

Regular Meeting
Tuesday, January 9, 2024
6:00 p.m.



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members

Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members

Anthony Longo
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:** William Homka
City Clerk: Estkarlen P. Magdaong, emagdaong@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/83246795029>

Meeting ID: 832 4679 5029 / **Passcode:** 630155

TELEPHONE: Meeting ID: 832 4679 5029 / **Passcode:** 630155

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** [December 19, 2023](#)
7. [City Manager Report](#)

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. Alternatively, members of the public may speak when the issue comes up on the regular agenda by signing up with the City Clerk. Three-minute time limit per person.*
10. **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 2024-02](#): Creating Budget Amendment No. 3 to the Fiscal Year 2024 Budget, appropriating \$84,450 from the General Fund to increase the DPS Records Management System Project; accepting State of Alaska Department of Health MIH Grant for \$83,333.33 to fund the purchase of a new command vehicle; reducing the budgeted amount for the Cruise Ship Terminal Demand Study Project by \$45,042 to fund the UMC Dock Site Survey in the Ports Operating Fund.
 - b. [Resolution 2024-01](#): Establishing taxicab rates for calendar year 2024
 - c. Travel approval
 - i. [AML Winter Legislative Conference](#) – February 20-22, 2024 in Juneau
 - ii. [City Lobbying Juneau](#) – March 4-6, 2024 in Juneau
 - iii. [SWAMC Economic Summit & Membership Meeting](#) – March 7-8, 2024 in Anchorage

11. **Council Directives to City Manager**

12. **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.*

13. **Adjournment**

Regular Meeting
Tuesday, December 19, 2023
6:00 p.m.



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MINUTES

1. **Call to order.** Mayor Tutiakoff called the regular meeting of the Unalaska City Council to order on December 19, 2023, at 6:00 p.m.
2. **Roll call.** The City Clerk called the roll. The Mayor and Council Members Bell, Coleman, Nicholson and Tungul were present while Looby and Longo were absent.

Nicholson read the City's Mission Statement: To provide a sustainable quality of life through excellent stewardship of government.
3. **Pledge of Allegiance.** The Mayor led the Pledge of Allegiance.
4. **Recognition of Visitors.** No particular recognitions made.
5. **Awards and Presentations.** Mayor Tutiakoff presented Cheri Tremarco the Community Extra Mile Award. Although the U.S. Coast Guard Cutter Midgett was not in attendance, the Mayor thanked them and read the dedication of their Community Extra Mile Award into record.
6. **Adoption of Agenda.** Tungul moved to adopt the agenda, with a second by Nicholson. There being no objection, the agenda was adopted by consensus.
7. **Approve Minutes of Previous Meeting.** Tungul moved to approve the proposed minutes of the Council meeting held November 28, 2023 as presented, with second by Nicholson. There being no objection, the minutes were approved by consensus.
8. Acting City Manager Veeder provided additional information aside from the written report that was included in the packet.
9. **Community Input & Announcements** were made as follows:
 - a. Roger Blakeley, PCR Director announced that on Monday, January 15, 2024 there will be a community potluck, cultural dances and speeches commemorating Martin Luther King Jr. Day at the PCR gym from 6:30 p.m. to 8:00 p.m.
 - b. M. Lynn Crane, Executive Director of Unalaskans Against Sexual Assault and Family Violence provided information regarding services offered at USAFV.

- c. City Clerk announced New Year's Eve fireworks event on December 31st shooting over Iliuliuk Bay. There was also a Santa Claus parade around town with the Unalaska Fire Department that started at 6:00 p.m. on December 19, 2023.
- d. Shari Coleman mentioned that after Santa Claus parade, there will be a holiday boat parade at 8:00 pm

10. Public Comment on Agenda Items. None

11. Public Hearing

- a. Mayor Tutiakoff opened the public hearing for Ordinance 2023-12: Temporary non-code ordinance allowing extended hours for the sale of alcohol in Unalaska on December 31, 2023 and January 1, 2024. There being no testimony, the hearing was closed.

12. Work Session. Nicholson moved to go into work session, with a second by Bell. There being no objection, work session began at 6:19 p.m.

- a. Acting City Manager Veeder provided an overview and Ports Director Peggy McLaughlin spearheaded the discussion regarding Resolution 2023-49: Authorizing the City Manager to enter into a sole source agreement with PND Engineering for the geophysical, bathymetry, permitting and design for the dredging of the LCD and UMC in an amount not to exceed \$497,000 and answered Council questions.

Nicholson moved to return to regular session, with a second by Tungul. There being no objection, Council returned to regular session at 6:33 p.m.

13. Consent Agenda

- a. Resolution 2023-50: Adopting an alternative allocation method for the FY2024 Shared Fisheries Business Tax Program
- b. Resolution 2023-51: Establishing dates for the FY2025 real property tax and business personal property tax collection effort

Coleman moved to adopt the Consent Agenda, with second by Nicholson. There being no objection, Council adopted both items on the Consent Agenda.

14. Regular Agenda

- a. Ordinance 2023-12: 2nd reading, Temporary non-code ordinance allowing extended hours for the sale of alcohol in Unalaska on December 31, 2023 and January 1, 2024

Nicholson moved to adopt Ordinance 2023-12, with a second by Coleman.

Acting City Manager Veeder provided an overview; no discussion by Council.

Roll Call Vote: All Council members voted in the affirmative unanimously adopting Ordinance 2023-12.

- b. Resolution 2023-49: Authorizing the City Manager to enter into a sole source agreement with PND Engineering for the geophysical, bathymetry, permitting and design for the dredging of the LCD and UMC in an amount not to exceed \$497,000

Nicholson moved to adopt Resolution 2023-49, with a second by Tungul.

Acting City Manager Veeder mentioned that this was just discussed during work session, and welcomed any questions Council might have.

Coleman provided a comment. No further Council discussion afterwards nor public comment.

Roll Call Vote: All Council members voted in the affirmative unanimously adopting Resolution 2023-49.

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

16. **Community Input & Announcements.** None.

17. **Adjournment.** Having completed all items on the agenda, the Mayor adjourned the meeting at 6:42 p.m.

These minutes were approved by the Unalaska City Council on January 9, 2024.

