conditional use request satisfies the three part test set forth in UCO §8.12.200(C):

1. Furthers the goals and objectives of the Comprehensive Plan;
2. Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
3. Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district.


THEREFORE BE IT RESOLVED, that the Planning Commission approves the conditional use permit for a pallet factory on Tract A1, Airport Beach Subdivision, Plat 1991-03, at 2568 Airport Beach Road., with the following conditions of approval:

1. This approval only applies to the building as it is at the time of approval. Any alterations to the building that significantly change the appearance or modify the building footprint in any way shall void the conditional use permit. The landowner must obtain a new conditional use permit prior to any such alterations.
2. The applicant agrees to provide an electric meter for the structure in a location that allows the Department of Public Utilities access for meter reads.
3. The applicant will place a dust-shielding soundwall between its operation on the lot and the adjacent residential units on the same lot.
4. The applicant must also locate the batch plant on the lot, not just the sand/gravel pile. The pile is an example of industrial storage the community is trying to move away from within the Amaknak retail subarea.
5. The applicant must make the lot look reasonably presentable on the airport side so that a gravel/sand pile is not the first thing visitors see upon arriving in Unalaska.
6. The applicant will locate the plant/pile configuration so it is compliant with the twenty-foot front yard and fifteen-foot side yard setback requirements.
7. The applicant will position the operation in such a way on the lot that the sand/gravel pile does not sit atop the sewer lateral line. If sewer line is not suited to heavy traffic, the line must be upgraded to withstand regular heavy traffic.
8. The applicant must abide by Federal Aviation Administration and State Department Of Transportation restrictions due to the site's proximity to the airport.
9. Applicant must show proof of Fire Marshal approval.

This resolution approves the conditional use only as it applies to the site plan submitted and shown in Attachment A, and becomes effective once the Planning Department issues the conditional use permit. Issuance of the conditional use permit is contingent upon 1) that there are no appeals within ten (10) working days from the decision date, as outlined in UCO §8.12.200(E); and 2) that all conditions listed above are satisfied by the applicant. Following its issuance, the applicant has the responsibility to maintain compliance with all conditions, and for any failure to abide by these conditions, the Planning Department may revoke the conditional use permit and enforce abatement proceedings on the property as a public nuisance, according to UCO §8.12.220(F), 8.12.220(H), and Chapter 11.12.

APPROVED AND ADOPTED THIS 16th DAY OF August, 2018, BY THE PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.


 Billie Jo Gehring
 Commission Chair


 Bil Homka, AICP, Planning Director
 Secretary of the Commission

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Bil Homka, Planning Director
Through: Thomas Thomas, City Manager
Date: August 23, 2018
Re: GIS Orthography Project 2017-2018

This project was successful in two major ways. First, it was initially contracted to Kodiak Mapping in 2015. The company was not able to make it to Unalaska to conduct aerial photography by plane over a two year period of time. In summer 2017 the Planning Commission staff contacted Aleutian Aerial, a local company. The local company was able to complete the project in under one year's time.

Second, this project is the result of a partnership between the City of Unalaska and the Ounalashka Corporation. The city contracted with Aleutian Aerial to fly drones to capture the images of the city's built environment. This is where there are structures, docks, etc. The photos are high resolution due to all the various things there are to see in the city's built areas. The Ounalashka Corporation committed to purchase aerial images taken by satellite of the areas that are beyond the built environment, but there is an interest to continue monitoring what physical changes may have occurred over the past 10 years.

Another important aspect of this project worth mentioning is that it was all completed faster and at less cost than the City's original \$95,000 contract with Kodiak Mapping. The revised project with the Ounalashka Corporation cost a total of \$66,000. The Aleutian Aerial portion cost the city \$46,000 and the satellite imagery cost OC about \$20,000. This means the city was able to use a local business to complete a project, keep the money local while also saving nearly \$30,000 to complete the project in much higher quality. The imagery from Kodiak would have allowed viewers to zoom into a 6"x6" area of ground. Our imagery from Aleutian Aerial's drones is much better, allowing viewers to zoom into a ½" x ½" area of ground!

The images are available for city use via Vantage Points. We are working to make the aerial images available via the internet and hope to have that completed by the end of 2018. Other uses to date include daily operations in city departments such as the Department of Public Works, Department of Public Utilities, assessment by APIA for evaluating locations for a new Head Start facility, use by the contractors of the Captains Bay project, location assessments by GCI for towers, Williams Engineering and HDR Engineering, as well as evaluating potential locations for a new pump station to serve Generals Hill.

