

## CITY MANAGER’S REPORT

TO: Mayor Tutiakoff and City Council Members  
 FROM: William Homka, City Manager  
 DATE: October 24, 2023

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- Dutch Harbor Cannabis Update:** Dutch Harbor Cannabis has been approved by the State Fire Marshal for their building. They have also paid their fees and utility construction deposits. Therefore, the building permit has been issued.
- Visit from JBER, NORAD, USCG:** The Unalaska Tri-Lateral Group has arranged for a short visit from members representing the U.S. Coast Guard, Joint Base Elmendorf Richardson and the North American Aerospace Defense Command for October 25, 2023. The purpose of the visit is for the new Alaskan commander, General Nahome and staff, and the Coast Guard to meet with communities across the state that are strategically located and have a Coast Guard presence. The Coast Guard and U.S. Navy are users of our port and these meetings underscore the importance of our port and the community. Also, recent Russian and Chinese aggressive presence in the region will be discussed along with the importance of protecting U.S. fisheries in the Bering Sea. The tentative schedule is:

10:30 am	Land at Unalaska Airport; walk to WWII Museum
10:30 am	Discussion; lunch provided by Ounalashka Corporation
	Self-guided tour through WWII Museum
12:30 pm	Community tour: City Hall, Memorial Park, Captain’s Bay
1:30 pm	Final discussion at Qawalangin Tribe office
2:15 pm	Airport for departure

- Staffing Update:** As of October 18, the current number of open positions by department are:

Department	Openings	Detail
Administration	1	HR Manager
DPS	4	Sergeant, Police Officer (2), Corrections Officer
Fire/EMS	0	
DPU	9	Director, Electrical Eng. Tech (offer pending), 2 Lineman, Lineman Chief, Water Supervisor, 2 Water Operators & Solid Waste Operator
DPW	3	City Engineer, Light Equipment Mechanic, Installation Maintenance Worker
Finance	1	Controller
PCR	4	3 Lifeguards, Recreation Program Coordinator
Planning	2	Administrative Assistant, GIS Administrator
Ports	1	Billing and Scheduling Clerk

- Utility Director search:** We’ve engaged the assistance of Baker Tilly & Associates to recruit viable candidates for the recently vacated position. The initiative has just begun and the company is gathering the requisite information to launch the search.

- **Optimera/Linemen Contract:** Bil is working with Optimera to shore up coverage of Unalaska's linemen needs at the Department of Public Utilities. Currently Optimera is under a one year contract that cost over \$1M and the contract is set to expire this month. The city still needs Optimera's services to maintain the distribution system integrity. Optimera desires a longer term contract due to difficulty in sourcing candidates due to the the short, one year contract period.

The administration is preparing an RFP for this service in accordance with the City's procurement policies. However the RFP should include an assessment, analyzing why the City is in the position it is currently, along with options and recommendations to rebuild the linemen division. In November Bil plans to present the one year contract extension to Council. The RFP and assessment will be discussed at a future work session with Council sometime in January or February.

- **Community Extra Mile Awards:** This award is presented to citizens within the community who have gone the extra mile to assist with a city function, event, or specific incident. Nominations for this award can be made by any member of the City's Supervisory and Management Staff or by a City Council Member or the Mayor. Mayor and Council are encouraged to make nominations as they see fit.
- **LEPC:** LEPC membership guidelines require participation by local elected officials. It would be great to have a City Council member or the Mayor sign up as a regular member and another elected official sign up as an alternate. The plan is for quarterly meetings and the first meeting was held in July. Sign-up can be accomplished at this link: <https://form.jotform.com/231555985072059>