Estkarlen P. Magdaong
City Clerk

DRAFT

CITY MANAGER'S REPORT

For January 9, 2024

TO: Mayor Tutiakoff and City Council Members

FROM: William Homka, City Manager

DATE: January 5, 2024

- **Genius Star XI:** The ship is currently moored to a bouy in Broad Bay in advance of the storms predicted for this weekend. We do not yet know when the ship will leave our harbors. The USCG response team, led by Captain Culpepper, make repeated assurances our community is safe from the cargo of 192 lithium-ion batteries weighing over 3.5 million pounds. Six monitoring instruments have been placed along Airport Beach Rd. between Glass Beach and the airport to aid with monitoring potential gasses from the batteries. ACM Veeder will continue serving as the Incident Command of our EOC and provide regular updates our state and federal delegations.
- **Washington DC Visit:** Met with the Alaska Delegation and numerous federal agencies including the Department of Energy, US Coast Guard, US Army Corp. of Engineers and others to discuss city and trilateral priorities, current and future projects, and matters that impact Unalaska's economy including fisheries. There is much follow up work to be completed.
- **UCSD Transportation:** My staff and I have had discussions with Superintendent Hanisch about transportation issues the district is experiencing. The district needs dependable transportation but the present situation is causing delays. There are instances where alternate modes of transit have included the PCR van as well as school passenger vehicles. We are assisting with their evaluation of long term options.
- **MaKushin Geothermal:** Update will be provided at the meeting.
- **Budget Amendment #3:** Tonights agenda includes a request for a budget amendment. We aim to consolidate the requests and keep them to a minimum. However, the holidays, travel, and the flu created obstacles so there will be other amendments on the next agenda.
- **Community Support Grant – Unalaska Visitor Bureau (UVB):** Pursuant to the community grant program guidelines, UVB informed the Planning Department of a budget change. The UVB board approved the combination of two part-time positions into one full-time position: Visitor Services Assistant \$30,000 and Cruise Ship Coordinator \$20,000 were combined to Destination Coordinator at \$45,000. The excess \$5,000 was used as a raise to the Executive Director in recognition of accomplishments.
- **Innovative Readiness Training (IRT):** The 351st was approved to conduct a follow-on mission to its 2020 work in Unalaska. A three person advance team is may arrive in February to conduct site visits and determine needs for the 2024 work. An [outline](#) is attached.
- **Title 3 Compensation Study:** McGrath Consultants have provided a draft of the comp study and I have been working with ACM Veeder and HR Manager Stanford to review the recommendations and provide feedback to the consultant. The next step will be to provide the study to directors in preparation for a staff meeting to get additional input and responses. Tentatively we plan to present the findings to City Council in February.

- **FY25 CMMP:** The Technical Advisory Committee met on Thursday 1-4-2024 to review the projects submitted for FY25. The focus continues to be on facility and infrastructure maintenance. New project nominations will be presented to City Council on January 23, 2023.
- **Fisherman’s Memorial:** Work with Ounalashka Corp. is ongoing to find a site for the memorial. Since our last update OC has withdrawn its support for the site overlooking the CEM. While discussions are ongoing with OC and the artist, I’ve directed the City team to procure options on City owned real estate to streamline the decision making process.
- **Staffing Update:** The tables below summarize the current staffing levels.

Type of Action	Number Of	Internal	External
Hires	3	0	3
Pending Hires	4	0	4
Pending Offers	0		
Resignations	0	NA	NA
Terminations	2	NA	NA

- Position Openings

Department	# Of Openings	Notes for Marilou
Administration	1	HR Mgr
Clerks	0	
DPS	3	Police Officer (2), Police Sergeant
DPU	10	Director, Power Plan Op I, Water Supv, Water Op (2), Solid Waste Supv, WW Supervisor, Util Lineman (2), Util Lineman Chief
DPW	3	City Engineer, Light Equip Mech, Installation Maint Worker
Finance	1	Controller

PCR	3	2 Lifeguards, Rec Coordinator
Planning	1	GIS Admin Replacement
Ports	0	
TOTAL	22	

UNALASKA MISSION BACKGROUND

1. The Qawalangin Tribe applied for Civil Affairs assessment of the Island of Unalaska and in August of 2020 OSD approved the IRT application. The IRT mission represented a unique real-world training opportunity for Civil Affairs operators and military Subject Matter Experts (SME) to exercise their critical warfighting skills of providing support to civil administration and military governance.
2. 351st Civil Affairs Command (351st CACOM) leadership assembled a battle roster of 13 SMEs possessing education and training (most hold advanced degrees and maintain professional licensing/credentialing) in the areas of public health and preventive medicine, emergency response, natural resource management, engineering, economic development, and advanced networking/cybersecurity.
3. The forward-deployed team traveled to the remote island and interviewed key personnel and performed reconnaissance of infrastructure assets and domestic resources and effects.
4. The mission culminated in submission of a formal report which included recommendations for enhancing and sustaining the physical and administrative resources necessary for a functioning society and individual human flourishing.
5. The Tri-council has been asking for the 351st CACOM to come back to Unalaska, repeatedly, every year but due to funding limitations and COVID, this has not occurred.
6. In 2023, the 351st was approved to conduct a follow-on mission. Initially, funds should have come to the unit to execute on October but due to a Continuing Resolution budget issue, not awards have been issued up until December when the IRT program managers alerted 351st IRT personnel that \$20,00 is available to spend as of December 10th in which OMB will MIPR funds to the unit to execute an ADVON.
7. Recent events within Congress allowed DoD funds to be issued as requested despite a full budget not being passed/approved. The 351st is awaiting the total dollar figure to be awarded to assess how many CA assessments can be performed from January 2024 to fiscal year end.
8. Once funding is procured, the 351st will begin planning the appropriate personnel to send that matches the needs of the people by OBJECTIVE.

FY24 UNALASKA OBJECTIVES

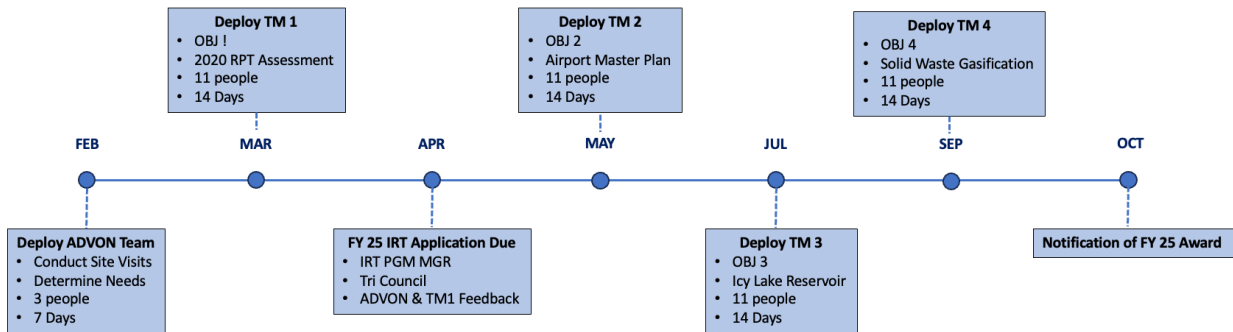
1. **OBJECTIVE 1:** Tri-council is requesting a reevaluation of the 2020 needs assessment report conducted by the 351st CACOM.
 - a. Advanced party of three arrive in February 2024 for seven days to conduct site visits and determine needs to support follow on-teams throughout FY. Document findings. Coordinate with LTC Courtney for FY25 IRT Application needs.
 - b. Full team of eleven SMEs arrive in March 2024 for 14-days to reevaluate, update 2020 assessment, and create a plan moving forward. Additionally, home in on FY25 IRT application needs. The following three projects have recently been identified as priority, in order:

2. **OBJECTIVE 2:** Create an airport master plan to extend the runway, modernize equipment and remove and dispose of debris improving island logistics.
 - a. Team of eleven to arrive in May 2024 to home in on requirements, coordinate, build a specific plan and continually assist acting as PMs to execute mission. (14-days)

3. **OBJECTIVE 3:** Engineering Evaluation of Icy Lake Reservoir Upgrade and Expansion as snow melt occurs earlier every year causing overflow and causing water shortages throughout the year.
 - a. Team of eleven to arrive in July 2024 to home in on requirements, coordinate, build a specific plan and continually assist acting as PMs to potentially execute the mission in FY24. (14 days)

4. **OBJECTIVE 4:** Economic Feasibility study of landfill solid waste gasification project as toxins are seeping into the soil causing environmental degradation.
 - a. Team of eleven to arrive in September 2024 to home in on requirements, coordinate, build a specific plan and continually assist acting as PMs to potentially execute the mission in FY24. (14 days)

IRT UNALASKA ESTIMATED TIMELINE



FY 24 COSTS

Estimated Costs: USAR soldiers only receive 15-days of Annual training days paid per year. Therefore, for IRT missions, it is imperative OSD has access to RPA COMPO 1 funds as the 351st FxSP is a COMPO 1 designated unit. In addition to RPA funds, a Line of Accounting (LOA) must be issued to cover travel costs through the Defense Travel System.

Personnel Costs. Performing an advance party leader’s reconnaissance and full team assessments are rank heavy requiring a myriad of disciplines which typically require subject matter expertise not normally found within the DoD ranks. The purpose of the 351st FxSP is to combine the soldiers’ military and outside career knowledge and network into the programs for maximum value. Functional Specialty deployment vary based on initial collaboration.

These can be experts within **Civil Security** (law, enforcement, plans), **Civil Control** (rule of law, corrections, public safety, plans), **Economics and Infrastructure** (economic development, food and agriculture, public work and utilities, public communications, public transportation, and plans), **Essential Services** (public education, public health, civilian supply, plans) and **Government Support** (public administration, public information, cultural relations, environmental management, and plans).

The Initial **Leaders Reconnaissance** (LR) team to conduct site visits and determine needs for follow-on OBJECTIVES is reflected below.

Grade	Branch	Discipline	Daily Base Pay Cost
O5	38G/01A	Public Administration	\$336 + \$70 Partial BAH = \$406
O4	38G/01A	Functional Specialty	\$300 + \$65 Partial BAH = \$365
O3	38G/01A	Functional Specialty	\$226 + \$60 Partial BAH = \$286

Total Daily: \$1,057 for a team of three
 Total Weekly (five days on ground and two days travel): **\$7,399**

Per Diem: This varies based on per diem rates per location. See <https://www.travel.dod.mil/Travel-Transportation-Rates/Per-Diem/Per-Diem-Rate-Lookup/> This covers lodging, meals and incidentals.

- Army Dutch Harbor per diem rates for FY23 is \$283
- Daily per diem rate for three people is \$1,981
- LR total of three people for seven days is **\$5,943**

Transportation: Assume one rental car for seven days to support a leader’s recon. Rates vary per location. In Dutch Harbor, rentals are on average \$150/day for a total of **\$1,050**.

Travel: This also varies based upon where soldier is coming from and travelling to. Based on the 2020 mission to Unalaska, counting for inflation, travel costs per person is approximately: \$1,900. LR total of four people is: **\$5,700**

Total Leaders Reconnaissance Civil Affairs Assessment Expenses:

Pay: \$7,399
 Per Diem: \$5,943
 Transportation: \$1,050
 Travel: \$5,700
Total: \$20,092

A Typical **Subject Matter Expert Team Assessment** is reflected below.

Grade	Branch/MOS	Daily Pay	Quantity	Total
O5	Varies based on need	\$406	3	\$1218
O4	“”	\$365	4	\$1095
O3	“”	\$286	2	\$572
E6	“”	\$139+\$50=\$189	2	\$378

Daily Total: \$3,263
 Two-week total (Two days travel and 12-days on ground): **\$45,682**

Transportation: Assume two rental cars to support Full Team for 14-days. Rates vary per location. In Dutch Harbor, rentals are on average \$150/day. Full Team: \$4,200 (2 cars for 14-days) **Total: \$5,250**

Per Diem: This varies based on per diem rates per location. See <https://www.travel.dod.mil/Travel-Transportation-Rates/Per-Diem/Per-Diem-Rate-Lookup/> This covers lodging, meals and incidentals. Army Dutch Harbor per diem rates for FY23 is \$283 Full Team Assessment for 11 people (\$3,113 day) for 14 days: **\$43,582**

Travel: This also varies based upon where soldier is coming from and travelling to. Based on the 2020 mission to Unalaska, counting for inflation, travel costs per person is approximately: \$1,900. Full Team of Eleven: **\$20,900**

Full Team Civil Affairs Assessment Expenses:

Pay: \$45,682
 Transportation: \$5,250
 Per Diem: \$43,582
 Travel: \$20,900
Total: \$115,414

Assume 351st FxSP visits four times in FY 24 to address the four OBJECTIVES mentioned above. Or, Plan B would be repeat visits focusing on specific OBJECTIVES that may require more attention versus moving to the next OBJECTIVE.

Reevaluation of 2020 assessment (ADVON & Full Team)	\$135,506
Airport master plan	\$115,414
Icy Lake reservoir assessment	\$115,414
Economic feasibility study of landfill	\$115,414

Total: \$481,748

MANDATORY PUBLIC NOTICE ANNOUNCEMENT (must post 2X in local newspaper)

Notice to civil engineers, contractors, labor unions, or private individuals. The Qawalangin Tribe of Unalaska intends to solicit assistance at no cost from the Department of Defense’s Innovative Readiness Training Program for the following community projects:

Project Title: Unalaska Civil Affairs Assessments

Project Description: Proposed assistance will involve deliberate civil survey assessments and program management services of existing social, economic, governmental, legal, environmental, healthcare, educational, or infrastructure systems within community for perceived vulnerabilities to identify areas for future improvements.

Project Location: Unalaska, Alaska

Project Timeframe: The proposed assessments will occur during October 2023 through the end of Fiscal Year 2024

Civil engineers, contractors, labor unions, or private individuals who have questions or who wish to voice opposition to military assistance for this project may contact Tanaya Horne, Qawalangin Tribe Chief Operations Officer at (907) 581-2920 or tanaya@qawalangin.com or Chris Price, Qawalangin Tribe Chief

Executive Officer at (907) 581-2920 or chris@qawalangin.com no later than 30 days after posting of this notice. Persons not responding within the time frame noted will be considered to have waived their objections to military assistance for this project.

