

City of Unalaska
UNALASKA CITY COUNCIL

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

Regular Meeting
Tuesday, February 12, 2019
6:00 p.m.

Unalaska City Hall
Council Chambers
43 Raven Way

Council Members

James Fitch
Roger Rowland
David Gregory

Frank Kelty, Mayor

Council Members

Dennis Robinson
Alejandro Tungul
Shari Coleman

AGENDA

1. Call to order
2. Roll call
3. Pledge of allegiance: Unalaska Girl Scout Troop 381 to lead the Pledge of Allegiance
4. Recognition of visitors
5. Adoption of agenda
6. Awards
 - a. City of Unalaska, Community Extra Mile Award: Tammy Pound
 - b. Unalaska City School District, Recognition of Service: Tammy Pound
7. Approve minutes of previous meeting, January 22, 2019
8. Reports
 - a. Vice Mayor Robinson, report on the North Pacific Fisheries Management Council Meeting
 - b. City Manager
 - c. Committee and Commission 2018 Annual Reports
 - i. Library Advisory Committee, presented by M. Lynn Crane
 - ii. Parks, Culture and Recreation Committee, presented by Thomas Roufos
 - iii. Planning Commission and Platting Board, presented by Billie Jo Gehring
 - iv. Historic Preservation Commission, presented by Billie Jo Gehring
9. Community Input and Announcements
 - a. Bill Shaishnikoff and Keith Pedwell, private wind energy project
10. Public testimony on agenda items
11. Work session
 - a. Captains Bay Road Project Update, by HDL Engineering
 - b. Library Expansion Project Update, by ECI Architects
 - c. Sitka Spruce Park Project Update, by Roger Blakeley and Nick Cron of PCR
 - d. School District Playground Project Update, by Roger Blakeley and Nick Cron of PCR
12. Regular agenda
 - a. Review of liquor license renewal application from Airport Restaurant & Lounge
 - b. Resolution 2019-04: Approving Council's Goals for the Fiscal Year 2020 Budget
 - c. Resolution 2019-05: Supporting full funding from the State of Alaska for the Harbor Facility Grant Program in the FY20 State Capital Budget
 - d. Resolution 2019-06: Identifying the City of Unalaska's State Priorities for Fiscal Year 2020
 - e. Resolution 2019-07: Confirming the Mayor's appointments to the Parks, Culture and Recreation Committee and the Library Advisory Committee
 - f. Resolution 2019-08: Authorizing the City Manager to enter into an agreement with the Financial Engineering Company for professional services to analyze the Unalaska Marine Center Tariff and Contract Rates, in an amount not to exceed \$22,090
 - g. Resolution 2019-09: Authorizing a donation from the Council's operating budget in the amount of \$_____ to the United States Coast Guard Chief Petty Officers Foundation to be used for the benefit of the U.S. Coast Guard Marine Safety Detachment in Unalaska
13. Council Directives to City Manager
14. Community Input / Announcements
15. Adjournment

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Frank Kelty, Mayor

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Dennis Robinson
Alejandro Tungul
Shari Coleman

MINUTES

1. Call to order

Vice Mayor Robinson called the Regular Meeting of the Unalaska City Council to order at 6:01pm, on January 22, 2019, in the Unalaska City Hall council chambers.

2. Roll call

Present:

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

Absent:

None

3. Pledge of allegiance

Council Member Tungul led the Pledge of Allegiance

4. Recognition of visitors

- Dan Rozema, KPMG
- Wayne Jensen and Corey Wall, architects from Jensen Yorba Lott, Inc.

5. Adoption of agenda

No additions or objections heard
Adopted by consensus

6. Awards / Presentations: Unalaska Department of Fire and Emergency Medical Services, Presentation of Helmets to new Firefighters

Fire Chief Ramona Thompson and Fire Captain Mike Hanson presented helmets to Josh Good, David Gibson, Thomas Roufus, Arianna Morales, Jodi Gross and Jocelyn Hernandez who completed 180 volunteer hours and earned three certifications for Firefighter 1, HAZMAT Awareness and HAZMAT Operations.

7. Approve minutes of previous meeting, January 8, 2019

Coleman made a motion to approve the minutes of January 8, 2019; Tungul seconded

8. Reports: City Manager gave his report

9. Community Input / Announcement

- Donation forms available for Coast Guard Chief Petty Officers Foundation, during federal government shutdown
- Mayor Kelty requested for two appointments from the City Council for the School Budget Committee. Council members Robinson and Gregory volunteered for the January 28 meeting at 7:00 pm at the Library
- Tungul thanked PCR and the participants who performed in the Martin Luther King, Jr. event
- Thank you to OptimEra, Inc. for providing emergency back-up line for telemedicine at the Clinic

10. Public testimony on agenda items – None

11. Public hearing on Ordinance 2019-01 creating Budget Amendment #4 to the Fiscal Year 2019 Budget, creating the operating budget for the Department of Fire and Emergency Medical Services and decreasing the operating budget of the Department of Public Safety – Hearing no testimony, Public Hearing closed

12. Work session

Tungul made a motion to move into Work Session; Gregory seconded
Motion passed by consensus

- a. Presentation of the Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2018
Dan Rozema of KPMG, presented the CAFR for FY18 and answered questions from the Council
- b. Presentation regarding Revenue Projections and Budget Goals for Fiscal Year 2020 (July 1, 2019 through June 30, 2020)
Finance Director Clay Darnell led the presentation and answered questions from the Council

13. Regular agenda

Tungul made a motion to reconvene to Regular Session; Coleman seconded
Motion passed by consensus

a. Unfinished Business

- i. Ordinance 2019-01, Second Reading, Creating Budget Amendment #4 to the Fiscal Year 2019 Budget, creating the operating budget for the Department of Fire and Emergency Medical Services and decreasing the operating budget of the Department of Public Safety
Gregory made a motion to adopt Ordinance 2019-01; Tungul seconded
Roll Call Vote: Fitch – yes; Coleman – yes; Rowland – yes; Robinson – yes; Tungul – yes; Gregory – yes
Motion passed 6-0

b. New Business

- i. Resolution 2019-02: Approving financial support for the Online Sales Tax Working Group formed by the Alaska Municipal League in the amount of \$_____

Tungul made a motion to adopt Resolution 2019-02; Coleman seconded

Gregory made a motion to amend Resolution 2019-02 by inserting the amount of \$5,000;
Tungul seconded

Roll Call Vote to amend: Rowland – yes; Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes
Amendment motion passed 6-0

Roll Call Vote on main motion as amended: Coleman – yes; Rowland – yes; Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes
Motion passed 6-0

- ii. Approve proposed letters of support for grant applications to be submitted by the Qawalangin Tribe and the Alaska Department of Fish and Game for operation of the McLees Lake salmon weir

Tungul made a motion to approve the letters of support for grant application to be submitted by Qawalangin Tribe and the Alaska Department of Fish and Game; Gregory seconded

Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes; Rowland – yes
Motion passed 6-0

- iii. Travel Approval: Approve travel for Mayor and Council Members to attend the SWAMC Conference, February 27-28, 2019 in Anchorage

Gregory made a motion to approve travel for Mayor Kelty, Vice Mayor Robinson and Council Member Coleman to attend the SWAMC conference in Anchorage; Tungul seconded

Roll Call Vote: Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes; Rowland – yes; Robinson – yes
Motion passed 6-0

- iv. Travel Approval: Approve travel for Mayor and Council Members to attend the City's state lobbying trip March 18-20, 2019 in Juneau

Coleman made a motion to approve travel for Mayor Kelty, Council Members Tungul, Gregory and Fitch to attend the lobbying trip to Juneau on March 18-20, 2019; Gregory seconded

Roll Call Vote: Gregory – yes; Fitch – yes; Coleman – yes; Rowland – yes; Robinson – yes; Tungul – yes
Motion passed 6-0

14. Council Directives to City Manager – None

15. Community Input / Announcements

- Kelty – Sand Point girls and boys team coming in this weekend for home games
- Robinson – shout out to OptimEra for providing back-up line and reminder about Coast Guard donation forms

16. Adjournment

Meeting adjourned at 7:45pm

Marjie Veeder
City Clerk

TO: Mayor and Council
FROM: Thomas Thomas, City Manager
SUBJECT: City Manager's Report
DATE: February 12, 2019

CAPTAINS BAY ROAD

The Statewide Transportation Improvement Program (STIP) application process is being revamped and not yet posted for public access. To nominate a project, the application will need to be coordinated with the Regional Planner. Funding will come thru the Community Transportation Program (CTP). The entire CTP statewide budget for the next two years is \$50M. The project will have a better chance of getting funding if a match is provided.

The initial survey is complete; alternative alignments have been evaluated; initial and revised cost estimates developed. HDL Engineering will provide an update to Council on February 12th to solidify road alignment prior to narrowing down a detailed design and estimate. A cost estimate for an overland route bypassing Westward, North Pacific Fuel (formerly Crowley), and OSI will be discussed with Council on February 12th.

UMC LAYDOWN AREA

A Notice to Proceed was issued to Northern Alaska Contractors (NAC) on November 8, 2018. Fill along Ballyhoo Road is expected to begin the first week of April. Substantial Completion date is June 30, 2019 and the Final Completion Date is July 14, 2019. The project has been registered with the Alaska Department of Labor. The Storm Water Pollution Prevention Plan submittal from NAC is nearly complete.

TRANSPORTATION STUDY RFQ

Later this month the City will publish a Request for Qualifications to select one or more consultants to assist the City with a Transportation Study. The selected consultant will report to and be directed by the Planning Department and the City Engineer. The purpose of the Transportation Study is to determine the feasibility of providing public transportation in Unalaska.

LIBRARY BUILDING IMPROVEMENT PROJECT

The Library Project architects will be in town February 11-14, and we have finalized their schedule. I would like to encourage Council Members and the public to attend all of the events listed below. Even if you can just make it to some of the events, it would be helpful. We will have food at the public meeting on Monday, so you won't go hungry. It will be a busy week for the library staff.

- **Monday, 2/11, 5:15 – 6:00** Library Advisory Committee Special Meeting
- **Monday, 2/11, 6:30 – 7:30** Public Meeting
- **Tuesday, 2/12, 6:00** City Council Meeting/Presentation
- **Wednesday, 2/13, 4:30 – 7:00** Open House (drop-in)

CITY OF UNALASKA
P.O. Box 610
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MEMO

February 12, 2019

To: Mayor Frank Kelty
Unalaska City Council
From: M. Lynn Crane, Chair, Unalaska Public Library Advisory Committee
Re: Public Library Advisory Committee Annual Report to the Mayor and Council, 2018

This year, the Unalaska Public Library continued to provide valuable services and resources to the community, and I am pleased to submit this report on Unalaska Public Library and Library Advisory Committee activities to the Mayor and Council. It covers the calendar year from January – December of 2018. The following statistics provide a snapshot of core library services and usage.

	2018	Daily Average	2017	% Difference
Users through the door	52,435	147	50,597	+3.6%
Items checked out	86,450	242	74,345	+16%
Computer & WiFi Sessions ¹	55,278	155	37,987	+46%
Reference Questions	2,065	6	1,266	+63%
Active Registered Users ²	4,178	-	4,427	-5.6%
Interlibrary Loans	283	-	293	-3.4%
Programs Offered	159	-	137	+16%
Attendance at Programs	2,643	-	2,088	+27%
Meeting Room Reservations	337	-	270	+25%
Notarized Documents	370	-	197	+88%
Passport Applications	160	-	149	+7.4%
Passport Photos ³	232	-	190	+22%

1. Starting in January 2018, we tracked the number of wireless sessions using the Wireless Access Point rather than staff tallying by hand, so this number saw a large increase and is now more accurate. The wireless session number indicates the number of devices and also accounts for people in the parking lot.
2. Card has been used for checkout in the past 60 months.
3. New service as of March 2017

Future Improvement and Potential Expansion of the Library Facility

The Committee thanks the Mayor and Council for beginning the CMMP process in 2012 to eventually improve the library facility. The community has expressed a need for improvements in the areas of children's and teen space, meeting and study space, community event and learning space, and more room for seating and library materials.

