

Regular Meeting
Tuesday, August 9, 2022
6:00 p.m.



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members
Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members
Dennis M. Robinson
Alejandro R. Tungul
Shari Coleman

*To Provide a Sustainable Quality of Life
Through Excellent Stewardship of Government*

UNALASKA CITY COUNCIL

P. O. Box 610 • Unalaska, Alaska 99685
Tel (907) 581-1251 • Fax (907) 581-1417 • www.ci.unalaska.ak.us

Mayor: Vincent M. Tutiakoff Sr. **City Manager:** Chris Hladick
City Clerk: Marjje Veeder, mveeder@ci.unalaska.ak.us

COUNCIL MEETING ATTENDANCE

The community is encouraged to attend meetings of the City Council:

- In person at City Hall
- Online via ZOOM (link, meeting ID & password below)
- By telephone (toll and toll free numbers, meeting ID & password below)
- Listen on KUCB TV Channel 8 or Radio Station 89.7

PUBLIC COMMENT

The Mayor and City Council value and encourage community input at meetings of the City Council. There is a time limit of 3 minutes per person, per topic. Options for public comment:

- In person
- By telephone or ZOOM - notify the City Clerk if you'd like to provide comment using ZOOM features (chat message or raise your hand); or *9 by telephone to raise your hand; or you may notify the City Clerk during regular business hours in advance of the meeting
- Written comment is accepted up to one hour before the meeting begins by email, regular mail, fax or hand delivery to the City Clerk, and will be read during the meeting; include your name

ZOOM MEETING LINK: <https://us02web.zoom.us/j/85203975430>

Meeting ID: 852 0397 5430 / **Passcode:** 977526

TELEPHONE: Meeting ID: 852 0397 5430 / **Passcode:** 977526

Toll Free numbers: (833) 548-0276; or (833) 548-0282; or (877) 853-5247; or (888) 788-0099

Non Toll Free numbers: (253) 215-8782; or (346) 248-7799; or (669) 900-9128

AGENDA

1. **Call to order**
2. **Roll call**
3. **Pledge of Allegiance**
4. **Recognition of Visitors**
5. **Adoption of Agenda**
6. **Approve Minutes of Previous Meeting – [July 26, 2022](#)**
7. **Reports**
 - a. [Financials – June 2022](#)
 - b. [City Manager](#)

8. **Community Input & Announcements** *Members of the public may provide information to council or make announcements of interest to the community. Three-minute time limit per person.*
9. **Public Comment on Agenda Items** *Time for members of the public to provide information to Council regarding items on the agenda. Members of the public may also speak when the issue comes up on the regular agenda by signing up with the City Clerk. Three-minute time limit per person.*
10. **Public Hearing** *Members of the public may testify about any item set for public hearing. Three-minute time limit per person.*
 - a. [Ordinance 2022-12: Approving a Zoning Amendment from Holding Zone to Marine Dependent/Industrial on Lot 2, USS 8449 \(LFS Captains Bay\)](#)
 - b. [Ordinance 2022-13: Approving a Zoning Amendment from Unzoned Tidelands to Developable Tidelands District for 1.156 acres adjacent to Tract A, ATS 1360 Tidelands Area](#)
 - c. [Ordinance 2022-14: Creating Budget Amendment #1 to the Fiscal Year 2023 Budget, appropriating \\$647,220 from the General Fund for an increase to the Public Library Improvements Project](#)
 - d. [Ordinance 2022-15: Authorizing the City Manager to dispose of personal property, specifically a 1997 Pierce Saber Aerial Apparatus, to an Alaska Municipal Corporation or agency thereof](#)
11. **Work Session** *Work sessions are for planning purposes, or studying and discussing issues before the Council.*
 - a. [Review EPA Region 10 FY22 Brownfields Assessment Cooperative Agreement Work Plan - Bil Homka, Planning Director](#)
12. **Consent Agenda** *Approval of non-controversial or routine items, accomplished without debate and with a single motion and vote. Council members may request an item be moved to the regular agenda for discussion purposes.*
 - a. [Ordinance 2022-12: 2nd reading, Approving a Zoning Amendment from Holding Zone to Marine Dependent/Industrial on Lot 2, USS 8449 \(LFS Captains Bay\)](#)
 - b. [Ordinance 2022-13: 2nd reading, Approving a Zoning Amendment from Unzoned Tidelands to Developable Tidelands District for 1.156 acres adjacent to Tract A, ATS 1360 Tidelands Area](#)
 - c. [Ordinance 2022-15: 2nd reading, Authorizing the City Manager to dispose of personal property, specifically a 1997 Pierce Saber Aerial Apparatus, to an Alaska Municipal Corporation or agency thereof](#)
13. **Regular Agenda** *Persons wishing to speak on regular agenda items must sign up with the City Clerk. Three-minute time limit per person.*
 - a. [Ordinance 2022-14: 2nd reading, Creating Budget Amendment #1 to the Fiscal Year 2023 Budget, appropriating \\$647,220 from the General Fund for an increase to the Public Library Improvements Project](#)
 - b. [Resolution 2022-36: Approving the Unalaska Senior Citizens to retain and reallocate unexpended FY22 Community Support Grant funds for the purchase of a vehicle in FY23](#)
14. **Community Input & Announcements** *Members of the public may provide information to council or make announcements of interest to the community. Three-minute time limit per person.*
15. **Council Directives to City Manager**
16. **Executive Session** – Discuss City Manager Applicants
17. **Adjournment**

Regular Meeting
Tuesday, July 26, 2022
6:00 p.m.



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Mayor: Vincent M. Tutiakoff Sr. **City Manager:** Chris Hladick
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MINUTES

1. **Call to order.** Mayor Tutiakoff called the regular meeting of the Unalaska City Council to order on July 26, 2022, at 6:00 p.m.
2. **Roll call.** The City Clerk called the roll. The Mayor and all Council Members were present, with Coleman participating via Zoom. Mayor announced establishment of a quorum.

Tungul read the City's Mission Statement: To provide a sustainable quality of life through excellent stewardship of government.
3. **Pledge of Allegiance.** Looby led the Pledge of Allegiance.
4. **Recognition of Visitors.** No particular recognitions were made; Mayor noted the City Manager and Council Member Coleman joined the meeting via Zoom.
5. **Adoption of Agenda.** Nicholson moved to adopt the agenda with second by Looby. There being no objection, the agenda was adopted by consensus.
6. **Approve Minutes of Previous Meeting June 28, 2022**

Robinson moved to approve the proposed minutes of the June 28, 2022 council meeting as presented, with second by Nicholson. Bell noted a correction needed on page 3 related to the voting record for Resolution 2022-32: need to change "Bell-no" to "Nicholson-no" as Bell was not present at that meeting. The Clerk indicated that correction would be made. There being no further objection, the proposed minutes of June 28, 2022 were approved by consensus as corrected.
7. **Reports**
 - a. The Financial Reports for May 2022 were included in the packet. The City Manager provided a brief review; no questions from Council.
 - b. The City Manager's Report was included in the packet. Additionally, the manager noted that City Attorney Brooks Chandler plans to present to council on August 23. Manager and staff responded to Council questions regarding the Captains Bay Road project, terminal services agreements at the UMC dock, Ravn Air, and ADOT Airport Master Plan.
8. **Community Input & Announcements.** Albert Burnham from PCR provided programming updates. M. Lynne Crane from USAFV announced the "Make a Difference Dinner" for September 23; and a tentative date to resume the Soup Off in March 2023. Dennis Robinson made an announcement regarding his nonsupport of a campaign sign at Agnes Beach. The Mayor made announcements regarding the Q-Tribe's culture camps.
9. **Public Comment on Agenda Items.** None.

10. Work Session

Robinson moved to go into work session; second by Tungul. There being no objection, the Mayor announced council is in work session.

- a. Capital Project Update – Tom Cohenour, Public Works Director.

The City Manager introduced Tom Cohenour, Director of Public Works. Mr. Cohenour reviewed the Capital Project Update which was included in the packet, and responded to Council questions and inquiries throughout the presentation. The presentation was concluded with a review of the need to put a new roof on the library, which was discovered during construction of the library renovation project.

The Mayor provided the opportunity for public comment; none offered.

Robinson moved to return to regular session; second by Nicholson. No objection.

Work session ended at 7:16 p.m.

11. **Consent Agenda.** Nicholson moved to adopt the items on the Consent Agenda; second by Looby. All Council Members voted in the affirmative; motion adopted 6-0, adopting all items on the Consent Agenda.

- a. Resolution 2022-33: Approving the Mayor's appointment of Marjie Veeder as the City's Representative on the Board of Directors of the Museum of the Aleutians
- b. Resolution 2022-34: Authorizing the City Manager to sign a Professional Services Agreement with Frank Kelty
- c. Resolution 2022-35: Acknowledging the closure and completion of various capital projects and purchases

12. Regular Agenda

- a. Ordinance 2022-12: First reading, Approving a Zoning Amendment from Holding Zone to Marine Dependent / Industrial on Lot 2, USS 8449 (LFS Captains Bay)

Robinson moved to schedule Ordinance 2022-12 for public hearing and second reading on August 9, 2022; second by Nicholson.

The City Manager reviewed the proposed Ordinance and responded to Council questions.

The Mayor provided the opportunity for public comment; none offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

- b. Ordinance 2022-13: First reading, Approving a Zoning Amendment from Unzoned Tidelands to Developable Tidelands District for 1.156 acres adjacent to Tract A, ATS 1360 Tidelands Area

Tungul moved to schedule Ordinance 2022-13 for public hearing and second reading on August 9, 2022; second by Looby.

The City Manager reviewed the proposed Ordinance and he and Planning Director Bill Homka responded to Council questions.

The Mayor provided the opportunity for public comment; none offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

- c. Ordinance 2022-14: First reading, Creating Budget Amendment #1 to the Fiscal Year 2023 Budget, appropriating \$647,220 from the General Fund for an increase to the Public Library Improvements Project

Robinson moved to schedule Ordinance 2022-14 for public hearing and second reading on August 9, 2022; second by Nicholson.

The City Manager reviewed the proposed Ordinance and he and Tom Cohenour responded to Council questions.

The Mayor provided the opportunity for public comment; none offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

- d. Ordinance 2022-15: First reading, Authorizing the City Manager to dispose of personal property, specifically a 1997 Pierce Saber Aerial Apparatus, to an Alaska Municipal Corporation or agency thereof

Robinson moved to schedule Ordinance 2022-15 for public hearing and second reading on August 9, 2022; second by Tungul.

The City Manager reviewed the proposed Ordinance and Acting Fire Chief Mike Hanson responded to Council questions.

The Mayor provided the opportunity for public comment; none offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

13. **Executive Session.** Bell moved to go into Executive Session to discuss with and provide direction to the city attorney regarding pending litigation, the immediate public discussion of which may tend to adversely affect the legal positions of the City. Present in Executive Session will be the Mayor, Council Members physically present, City Attorney Sam Severin by telephone, City Manager Chris Hladick by telephone, and Risk Manager Debra Zueger. Second by Nicholson.

There being no objection, the Mayor announced Executive Session beginning at 7:36 p.m.

- a. City of Unalaska v. National Union Fire Insurance Company

On motion by Robinson and second by Nicholson, with no objection, Executive Session ended at 8:03 p.m.

Back on the record at 8:03 p.m.

The Mayor announced that direction was provided by council to the city attorney during Executive Session.

14. **Council Directives to City Manager.** None.

15. **Community Input & Announcements.** The City Manager reported to Council that he will meet with the public works director to devise a realistic schedule for planned capital projects; that Senator Lisa Murkowski plans to visit Unalaska in late August; and NOAA Fisheries staff plans to visit Unalaska August 26. The Mayor discussed a potential planning session. Council member Robinson indicated he will be out of town from July 31 to August 22.

16. **Adjournment.** Having completed all items on the agenda, the Mayor adjourned the meeting at 8:09 p.m.

These minutes were approved by the Unalaska City Council on August 9, 2022.

Marjie Veeder, CMC
City Clerk

CITY OF UNALASKA
UNAUDITED FINANCIAL REPORTS
FOR THE YEAR ENDED JUNE 30, 2022

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MEMORANDUM TO COUNCIL

TO: MAYOR AND CITY COUNCIL MEMBERS
FROM: CLAY DARNELL, INTERIM FINANCE DIRECTOR
THRU: CHRIS HLADICK, INTERIM CITY MANAGER
DATE: AUGUST 3, 2022
RE: UNAUDITED FINANCIAL REPORTS FOR THE
YEAR ENDED JUNE 30, 2022

In order to keep the Council informed about the financial activity of the City of Unalaska, the Finance Department has prepared interim financial reports for the twelve months ended June 30, 2022.

Fund/Departmental Highlights

General Fund:

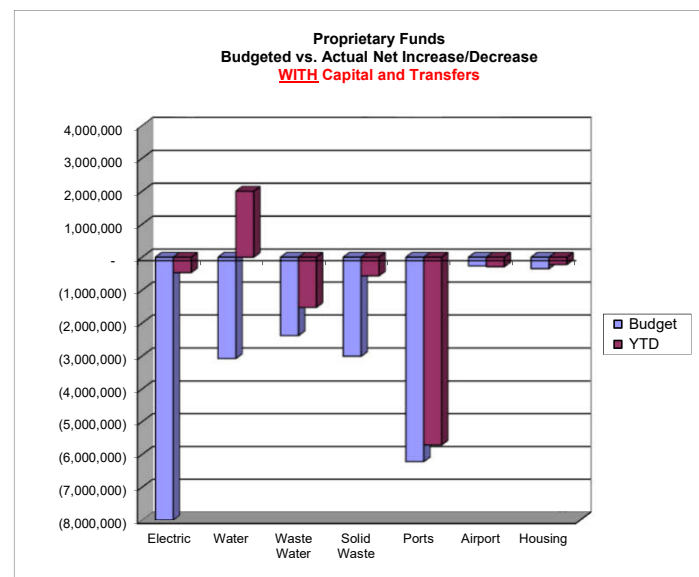
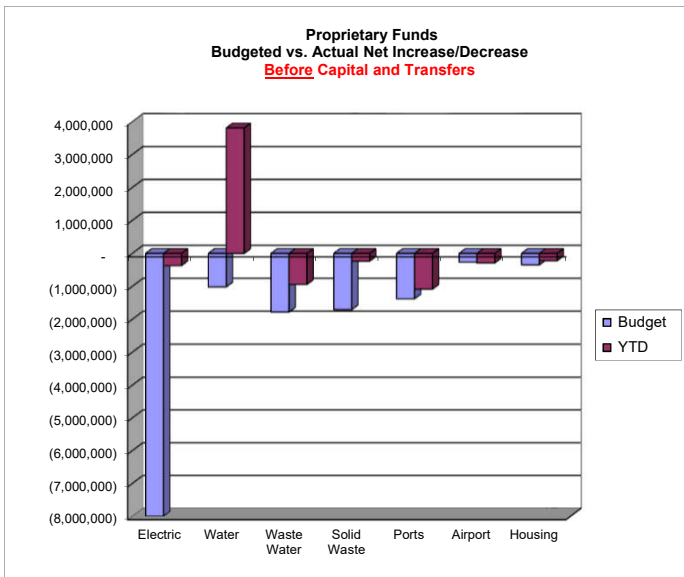
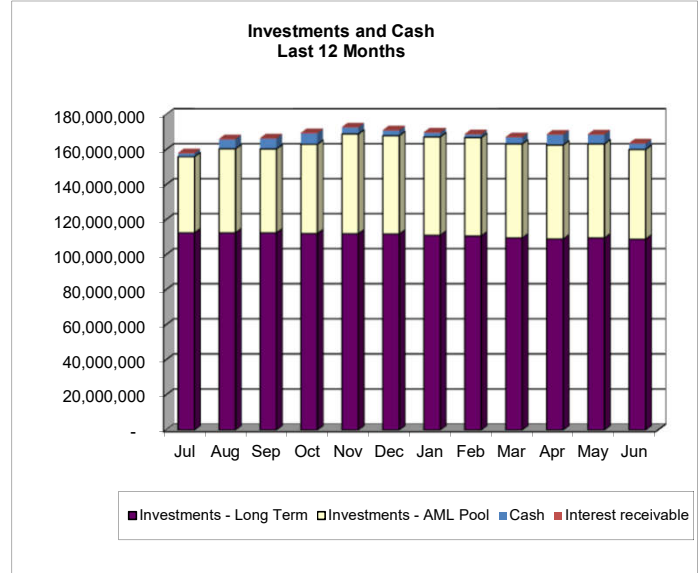
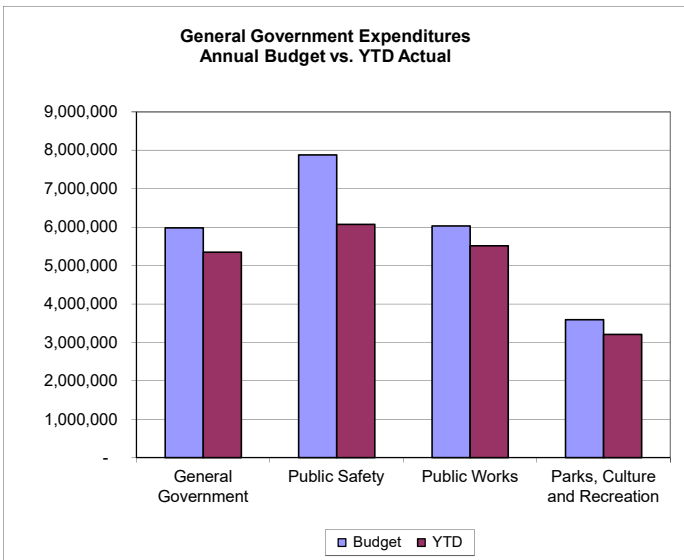
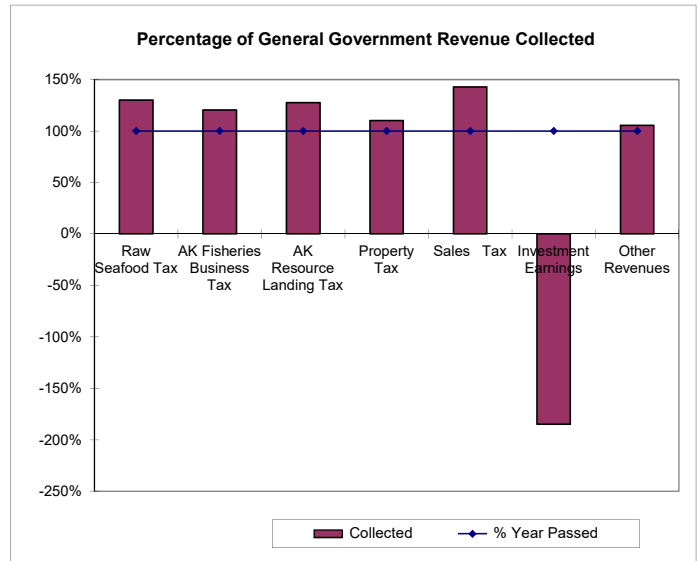
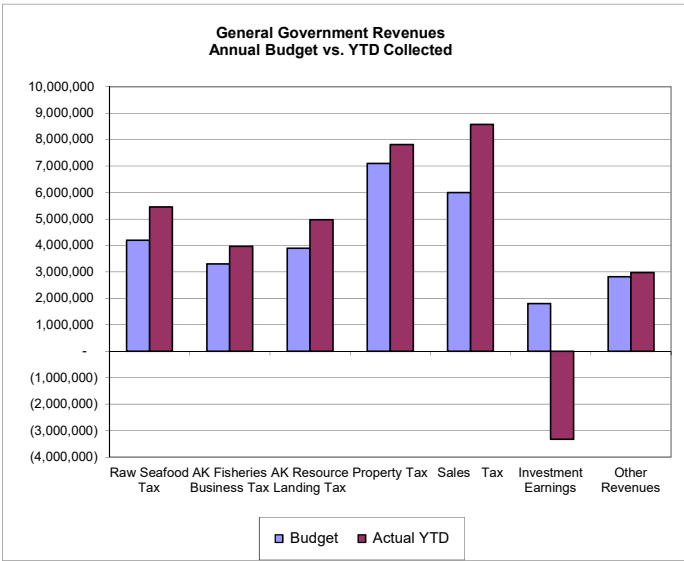
- All year to date General Fund revenues except investment Earnings exceed the FY22 budgeted amounts. Budgetary investment income is \$1.5M year to date. Overall General Fund Revenues are 105% of budget. (Ref page 2)
- All General Fund departments are within the budgetary estimated spend level at year end.
- The General Fund net deficit \$986,848 was significantly less than the appropriated fund balance of \$5.9M.