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2024-02

CREATING BUDGET AMENDMENT #3 TO THE FISCAL YEAR 2024 BUDGET, APPROPRIATING \$84,450 FROM THE GENERAL FUND TO INCREASE THE DPS RECORDS MANAGEMENT SYSTEM PROJECT; ACCEPTING STATE OF ALASKA DEPARTMENT OF HEALTH MIH GRANT FOR \$83,333.33 TO FUND THE PURCHASE OF A NEW COMMAND VEHICLE; REDUCING THE BUDGETED AMOUNT FOR THE CRUISE SHIP TERMINAL DEMAND STUDY PROJECT BY \$45,042 TO FUND THE UMC DOCK SITE SURVEY IN THE PORTS OPERATING FUND.

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 FY24 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. 3 to Ordinance 2023-03

	Current	Requested	Revised
I. OPERATING BUDGETS			
A. General Fund			
Sources:			
Appropriated Fund Balance	\$ 262,224	\$ 84,450	\$ 346,674
Uses:			
Transfers to Government Capital Projects	\$ 1,513,330	\$ 84,450	\$ 1,597,780
B. Proprietary Funds			
Sources:			
Budgeted Use of Unrestricted Net Assets	\$ 1,778,969	\$ 45,042	\$ 1,824,011
Uses:			
Ports Fund - UMC Operating Expenses	\$ 675,726	\$ 45,042	\$ 720,768
II. CAPITAL BUDGETS			
A. Governmental Project Budget			
Sources:			
State DHSS MIH Grant	\$ -	\$ 83,333	\$ 83,333
Transfers from General Fund	\$ 450,000	\$ 84,450	\$ 534,450
Uses:			
Fire Command Vehicle	\$ -	\$ 83,333	\$ 83,333
DPS Records Management System	\$ 450,000	\$ 84,450	\$ 534,450
B. Port Project Budget			
Cruise Ship Terminal Demand Study			
Sources:			
Transfers to Enterprise Capital Projects	\$ 480,160	\$ (45,042)	\$ 435,118
Uses:			
Transfers From Proprietary Fund	\$ 390,000	\$ (45,042)	\$ 344,958

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on January 23, 2024.

Vincent M. Tutiakoff, Sr.
Mayor

Attest:

Estkarlen Magdaong
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Kim Hankins, Police Chief / Ben Knowles, Fire Chief
Through: William Homka, City Manager
Date: January 9, 2024
Re: Ordinance 2024-02 Budget Amendment, \$84,450 CAD RMS System

SUMMARY: Ordinance 2024-02 will add \$84,450 to the Unalaska Department of Public Safety Computer-Aided Dispatch and Records Management Upgrade Project (PS23A). Staff recommends approval.

PREVIOUS COUNCIL ACTION: On January 10, 2023, Council adopted Ordinance 2022-22 creating Budget Amendment #4 to the FY23 Budget, which included an appropriation of \$450,000 from the general fund for the Public Safety Records Management System Project.

BACKGROUND AND DISCUSSION: In the developmental stage of enhancing the computer-aided dispatch and records management system, various shortcomings were identified that must be fixed to ensure the system functions as intended. We arrived at this point due to several reasons.

1. Employee turnover in several key positions affected the project's oversight, resulting in a less-than-thorough review of the final contract.
2. Our existing data servers had exceeded their usable lifespan and the City faced potential data and documentation loss due to the impending failure
3. A prior contract with another company had soured. The situation fostered an atmosphere of urgent need so the team quickly let a contract.
4. The absence of experienced project management impacted the stakeholders who were not invited to participate in the project. This impacted the project's functionality and success negatively.
5. Initially the project began at a time when the island lacked good internet/ fiber optic service and numerous features were left off because they wouldn't function properly without better internet/bandwidth. That was not changed after fiber became available. We are in a better position with fiber optic so it is advisable to include those features, equipment and software upgrades in the project to provide for full system functionality. These enhancements will directly impact the safety and efficiency of field emergency responders, ultimately improving the quality of service provided to our community.

The status of our CAD/RMS upgrade includes the completion of the build-out phase by staff. Next steps include end-user training and a trial 'go-live' event tentatively scheduled for June 10th-12th, 2024. If this funding request is denied there will be a subsequent need to incorporate these essential items, as they are critical to the project's success. The department would only be able to utilize some functions of the CAD/RMS program and hinder our departments' capacity,

effectiveness and efficiency. The CAD/RMS project has expended 92.7% of the original budget appropriation. A total of \$417,111.69 has been spent with a project fund balance of \$32,888.31. Following discussions with the finance department, it is recommended to request a budget amendment to avoid depleting the remaining contingencies to a zero balance.

The following elements comprise the \$84,450 budget request:

Equipment/Software	Cost (est.)	Justification	Needs to complete
State of Alaska "StateLink" Integration	\$23,000	StateLink facilitates the automatic integration of criminal history queries and officer safety information entered by statewide departments into the CAD system. Absent this integration our present "legacy software" will add several steps to obtain the same information and cause delays in sharing crucial information between responders in the field, DPS and State agencies.	Additional funding for the integration contract.
"LiveScan" Palm Scanner Update and Integration	\$24,000	Our corrections division uses LiveScan for booking inmates, criminal background history queries, and is required by policy in instances of permitting and chauffer licensing. The current equipment and software are incompatible with the new CAD program. This software and equipment upgrade guarantees the accuracy of information across all platforms utilized for reporting and booking records.	Additional funding for a new "LiveScan" machine and updated software package that can communicate with the new CAD system
Mobile Data Terminals and Mounting Solutions for Police Vehicles	\$37,450	Mobile Data Terminals (Computers) in patrol vehicles are a vital aspect of the CAD/RMS project. They serve as the platform residing in both fire and police vehicles, enabling responders to receive real-time dispatches, access crucial call information, and retrieve relevant criminal history for responder safety.	

ALTERNATIVES: Council may:

1. Approve the funding request of \$84,450 from the general fund.
2. Leverage the remaining project contingency funds (\$32,888.31) and appropriate just \$52,561.69 more to cover the balance of this budget amendment request. This is not recommended in the event there are any further unknown costs before the project is completed. Unspent project funds will be returned to the general fund at the time of completion.
3. Disapprove additional funding. This is not recommended. The project's success relies on integrating these additional elements to enhance officer safety and overall department efficiency. Without them, work processes would remain redundant, with staff having to enter the same information in multiple record areas, diverting valuable time away from critical tasks such as unit management. This redundancy also increases the likelihood of inaccuracies stemming from repetitive data entry.