In recent years, we have seen major progress on this project, with its acceptance in FY18 into a Pre-Development Program funded and administered by the Rasmuson Foundation and Foraker Group, and city funding in FY19 for full design of the expansion and renovation of the library. The city hired ECI Alaska Architects through a competitive bidding process to complete the design of the library, and they are currently working toward the goal of 100% design by January 2020.

If the project moves forward with Council approval, construction will commence in FY20 and be completed by winter 2020.

The Advisory Committee has played an active part in the public input process for the Library Building Improvement Project, meeting multiple times with the project architects and providing input on topics like public art and self-checkout, as well as giving general input on the direction and scale of the project.

Committee Work: In 2018, the Committee met eight times: six times in regular session and twice in special session.

The Committee received information and gave advice to the City Librarian and the Director of Parks, Culture, and Recreation on the following discussion topics in 2018:

- Library Building Improvement Project
- Library Business Plan
- Valentine Rose Writing Contest judging
- Summer Reading Program
- Spring and Fall/Winter Library Programs
- Wireless & Computer Use Agreement
- Family Contract for Online Safety
- Banned Book Week Programming

Library Advisory Committee Members:

	Term Expires:
M. Lynn Crane, Chair	02/2021
Cyri Thompson, Vice Chair	02/2019
Robert Cummings	02/2021
Debbie Hanson-Zueger	02/2020
Virginia Hatfield	02/2019
Cat Hazen	02/2021
Ynna Hiceta	02/2019

In summary, members of the Public Library Advisory Committee report that the library has had an exceptional year and that the Unalaska community continues to use the library's resources, services, and programs. We look forward to discussing this report and answering any questions that may be raised by Council members or City Administration on February 12, 2019.



**City of Unalaska
Parks, Culture and Recreation Committee
Annual Report to Council
January 01 – December 31, 2018**

The City of Unalaska Parks, Culture and Recreation (PCR) Committee Annual Report to Council highlights the Committee's accomplishments during the 2018 calendar year.

PCR COMMITTEE MEMBERS

- Thomas Roufos, Chair
- Jason Gates
- Jim Morris
- Joanne Villamor
- Robert Cummings
- Michelle Murdock

The Committee has been active in the playground improvement project and reviewing the programming of PCR. This included the progress of the Town Park Playground plans and bid process and Sitka Spruce environmental study. The Committee also had input into the UCSD playground project for the school district.

This group's major role was to provide insight and feedback on programming, events, and operations. The committee serves as another set of eyes looking at all of PCR. The Committee reviewed the seasonal activity guides, annual budget, and fee schedule along with the Business Plans that were created by each division of PCR.

The Business Plan Project was to develop a format for anyone to look at the department in a more in-depth way without getting lost in spreadsheets and schedules. The Business Plans have made it possible to look at the goals and outcomes by division and to track the progress of each of the divisions' goals and objectives.

The Committee tackled PCR concerns that included new pool hours for children and adults. The committee also had discussion about the proposed head lifeguard position and the benefits that this position would provide to pool operations.

The Department implemented a background check policy and a parent responsibility policy with age limits for the department.

The committee discussed changes to the committee Bylaws that would remove committee members who do not attend the regularly scheduled quarterly meetings.

The chart below outlines the accomplishments of the PCR Committee during 2018.

PCR Committee 2018

Reviewed	Action
Activity Guides - Winter/Spring, Summer, & Fall	New Community Center Cameras were installed
Budget for Fiscal Year 2018	
Business Plans (Recreation; Library; Aquatics; Parks; and Operations)	
CMMP Projects	
Implemented Ideas & Suggestions	Feedback & Suggestions for Improvements to Existing Programs
Healthier food choices at PCR activities	Youth Swim League
Staff are pursuing a Head lifeguard Position	Pool Family Swim Hours
Pool Hours	Healthier food choices at PCR activities
Staff are pursuing an Activity Guide App	
	Concerns
	Lack of qualified people to teach the classes

New Classes

The Committee determined that a key area of concern was in PCR's offerings regarding Aquatic Programming. This year we have had many more programs at the pool due to the hiring of a program coordinator for aquatics programming.

PCR offered a successful trial run of a Country Line Dancing class that merges dance and fitness. After a successful trial run that attracted over 20 individuals for some classes, this class has been added to the ongoing programming schedule.

PCR has partnered with APIA to host several programs. There is a weekly senior exercise program that is held at the Senior Center on Tuesdays and Thursdays before senior lunch. This class seeks to increase the overall health and mobility of those who participate. PCR also worked with APIA to host a summer camp program with art, basketball, and iqyax building programs.

Following his training, Recreation Coordinator Carlos Tayag began teaching POUND fitness classes. This new program offering has been well received and popular.

New Approaches

PCR Staff will be working in conjunction with a committee to revamp the Martin Luther King Jr. Event. The PCR committee will also be consulted on this event as plans are developed.

PCR staff is currently working to release a smartphone app that will make the tri-annual Activity Guide available on smartphones and other digital devices. Not only will this increase the availability of the Activity Guide but it will also save on paper and waste which has been shown to be a local concern, and it will also reduce the total cost of advertising and marketing for PCR programs and services.

**CITY OF UNALASKA
PLANNING COMMISSION & PLATTING BOARD
2018 ANNUAL REPORT**



This annual report is designed to serve multiple functions: to summarize the planning activities of the Unalaska Planning Commission; to serve as a resource document; to project future planning needs and activities; and to meet the requirements of § 2.60.090, Unalaska Code of Ordinances.

The Planning Commission, Platting Board, Department of Planning, and Unalaska City Council refer to the adopted Comprehensive Plan, Platting and Subdivision Regulations, Zoning Code of Ordinances, Zoning Map, and other applicable codes for all decisions rendered.

The following residents of Unalaska served on the City of Unalaska's Planning Commission and Platting Board throughout 2018:

Chair Billie Jo Gehring (Elected at meeting of August 16, 2018)

Vice Chair Travis Swangel

Vicki Williams

Helen Brown

Lottie Roll (resigned after meeting January 18, 2018)

Tom Bell (Appointed February 13, 2018)

The Planning Commission and Platting Board are supported by the City of Unalaska's Planning Department, which consists of:

William Homka, AICP, Planning Director

Thomas Roufos, Associate Planner

James Price, GIS Administrator (resigned July, 2018)


Judy Huling, Administrative Assistant (resigned November, 2018)

PLANNING COMMISSION AND PLATTING BOARD
RESOLUTION 2019-01

In accordance with § 2.60.090 of the Unalaska Code of Ordinances, the City of Unalaska's Planning Commission officially adopts the following annual report, filing the same with the Unalaska City Council.

CITY OF UNALASKA
PLANNING COMMISSION

BY: 
Billie Jo Gehring
Commission Chair


William Homka
Secretary of the Commission

DATE OF ADOPTION: January 31, 2019

INTRODUCTION

Alaska State law gives incorporated municipalities the authority and responsibility for planning, platting, and land use regulation. In addition to providing for the orderly and efficient use of land and other resources, planning can establish ground rules for development for the whole community and provide the means by which residents participate in important decisions about their community's future. With effective planning, a community can define its character and realize tangible benefits.



The Unalaska Code of Ordinances establishes the Planning Commission and Platting Board to help assure orderly growth of Unalaska and offers additional guidance regarding their functions, power and duties, which include:

- To recognize and utilize such basic information necessary to understand past trends, present conditions, and forces affecting community growth and development;
- To prepare and keep current a Comprehensive Plan for meeting present requirements and future needs for community growth and development as may be foreseen by the Commission/Board;
- To establish principles and policies for guiding actions affecting growth in the city;
- To prepare and to recommend to the City Council ordinances, regulations, or other proposals promoting orderly development indicated as desirable by the Comprehensive Plan;
- To exercise jurisdiction over platting as provided in Chapter 8.08, and to act upon requests for variances, conditional uses, and zone amendments as provided in Chapter 8.12;
- To keep the City Council and general public informed and advised as to matters before the Commission/Board;
- To conduct such meetings, as required, to gather information necessary for the drafting, establishment, and maintenance of the Comprehensive Plan and the ordinances and regulations relating to it; and

- To perform other duties lawfully assigned to the Commission/Board or which have a bearing on the preparation or accomplishment of the Comprehensive Plan.

§ 2.60.090 of the Unalaska Code of Ordinances requires each board and committee to submit an annual report which summarizes the activities which have occurred during the previous year. The Annual Report is a mechanism for monitoring those activities and for presenting to the City Council the goals and objectives for Planning in the coming year.

SUMMARY OF PLANNING ACTIONS FOR 2018

I. General Statistics (January 1, 2018 – December 31, 2018)

2018 was about as busy as 2017 for both the Planning Commission and Platting Board. The PC/PB actions for 2018 and previous years are summarized below:

Application Type	Considered or Reviewed/ Granted, Approved or Formally Recommended		
	2016	2017	2018
Variance	3/3	3/2	6/5
Conditional Use	7/7	6	4/4
Zone Amendment	1/1	-	-
Property Acquisitions	-	-	-
Code Revisions	3/3	-	-
Plats	3/3	3	3
Planning Documents	2/1	2	2/1
TOTAL MEETINGS	11	8	10

II. Planning Commission Recommendations to Council

The Planning Commission recommended no Code Revisions and one Planning Document to the City Council for action in 2018.

<i>July 19, 2018: Tabled Resolution 2018-11, an update to city policy</i>	The Planning Commission tabled Resolution 2018-09 a resolution to endorse an update to city policy regarding liveaboard vessels due to confusion over draft policies
<i>August 16, 2018: worksession regarding Resolution 2018-11, an update to city policy</i>	Discussion, but no action taken, tabled indefinitely
<i>November 15, 2018: Announced planning document</i>	Planning Staff announced and discussed with Planning Commission the results of the city's bus transit study

III. Planning Commission Actions and Activities

The Planning Commission & Platting Board reviewed two Planning Documents, approved five Variances, and approved four Conditional Use Permits in 2017, and held two special meetings.	
<i>January 15, 2019: Special Meeting</i>	Planning Commission met on site at 1757 Broadway Ave to better understand the circumstances of Resolutions 2017-11 and 2017-12 , with a further trip to the Matson container yard to experience the sound of the refrigerated container vans
<i>January 18, 2019: Approved Resolution 2017-11, a conditional use permit</i>	The Planning Commission through Resolution 2017-11 approved an octopus processing facility on a residential lot at 1757 Broadway Ave.
<i>January 18, 2019: Denied Resolution 2017-12, a Variance</i>	The Planning Commission through Resolution 2017-12 denied a variance request for setback reduction for the same octopus processing facility.
<i>February 15, 2018: Approved Resolution 2018-01 Annual Report (Planning Document) and filed with City Council</i>	The Planning Commission through Resolution 2018-01 approved the <i>Planning Commission and Platting Board 2017 Annual Report</i> , which reviewed the year in Planning in Unalaska.
<i>February 15, 2018: Approved Resolution 2018-02, a conditional use permit</i>	The Planning Commission through Resolution 2018-02 approved a 3 story housing structure on 2 nd St.
<i>February 15, 2018: Approved Resolution 2018-03, a variance</i>	The Planning Commission through Resolution 2018-03 approved setback variances for a 3 story housing structure on 2 nd St.
<i>February 15, 2018: Approved Resolution 2018-04, a conditional use</i>	The Planning Commission through Resolution 2018-04 approved a conditional use for a communications tower on the Optimera site at the top of Lear Rd, a Public/Quasi-Public use in a Single Family/Duplex zone
<i>February 15, 2018: Approved Resolution 2018-05, a variance</i>	The Planning Commission through Resolution 2018-04 approved front setback variance for a communications tower on the Optimera site at the top of Lear Rd
<i>May 17, 2018: Approved Resolution 2018-06, a variance</i>	The Planning Commission through Resolution 2018-06 approved a lot frontage variance and new subdivision on Lot 2 of Hester Subdivision
<i>May 17, 2018: Denied Resolution 2018-07, a variance</i>	The Planning Commission through Resolution 2018-08 denied a variance request for a hot tub gazebo on a lot at 226 West Broadway.
<i>June 21, 2018: Approved Resolution 2018-08, a variance</i>	The Planning Commission through Resolution 2018-08 Approved a variance request for a greenhouse on Lot 14A of Aerie Subdivision, Plat 89-01
<i>June 21, 2018: Denied Resolution 2018-09, a variance</i>	The Planning Commission through Resolution 2018-09 Approved and amended variance request for an artic entry and stairs on Lot 1 of Seagull Hill Subdivision, Nichols Addition,