Proprietary Funds:

- All utility fund revenues and expenditures and Housing Fund revenues and expenditures are within the budgetary amounts. Ports & Harbors Fund and Airport Fund revenues are less than the estimate. Ports & Harbors Fund, Airport Fund, and Housing Fund are projected to use less than the appropriated fund balance. (Ref pages 5-8)

CITY OF UNALASKA

JUNE 2022



General Fund Operating Monthly Summary - Month Ending June 2022

	FY2022 Budget	June	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
REVENUES						
Raw Seafood Tax	4,200,000	425,381	5,461,370	130%	4,965,093	496,277
AK Fisheries Business	3,300,000	-	3,973,545	120%	3,747,582	225,963
AK Fisheries Resource Landing	3,900,000	-	4,971,744	127%	4,386,842	584,903
Property Taxes	7,100,000	76,793	7,815,941	110%	7,152,892	663,050
Sales Tax	6,000,000	38,325	8,576,682	143%	6,320,030	2,256,652
Investment Earnings	1,800,000	(620,690)	(3,330,298)	-185%	475,146	(3,805,443)
Other Revenues	2,812,749	56,425	2,970,831	106%	3,033,093	(62,261)
Total General Fund Revenues	29,112,749	(23,766)	30,439,817	105%	30,080,677	359,140
EXPENDITURES						
Mayor & Council	473,640	15,639	366,476	77%	282,004	84,472
City Administration	1,973,453	143,494	1,880,479	95%	1,658,350	222,129
City Clerk	587,620	47,316	529,850	90%	486,643	43,207
Finance	2,176,636	186,134	1,923,046	88%	1,847,700	75,346
Planning	766,085	79,699	648,611	85%	586,815	61,796
Public Safety	6,169,621	390,625	4,634,917	75%	4,580,942	53,975
Fire, EMS	1,709,617	177,476	1,434,877	84%	1,322,492	112,385
Public Works	6,033,703	528,329	5,512,045	91%	5,624,447	(112,402)
Parks, Culture & Recreation	3,588,889	316,477	3,204,551	89%	3,002,491	202,060
Community Grants	1,134,368	86,281	1,134,368	100%	1,101,725	32,643
School Support	4,699,189	391,599	4,699,189	100%	4,344,274	354,915
Total Operating Expenditures	29,312,822	2,363,069	25,968,408	89%	24,837,884	1,130,524
Net Operating Surplus	(200,073)	(2,386,835)	4,471,409		5,242,793	(771,384)
Capital Outlay and Transfers						
Capital Outlay	601,706	29,365	190,417	32%	275,906	(85,489)
Transfers To Capital Projects	1,948,936	100,000	1,911,740	98%	1,549,764	361,976
Transfers To Enterprise Capital	3,494,500	-	3,356,100	96%	(129,492)	3,485,592
Total Capital Outlay and Transfers	6,045,142	129,365	5,458,258	90%	1,696,179	3,762,079
Net Surplus (Deficit)	(6,245,215)	(2,516,200)	(986,848)		3,546,614	(4,533,463)
Appropriated Fund Balance	5,995,804	-	-		-	-
	\$ (249,411)	\$ (2,516,200)	\$ (986,848)		\$ 3,546,614	\$ (4,533,463)

	<u>FY2022 Budget</u>	<u>June</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
1% Sales Tax Special Revenue Fund						
REVENUE						
Sales Tax	\$ 3,000,000	\$ 19,162	\$ 4,288,341	143%	\$ 1,160,015	\$ 1,128,326
TRANSFERS						
Govt Capital Projects	1,000,000	0	1,000,000	100%	862,135	137,865
Proprietary	0	0	0	0%	1,009,265	(1,009,265)
Enterprise Capital	3,860,000	0	3,860,000	100%	0	3,860,000
Total Transfers	4,860,000	-	4,860,000	100%	1,871,400	2,988,600
1% Sales Tax Special Revenue Fund	\$ (1,860,000)	\$ 19,162	\$ (571,659)		\$ 1,288,615	\$ (1,860,274)
Bed Tax Special Revenue Fund						
REVENUE						
Bed Tax	\$ 125,000	\$ 14,417	\$ 260,181	208%	\$ 77,061	\$ 183,120
EXPENSES						
Unalaska CVB	210,000	17,500	210,000	100%	210,000	-
Bed Tax Special Revenue Fund	\$ (85,000)	\$ (3,083)	\$ 50,181		\$ (132,939)	\$ 183,120
E911 Enhancement Special Revenue Fund						
REVENUE						
E911 Enhancement Tax	\$ 55,000	\$ 6,729	\$ 53,655	98%	\$ -	\$ 53,655
EXPENSES						
Public Safety Admin	55,000	-	-	-%	-	-
E911 Enhancement Special Revenue Fund	\$ 0	\$ 6,729	\$ 53,655		\$ 0	\$ 53,655
Tobacco Tax Special Revenue Fund						
REVENUE						
Tobacco Tax	\$ -	\$ -	\$ 156,414	-%	\$ -	\$ 156,414
EXPENSES						
Community Support	-	-	-	-%	-	-
Tobacco Tax Special Revenue Fund	\$ 0	\$ 0	\$ 156,414		\$ 0	\$ 156,414

	<u>FY2022 Budget</u>	<u>June</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
Electric Proprietary Fund						
REVENUES	11,653,995	1,807,362	17,862,391	153%	12,937,145	4,925,246
EXPENSES - Cash Basis						
Electric Line Repair & Maint	1,308,805	218,744	868,564	66%	588,642	279,921
Electric Production	12,353,615	1,383,116	11,780,748	95%	7,257,641	4,523,107
Facilities Maintenance	133,699	3,984	80,184	60%	80,433	(249)
Utility Administration	2,236,220	76,222	2,053,533	92%	2,108,676	(55,143)
Veh & Equip Maintenance	66,220	1,350	41,621	63%	34,474	7,147
Total operating expenses - cash basis	<u>16,098,558</u>	<u>1,683,417</u>	<u>14,824,649</u>	<u>92%</u>	<u>10,069,866</u>	<u>4,754,783</u>
Net Profit (loss) from operations - cash basis	(4,444,564)	123,945	3,037,742		2,867,279	170,464
Depreciation	<u>3,622,866</u>	<u>-</u>	<u>3,407,813</u>	<u>94%</u>	<u>3,426,465</u>	<u>(18,652)</u>
Net Profit (loss) from operations - accrual basis	(8,067,430)	123,945	(370,070)		(559,187)	189,116
TRANSFERS and CAPITAL OUTLAY						
Capital Outlay	64,980	-	64,980	100%	-	64,980
Transfers Out	<u>715,000</u>	<u>-</u>	<u>31,073</u>	<u>4%</u>	<u>681,947</u>	<u>(650,875)</u>
Total Transfers and Capital Outlay	<u>779,980</u>	<u>-</u>	<u>96,053</u>	<u>12%</u>	<u>681,947</u>	<u>(585,895)</u>
Net earnings (loss)	(8,847,410)	123,945	(466,123)		(1,241,134)	775,011

Water Proprietary Fund

REVENUES	2,563,057	238,526	2,663,464	104%	2,999,261	(335,797)
EXPENSES - Cash Basis						
Facilities Maintenance	61,556	4,821	44,992	73%	64,219	(19,227)
Utility Administration	718,725	41,202	629,474	88%	656,035	(26,561)
Veh & Equip Maintenance	41,016	2,259	30,121	73%	23,836	6,285
Water Operations	1,621,392	124,224	1,172,205	72%	1,227,091	(54,886)
Total operating expenses - cash basis	<u>2,442,689</u>	<u>172,506</u>	<u>1,876,792</u>	<u>77%</u>	<u>1,971,181</u>	<u>(94,389)</u>
Net Profit (loss) from operations - cash basis	120,368	66,020	786,672		1,028,080	(241,408)
Depreciation	<u>1,134,681</u>	<u>-</u>	<u>986,772</u>	<u>87%</u>	<u>1,116,494</u>	<u>(129,721)</u>
Net Profit (loss) from operations - accrual basis	(1,014,313)	66,020	(200,100)		(88,413)	(111,687)
TRANSFERS and CAPITAL OUTLAY						
Transfers Out	1,915,500	-	1,723,750	90%	559,735	1,164,015
Capital Outlay	<u>143,916</u>	<u>-</u>	<u>79,252</u>	<u>55%</u>	<u>263</u>	<u>78,989</u>
Total Transfers and Capital Outlay	<u>2,059,416</u>	<u>-</u>	<u>1,803,002</u>	<u>88%</u>	<u>559,998</u>	<u>1,243,004</u>
	(3,073,729)	66,020	(2,003,102)		(648,411)	(1,354,691)

	<u>FY2022 Budget</u>	<u>June</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
Wastewater Proprietary Fund						
REVENUES	2,452,806	201,287	2,584,192	105%	2,601,277	(17,085)
EXPENSES - Cash Basis						
Facilities Maintenance	65,492	3,484	59,508	91%	39,046	20,462
Utility Administration	685,939	33,820	620,289	90%	614,141	6,148
Veh & Equip Maintenance	30,921	527	22,836	74%	15,412	7,423
Wastewater Operations	2,076,007	179,123	1,701,433	82%	1,675,153	26,281
Total operating expenses - cash basis	<u>2,858,359</u>	<u>216,954</u>	<u>2,404,066</u>	84%	<u>2,343,752</u>	<u>60,314</u>
Transfers In	-	-	-	-%	1,009,265	(1,009,265)
Net Profit (loss) from operations - cash basis	(405,553)	(15,667)	180,126		1,266,790	(1,086,664)
Depreciation	<u>1,372,436</u>	<u>-</u>	<u>1,120,729</u>	82%	<u>1,239,304</u>	<u>(118,575)</u>
Net Profit (loss) from operations - accrual basis	(1,777,989)	(15,667)	(940,603)		27,486	(968,089)
TRANSFERS and CAPITAL OUTLAY						
Transfers Out	43,000	-	43,000	100%	-	43,000
Capital Outlay	<u>557,399</u>	<u>-</u>	<u>539,653</u>	97%	<u>456</u>	<u>539,198</u>
Total Transfers and Capital Outlay	<u>600,399</u>	<u>-</u>	<u>582,653</u>	97%	<u>456</u>	<u>582,198</u>
	(2,378,388)	(15,667)	(1,523,256)		27,031	(1,550,287)
Solid Waste Proprietary Fund						
REVENUES	2,385,699	276,253	2,844,342	119%	2,675,617	168,725
EXPENSES - Cash Basis						
Facilities Maintenance	103,795	8,878	83,853	81%	70,243	13,611
Solid Waste Operations	2,136,711	310,513	1,368,767	64%	1,117,510	251,257
Utility Administration	787,476	51,063	723,170	92%	510,506	212,664
Veh & Equip Maintenance	147,476	27,387	96,980	66%	74,068	22,912
Total operating expenses - cash basis	<u>3,175,458</u>	<u>397,840</u>	<u>2,272,771</u>	72%	<u>1,772,327</u>	<u>500,443</u>
Net Profit (loss) from operations - cash basis	(789,759)	(121,587)	571,571		903,289	(331,718)
Depreciation	<u>913,944</u>	<u>-</u>	<u>805,216</u>	88%	<u>908,323</u>	<u>(103,107)</u>
Net Profit (loss) from operations - accrual basis	(1,703,703)	(121,587)	(233,645)		(5,034)	(228,611)
TRANSFERS and CAPITAL OUTLAY						
Capital Outlay	131,552	-	131,552	100%	-	131,552
Transfers Out	<u>1,171,100</u>	<u>-</u>	<u>200,000</u>	17%	<u>100,000</u>	<u>100,000</u>
Total Transfers and Capital Outlay	<u>1,302,652</u>	<u>-</u>	<u>331,552</u>	25%	<u>100,000</u>	<u>231,552</u>
Net earnings (loss)	(3,006,355)	(121,587)	(565,197)		(105,034)	(460,163)

	<u>FY2022 Budget</u>	<u>June</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
Ports & Harbors Proprietary Fund						
REVENUES	8,651,862	565,983	8,207,046	95%	6,736,140	1,470,905
EXPENSES - Cash Basis						
Bobby Storrs Small Boat Harbor	153,004	8,826	115,392	75%	124,212	(8,820)
CEM Small Boat Harbor	930,825	58,337	906,154	97%	745,359	160,795
Facilities Maintenance	52,415	3,803	34,607	66%	53,492	(18,886)
Harbor Office	2,672,127	214,546	2,670,441	100%	2,501,974	168,468
Ports Security	34,855	565	6,667	19%	7,653	(986)
Spit & Light Cargo Docks	715,262	43,071	616,934	86%	538,277	78,657
Unalaska Marine Center	1,062,287	60,870	957,021	90%	948,381	8,640
Veh & Equip Maintenance	64,512	8,910	46,116	71%	48,818	(2,702)
Total operating expenses - cash basis	<u>5,685,287</u>	<u>398,928</u>	<u>5,353,332</u>	94%	<u>4,968,165</u>	<u>385,167</u>
Net Profit (loss) from operations - cash basis	2,966,575	167,055	2,853,714		1,767,975	1,085,739
Depreciation	<u>4,343,293</u>	-	<u>3,938,563</u>	91%	<u>4,316,580</u>	<u>(378,017)</u>
Net Profit (loss) from operations - accrual basis	(1,376,718)	167,055	(1,084,849)		(2,548,605)	1,463,755
TRANSFERS and CAPITAL OUTLAY						
Capital Outlay	217,269	-	-	-%	-	0
Transfers Out	<u>4,623,218</u>	-	<u>4,623,218</u>	100%	<u>(24,031)</u>	<u>4,647,248</u>
Total Transfers and Capital Outlay	<u>4,840,487</u>	-	<u>4,623,218</u>	96%	<u>(24,031)</u>	<u>4,647,248</u>
Net earnings (loss)	(6,217,205)	167,055	(5,708,067)		(2,524,574)	(3,183,493)
Airport Proprietary Fund						
REVENUES	560,341	40,504	460,711	82%	479,536	(18,825)
EXPENSES - Cash Basis						
Airport Admin/Operations	335,815	35,077	369,949	110%	314,507	55,441
Facilities Maintenance	<u>205,764</u>	<u>13,799</u>	<u>124,156</u>	60%	<u>91,882</u>	<u>32,274</u>
Total operating expenses - cash basis	<u>541,579</u>	<u>48,876</u>	<u>494,105</u>	91%	<u>406,389</u>	<u>87,715</u>
Net Profit (loss) from operations - cash basis	18,762	(8,372)	(33,394)		73,146	(106,540)
Depreciation	<u>281,986</u>	-	<u>254,531</u>	90%	<u>277,065</u>	<u>(22,533)</u>
Net Profit (loss) from operations - accrual basis	(263,224)	(8,372)	(287,925)		(203,918)	(84,007)
TRANSFERS and CAPITAL OUTLAY						
Net earnings (loss)	(263,224)	(8,372)	(287,925)		(203,918)	(84,007)

	FY2022 Budget	June	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
Housing Proprietary Fund						
REVENUES	254,168	12,075	258,765	102%	266,812	(8,047)
EXPENSES - Cash Basis						
Facilities Maintenance	222,936	31,363	128,295	58%	190,314	(62,019)
Housing Admin & Operating	196,080	16,501	176,753	90%	158,019	18,734
Total operating expenses - cash basis	<u>419,016</u>	<u>47,864</u>	<u>305,048</u>	73%	<u>348,333</u>	<u>(43,286)</u>
Net Profit (loss) from operations - cash basis	(164,848)	(35,789)	(46,282)		(81,521)	35,239
Depreciation	<u>183,622</u>	<u>-</u>	<u>173,525</u>	95%	<u>182,165</u>	<u>(8,640)</u>
Net Profit (loss) from operations - accrual basis	(348,470)	(35,789)	(219,807)		(263,687)	43,879
TRANSFERS and CAPITAL OUTLAY						
Net earnings (loss)	(348,470)	(35,789)	(219,807)		(263,687)	43,879

City of Unalaska
Utility Revenue Report
Summary

06/30/22

FY22 Budget Month	Electric	Water	Waste Water	Solid Waste	Monthly Revenue	FY22 Revenue	FY21YTD Revenue	YTD Inc/(Dec)
Jul-21	1,399,334	359,168	211,269	276,036	2,245,807	2,245,807	1,513,394	732,413
Aug-21	1,669,291	389,462	243,763	265,382	2,567,898	4,813,705	3,269,482	1,544,223
Sep-21	1,676,496	241,332	256,838	259,655	2,434,322	7,248,026	5,074,336	2,173,690
Oct-21	1,531,980	87,748	159,747	156,145	1,935,620	9,183,646	6,801,353	2,382,293
Nov-21	1,294,550	101,049	177,075	158,914	1,731,589	10,915,235	8,185,405	2,729,830
Dec-21	1,078,133	91,284	178,308	198,846	1,546,571	12,461,805	9,593,115	2,868,690
Jan-22	1,091,956	162,939	214,097	199,582	1,668,573	14,130,379	11,138,514	2,991,865
Feb-22	1,422,444	403,055	259,355	309,981	2,394,835	16,525,214	13,078,475	3,446,739
Mar-22	1,665,415	323,649	255,555	300,560	2,545,178	19,070,392	15,607,971	3,462,421
Apr-22	1,588,443	147,829	206,189	246,197	2,188,658	21,259,050	17,800,715	3,458,335
May-22	1,636,985	117,423	220,710	196,793	2,171,911	23,430,961	19,246,941	4,184,020
Jun-22	1,811,823	239,248	201,943	273,975	2,526,989	25,957,950	20,929,290	5,028,660
YTD Totals	17,866,853	2,664,186	2,584,848	2,842,063	25,957,950			
FY22 Budget	11,487,017	2,482,312	2,412,344	2,347,730	18,729,403			
% to budget	155.5	107.3	107.2	121.1	138.6			

City of Unalaska
Electric Revenue Report
Electric Fund

06/30/22

FY21 Budget Month	Residential	Small General	Large General	Industrial	P.C.E. Assist	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	122,433	94,115	151,539	983,163	45,222	2,863	1,399,334	1,399,334	820,666	578,668
Aug-21	117,811	94,945	159,679	1,242,862	49,679	4,315	1,669,291	3,068,626	1,857,995	1,210,631
Sep-21	116,974	90,412	144,982	1,266,591	53,231	4,307	1,676,496	4,745,122	2,863,886	1,881,236
Oct-21	119,428	93,251	146,061	1,112,352	56,367	4,521	1,531,980	6,277,102	3,815,764	2,461,338
Nov-21	143,408	109,989	159,592	810,261	61,714	9,586	1,294,550	7,571,652	4,747,815	2,823,837
Dec-21	125,656	106,968	135,368	631,800	72,856	5,485	1,078,133	8,649,785	5,678,415	2,971,370
Jan-22	145,885	118,124	167,594	592,579	62,368	5,407	1,091,956	9,741,741	6,667,464	3,074,277
Feb-22	149,655	120,487	167,738	933,274	45,538	5,753	1,422,444	11,164,186	7,788,058	3,376,128
Mar-22	171,348	138,763	184,997	1,086,950	75,673	7,683	1,665,415	12,829,600	9,370,070	3,459,530
Apr-22	135,260	129,807	173,037	1,060,705	86,163	3,473	1,588,443	14,418,044	10,761,377	3,656,667
May-22	148,043	131,866	176,116	1,095,824	79,057	6,079	1,636,985	16,055,029	11,788,336	4,266,693
Jun-22	120,760	123,790	175,191	1,294,902	94,259	2,921	1,811,823	17,866,853	12,807,598	5,059,255
YTD Totals	1,616,660	1,352,517	1,941,894	12,111,263	782,127	62,392	17,866,853			
FY22 Budget	1,141,528	1,002,442	1,489,361	7,441,686	361,411	50,589	11,487,017			
% of Budget	141.6	134.9	130.4	162.7	216.4	123.3	155.5			

Kwh Sold

FY 22 Month	Residential	SM. Gen (Includes Street lights)	Large General	Industrial	Total FY22 Kwh Sold	Total FY21 Kwh Sold	Increase (Decrease)
July	267,515	244,069	383,322	2,714,555	3,609,461	3,018,921	590,540
August	292,983	254,648	430,646	3,440,715	4,418,992	3,711,497	707,495
September	296,853	246,007	394,738	3,534,785	4,472,383	3,511,899	960,484
October	316,258	266,448	420,065	3,270,185	4,272,956	3,250,734	1,022,222
November	369,277	306,354	451,639	2,336,458	3,463,728	3,116,502	347,226
December	366,136	296,641	421,170	1,838,480	2,922,427	2,874,320	48,107
January *	365,401	314,544	450,596	1,628,875	2,759,416	2,882,053	(122,637)
February	349,698	297,156	413,355	2,213,815	3,274,024	3,772,724	(498,700)
March	401,864	334,590	454,449	2,680,100	3,871,003	5,036,041	(1,165,038)
April	322,206	302,691	410,353	2,514,465	3,549,715	4,346,897	(797,182)
May	327,461	283,629	389,517	2,374,150	3,374,757	3,100,815	273,942
June	257,291	250,691	363,933	2,619,965	3,491,880	2,923,161	568,719
Total	3,932,943	3,397,468	4,983,783	31,166,548	43,480,742	41,545,564	1,935,178
Percent Sold	9.0%	7.8%	11.5%	71.7%	100.0%		

Generator Fuel	
FY22 Average Price Fuel	FY21 Average Price Fuel
2.6143	1.5393
2.7156	1.5469
2.5013	1.4965
2.7635	1.4744
2.9311	1.7177
2.8861	1.8533
3.1072	1.8318
3.3337	1.9500
3.7527	2.2590
4.3688	2.2295
4.6063	2.3518
5.0664	2.5393
3.3872	1.8991
78.36%	

FY22 Cumulative kwh Sold	FY21 Cumulative kwh Sold
3,609,461	3,018,921
8,028,453	6,730,418
12,500,836	10,242,317
16,773,792	13,493,051
20,237,520	16,609,553
23,159,947	19,483,873
25,919,363	22,365,926
29,193,387	26,138,650
33,064,390	31,174,691
36,614,105	35,521,588
39,988,862	38,622,403
43,480,742	41,545,564

City of Unalaska
Water Revenue Report
Water Fund

06/30/22

FY22 Month	Unmetered Sales	Metered Sales	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	12,767	340,267	6,135	359,168	359,168	258,832	100,336
Aug-21	12,699	376,767	(4)	389,462	748,631	536,701	211,930
Sep-21	12,646	228,712	(27)	241,332	989,962	863,801	126,161
Oct-21	12,655	75,124	(31)	87,748	1,077,710	1,168,166	(90,456)
Nov-21	12,648	85,846	2,555	101,049	1,178,759	1,262,602	(83,843)
Dec-21	12,688	78,625	(29)	91,284	1,270,043	1,352,364	(82,321)
Jan-22	12,610	149,124	1,205	162,939	1,432,982	1,492,203	(59,221)
Feb-22	11,750	391,336	(31)	403,055	1,836,037	1,786,891	49,146
Mar-22	12,538	311,112	(1)	323,649	2,159,686	2,229,665	(69,979)
Apr-22	12,536	124,857	10,436	147,829	2,307,515	2,589,578	(282,063)
May-22	12,539	104,013	870	117,423	2,424,938	2,697,429	(272,491)
Jun-22	12,579	226,725	(56)	239,248	2,664,186	2,933,144	(268,958)
YTD Totals	150,656	2,492,509	21,022	2,664,186			
FY22 Budget	139,081	2,335,813	7,418	2,482,312			
% of Budget	108.3	106.7	283.4	107.3			

Million Gallons Produced

FY22 Month	FY 22 Produced	FY 21 Produced	Increase (Decrease)
July	147.336	112.799	34.537
August	163.373	119.327	44.046
September	104.305	140.934	(36.629)
October	45.402	131.744	(86.342)
November	50.688	42.052	8.636
December	45.300	47.001	(1.701)
January	73.309	66.272	7.037
February	169.312	127.428	41.884
March	139.668	175.672	(36.004)
April	65.458	154.863	(89.405)
May	52.996	51.271	1.725
June	108.098	104.922	3.176
Total	1165.245	1274.285	(109.040)

FY22 Water Cumulative	FY21 Water Cumulative
147.336	112.799
310.709	232.126
415.014	373.060
460.416	504.804
511.104	546.856
556.404	593.857
629.713	660.129
799.025	787.557
938.693	963.229
1004.151	1118.092
1057.147	1169.363
1165.245	1274.285

City of Unalaska
Wastewater Revenue Report
Wastewater Fund

06/30/22

FY22 Budget Month	Unmetered Sales	Metered Commercial	Metered Industrial	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	41,873	151,880	16,786	730	211,269	211,269	206,365	4,904
Aug-21	41,650	168,905	19,355	13,852	243,763	455,031	421,792	33,239
Sep-21	41,476	199,244	15,997	121	256,838	711,870	663,037	48,833
Oct-21	41,504	105,207	9,359	3,677	159,747	871,617	888,063	(16,446)
Nov-21	41,480	127,718	4,564	3,314	177,075	1,048,692	1,077,778	(29,086)
Dec-21	41,614	129,940	3,987	2,766	178,308	1,227,000	1,306,337	(79,337)
Jan-22	41,111	153,008	13,016	6,962	214,097	1,441,097	1,535,032	(93,935)
Feb-22	38,551	186,987	33,352	465	259,355	1,700,452	1,754,795	(54,343)
Mar-22	40,876	188,109	24,171	2,399	255,555	1,956,007	1,985,517	(29,510)
Apr-22	40,989	147,884	12,876	4,440	206,189	2,162,195	2,189,323	(27,128)
May-22	41,001	141,384	11,511	26,813	220,710	2,382,905	2,351,839	31,066
Jun-22	41,207	144,752	11,186	4,799	201,943	2,584,848	2,537,519	47,329
YTD Totals	493,333	1,845,017	176,160	70,338	2,584,848			
FY22 Budget	455,848	1,797,311	80,457	78,728	2,412,344			
% of Budget	108.2	102.7	218.9	89.3	107.2			

FY22 Month	FY22 Effluent (Gal)	FY21 Effluent (Gal)	Increase (Decrease)
July	12,412,000	10,512,000	1,900,000
August	10,241,000	11,571,000	(1,330,000)
September	11,063,000	12,188,000	(1,125,000)
October	12,963,000	13,078,000	(115,000)
November	10,952,000	13,433,000	(2,481,000)
December	10,736,000	16,204,000	(5,468,000)
January	16,093,000	15,231,000	862,000
February	15,241,000	16,331,000	(1,090,000)
March	12,698,000	13,890,000	(1,192,000)
April	12,240,000	12,309,000	(69,000)
May	9,502,000	12,008,000	(2,506,000)
June	9,616,000	10,900,000	(1,284,000)
Total	143,757,000	157,655,000	(13,898,000)

FY22 Cumulative	FY21 Cumulative
12,412,000	10,512,000
22,653,000	22,083,000
33,716,000	34,271,000
46,679,000	47,349,000
57,631,000	60,782,000
68,367,000	76,986,000
84,460,000	92,217,000
99,701,000	108,548,000
112,399,000	122,438,000
124,639,000	134,747,000
134,141,000	146,755,000
143,757,000	157,655,000