The CAD system is intricately designed around key features including secure server access and swift retrieval of criminal history and internal records via a single platform. It streamlines information retrieval and greatly improves the Fire and Police Departments' overall efficiency. Adding these advanced capabilities will optimize the CAD system's functionality and build a secure, seamless and accurate workflow for the departments.

FINANCIAL IMPLICATIONS: An annual maintenance fee of \$2,210 for annual license renewal and maintenance. This will be appropriated to the DPS operating budget.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to introduce Ordinance 2024-02 and schedule it for public hearing and second reading on January 23, 2024.

CITY MANAGER COMMENTS: This project has been on the City's radar since 2018. This staff summary respectfully outlines the project's history, problems and shortfalls. It also acknowledges how pressure, combined with missing leadership, can add to the very stress and dysfunction the project was supposed to alleviate. The Assistant City Manager and I have discussed the many issues identified herein to better understand how the project arrived at this point and I recommend approval.

ATTACHMENTS:

- [Pacific Applied Technology, Inc. \(StateLink\)](#)
- [HID Global \(LiveScan\)](#)
- [GCSIT \(Computers and Hardware for Police Department\)](#)

Pacific Applied Technology, Inc.

2114 Main St. Suite 100--206 Vancouver, Washington 98660 USA
Telephone: (360) 693-4292 FAX: (360) 695-1314

Vincent H. Scott
President

December 10, 2023

PROFORMA INVOICE # 242-01

Peter Gurney, MPA
Communications Sergeant
Unalaska Department of Public Safety
(907) 581-1233 ext: 0


SUBJECT: Alaska Department of Public Safety Contract Award Number 20359 / SAR 07585

Consistent with our contract with the Alaska Department of Public safety (License Agreement For A CICS/VS Interface To The National Crime Information Center), I am invoicing you for one copy of the TCP/IP PAT Regional Access Feature (identified internally as ??P5).

I have invoiced you net of sales taxes as it is my understanding that this transaction is exempt from sales taxes. If this transaction turns out to be subject to sales or other purchaser's taxes, I will invoice you for the appropriate taxes owed.

<u>Contract Reference</u>	<u>Item</u>	<u>\$ Amount</u>
Paragraph 103.B	One Copy Of TCP/IP Regional I/F (??P5)	<u>\$22,090.00</u>
Terms: Net Due In 30 Days		INVOICE TOTAL \$22,090.00
Tax Id: 91-1081077		

Sincerely,


Vincent H. Scott



Owned By: Donald Sutton

Quote Number: SQ-2023-QTO-211857

Cell: (647) 746-7559

Revision No.: 1

Phone:

Approval Date: 12/15/2023

Email: don.sutton@hidglobal.com

Expiration Date: 03/12/2024

Quote Description:

Currency: USD

Customer Bill To: City of Unalaska

Customer Ship To: City of Unalaska

Contact Name: William Homka

Contact Name: William Homka

Address: 43 Raven Way, PO Box 610, Unalaska Alaska

Address: 43 Raven Way, PO Box 610, Unalaska Alaska

United States

United States

#	Item	Description	Qty	Sale Price Each	Extended Sale Price
1	920190-01	SHIPPING ASSEMBLY, L SCAN 1000, LSE RUNTIME LICENSE, SILICONE MEMBRANE - IAM MSRP Price List	1	\$14,193.00	\$14,193.00
2	930174	CMT ADVANTAGE MAINT, YR 1, HW - L SCAN 1000, L SCAN 500, DEVICE ONLY DOMESTIC - 12 months - IAM MSRP Price List	1	\$1,417.50	\$1,417.50
3	850391-054	SOFTWARE, LSMS CONFIGURATION, ALASKA DPS - IAM MSRP Price List	1	\$0.00	\$0.00
4	850181-254	SOFTWARE, RELOAD, ALASKA - IAM MSRP Price List	1	\$0.00	\$0.00
5	850026-2U	SOFTWARE, LSMS UPGRADE 500 DPI, CUSTOMER IN MAINTENANCE, UPGRADE TO CURRENTLY RELEASED VERSION - IAM MSRP Price List	1	\$0.00	\$0.00



6	853015	SOFTWARE, LSMS, SPILLMAN INTERFACE IMPORT - IAM MSRP Price List	1	\$6,156.00	\$6,156.00
7	940056	IMPLEMENTATION, PER DAY (NO T&L INCLUDED) - IAM MSRP Price List	1	\$1,485.00	\$1,485.00
8	BIO-PUB-FREIGHT	FREIGHT CHARGES (116) - IAM MSRP Price List	1	\$150.00	\$150.00

\$23,401.50

Product(s) may require an export license if being shipped outside of the United States of America. Please consult your Account Manager for more information.

Please note: when Volume Pricing is quoted, the Discount Percentage will apply to the Quantity Tier ordered, and this may not match the Quantity Tier quoted.

UNLESS A SEPARATE WRITTEN AND MUTUALLY EXECUTED AGREEMENT IS CURRENTLY IN FORCE BETWEEN HID AND PURCHASER, PURCHASE OF THE PRODUCTS AND/OR SERVICES LISTED ABOVE IS GOVERNED BY THE APPLICABLE TERMS AND CONDITIONS LOCATED AT WWW.HIDGLOBAL.COM/SALES-POLICY ("HID TERMS AND CONDITIONS")

Contract Accepted By:

Authorized Signatory

Signature: _____

Printed Name: _____

Title: _____

Date: _____



Dell NASPO/ValuePoint Quotation



Serving Your Information Technology Needs Since 1989

NASPO/ValuePoint Contract # MNWNC-108 AK 2015PC0008 GCSIT NASPO ID: C000000007777

Quote #: 231282822	Elizabeth Sherman	Inside Sales Representative
Date: December 15, 2023	Email: esherman@gcsit.com	
Attention: Andre Kitsyuk	Phone: 866-424-2766 x 2272 Ext:	
Phone: 907-359-2945	Fax: (888) 349-2801	
Email: akitsyuk@ci.unalaska.ak.us		
Re: City of Unalaska - 10 x Dell Latitude 5430 Rugged 10 x Havis 422 Dock 10 x Mount Kits-PS NASPO - 231282822		

Unless otherwise noted quoted prices include shipping. Quote is valid for 20 days.