A presentation at the city council meeting will highlight the quality of the images.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Bil Homka, Planning Director
Through: Thomas Thomas, City Manager
Date: August 23, 2018
Re: Housing Condition Survey

The Housing Conditions Survey was conducted by interns under the direction of the Department of Planning beginning in August of 2017. The interns went out in the field and took pictures and rated each parcel and building using the Map Book provided by GIS and the Land Use and Building Conditions Assessment form provided by the Department of Planning. This survey is subjective, but the same people conducted it throughout the city.

Not all of the properties were accessible. The surveyors remained on public right-of-ways and did not enter any private properties. Because of this, not all buildings could be photographed and rated in the survey. Also, it was not always possible to see a structure to get an accurate assessment of all building elements. For example, roofing is one element that was difficult to assess for some structures.

All of the data from the surveys was entered into a spreadsheet in March and April of 2018. The pictures taken of each property were also linked to the spreadsheet. This allowed the spreadsheet to be used for GIS purposes as well as for analyzing the data. This process also enabled the integration of photos into the Department of Public Safety Dispatch information. Now emergency personnel have a picture available of the structure they are responding to readily available as they respond to calls.

Of 878 parcels surveyed 298 were identified as single family residences, 96 as duplexes, 56 as multi-family, and 14 as bunkhouses. The remaining parcels were public, commercial, industrial, or undeveloped parcels and tidelands. Of the 298 single family residences 18 were designated vacant or abandoned (6%). The zoning of each parcel was identified as well as the current use of the parcel.

Each building was scored using the following matrix.

- **Grounds Maintenance:**
 - 0 Well maintained
 - 5 Minor maintenance issues
 - 10 Moderate maintenance issues
 - 15 Substantial maintenance issues

- **Roofing:**
 - 0 Does not need repair
 - 5 Shingles missing
 - 5 Chimney needs repair
 - 10 Needs reroofing
 - 20 Roof structure needs replacement and reroofing

- **Siding/Stucco:**
 - 0 Does not need repair
 - 1 Needs repainting
 - 5 Needs to be patched and repainted
 - 10 Needs replacement and painting

- **Windows:**
 - 0 No repair needed
 - 1 Broken window panes
 - 5 In need of repair
 - 10 In need of replacement

- **Property Maintenance:**
 - 0 Well maintained
 - 5 Minor maintenance issues
 - 15 Moderate maintenance issues
 - 20 Substantial maintenance issues

Properties accrued points for each incremental step in the difference between its zoning and usage. Those properties adjacent to an abandoned property also received additional points in their scoring.

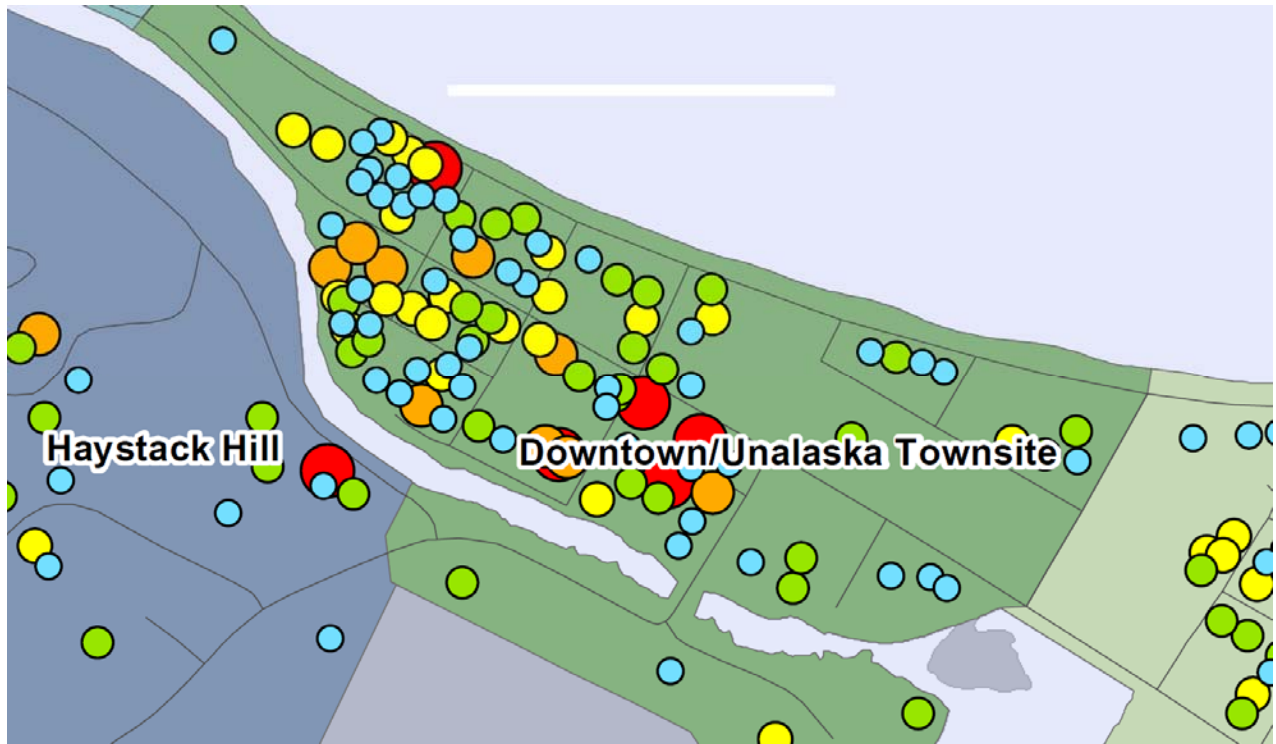
Of the 280 occupied single family residences 33% scored 0-2, 36% scored 3-7, 23% scored 8-16, 6% scored 17-30, and 2% scored 31-76. There were 29% in need of repainting, 6% need patching and repainting, and less than 1% needed replacement siding and repainting. Six single family residences were identified as needing reroofing. There were 31% with minor grounds maintenance issues and 9% with moderate issues. In the property maintenance scoring there were 40% with minor issues and 6% with moderate issues. Less than 3% had any visible issues with windows.