City of Unalaska
Solid Waste Revenue Report
Solid Waste Fund

06/30/22

FY22 Month	Residential Fees	Tipping Fees	Other Revenue	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	31,976	188,881	55,178	276,036	276,036	227,531	48,505
Aug-21	31,992	181,682	51,708	265,382	541,417	452,994	88,423
Sep-21	31,961	166,678	61,017	259,655	801,072	683,613	117,459
Oct-21	31,997	92,658	31,490	156,145	957,217	929,360	27,857
Nov-21	31,980	93,751	33,183	158,914	1,116,131	1,097,210	18,921
Dec-21	32,087	104,309	62,450	198,846	1,314,977	1,255,999	58,978
Jan-22	32,112	112,087	55,382	199,582	1,514,559	1,443,815	70,744
Feb-22	30,698	191,675	87,608	309,981	1,824,540	1,748,731	75,809
Mar-22	32,160	205,803	62,597	300,560	2,125,099	2,022,719	102,380
Apr-22	32,165	144,287	69,746	246,197	2,371,296	2,260,438	110,858
May-22	32,226	122,525	42,042	196,793	2,568,089	2,409,337	158,752
Jun-22	32,259	173,349	68,366	273,975	2,842,063	2,651,029	191,034
YTD Totals	383,612	1,777,685	680,767	2,842,063			
FY22 Budget	325,165	1,548,679	473,886	2,347,730			
% of Budget	118.0	114.8	143.7	121.1			

FY22 Month	FY22 Tons of Waste	FY21 Tons of Waste	Increase (Decrease)	Cumulative	
				FY22 Tons of Waste	FY21 Tons of Waste
July	643.54	615.03	28.51	643.54	615.03
August	519.96	649.09	(129.13)	1163.50	1264.12
September	739.81	534.39	205.42	1903.31	1798.51
October	417.18	763.70	(346.52)	2320.49	2562.21
November	336.84	431.17	(94.33)	2657.33	2993.38
December	405.23	399.72	5.51	3062.56	3393.10
January	438.77	501.65	(62.88)	3501.33	3894.75
February	707.24	788.69	(81.45)	4208.57	4683.44
March	815.41	770.95	44.46	5023.98	5454.39
April	549.57	640.15	(90.58)	5573.55	6094.54
May	464.39	390.34	74.05	6037.94	6484.88
June	459.09	634.64	(175.55)	6497.03	7119.52
Total	6497.03	7119.52	(622.49)		

**CITY OF UNALASKA
FY22 PORTS REVENUE**

Month	Year	UMC Dock				Spit Dock		Small Boat Harbor		Cargo Dock		CEM			Monthly Revenue	FY22 YTD Revenue	% of Budget	FY21 YTD Revenue	YTD Inc(Dec)	
		Docking/Moorage	Wharfage Fees	Rental Fees	Utility Fees	Docking / Moorage	Utility Fees	Docking / Moorage	Utility Fees	Dockage / Moorage	Wharfage Rental/Util	Docking/Moorage	Utility Fees	Other Rev&Fees						
Jul	2021	105,056	232,499	77,130	15,998	18,991	(1,682)	13,319	412	383	10,341	21,899	16,233	1,343	511,920	511,920	6.0%	412,959	98,960	
Aug	2021	180,089	326,226	77,130	30,170	77,548	4,857	3,461	524	4,989	10,239	6,668	19,204	2,207	743,312	1,255,232	14.6%	973,869	281,363	
Sept	2021	165,544	408,428	77,040	19,335	58,151	4,310	6,481	314	4,275	9,433	68,274	9,609	2,445	833,638	2,088,870	24.3%	1,479,412	609,458	
Oct	2021	204,891	322,353	76,742	28,339	46,021	9,853	7,930	481	1,888	15,872	75,523	27,908	1,963	819,760	2,908,630	33.9%	2,077,498	831,132	
Nov	2021	86,666	134,039	76,445	7,589	45,134	24,320	4,312	534	1,117	10,249	60,251	66,110	4,319	521,086	3,429,716	39.9%	2,506,202	923,514	
Dec	2021	85,723	73,061	76,514	19,433	42,005	62,997	10,708	2,504	10,732	1,941	267,964	73,314	1,113	728,009	4,157,725	48.4%	3,112,613	1,045,111	
Jan	2022	94,516	36,146	76,888	16,245	58,564	24,541	9,804	2,128	9,933	13,483	38,273	63,200	977	444,699	4,602,424	53.6%	3,470,860	1,131,564	
Feb	2022	144,771	252,506	76,514	18,874	38,937	11,032	3,798	1,573	6,342	22,846	18,272	38,608	2,067	636,140	5,238,563	61.0%	4,061,281	1,177,283	
Mar	2022	217,855	376,905	78,274	38,933	63,511	8,059	6,608	1,745	4,790	26,156	56,016	28,344	5,628	912,824	6,151,388	71.6%	4,902,143	1,249,245	
Apr	2022	157,250	295,642	76,792	10,198	77,753	37,244	4,705	802	3,926	18,921	64,091	59,029	2,496	808,850	6,960,237	81.0%	5,552,430	1,407,807	
May	2022	117,305	147,206	76,705	25,263	96,044	45,404	7,021	1,002	3,554	16,401	41,963	71,744	2,240	651,851	7,612,089	88.6%	6,145,016	1,467,072	
Jun	2022	159,989	182,913	52,141	21,508	34,774	20,333	4,571	502	5,705	17,133	16,662	47,090	4,291	567,610	8,179,699	95.2%	6,649,714	1,529,985	
Totals		1,719,654	2,787,923	898,313	251,886	657,432	251,269	82,717	12,521	57,633	173,015	735,856	520,391	31,088	8,179,699					
Loc total		5,657,777				908,702		95,238		230,648		1,256,247								
Loc percent		69.2%				11.1%		1.2%		2.8%		15.4%								
FY22 Budget		1,770,006	3,188,469	1,210,000	467,127	430,520	125,000	87,000	6,000	120,000	125,069	647,700	313,000	98,000	8,587,891					
% to Budget		97.2%	87.4%	74.2%	53.9%	152.7%	201.0%	95.1%	208.7%	48.0%	138.3%	113.6%	166.3%	31.7%	95.2%					

PORTS RECEIVABLES

Month	Year	Current	Over 30 Days	Over 60 Days	Over 90 Days	Total Due	% Past Due 90 Days +	Cash Received
Jul	2021	511,574	81,785	18,291	68,988	680,638	10.1%	536,097
Aug	2021	650,927	62,209	45,069	99,822	858,027	11.6%	594,543
Sept	2021	892,785	96,157	13,433	43,543	1,045,917	4.2%	645,747
Oct	2021	818,448	218,864	26,419	87,135	1,150,865	7.6%	775,452
Nov	2021	501,600	217,457	71,076	91,033	881,166	10.3%	808,384
Dec	2021	707,496	153,063	57,925	47,649	966,133	4.9%	642,569
Jan	2022	441,981	171,627	9,421	43,610	666,640	6.5%	735,561
Feb	2022	628,849	113,796	76,059	35,455	854,159	4.2%	448,549
Mar	2022	912,726	88,745	51,739	88,014	1,141,223	7.7%	624,759
Apr	2022	820,055	274,649	35,865	103,144	1,233,713	8.4%	744,981
May	2022	632,332	187,391	49,300	91,741	960,763	9.5%	924,200
Jun	2022	448,392	148,625	48,235	131,128	776,380	16.9%	752,807
YTD Cash Received								8,233,649

**CITY OF UNALASKA
FY22 AIRPORT REVENUE**

MONTH	YEAR	MONTHLY LEASES	MISC INCOME	LATE FEES	MONTHLY REVENUE	FY22 YTD REVENUE	% OF BUDGET	FY21 YTD REVENUE	YTD INC/(DEC)
JUL	2021	38,023	9	26	38,057	38,057	6.9%	38,949	(891)
AUG	2021	38,944	0	26	38,970	77,027	13.9%	77,821	(794)
SEP	2021	38,956	14	2	38,972	115,999	21.0%	116,882	(883)
OCT	2021	38,023	18	6	38,048	154,047	27.8%	156,971	(2,924)
NOV	2021	36,122	12	4	36,138	190,185	34.4%	195,487	(5,302)
DEC	2021	41,973	13	0	41,986	232,170	41.9%	237,074	(4,903)
JAN	2022	37,982	7	3	37,992	270,162	48.8%	279,840	(9,678)
FEB	2022	34,132	0	0	34,132	304,294	55.0%	325,065	(20,771)
MAR	2022	34,132	817	(0)	34,949	339,243	61.3%	365,394	(26,151)
APR	2022	35,097	21	(0)	35,118	374,361	67.6%	404,335	(29,974)
MAY	2022	34,132	(28)	0	34,104	408,465	73.8%	443,267	(34,802)
JUN	2022	39,834	664	6	40,504	448,969	81.1%	481,450	(32,481)
TOTAL		447,350	1,547	72	448,969		0.0%		
FY22 BUDGET		544,000	3,500	6,000	553,500				
% TO BUDGET		82.2%	44.2%	1.2%	81.1%				

RECEIVABLE BALANCES

MONTH	YEAR	CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL DUE	% PAST DUE 90 DAYS +	CASH RECEIVED
JUL	2021	34,470	2,997	2,914	(29,080)	11,302	0.0%	53,655
AUG	2021	34,189	3,184	100	(20,821)	16,652	0.0%	37,065
SEP	2021	30,902	3,090	100	(23,535)	10,557	0.0%	45,491
OCT	2021	28,515	18,919	772	(23,333)	24,873	0.0%	28,362
NOV	2021	34,304	0	86	(23,316)	11,074	0.0%	57,516
DEC	2021	27,658	397	3	(23,231)	4,827	0.0%	48,235
JAN	2022	38,740	(4,910)	0	(23,308)	10,522	0.0%	46,415
FEB	2022	32,247	3,057	(5,096)	(23,068)	7,140	0.0%	45,622
MAR	2022	32,818	2,392	0	(28,501)	6,709	0.0%	39,364
APR	2022	15,235	468	0	(22,949)	(7,246)	0.0%	55,037
MAY	2022	37,842	(2,534)	330	(22,950)	12,688	0.0%	17,908
JUN	2022	41,082	10,574	(5,427)	(22,946)	23,283	0.0%	32,077
YTD TOTAL								506,747

FY 22 HOUSING RENTAL REVENUE

MONTH	YEAR	HOUSING RENTALS	MISC. REVENUE	MONTHLY REVENUE	FY22 YTD REVENUE	% OF BUDGET	FY21 YTD REVENUE	YTD INC/(DEC)
JUL	2021	14,804	0	14,804	14,804	6.0%	20,475	(5,671)
AUG	2021	20,814		20,814	35,618	14.3%	40,950	(5,332)
SEP	2021	20,451		20,451	56,069	22.6%	71,253	(15,185)
OCT	2021	28,363		28,363	84,431	34.0%	87,087	(2,656)
NOV	2021	16,714		16,714	101,145	40.7%	106,872	(5,727)
DEC	2021	23,930		23,930	125,075	50.3%	125,096	(21)
JAN	2022	23,930		23,930	149,004	60.0%	144,920	4,085
FEB	2022	23,930		23,930	172,934	69.6%	167,056	5,878
MAR	2022	30,354		30,354	203,288	81.8%	188,067	15,221
APR	2022	14,996		14,996	218,284	87.8%	208,571	9,713
MAY	2022	28,447		28,447	246,730	99.3%	229,183	17,548
JUN	2022	12,075		12,075	258,805	104.1%	257,616	1,190
TOTAL		258,805	0	258,805				
FY22 Budget		248,500	0	248,500				
% TO BUDGET		104.1%		104.1%				

Manager's Report

August 9, 2022

From: Chris Hladick, Interim City Manager

To: Mayor and Council

1. **Summer AML meeting:** The Mayor and I will be attending the Summer AML meeting in Sitka Alaska next week. I will be meeting with the City Manager association and let folks know of the vacancy and multiple vacancies that we currently have. After the Sitka meeting we will be traveling to Fairbanks for the Energy Conference being held at Chena Hot Springs.
2. **Meeting with Trident:** Bil Homka and I will be meeting with Joe Bundrant on August 22, 2022 to discuss the Captains Bay Road project.
3. **Captains Bay Road project documentation:** I have asked City Planner Bil Homka to prepare three documents. First, a white paper that will describe the project with the intended audience of legislators, State representatives, etc. A longer development plan for the project with a very detailed outline of all the issues including but not limited to financing, benefits, economic development, etc. And the last document a schedule showing all of the projects necessary with timelines for completion. Obviously, without financing, whether grant or loans etc., the project slips. This information will also be used for the meeting with Trident.
4. **City Assessments:** Some time ago I instituted the city assessment process as a communication tool. If you google city manager assessment of city services you find multiple years of the assessments. The last one that I help put together was FY 2014. I think it was not completed during Covid but I feel it is very important to bring this process back now. It will help inform the council and the public about what each department is doing and is a great booklet to give to legislators and congressman to educate them on what's happening in the City Departments. In this case it is extremely important to provide a new city manager a document that will save him/her many hours of work investigating each department.
5. **ADOT Airport Planning:** Bil Homka has been working with Airport Planner, Paul Khera, in regard to the master plan. Mr. Khera has notified the city in regards to available funding to lure more air service to the community. We are in the initial stages of researching this grant opportunity. Available funds from \$250K to a million dollars. More on this ...
6. **Senator Murkowski visit:** Senator Murkowski will be in Unalaska on August 23 for a field hearing in regard to environmental cleanup needs of ANCSA lands. The hearing will take place in council chambers during the day. In the event of bad weather the hearing will be held in Anchorage. People will call in to testify from around the State.
7. **Assistant Administrator for NOAA fisheries, Janet Coit:** Ms. Coit will be here in Unalaska August 26th to tour the city and participate in various meetings throughout the day. We are planning a public reception at Margret Bay Café at the Grand from 6:00 to 7:30pm. I have reached out to the local seafood companies to assist in planning the event. I am looking forward to meeting Ms. Coit.
8. **Fisherman's Memorial:** I had a discussion with the Mayor about this project and will be meeting with Karel Machlek to discuss some of the details and try to have answers regarding the project prior to coming to council with a resolution to finalize the funding they have requested. Issues

such as where it will go, security, will it be lighted, require security cameras? Who will be responsible for maintenance? We need to prepare a total cost for the project.

9. I leave on Thursday August 4, 2022 and will be returning August 22, 2022 and will be here for Murkowski visit etc. That will be a busy week with a city council meeting on the 23rd as well.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Thomas Roufos, Associate Planner
Through: William Homka, Planning Director, and
Chris Hladick, Acting City Manager
Date: August 9, 2022
Re: EPA Brownfields Assessment Work Plan Review

SUMMARY: In May 2022 the U.S. Environmental Protection Agency awarded the City a \$500,000 Brownfields Assessment Grant. Unalaska is the only community in Alaska to receive the grant this application cycle. The City contracted with Stantec to prepare and submit the grant proposal. The grant is identify and test properties for contamination and to assist with site remediation for future redevelopment. The grant will also pay the consultant for Stantec's professional services, including testing and related environmental work. Tonight's work session is to review the draft Work Plan Agreement. No formal action is requested this evening.

PREVIOUS COUNCIL ACTION: None

BACKGROUND: The City's application included sites formerly identified or suspected as contaminated. The application only required a few sites be included, however we know there are many on the island. The project period is four years and includes establishing a stakeholder committee with interested property owners, organizations, businesses and citizens who will work together to finalize the list of sites for the Brownfields Work Plan.

DISCUSSION: The City's application included sites previously identified on the Alaska Department of Conservation list of contaminated sites. The list is not a final work plan for the four year project. Others will be selected by the stakeholder group and community input. Sites will be prioritized using criteria such as the potential for redevelopment, potential contaminants and cultural significance in the community. The draft Work Plan is attached for discussion.

ALTERNATIVES: Not applicable.

FINANCIAL IMPLICATIONS: Not applicable.

LEGAL: Not applicable.

STAFF RECOMMENDATION: Not applicable.

PROPOSED MOTION: Not applicable.

CITY MANAGER COMMENTS: Not applicable.

ATTACHMENTS: EPA Region 10 FY2022 Brownfields Assessment Cooperative Agreement Work Plan for City of Unalaska, Alaska

**EPA REGION 10
FY2022 BROWNFIELDS ASSESSMENT COOPERATIVE
AGREEMENTWORK PLAN**

FOR

City of Unalaska, Alaska

Period of Performance (4 years):
July 1, 2022 – September 30, 2026

Submitted on:

June 6, 2022 (Draft Work Plan)
June 29, 2022 (Draft 2 Work Plan)
July 6, 2022 (Draft 3 Work Plan)
July 14, 2022 (Draft 4 Work Plan)
July 18, 2022 (Final Work Plan)

Submitted by:

William Homka, Planning Director (Role: Project Director)
43 Raven Way, P.O. Box 610, Unalaska, AK 99685
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EPA Cooperative Agreement Number: BF-02J15601-0

**FY2021 WORK PLAN FOR BROWNFIELDS ASSESSMENT CITY COOPERATIVE
AGREEMENT
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1. INTRODUCTION

1.1 Project Description, Goals and Objectives

The United States Environmental Protection Agency (EPA) selected the City of Unalaska (City) as a recipient of Fiscal Year 2022 (FY22) Brownfield Assessment Grant in the amount of \$500,000 to be used over a four-year period. This Cooperative Agreement (CA) Work Plan outlines how the funding will be administered throughout the grant period.

The purpose of this project (the “Project”) is to primarily to evaluate former industrial and non-“act-of-war” military sites (i.e., military sites not covered under the Formerly Used Defense Sites [FUDS]) program) within the City of Unalaska. Using this information acquired in the Assessment Grant Program, the City seeks to position itself for the following long-term outcomes:

- identify sites and areas for housing development and housing rehabilitation;
- investigate neighborhoods with rumored cancer clusters;
- enhance protection of clean water resources and local subsistence fish stocks;
- and identify new areas for economic development and diversification.

The 210 square-mile City of Unalaska (City) is a first-class city of 4,750 permanent, and up to 6,000 transient, residents within the Unorganized Borough of Alaska. The City lies approximately 800 air miles from Anchorage on the island of Unalaska. The City consists of a primarily residential and institutional area on Unalaska Island within Unalaska Valley, and the island of Amaknak, home to the International Port of Dutch Harbor. Unalaska’s Port of Dutch Harbor is Alaska’s only ice-free and deep-water port, strategically located on the Great Circle Route to Asia and the Arctic. The Port of Dutch Harbor is famed for its well-regulated and sustainable Alaska pollock and crab fisheries; annually jockeying for first place with Gloucester MA among fishing ports in the United States in terms of the landings value.

The City was established in 1939 in response to military plans to build land, sea, and naval air bases on the island. The Military and Navy both established a presence on several bases on both Amaknak and Unalaska Islands. These bases had the distinction of being the single highest shore battery and the only American soil bombed during World War 2 (WW2) aside from Pearl Harbor. Fort Mears and Dutch Harbor Naval Operating Base served the war effort to retake the occupied western Aleutian Islands of Kiska and Attu.

Remnants of the war linger across the island from bomb craters, to cement bunkers and magazines, to collapsed ruins, to the very cabanas that some of our residents still occupy. Highlights include fuel tanks purposely dumped during the air-raid to avoid catastrophic destruction (and resulting petroleum contamination that remains in the ground to this day), rumored disposal of vehicles and barrels of waste by placement on the ice of Unalaska Lake to sink out-of-sight during the Spring thaw, polychlorinated biphenyl (PCB) contamination from power generation and distribution equipment across the island, possible per- and polyfluoroalkyl

(PFAS) contamination at the airport, and asbestos containing materials present throughout many former military and industrial warehouses. The overarching goal for the Project is to help advance development of new, and rehabilitation of existing housing, as a lack of housing units represents a profound challenge impacting economic development, ability to provide community services, economic development, and overall quality of life.

The City has identified the following priority areas and concerns in Pyramid Valley, Strawberry Hill, and community-wide, that we hope to address through the Project, and thereby gain the most future value from our limited geographic resources.

Priority Goal 1 – Assessment of Previously Identified Brownfield Sites in Target Areas:

Both Strawberry Hill and Pyramid Valley are target areas identified in the grant application, and areas which the City has previously identified as a high priority location for residential neighborhood development. Both areas of land are currently owned by the Ounalashka Corporation, an Alaska Native Claims Settlement Act (ANCSA) Corporation and project partner.

Pyramid Valley target area

Pyramid Valley has the potential to provide nearly 70 lots for housing, and is open and available with low, easy rolling hills and flat spaces prime for development with minimal site work. Additionally, mainline utilities are already largely in existence within easy reach of the first phase of development. Because housing is in such incredibly short supply, this is the single most important goal for the City. There are a number of environmental concerns in the Valley linked to its use by the Military during WW2. Priority sites identified in the Pyramid Valley target area include:

Former Pyramid Valley – Building 5264 (53.851670, -166.559090) and Building 5181 (53.848962, -166.555755): These sites both FUDS owned by the OC. They are located in an area that is developed with a network of roads and utilities that connect a series of abandoned military buildings and other structures, several of which are still standing. At the peak of its military use, the facilities present included a hospital and support facilities, garages, a maintenance shop, mess halls, a power plant, and other unidentified buildings. This land was conveyed to the OC during the mid- to late-1980s and at that time the Army Corps removed most of the buildings and debris from the area, but did not search for or remove former USTs or conduct soil testing for key potential contaminants of concern. In the mid-1990s the Army Corps returned and conducted some investigation in the area, with result in discovery and removal of several USTs. Several structures (including Building 5264 and 5181) remain, for which ACMs and other regulated building materials (RBMs) are a concern and an undefined potential liability that is impeding reuse.

Unnamed City-owned Iliuliuk Lake Site (53.866200, -166.529325): This unnamed site is a large parcel of City owned land located at the north end of the Pyramid Valley and along the southwest edge of Iliuliuk Lake (also labeled on some maps as Unalaska Lake) which is directly across from E. Broadway Avenue – the main commercial road passing through downtown Unalaska. Anecdotal reports from elderly community members indicate that during WWII, drums were placed by on Iliuliuk Lake ice by the military during the winter and then allowed to fall to the bottom of the lake in the spring after the ice melted. The

represents a potential recognize environmental condition that could impede development of the site owned by the City – which is a large site that could be suitable for a significant housing development. As important, the Lake is an important salmon spawning area, and many local residents' fish at the mouth of the river that drains from the Lake, for personal consumption. The site is under consideration as a possible housing site and for recreation development.

Strawberry Hill target area

Strawberry Hill has a varied history ranging from WW2 use, to fuel distribution, to the resting place of materials from an asbestos abatement program. The Strawberry Hill Landfill is a key target area to make land safe for recreation and future development. Additionally, it is the site of Tony's Service Center, a former vehicle service center built on a former WWII motor pool repair facility. Since the application process, the State DEC reached out to the Planning Department to ensure we did not duplicate resources and efforts on Building 551, as the ADEC seeks to secure cleanup through the FUDS program. Priority sites identified in the Strawberry Hill target area include:

Tony's Service Center (110 Biorka Drive): This site is owned by the OC, and is a formerly used defense site (FUDS). Previous uses include serving as the Dutch Harbor-Fort Mears Public Works Garage (Building 484), an auto parts store (Aleutian Automotive), a tire repair shop, and a gas/service station (Tony's Service Center). Gasoline and other petroleum releases from the former gas station UST systems have resulted in soil and groundwater contamination. The gas station has closed, but the vacant former station building remains. The site has redevelopment potential, but is also a priority because the residual contamination associated with the former gas station is not fully defined, and could impede development of other parcels in the immediate vicinity.

Strawberry Hill Landfill (53.884229, -166.541029): This site is also a FUDS located on Strawberry Hill. Use as a landfill reportedly was related to work by the Army Corps in the 1980s to cleanup vacant WWII military structures. Demolition debris (including ashes from burned buildings, wood, metal, concrete, and asbestos-containing material [ACM]) were reportedly disposed of in the Landfill, which covered approximately 0.51-acres. The Landfill was closed in 1986 and covered with fine-grained clay and sandy silt. In the 1990s, site characterization activities documented elevated concentrations of iron, arsenic, and cadmium in seeps. Due to the types of materials disposed, it may be feasible to develop the site with consolidation or removal of select fill materials. The site is a priority due to its vacant status, desirable location, and the scarcity of developable land in the City.