GROUP 1	UNIT PRICE: \$2,294.00	QUANTITY: 10	GROUP TOTAL: \$22,940.00
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Dell Latitude 5430 Rugged	210-BCFW
Intel Core Processor i5-1145G7, (QC, 2.6 to 4.0 GHz, 28W, vPro)	379-BERS
Windows 11 Pro, English, French, Spanish	619-AQLP
No Microsoft Office License Included - 30 day Trial Offer Only	658-BCSB
Intel® Core™ vPro i5-1145G7 with Iris Xe Graphics	338-CCRI
ME Lockout MOD - Manageability	631-ADED
16GB, 2x8GB, 3200 MHz DDR4 Non-ECC	370-AGTH
512GB M.2 PCIe NVMe Class 35 Solid State Drive	400-BMRW
14" Touch 1100 nits WVA FHD (1920 x 1080) 100% sRGB Anti-Glare, Outdoor Viewable	391-BGGI
English US RGB Backlit Sealed Internal keyboard	583-BILF
Intel AX210 WLAN Driver	555-BHCC
Intel AX210 Wireless Card with Bluetooth	555-BHCH
Primary 3 Cell 53.5 Whr Long-lifecycle battery	451-BCYL
65W Type-C EPEAT Adapter	492-BCXP
No Fingerprint, no Smartcard reader	346-BHQK
E4 Power Cord 1M for US	537-BBBL
Setup and Features Guide	340-CXCE
Additional 3 Cell 53.5 Whr Long-lifecycle battery	451-BCYK
ENERGY STAR Qualified	387-BBPC
Custom Configuration	817-BBBB
Dell Applications for Windows 11	658-BFIP
Mix Ship, Notebook, 5430 Rugged	340-CYJC
EPEAT 2018 Registered (Silver)	379-BDTO
Microphone + IR FHD camera; Touch; WLAN/WWAN antennae; Pogo vehicle docking and RF passthrough	319-BBHT
No Option Included	340-ACQQ

Additional USB-A rear port	590-TFHR
Additional TBT/Type-C port	325-BEJZ
Rigid handle	750-ADPK
Dell Limited Hardware Warranty Initial Year	808-6805
Onsite/In-Home Service After Remote Diagnosis, 3 Years	821-4745

GROUP 2 ACCESSORIES AND SOFTWARE

DESCRIPTION	UNIT PRICE	QUANTITY	LINE PRICE
Havis DS-DELL-422 - Docking station - VGA, HDMI - GigE (AB906743)	\$729.00	10	\$7,290.00
Havis C-HDM 1019 - Mounting component (mounting base) - 7 gauge steel - black - car seat bolts, car passenger side (AB925463)	\$166.00	10	\$1,660.00
Havis C-HDM 411 - Mounting component (bracket) - black powder coat - in-car (AC036204)	\$69.00	10	\$690.00
Havis 8.5in Heav Dut Telescop PolShorHan (A3985821)	\$159.00	10	\$1,590.00
Havis C-MD 112 - mounting component (A8785152)	\$269.00	10	\$2,690.00
HAVIS HEAVY DUTY STABILITY SIDE SUPPORT ARM (A3985725)	\$59.00	10	\$590.00

QUOTE TOTAL: \$37,450.00

All product and pricing information is based on latest information available. Subject to change without notice or obligation. Local sales taxes, when applicable, will appear on your final invoice.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Ben Knowles, Fire Chief
Through: William Homka, City Manager
Date: January 9th, 2024
Re: State of Alaska Department of Health and Social Services – Mobile Integrated Healthcare – Community Paramedicine Rural Extension of Care Additional Grant Funding

SUMMARY: Ordinance 2024-02 will accept State of Alaska Department of Health and Social Services – Mobile Integrated Healthcare (MIH) – Community Paramedicine Rural Extension of Care Grant Funding of \$83,333.33. The grant funds will be used to fund a new command vehicle outfitted to support the MIH program and other healthcare needs of the community.

PREVIOUS COUNCIL ACTION: Ordinance 2023-05: City Council voted to accept the \$166,666.66 grant funding for the Mobile Integrated Healthcare Trailer.

BACKGROUND & DISCUSSION: The proposed vehicle will support the MIH program and store equipment and supplies required for community well-checks and vaccination clinic events. Specifically designed to transport a trailer, the vehicle will be dedicated to MIH community events and has organized dry storage for sustained use during all-day or multi-day community initiatives. These events target identified "at-risk" populations within our community, enhancing access to healthcare.

Unalaska's remote location and limited resources requires the department to seek resources that meet multiple community needs. If granted the additional funding, this vehicle will enhance the MIH program and be the dedicated transport for people taken into protective custody (PC) for mental health issues per Title 47. Having a dedicated vehicle available for Title 47 transports will provide a safer transport method for patients in this condition.

Most of the City's vehicles are from the same manufacturer, Ford Motor Inc. This enables our fleet maintenance department to have expertise with one manufacturer and streamlines parts procurement and service requests. We plan to leverage existing GPO or NASPO government procurement contracts to acquire a vehicle from the same manufacturer. This will ensure consistency in our fleet management approach.

The estimated total budget for the design, build, and implementation of this vehicle is \$80,925.00. We do not anticipate any impact to the FY24 operating budget.

ALTERNATIVES: None

FINANCIAL IMPLICATIONS:

This purchase will augment the purchase of a new vehicle from rolling stock funds. We are not adding an additional vehicle to our total fleet number. This will not be an additional vehicle to maintain.

Preventative Maintenance will be required but will fall into schedule with already funded maintenance from DPW Vehicle Maintenance.

LEGAL: None.

STAFF RECOMMENDATION: Accept the State of Alaska Department of Health and Social Services – Mobile Integrated Healthcare – Community Paramedicine Rural Extension of Care Grant Funding of \$83,333.33.

PROPOSED MOTION: I move to introduce Ordinance 2024-02 and schedule it for public hearing and second reading on January 23, 2024.

CITY MANAGER COMMENTS: I support the staff recommendation.

ATTACHMENTS:

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Peggy McLaughlin, Port Director
Through: William Homka, City Manager
Date: January 9, 2024
Re: Ordinance 2024-02 Budget Amendment #3 Transferring \$45,042 from PH20A to the Port Operating Budget for Dock Site Survey, Conceptual Design and ROM cost estimating for UMC position 5-7 repair and resurfacing

SUMMARY: Approval of Ordinance 2024-02 Budget Amendment #1 transfers \$45,042 from project PH20A Cruise Ship Terminal Demand Study to Port Operating fund. This is to fund an assessment for major maintenance to the surfacing, and drainage at UMC positions 5-7.

PREVIOUS COUNCIL ACTION: This is a new request. There have been no Council Actions regarding this funding request.

BACKGROUND: The Unalaska Marine Center (UMC) was completed and operational in 1992. Positions 5-7 have had over 30 years of heavy industrial traffic and cargo operations, this has caused some settling, and negatively impacted the drainage. This budget amendment will transfer enough funding to assess and preliminarily design required work to be performed, and will also develop a rough order of magnitude (ROM) for a cost estimate for engineering and repairs.

DISCUSSION: The Port Department is requesting \$45,042 be amended from Project PH20A Cruise Ship Terminal Demand Study to the FY24 Port Operating Budget. The Demand Study is over-funded and until FY23 is formally closed, this is a conservative approach to funding this necessary assessment without overextending the Port Fund.