Of the 96 identified duplexes 39% scored 0-2, 35% scored 3-7, 24% scored 8-16, and 2% scored 17-30. There were 31% in need of repainting and 8% needing patching and repainting. Two duplexes were identified as having missing shingles. There were 32% with minor grounds maintenance issues and 3% with moderate issues. In the property maintenance scoring there were 36% with minor issues. No duplexes had any visible window issues.

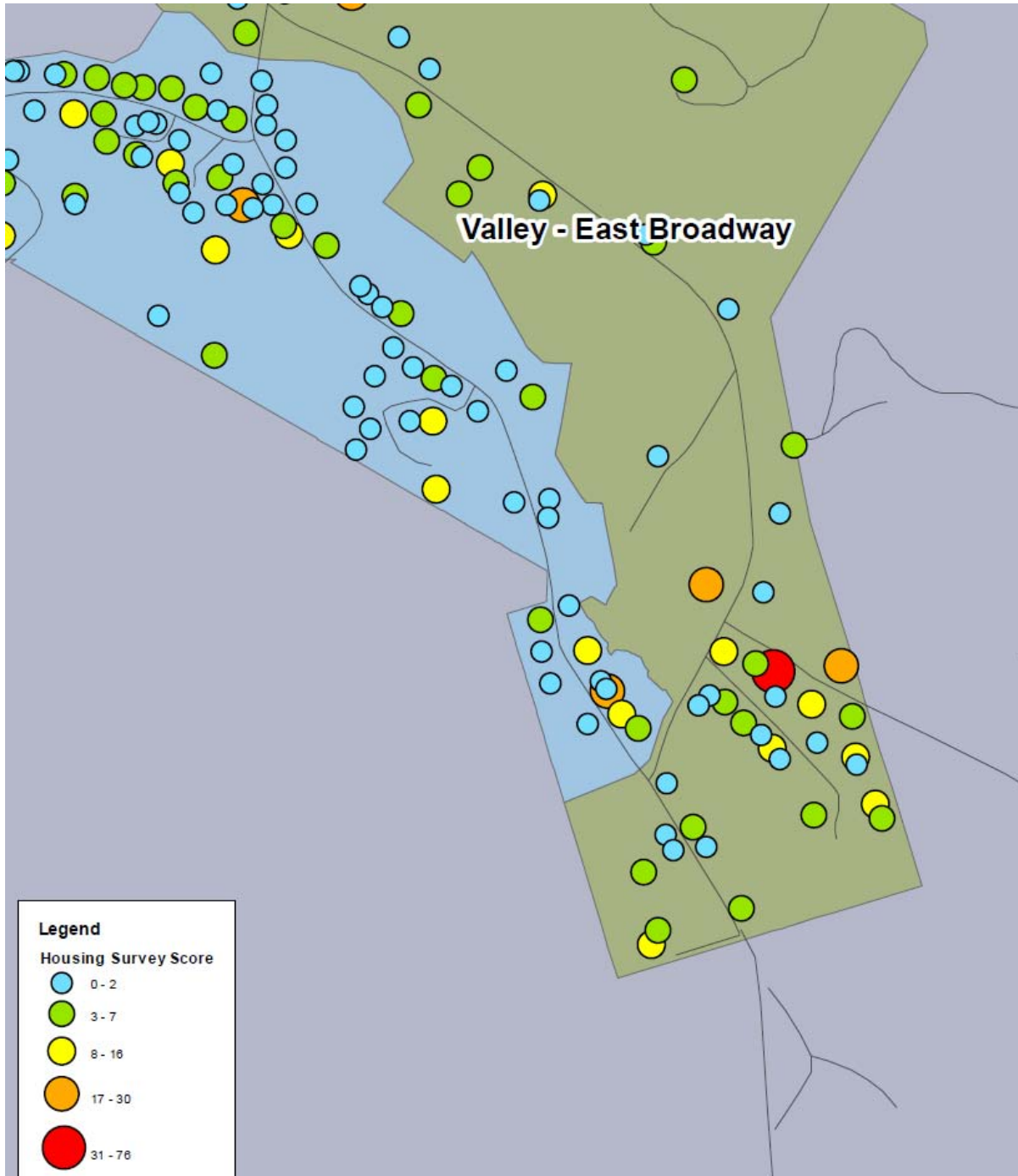
Of the 56 properties identified as multi-family residences 45% scored 0-2, 39% scored 3-7, 14% scored 8-16, and 2% scored 17-30. There were 25% in need of repainting and 4% needing patching and repainting. None of these properties appeared to have roofing issues. Of these properties 21% had minor ground maintenance issues and 36% had minor property maintenance issues. None appeared to have any problems with windows.