	Plat 99-05
<i>June 21, 2018: Tabled Resolution 2018-10, a large subdivision</i>	The Planning Commission tabled Resolution 2018-10 at the request of the applicant who was unable to be present
<i>July 19, 2018: Approved Resolution 2018-10, a large subdivision</i>	The Planning Commission approved Resolution 2018-10 as a preliminary plat, for amendments to be made to file the final plat
<i>July 19, 2018: Tabled Resolution 2018-11, a update to city policy</i>	The Planning Commission tabled Resolution 2018-09 a resolution to endorse an update to city policy regarding liveboard vessels due to confusion over draft policies
<i>July 23, 2019: Special Meeting</i>	Walking tour taken of downtown area. Lead by Christian Schmidt, Planning intern. Discussed various issues present in downtown areas. Considered how these issues could be addressed.
<i>August 16, 2018: Approved Resolution 2018-12, a conditional use</i>	The Planning Commission approved Resolution 2018-12 for PacSteve to operate a pallet factory, a manufacturing use, in a general commercial zone
<i>August 16, 2018: Approved Resolution 2018-13, a conditional use</i>	The Planning Commission approved Resolution 2018-13 for Smokey Point Concrete to operate a sand/gravel pile and batch plant, a use slated for Marine Related Industrial, in a Marine Dependent Industrial zone
<i>September 20, 2018: Announced planning determinations</i>	Planning Staff announced two planning determinations to the Planning Commission
<i>November 15, 2018: Announced planning document and delineation</i>	Planning Staff announced and discussed with Planning Commission the results of a wetland delineation and the city's bus transit study

IV. Platting Board Actions

The Platting Board took action on two subdivision plats in 2018. One plat remains in the preliminary stage, a final plat with appropriate edits was never returned to the Planning Commission.	
<i>May 17, 2018: Approved Resolution 2018-06, a variance</i>	The Planning Commission through Resolution 2018-06 approved a lot frontage variance and new subdivision on Lot 2 of Hester Subdivision – This plat was not recorded, due to the final plat remaining incomplete
<i>June 21, 2018: Tabled Resolution 2018-10, a large subdivision</i>	The Planning Commission tabled Resolution 2018-10 , a large subdivision, at the request of the applicant who wished to be present for the meeting but was unable to be present
<i>July 19, 2018: Approved Resolution 2018-10, a large subdivision</i>	The Planning Commission approved Resolution 2018-10 as a preliminary plat, for amendments to be made to file the final plat

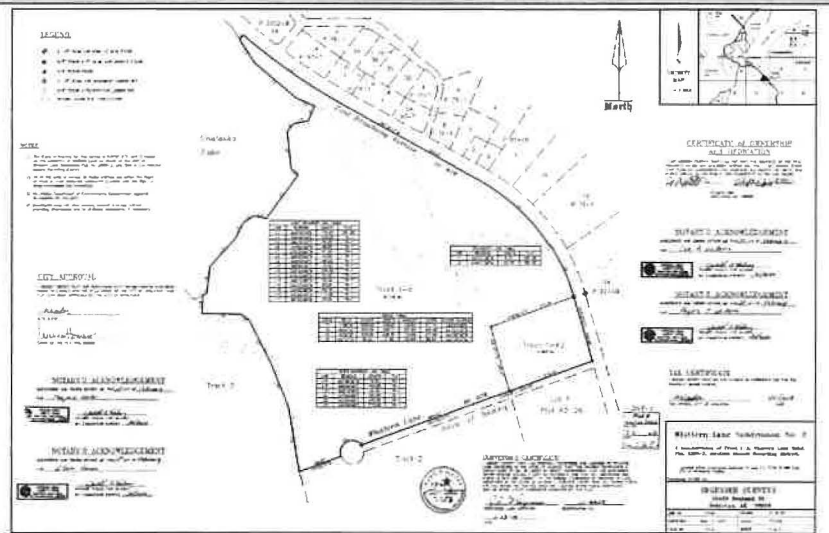


V. Platting Authority Actions

The Planning Director acting as the Platting Authority and took action on two subdivision plats in 2018, and one new tideland survey.

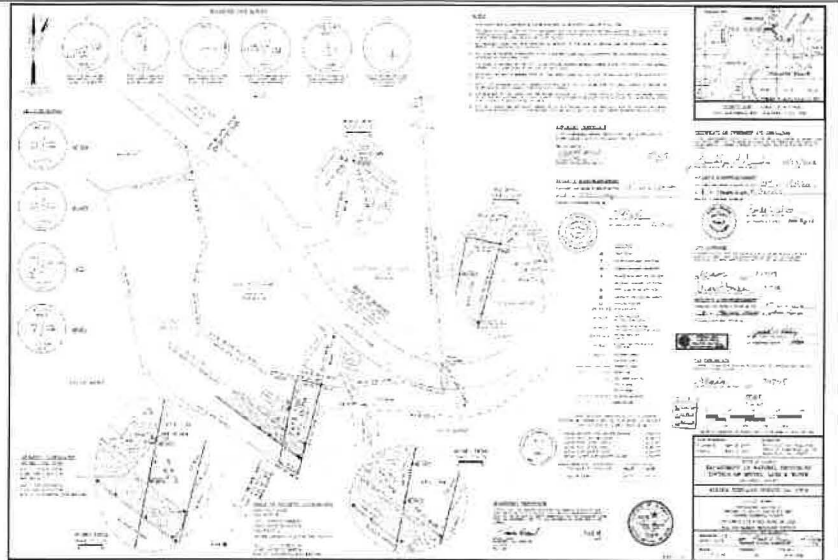
On February 27th, 2018, the Platting Authority approved **Whittern Lane Subdivision No. 2**, a resubdivision of Tract 1-A, Whittern Lane Subdivision, Plat 2000-3, Aleutian Islands Recording District.

The new plat is **Plat #2018-3, AIRD**



On July 17th, 2018, the Platting Authority approved **Alaska Tideland Survey No. 1709**

The new plat is **Plat #2018-10, AIRD**



On December 5th, 2018, the Platting Authority approved **Slope Easement Plat BLM Tract 38**

The new plat is **Plat #2018-12, AIRD**



VI. Planning Determinations

The Planning Director issued Two planning determinations in 2018.

August 20th, 2018: Planning Determination assigning a rear yard

Assigned a rear yard lot line designation to a more appropriate lot line to better suit development and lot shape on Lot 2, Huling Subdivision Add. 1, Plat 98-12

August 20th, 2018: Planning Determination nullifying a side-yard setback requirement

Nullified the requirement for a side yard setback on a lot due to existing cliff side creating a clear delineation and negating the need for a side yard setback.

VII. Summary of Appeals Cases and Actions:

The Planning Commission did not hear any appeals of administrative decisions.

VIII. Department of Planning Activities:

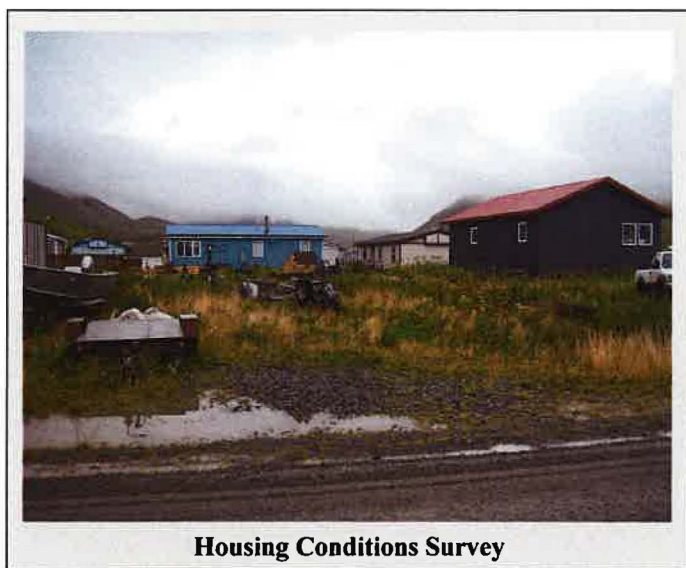
The Department of Planning's primary responsibility is coordinating community planning and development, land use, and capital growth within the City of Unalaska. Services include assisting the public, Mayor and City Council, Planning Commission, and other City departments by providing information, guidance, and direction on land use issues and regulations. Under the guidance of the department, the City's annual five-year capital improvement, replacement, and maintenance program is developed. The department also initiates and directs studies and reports relating to long and short-term planning needed for both community growth and development, in accordance with the Comprehensive Plan.



Preparing Fireworks for New Year's Eve

In addition to the involvement in the items described in previous sections, Departmental activities and accomplishments for 2018 include the following:

- **Negotiated Agreements:** Coordinated the negotiation and approval of:
 1. Tideland leases and easements which will allow for businesses to expand operations in our community and help to diversify Unalaska's economic base, as well as provide access for public works projects.
 2. Negotiated the lease of city owned real estate for the location of a cellular tower on E. Broadway across from the Department of Public Works.
- **GIS Improvements.** Maintained contract with GTG and updated to new ArcPro software, a successor to the existing ArcMap software.
 1. Held on-site training with ESRI representative for the basics of new ArcPro.
 2. Supported the Department of Public Safety in the configuration of a new Computer Aided Dispatch system
- **Housing Conditions Survey.** Planning staff completed 95% of the field work for the Housing Conditions Survey between July and October 2017. This document was completed in 2018. The study determined that for a total of 878 parcels surveyed, 298 were identified as single family residences, 96 as duplexes, 56 as multi-family, and 14 as bunkhouses. The remaining parcels were public, commercial, industrial, or undeveloped parcels and tidelands. Of the 298 single family residences 18 were designated vacant or abandoned (6%). The zoning of each parcel was identified as well as the current use of the parcel. For more information, see the council memo and report.



Housing Conditions Survey

- **Planning Education and Outreach.** The planning department participated in the annual job fair and Heart of the Aleutians at the Unalaska High School, and hosted a first grade class during their field trip to City Hall.
- **Planning Commissioner Training.** Planning staff arranged for Commissioners Bell and Brown to participate in Commissioner Training at the 2018 Alaska Planning Conference held in Anchorage in January, 2019.
- **Aerial Photography:** Received new aerial photography from Aleutian Aerial and began integrating the imagery into the GIS system. Currently at 80%, the new GIS administrator will complete the project upon his arrival in late January of 2019
- **Transportation Study:** In 2017, the planning department initiated a transportation study of all the islands transportation resources, including the study of possible public transit.
 1. In addition to collecting data about registered vehicles, licensed drivers, analyzing use patterns and possibilities, the staff set up cameras in partnership with several businesses. The cameras served to provide visual resources for reviewing traffic patterns, turning movements, etc. as well as to aid with counts of various types at eight locations.
 2. The staff also coordinated the operation of one study period whereby the city provided free bus service throughout an established route during a week in August. There were 266 riders who also completed surveys about transportation needs.
 3. The January 2018 operation of a bus was informed by the results of the August run. In January, two rented vans were used, shortening bus runs to 30 minutes of less. The number of set bus stops was also paired down from 25 to 10 at some of the most popular locations, all within about a 5-minute walk of almost any location off of Airport Beach Road and Broadway Avenue. There were 1,350 riders who utilized the bus on this run.
 4. This study won the City of Unalaska Teamwork Award for bringing together a large team of city employees to conduct such a thorough study.
- **Comprehensive Planning.** The planning department has begun the process of collecting data toward updating the Comprehensive Plan. The data collected thus far pertains to basic demographic and economic data, as well as housing data. Two committees were established to aid with the process and activities, including a Steering and a Technical Advisory Committee. A public meeting was held in April and utilized a new technology, Sli.do, to gain comments from audience participation on their smartphones. The Sli.do app was successful in capturing the majority of responses, with some minor technical glitches presumably due to bandwidth restrictions.
- **All Hazard Mitigation Plan 5 Year Update.** The planning department successfully coordinated a consultants work and meetings with staff and directors to consider any new data and natural hazard occurrences to update the City's All Hazard Plan. The Plan is required to be current so the city is eligible to receive any federal funds associated with future recovery efforts from natural disasters. City Council adopted the 5 Year Update in October 2018.
- **US Census 2020 Preparation:** Staff assisted the Census Bureau in reviewing addressing information to better prepare our island residents for the upcoming decennial census. This involved



Transit Study – Bus Passengers

troubleshooting address problems/issues provided to us by the Census Bureau and verifying individual addresses per the city's addressing policy.