Building 551 (18 Delta Way): This site/building is a FUDS located within Strawberry Hill. This building adjoins a major FUDs cleanup site and former Standard Oil facility where four large fuel tanks leaked during WWII. The leak migrated under Building 551 and resulted in the current presence of free product within the crawl space. The Army Corps partially cleaned up the crawl space but ceased further cleanup when asbestos pipe insulation was encountered, for which the Army Corps does not accept responsibility for cleanup. Furthermore, the Army Corps identified a PCB spill at the location which they attributed to being associated with the Japanese attack at Dutch Harbor during WWII –

and thus a condition attributable to an act of war for which they also do not accept responsibility. Some soil sampling for PCBs has occurred, but further assessment and cleanup is recommended. This is a priority BF site due to its location near the established “Standard Oil Hill” neighborhood, the airport, and ferry terminal.

Priority Goal 2 – Assessment of WWII Housing:

Standard Oil Hill, a subsection of the Strawberry Hill target area is the site of WWII officer’s housing. Many of these homes have been converted to du- and tri-plex housing. While these homes were constructed in better shape than the cabanas found on other community wide sites, they are still targets because of the potential for hazardous building materials, lead paint, and hazardous mold growth. There are, however several homes in this priority area that are built on the remains of bunkers and other WWII features that may contain similar hazards.

Additionally, “Cabanas” built as “temporary” housing by the Military during WW2 continue to be in use for housing within urbanized areas of the City, including both target areas. Many of these structures are potentially impacted by lead-based paint as well as mold. These Cabanas are 19x20-foot lofted construction, but are often consolidated into larger structures. This is an area-wide potential hazard within the community, as they are not confined to a single priority area. These will require site-specific Phase I/Phase II investigations for potential hazardous construction materials and hazardous mold growth. It is the City’s intention to then use this data once the program is over to consider the creation of a program that would facilitate the assessment and abatement of health hazards in these structures.

Priority Goal 3 – Assessment of Iliuliuk and Ilulaq Lakes:

According to wartime and post-wartime reports, Iliuliuk Lake (aka Unalaska Lake) at the north end of the Unalaska Valley was used by the Military as a dump for 55-gallon drums of unknown waste materials, as well as junk vehicles, and general debris. Reportedly, the drums, vehicles, and trash were driven out onto the ice in winter, and allowed to fall through and disappear from sight during the spring thaw. This lake is located within the urbanized area of the City and is an important resource for Sockeye Salmon, a major traditional subsistence resource. A goal for the Project will be to perform Phase I and Phase II Environmental Site Assessment activities necessary to evaluate the validity of the reports on historic disposal. It is the City’s long-term vision to use the information from these assessments to develop an action plan that will identify steps necessary to address contamination, and monitor and support the replenishment of the fish stock to ensure strong runs for generations to come.

Ilulaq Lake in the Strawberry Hill area also has anecdotal evidence of unknown waste materials, as well as a contamination site recorded by the Alaska Department of Environmental Conservation (ADEC). Minutes from historic Planning and City Council meetings indicate that at the time individuals are concerned that while the lake was used for drinking water, it had even earlier been used as a latrine. This is anecdotal evidence, but there is often truth to these local histories. This site would be a secondary site for Phase I and Phase II assessment. There are additional former military sites that are also impacting key local water resources for subsistence fisheries, that could be similarly addressed subject to the success of assessment efforts for Unalaska Lake and the availability of funding.

Priority Goal 4 – Reassessment of Contaminated Site Inventory:

Another priority goal will be to re-evaluate sites on the Alaska Department of Environmental Conservation (ADEC) inventory of contaminated sites to update their history and priority, as part of Site Inventory and Prioritization activities. The long-term result of the grant funded outcome would be evaluation for their suitability for future cleanup and redevelopment through future grant opportunities (the grant writing itself being separate from the project). Desired future redevelopment projects include the establishment of a multi-purpose sports and tsunami emergency shelter facility; the establishment of support facilities for a high efficiency or all-electric bus transit system; housing for City employees, easing the burden on housing stock for other residence and industries; upgrades to the City water storage and treatment system; new and updated Fire and Police facilities, including a Fire Training facility; and many other projects to serve local residents.

Post-Priority Goal – Additional Sites

It is anticipated that once projects are completed in the priority areas, the remainder of funds will be utilized to focus on funding sites in other portions of the urbanized area of the City. These sites will be identified in the Community Engagement, Brownfields Inventory, and Site Selection/Prioritization Task. It is important to note that although the City has a total area 212.3 square miles (which includes 111.0 square miles of land and 101.3 square miles of water), the total urbanized area is <2 square miles. All demographic, economic, and health data presented in the grant application and used to justify community need are for the City as a whole. These secondary locations are of equal significance to the target area population as presented in the grant application.

Objectives

This grant provides the City with the opportunity to expand the local housing stock, making the town more attractive to future development and the potential for diversification of future industries beyond shipping and fisheries. The City is already in a tri-lateral agreement to move forward a geothermal electricity project (Makushin Volcano located on Unalaska Island is one of the most active volcanos in Alaska – last erupting in 1995), aimed at increasing the efficiency of the electric generation and distribution networks, and providing clean renewable energy. Not only will this project take the City diesel generation offline, but also that of the local fish processing facilities that generate their own power. Combined with the advent of high-speed fiber-optic internet, its location as a natural repositioning location for shipping, and year-round access to the Pacific Ocean and Bering Sea, the City is poised to introduce new industries to the island, providing a sustainable future for its residents, global trade, and enhanced sustainable fisheries practices.

The Project will include assessment activities at priority brownfield sites, including Phase I Environmental Site Assessments (ESAs) at up to 10 sites, Phase II ESAs at up to 5 sites, and performance of regulated building material [RBM] surveys for up to 10 buildings. The Project will also include preparation of up to 8 site-specific Analysis of Brownfields Cleanup Alternatives (ABCAs), and/or Remedial Action Plans (RAPs) and/or site-specific reuse planning and/or market studies. *Please note that the number of Phase I and II ESAs has been reduced from the numbers proposed in the grant application in recognition of extraordinary mobilization costs that will be incurred for these activities, in particular for environmental drilling equipment which will need to be mobilized by ship from Seattle or other areas of Alaska. In addition, the number of*

ABCAs/RAPs/site-specific reuse plans/market studies has been similarly reduced in recognition of recent increases in the cost of air travel and resources.

1.2 Organizational Structure and Responsibilities

The following sections describe the roles and responsibilities of key personnel supporting this project.

1.2.1 Key Personnel

The City will be responsible for all administrative and programmatic tasks, including preparing and submitting quarterly, annual, and final performance reports in compliance with the program requirements and the CA. The City will oversee all project implementation and consultant oversight, geographic information system (GIS) data management, and public health activities associated with the Project.

Personnel Name & Title	Role	Contact Info
William (Bil) Homka, AICP CFM <i>Planning Director, City of Unalaska</i>	Project Director	907-581-3100 planning@ci.unalaska.ak.us
Kelly Tompkins <i>Fixed Asset and Grant Accountant, City of Unalaska</i>	Assistant Project Manager	907-581-3100 ktompkins@ci.unalaska.us

1.2.2 Regulatory Agencies

The City will work closely with the EPA and the ADEC to achieve project objectives, maintain budgets and schedules, and prepare plans and reports. The City will coordinate with EPA and ADEC to establish site eligibility and enroll brownfield sites in appropriate cleanup programs. The City will coordinate with ADEC and EPA (as needed) for technical support, resolution of regulatory or procedural issues, and interpretation of regulations and guidance documents. ADEC will provide review and approval of eligibility requests for petroleum-impacted sites, the Quality Assurance Project Plan (QAPP), site-specific Sampling and Analysis Plans (SAPs), Analysis of Brownfield Cleanup Alternatives (ABCAs), and cleanup plans. The role of the EPA project manager will include:

1. Close monitoring of the recipient’s performance to verify the results;
2. Collaboration during the performance of the scope of work including participation in project activities, to the extent permissible under EPA policies. Examples of collaboration include:
 - Consultation between EPA staff and the recipients on effective methods of carrying out the scope of work provided the recipient makes the final decision on how to perform authorized activities.
 - Advice from EPA staff on how to access publicly available information on EPA or other federal agency websites.

- With the consent of the recipient, EPA staff may provide technical advice to recipient contractors or subrecipients provided the recipient approves any expenditures of funds necessary to follow advice from EPA staff. (The recipient remains accountable for performing contract and subaward management as specified in 2 CFR § 200.318 and 2 CFR § 200.332 as well as the terms of the EPA cooperative agreement.)
 - EPA staff participation in meetings, webinars, and similar events upon the request of the recipient or in connection with a co-sponsorship agreement.
3. Reviewing proposed procurements in accordance with 2 CFR § 200.325, as well as the substantive terms of proposed contracts or subawards as appropriate;
 4. Reviewing the qualifications of key personnel (EPA does not have the authority to select employees or contractors, including consultants, employed by the award recipient);
 5. Reviewing and commenting on quarterly and annual reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient or subrecipients receiving pass-through awards);
 6. Verifying sites meet applicable site eligibility criteria; and
 7. Participation in periodic telephone conference calls to share ideas, project successes and challenges, etc., with EPA.

1.2.3 Consultant Team

The City routinely contracts engineering and consulting services and has management and procurement procedures in place to acquire these services through a competitive qualifications and evaluation and/or bidding process. In advance of the grant application, the City undertook a qualifications-based procurement and evaluation process, consistent with applicable federal procurement rules (2 CFR 200.317 - 200.326 and 2 CFR Part 1500) to retain an environmental consultant for both grant application assistance and implementation of contractual services if the grant was awarded. The City solicited qualified consulting firms through a competitive public Request for Proposals/Qualifications (RFP/RFQ) seeking support for the Project. In the fall of 2021, a team led by Stantec Consulting Services Inc. (“the Consultant”) was selected to provide technical and project management assistance under this existing grant.

1.2.4 Brownfield Advisory Committee (BAC)

The City will form a BAC comprised community stakeholders and key project partners that will assist with establishing site prioritization criteria. The BAC will serve as the Project advisory committee and will be comprised of representatives from each City partner, community organizations, state and local government agencies, environmental and health organizations, property/business owners, real estate professionals, community members, and other stakeholders.

Key project partners identified in the grant application and their roles are summarized below.

Organization: Ounalaska Corporation (OC)

Contact: Denise Rankin, Land Manager, 907-581-1276, rankin@ounalaska.com

Project Role: As the Alaska Native Village Corporation for Unalaska and landowner of four of the priority properties already identified, having the OC as a project partner on the BAC will streamline the property prioritization process, eligibility determinations, and be key to moving the sites forward to successful redevelopment.

Organization: Qawalangin Tribe of Unalaska (QTU)

Contact: Chris Price, Chief Executive Officer, 907-581-2920, environmental.qtribe@gmail.com

Project Role: The QTU will play an important role on the BAC in providing technical support from their brownfields response program and performing community outreach to the Qawalangin community.

Organization: US Army Corps of Engineers Restoration Advisory Board

Contact: Jay King, Police Chief, 907-581-1233, jking@ci.unalaska.ak.us

Project Role: The local branch of the Army Corps will be engaged through their restoration advisory board, a subset of the Army Corps that focuses on local environmental restoration efforts. They provide communication between stakeholders and the Department of Defense, allow us to gain historical knowledge about assessment and cleanup efforts at priority properties, and assist in property prioritization and related decision-making.

Organization: Museum of the Aleutians (MOTA)

Contact: Dr. Virginia Hatfield, Director, 907-581-5150, director@aleutians.org

Project Role: The MOTA will participate on the BAC and help with site selection, community outreach, and help host regular public meetings.

Organization: Iliuliuk Family and Health Services (IFHS)

Contact: Melanee Tiura, Chief Executive Officer, 907-581-1202, mtiura@ifhs.org

Project Role: The IFHS will be a key BAC member for tracking any health issues that may stem from brownfields and providing human health risk assessment data, as well as inform site selection.

Organization: Aleutian Pribilof Island Association Oonalaska Wellness Center

Contact: Lorie Jackson, Medical Director, 907-581-2742, loriej@apiai.org

Project Role: The Wellness Center will also be a key BAC member for tracking any health issues that may stem from brownfields and providing human health risk assessment data, as well as inform site selection.

1.2.5 Summary of Roles and Responsibilities by Project Task

Brownfield assessment funding from EPA will be used to cover the costs of activities in direct support of brownfields sites as defined under CERCLA 101(39). The overall coordination of the Project will be carried out by the City (William Homka, Planning Director, and Kelly Tompkins, Fixed Asset and Grant Accountant). The Consultant will provide technical assistance and EPA and ADEC will provide technical oversight.

An overview of the Project tasks and lead entities for each task is provided below.

- **Task 1 – Project Management, Reporting & Other Eligible Activities:** This task will be carried out by the City Planning Department and Grant Accountant with assistance from the Consultant.
- **Task 2 – Community Engagement, Brownfields Inventory, and Site Selection/Prioritization:** This task will be led by the City Planning Department with assistance from the BAC, project partners, and the Consultant. The City and BAC will develop the site prioritization criteria and approve the prioritization process.
- **Task 3 – Phase I/II ESAs, RBM Surveys & Cleanup/Reuse Planning:** This task will be carried out by the Consultant with oversight from the City Planning Department and project partners. Eligibility Determination (ED) requests will be submitted to EPA for review and concurrence. ED requests for petroleum-impacted sites will be submitted to ADEC for determination of petroleum eligibility and then submitted to EPA for review and concurrence. The City will work with the BAC and project partners to identify the subject sites and select the preferred cleanup/reuse activities. The Consultant will carry out this task through guidance and assistance from the City and BAC.

1.3 Project Outputs and Outcomes

1.3.1 Project Outputs

The City will inventory and assess brownfields within the community to catalyze cleanup and revitalization of priority sites. The City anticipates specific project outputs to include the following:

Task 1 – Project Management, Reporting & Other Eligible Activities

- Conduct monthly meetings with BAC members and the Consultant.
- Prepare Quarterly Progress Reports (QPRs).
 - Number of potential brownfield sites identified/prioritized.
 - Number of sites and acres for which Phase I ESAs are performed.
 - Number of sites and acres for which Phase II ESAs are performed.
- Prepare annual Disadvantaged Business Enterprise (DBE) Reports.
- Prepare annual Federal Financial Reports (FFRs).
- Create and maintain property profiles in Assessment, Cleanup and Redevelopment Exchange System (ACRES).

- Prepare final DBE Report, FFR, and Project Close-Out/Performance Report.
- Attend brownfields-related conferences/trainings.

Task 2 – Community Engagement, Brownfields Inventory, and Site Selection/Prioritization

- Coordinate and conduct meetings with the BAC and general public as well as individual meetings with developers, property owners, and other stakeholders, as needed.
- Solicit, discuss and implement meaningful public input into the grant processes.
- Prepare and publish public notices.
- Prepare meeting materials, presentations and meeting minutes.
- Prepare and distribute Project fact sheets and other informational materials.
- Develop and regularly update a Project-specific webpage.
- Obtain community feedback pertaining to priority sites and reuse planning efforts.
- Identify the site characterization and prioritization criteria.
- Complete an inventory of potential brownfield sites in the target areas.
- Incorporate portions of the inventory into existing GIS database(s).
- Prioritize sites for assessment and/or cleanup/reuse planning activities.
- Prepare site-specific eligibility determination (ED) requests for priority sites for submittal to EPA and ADEC (for petroleum-impacted sites).

Task 3 – Phase I/II ESAs, RBM Surveys & Cleanup/Reuse Plans

- Obtain access agreements for sites approved for assessment activities, and which are not currently owned by the City.
- Prepare Health and Safety Plans (HASPs) for sites approved for assessment activities.
- Develop a comprehensive Programmatic Quality Assurance Project Plan (QAPP).
- Prepare site-specific Sampling and Analysis Plans (SAPs) and gather information needed to determine effects under the Endangered Species and National Historic Preservation Acts for sites selected for Phase II ESAs.
- Complete Phase I ESAs in compliance with ASTM E1527-21 and All Appropriate Inquiries at up to 10 high priority brownfield sites.
- Complete Phase II ESA and/or supplemental assessment activities at up to 5 high-priority brownfields sites.
- Complete regulated building material (RBM) surveys at up to 10 high priority brownfield buildings or structures.
- Prepare site-specific Cleanup (Analysis of Brownfield Cleanup Alternatives [ABCAs] and/or cleanup plans) and/or reuse plans (which may include market studies) at up to 8 high-priority brownfields sites

1.3.2 *Project Outcomes*

Grant funding will allow the City to establish a Brownfields Revitalization Program (BRP). The site inventory, and planning activities, will provide the framework for not only implementing the specific assessment Project, but also lead to longer-term future programs as a result of the project's goals and deliverables. The City expects that the project outcomes will enhance the assessment, cleanup, and successful redevelopment/reuse of brownfields within the City. Other key objectives include raising awareness of brownfields and brownfield redevelopment tools; spurring investment and creating jobs through development projects on brownfield sites; and reducing threats to human health and the environment.

The following types of potential outcomes will be tracked on a quarterly basis for sites where EPA grant funds are used:

- Incorporation of green and sustainable assessment and remediation (GSR) techniques that are applicable to Phase II ESA activities.
- Number of sites and acres of land for which cleanup and/or reuse planning is performed.
- Number of sites for which property title transfers are facilitated.
- Acres of land redeveloped and square footage of buildings positioned for adaptive reuse.
- Acres of parks or green space created.
- Amount of additional public and private investment leveraged.
- Amount of other funding leveraged.
- Number of jobs created or retained.
- Number of meeting participants, inquiries about available grant funding, feedback received from community stakeholders and the number of community meetings held.

2. PROJECT TASK DESCRIPTIONS

The following sections describe the activities anticipated for each task.

2.1 TASK 1 – PROJECT MANAGEMENT, REPORTING & OTHER ELIGIBLE ACTIVITIES

2.1.1 Project Management & Reporting Activities

Objective: Manage the Project in accordance with EPA requirements and CA terms and conditions.

Activities: EPA compliance reporting, ongoing meetings with EPA and the Consultant, and overall project management (e.g., maintain budget, schedule, etc.).

Lead: The City with support from the Consultant.

Milestones, Deliverables & Schedule:

- The Project Director (William Homka) with support from the Assistant Project Manager (Kelly Tompkins) will coordinate grant activities with the Consultant and BAC and will serve as liaison to EPA, ADEC and other stakeholders.
- Records will be created and maintained by the City for each property that receives grant funds (i.e., documentation of where/how grant funds are used and property profiles updated in ACRES). Property profiles will be completed and updated quarterly in ACRES for each property where grant funds are expended.
- Progress reports will be prepared and submitted to EPA on a quarterly basis (due within 30 days of the end of each federal fiscal quarter ending December, March, June, and September [i.e., reports will be submitted by January 30, April 30, July 30, and October 30]). These reports will describe the progress made for each task defined in this Work Plan and additional information as required in EPA's CA Terms and Conditions. The reports will be submitted electronically to the EPA Project Officer unless another arrangement is discussed and approved by EPA.
- Disadvantaged Business Enterprises (DBE) Reports will be prepared and submitted to EPA annually within 30 days of the end of the fiscal year ending in September (i.e., reports will be submitted by October 30).
- Federal Financial Reports (FFRs) will be prepared and submitted to EPA annually by December 31.
- A Final Performance Report, DBE Report and FFR will be completed and submitted (electronically) to the EPA Project Officer within 120 calendar days (or sooner) following the expiration or termination of the award. The final report will contain the same information as the Quarterly Progress Reports, but will cover the entire Project period. In addition, the final performance report will specifically address lessons learned, successes achieved, and Project fact sheet and/or other information on project success stories.

2.1.2 *Other Eligible Activities*

Objective: Attend two national brownfield conference/training.

Activities: Two City personnel will attend two national brownfield conference/training.

Lead: The City.

Milestones, Deliverables & Schedule:

- The next national brownfields conference is scheduled for August 16-19, 2022 in Oklahoma City, OK. (The year and location of future conferences has not been announced).
-

2.2 TASK 2 – COMMUNITY ENGAGEMENT, BROWNFIELDS INVENTORY & SITE SELECTION/PRIORITIZATION

2.2.1 *Public Outreach & Involvement Activities*

Objective: Ensure community concerns are considered and inform assessment planning and execution through preparing and implementing an initial Public Engagement Plan.

Activities: A robust engagement process will be initiated upfront via an initial Public Engagement Plan to engage the community and gather input to guide short- and long-term program goals and objectives. Ongoing Brownfield Advisory Committee (BAC) meetings (minimum of 2 per year) and public meetings (minimum of 2 per year) will be hosted. Targeted outreach and individual meetings with stakeholders and property owners will also be conducted on an ongoing basis. Dependent on the status of the COVID-19 pandemic, engagement activities will be held in person. Meetings may be broadcast via Zoom or similar platform so that stakeholders can participate on-line if unable to attend in person.

Lead: The City with support from the BAC and Consultant.

Milestones & Deliverables:

- Convene the BAC.
- Coordinate and conduct meetings with the BAC and general public as well as individual meetings with stakeholders and property owners (as needed) to solicit input, publicize the program and promote community and property-owner participation.
- Prepare and make publicly available a Process Guide for Property Owners & Stakeholders and a Site Nomination Form to solicit community input regarding identification and prioritization of sites of concern and to identify sites where environmental contamination (real or perceived) may be limiting redevelopment/reuse and business expansion.

Estimated Submittal/Completion Dates:

- Fall 2022: Develop the Process Guide for Property Owners & Stakeholders, Site Nomination Form and Site Prioritization Criteria.
- January 2023: Convene the BAC (composed of community organizations and other stakeholders) for a kick-off meeting. BAC meetings will be ongoing throughout the Project (as described in the activities above). Host public kick-off meeting/open house for the general public. Additional public meetings will be ongoing throughout the Project (as described in the activities above).

Note: The meeting dates provided above are estimates and may change to coordinate BAC and/or public meetings with other relevant project meetings hosted by the City.

2.2.2 Project Updates & Other Public Information Activities

Objective: Ensure the community is kept informed of Project goals, methods, and progress and ensure the public is provided opportunity for meaningful participation.

Activities: Develop and maintain project webpage. Develop project fact sheets and informational materials specific to community members and property owners. Prepare press releases and articles announcing project activities and upcoming meetings. Prepare and publish public notices to solicit public comments on ABCAs prepared using grant funding (including documentation of significant comments received and how they were/are being responded to).

Lead: The City with support from the BAC and Consultant

Milestones & Deliverables:

- A project-specific webpage will be hosted on the City's website and will be updated on a regular basis throughout the life of the Project.
- Project fact sheets (specific to property owners and the general public) will be created and distributed at the beginning of the Project. The fact sheets will be made available on the project webpage and updated throughout the Project (as needed).
- A Process Guide for Property Owners & Stakeholders will be created to inform property owners of what to expect should grant-funded Phase I and/or II ESA activities be approved for their property.
- Press releases will be used to inform the public of the Project, announce key milestones, and upcoming meeting dates.
- Meeting minutes, handouts and presentations will be prepared for all BAC and community outreach meetings and will be made available on the project webpage.

Estimated Submittal/Completion Dates:

- Fall 2022: Create Project fact sheets for community members and stakeholders, Process Guide for property owners, and webpage content.

2.2.3 Site Inventory & Prioritization Activities

Objective: Build a GIS-based comprehensive inventory of potential brownfield sites in the select target area(s) as a foundation for identifying priority cleanup and redevelopment opportunity sites, reaching out to property owners, and selecting sites for assessment and/or cleanup planning

activities. The data will be integrated with the City's databases to better relate the presence of brownfields to various economic impacts and/or health data and to serve as a long-term planning tool.

Activities: The following activities may be completed as part of the inventory:

- Identify environmental records for all sites in the target area listed in EPA, ADEC, and/or local environmental databases;
- Review select Borough, City, and State records that are potentially relevant to identifying brownfields (including occupancy and other permits, tax delinquency status, building code violations, LoopNet, assessors data, and sites identified in recent plans and studies);
- Review available historical Sanborn Fire Insurance Maps, aerial photographs, topographic maps, local directories and/or other sources of information to identify historic sites which have a significant potential for impacts;
- Survey local real estate industry representatives for information on sites in the target areas;
- Conduct tours/inspections throughout the target areas to identify blighted or vacant potential brownfield sites that are not recorded in existing databases or identified by recent plans/studies and collect photographs and/or video via a cellphone or tablet to share with project stakeholders; and
- Incorporate previous redevelopment or brownfields site databases including an "Unalaska Land Use Inventory" and "Unalaska Infill Development Analysis" published in 2021, as well as a brownfields inventory with 100 sites developed and maintained by the QTU
- Review other State and Borough records to verify that all sites with known or suspected impacts or threats to public health are included in the evaluation/prioritization process.