Of the 14 properties identified as bunkhouses 50% scored 0-2, 14% scored 3-7, 21% scored 8-16, 7% scored 17-30, and 7% scored 31-76. There were 7% identified as in need of painting and 21% in need of patching and repainting. None appeared to need roofing repairs. There were 36% of these properties having minor grounds maintenance issues. In the property maintenance scoring there were 21% with minor issues and 7% with moderate issues.

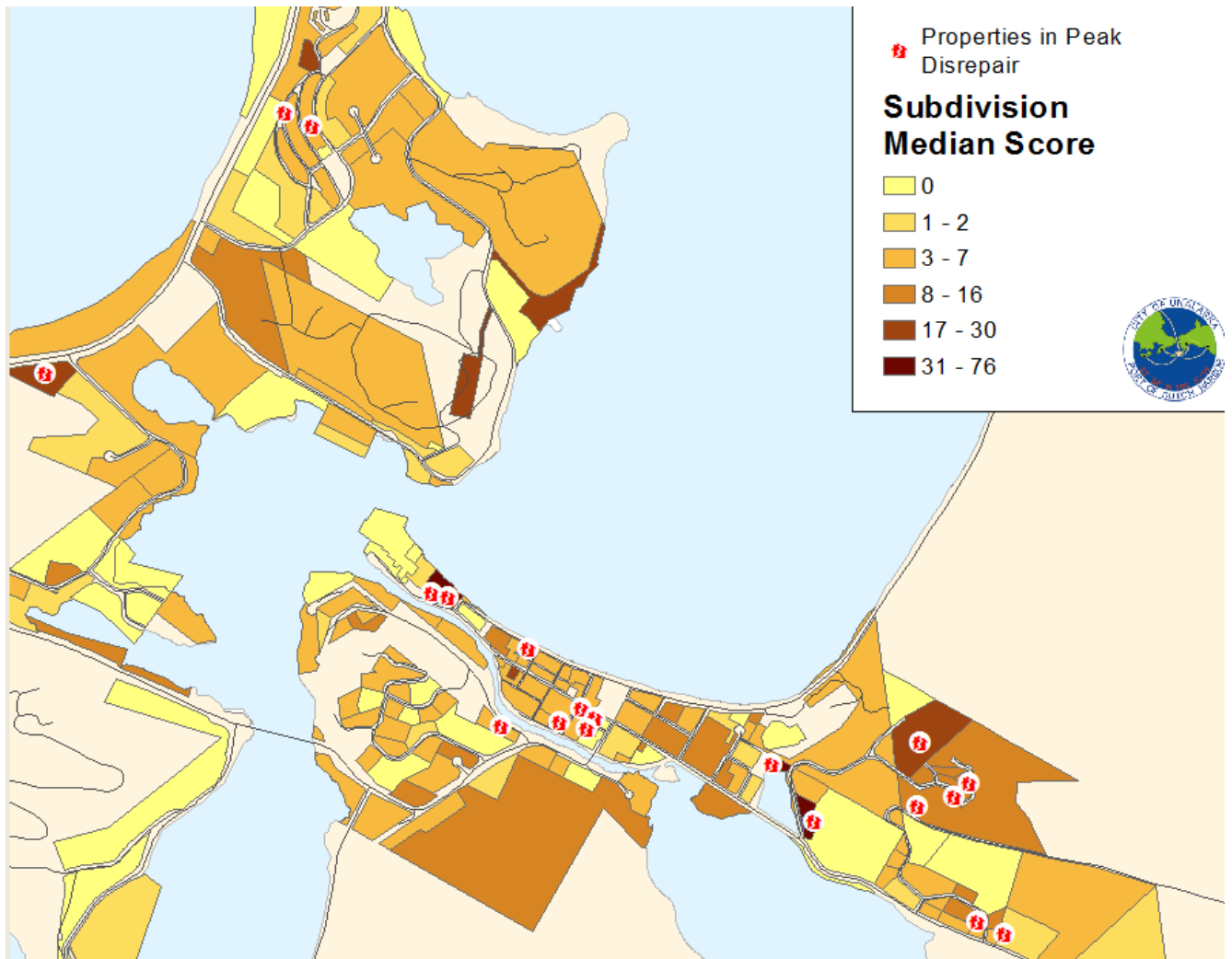
This survey is a static, point in time picture of the structures on Unalaska. Over the summer there were numerous maintenance projects undertaken by property owners big and small. For example the High School was repainted as were several housing