Downtown Tour with Planning Intern

- **Downtown Tour:** Planning Intern Christian Schmidt reviewed zoning code in the context of the downtown area surrounding 1st through 3rd St.'s. A special meeting was then held to walk Planning Commissioners through the area, making note of locations of interest, such as where property lines were unrealistically small to allow future use per current code, or where buildings cross multiple property lines, or conflicting uses lie adjacent to each other. This successful walk-through helped to identify and support the need for zoning reform or overlay for the downtown area.
- **Fireworks Coordinator:** Director Homka assumed the role of coordinator in partnership with Dan Winters, Public Utilities Director. Dan has served in this capacity for over 10 years and mentored Bil in the role of coordinating the city's New Year's Eve fireworks display. The fireworks occur twice each year, on New Year's Eve and on Independence Day.
- **CMMP Process:** This year, the Planning Department has

moved from Publisher to PowerPoint to minimize the amount of background and legacy formatting that is stuck in the Publisher documents. This has increased the speed at which the project files can be opened, and made the process of compiling new slides faster and more efficient.

IX. Departmental goals for 2019 include the following:

- Continue to explore options for zoning code changes to better implement our 2020 Comprehensive Plan and Land Use Plan.
- Continue improving process of zoning and public nuisance code enforcement as minor offenses.
- Finalize the update to the GIS aerial photography layer, create web maps, set up collector app, and train staff in new programs.
- Update the Comprehensive Plan as the current plan is nearing the end of its lifespan and a new plan is required in order to provide guidance for community facility and infrastructure investments.
- Analyze ways to improve inter-city permitting and review coordination
- Evaluate software to aid with the CMMP process; currently use Microsoft Excel.
- Assume administration of the City's Community Grants Program

**CITY OF UNALASKA
HISTORIC PRESERVATION COMMISSION
2018 ANNUAL REPORT**



This annual report is designed to serve multiple functions: to summarize the historic preservation activities of the Unalaska Historic Preservation Commission; to serve as a resource document; to note future historic preservation related activities; and to meet the requirements of § 2.60.090, Unalaska Code of Ordinances.

The following residents of Unalaska served on the City of Unalaska's Historic Preservation Commission throughout 2018:

Chair Billie Jo Gehring (Elected at meeting of August 16, 2018)

Vice Chair Travis Swangel

Vicki Williams

Helen Brown

Lottie Roll (resigned after meeting January 18, 2018)

Tom Bell (Appointed February 13, 2018)

City Manager (Erin Reinders, Thomas Thomas)

Planning Director (Erin Reinders and William Homka)

The Historic Preservation Commission is supported by the City of Unalaska's Planning Department, which consists of:

William Homka, AICP, Planning Director

Thomas Roufos, Associate Planner

James Price, GIS Administrator (resigned July, 2018)


Judy Huling, Administrative Assistant (resigned November, 2018)

HISTORIC PRESERVATION COMMISSION
RESOLUTION 2019-01

In accordance with § 2.60.090 of the Unalaska Code of Ordinances, the City of Unalaska's Historic Preservation Commission officially adopts the following annual report, filing the same with the Unalaska City Council.

CITY OF UNALASKA
HISTORIC PRESERVATION COMMISSION

BY: 
Billie Jo Gehring
Commission Chair


Bil Homka, AICP
Secretary of the Commission

DATE OF ADOPTION: January 31, 2019

INTRODUCTION

City Council approved Ordinance 2014-05 in 2014 which amended various sections of Title 2 of the Unalaska Code of Ordinances, including sections related to Historic Preservation. The Planning Department and Parks, Culture, and Recreation Department consulted with the City Attorney regarding the selection process of Historic Preservation Commissioners. Approved changes created a new UCO 2.76.015, stating that the Historic Preservation Commission membership is the Planning Commission membership, including the Planning Commission's *ex officio* members (*i.e.*, the City Manager and the Director of Planning). While remaining non-voting for Planning Commission decisions, the City Manager and Director of Planning would be full members of the HPC.

Unalaska Code of Ordinances §2.76.040 identifies the duties and responsibilities of the HPC. This is based on the requirements of local governments participating in the Alaska Certified Local Government Historic Preservation Program. The duties and responsibilities are listed below.

- To survey and inventory community historic resources including historic, architectural, and archaeological resources within the community;
- To review nominations to the National Register of Historic Places and consulting with federal and State authorities in section 106 reviews under the National Historic Preservation Act;
- To act in an advisory role to other officials, and to City Departments regarding the identification and protection of local historic and archaeological resources and historic preservation planning;
- To enforce state historic preservation laws. The Historic Preservation Commission shall support the enforcement of the Alaska Historic Preservation Act;
- To review, and where it is deemed appropriate, recommend nominations to or deletions from the Unalaska Register of Historic Places to the Unalaska City Council twice yearly.

§ 2.60.090 of the Unalaska Code of Ordinances requires each board and committee to submit an annual report which summarizes the activities which have occurred during the previous year. The Annual Report is a mechanism for monitoring those activities and for presenting to the City Council the goals and objectives for historic preservation in the coming year.

SUMMARY OF HISTORIC PRESERVATION COMMISSION ACTIONS FOR 2017

I. General Statistics (January 1, 2018 – December 31, 2018)

The Historic Preservation Commission, with support from the Planning Department, took the following actions.

HPC Summary of Activities	2016	2017	2018
Ordinance Changes	-	-	-
General Resolutions	1/1	3/3	1/1
Survey/Inventory of Historic Properties	1/1	-	-
Preservation Planning Activities	-	-	-
National Register Participation	-	-	-
Historic Property Protection	-	-	-
Public Education Projects	-	-	-
Historic Preservation Grants	-	-	-
TOTAL MEETINGS	3	3	3

II. Historic Preservation Commission Recommendations to Council

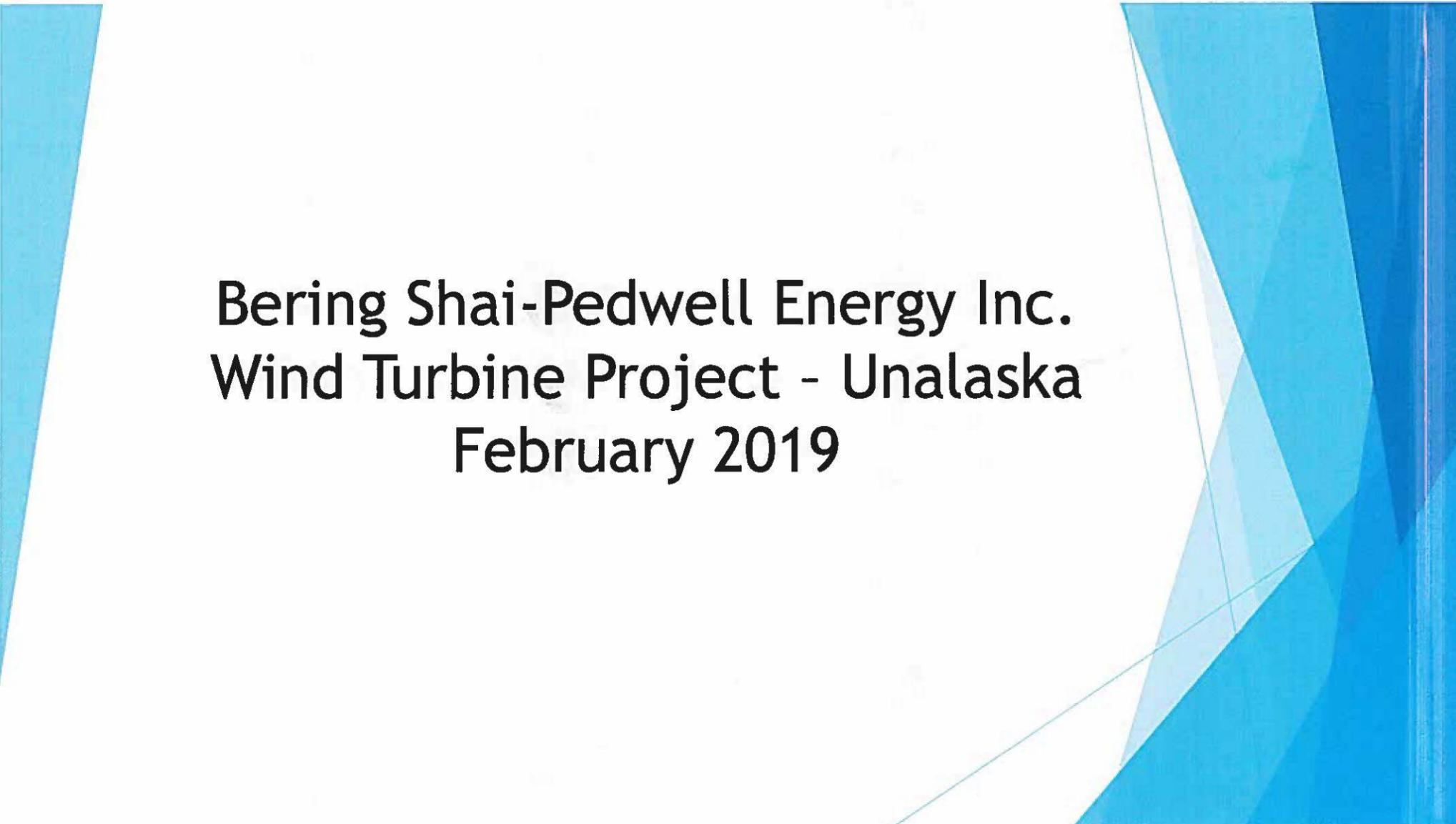
There were no recommendations to Council.

III. Historic Preservation Commission Actions

The Historic Preservation Commission approved the 2018 annual report and had several worksessions.	
<i>March 15, 2018: Approved of Annual Report and filed with City Council.</i>	The Historic Preservation Commission approved Resolution 2018-01 , a resolution approving the HPC 2017 Annual Report.
<i>May 17, 2018: GIS Presentation</i>	GIS Staff presented a potential project to create a story map of the cemetery, tested with Commission for historic and religious sensitivity.
<i>September 20, 2018: Work session</i>	General discussion of future of Cemetery project given the departure of the GIS staff; questions asked about potential for re-use of red brick radio building.

IV. Historic Preservation Goals for 2019

- Improve public engagement with historic preservation, including website improvements, celebrating Preservation Month in May, and improving kiosks/signage/wayfinding.
- Suggest list of sites to City Council for the Unalaska Register of Historic Places and explore ideas for a Historic Preservation Ordinance Amendment.
- Continue working toward addressing the action items identified in the 2011 Comprehensive Plan as they relate to Historic Preservation.
- Consider creation of Historic Preservation regulations and protections.
- Develop better working relationship with State Historic Preservation Office



**Bering Shai-Pedwell Energy Inc.
Wind Turbine Project - Unalaska
February 2019**

Agenda

1. **Introductions**
2. **Goals and Objectives**
3. **Project Plan**
4. **Technical**
5. **Locations**
6. **Environmental**
7. **Value Proposition**
8. **Project Risks**
9. **Project Proposal**

Introduction

- ▶ **Bill Shaishnikoff**
 - ▶ Local Native Contractor
 - ▶ Born and raised in Unalaska
 - ▶ APICDA, Qawalangin Tribe, Unalaska Fishermen's Assoc. Council Member
- ▶ **Keith Pedwell Ph.D (abd) P.E.**
 - ▶ Former Resident and City Engineer Unalaska
 - ▶ 42 years of experience Domestically/Internationally in Project/Power Development at Senior/Executive Management levels

Goals and Objectives

- ▶ To develop
 - ▶ Clean
 - ▶ Environmentally Conscious
 - ▶ Responsible
 - ▶ Safe wind power in Unalaska and beyond.