Following inventory activities, sites will be prioritized for assessment and/or cleanup planning. The following criteria may be analyzed when prioritizing sites:

- property owner willingness/ability to obtain site access (pass/fail criteria);
- economic development potential/opportunities;
- known or suspected threats to public health;
- sites identified in existing community planning documents;
- degree of known or suspected environmental impacts;
- degree of blight or underutilization;
- tax delinquency status;
- community concerns; and
- social, demographic and health data (as available) within the immediate site vicinity.

Lead: The Consultant will lead the inventory and prioritization activities with support from the City and the BAC.

Milestones & Deliverables:

- GIS-based comprehensive inventory of potential brownfield sites within the target area. The inventory will include a description of historical site use(s), RECs/contaminants of concern, and property status (vacant, underutilized, etc.).
- GIS maps of potential brownfields sites, as needed, for planning and property redevelopment marketing.
- Brownfield inventory report documenting inventory and prioritization methods.

Estimated Submittal/Completion Dates:

- January – February 2023: Inventory, development of site prioritization criteria and prioritization activities with support from the City and the BAC.
- March 2023: Initial inventory and ranking completed for select target area(s) (to be updated throughout Project).

2.2.4 Site Eligibility Determination (ED) Request Activities

Objective: The Consultant will prepare ED requests for sites prioritized for assessment and/or cleanup/reuse planning activities.

Activities: Prior to initiating any site-specific work, ED requests will be submitted to the EPA Project Officer using the supplied eligibility outline worksheet. Site eligibility will be reviewed and concurred on by the EPA Project Officer. As part of the ED process for petroleum-impacted sites, information will first be submitted for review by ADEC to obtain a petroleum determination letter to submit to EPA for concurrence.

Lead: The Consultant with assistance from the City.

Milestones and Deliverables: Deliverables include completed/approved ED forms.

Estimated Submittal/Completion Dates: ED requests will be submitted to EPA and ADEC throughout the grant period. The first ED request is estimated to be completed in fall of 2022. This “early start” project will enable City staff to familiarize themselves with the site nomination and assessment process.

2.3 TASK 3 – PHASE I/II ESAS, RBM SURVEYS & CLEANUP/REUSE PLANS

2.3.1 Phase I ESA Activities

Objective: Evaluate past and current site uses to assess potential for environmental contamination.

Activities: The following activities may be completed as part of the ESA tasks:

- Phase I ESAs will support property transfers and eventual redevelopment and provide information for evaluating the need for Phase II ESAs and cleanup. The City anticipates conducting Phase I ESAs for up to 10 sites.
- The Consultant will complete Phase I ESAs in accordance with ASTM Practice E1527-21. The City will contact site owners and negotiate Access Agreements.
- The ACRES database will be updated following completion of each Phase I ESA. An AAI Checklist will also be completed for submittal to EPA.

Lead: The Consultant will lead the Phase I ESA task with assistance from the City for site selection, data acquisition, and report review and distribution. The City will execute Access Agreements with property owners with support from the Consultant.

Milestones and Deliverables: Deliverables include, AAI Checklists, Phase I ESA Reports, and Property Profile Form entered in ACRES.

Estimated Submittal/Completion Dates: Phase I ESA checklists and reports will be prepared throughout the grant period. The first Phase I ESA report is estimated to be completed in Fall/Winter 2022.

2.3.2 Phase II ESA Activities

2.3.2.1 Quality Assurance Project Plan (QAPP)

Objective: Establish quality assurance/quality control (QA/QC) procedures applicable throughout the life of the grant-funded Project.

Activities: Before beginning Phase II ESA work, the City and the Consultant will participate in a pre-QAPP conference call with EPA, if required. A QAPP that addresses both hazardous substances and petroleum sites will be developed and submitted to ADEC and EPA for review and approval. The Consultant will finalize the QAPP once EPA and ADEC have reviewed and provided comments on the draft.

For cost savings and efficiency purposes, the comprehensive QAPP will be established at the beginning of the project. This approach will provide for ample EPA and ADEC review time and approval of the document well in advance of Phase II ESA activities and will significantly reduce costs associated with preparing multiple site-specific QAPPs throughout the life of the project. The QAPP will cover the full spectrum of field, sampling and analytical laboratory procedures for both hazardous substances and petroleum sites. The QAPP will be supplemented by a site-specific Sampling and Analysis Plan (SAP) prepared for each site selected for a Phase II ESA.

As described in the following section, the SAP will define site conditions and applicable cleanup standards for constituents of concern and defer to the field, sampling, and analytical laboratory procedures defined in the EPA-approved QAPP.

Lead: The Consultant will prepare the QAPP and the City will review the draft prior to submittal to EPA and ADEC.

Milestones & Deliverables: Draft and Final QAPP. If modifications are needed grant performance period, an Addendum will be prepared for the QAPP.

Estimated Submittal/Completion Dates:

- January 2023: Draft QAPP submitted to ADEC and EPA for review.
- March 2023: Final QAPP completed (pending ADEC and EPA review time).

2.3.2.2 Phase II ESA Activities

Objective: Collect environmental sampling data to assess conditions, evaluate risks to human health and the environment, prepare for cleanup planning, and facilitate property transfers and redevelopment.

Activities: The City anticipates conducting Phase II ESAs for up to 5 sites and RBM surveys for up to 10 buildings, where the Phase I ESAs or other available information suggests that additional investigation is warranted. Phase II ESA activities will include sampling and analysis of soil, groundwater, and/or soil vapor, and report preparation. RBM survey activities will include sampling and analysis of hazardous building materials and report preparation.

SAPs (which will include site-specific Health and Safety Plans) addressing each property where Phase II ESA and/or RBM survey work is anticipated will be submitted to EPA and ADEC for review prior to conducting any field activities. The SAP will define site conditions and applicable cleanup standards for constituents of concern and defer to the field, sampling, and analytical laboratory procedures defined in the EPA-approved QAPP. Green and sustainable assessment activities will be considered and incorporated into each SAP.

Depending on the proposed scope of the Phase II ESA, the Consultant will provide information to the City to help fulfill EPA's requirements under the Endangered Species Act Section 7 and the National Historic Preservation Act (NHPA) Section 106. The information will include the Project location, any threatened or endangered species or habitat that may be affected by the Project, whether a site is of concern to the State Historic Preservation Officer (SHPO), a list of Tribes who might believe the Project could disturb cultural resources, and an evaluation as to whether cleanup/redevelopment plans could have adverse effects on endangered or cultural resources. The City will send letters to be submitted to the EPA.

The ACRES database will be updated following completion of each Phase II ESA.

Lead: The Consultant will lead the Phase II ESA task with assistance from the City and the BAC for site selection, data acquisition, and report review and distribution. The City will execute access agreements with property owners with support from the Consultant.

Milestones and Deliverables:

- EPA-approved SAPs
- Site-specific HASPs
- Phase II ESA Reports
- RBM Survey Reports
- Updated ACRES database
- Green and sustainable efforts updates (included in quarterly reporting)
- Section 7 and NHPA consultations (as necessary)

Estimated Submittal/Completion Dates:

- Spring/Summer 2023: Phase II ESA fieldwork underway at first site.
- Summer/Fall 2023: First Phase II ESA report(s) completed (ongoing throughout Project).

2.3.3 *Cleanup Planning*

Objective: Prepare up to eight site-specific ABCAs and cleanup plans for priority sites to address contamination, risks to human health and the environment, and support brownfield redevelopment.

Activities: The City will conduct cleanup planning as required for brownfields where redevelopment is imminent and such activities will move redevelopment forward. Planning may include preparation of ABCAs and/or cleanup plans. Cleanup plans/reports will describe detected contamination; conceptual site models; site-specific remedial action objectives; state and federal cleanup regulatory requirements; and evaluation of institutional and engineering controls. Green and sustainable remediation activities will be considered and incorporated into each ABCA or cleanup plan.

Stakeholder meetings will be held, as needed, to develop and review the most appropriate and effective remedial/reuse options for each selected brownfield site and redevelopment. The City and the Consultant will work closely with EPA and ADEC when considering options for cleanup planning. The public notice and comment period for any ABCAs prepared using grant funding (including documentation of significant comments received and how they were/are being responded to) will be conducted under Task 2.

Lead: The Consultant will lead with assistance from the City and the BAC on data acquisition, planning, and deliverable review and distribution.

Milestones & Deliverables: Deliverables for this task will be site-specific ABCAs and/or cleanup plans (up to eight – the total will depend on number of site-specific reuse plans completed).

Estimated Submittal/Completion Dates:

- Fall 2023: First written site-specific ABCA/cleanup plan complete.

2.3.4 Reuse Planning

Objective: Prepare up to eight site-specific reuse plans and/or market studies for priority sites to support brownfield redevelopment.

Activities: The City will conduct redevelopment planning as required for brownfields where redevelopment is imminent and such activities will move redevelopment forward. Planning may include preparation of site-specific reuse plans and/or market studies. Reuse plans may include a reuse vision, disposition strategy, reuse assessment, infrastructure evaluation, land use assessment, and/or reuse/redevelopment strategies.

Stakeholder meetings will be held, as needed, to develop and review the most appropriate and reuse options for each selected brownfield site and redevelopment.

Lead: The Consultant will lead with assistance from the City and the BAC on data acquisition, planning, and deliverable review and distribution.

Milestones & Deliverables: Deliverables for this task will be site-specific reuse plans and/or market studies (up to eight – the total will depend on number of ABCAs or cleanup plans completed).

Estimated Submittal/Completion Dates:

- Fall 2023: First written site-specific reuse plan or market study completed.

3. SCHEDULE AND DELIVERABLES

The table below summarizes the anticipated deliverable schedule (assuming a project start date of July 1, 2022) and the agency/office each will be submitted to.

DUE DATE	ITEM	EPA PO	STATE AGENCY	EPA GRANTS	EPA FINANCE
Pre-award (July-September 2022)	<ul style="list-style-type: none"> ▪ Promote and advertise project in the community. ▪ Attend National Brownfields Conference. 	X			
Month 1 (Oct. 2022)	<ul style="list-style-type: none"> ▪ Kick-off meeting with Consultant and EPA. ▪ Develop Site Nomination Form and Access Agreement Template. ▪ Develop project fact sheets and website content. ▪ Prepare QAPP. 	X			
Month 2-3 (Nov.-Dec. 2022)	<ul style="list-style-type: none"> ▪ Preliminary inventory work. ▪ Establish access into ACRES. (Property Profile Forms will be entered into ACRES as property specific projects are completed.) ▪ Initiate scoping for community health assessment. 	X			
Month 4 (Jan. 2023)	<ul style="list-style-type: none"> ▪ Finalize preliminary inventory results. ▪ BAC identifies preliminary list of site prioritization criteria. ▪ Voting period begins to finalize prioritization criteria. ▪ Submit draft QAPP for approval. ▪ BAC and Public Kick-off Meetings (Meeting #1). ▪ Prepare first Quarterly Progress Report (QPR) - continue preparing quarterly for duration project. ▪ Begin community health assessment. 	X	X		
Month 5-6 (Feb.-Mar. 2023)	<ul style="list-style-type: none"> ▪ Top sites selected for grant-funded activities. ▪ Finalize QAPP per agency comments (a site-specific SAP will be prepared for each property approved for a Phase II ESA). 	X	X		
Month 7 (June 2023)	<ul style="list-style-type: none"> ▪ Initiate site-specific planning activities. 	X			
Month 8 (May 2023)	<ul style="list-style-type: none"> ▪ BAC Meeting #2. 	X	X		
Month 11 (Aug. 2023)	<ul style="list-style-type: none"> ▪ BAC Meeting #3. ▪ Public Meeting #2. 	X	X		
Ongoing	ED approval requested & confirmed (~21 days before Phase I ESAs are scheduled and 24 - 42 days before Phase II ESAs are scheduled).	X	X (petroleum sites only)		

DUE DATE	ITEM	EPA PO	STATE AGENCY	EPA GRANTS	EPA FINANCE
Before fieldwork begins	<ul style="list-style-type: none"> ▪ Execute Site Access Agreements. ▪ Prepare HASP. ▪ Prepare SAP (for Phase II ESAs). ▪ Prepare Section 7 and 106 consultations as appropriate (for Phase II ESAs). 	X	X (SAPs)		
Ongoing	<ul style="list-style-type: none"> ▪ Prepare Phase I & II ESA Reports. ▪ Prepare All Appropriate Inquiries Rule Checklist (Form EPA 560-R-11-030) ▪ Prepare ABCA/cleanup plan/reuse plan deliverables. 	X	X (ABCAs & cleanup plans for sites requiring cleanup)		
Annually	Prepare annual DBE (MBE/WBE) Report for submittal by October 30th of each year.	X		X	
Annually	Prepare annual FFR for submittal by December 31st of each year.	X			X
Bi-monthly	Prepare requests for reimbursement (approximately every 1-2 months).				X
Months 50 – 53	Prepare Final DBE Report & FFR & Final Drawdown.	X		X	X
Months 50 – 53	Prepare Final Performance/Close-Out Report with summary fact sheets/success stories, photos, and lessons learned.	X			

4. **BUDGET**

4.1 **Budget Table**

The table below provides an overview of the proposed budget by category and task.

Budget Category	<u>Task 1</u> Project Management, Reporting & Other Eligible Activities	<u>Task 2</u> Community Engagement, Brownfields Inventory & Site Selection/ Prioritization	<u>Task 3</u> Phase I/II ESAs, RBM Surveys & Cleanup/Reuse Plans	Budget Category Total
Personnel	\$4,800	\$13,000	\$6,000	\$23,800
Fringe Benefits	\$0	\$0	\$0	\$0
Travel^a	\$12,000	\$0	\$0	\$12,000
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$1,500	\$0	\$1,500
Contractual	\$14,400	\$40,500	\$407,000	\$461,900
Other	\$800	\$0	\$0	\$800
Total Direct Costs	\$32,000	\$55,000	\$413,000	\$500,000
Total Indirect Costs	\$0	\$0	\$0	\$0
Total Budget	\$32,000	\$55,000	\$413,000	\$500,000

^a Two (2) City staff will attend two national brownfields conferences. Actual costs will vary.

4.2 Budget Narrative by Task

In the following sections we provide detailed budget tables by task. The budget assumes an average hourly rate of \$150/hour for the contractual services and \$50/hour for City personnel labor.

Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements.

4.2.1 Task 1 – Project Management, Reporting & Other Eligible Activities

Description	Unit Cost	Units	Total
Personnel Labor	\$50/hour	96 hours	\$4,800
Contractual	\$150/hour	96 hours	\$14,400
Travel (two City staff attending two national brownfield conferences, based on Oklahoma City)			\$12,000^b
<i>Airfare – Unalaska/Anchorage</i>	<i>\$950/person/one-way/event</i>	<i>8 (2 staff x 2 events x round trip)</i>	<i>\$7,600</i>
<i>Airfare – Anchorage/Conference</i>	<i>\$350/person/one-way/event</i>	<i>8 (2 staff x 2 events x round trip)</i>	<i>\$2,800</i>
<i>Hotel^c</i>	<i>\$104/person/day</i>	<i>15 (5 days/3 person/event)</i>	<i>\$1,560</i>
<i>Per diem</i>	<i>\$8</i>	<i>5 (days for one person/ 1 event)</i>	<i>\$40</i>
Other (registration fees for two City staff to attend two brownfield conferences)	\$200/person/event	4 (2 staff x 2 events)	\$800
Total Direct Costs	--	--	\$32,000
Total Indirect Costs	--	--	\$0
Total Budget	--	--	\$32,000

4.2.2 Task 2 – Community Engagement, Brownfield Inventory & Site Selection/Prioritization

Description	Unit Cost	Units	Total
Personnel Labor	\$50/hour	260 hours	\$13,000
Supplies			\$1,500
<i>Printing Costs</i>	<i>\$500</i>	<i>Estimated</i>	<i>\$500</i>
<i>Mailing Costs</i>	<i>\$1,000</i>	<i>Estimated</i>	<i>\$1,000</i>
Contractual	--	--	\$40,500

^b Travel costs are estimated at \$3,000/person/conference based on costs incurred by staff attending other recent brownfield conferences and reflect the extraordinary airfare costs for travel from Unalaska to destinations other than Anchorage.

^c Travel total will only cover hotel for 5 days for 2 people for 1 event, and 5 days for 1 person at the second event. The remainder of hotel costs will have to come from another source. The result is one \$8 per diem for one attendee to one conference for a total of \$40.

Description	Unit Cost	Units	Total
<i>BAC & Stakeholder Meetings</i>	\$150/hour	80 hours	\$12,000
<i>Project Fact Sheets & Webpage Content</i>	\$150/hour	20 hours	\$3,000
<i>Brownfield Inventory & Site Prioritization</i>	\$150/hour	120 hours	\$18,000
<i>ED Requests</i>	\$500/site	15 sites	\$7,500
Total Direct Costs	--	--	\$55,000
Total Indirect Costs	--	--	\$0
Total Budget	--	--	\$55,000

4.2.3 Task 3 – Phase I/II ESAs, RBM Surveys, & Cleanup/Reuse Plans

Description	Unit Cost	Units	Total
Personnel Labor	\$50/hour	120 hours	\$6,000
Contractual	--	--	\$407,000
<i>Master QAPP</i>	\$7,000	1	\$7,000
<i>Phase I ESAs</i>	\$6,000/site	10 sites	\$60,000
<i>Phase II ESAs</i>	\$45,000/site	5 sites	\$225,000
<i>RBM Surveys</i>	\$4,000/site	10 buildings	\$40,000
<i>Cleanup or Reuse Plans</i>	\$9,375/site	8 sites	\$75,000
Total Direct Costs	--	--	\$413,000
Total Indirect Costs	--	--	\$0
Total Budget	--	--	\$413,000

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2022-12

AN ORDINANCE OF THE UNALASKA CITY COUNCIL APPROVING A ZONING AMENDMENT FROM HOLDING ZONE TO MARINE DEPENDENT / INDUSTRIAL ON LOT 2, USS 8449 (LFS CAPTAINS BAY)

WHEREAS, LFS, Inc. is the owner of the parcel referred to as Lot 2, USS 8449 and situated at the end of Captains Bay Road; and

WHEREAS, LFS, Inc. parent company Trident Seafoods intends to construct a new fish processing facility in this location; and

WHEREAS, LFS, Inc. has successfully navigated the city procedures in order to secure tideland leases for the areas adjacent to the subject property for the construction of a new dock to accommodate the loading and offloading of fish and other materials; and

WHEREAS, the new facility represents a significant investment in Unalaska by Trident with the return of increased property taxes and job creation in the community; and

WHEREAS, Unalaska's City Planning Commission passed Resolution 2022-05 recommending approval of the zone change request to the City Council.

NOW THEREFORE BE IT RESOLVED THAT THE UNALASKA CITY COUNCIL approves the zoning change to Marine Dependent / Industrial for the parcel defined as Lot 2, USS 8449.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Bil Homka, Planning Director
Through: Chris Hladick, City Manager
Date: August 9, 2022
Re: Ordinance 2022-12: Approving a Zoning Amendment from Holding Zone to Marine Dependent / Industrial on Lot 2, USS 8449 (LFS Captains Bay)

SUMMARY: The City Planning Commission passed their Resolution 2022-05 at a regularly scheduled meeting on June 16, 2022. The resolution recommends City Council approve a zone change request Lot 2, USS 8449. The applicant is LFS, Inc. who desires to convert the site from a rock quarry to a new fish processing plant. Tonight is the second reading of the attached ordinance.

PREVIOUS COUNCIL ACTION: Council has not previously addressed this zoning change request. In February 2022, Council adopted Resolution 2022-06 authorizing a 66 year lease of Unalaska Tidelands Survey 103 Tracts B and C to LFS, Inc.

BACKGROUND: This parcel was initially a Native Allotment and was not subject to Unalaska's Zoning Code. The lot was formerly a rock quarry operated by Bering Shai, which sold the lot to LFS, Inc. The transfer of ownership automatically triggers the site's designation to change from Native Allotment to Holding Zone. Subsequently the new owners need to apply for a zoning classification that is appropriate to their proposed use. LFS, Inc. is requesting the lot be rezoned from Holding Zone to Marine Dependent / Industrial for the purposes of constructing a new processing plant.

DISCUSSION: Per UCO § 8.12.190(C), the Planning Commission must find any Zone Amendment/Rezoning action to be reasonable, in the public's interest, and in conformance with the goals and objectives of the Comprehensive Plan in order to offer support. The Planning Commission found that rezoning this property to Marine Dependent Industrial met these three tests. Planning Commission Resolution 2022-05 was approved and recommends City Council review and approve the same based on the findings outlined below.

Reasonable. The Marine Dependent / Industrial zone is reasonable because it promotes a land use that matches the character of its surroundings and would not cause any particular burdens on the area. The lot is sufficiently sized for the structure and necessary parking requirements. Furthermore, the adjacent tidelands allow for the uses allowed within the Marine Dependent / Industrial zoning district.

Public Interest. The Marine Dependent / Industrial zone is in the public interest because it allows for the property to be developed with minimal impact to Unalaska's built environment and will enable a new company to construct a processing plant that will bring new jobs and increase the City's tax base.

Comprehensive Plan. The Marine Dependent / Industrial zone is also consistent with the Comprehensive Plan. The Comprehensive Plan's Economic Development goals include:

1. "Make more land available for housing and businesses."
2. The Comprehensive Plan in general calls for increases to business and efficient processing.
3. The Unalaska Land Use Plan does not call for changes to the land uses in the subarea.

ALTERNATIVES: Section 8.12.190(D)(2) outlines potential Council actions as follows: The City Council may accept the recommendation of the Planning Commission or approve a modification to the recommendation of the Planning Commission. Although an outright rejection of the recommendation of the Planning Commission by the Council is possible, doing so is not advised as there currently are no future plans for other uses.

FINANCIAL IMPLICATIONS: None at this time

LEGAL: The Zone Amendment request is proceeding in accordance with City Code. City council must hold two readings of the proposed ordinance and a public hearing prior to taking any action on the zone change request. This matter is not an emergency.

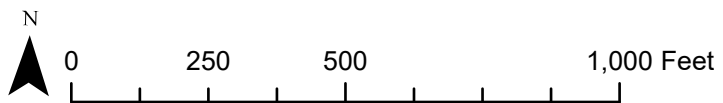
STAFF RECOMMENDATION: Staff recommends the Council accept the Planning Commission's recommendation and adoption of Ordinance 2022-12, rezoning the property from Holding Zone to Marine Dependent / Industrial.

PROPOSED MOTION: This ordinance is included in the consent agenda. If the ordinance is moved to the regular agenda for discussion, the proposed motion would be to adopt Ordinance 2022-12.

CITY MANAGER COMMENTS: I support staff's recommendation.

ATTACHMENTS:

- Aerial Map with Parcel Lines and Subject Lot
- Signed Planning Commission Resolution 2022-05, 6/16/2022
- Meeting Minutes, 6/16/2022
- Public Meeting Notice, 6/16/2022



Maps and associated information have been created or purchased by the City of Unalaska and were compiled from the most authentic data available. The City is not responsible for any errors or omissions contained hereon. All data and materials Copyright © 2022. All Rights Reserved.