Attached is a proposal from PND engineers for the amount of \$45,042, the amount requested in this budget amendment. This amendment does not award a contract to PND, but provides capital to fund the assessment. PND is the designer of UMC positions 1-7 and their engineering oversight is a requirement for modifications or major maintenance to their design.

The assessment, should the amendment be approved, will address the undulating concrete on the surface of the dock. It will provide an assessment of the integrity of the walls beneath the concrete surface, identify compaction requirements and surfacing material with a cost estimate. Once the funding is secured, three businesses will be solicited for written quotes per the city's purchasing policies for professional services between \$20,000 and \$50,000. This is in lieu of the City's traditional bidding process.

This need for this was noted during the UMC positions 3 and 4 construction project and was noted that this would need to be addressed under a separate project.

ALTERNATIVES: Council could approve this request and move to a second reading and public hearing. Council could deny this portion of the requested budget amendment which would stop

the assessment from moving forward. Council could request that this assessment be included in the FY 25 budget process.

FINANCIAL IMPLICATIONS: This transfers money from an overfunded project to the Port operating budget.

LEGAL: N/A

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to introduce Ordinance 2024-02 and schedule it for public hearing and second reading on January 23, 2024.

CITY MANAGER COMMENTS: I support the staff's recommendation.

ATTACHMENTS: PND proposal for assessment



ENGINEERS, INC.

December 1, 2023

PND 21A-128

Peggy McLaughlin
Director of Ports
City of Unalaska
P.O. Box 610
Unalaska, Alaska 99685

Re: PND Proposal for Site Survey of UMC Dock Position 5-6-7 Dock Re-Surfacing

Dear Peggy,

PND Engineers, Inc. (PND) is pleased to provide this proposal for site survey of UMC Dock Pos 5-6-7 Resurfacing Survey this cost estimate assumes that field work will be performed during snow and ice-free conditions. Additional costs may be incurred on a Time and Material basis (T&M) due to snow removal, ice chipping, etc. If winter conditions set in, the site survey would be performed after conditions improve or in Spring 2024.

Task S1 – UMC 5-6-7 Dock Resurfacing Site Survey

PND will perform an on-site design survey in snow/ice conditions to update the UMC project base map to support design for planned replacement of existing concrete surfacing with a concrete paver system in area of UMC Dock Position 5-6-7. Survey scope will include topographical data of the project area, location of above ground structures, existing utility locates (above and below ground), and the as-built of storm drain manholes/catch basins. PND will rely upon the City of Unalaska and local utilities to provide underground utility locates for the survey. The survey will tie-in to existing survey control monuments utilized for previous survey base maps of the area.

- Deliverable** - Survey base map drawing (in AutoCAD and PDF) of the project area.
- Schedule** – Travel for field work within 3 weeks of NTP, base map 4 weeks after return
- Cost** -

Field Survey and Preparation	\$13,740 T&M
Expenses (travel, freight, supplies, equipment, etc.)	\$7,962 T&M
Office Processing of Field Data, Base map development	<u>\$3,565 T&M</u>
Total (including expenses) = \$25,267 T&M	

Task D1 – UMC 5-6-7 Resurfacing Conceptual Design and ROM Cost Estimate

PND will develop conceptual design based upon the intended scope of the project and the survey base map from Task S1 above for dock surfacing replacement between the existing crane rails. The scope of this task will include consideration of surface drainage, upgrades to existing utilities (vaults/lids, utility ducts/conduits), demo of existing concrete surfacing, installation of concrete paver system and appropriate subgrade, concrete curbing as needed and tie-in to adjacent facilities. The intent of this task is to clearly identify the complete scope of the project and develop accurate schedule and budget estimates for Port project planning efforts and possible grant opportunities.

- Deliverable** – Conceptual drawing site plan, written 1-2 page scope document including purpose/need, project schedule and ROM cost estimate.
- Schedule** – 6 weeks after completion of Base map
- Cost** – **\$19,775 Fixed Fee**

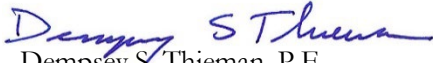


Total cost of Task S1 and Task D1 is \$45,042.

We look forward to assisting with continued improvements to the Unalaska Marine Center and appreciate the opportunity to work with the City of Unalaska. Please call if you have any questions regarding this proposal.

Sincerely,

PND Engineers, Inc.


Dempsey S. Thieman, P.E.
Senior Vice President

**PND ENGINEERS, INC.
ALASKA STANDARD RATE SCHEDULE
EFFECTIVE JANUARY 2024**

<u>Professional:</u>	Staff Engineer I	\$110.00	
	Staff Engineer II	\$126.00	
	Staff Engineer III	\$137.00	
	Staff Engineer IV	\$144.00	
	Staff Engineer V	\$150.00	
	Staff Engineer VI	\$168.00	
	Senior Engineer I	\$163.00	
	Senior Engineer II	\$173.00	
	Senior Engineer III	\$184.00	
	Senior Engineer IV	\$198.00	
	Senior Engineer V	\$214.00	
	Senior Engineer VI	\$235.00	
	Senior Engineer VII	\$251.00	
	Environmental Scientist I	\$116.00	
	Environmental Scientist II	\$137.00	
	Environmental Scientist III	\$152.00	
Environmental Scientist IV	\$168.00		
Environmental Scientist V	\$189.00		
Environmental Scientist VI	\$200.00		
<u>Surveyors:</u>	Senior Land Surveyor I	\$126.00	
	Senior Land Surveyor II	\$137.00	
	Senior Land Surveyor III	\$150.00	
<u>Technicians:</u>	Technician I	\$66.00	
	Technician II	\$95.00	
	Technician III	\$105.00	
	Technician IV	\$116.00	
	Technician V	\$144.00	
	Technician VI	\$165.00	
	CAD Designer III	\$95.00	
	CAD Designer IV	\$110.00	
	CAD Designer V	\$131.00	
	CAD Designer VI	\$144.00	

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2024-01

A RESOLUTION OF THE UNALASKA CITY COUNCIL ESTABLISHING TAXICAB RATES FOR CALENDAR YEAR 2024

WHEREAS, Unalaska Code of Ordinances § 9.12.065 requires all licensed taxicabs operating within the city to have installed an instrument (meter) by which charges for hire of such taxicabs are calculated; and

WHEREAS, Unalaska Code of Ordinances requires that the meter shall calculate the fare and be calibrated in accordance with the fare standards set by the City Council at its first regular meeting in January each year; and

WHEREAS, the taxi rates for calendar year 2024 will not change from the rates for calendar year 2023.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council establishes the taxicab rates for 2023, which include the 3% sales tax, as follows:

- \$2.65 per flag drop;
- \$0.30 per 1/10 mile;
- \$5.30 for each additional fare over two;
- \$1.06 per minute waiting time;
- \$80.00 per hour charter.