Project Plan

- ▶ Install 2 - 3 Megawatt Wind Turbines
- ▶ Total 19,000,000 kw-hrs average over the year



Technical

- ▶ Blade Diameter 300 to 330 feet
- ▶ Height (Tower) 250 to 330 feet
- ▶ Weight 400 to 450 Tons

- ▶ Performance 10 mph 0.1 MW
 30 to 40 mph 3.0 MW
 55 to 60 mph Cut Out

Locations



Environmental Considerations

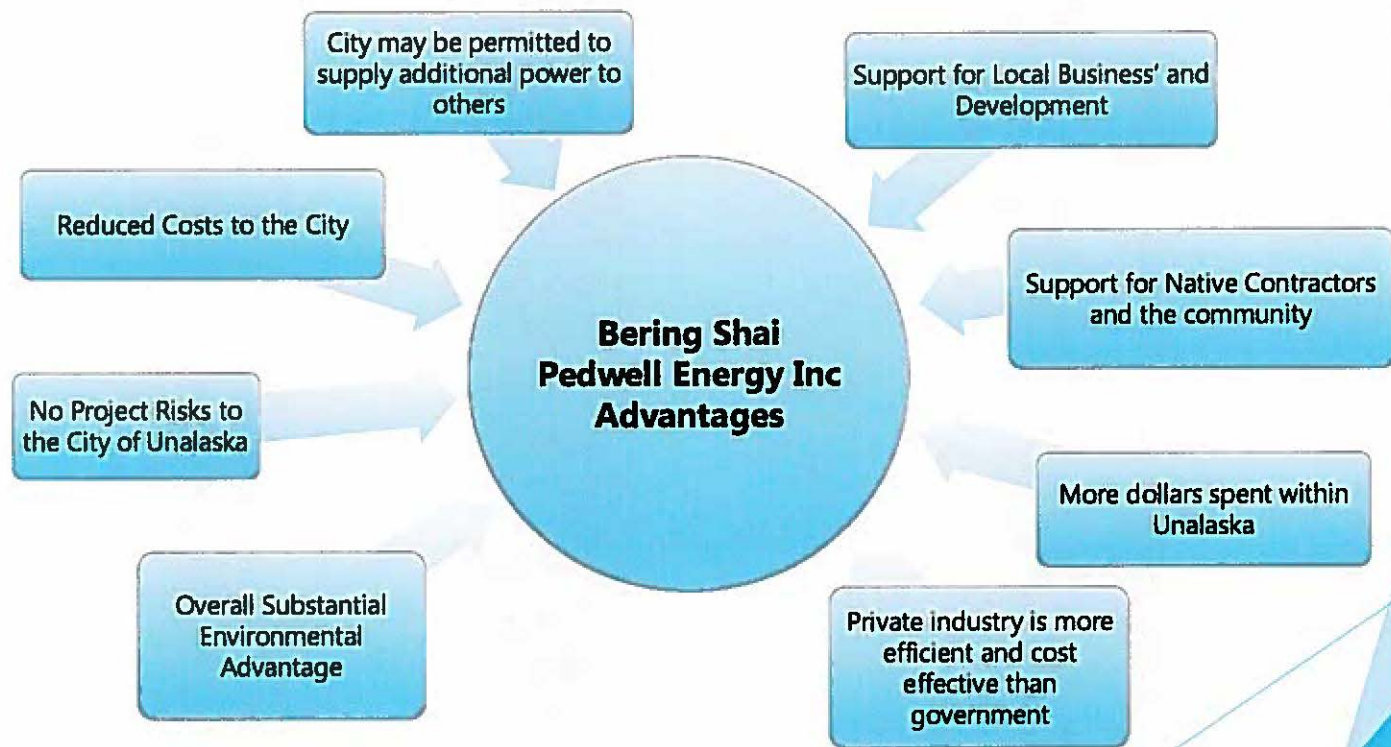
Positive

- Non-Polluting (Clean)
- Displaces Greenhouse Gases
- Reduces Human Health Risks
- Reduces Total Pollution Load
- Reduces the Air Shed Plume
- Reduced risk of Fuel Contamination

Negative

- Birds
- Unsightly (?)
- Noise

Value Proposition



Project Risks (avoided by City)

- Volatility in Power Demand (Fisheries Dependent)
- City Power Variation (3 and 16 MW) Currently
- Construction Risks (Cost Overruns and Problems)
- Operational Risks (Failure of Systems)

Example of Operational Risk



Diesel Plant Operating Costs

Some Costs

Fuel (Current)	14.8 to 15 cents/kw (approx)
Maintenance & Labor	Typically 2 cents/kw
Rebuilds	Typically 100's k each time
Depreciation (Whole Plant)	Several million dollars/year
Operations	Depends on Management

Power Sales Agreement

- Basics
 - 17.3 cents/kw-hr or Displaced value of diesel (greater)
 - City takes the maximum power it can take
 - Sales Tax to be waived
- Impact on City Power Costs
 - **Initially** - **None or Negligible**
 - **Medium to Long Term** - **Cost savings to the City**



Thank You
Questions



CITY OF UNALASKA

Captains Bay Road Paving and Utility Extension

City of Unalaska Project No. 19201

Project Scope

The City of Unalaska has contracted with HDL Engineering Consultants, LLC, (HDL) to provide professional engineering services for paving and utility extensions on Captains Bay Road (CBR). In general, the project will:

- Pave CBR 30 feet wide for approximately 7,000 feet, from Airport Beach Road past Westward Seafoods. Include a 6-foot wide pedestrian walkway and illumination on the shore side.
- Extend and upgrade approximately 6,700 feet of utilities from Pyramid Creek Road to the end of CBR, including electrical, communications, sewer, and water.
- Optionally extend paving another 6,400 feet to the end of the roadway at Offshore Systems, including the pedestrian walkway and illumination.
- Upgrade the roadway to current design standards for criteria such as roadside clear zones, superelevation on curves, and stopping sight distance.

In the first phase of the project, HDL performed surveying, conducted a geotechnical investigation with rock mapping, mapped utilities, provided an environmental overview study, prepared technical memorandums identifying design criteria for the roadway and utilities, and prepared a preliminary roadway design and a construction cost estimate. After initial review, HDL prepared additional preliminary roadway designs and cost estimates to study alternative alignments. HDL will perform additional surveying, expand the geotechnical investigation, and prepare roadway plans, specifications, and estimates for the selected alignment. HDL will also assist to obtain permits and to acquire needed right of way and easements for the project.



Project Purpose and Need

The purpose of the project is to improve traffic and pedestrian safety, reduce road and vehicle maintenance costs, and provide public utilities for current and future development.

CBR is a relatively flat, narrow, gravel-surfaced coastal road that serves as the primary transportation route for businesses supporting the largest (by tonnage) seafood industry in the US, including Westward Seafoods, North Pacific Fuel, Northland Services, Offshore Systems, and several smaller businesses, as well as a residential area. The road is heavily traveled by truck traffic associated with fishing and supporting industries (estimated at 10% of 1,200 total vehicles per day). The truck traffic exacerbates the typical maintenance issues of gravel roads, and the relatively high travel-speeds on the frequently uneven gravel surface causes safety concerns. Additionally, the narrowness and proximity to tall rock faces poses a safety hazard associated with rock fall.

Many industry employees are transient and do not own vehicles in Unalaska; thus, they regularly walk along the roadway shoulder. The combination of frequent rough road conditions, higher traffic speeds, large trucks, and pedestrians creates a safety hazard.

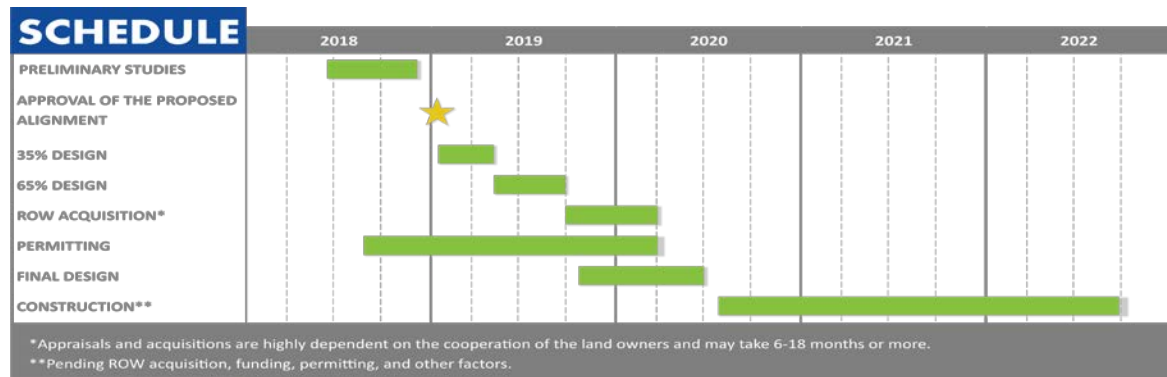


The city water distribution and wastewater collection systems extend only to Westward Seafoods. The lack of public water and sewer beyond Westward Seafoods limits development in the area. Although North Pacific Fuel is served with public water from a private pipeline starting near the Pyramid Water Treatment Facility, this pipeline is known to leak and waste significant quantities of stored and treated city water. This project will facilitate elimination of the private pipeline and the associated water loss, and may eliminate the need to build a second chlorine contact (CT) tank.

Roadway Design Constraints

City staff and HDL have identified the following roadway design constraints:

- Provide realignment and general straightening for curve radii and sight distances using a 40 mph design speed, anticipating a signed 30 mph speed limit, except through Westward Seafoods and North Pacific Fuel, use 20 mph design speed.
- Provide parking and access for traditional and subsistence uses and access for adjacent property owners.
- Minimize tall rock cuts by moving the roadway seaward where necessary; scale any unsafe rock overhangs.
- Minimize ocean fills.
- Minimize easement and right-of-way acquisitions.
- Reuse the Pyramid Creek bridge.
- Improve Airport Beach Road and Pyramid Creek Road intersections, including ADA upgrades.



Funding and Cost

The City of Unalaska has approved \$1.25 million for design and initial project costs and has identified a rough overall project cost of \$24 million in its Capital Improvement Plan.

Preliminary Estimated Project Cost

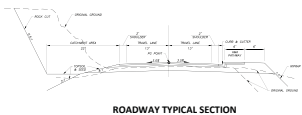
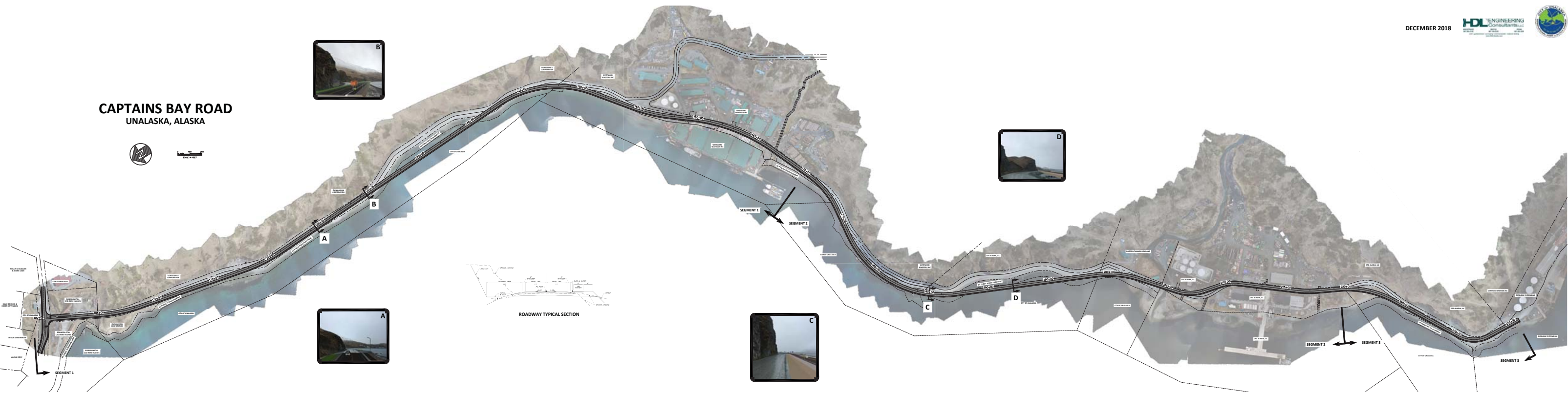
Realignment, paving, and related work from Airport Beach Road through Westward Seafoods	\$15,000,000
Utility extension and related work from Westward Seafoods through NPF	\$ 7,000,000
Realignment, paving, and related work from Westward Seafoods through NPF	\$29,000,000
Utility extension and related work from NPF to OSI	\$ 3,000,000
Realignment, paving, and related work from NPF to OSI	\$ 5,000,000
Total	\$59,000,000



CAPTAINS BAY ROAD
UNALASKA, ALASKA



Scale 1" = 100'



MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Roger Blakeley, PCR Director
Through: Thomas Thomas, City Manager
Date: February 12, 2019
Re: Update on the Sitka Spruce Park Project

Background: This project was originally submitted to the City on FY17-21 CMMP.