**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2022-05**

**A RESOLUTION APPROVING A ZONE ADMENDMENT FROM HOLDING ZONE TO
MARINE DEPENDENT INDUSTRIAL ON LOT 2, USS 8449, AIRD**

WHEREAS, UCO §8.12.190 sets forth the procedures for the taking action on a zoning map amendment application; and

WHEREAS, the applicant, LFS Inc., is the owner of Lot 2, USS 8449, filed in the Aleutian Islands Recording District, located approximately at Mile 3.3, Captains Bay Road (08-04-200); and

WHEREAS, LFS, Inc., has submitted a zoning map amendment application to rezone this property from Holding Zone to Marine Dependent Industrial; and

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

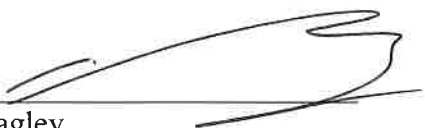
WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the City of Unalaska Planning Commission held a public hearing on June 16, 2022 to consider this request and to hear testimony of the public on Resolution 2022-05.

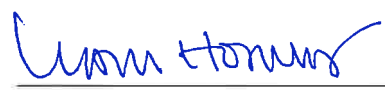
THEREFORE, BE IT RESOLVED, the Planning Commission recommends to the City Council approval of the rezone of Lot 2, USS 8449, filed in the Aleutian Islands Recording District, located at approximately Mile 3.3, Captains Bay Road (08-04-200), to Marine Dependent Industrial.

BE IT FURTHER RESOLVED, the secretary of the Planning Commission is to certify a copy of this Resolution and to file it with the Unalaska City Clerk no later than fifteen (15) working days from the date shown below.

APPROVED AND ADOPTED THIS 16TH DAY OF JUNE, 2022, BY THE PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.



Ian Bagley
Acting Commission Chair



William Homka, AICP, Planning Director
Secretary

City of Unalaska
UNALASKA PLANNING COMMISSION

P. O. Box 610 • Unalaska, Alaska 99685
(907) 581-1251 • www.ci.unalaska.ak.us

Regular Meeting
Thursday, June 16, 2022
6:00 p.m.

Unalaska City Hall
Council Chambers
43 Raven Way

Commission Members
Ian Bagley
Virginia Hatfield.

Travis Swangel, Chairman

Commission Members
Vicki Williams
Rainier Marquez

MINUTES

1. Call to order. Commissioner Bagley chaired the meeting due to Swangel attending by phone. Bagley called the Regular Meeting of the Unalaska Planning Commission to order at 6:00 pm, on June 16, 2022, in the Unalaska City Hall council chambers.
2. Roll call

<u>Present:</u> Virginia Hatfield Ian Bagley Travis Swangel (phone) Vicki Williams	<u>Absent:</u> Rainier Marquez
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3. Revisions to the Agenda – Revised text for Resolution 2022-07.
4. Appearance Requests – None.
5. Announcements – None.
6. Minutes – Hatfield made a motion to approve April 21, 2022 Planning Commission minutes, Bagley seconded motion. No discussion, approved 4-0
7. Public Hearing – Resolution 2022-05 - None. Resolution 2022-06 – None. Resolution 2022-07 – None.
8. Old Business – None.
9. New Business – Bagley made a motion approve Resolution 2022-05; Williams seconded. Motion passed 4-0. Bagley made a motion to approve Resolution 2022-06; Hatfield seconded. Motion passed 4-0. Bagley made a motion to approve Resolution 2022-07; Hatfield seconded. Motion passed 4-0.
10. Worksession – None.
11. Adjournment – Having completed the agenda, the meeting was adjourned without objection at 6:25 pm.



William Homka, AICP
Secretary of the Commission

7-21-22
Date



Travis Swangel
Commission Chairman

7-21-22
Date

**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, JUNE 16, 2022, 6:00 PM
AGENDA**

ZOOM Meeting Link:

<https://us02web.zoom.us/j/89874827348?pwd=b3FmenNYME9IaW5VNjNtQlpCY2k4QT09>

Meeting ID: 898 7482 7348 Passcode: 712370

Toll Free Numbers: 833 548 0276 833 548 0282 877 853 5247 888 788 0099

CALL TO ORDER
ROLL CALL
REVISIONS TO THE AGENDA
APPEARANCE REQUESTS
ANNOUNCEMENTS
MINUTES: Draft minutes from the meeting April 21, 2022

PUBLIC HEARING

1. **RESOLUTION 2022-05:** A RESOLUTION APPROVING THE REZONING OF LOT 2, USS 8449, FROM HOLDING ZONE TO MARINE DEPENDENT INDUSTRIAL
2. **RESOLUTION 2022-06:** A RESOLUTION APPROVING AN EXTENSION TO THE PRELIMINARY PLAT OF PARKSIDE ESTATES SUBDIVISION
3. **RESOLUTION 2022-07:** DRAFT TITLE FOR AGENDA: A RESOLUTION ZONING A 1.156-ACRE PARCEL ADJACENT TO/SEAWARD OF TRACT A, ATS 1360

OLD BUSINESS

No Items

NEW BUSINESS

1. **RESOLUTION 2022-05:** A RESOLUTION APPROVING THE REZONING OF LOT 2, USS 8449, FROM HOLDING ZONE TO MARINE DEPENDENT INDUSTRIAL
2. **RESOLUTION 2022-06:** A RESOLUTION APPROVING AN EXTENSION TO THE PRELIMINARY PLAT OF PARKSIDE ESTATES SUBDIVISION
3. **RESOLUTION 2022-07:** DRAFT TITLE FOR AGENDA: A RESOLUTION ZONING A 1.156-ACRE PARCEL ADJACENT TO/SEAWARD OF TRACT A, ATS 1360

WORKSESSION

No Items

ADJOURNMENT

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2022-13

AN ORDINANCE OF THE UNALASKA CITY COUNCIL APPROVING A ZONING AMENDMENT FROM UNZONED TIDELANDS TO DEVELOPABLE TIDELANDS DISTRICT FOR 1.156 ACRES ADJACENT TO TRACT A, ATS 1360 TIDELANDS AREA

BE IT ENACTED BY THE UNALASKA CITY COUNCIL:

Section 1: Classification. This is non-code Ordinance.

Section 2: Assignment of Developable Tideland Zoning Classification to 1.156 acres adjacent to Tract A, ATS 1360 Tideland area.

WHEREAS, the existing Bobby Storrs Small Boat Harbor is in need of replacement and reconfiguration to bring the facility up to standard and accommodate more vessels; and

WHEREAS, the City proposes to undertake the re-design and expansion of the existing Bobby Storrs Small Boat facility and needs additional 1.156 acres of tideland from the State of Alaska; and

WHEREAS, the additional tideland will facilitate the expansion project via land exchange with UniSea to allow for adequate parking for the Small Boat Harbor and an expanded, more efficient floating dock; and

WHEREAS, the additional tideland will facilitate adequate space for the expansion project and maintain a channel needed to access of the OC/Pacific Stevedoring tideland; and

WHEREAS, the tideland area owned by the State of Alaska is un-zoned and rezoning it to Developable Tidelands will accommodate the expansion project's proposed use; and

WHEREAS, the City has an application for purchase of State land pending with the State of Alaska Department of Natural Resources Division of Mining, Land and Water; and

WHEREAS, the State requires the area to be zoned or to exist on a plan to be zoned.

Section 3: Effective Date. This ordinance is effective upon passage.

NOW THEREFORE BE IT RESOLVED THAT THE UNALASKA CITY COUNCIL approves the zoning designation of Developable Tideland for the newly acquired tideland area defined as 1.156 acres adjacent to Tract A, ATS 1360 Tideland area.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Bil Homka, Director, Planning Department
Through: Chris Hladick, City Manager
Date: August 9, 2022
Re: Ordinance 2022-13: Approving a Zoning Amendment from Unzoned Tidelands to Developable Tidelands District for 1.156 acres adjacent to Tract A, ATS 1360 Tidelands Area

SUMMARY: The City Planning Commission passed their Resolution 2022-07 at a regularly scheduled meeting on June 16, 2022. The Planning Commission resolution recommends City Council approve a zone change request for the property described above. The applicant is the City of Unalaska and this zoning action is a required element of the State of Alaska's tideland acquisition/transfer process. The City needs the additional tidelands to provide room to redesign the small boat harbor. Tonight is the second reading of the attached ordinance.

PREVIOUS COUNCIL ACTION: Resolution 2021-81 supporting the City's application to acquire tide and submerged land from the State of Alaska Department of Natural Resources for the expansion and remodel of the Robert Storrs Small Boat Harbor was adopted on December 28, 2021.

BACKGROUND: The City committed to improving the Bobby Storrs Small Boat Harbor (BSS) as part of the Carl E. Moses (CEM) harbor project about a decade ago. The CEM has been a successful project and the City has the BSS on its Capital & Major Maintenance Plan (CMMP). The project is due to happen in FY23 and the Planning Department is working with the Ports Department to acquire the land necessary to facilitate additional dock space, new dock layout, new parking layout, and new restroom facilities.

DISCUSSION: The BSS improvement project involves coordinating with the State of Alaska to acquire additional tidelands and working with UniSea to trade some property at the shoreline. The new tideland area will enable a new, more efficient dock space layout. The property along the shoreline owned by UniSea will be exchanged with land the City owns to facilitate better parking and create more room to construct restrooms. The land UniSea will receive will be more practical for the company's Harborview Bar & Grille, operated by its hospitality division. Figure 1 illustrates the project concept and land reutilization areas in the tideland and along the shore/uplands areas.

The existing docks at BSS will be replaced. They were not designed for the current space, but were relocated/repurposed from another area in the City. Sometime in 2018 a portion of the A float needed to be removed due to damage and risk of sinking. There are multiple deficiencies in the existing dock facility. Structural elements are at risk of failure in the near future.

This project was specifically added to the Comprehensive Plan because of its importance to the community. Additional tideland was not needed when the project was first considered, however changes were made to the plan to meet current and future needs of the small boat harbor.

As part of the City's application to acquire the tidelands from the State of Alaska, City Council approved Resolution 2021-81 to acquire tide and submerged land from the State of Alaska. The

resolution was an application requirement. The State of Alaska's Department of Natural Resources Division of Mining, Land and Water is currently reviewing the application.

ALTERNATIVES: Section 8.12.190 (D) (2) outlines potential Council actions as follows: The City Council may accept the recommendation of the Planning Commission or approve a modification to the recommendation of the Planning Commission. City Council can also reject the Planning Commission's recommendation.

FINANCIAL IMPLICATIONS: None at this time

LEGAL: The Zone Amendment request is proceeding in accordance with City Code. City council must hold two readings of the proposed ordinance and a public hearing prior to taking any action on the zone change request. This matter is not an emergency.

STAFF RECOMMENDATION: Staff recommends the Council accept the Planning Commission's recommendation and adopt Ordinance 2022-13, rezoning the property from Unzoned Tidelands to Developable Tidelands District.

PROPOSED MOTION: This ordinance is included in the consent agenda. If the ordinance is moved to the regular agenda for discussion, the proposed motion would be to adopt Ordinance 2022-13.

CITY MANAGER COMMENTS: I support staff's recommendation.

ATTACHMENTS:

- FY22-31 CMMP project sheet
- Planning Commission Resolution 2022-07 with attached Exhibit A
- Public Meeting Notice 6/16/2022
- Meeting Minutes 6/16/2022

FY22-31 CMMP

Project Description: This project will remove the existing A and B Floats at the Harbor and reconfigure the Harbor to accommodate a new float system, ADA gangway and create uplands for parking and a public restroom. It will also include a fire suppression system, electricity and year-round water supply to users and new piling.

Project Need: This project would include replacing the deteriorated floats and reconfiguring the floats and fingers of A and B Floats to include updated electrical systems, lighting, fire suppression, year-round utilities, and an ADA-required gangway. Based on current engineer concepts, the reconfiguration of A and B Floats will create at least 30 additional slips plus linear tie options. This should alleviate some of the 30 vessel waiting list. The reconfiguration will also allow for development of the uplands for required parking and a public restroom. The existing dock arrangement was carried over from a previous location. In order to accommodate the vessel demand at the Robert Storrs Harbor, a new configuration of the floats would allow for better use of the basin based on bathymetry and navigational approaches and also allow for additional vessel slips, with minimal fill and no dredging. It will add a significant number of slips for vessels 60' and under. This is an extension of the Robert Storrs Float Replacement Project. C Float is was completed in FY16. As the Float Replacement Project for Robert Storrs is being constructed in phases it was logical to separate the phases into separate project tracking purposes.

Development Plan & Status : The current estimates place this project at approximately 9.5 million dollars, based on engineers estimates for in kind replacement. We are eligible to apply for a 50% grant through the Alaska Department of Transportation and Public Facilities. 50% of the funding for this is estimated to come out of the Port Net Assets.

Robert Storrs Small Boat Harbor Improvements (A & B Floats)

Ports

Estimated Project & Purchase Timeline

Pre Design: FY19

Engineering/Design: FY20

Purchase/Construction: FY22



Existing Condition (left)
Side Tie: 643 feet
Slips: 6 - 42 foot & 6 - 60 foot



Proposed Concept (right)
Side Tie: 218 feet
Slips: 22—26 foot, 13 - 32 foot, & 20 - 42 foot

Cost Assumptions	
Other Professional Services	
Engineering, Design, Construction Admin	650,000
Construction Services	7,000,000
Machinery & Equipment	
Subtotal	7,650,000
Contingency (30%)	2,295,000
Total Funding Request	9,945,000

Source	Appropriated	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Grant	0	3,250,000	0	0	0	0	0	0	0	0	0	3,250,000
Ports Proprietary Fund	650,000	6,045,000	0	0	0	0	0	0	0	0	0	6,695,000
Total	650,000	9,295,000	0	0	0	0	0	0	0	0	0	9,945,000

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2022-07**

**A RESOLUTION APPROVING THE ESTABLISHMENT OF A DEVELOPABLE TIDELANDS
ZONE ON A 1.156-ACRE PARCEL ADJACENT TO AND SEAWARD OF TRACT A, ATS 1360,
PLAT 92-18, AIRD**

WHEREAS, UCO §8.12.190 sets forth the procedures for the taking action on a zoning map amendment application; and

WHEREAS, the State of Alaska, is the owner of a 1.156-acre subject parcel adjacent to and seaward of Tract A, ATS 1360, Plat 92-18; and

WHEREAS, AS 38.05.825(a)(5), states that land must be classified for waterfront development or for another use that is consistent or compatible with the use proposed by the municipality; and

WHEREAS, the City of Unalaska, has submitted a zoning map amendment application to apply the Developable Tidelands zone to the property depicted in Exhibit A; and

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

WHEREAS, the construction of a small boat harbor, the Robert Storrs Small Boat Harbor, is in the public interest, as identified in the Unalaska Comprehensive Plan 2020; and

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

WHEREAS, the City of Unalaska Planning Commission held a public hearing on June 16, 2022 to consider this request and to hear testimony of the public on Resolution 2022-07; and


THEREFORE, BE IT RESOLVED, the Planning Commission recommends to the City Council approval of the zoning of the 1.156-acre subject parcel adjacent to and seaward of Tract A, ATS 1360, Plat 92-18 to Developable Tidelands.

BE IT FURTHER RESOLVED, the secretary of the Planning Commission is to certify a copy of this Resolution and to file it with the Unalaska City Clerk no later than fifteen (15) working days from the date shown below.

APPROVED AND ADOPTED THIS 16TH DAY OF JUNE, 2022, BY THE PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.



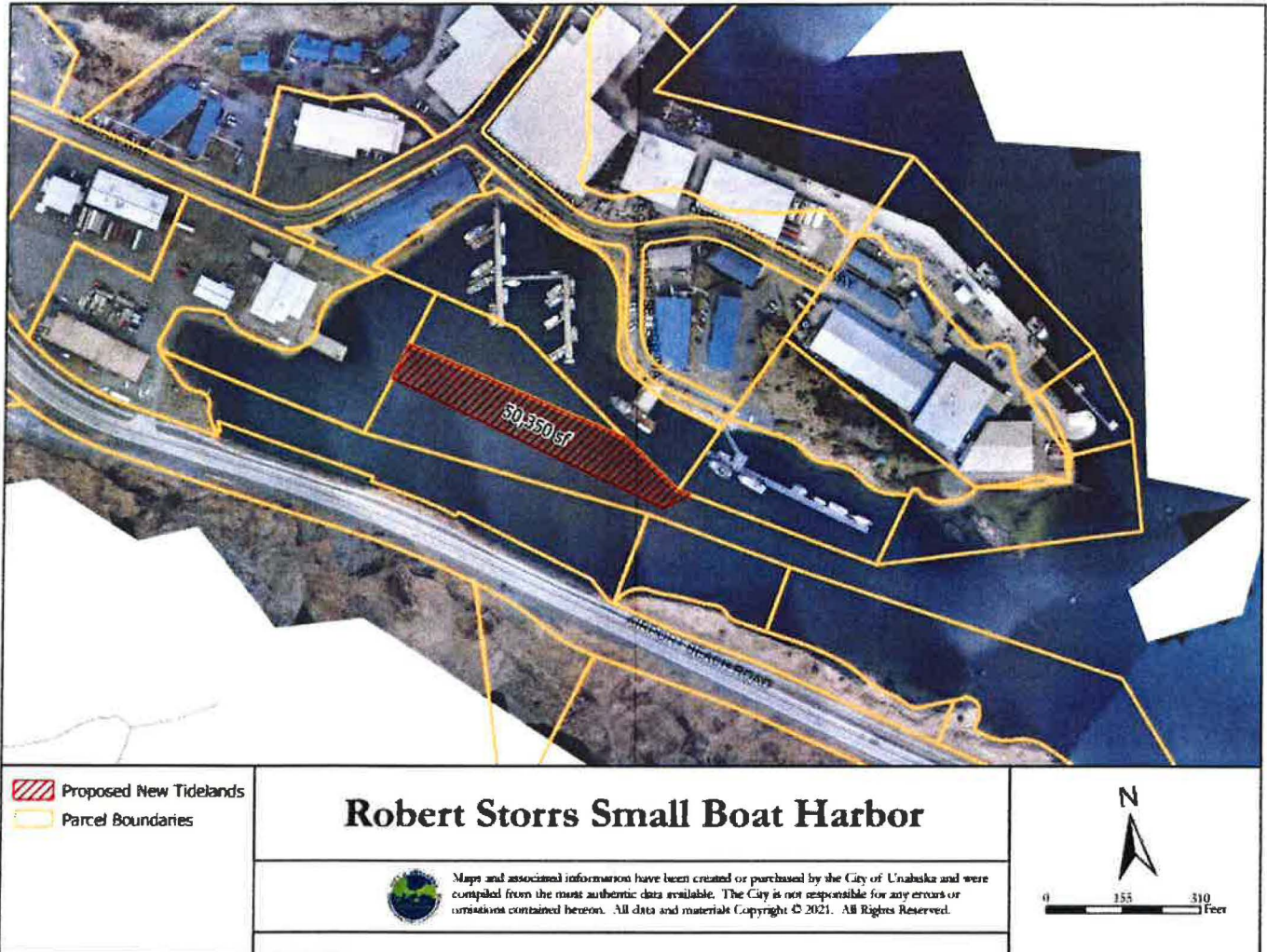
Ian Bagley
Acting Commission Chair



Bil Homka, AICP, Planning Director
Secretary of the Commission

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2022-07R**

EXHIBIT A



**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, JUNE 16, 2022, 6:00 PM
AGENDA**

ZOOM Meeting Link:

<https://us02web.zoom.us/j/89874827348?pwd=b3FmenNYME9IaW5VNjNtQlpCY2k4QT09>

Meeting ID: 898 7482 7348 Passcode: 712370

Toll Free Numbers: 833 548 0276 833 548 0282 877 853 5247 888 788 0099

CALL TO ORDER
ROLL CALL
REVISIONS TO THE AGENDA
APPEARANCE REQUESTS
ANNOUNCEMENTS
MINUTES: Draft minutes from the meeting April 21, 2022

PUBLIC HEARING

1. **RESOLUTION 2022-05:** A RESOLUTION APPROVING THE REZONING OF LOT 2, USS 8449, FROM HOLDING ZONE TO MARINE DEPENDENT INDUSTRIAL
2. **RESOLUTION 2022-06:** A RESOLUTION APPROVING AN EXTENSION TO THE PRELIMINARY PLAT OF PARKSIDE ESTATES SUBDIVISION
3. **RESOLUTION 2022-07:** DRAFT TITLE FOR AGENDA: A RESOLUTION ZONING A 1.156-ACRE PARCEL ADJACENT TO/SEAWARD OF TRACT A, ATS 1360

OLD BUSINESS

No Items

NEW BUSINESS

1. **RESOLUTION 2022-05:** A RESOLUTION APPROVING THE REZONING OF LOT 2, USS 8449, FROM HOLDING ZONE TO MARINE DEPENDENT INDUSTRIAL
2. **RESOLUTION 2022-06:** A RESOLUTION APPROVING AN EXTENSION TO THE PRELIMINARY PLAT OF PARKSIDE ESTATES SUBDIVISION
3. **RESOLUTION 2022-07:** DRAFT TITLE FOR AGENDA: A RESOLUTION ZONING A 1.156-ACRE PARCEL ADJACENT TO/SEAWARD OF TRACT A, ATS 1360

WORKSESSION

No Items

ADJOURNMENT

City of Unalaska
UNALASKA PLANNING COMMISSION

P. O. Box 610 • Unalaska, Alaska 99685
(907) 581-1251 • www.ci.unalaska.ak.us

Regular Meeting
Thursday, June 16, 2022
6:00 p.m.

Unalaska City Hall
Council Chambers
43 Raven Way

Commission Members
Ian Bagley
Virginia Hatfield.

Travis Swangel, Chairman

Commission Members
Vicki Williams
Rainier Marquez

MINUTES

1. Call to order. Commissioner Bagley chaired the meeting due to Swangel attending by phone. Bagley called the Regular Meeting of the Unalaska Planning Commission to order at 6:00 pm, on June 16, 2022, in the Unalaska City Hall council chambers.
2. Roll call

<u>Present:</u>	<u>Absent:</u>
Virginia Hatfield Ian Bagley	Rainier Marquez
Travis Swangel (phone) Vicki Williams	
3. Revisions to the Agenda – Revised text for Resolution 2022-07.
4. Appearance Requests – None.
5. Announcements – None.
6. Minutes – Hatfield made a motion to approve April 21, 2022 Planning Commission minutes, Bagley seconded motion. No discussion, approved 4-0
7. Public Hearing – Resolution 2022-05 - None. Resolution 2022-06 – None. Resolution 2022-07 – None.
8. Old Business – None.
9. New Business – Bagley made a motion approve Resolution 2022-05; Williams seconded. Motion passed 4-0. Bagley made a motion to approve Resolution 2022-06; Hatfield seconded. Motion passed 4-0. Bagley made a motion to approve Resolution 2022-07; Hatfield seconded. Motion passed 4-0.
10. Worksession – None.
11. Adjournment – Having completed the agenda, the meeting was adjourned without objection at 6:25 pm.



William Homka, AICP
Secretary of the Commission

7-21-22
Date



Travis Swangel
Commission Chairman

7-21-22
Date

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2022-15

AN ORDINANCE OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO DISPOSE OF PERSONAL PROPERTY, SPECIFICALLY A 1997 PIERCE SABER AERIAL APPARATUS, TO AN ALASKA MUNICIPAL CORPORATION OR AGENCY THEREOF

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF UNALASKA, as follows:

Section 1: This Ordinance is a Non-Code Ordinance.

Section 2: Recitals

WHEREAS, Unalaska Code of Ordinances (UCO) § 7.20.010 allows for the disposal of City of Unalaska surplus property; and

WHEREAS, the Department of Public Safety has a 1997 Pierce Saber Aerial Apparatus that is determined to be surplus property; is no longer needed for municipal purposes; and is valued at approximately \$40,000; and

WHEREAS, the 1997 Pierce Aerial Apparatus is a special purpose vehicle, with few other applications than as an emergency fire response vehicle; and

WHEREAS, UCO § 7.20.010(B) states in part: personal property no longer needed for municipal purposes shall be disposed of in one or more of the following manner; (1) by public outcry auction to the highest bidder, (2) by public sealed auction to the highest bidder, (3) to the best qualified proposal who responds to a request for proposal to acquire property, (4) to an educational, religious, charitable, or non-profit association or corporation providing services to Unalaska citizens, (5) to the United States, the State of Alaska or an Alaska municipal corporation or any agency or department thereof; and

WHEREAS, the Fire Department shall notify other Alaska communities and state entities that the 1997 Pierce Saber Aerial Apparatus is being disposed of by the City of Unalaska; and will solicit proposals, asking that any interested parties detail their specific need and their understanding that they would pay for all shipping costs; and

WHEREAS, the letters of interest will be reviewed and a scoring matrix will be applied in order to select which interested party would receive the aerial apparatus; and

WHEREAS, the selected party be responsible for all shipping costs.