structures. Staff also noticed many rehabilitation projects happening. One example is the house at the corner of Riverside and 3rd Street that is undergoing a major renovation on the interior and exterior. So it is important to remember that building conditions are always changing. The strength of this survey is comparing results from one year to another, with the hope that we see improvement from one year's results to the next. It also helps to gauge the impact of various potential community development programs, such as a volunteer / community façade painting program if that is the desire of the city.



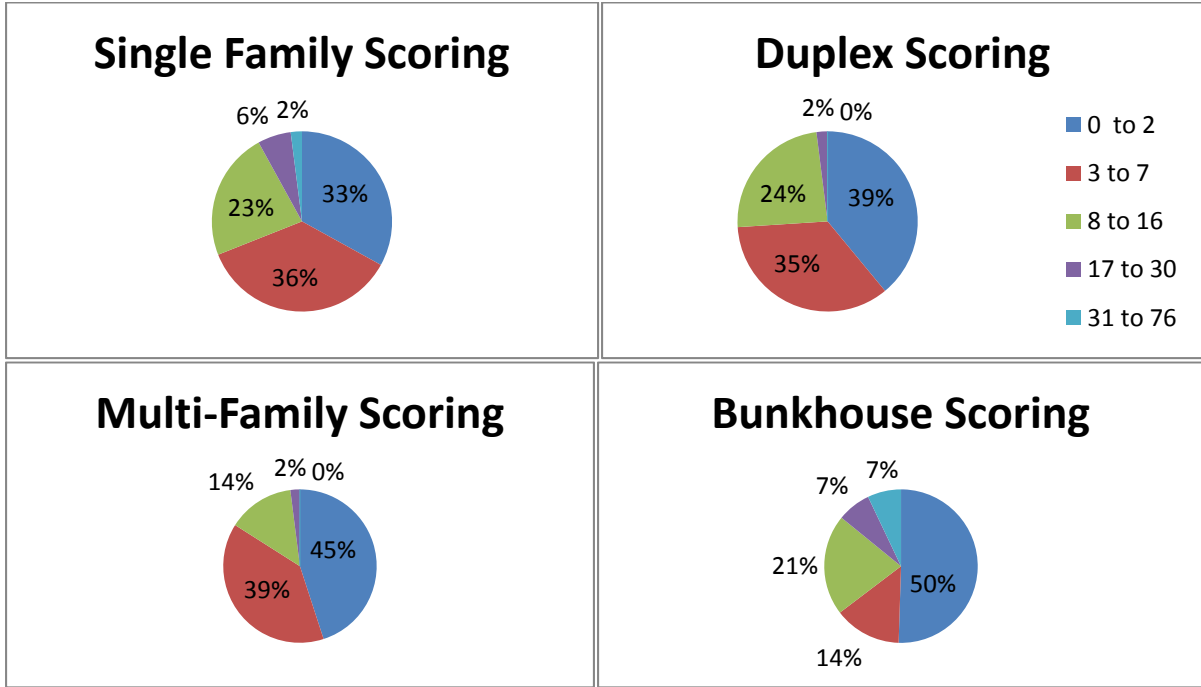
**Sample Results Map 1 – Housing Conditions Survey
2017-2018**