Project Description Statement: It is proposed that this playground be renovated to make it safe and more suitable for The Public. Many public meetings were held to determine the desire of the community. At first the play structure was all that was to be considered but after meeting with the public they wanted a more inclusive play area for the children.

Project Evolution: In December 2016, we had the first public comment period and more than 200 people completed a survey on the type of equipment they wanted for the Sitka Spruce Park.

On February, 2017, PCR made the first presentation to City Council on the park project. During the next year PCR Staff met with the PCR Advisory Board, Ballyhoo Lions Club, and Girls Scouts. PCR also held two public “picnic in the park” meetings where the community helped develop the thinking of the project.

On October 27, 2017, Staff made a second presentation to City Council. Everyone wanted to make sure that the design, which the community supported for the main field of the park, was environmentally acceptable for high use activities.

Travis/Peterson Environmental Consulting was contracted to perform an environmental assessment which was completed in November 2018. The environmental assessment confirmed that the park could be built on the open green space.

Regan Engineering Services was contracted to provide a complete design and cost estimate. This was done directly thru the Department of Public Works.

On January 5, 2019, Regan Engineering submitted a solid design with the desired playground components as outlined by the public meetings.

Present Project Status: The costs to complete Sitka Spruce Park as designed is \$845,870

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Roger Blakeley, PCR Director
Through: Thomas Thomas, City Manager
Date: February 12, 2019
Re: Update on the Unalaska City School District Playground Project

Background: This project was originally submitted to the City on January 5, 2015, by the School District Superintendent, John Conwell. The school district requested \$300,000 through the Community Support Program for inclusion in the FY16-20 CMMP.

Project Description Statement: It is proposed that this playground be renovated to make it safe and more suitable for students in grades 5-12. This might be accomplished with a new play structure, swing set, and additional flat, paved surfaces for basketball, volleyball, and other court-based games. Additionally, the adjacent field could be improved through re-grading and the addition of top soil and grass. If fenced in, this field could be utilized for soccer, flag football and other field-based games.

Need and Benefit Statement: In addition to providing an appropriate play area for students during the school day, the UCS playground would serve as an additional recreation site for families and community members during the evenings, weekends, and summer months. While the play structures at Town Park and the Recreation Center are wonderful for younger children, currently there is not an area in downtown that is appropriately equipped or designed for older children and young adults to play outdoors. The UCSD playground would also provide a nice alternative for young people who are not avid skateboarders, but who might rather enjoy playing basketball, volleyball, soccer, and other field or court-based activities.

The school district's Student Nutrition and Physical Activity policy mandates that schools strive to allow students the opportunity for moderate physical activity each day to include time before, during, and after school. Studies have revealed that aerobic exercise during childhood is essential to cognitive development. Having easy access to outdoor recreation areas encourages people to be less sedentary and to participate in activities that promote physical fitness. A playground that meets all industry-standard safety requirements would promote healthy lifestyle practices while also expanding city recreation opportunities.

This proposed project supports the Unalaska Comprehensive Plan 2020 by improving a venue for youth and adult recreational activities. Further, the playground renovation would enhance the appearance of the downtown neighborhood while improving overall quality-of-life for Unalaska's residents.

Project Evolution: In early 2016, when this project was approved by Council, it was not clear who would execute the project. Funding was provided for the school. However, the school is not in the business of contracting. In September 2016, the Department of Public Works (DPW) offered assistance and an Architectural and Related Services agreement under the school district logo drawn up. A landscape design firm was contracted and Scope of Services agreed upon.

By the fall of 2017, the school district had completed meetings with school children and conducted internal discussions. Play structures had been chosen and submitted to the Landscape Architect. By late 2017, it came to light that the Landscape Architect's business partner had left the firm.

After numerous phone conferences, sketches, concept designs, input from school children, and equipment discussions, in May 2018 we had a 50% level concept layout which included 4 pages.

In mid-summer 2018, the cost of playground equipment alone was discovered to be very high. DPW offered to assist in keeping the cost of the overall project down by conducting some of the work (removal of an old rusty fence, realigning the earthen berms and moving a parking lot guardrail). Segesser was hired to survey the lot in order to have elevations for drainage design.

Also in 2018, it became evident that the Landscape Architect was not able to carry out the playground design and Regan Engineering was contracted to provide a complete design and cost estimate. This was done directly thru DPW.

On January 7, 2019, Regan Engineering submitted a solid design with the desired playground components as mentioned in the original 2015 project proposal. Regan also included a cost estimate which is included with this memo. Note: this was the first overall project cost estimate that we've received.

Current Project Status: Costs to complete the UCSD Playground project as defined in the original Project Description Statement will exceed the appropriated \$300,000. Please refer to the attached Estimated Construction Costs sheet. At present, there is \$235,913 remaining in the project budget which would only fund the Swing Set and Pyramid Climber.

Council will need to decide whether or not to appropriate additional funding for this project. To complete the project as shown on the Regan Engineering plans, approximately \$1,052,444 would need to be appropriated. That amount includes 15% contingency.

Attachments: Preliminary Development Plan; Estimated Construction Costs; Play structure details.



REGAN ENGINEERING, P.C.

PROJECT: City of Unalaska
UCSD PLAYGROUND RESTORATION

TITLE: PRELIMINARY
DEVELOPMENT PLAN

DESIGNED BY: TR	DATE: 01/07/2018	SHEET NO: 1
CHECKED BY: TR	PROJECT NO: 15202	Packet Page 47

UCSD PARK RESTORATION
Estimated Construction Costs

ITEM	QTY.	UNIT	UNIT COST	COMPONENT COST	TOTAL COST
Basketball Court					\$82,000
Concrete Slab (67'x50x0.5')	62	CY	\$1,000	\$62,000	
Striping, Basketball Posts/Hoops	1	LS	\$20,000	\$20,000	
Swing Set Area					\$130,900
Border	188	LF	\$75	\$14,100	
Rubber Safety Tiles	2,040	SF	\$45	\$91,800	
Play Equipment	1	LS	\$25,000	\$25,000	
Pyramid Climber					\$73,220
Border	104	LF	\$75	\$7,800	
Rubber Safety Tiles	676	SF	\$45	\$30,420	
Play Equipment	1	EA	\$35,000	\$35,000	
Rockscape Arch					\$59,580
Border	92	LF	\$75	\$6,900	
Rubber Safety Tiles	504	SF	\$45	\$22,680	
Play Equipment	1	EA	\$30,000	\$30,000	
Chain Link Fence					\$70,720
4' High	702	LF	\$60	\$42,120	
8' High	116	LF	\$100	\$11,600	
4' Man Gate	2	EA	\$2,500	\$5,000	
16' Swing Gate	1	EA	\$12,000	\$12,000	
Concrete Sidewalk Extension					\$12,000
Concrete Slab (45'x6'x0.5')	5	CY	\$1,500	\$7,500	
Curb and Gutter	45	LF	\$100	\$4,500	
Guardrail Relocation					\$8,120
Remove and Relocate Guardrail	116	LF	\$70	\$8,120	
Play Field					\$400,830
Site Preparation	1	LS	\$30,000	\$30,000	
Turf Surfacing and Infill	12,522	SF	\$20	\$250,440	
Gravel Base	250	CY	\$120	\$30,000	
Geotextile Fabric	1,500	SY	\$3	\$4,500	
Underdrain System	800	LF	\$60	\$48,000	
Perimeter Curb	421	LF	\$90	\$37,890	
Pedestrian Trail					\$37,800
Trail Subgrade Preparation	420	CY	\$20	\$8,400	
Trail Gravel (11,360 SF)	420	CY	\$70	\$29,400	
Landscaping Divider					\$31,950
2x8 Trex Board	1,775	LF	\$18	\$31,950	
Storm Drain System					\$77,200
15" Diameter Corrugated Plastic Pipe	280	LF	\$90	\$25,200	
4' Diameter Manhole	3	EA	\$6,000	\$18,000	
Trench Drain	200	LF	\$60	\$12,000	
Treatment Manhole	1	EA	\$22,000	\$22,000	

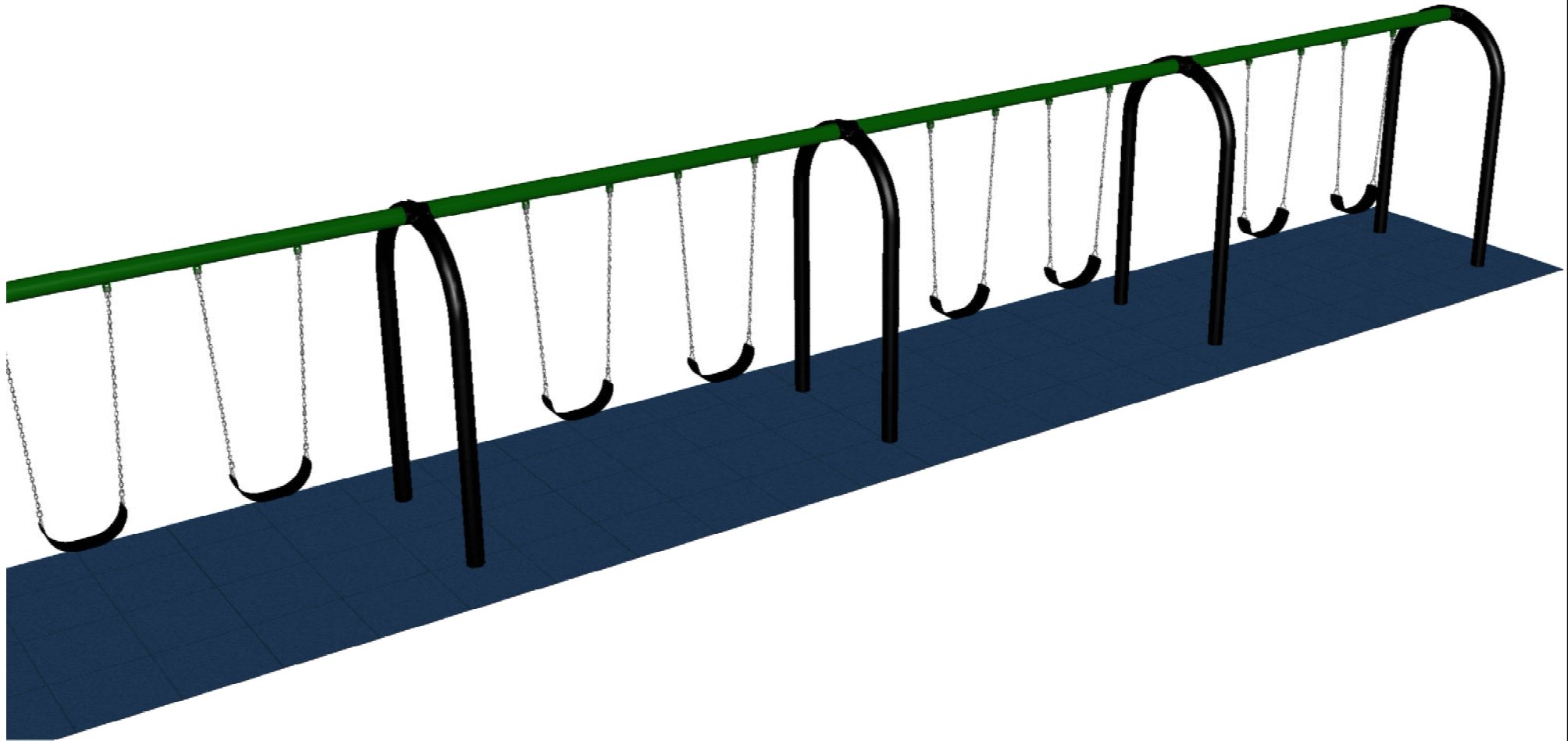
UCSD PARK
Estimated Construction Costs

ITEM	QTY.	UNIT	UNIT COST	COMPONENT COST	TOTAL COST
Lighting System					\$64,000
Foundation, Light Pole and Fixtures	3	EA	\$14,000	\$42,000	
Load Center	1	EA	\$10,000	\$10,000	
Buried Conduit	300	LF	\$40	\$12,000	
Berm Relocation					\$5,625
	375	CY	\$15	\$5,625	
Demolition					\$10,000
	1	LS	\$10,000	\$10,000	
Park Amenities					\$51,200
Concrete Pads (1@8'x16'x6", 2@8'x8'x6")	3	EA	\$5,000	\$15,000	
3-Tier Bleacher	1	EA	\$5,000	\$5,000	
Picnic Table	2	EA	\$3,000	\$6,000	
Fixed Benches	3	EA	\$3,000	\$9,000	
Trash Can	1	EA	\$1,200	\$1,200	
Sign	2	EA	\$5,000	\$10,000	
Portable Soccer Goals (pair)	1	EA	\$5,000	\$5,000	
Mobilization/Demobilization					\$50,000
Mobilize, Bonds, Insurance, Submittals, Misc, Demobilize	1	LS	\$50,000	\$50,000	
SUBTOTAL				\$1,165,145	\$1,165,145
Contingency (15%)					\$174,772
Engineering Design (Fixed)					\$30,000
Construction Contract Administration & Inspection (8%)					\$93,212
TOTAL					\$1,288,357