BE IT FURTHER RESOLVED that said rates include a Senior Citizen Discount of \$1.00 off any metered rate between \$5.00 and \$10.00, and \$2.00 off any metered rate over \$10.00.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on January 9, 2024.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Estkarlen P. Magdaong
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Estkarlen P. Magdaong, City Clerk
Through: William Homka, City Manager
Date: January 9, 2024
Re: Resolution 2024-01: Establishing taxicab rates for the calendar year 2024 as required by the Unalaska Code of Ordinances

SUMMARY: Unalaska Code of Ordinances (UCO) § 9.12.065(A)(3) requires that the City Council set taxicab rates at the first regular meeting in January each year. Resolution 2024-01 sets the rates for calendar year 2024 at the same level as the rates for 2023. Staff recommends adoption of this resolution.

PREVIOUS COUNCIL ACTION: Council has adopted taxicab rates annually since 1993. Through Resolution 2006-01, Council increased rates by \$0.03 per minute for waiting time and added \$80 per hour for charters. Rates have not changed since 2006.

BACKGROUND: The taxicab ordinance was adopted in 1993 and revised in 2003 and 2005. In 2005, several changes were made, but UCO § 9.12.065(A)(3) has not changed through the years of revision. The ordinance requires the City Council to set the rates each year. At the time of the 1993 adoption, the Taxi Owner's Association was active and provided input on this issue.

During a meeting held at Public Safety in November 2017, taxi drivers and taxi permit holders expressed no interest in changing the rates. There has been no response to the Clerk's written request to the permit holders to comment on rates before council set the rates (2018 to present). There was no public comment on this topic at the council meetings from 2018-2023.

On December 20, 2023, the City Clerk mailed letters to all taxi permit holders inviting them to submit comments about the rates for 2024 and encouraging them to attend tonight's council meeting. Copy attached. No responses were received before the writing of this memo.

ALTERNATIVES: Adopt rates as recommended, raise the rates, or lower the rates.

FINANCIAL IMPLICATIONS: If rates are changed, it is expected that a corresponding increase or decrease would be seen in sales tax revenue to the City. Also if rates are changed, meters would have to be reprogrammed at the expense of taxi owners.

STAFF RECOMMENDATION: Staff recommends the adoption of Resolution 2024-01.

PROPOSED MOTION: "I move to adopt Resolution 2024-01".

CITY MANAGER'S COMMENTS: I support the staff recommendation.

ATTACHMENT: Letter to taxi permit holders.

CITY OF UNALASKA
City Clerk's Office
43 Raven Way - P.O. Box 610
Unalaska, Alaska 99685
TEL (907) 581-1251 FAX (907) 581-1417



December 20, 2023

Taxi Permit Holders:

On the first City Council meeting in January, they will discuss taxicab rates for calendar year 2024. You are invited to attend the Council meeting to provide your comment/input. The Council meeting will begin at 6:00 p.m. on Tuesday, January 9, 2024 at City Hall, Council Chambers.

If you prefer not to attend the meeting, but would still like to provide your comment regarding taxicab rates, you may send your written comments to the City Clerk on or before 5:00 p.m. on Tuesday, January 9, 2024 in person or via email at emagdaong@ci.unalaska.ak.us

The City Council would like to hear what your opinions are with regards to the taxicab rates.

If you have any questions, please don't hesitate to contact our office.

Sincerely,

CITY OF UNALASKA



Estkarlen P. Magdaong
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Michelle Price, Administrative Coordinator
Through: William Homka, City Manager
Date: January 9, 2024
Re: AML Winter Legislative Conference

The Alaska Municipal League organizes its annual winter meeting in Juneau, which focuses on the legislative agenda. The 2024 Winter Legislative Conference will take place at Baranof Hotel Juneau, on February 20-22, 2024.

The goals of the meeting are to:

- Advance AML’s legislative priorities
- Learn more about specific topics relevant to municipal government
- Connect AML members with legislators and administration officials

As of January 9, 2024, the available funds in the Council travel budget are \$57,907.49.

Estimated travel costs for one traveler are:

Air Fare	\$	1,716.00
Lodging in Juneau	\$	956.00
Lodging in Anchorage	\$	169.00
Registration	\$	200.00
Vehicle Rental	\$	-
Per Diem	\$	617.00
TOTAL	\$	3,658.00

The Travel Policy for the Mayor and Council indicates that no more than three Council Members are to travel to the same meeting or conference; that travel is conducted in the most direct and economic manner possible to accomplish City business; and that at least twenty-one days prior to an upcoming trip, the council will discuss the travel, identify the Council Members to travel, and approve the travel by motion.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Michelle Price, Administrative Coordinator
Through: William Homka, City Manager
Date: January 9, 2024
Re: City's 34th Annual Lobbying Trip

The City's annual lobbying trip will be on March 4 through March 6, 2024, in Juneau. This may include a small constituent dinner on Tuesday, March 5, as well as various meetings with legislators on all three days.

To accommodate cost savings, the Mayor and those who attend the Lobbying Trip from March 4-6, can depart on Wednesday, March 6 from Juneau to attend the SWAMC meetings in Anchorage from March 7-8, returning on Saturday, March 9.

As of January 9, 2024, the available funds in the Council travel budget are \$57,907.49.

Estimated travel costs for one traveler are:

Air Fare DUT-JUN	\$	1,716.00
Lodging in Juneau	\$	956.00
Vehicle Rental	\$	-
Per Diem	\$	590.00
TOTAL	\$	3,262.00

The Travel Policy for the Mayor and Council indicates that no more than three Council Members are to travel to the same meeting or conference; that travel is conducted in the most direct and economic manner possible to accomplish City business; and that at least twenty-one days prior to an upcoming trip, the council will discuss the travel, identify the Council Members to travel, and approve the travel by motion.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Michelle Price, Administrative Coordinator
Through: William Homka City Manager
Date: January 9, 2024
Re: SWAMC Economic Summit & Membership Meeting

The SWAMC Economic Summit and membership meetings will be on March 7 and 8, 2024, at the Hotel Captain Cook in Anchorage. This is an outlet for networking opportunities and presentations relevant to our Southwest Communities. This year's message is "Charting a Course Forward in a Dynamic World".

As of January 9, 2024, the available funds in the Council travel budget are \$57,907.49.

Estimated travel costs for one traveler are:

Air Fare	\$ 1,300.00
Lodging in Anchorage	\$ 507.00
Registration Fees	\$ 330.00
Vehicle Rental	\$ -
Per Diem	\$ 580.00
TOTAL	\$ 2,717.00

The Travel Policy for the Mayor and Council indicates that no more than three Council Members are to travel to the same meeting or conference; that travel is conducted in the most direct and economic manner possible to accomplish City business; and that at least twenty-one days prior to an upcoming trip, the council will discuss the travel, identify the Council Members to travel, and approve the travel by motion.