**Sample Results Map 2 – Housing Conditions Survey
2017-2018**



**Sample Results Map 3 – Housing Conditions
Survey 2017-2018**



**Results Illustration – Housing Conditions Survey
2017-2018**

City of Unalaska Land Use and Building Conditions Assessment

LOCATION:

Tax / Parcel #, Address: _____ Posted: Yes No
Is there an address in the map book? Yes No

- | | |
|--|--|
| <input type="checkbox"/> <u>Amaknak Island</u>
<input type="checkbox"/> Standard Oil Hill <input type="checkbox"/> Ballyhoo
<input type="checkbox"/> Unisea <input type="checkbox"/> Retail <input type="checkbox"/> East Point <input type="checkbox"/> LSA | <input type="checkbox"/> <u>Unalaska Island</u>
<input type="checkbox"/> Alyeska <input type="checkbox"/> Downtown <input type="checkbox"/> Nirvana/Lake <input type="checkbox"/> Haystack
<input type="checkbox"/> Westward/Captain's Bay <input type="checkbox"/> Steward Rd. <input type="checkbox"/> E. Broadway |
|--|--|

OCCUPANCY AND USE:

Zoning: HZ WS OS ST SFD POP MDR HDR GC MRI DT MDI

Land Use: UD OS SFD MFR INST C CS UTR MU IND INDS ICT MT ME

Vacant: Yes No Undeveloped
Fire Damage: Yes No

Lot to the Left: Not Vacant Vacant Undeveloped
Lot to the Right: Not Vacant Vacant Undeveloped

If property is undeveloped, stop here and move to the next property.

CONSTRUCTION TYPE:

Wood Frame Masonry Trailer Modular
 Steel Frame Other _____

STRUCTURE TYPE:

Single Family Duplex Multi-Family # of Units ____
 Bunk House # of Units ____ Other _____

#1 - GROUNDS MAINTENANCE:

- 0 Well maintained
- 5 Minor maintenance issues
- 10 Moderate maintenance issues
- 15 Substantial maintenance issues

#4 - WINDOWS:

- 0 No repair needed.
- 1 Broken window panes
- 5 In need of repair.
- 10 In need of replacement.

#2 - ROOFING:

- 0 Does not need repair.
- 5 Shingles missing
- 5 Chimney needs repair
- 10 Needs re-roofing
- 20 Roof structure needs replacement and re-roofing.

#5 - PROPERTY MAINTENANCE:

- 0 Well maintained
- 5 Minor maintenance issues
- 15 Moderate maintenance issues
- 20 Substantial maintenance issues

#3 - SIDING/STUCCO:

- 0 Does not need repair.
- 1 Needs re-painting.
- 5 Needs to be patched and re-painted.
- 10 Needs replacement and painting.

#6 OCCUPANCY/USE POINTS

- 1 per step: Distance between zoning and use.
- 3 Lot to *Left* is abandoned/junkyard
- 3 Lot to *Right* is abandoned/junkyard
- 5 Fire damaged

Points based on criteria above	#1 Grounds	#2 Roofing	#3 Siding/ Stucco	#4 Windows	#5 Maintenance	#6 Occupancy	TOTAL POINTS

Comments: _____

Surveyor _____ Date _____

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-52

A RESOLUTION OF THE UNALASKA CITY COUNCIL ACKNOWLEDGING THE
CLOSURE AND COMPLETION OF VARIOUS CAPITAL PROJECTS AND PURCHASES

WHEREAS, Unalaska City Code § 6.12.050(C) states all appropriations lapse at the end of the budget year to the extent that they have not been expended or lawfully encumbered, except an appropriation for capital improvements or projects, which shall not lapse until the purpose of the appropriation has been accomplished or abandoned; and

WHEREAS, currently, the City of Unalaska has numerous capital projects and purchases which are deemed to be complete; and

WHEREAS, combined together, all projects deemed complete are under budget and;

WHEREAS, any unused monies in completed projects will be returned to the appropriate fund.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council acknowledges that the capital projects and purchases as outlined on the attached list is deemed complete for their intended purpose.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 28, 2018.