HIGH SCHOOL PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



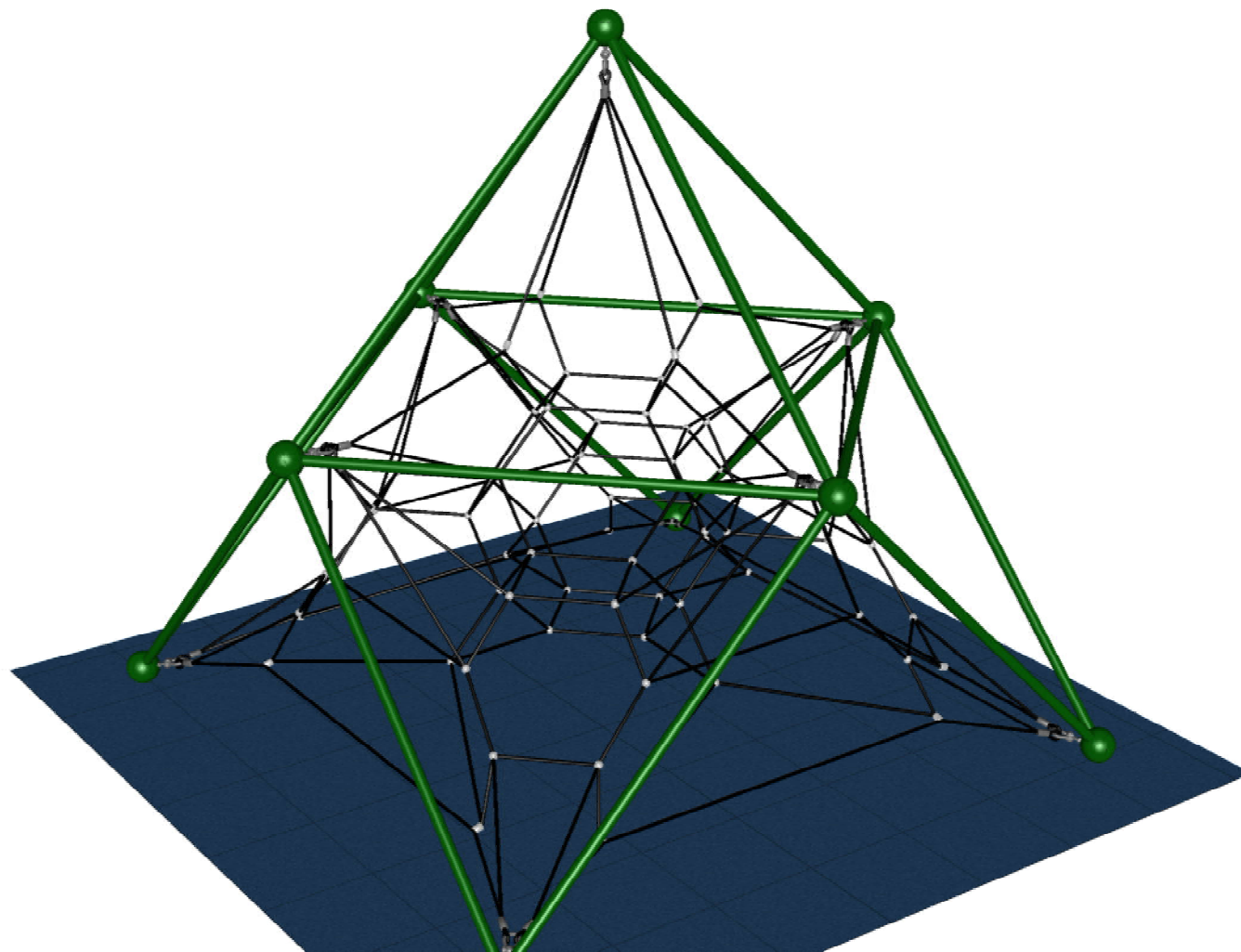
STRUCTURE#: FREPC2120+(3)AB
PROJECT#: PCD1871044A
DATE: 12/11/2018 | DRAWN BY: JDE



HIGH SCHOOL PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: FREPC1013
PROJECT#: PCD1871044A
DATE: 12/11/2018 | DRAWN BY: JDE





Our tallest RockScape Arch formation is a great way to create a fun, comfortable climbing event for children to climb up, over or under. Constructed of durable plastic materials and designed to look like natural boulders, the 7'6" Arch has multiple levels and challenges - ideal for children ages 5-12 who love to climb.

Features and Benefits:

- Rock climbers constructed of durable, recyclable plastic materials
- Smooth edges are more comfortable than natural boulders
- Affordable option for adding rock climbing activities to your playground

Model: 7082
Use Zone: 27' 6in X 16' 10in
Fall Height: 8'
Age Group: 5 to 12 Years

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](https://www.gametime.com/warranty) for full warranty information



Designing award-winning playgrounds since 1929.



Certified Installer Network - GameTime trained for GameTime playgrounds.



Complies with ASTM standards before it leaves the factory.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
Through: Thomas Thomas, City Manager
From: Marjie Veeder, City Clerk
Date: February 12, 2019
Re: Liquor License Renewal

SUMMARY: Liquor licenses must be renewed with the State of Alaska every two years. Each year Council reviews the renewal applications for the licenses up for renewal and determines whether or not the City will protest the request for renewal. A total of ten liquor licenses are held by Unalaska businesses, and one is presently up for renewal from the Airport Restaurant and Lounge. It is recommended that the City not protest the renewal of this license.

PREVIOUS COUNCIL ACTION: Council reviews liquor license renewals each year. Council discussed protesting specific license renewals in 1995, 2002 and 2006 due to delinquent utility bills, but did not file any protests. In 2010 Council protested the renewal of a liquor license due to delinquent sales tax, property tax and utility bills, and because the business had no physical location due to fire.

BACKGROUND: AS 04.11.400 defines the distribution of liquor licenses based on population and location:

- For every 1,500 or fraction thereof in population, one restaurant/eating place license is authorized. Such licenses allow the establishment to serve only beer and wine.
- For every 3,000 or fraction thereof in population, one beverage dispensary license is authorized and one package store license is authorized.
- Beverage dispensary and restaurant/eating place licenses that are designated as tourism, convenience or airport do not count as licenses based on population.

The City of Unalaska has the following breakdown of licenses authorized:

Establishment	License Type	Explanation
Alaska Ship Supply	Package Store	One of two package store licenses allowed by population
Harbor View Liquor Store	Package Store	One of two package store licenses allowed by population
Dutch Harbor Fast Food	Restaurant/Eating Place	One of three restaurant/eating place licenses allowed by population
Amelia's Restaurant	Restaurant/Eating Place – Public Convenience	Restaurant/Eating Place – Public Convenience is not counted in population per AS 04.11.400(g)
Airport Restaurant & Lounge	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)(2)
Grand Aleutian Hotel	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)

Establishment	License Type	Explanation
Grand Aleutian Hotel Chart Room	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)
Harbor View Bar & Grill	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)
Harbor Sushi	Beverage Dispensary	One of the two beverage dispensary licenses allowed by population
Norwegian Rat Saloon	Beverage Dispensary	One of the two beverage dispensary licenses allowed by population

Based on population, Unalaska has two unused restaurant/eating place licenses.

DISCUSSION: Council considers whether the applicant is fulfilling their obligations to the City. The Airport Restaurant and Lounge is current in payment of taxes, lease payments and utilities owed to the City.

Council also considers the number of public safety calls made to an establishment each year. There were five calls made to law enforcement during 2018, all for disorderly conduct in the bar or for trespass from the bar due to intoxication.

ALTERNATIVES: The Council may choose to protest the license renewal and must provide the applicant an opportunity to present a defense to the protest at a future council meeting. This must be accomplished no later than March 25, 2019.

FINANCIAL IMPLICATIONS: Probable loss of sales tax revenue if the license is not renewed.

LEGAL: None

STAFF RECOMMENDATION: Staff recommends that Council not protest the renewal of this license.

PROPOSED MOTION: No action is necessary unless Council wishes to protest the license renewal, in which case a vote would need to be taken as well as other steps to comply with the requirements of the State Alcohol & Marijuana Control Office.

CITY MANAGER'S COMMENTS: I support staff's recommendation not to protest the license renewal.

ATTACHMENTS: Letter from AMCO and renewal application



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce,
Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

January 22, 2019

City of Unalaska

Attn: Marjie Veeder

Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2019/2020 Liquor License Renewal Application

License Type:	Beverage Dispensary – Tourism	License Number:	3759
Licensee:	Tuyen & Tran Thuy Dinh		
Doing Business As:	Airport Restaurant & Lounge		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director

amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	Airport Restaurant & Lounge	License Number:	3759
License Type:	Beverage Dispensary - Tourism		
Examiner:	JOHAN	Transaction #:	999227

Document	Received	Completed	Notes
AB-17: Renewal Application	12/20/18	1/15/19	
App and License Fees	12/20/18	12/20/18	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement	12/20/18	12/20/18	
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mailing address and contact information different than in database (if yes, update database)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input type="checkbox"/>

LGB 1 Response:

☐ Waive ☐ Protest ☐ Lapsed

LGB 2 Response:

☐ Waive ☐ Protest ☐ Lapsed



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2019/2020 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary – tourism liquor license that will expire on December 31, 2018. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Tuyen & Tran Thuy Dinh	License #:	3759
License Type:	Beverage Dispensary - Tourism	Statute:	AS 04.11.400(d)
Doing Business As:	Airport Restaurant & Lounge		
Premises Address:	Unalaska Airport Terminal		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	PO BOX 921086				
City:	DUTCH HARBOR	State:	ALASKA	ZIP:	99692

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual **must be a licensee** who is required to be listed in and authorized to sign this application.

Contact Licensee:	TUYEN DINH	Contact Phone:	(907)581-6007
Contact Email:	airportrestaurantdh@gmail.com		

Optional: If you wish for AMCO staff to communicate with individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:		Contact Phone:	
Contact Email:			

**Form AB-17d: 2019/2020 Tourism Renewal License Application****Section 2 – Entity or Community Ownership Information**

This top subsection must be completed by any licensee that is a **corporation** or **LLC**. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). This number is neither your EIN/tax ID number, nor your business license number. **You may view your entity's status or find your CBPL entity number by visiting the following site:** <https://www.commerce.alaska.gov/cbp/main/search/entities>

General partnerships and local governments should skip to the second half of this page. Licensees who directly hold a license as an individual or individuals should skip to Section 3.

Alaska CBPL Entity #:	
------------------------------	--

You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

--

This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **stockholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application.