Section 3: This ordinance shall take effect upon passage.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to dispose of city personal property valued at more than \$25,000, specifically a surplus 1997 Pierce Saber Aerial Apparatus, to an Alaska municipal corporation or agency thereof.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Michael Hanson, Interim Fire Chief
Through: Chris Hladick, Interim City Manager
Date: July 26, 2022
Re: Ordinance 2022-15: Authorizing the City Manager to dispose of personal property, specifically a 1997 Pierce Saber Aerial Apparatus, to an Alaska Municipal Corporation or agency thereof

SUMMARY: The city owns a 1997 Pierce Saber Aerial Apparatus which is no longer needed. Pursuant to our Code of Ordinances, personal property no longer needed for municipal purposes may be disposed of by giving it to an Alaska municipal corporation or any agency or department thereof. As the property is valued at more than \$25,000, the Council must determine by ordinance the appropriate method as specified in code to dispose of the property. Ordinance 2022-15 accomplishes this objective.

PREVIOUS COUNCIL ACTION: Council has addressed disposal of a surplus Specialty Fire Department Apparatus in the past. In February 2018, the council authorized the disposal of a 1999 Freightliner Ambulance in Resolution 2018-14, and later authorized the award of the Engine to a nearby community. The surplus Engine was awarded to Ninilchick Fire Department (Western Emergency Services) after they demonstrated a specific need through a letter of interest and the application of a scoring matrix. Ninilchick was responsible for paying the cost of shipping the Engine to their community.

BACKGROUND: This 1997 aerial is the apparatus used by the fire department for large water operations as well as tall building rescue. This apparatus has seen many hours of service and training and was replaced by the new Aerial Apparatus in the FY2021 CMMP. With the delivery of the new Aerial Apparatus the fire department no longer needs the 1997 Saber.

DISCUSSION: The City of Unalaska purchased a new Aerial Apparatus to replace the 1997 Pierce Aerial. The 1997 Pierce Aerial is a special use type of vehicle that has few applications other than as an emergency fire apparatus. Currently, similar vehicles are being listed between \$20,000 and \$40,000 on various websites that specialize in selling used emergency vehicles. The cost for shipping the engine to a central location for such an auction is estimated at well over \$15,000.

Considering that the Aerial is a special use vehicle and the cost for shipping the Aerial to a central location would approach a quarter or more of its value, the process detailed below is recommended by staff.

The Fire Department would notify other Alaskan municipal corporations or agencies thereof that the 1997 Pierce Aerial is being disposed of by the City of Unalaska. The Fire Department would solicit letters of interest, asking that any interested parties detail their specific need and their understanding that they would pay for all shipping costs. The letters of interest would be reviewed and the scoring matrix below would be applied in order to select which interested party would receive the Aerial. The selected party would be responsible for all shipping costs.

Engine Giveaway Scoring Matrix								
	Region	Storage	Maintenance	Use	Existing	Trained Responders	Need	Total Points
Agency Organization	Max Pt. 2	Max Pt. 2	Max Pt. 1	Max Pt. 2	Max Pt. 2	Max Pt. 2	Max Pt. 2	xxxxxxx
Aleutian Region	Storage		Maintenance	Use				
0-other	0- Outdoors		0- No Ability to maintain	0- less then 5 calls per year				
1-Western AK	1 - Outdoors covered w/ Plug		1- Demonstrated ability	1 - less than 20 calls per year				
2-Peninsula & Aleutians	2 - Stored indoors			2 - greater then 20 calls per year				
Existing	Trained Responders		Need					
0 - less than 10 yrs old	0- less than 3 trained responders		Evaluators discretion to award up to 2 points based on need					
1- less than 20 yrs old	1 - 3 or more trained responders		and other factors presented in the request letter					
2 - greater than 20 yrs old								

ALTERNATIVES: The alternatives include disposing of the surplus Aerial through the surplus auction process; re-purposing the vehicle for other City use; or continuing to store the surplus Aerial.

FINANCIAL IMPLICATIONS: None, as the cost for shipping would be borne by the community or entity awarded the engine.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends the Council approve the disposal of the 1997 Pierce Aerial through the process outlined.

PROPOSED MOTION: I move the schedule Ordinance 2022-15 for public hearing and second reading on August 9, 2022.

CITY MANAGER'S COMMENTS: I support the Staff Recommendation.

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2022-14

CREATING BUDGET AMENDMENT #1 TO THE FISCAL YEAR 2023 BUDGET, APPROPRIATING \$647,220 FROM THE GENERAL FUND FOR AN INCREASE TO THE PUBLIC LIBRARY IMPROVEMENTS PROJECT

BE IT ENACTED BY THE UNALASKA CITY COUNCIL

- Section 1. Classification: This is a non-code ordinance.
 Section 2. Effective Date: This ordinance becomes effective upon adoption.
 Section 3. Content: The City of Unalaska FY23 Budget is amended as follows:

- A. That the following sums of money are hereby accepted and the following sums of money are hereby authorized for expenditure.
 B. The following are the changes by account line item:

Amendment No. 1 to Ordinance 2022-10

	Current	Requested	Revised
I. OPERATING BUDGETS			
A. General Fund			
Sources:			
Appropriated Fund Balance	\$ 5,577,528	\$ 647,220	\$ 6,224,748
Uses:			
Transfer to Govt Capital Projects	\$ 2,140,730	\$ 647,220	\$ 2,787,950
II. CAPITAL BUDGETS			
A. Governmental Project Budgets			
Public Library Improvements			
Sources:			
Transfer from General Fund	\$ 5,400,000	\$ 647,220	\$ 6,047,220
Uses:			
Public Library Improvements	\$ 8,681,981	\$ 647,220	\$ 9,329,201

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.

 Vincent M. Tutiakoff, Sr.
 Mayor

Attest:

 Marjie Veeder, CMC
 City Clerk

City of Unalaska
Summary of Budget Amendment and Schedule of Proposed Accounts
FY23 Budget Amendment 1

- 1) General Fund - Operating Budget
 - Add \$647,220 to Appropriated Fund Balance
 - Add \$647,220 to Transfers to Govt Capital Projects for Public Library Improvements
- 2) Governmental Fund Capital Projects Budgets
 - Add \$647,220 to Transfers from General Fund
 - Add \$647,220 to Public Library Improvements budget

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
1) <u>General Fund - Operating Budget</u>						
Sources:						
Appropriated Fund Balance	01010049	49900		\$ 5,577,528.00	\$ 647,220.00	\$ 6,224,748.00
Uses:						
Transfer to Govt Capital Projects	01029854	59920		\$ 2,140,730.00	\$ 647,220.00	\$ 2,787,950.00
2) <u>Govt Fund - Capital Project Budgets</u>						
Public Library Improvements						
Sources:						
Transfer from General Fund	31019848	49100	PR601	\$ 5,400,000.00	\$ 647,220.00	\$ 6,047,220.00
Uses:						
Engineering and Architectural	31022053	53240	PR601	\$ 1,176,150.00	\$ -	\$ 1,176,150.00
Other Professional Services	31022053	53300	PR601	\$ 57,934.00	\$ -	\$ 57,934.00
Construction Services	31022053	54500	PR601	\$ 6,720,481.00	\$ 562,800.00	\$ 7,283,281.00
Telephone/Fax/TV	31022053	55310	PR601	\$ 1,950.00	\$ -	\$ 1,950.00
Advertising	31022053	55901	PR601	\$ 2,163.00	\$ -	\$ 2,163.00
Contingency	31022053	55912	PR601	\$ 289,000.00	\$ 84,420.00	\$ 373,420.00
Other	31022053	55999	PR601	\$ 430,466.00	\$ -	\$ 430,466.00
General Supplies	31022053	56100	PR601	\$ 3,000.00	\$ -	\$ 3,000.00
Business Meals	31022053	56320	PR601	\$ 837.00	\$ -	\$ 837.00

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Tom Cohenour, Director of Public Works
Through: Chris Hladick, Interim City Manager
Date: July 26, 2022
Re: Ordinance 2022-14: Creating Budget Amendment #1 to the Fiscal Year 2023 Budget, appropriating \$647,220 from the General Fund for an increase to the Public Library Improvements Project

SUMMARY: Ordinance 2022-14 is a request for \$647,220 transferred from the General Fund, to support emergency repairs to the roof of the Unalaska Public Library. The roof's failure was discovered during construction of the Library Improvements Project.

PREVIOUS COUNCIL ACTION: Council provided \$12,500 from the General Fund for a Preliminary Study for this Project via the FY16 CMMP and Budget Ordinance 20158-10. For FY18, \$30,000 from the General Fund was provided for Pre-Development via the CMMP and Capital Budget Ordinance 2017-07. Although the City budgeted for Pre-Development, it was ultimately funded by a grant from the Rasmuson Foundation and Foraker Group. During the Pre-Development process, ECI architects presented design options to City Council on November 28, 2017 and February 27, 2018, and Council directed the project towards the larger expansion option, leading to the current design. Through Ordinance 2018-04, the FY19 CMMP and Capital Budget Ordinance, \$357,500 from the General Fund was placed into the Project's Budget to fund Design Services. Resolution 2018-56, approved September 25, 2018, awarded the Project's design work to ECI Hyer, Inc. The FY20 CMMP and Capital Budget Ordinance 2019-07 transferred \$5M from the General Fund, and Ordinance 2019-17 provided another \$3,273,481 from the Special Revenue Fund to cover construction costs. Ordinance 2019-09 approved the receipt of an \$8,500 donation from the Friends of the Library to cover costs of an art installation as part of the project. Resolution 2020-05, adopted January 14, 2020 awarded the construction contract to F & W Construction for \$6,903,481. Resolution 2020-18, adopted April 2, 2020, canceled the contract under the Termination for Convenience clause due to the impacts of the Covid-19 Pandemic. The Project was re-bid and Resolution 2021-78 awarded the work to F & W Construction for \$6,514,196.

BACKGROUND: The Preconstruction Conference was held on January 13, 2022, and the contractor mobilized to the site on April 18, 2022. Exterior demolition work began in earnest on May 3, 2022, and demo of the north portion of the roof where the new construction would tie in began June 28, 2022, when it was discovered the plywood that serves as the only surface the metal roofing is connected to on the entire roof was rotten due to trapped moisture.

DISCUSSION: The current building expansion project required re-roof of the north portion of the building plus new roof on the expansion area. The south portion of the roof, including the raised octagon, was to remain in place. When demolishing the north portion of the roof for new construction, it was discovered that the existing north portion of the roof system had failed. The plywood under the metal roof panels is uniformly rotten and structurally unsound. This same

condition was confirmed on the south portion of the building that was originally scheduled to remain in place.

The metal roof panels are mechanically fastened to the plywood with screws through concealed clips in the standing seams. The plywood in turn is fastened to a corrugated steel pan deck below a layer of rigid board insulation. The result of the failure is the metal roof on the south portion of the building is no longer competently fastened to the building structure. The existing metal roof is mostly held in place by gravity and a significant wind event will lead to system wide failure and its related consequences.

The mechanism for the existing failure is not completely understood but the new roof design is a completely different system that includes ventilation, which the old roof did not have. The roofing company has installed a number of roofs similar in design to the new roof system without issue and they have a high level of confidence that the new roof meets current industry standards and will not experience similar issues.

Including the building expansion, the north 2/3 of the total roof square footage was scheduled to be replaced in the existing project. The cost of this work was \$1,050,867 for 8,618 square feet of roof, or about \$122/SF. After uncovering the failed roof system, the Contractor was requested to provide a quotation for replacement of the south roof using the new roof system design. Replacement includes demolition and complete replacement of all components above the steel pan deck. Their proposed cost for replacing the roof was \$562,800 for 3,864 square feet, or about \$146/square foot. The increase in per square foot costs are attributed to expedited materials procurement, material price increases, labor increases, and increased fuel costs. The proposed cost is considered to be fair and in good faith.

The roof replacement will take place this year under the existing contract while the contractor is mobilized and before interior finishes are applied so they are not exposed to water damage. Delaying replacement would require interim repairs like fasteners directly through the roof metal into the steel pan deck to assure the roof survived until replacement was made. Through-fasteners would result in penetrations to the existing metal roof that open a path for additional water damage. There is ultimately no option but to replace the roof or experience future failure.

ALTERNATIVES: The choices before City Council include:

1. Approve appropriation of the requested funds to preserve the structural integrity of the facility
2. Approve a portion of the requested funds in order to make temporary repairs with the understanding even more funds will be required to make permanent repairs at a later date.
3. Do not appropriate the funds or update the contractor's scope of work, leaving the City susceptible to damages and emergency repairs should the roof fail and injure persons or property.

FINANCIAL IMPLICATIONS: The contractor's written proposal is for \$562,799.95 (rounded up to \$562,800) which includes materials and labor. Materials alone are quoted at \$208,727 which have been ordered via direction from the City Manager knowing the roof replacement will need to happen regardless if it was done this summer or next. We request a 15% contingency to cover

any unforeseen circumstances pertaining to this work. This total request is for \$647,220 as detailed below.

ACCOUNT DESCRIPTION	CURRENT BUDGET	ENCUMBERED	REMAINING BUDGET	THIS REQUEST	REVISED BUDGET
Engineering and Arch	\$ 1,176,150	\$ 344,576	\$ 831,574		\$ 1,176,150
Other Professional	\$ 57,934	\$ 20,568	\$ 37,366		\$ 57,934
Survey Services	\$ -	\$ -	\$ -		\$ -
Construction Services	\$ 6,720,481	\$ 5,030,965	\$ 1,689,516	\$ 562,800	\$ 7,283,281
Telephone / Fax / TV	\$ 1,950	\$ -	\$ 1,950		\$ 1,950
Advertising	\$ 2,163	\$ -	\$ 2,163		\$ 2,163
Contingency	\$ 289,000	\$ -	\$ 289,000	\$ 84,420	\$ 373,420
Other	\$ 430,466	\$ -	\$ 430,466		\$ 430,466
General Supplies	\$ 3,000	\$ -	\$ 3,000		\$ 3,000
Business Meals	\$ 837	\$ -	\$ 837		\$ 837
	\$ 8,681,981	\$ 5,396,109	\$ 3,285,872	\$ 647,220	\$ 9,329,201

LEGAL: The City would be liable for damages to patrons, staff, and the public if the roof is not repaired and comes off during a high wind event.

STAFF RECOMMENDATION: Staff strongly recommends approving the full amount of \$647,220. Any other course of action will render the facility and the improvements currently under construction vulnerable to catastrophic failure and open the City to liability.

PROPOSED MOTION: I move to schedule Ordinance 2022-14 for public hearing and second reading on August 9, 2022.

CITY MANAGER COMMENTS: I support the Staff Recommendation.

ATTACHMENTS:

- Contractor’s Proposal (Materials & Labor)
- Materials Only Proposal
- Two Photos
- Two Short Video Clips to be shown during Council meeting

F & W Construction Company, Inc.



PROJECT: Unalaska Library Improvements

CONTRACT: DPW Project No. 15105

F&W JOB#: 20435

COST CODE:

DATE: July 11, 2022

DESCRIPTION

RFI	CPR	6
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Demo and Replacement of South Roof (GL 1 - GL 5, Fan Room Headwall + GL C - GL G) with Roof Assembly Type 3 per schedule on Sheet A0.3 and Approved Submittals. Additional contract time TBD.

CONTRACTOR'S COSTS

SUBCONTRACTOR TOTAL (See Sheet 3 of 3)		277,420.00	
SUBCONTRACTOR MARKUP @ 15%	X 0.15	41,613.00	
SUBCONTRACTOR TOTAL		319,033.00	319,033.00
F & W LABOR TOTAL (See Sheet 2 of 3)		75,919.82	
F & W MATERIALS / MISC TOTAL (See Sheet 2 of 3)		43,468.26	
F & W CAMP TOTAL (See Sheet 3 of 3)		40,040.00	
F & W FREIGHT TOTAL (See Sheet 3 of 3)		27,792.29	
F & W EQUIPMENT TOTAL (See Sheet 3 of 3)		9,900.00	
F & W SUBTOTAL		197,120.37	
F & W OVERHEAD AND PROFIT FEE @ 20%	X 0.20	39,424.07	
F & W TOTAL		236,544.44	236,544.44
F&W / SUBCONTRACTOR TOTAL			555,577.44
BOND / INSURANCE @ 1.3%	X 0.013		7,222.51
TOTAL PROPOSAL			562,799.95

THIS PROPOSAL IS MADE IN GOOD FAITH. THE SUPPORTING DATA IS CURRENT, ACCURATE AND COMPLETE TO THE BEST OF F&W'S KNOWLEDGE AND BELIEF. THE AMOUNT REQUESTED ACCURATELY REFLECTS A REASONABLE SUBCONTRACT ADJUSTMENT TO WHICH F&W BELIEVES WE ARE ENTITLED. BY SIGNING BELOW, F&W CONSTRUCTION IS APPROVED TO PROCEED WITH THE WORK DESCRIBED IN THIS RFP

Signature of Authorized Representative

Title of Authorized Representative

Printed Name

Date

Direct Labor Breakdown

Trade	Description	MH Total	Rate	Total
Carpenter	Demo - 3,864 SF	322.0	91.58	29,488.76
Carpenter	Install Denshield - 3,864 SF	96.0	91.58	8,791.68
Carpenter	Install Blueskin SA / LT Membrane (VR - 1) - 3,864 SF	115.0	91.58	10,531.70
Carpenter	Install 1 1/2" Zee Furring - 2,100 LF	52.0	91.58	4,762.16
Carpenter	Install 5/8" Plywood - 3,864 SF	116.0	91.58	10,623.28
Carpenter	Fascia Assembly (Details 1 & 3 / Sheet A10.4) - 168 LF	128.0	91.58	11,722.24
				0.00
				0.00
				0.00
				0.00
				0.00

Total Direct Labor Costs 829.0 75,919.82

Material Costs

#	Description	QTY	*UOM	Unit Price	Cost
1	Uresco List per attached	1	LS	36,000.09	36,000.09
2	Combs Sheetmetal; vented soffit	190	LF	2.65	503.50
3					0.00
4					0.00
5					0.00

Total Material Costs 36,503.59

Miscellaneous Costs

#	Description	QTY	*UOM	Unit Price	Cost
1	Landfill Disposal	11.5	Ton	292.58	3,364.67
3	Tipping Charges	6	EA	400.00	2,400.00
4	Fuel	200	GAL	6.00	1,200.00

Total Miscellaneous Costs 6,964.67

Total Material + Miscellaneous Costs 43,468.26

*UOM is Unit of Measurement

Camp Costs

#	Description	QTY	*UOM	Unit Price	Cost
1	Room & Board - F&W	83	CD	280.00	23,240.00
2	Room & Board - Rainproof	60	CD	280.00	16,800.00
3					0.00
Total Camp Costs					<u>40,040.00</u>

Freight Costs

#	Description	QTY	*UOM	Unit Price	Cost
1	ANC - DUT, 28,100# (full container rate)	2	LS	5,779.00	11,558.00
2	Tacoma - DUT, 14,000# (LCL rate)	1	LS	16,234.29	16,234.29
3					0.00
Total Freight Costs					<u>27,792.29</u>

Equipment Breakdown

#	Description	Unit	Rate	Total
1	Forklift - \$1,500 week	3.0	1,500.00	4,500.00
2	Manlift - \$1,200 week	3.0	1,200.00	3,600.00
3	Pickup - \$150 day (North Port)	12.0	150.00	1,800.00
Total Equipment Costs				<u>9,900.00</u>

Subcontractor

#	Subcontractor	Total
1	Rainproof (see attached proposal)	277,420.00
2		
3		
4		
5		
Total Subcontractor Costs		<u>277,420.00</u>



Rain Proof Roofing

2201 East 84th Court
Anchorage, AK 99507
Phone: (907) 344-5545
Fax: (907) 349-3386

1255 West Winter Court
Wasilla, AK 99654
Phone: (907) 373-5545
Fax: (907) 373-5509

July 7, 2022

F&W Construction
Attn. Robby Capps

Re: Unalaska Library Expansion Project
Subject: PCO #1- South Main Roof - Bid Proposal
Mr. Capps:

We propose to provide the products and services outlined below:

Standing Seam Metal Panel System - Assembly Type 3: (South Main Roof)

- **1/2" Dens Deck thermal barrier and vapor retarder 1 (Provided and installed by others).**
- **Provide and install 6" - type II EPS rigid insulation. (By RPR)**
- **Provide and install 1/2" non - treated CDX plywood. (By RPR).**
- **Provide and install Slope Shield roof underlayment 1 (By RPR).**
- **16-gauge Z-furring 2' oc. (Provided and installed by others).**
- **5/8 plywood sheathing (Provided and installed by others).**
- **Provide and install manufacturer's approved PSU 30 Titanium self-adhered underlayment at entire built-up roof deck (By RPR).**
- **Install a .040 aluminum, 12" wide, onsite fabricated metal roof panel system in a standard color with a 2" standing seam rib height similar to the TBC 200 standing seam roof panel system. The proposed metal roof panel system will be continuous from eaves to ridge with no panel splices. This will include clips, fasteners, sealants, drip edge flashing at eaves, rake flashing at gables, head wall flashing, and ridge flashing at roof peaks. All flashings will be fabricated from the same material as the roof panels and color to match.**
- **Provide a 2-year installers warranty.**
- **Provide a manufacturer's 20-year standard watertight and finish warranty.**
- ****Proposed roof assembly does not meet wind design and a wind speed warranty will not be offered by the Manufacture or available for the roof system outlined above.****

Scope Clarifications:

- **General Contractor to provide Hoisting equipment. Access to General Contractors hoisting equipment will be required for the duration of the roofing portion of the project. Approx. duration for complete roof installation - 4 weeks.**
- **General Contractor to provide all trash receptacles and disposal.**
- **General contractor to provide housing. Approximate Days for Room 60 MD.**
- **RPR will provide air fares and per diem for our personnel.**
- **Approximate Crew Size for Roof Installation: 4 men**
- **RPR will provide and install Fall Protection as required for Roof Installation.**
- **Freight from Seattle Dock (metal coils, PSU 30 Titanium underlayment 1 and misc. fasteners etc.) approx. #14,000 and 1,500 cubes.**
- **Freight from Anchorage Dock (Metal flashings, 1/2" plywood, underlayment 1 roofing tools, and EPS insulation package) approx. #15,000 and 3,500 cubes.**

- The cost of the Metal roof panel fabrication equipment (roll former) and tools, shipped to Unalaska from Anchorage and to be returned from Unalaska to Anchorage will be paid for by the General Contractor approx. # 10,000 and 2000 cubes of equipment to be back hauled from Unalaska.

All material FOB Seattle Dock, Anchorage Dock and installed.

We acknowledge receipt of “0” addenda.

We exclude the following:

- Carpentry or structural work
- Snow or ice removal
- Cost of bond, Local Taxes
- Engineering
- Builders Risk insurance
- Hoisting equipment
- Cost of Freight from Anchorage
- Cost of freight from Seattle
- Snow Guards
- Temporary roofing
- Tenting, heating, lighting
- Lodging approx. 60 MD
- Ground transportation
- Dump fees/refuse receptacles
- Cost of equipment backhaul
- Refuse material disposal
- Existing Roof demolition

Lump Sum Bid: \$277,420.00

***** Because of extreme volatility in material prices, the price set forth in this proposal is based on current pricing and is subject to change based upon changes in the price of materials charged to Rain Proof Roofing at the time of purchase and material ship date. *****

We specifically exclude all design or professional services.

Proposal based on the issuance of an acceptable subcontract such as AGC 655.

Please contact us if you have any questions.

Respectfully submitted,

John Birchfield

Rain Proof Roofing



uresco construction materials, inc.