Frank Kelty
Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Clay Darnell, Finance Director
Through: Thomas Thomas, City Manager
Date: August 28, 2018
Re: Resolution 2018-52, a Resolution of the Unalaska City Council acknowledging the closure and completion of various capital projects and purchases

SUMMARY: With adoption of this resolution, Council acknowledges that various capital projects and purchases are being closed out of the Capital Budget. Periodically staff reviews capital projects and if a project is complete or no longer feasible, staff makes a recommendation to close certain projects. This recommendation includes projects in several funds and the projects are listed by fund.

PREVIOUS COUNCIL ACTION: Council reviews and acknowledges the closure of various capital projects annually.

BACKGROUND: UCO 6.12.050 (B) states that “All appropriations lapse at the end of the budget year to the extent that they have not been expended or lawfully encumbered, except an appropriation for capital improvements or projects which shall not lapse until the purpose of the appropriation has been accomplished or abandoned.”

DISCUSSION: Attached is a list of projects to be closed.

ALTERNATIVES: 1) Accept staff recommendations to close identified capital projects by adopting Resolution 2018-24; or 2) Leave one or more projects open for additional work.

FINANCIAL IMPLICATIONS: The unused monies will be returned to the appropriate funds:

General Fund	929,382.03
Electric Enterprise Fund	409,335.75
Water Enterprise Fund	5,509.74
Wastewater Enterprise Fund	<u>420,290.00</u>
Total	1,764,517.52

LEGAL: None

STAFF RECOMMENDATION: Adoption of Resolution No. 2018-52.

PROPOSED MOTION: Move to adopt Resolution 2018-52

CITY MANAGER’S COMMENTS: We recommend the closure of the completed capital projects identified in the attachment by adoption of Resolution 2018-52.

Resolution 2018-52 Closing Completed Capital Projects

Project Number	Governmental	Budget	Project Costs To Date	Under/(Over)	Return to General Fund	Return to Spec. Revenue Fund 1% Sales Tax	Return to Other	Return to Proprietary Fund
GG601	General Government GIS Orthophotography	100,000.00	48,805.50	51,194.50	\$51,194.50			
PS602	Public Safety NEW FIRE ENGINE	737,573.00	663,938.94	73,634.06	\$73,634.06			
		837,573.00	712,744.44	124,828.56				
	Enterprise Funds							
	Electric							
EL17C	CAPTAINS BAY ELECTRICAL UPGRADE	2,650,836.00	1,884,250.01	766,585.99	\$766,585.99			
EL18A	GENERATOR SETS REBUILD	1,267,306.00	750,171.66	517,134.34			\$517,134.34	
		3,918,142.00	2,634,421.67	1,283,720.33				Total Electric \$517,134.34
WA402	Water WATER FLOW OPTIMIZATION	99,500.00	93,990.26	5,509.74			\$5,509.74	
		99,500.00	93,990.26	5,509.74				Total Water \$5,509.74
WW18A	Wastewater DELTA WAY EMERGENCY SEWER LINE REPAIR	807,400.00	388,061.26	419,338.74			\$419,338.74	
		807,400.00	388,061.26	419,338.74				Total Wastewater \$419,338.74
PH301	Ports UMC DOCK REPLACEMENT & EXPANSION (Design)	3,167,358.00	3,078,463.68	88,894.32	\$88,894.32			
		3,167,358.00	3,078,463.68	88,894.32				Total Ports \$0.00
								Total Proprietary \$941,982.82
	City Total	8,829,973.00	6,907,681.31	1,922,291.69	\$980,308.87	\$0.00	\$0.00	\$941,982.82

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-53

A RESOLUTION OF THE UNALASKA CITY COUNCIL CONFIRMING THE MAYOR'S APPOINTMENT OF CLAUDIA URIBE TO THE PARKS, CULTURE AND RECREATION COMMITTEE

WHEREAS, there is a vacant seat on the Parks, Culture and Recreation Committee; and

WHEREAS, Unalaska City Code § 2.60.040 states that each member of a board shall be appointed by the Mayor, subject to approval of the City Council; and

WHEREAS, Mayor Kelty has appointed Claudia Uribe to the Parks, Culture and Recreation Committee and submitted her name to the City Council for approval.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council confirms the appointment of Claudia Uribe to the Parks, Culture and Recreation Committee.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 28, 2018.

