

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2023-31

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE UNALASKA CHAPTER OF THE ALASKA STATE FIREFIGHTERS ASSOCIATION TO RETAIN UNEXPENDED FY23 COMMUNITY GRANT FUNDS

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

WHEREAS, the Unalaska Chapter of the Alaska State Firefighters Association (UC-ASFA) 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 2022-14 awarding UC-ASFA \$20,000 in grant funds for FY23 to conduct the July 4<sup>th</sup> fireworks show; and

WHEREAS, UC-ASFA has \$5,000 in additional funds due to an unanticipated donation of shipping costs from Matson; and

WHEREAS, UC-ASFA requests permission to retain unspent grant funding in the amount of \$5,000 from the FY23 Community Grant award to purchase equipment and supplies for a fundraising program to enhance community involvement at local events including the July 4<sup>th</sup> parade and the Heart of the Aleutians festival.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to approve the UC-ASFA to retain \$5,000 in unspent funds awarded as a FY23 Community Support Grant for the purchase of fundraising supplies and equipment.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on June 27, 2023.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Marjie Veeder, CMC  
City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: William Homka, City Manager  
Date: June 27, 2022  
Re: Resolution 2022-31: Approving the Unalaska Chapter of the Alaska State Firefighters Association to retain unexpended FY23 Community Grant Funds

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**SUMMARY:** In 2022 the City Council awarded \$20,000 in Community Support Grant funds to the Unalaska Chapter of the Alaska State Firefighters Association (UC-ASFA) for the July 4, 2022 fireworks show. Matson unexpectedly donated the shipping costs for the equipment and fireworks to Unalaska. As a result UC-ASFA has \$5,000 remaining from the FY23 Community Support Grant and is seeking permission to repurpose the funds to support the organization's fundraising activities.

**PREVIOUS COUNCIL ACTION:** Resolution 2022-14 was adopted on April 26, 2022, and established the sums to be made available for Community Support and Capital Grants from the City of Unalaska for Fiscal Year 2023 and awarded UC-ASFA \$20,000.

**BACKGROUND:** UC-ASFA applied to the Community Support Program to fund the July 4, 2022 fireworks show. The City did not have a professional pyrotechnic company under contract for a show. UC-ASFA has \$5,000 in grant funds remaining because Matson donated the cost to ship the fireworks and equipment.

**DISCUSSION:** The Community Support Grant program rules require all unexpended Community Support Grant funds to be returned to the City at the end of each fiscal year. Requests to retain or repurpose funds from the Community Grant program must be approved by City Council. UC-ASFA is requesting approval to use the remaining \$5,000 for equipment and supplies for fundraising events associated with local community events.

UC-ASFA sponsors programs such as Lids for Kids, Operation Smoke Detector and training scholarships for Fire Department volunteers to attend the annual State Fire Conference and EMS Symposium. These events all have initial costs and in some cases do not have a return. In addition, the Firefighter's Ball, UC-ASFA's marquee fundraiser, has not been held since the start of the COVID-19 pandemic. UC-ASFA proposes using the remaining grant funds to purchase equipment and supplies that will be used to offer activities such as corn hole boards, a snow cone machine, sweatshirts and like items that will be offered at events such as Heart of the Aleutians and the July 4<sup>th</sup> parade.

**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 UC-ASFA to repurpose \$5,000 of its FY23 Community Grant. The City already awarded the funds to the UC-ASFA and is not anticipating another use for the funds.

**STAFF RECOMMENDATION:** Approve Resolution 2022-31.

**PROPOSED MOTION:** I move to adopt Resolution 2022-31.

**CITY MANAGER COMMENTS:** I support Staff's recommendation.

**ATTACHMENTS:**

- FY23 UC-ASFA Community Support Agreement
- June 12, 2023 letter from Thomas Roufos, President of UC-ASFA

**CITY OF UNALASKA**  
**FY23 Community Support Program Grant Agreement**

This Agreement is entered into this 1<sup>st</sup> day of June, 2022 by and between the Alaska State Firefighters Association Unalaska Chapter ("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. **\$20,000** will be furnished for the purpose of funding the original budget submitted with the FY23 Community Support Grant Application.
- c. After execution and approval of this Agreement, funding for under \$25,000 will be disbursed in one lump sum, in August of 2022; funding for awards \$25,000 and over will be disbursed in equal monthly payments, beginning in July of 2022.

II. Grantee agrees as follows:

- a. Grantee shall comply with all requirements contained within the **City of Unalaska 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 FY23 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 FY23 grant award, and for prior year awards that require reports to be submitted during FY22, 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, 2023.
- 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: June 1, 2022

Dated: 6/27/2022



**ALASKA STATE FIREFIGHTERS ASSOCIATION  
UNALASKA CHAPTER**

Unalaska City Council  
PO Box 610  
Unalaska, Alaska, 99685

June 12, 2023

Dear Honorable Mayor and City Council,

I would like to thank you again for the generous support to the Unalaska Chapter of the Alaska State Firefighter's Association (UCASFA) and the 2022 4<sup>th</sup> of July Fireworks. With your support, UCASFA was able to put on a successful, safe, and unique fireworks experience for the community.

The \$20,000 Community Support Grant was projected to cover all expenses for the firework show. An unexpected donation of \$5,000 for shipping was generously provided by Matson Shipping. The Matson donation means that \$5,000 of the City's Community Support Grant has gone unspent.

Respectfully, the UCASFA would like to re-allocate the unspent \$5,000 to the purchase of supplies for our fundraising program. The fundraising program focuses on the sale of t-shirts, food, cornhole tournaments, and carnival games for events like 4<sup>th</sup> of July and Heart of the Aleutians.

The UCASFA seeks to build on the remaining funds of the Community Support Grant to return our purchasing power to support events like Operation Smoke Detector, Lids for Kids, a fall/winter event, and volunteer training opportunities such as the Alaska EMS Symposium and the Alaska State Fire Conference.

Thank you again for your generous support, and the opportunity to provide the community with much needed entertainment on the heels of the COVID-19 Crisis.

Respectfully,

Thomas Roufos  
President, Unalaska Chapter  
Alaska State Firefighter's Association