Anchorage Branch
 12790 Old Seward Highway
 Anchorage, Alaska 99515

Invoice Address
 F&W Construction
 3821 Dee Circle
 Anchorage, AK, 99516

Delivery Address
 F&W Construction

Quotation

Quote No 197665
Quote Date 07/11/2022
Expiration Date 08/11/2022

Customer 989
Customer Ref UnAlaksa Library
Delivery 07/11/2022
Taken By Mark Houle
Sales Rep Mark Houle



Special Instructions	Notes

Line	Product Code	Description	Qty/Footage	Price	Per	Total
1	5986	G.P. DensDeck® Prime 1/2" 4'X8'	144 ea	1,098.00	msf	5,059.58
2					
3	4879	HENRY'S S.A.L.T. 3'X75'	23 ea	225.00	ea	5,175.00
4	7728	HENRY AQUATAC PRIMER 5 GAL HE545	3 ea	228.00	ea	684.00
5					
6	cc_C2407_3142	1-1/2" 16ga ZF-1-1/4" legs. 7/8" holes punched 24" oc. 20'	205 ea	2,390.00	MLF	9,799.00
7					
8	8189	5/8" (19/32") 4' X 8' CDX STRUCT 1 PLYWOOD	144 ea	2,095.00	msf	9,653.76
9					
10	6130	2X12X10 CEDAR STK S1S2E	25 ea	6,785.00	mbf	3,392.50
11		- If Needed- 2x12 Clear- Grade C-- price is 9950/mbf				
12					
13	6018	1X4X10 CEDAR STK S1S2E	25 ea	4,195.00	mbf	349.58
14		-- If Needed- 1x4 Clear- Grade C-- price is 8650/mbf				
15					
16	4344	2X4X10 S4S OUTDOOR DECKING 3B AG	50 ea	2,685.00	mbf	895.00
17	4360	2X8X10 S4S OUTDOOR DECKING 3B AG	25 ea	2,975.00	mbf	991.67

Total Amount	\$36,000.09
Sales Tax	\$0.00
Quotation Total	\$36,000.09

By your signature below, you are agreeing to the Terms and Conditions of sale.

 Buyer Date

Subject to our terms and conditions of sale. Further copies available on request.

From: [Combs Sheet Metal, Inc.](#)
To: [Robby Capps](#)
Subject: Quote UNAK
Date: Monday, July 11, 2022 1:30:27 PM

Robby,

As per you drawings:

16ga Galvanized 'Z'

\$2.50per lf.

22ga Galvanized Perforated

\$2.65 per lf.

Thanks and let us know if we can help,

David

Sent from [Mail](#) for Windows



CUSTOMER QUOTE

Quote# **3638008 000**
 Quote Date 07-11-2022
 Time 14:46:48

Customer F & W CONSTRUCTION
 3821 DEE CIRCLE
 ANCHORAGE, AK, 99516 US

Contact ROBBY CAPPS
 Email RCAPPS@FWALASKA.COM
 Phone 907 - 248 - 3666
 Fax

Estimated Ship Date 07-11-2022
 Effective Period 07-11-2022 to 08-10-2022

Place Of Receipt	Port Of Loading	Port Of Discharge	Place Of Delivery
	ANCHORAGE	DUTCH HARBOR	

Commodity	Tariff Description	Quantity	Weight	Cubic Ft	Dimensions	
1	MISCELLANEOUS COMMODITIES		28,100.00			
	Tariff 4900 / Item 2300R	Quantity	Eqpt.	Rate Basis	Rate	Amount
	OCEAN FREIGHT CHARGE	1	D40	EACH	4,105.00	4,105.00
	MARINE ASSESSMENT CHARGE	1		EACH	104.00	104.00
	TERMINAL HANDLING CHARGE	1		EACH	380.00	380.00
SUB TOTAL						4,589.00

Charge	Quantity	Rate Basis	Rate	Amount
FUEL RELATED SURCHARGE	4,105.00	PERCENT	29.00	1,190.00
Total Charges				5,779.00 USD

Thank you for considering Matson.

• U.S. Customs Code §192 requires all shipments that is booked for the following destinations; Palau, Yap, Pohnpei, Chuuk, Kosrae, Ebeye, Kwajalein, Majuro, Tahiti, Tonga, Fiji, Western Samoa, Cook Islands, Niue, Vava'u, and New Zealand requires AES/ITN filling on Mandatory basis.

Once the booking is in place the customer is responsible to provide the ITN as soon as possible. Matson cannot load your container to the vessel if an ITN number is not in place.

• THIS QUOTATION IS BASED UPON INFORMATION PROVIDED BY YOU . EVERY EFFORT HAS BEEN MADE TO PROVIDE YOU WITH AN ACCURATE RATE QUOTATION. FREIGHT CHARGES WILL BE COMPUTED ON THE ACTUAL DESCRIPTION, WEIGHT, AND MEASUREMENT OF THE FREIGHT DELIVERED TO MATSON, IN ACCORDANCE WITH THE APPLICABLE TARIFF OR CIRCULAR AS REQUIRED BY LAW. CONSEQUENTLY, THE ACTUAL FREIGHT CHARGES MAY VARY FROM THIS QUOTATION. THIS QUOTATION EXPIRES 30 DAYS FROM THE DATE QUOTED, OR SOONER IF THE EFFECTIVE PERIOD ABOVE IS SHORTER.

• EFFECTIVE SUNDAY, JULY 31, 2022 FUEL RELATED SURCHARGE FOR HAWAII SERVICE WILL INCREASE FROM 48.5% TO 54.0%; FOR GUAM/CNMI SERVICE, IT WILL INCREASE FROM 49.5% TO 55.0%; FOR MICRONESIA SERVICE, IT WILL INCREASE FROM 53.5% TO 59.0%; AND FOR ALASKA SERVICE, IT WILL INCREASE FROM 29.0% TO 31.0%.

• SHIPPER/CONSIGNEE IS RESPONSIBLE FOR MAKING ALL HAWAII TRUCKING ARRANGEMENTS, THIS INCLUDES OBTAINING RATES FROM THE TRUCKER.

• CLEAN TRUCK FEE – Effective April 1, 2022 all containerized cargo moving through the port of Long Beach will be assessed a fee of \$10.00 for D20 and \$20.00 for D40/D45H per container. Business customers must register at www.portcheck.org and follow the guidelines provided. Private individuals are not permitted to register therefore must secure a broker/forwarder who will claim and pay this fee on your behalf.

NOTE: Your containers will not be accepted or released at the port if you have not claimed and paid this fee with Port Check.

PortCheck provides rate collection services for the ports of Los Angeles and Long Beach's Clean Truck Program. PortCheck collects the Clean Truck Fund Rate.



CUSTOMER QUOTE

Quote#	3638008 000
Quote Date	07-11-2022
Time	14:46:48

To contact the Customer Service Center for both PierPASS and PortCheck, please call: (877) 863-3310.

For PortCheck questions: questions@portcheck.org

Please note this is not a Matson Fee and is in addition to any quoted or freight bill amounts.

Customer Group:	ALASKA
Email:	1AnchorageRates@MATSON.COM
Phone:	907-263-5003
Fax:	907-263-5009

From: [Robby Capps](#)
To: [Robby Capps](#)
Subject: FW: Dutch Harbor Freight Quote
Date: Monday, July 11, 2022 2:32:21 PM

From: Jill Morse at ANC <JillMorse@matson.com>
Sent: Monday, July 11, 2022 2:29 PM
To: Robby Capps <rcapps@fwalaska.com>
Cc: 1ANC Rates <1ANCRates@matson.com>
Subject: RE: Dutch Harbor Freight Quote

Hi Robby,

The 14,000# LCL from Tacoma to Dutch is running about \$16,234.29.

Thank you!



Jill Morse | Anchorage Rate Department
jillmorse@matson.com | Tel: 907-263-5003 | Direct: 907-263-5027
Matson.com





Celebrating 60 Years of Building Alaska

July 14, 2022

To: Tom Regan, P.E., City of Unalaska Project Manager

From: Robby Capps, F & W Construction

Project: Library Expansion

Re: CPR-06 South Roof Replacement Materials Cost

Mr. Regan,

Per your request attached are the material costs and freight to the jobsite associated with the South Roof Replacement.

F&W Construction	\$36,000
Rainproof Roofing	\$144,935
Freight; ANC - DUT	\$11,558
Freight; SEA - DUT	\$16,234
Total	\$208,727

Respectfully Submitted,

Robby Capps

F&W Construction Co. Inc.



uresco construction materials, inc.

Anchorage Branch
12790 Old Seward Highway
Anchorage, Alaska 99515

Invoice Address
F&W Construction
3821 Dee Circle
Anchorage, AK, 99516

Delivery Address
F&W Construction

Quotation

Quote No 197665
Quote Date 07/11/2022
Expiration Date 08/11/2022

Customer 989
Customer Ref UnAlaksa Library
Delivery 07/11/2022
Taken By Mark Houle
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Page 1 of 1

Special Instructions	Notes

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17	4360	2X8X10 S4S OUTDOOR DECKING 3B AG	25 ea	2,975.00	mbf	991.67

Total Amount	\$36,000.09
Sales Tax	\$0.00
Quotation Total	\$36,000.09

By your signature below, you are agreeing to the Terms and Conditions of sale.

Buyer Date

Subject to our terms and conditions of sale. Further copies available on request.



Rain Proof Roofing

2201 East 84th Court
Anchorage, AK 99507
Phone: (907) 344-5545
Fax: (907) 349-3386

1255 West Winter Court
Wasilla, AK 99654
Phone: (907) 373-5545
Fax: (907) 373-5509

July 14, 2022

F&W Construction
Attn. Robby Capps

Re: Unalaska Library Expansion Project
Subject: PCO #1- South Main Roof - Bid Proposal
Mr. Capps:

We propose to provide the products and services outlined below:

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Scope Clarifications:

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All material FOB Seattle Dock, Anchorage Dock and installed.

We acknowledge receipt of “0” addenda.

We exclude the following:

- Carpentry or structural work
- Snow or ice removal
- Cost of bond, Local Taxes
- Engineering
- Builders Risk insurance
- Hoisting equipment
- Cost of Freight from Anchorage
- Cost of freight from Seattle
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- Temporary roofing
- Tenting, heating, lighting
- Lodging approx. 60 MD
- Ground transportation
- Dump fees/refuse receptacles
- Cost of equipment backhaul
- Refuse material disposal
- Existing Roof demolition

Material Cost: \$144,935.00

All Other Costs: \$132,485.00

Lump Sum Bid: \$277,420.00

***** Because of extreme volatility in material prices, the price set forth in this proposal is based on current pricing and is subject to change based upon changes in the price of materials charged to Rain Proof Roofing at the time of purchase and material ship date. *****

We specifically exclude all design or professional services.

Proposal based on the issuance of an acceptable subcontract such as AGC 655.

Please contact us if you have any questions.

Respectfully submitted,

John Birchfield

Rain Proof Roofing



CUSTOMER QUOTE

Quote# **3638008 000**
 Quote Date 07-11-2022
 Time 14:46:48

Customer F & W CONSTRUCTION
 3821 DEE CIRCLE
 ANCHORAGE, AK, 99516 US

Contact ROBBY CAPPS
 Email RCAPPS@FWALASKA.COM
 Phone 907 - 248 - 3666
 Fax

Estimated Ship Date 07-11-2022
 Effective Period 07-11-2022 to 08-10-2022

Place Of Receipt	Port Of Loading	Port Of Discharge	Place Of Delivery
	ANCHORAGE	DUTCH HARBOR	

Commodity	Tariff Description	Quantity	Weight	Cubic Ft	Dimensions	
1	MISCELLANEOUS COMMODITIES		28,100.00			
	Tariff 4900 / Item 2300R	Quantity	Eqpt.	Rate Basis	Rate	Amount
	OCEAN FREIGHT CHARGE	1	D40	EACH	4,105.00	4,105.00
	MARINE ASSESSMENT CHARGE	1		EACH	104.00	104.00
	TERMINAL HANDLING CHARGE	1		EACH	380.00	380.00
SUB TOTAL						4,589.00

Charge	Quantity	Rate Basis	Rate	Amount
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Total Charges				5,779.00 USD

Thank you for considering Matson.

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Once the booking is in place the customer is responsible to provide the ITN as soon as possible. Matson cannot load your container to the vessel if an ITN number is not in place.

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NOTE: Your containers will not be accepted or released at the port if you have not claimed and paid this fee with Port Check.

PortCheck provides rate collection services for the ports of Los Angeles and Long Beach's Clean Truck Program. PortCheck collects the Clean Truck Fund Rate.

From: [Robby Capps](#)
To: [Robby Capps](#)
Subject: FW: Dutch Harbor Freight Quote
Date: Monday, July 11, 2022 2:32:21 PM

From: Jill Morse at ANC <JillMorse@matson.com>
Sent: Monday, July 11, 2022 2:29 PM
To: Robby Capps <rcapps@fwalaska.com>
Cc: 1ANC Rates <1ANCRates@matson.com>
Subject: RE: Dutch Harbor Freight Quote

Hi Robby,

The 14,000# LCL from Tacoma to Dutch is running about \$16,234.29.

Thank you!



Jill Morse | Anchorage Rate Department
jillmorse@matson.com | Tel: 907-263-5003 | Direct: 907-263-5027
Matson.com







CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2022-36

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE UNALASKA SENIOR CITIZENS TO RETAIN AND REALLOCATE UNEXPENDED FY22 COMMUNITY SUPPORT GRANT FUNDS FOR THE PURCHASE OF A VEHICLE IN FISCAL YEAR 2023

WHEREAS, the City provides Community Support Grants to nonprofit organizations each fiscal year; and

WHEREAS, the Unalaska Senior Citizens (USC) is a nonprofit organization that receives funding from the Community Support Grant program and is in good standing with the city; and

WHEREAS, City Council adopted Resolution 2021-23 awarding USC \$65,000 in grant funding for FY22; and

WHEREAS, USC has excess funds in the amount of \$9,100; and

WHEREAS, USC would like to reallocate \$9,100 from its FY22 Community Support Grant award to purchase a passenger vehicle that will handle trips with 1-2 passengers on trips around town instead of using the 12 passenger van it currently owns.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to approve the Unalaska Senior Citizens to retain \$9,100 in unspent funds awarded as a FY22 Community Support Grant for the purchase of a new passenger vehicle.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: William Homka, Planning Director
Through: Chris Hladick, City Manager
Date: August 9, 2022
Re: Resolution 2022-36: Approving the Unalaska Senior Citizens to retain and reallocate unexpended FY22 Community Support Grant funds for the purchase of a vehicle in FY23

SUMMARY: The Unalaska Senior Citizens (USC) receives Community Support Grant Funds from the City of Unalaska. In 2022 USC was awarded \$65,000 for its FY22 programs. The organization seeks to retain \$9,100 in excess funds to purchase a vehicle to provide easier maneuverability and fuel efficiency. USC currently relies on a twelve (12) passenger van which often exceeds the requirements of the trip. Staff recommends approval.

PREVIOUS COUNCIL ACTION: Resolution 2021-23 was adopted on April 26, 2021, and established the sums to be made available for Community Support and Capital Grants from the City of Unalaska for Fiscal Year 2022 and awarded Unalaska Senior Center \$65,000.

BACKGROUND: Each year the City of Unalaska awards grant funds to various nonprofit organizations in the city. USC receives Community Support Grant Funds to support the Congregate Lunch Program five (5) days a week. The program is a good source of nutrition as well as provides socialization opportunities for a better quality of life. A Home Delivered Meals program to homebound senior citizens is also provided through the nutrition program.

DISCUSSION: The Community Support Grant program's rules require all unexpended funding to be returned to the City. Requests to retain/re-appropriate funds from the grant program are usually received toward the end of each fiscal year. USC is requesting City Council's approval to use \$9,100 in granting funding to assist with the purchase of a new vehicle.

USC has a twelve passenger van but many trips often have 1-2 passengers. The smaller vehicle will be easier and less costly to operate on those occasions. USC anticipates additional funding from the State of Alaska to help pay for most of the vehicle's price.

ALTERNATIVES: City Council can deny the request and the money will be returned to the City's General Fund.

FINANCIAL IMPLICATIONS: The request is to allow USC to repurpose \$9,100 of its FY22 Community Grant. The City already awarded the funds and was not anticipating another use for the funds at this time.

STAFF RECOMMENDATION: Approve Resolution 2022-36 so USC can purchase a new vehicle to support its nutrition and home delivery program.

PROPOSED MOTION: I move to adopt Resolution 2022-36.

CITY MANAGER COMMENTS: I support the Staff Recommendation.

ATTACHMENTS:

- Request from Unalaska Senior Citizens
- Resolution 2021-23 Awarding FY22 community support grants
- FY22 USC Community Support Agreement



Unalaska Senior Citizens
PO Box 294
Unalaska, AK 99685

06/20/2022

City Council
PO Box 610
Unalaska, AK 99685

RE: Reallocation of Grant Funds / Carryover to FY23

Dear Council Members,

The Unalaska Senior Citizens would like to request to reallocate a portion of the City Community Support Grant funding to purchase a vehicle to support our program. Currently we rely upon our twelve passenger van which is beyond what is needed when there are only a few seniors requiring transportation to a community event, airport, clinic, etc. This vehicle would also be beneficial for our staff when they are performing their daily tasks such as picking up the meals for our lunch program and stopping by the bank with the daily bank deposit. A smaller vehicle would provide easier maneuverability and be more fuel efficient.

With the additional funding received from the State of Alaska in the second half of this fiscal year, we have been able to reallocate some of our supply expenses and are requesting to reallocate \$9,100.00 in City funding towards the purchase of a more economical vehicle. We are also requesting to carryover the funds from FY22 to FY23 if we are unable to find a vehicle prior to the end of the fiscal year. I have attached a revision of our proposed budget for FY22 for your review.

Please let me know if you have any questions.

Thank you,

Kelly Poziombke

Kelly Poziombke
Unalaska Senior Citizens – Bookkeeper
islandbooks@outlook.com
Cell: (907)707-8711

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-23

A RESOLUTION OF THE UNALASKA CITY COUNCIL ESTABLISHING THE SUMS TO BE MADE AVAILABLE FOR COMMUNITY SUPPORT AND CAPITAL GRANTS FROM THE CITY OF UNALASKA TO THE APPLICANTS FOR COMMUNITY SUPPORT FOR FISCAL YEAR 2022

WHEREAS, the City of Unalaska acknowledges, appreciates and supports the services provided to the community by non-profit agencies; and

WHEREAS, the City of Unalaska wishes to provide financial aid to the qualifying non-profit organizations listed through its Community Support Program; and

WHEREAS, the City of Unalaska has received nine (9) Community Support Grant Requests and zero (0) Non-Profit Capital Grant Request totaling \$1,489,539 for fiscal year 2022; and


WHEREAS, the target funding level for fiscal year 2022 community support, based on 3.5% of the average revenue for the General Fund for the five most recently completed fiscal years, plus the Bed Tax amount for the most recently completed fiscal year, is \$1,344,368; and

WHEREAS, the City Council is recommending a total funding amount of \$1,344,368 for the Community Support Program, distributing accordingly per the next section.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council establishes the following amounts to be included in the fiscal year 2022 operating budget for community support and capital grants to non-profit organizations:

Community Grant Requestor	Amount
APIA	\$142,000
Iliuliuk Family Health Services	\$151,748
Museum of the Aleutians	\$317,813
Unalaska Community Broadcasting	\$106,350
Unalaska Senior Citizens	\$65,000
Unalaska Visitors Bureau	\$210,000
USAFV	\$252,457
Q-Tribe Culture Camp	\$39,000
Q-Tribe Food Bank	\$60,000
Total	\$1,344,368

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on April 26 2021.


Vincent M. Tutjakoff, Sr.
Mayor

ATTEST:


Roxanna Winters, CMC
Acting City Clerk



CITY OF UNALASKA
FY22 Community Support Program Grant Agreement

This Agreement is entered into this 1st day of June, 2021 by and between the Unalaska Senior Center ("Grantee") and the City of Unalaska ("Grantor").

WHEREAS, Grantor has appropriated funds for community support; and

WHEREAS, the community support application of Grantee for such funds has been approved,

NOW THEREFORE, for and in consideration of the mutual covenants herein contained, the parties hereto acknowledge and agree as follows:

I. Grantor agrees as follows:

- a. Funds approved by the Unalaska City Council in the amount of
- b. \$65,000 will be furnished for the purpose of funding the original budget submitted with the FY22 Community Support Grant Application.
- c. After execution and approval of this Agreement, funding for awards \$25,000 and over will be disbursed in equal monthly payments, beginning in August of 2021 funding for awards \$25,000 and over will be disbursed in equal monthly payments, beginning in July of 2021 .

II. Grantee agrees as follows:

- a. Grantee shall comply with all requirements contained within the **City of Unalaska FY22 Community Support Program Guidelines ("COUCSPG")** adopted by Unalaska City Council on Dec 27, 2016 .
- b. Grantee shall manage grant funds in accordance with the COUCSPG.
- c. Grantee shall expend City grant funds only to perform the services, functions and activities described in the FY22 grant application and budget approved by Unalaska City Council.
- d. Grantee shall establish and maintain a financial management system conforming to generally accepted accounting principles.

- e. The financial management system shall do the following:
- Provide accurate, current, and complete disclosure of all financial transactions relating to the City of Unalaska Community Support Program;
 - Track City grant funds in a separate account in the agency's accounting system;
 - Effectively control and account for all City funds and property and/or equipment purchased with those funds; and
 - Provide accounting records supported by source documentation.
- f. Grantee must immediately notify Grantor of changes in the approved budget as required in the COUCSPG;
- g. Grantee shall submit financial reports, audits, and other reports as required in the COUCSPG;
- h. Failure to submit any required report in a timely manner for this FY22 grant award, and for prior year awards that require reports to be submitted during FY21, may result in cessation of all current grant funding. Future grant applications may not be considered if required reports are not submitted or if they are consistently submitted late.
- i. Any unexpended funds and funds not spent as authorized in the approved grant will be paid back to Grantor by August 15, 2022.
- j. Should Grantee fail to fulfill the terms of this agreement, the requirements of the COUCSPG, or the terms of the approved application, or, should Grantee for any reason, no longer provide the services identified in the approved application, unexpended funds will be returned to Grantor. Additionally, equipment purchased with funds provided through the City of Unalaska Community Support Program will be returned to the Grantor within thirty (30) days of the failure of Grantee to fulfill the terms of the grant awarded by Grantor.

Indemnity. Grantee acknowledges that Grantor is serving only as a funding source for the agency and, as such, is not liable in any manner for any claims or damages arising during or as a result of the services provided by the agency. Grantee shall defend and save harmless Grantor, its employees, elected officials, volunteers, and representatives from and against all losses, damages, liabilities, expenses, and claims demands against Grantee while performing under the terms of this Agreement.

Insurance. Entities receiving \$25,000 or more from the City must provide the City with a current certificate of insurance per the requirements listed in the COUCSPG .

Discrimination Prohibited. To the extent consistent with the purpose for which funds are made available under this program, the services and facilities provided by Grantee will be available to the general public, and Grantee shall not discriminate in the administration of these services based on race, religion, color, national origin, age, sex, physical or mental disability, marital status, changes in marital status, pregnancy, or parenthood.

Grant Cancellation. Grantor reserves and may exercise the right to rescind this grant and seek recovery of payments made under the grant if the grant application or other information provided by Grantee relating to the proposed services is found to contain incorrect or misleading information or if this Agreement is violated.

Applicable Laws. Grantee agrees to comply with all local, state, and federal ordinances, statutes, laws, and regulations applicable to the services provided by the agency. Violation of any such ordinance, statute, law, or regulation is a violation of this grant agreement.

Records and Audit. By accepting this award and signing this Agreement, Grantee or designee may become subject to inspection and audit by Grantor at all reasonable times.

As a result, Grantee may be required to permit Grantor or designee to have access to its records and financial statements for a period of one year from the date of receipt of the Final Report.

In WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the respective date indicated below.

CITY OF UNALASKA

GRANTEE

By:  _____

By:  _____

Its: City Manager

Its: Chair, Board of Directors

Dated: 5/12/21 _____

Dated: 5/12/2021 _____