Frank Kelty
Mayor

ATTEST:

Marjie Veeder
City Clerk



BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Claudia Uribe

Mailing Address: PO Box 981318 Dutch harbor AK

Telephone: 570 288 4640 Email: aci.uribe@gmail.com

Occupation: Teachers Aide Employer: Elementary school

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

no experience but I would volunteer at my children school in Arizona.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above _____

I would like to be a part of the committee and make a difference for the better of our community.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 07/30/18

Signature: [Handwritten Signature]

THANK YOU FOR YOUR INTEREST IN SERVING
Applications expire one year from date received by City Clerk
 Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
 Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-54

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY ATTORNEY TO BRING SUIT AGAINST ADVANCED BLASTING SERVICES, LLC AND OHIO CASUALTY INSURANCE COMPANY

WHEREAS, the City of Unalaska (City) contracted with Advanced Blasting Services, LLC (ABS) for site preparation work for the new wastewater treatment plant (the Contract); and

WHEREAS, the Contract required ABS to post a performance bond guaranteeing ABS' performance of the Contract (the Bond); and

WHEREAS, the Ohio Casualty Insurance Company (Surety) issued the Bond; and

WHEREAS, ABS failed to perform the Contract in accordance with the contract specifications, including preparing the site at an elevation lower than the plans and specifications for the Project; and

WHEREAS, the design for the foundation of the wastewater treatment plant had to be revised as a result of the faulty work performed by ABS; and

WHEREAS, the change in the foundation design caused the general contractor for the project, Alaska Mechanical, Inc. (AMI) to submit a claim for an increase in the contract price for the project, which claim remains unresolved; and

WHEREAS, City has incurred costs as a result of ABS' faulty work; and

WHEREAS, ABS and Surety have failed to respond to the City's Notices of Default, the latest of which was issued on June 5, 2018.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Attorney to file civil suit against ABS, the Surety and any affiliated or successor individuals and entities for recovery of damages and costs to which the City is entitled.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 28, 2018.

Frank Kelty
Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Thomas Thomas, City Manager
Date: August 28, 2018
Re: Resolution 2018-54, a Resolution of the Unalaska City Council authorizing the City Attorney to bring suit against Advanced Blasting Services, LLC and Ohio Casualty Insurance Company

SUMMARY: This resolution, if approved, will authorize the City Attorney to bring suit against Advanced Blasting Services, LLC and Ohio Casualty Insurance Company in order to recover costs the City incurred as the result of over-blasting.

PREVIOUS COUNCIL ACTION: Council has not taken any action specific to this situation.

BACKGROUND: Advanced Blasting Services, LLC (ABS) was hired to remove rock in order to construct the Wastewater Treatment Plant project. Drilling and blasting was required and ABS's subcontractor, Northern Mechanical, loaded and hauled the blasted rock. ABS over-blasting necessitated a redesign of the foundation and resulted in multiple claims being submitted by Alaska Mechanical, Inc. (AMI) both on its own behalf and on behalf of its subcontractor, Northern Mechanical.

DISCUSSION: The over-blasting resulted in a domino effect of extra work. Excess over-blasted rock had to be removed, more fill had to be imported and placed, and a redesign of the slab on grade foundation was required along with additional form work, additional rebar, additional concrete and additional finishing. At each step along the way, claims mounted and are as yet unresolved, but are in process of being resolved.

In addition to the extra materials and labor required as a result of over-blasting, additional contract time (delay claims) hang in the balance and those are also unresolved but are in process of being resolved. Additional contract time is expensive, with large per day amounts. Potentially recoverable costs exceed \$2,000,000.

ALTERNATIVES:

1. Not Proceed: Council could choose not to proceed. However, not proceeding leaves the City liable for the full amount of extra work costs and delay claims.
2. Proceed: Council could direct the City Attorney to proceed with the suit. There is no guarantee of recovering costs.
3. Postpone: Council could postpone making a decision to proceed with the suit. However, the deadline to file suit is approaching.

FINANCIAL IMPLICATIONS: If the resolution is adopted, legal fees will be incurred.

LEGAL: The City Attorney will determine what legal action is required.

STAFF RECOMMENDATION: Staff recommends proceeding with this action.

PROPOSED MOTION: I move to adopt Resolution 2018-54.

CITY MANAGER COMMENTS: I recommend adoption of Resolution 2018-54.

ATTACHMENTS: None