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	



Alaska Alcoholic Beverage Control Board

Form AB-17d: 2019/2020 Tourism Renewal License Application

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any licensee who directly holds the license as an **individual or multiple individuals** and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information. Entities should skip to Section 4. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☒ applicant ☐ affiliate (spouse)

Name:	TUYEN NGOC DINH	Contact Phone:	(907)581-6007		
Mailing Address:	PO BOX 921086				
City:	DUTCH HARBOR	State:	ALASKA	ZIP:	99692
Email:	tuyenngocdin@gmail.com				

This individual is an: ☐ applicant ☒ affiliate (spouse)

Name:	THUY TRAN-DINH	Contact Phone:	(907)359-6003		
Mailing Address:	PO BOX 921086				
City:	DUTCH HARBOR	State:	ALASKA	ZIP:	99692
Email:	lisa.lttran@gmail.com				

Section 4 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:

2017 2018

The license was regularly operated continuously throughout each year.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
-------------------------------------	-------------------------------------

The license was regularly operated during a specific season each year.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years.

If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------



Alaska Alcoholic Beverage Control Board

Form AB-17d: 2019/2020 Tourism Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2017 and 2018:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2017 or 2018?

☐ ☒

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2017 or 2018?

☐ ☒

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

☒

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board.

☒

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

☒

I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.

☒

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

[Signature]
Signature of licensee

Mayumi Conwell
Signature of Notary Public

TUYEN DINH
Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: February 8th 2022



Subscribed and sworn to before me this 20 day of December, 2018.

Seasonal License? ☐ ☒

If "Yes", write your six-month operating period: _____

License Fee:	\$ 2500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 2800.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



Alaska Alcoholic Beverage Control Board

Form AB-17d: 2019/2020 Tourism Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2017 and 2018:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2017 or 2018?

☐ Yes ☒ No

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2017 or 2018?

☐ Yes ☒ No

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

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☒

I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.

☒

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Thuy Th Tran
Signature of licensee

Mayumi Conwell
Signature of Notary Public

Thuy Th Tran DINH
Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: February 8th 2022



Subscribed and sworn to before me this 20 day of December, 2018.

Seasonal License? Yes ☐ No ☒

If "Yes", write your six-month operating period: _____

License Fee:	\$ 2500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 2800.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					

Airport Restaurant

DUTCH HARBOR, ALASKA 99692

December 20th, 2018

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

TOURISM STATEMENT FOR 2019-2020 LIQUOR LICENSE RENEWAL

1) Explain how issuance of a liquor license at your establishment has/will encourage tourism.

The Airport Restaurant is a family owned and operated business. Being in the Unalaska Port of Dutch Harbor airport terminal, we do play a key role in encouraging tourism. When passengers and visitors arrive, they are greeted by our restaurant and bar. We are the only entity in the airport to provide food and beverages. When visitors/tourist prepare to leave, our establishment serves as an area for people to gather as they bid farewell to friends and family and to Dutch Harbor. We offer a full service menu that includes ethnic foods as well as All-American favorites such as pizza and burgers. Our soups are a beloved necessity to warm up with to those who have been out in the harsh weather we often experience.

Being a family establishment we try to provide a warm and welcoming ambiance for all to enjoy. We do this hoping to provide a positive lasting impression of our establishment and our small community.

2) Explain how the facility was/will be constructed or improved in accordance with this application. This facility was constructed in the airport terminal. We are located directly beyond the doors of the boarding area which spells convenience for travelers. The establishment has recently been renovated with new flooring, a fresh coat of paint, new counter tops to reflect a rustic mid-century modern ambiance.

3) Who operates the facility for which a liquor license is being applied? The Airport Restaurant, LLC is a family owned and operated business. Tuyen Dinh and Thuy Tran Dinh are often present in the operations. Lisa Tran is manager of the facility along with a dedicated crew.

4) Do you offer room rentals to the traveling public?

No room rentals are offered to the traveling public.

a) N/A

b) Yes, the facility is within an airport terminal

5) Does your establishment include a dining facility? Yes, the facility has 21 tables for dining.

6) Are additional amenities available to your guests through your establishment (eg: guided tours or trips, rental equipment for guests, other activities that attract tourists)? Being a restaurant and bar, we unfortunately do not offer any other amenities to guests.

AMCO

DEC 20 2018

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-04

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE COUNCIL'S
GOALS FOR THE FISCAL YEAR 2020 BUDGET

WHEREAS, budget guidelines help to ensure that the budget is prepared in a manner consistent with City Council desires; and

WHEREAS, the City Council has discussed and selected the attached set of budget goals for FY20; and

WHEREAS, management will utilize the adopted goals as guidelines when developing the FY20 budget.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council adopts the attached goals as a guideline for developing the FY20 budget.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk

CITY COUNCIL FY20 BUDGET GOALS

Personnel Goals

Any proposed increase to the total number of full-time equivalent (FTE) positions will be fully evaluated and justified during the budget approval work sessions.

General Fund Surplus/Deficit

The General Fund operations will be budgeted without a deficit. The Council may appropriate additional funds from surplus to cover costs of capital projects.

Proprietary Funding

Staff will continue to seek ways to balance budgets in the proprietary funds.

Operating Expenses

The City Manager's proposed FY20 General Fund budget shall not increase more than 3 percent for non-personnel expenditures.

The total amount available to fund the Community Support Program grants will continue to follow the formula of up to 3.4642% of the five-year average revenue for the General Fund and up to all of the Bed Tax Fund balance for the most recently completed fiscal year. (Revenues do not include Other Financing Sources.)

City management shall continue to examine ways to reduce expenditures without significantly impacting the level and quality of services to the public.

City management shall continue to examine ways to reduce inventory without significantly impacting the level and quality of services to the public.

Capital Projects

New capital assets or maintenance of existing capital assets will be limited to projects approved by Council in the CMMP, which will include projects that are mandated or required by statute, projects that maintain our existing infrastructure, projects that address life, safety, or health issues, and projects that support the economic development of Unalaska.

The replacement and maintenance plans for all existing capital assets will be reviewed annually.

The vehicle and heavy equipment fleet requirements will be reviewed annually and reduced where appropriate without significantly impacting services provided to the public.

Revenues

Proprietary Fund rate studies will be completed every three years and presented to council.

The mil rate will be reviewed annually to establish an appropriate mil rate to maintain infrastructure and operations.

Debt Service

The City will not incur new debt without appropriate analysis to show impacts to rates or taxpayers, and will not incur new debt unless the capital asset is eligible for a debt reimbursement program; is mandated by State or Federal government; or is needed to address life, safety or health issues.

The City may incur debt for its Proprietary Funds provided there is a documented plan to pay the debt through rate adjustments.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Clay Darnell, Finance Director
Through: Thomas Thomas, City Manager
Date: February 12, 2019
Re: Resolution 2019-04 approving Council's goals for the Fiscal Year 2020 Budget

SUMMARY: The purpose of this resolution is to adopt Council's goals for the FY20 budget. Staff recommends adoption of Resolution 2019-04.

PREVIOUS COUNCIL ACTION: The City Council adopts budget goals at the beginning of each budget cycle. Council received a presentation at their meeting on January 22, 2019 with proposed goals, and had an opportunity to provide feedback. There have been no changes from the proposed goals presented on January 22.

BACKGROUND: Much of what we do as a municipal government is legislatively or code driven. City staff will continue seek ways to perform our service to the community more efficiently in an effort to reduce costs and increase our effectiveness.

DISCUSSION: The City Council Goals for the FY20 Budget Year are attached to the resolution. There have been no changes from the proposed goals presented on January 22.

ALTERNATIVES: Council can adopt their budget goals as presented, or make changes.

FINANCIAL IMPLICATIONS: Financial implications will be brought forward during the budget presentations.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends adoption of Resolution 2019-04.

PROPOSED MOTION: I move to adopt Resolution 2019-04.

CITY MANAGER COMMENTS: I recommend adoption of Resolution 2019-04.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-05

A RESOLUTION OF THE UNALASKA CITY COUNCIL SUPPORTING FULL FUNDING FROM THE STATE OF ALASKA FOR THE HARBOR FACILITY GRANT PROGRAM IN THE FISCAL YEAR 2020 STATE CAPITAL BUDGET

WHEREAS, the City of Unalaska is in agreement with the Alaska Association of Harbormasters and Port Administrators that the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

WHEREAS, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

WHEREAS, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

WHEREAS, over the past 30 years the State of Alaska has transferred ownership of most of these State-owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

WHEREAS, these municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the State's failure to keep up with deferred maintenance; and

WHEREAS, consequently, when local municipal harbormasters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

WHEREAS, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Harbor Facility Grant program, AS 29.60.800; and

WHEREAS, the Department of Transportation and Public Facilities administrators have developed a fair and equitable process to review, score and rank application for the Harbor Facility Grant Program; and

WHEREAS, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

WHEREAS, completion of harbor facility projects are dependent on the 50% match from the State of Alaska's Harbor Facility Grant Program; and

WHEREAS, during the last twelve years the Harbor Facility Grant Program has only been fully funded twice; and

WHEREAS, during the last twelve years the backlog of projects necessary to repair and replace these former State-owned harbors has increased to over \$100,000,000.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council urges full funding in the by the Governor and the Alaska Legislature for the State of Alaska's Harbor Facility Grant Program in the Fiscal Year 2020 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Peggy McLaughlin, Port Director
Through: Thomas Thomas, City Manager
Date: February 12, 2019
Re: Resolution 2019-05, supporting full funding from the State of Alaska for the Harbor Facility Grant Program in the FY20 State Capital Budget

SUMMARY: This Resolution is a resolution of support. The Alaska Association of Harbormasters and Port Administrators is asking that its membership solicit support from their municipal councils and assemblies to accompany the AAHPA's request to the Alaska State Legislature to continue funding the Harbor Facilities Grant Program. This program is not only vital to provide necessary services to mariners, but also has a cascading benefit for the economy through construction services and revenue streams for municipalities through harbor facility enhancements. This resolution, if passed, will become part of the packet of support provided to the Alaska State Legislature.

PREVIOUS COUNCIL ACTION: A Resolution of Support for the Harbor Facilities Grant Program is requested annually from the Unalaska City Council.

BACKGROUND: In 2006, the State of Alaska established the Harbor Facility Grant Program to help fund the maintenance and replacement of aging harbor facilities, with an emphasis on facilities that were turned over to municipalities by the State.

DISCUSSION: The Harbor Facility Grant Program was established to support municipalities with repair, maintenance, and replacement of aging harbor facilities. The harbor facilities that take priority are the facilities that were previously owned by the State of Alaska, but were turned over to municipalities. However, all harbor facilities are eligible to apply to this program.

This grant program represents no less than a 100% match to the State's contribution or 50% of the project and the municipality must fund all design and permitting, as well as uplands development. This program has been instrumental to the economic development of the State by providing safe and secure mooring locations for mariners that navigate in and around some 33,000 miles of coastline.

Unalaska benefited from this program in 2015 through the State contribution of \$1,570,000 for the replacement of the Discovery Float at Robert Storrs Harbor. We intend to reapply for this grant program in the future for the replacement and upgrades to Robert Storrs A and B Floats.

This program has allowed communities to build revenue streams through the development of harbor facilities which, without the State's contribution, would have been abandoned or demolished.

By passing this resolution, the City of Unalaska will be supporting not only the Harbor Facility Grant Program, but all other coastal communities that provide mariners, maritime industries, and the State of Alaska with vital services.

The Alaska Association of Harbormasters and Port Administrators stands unified in seeking ongoing funding from the State of Alaska through this program, and we are asking our local councils and assemblies to support the Association in its endeavors to receive funding for this necessary infrastructure.

ALTERNATIVES:

- 1) Council could fully support Resolution 2019-05; or
- 2) Council could choose to not support Resolution 2019-05 as written; or
- 3) Council could offer up another Resolution in lieu of the resolution prepared by the Alaska Association of Harbormasters and Port Administrators.

FINANCIAL IMPLICATIONS: This Resolution implies no financial obligation to the City of Unalaska.

LEGAL: Not applicable.

STAFF RECOMMENDATION: Staff recommends approving this Resolution.

PROPOSED MOTION: I move to adopt Resolution 2019-05.

CITY MANAGER'S COMMENTS: I recommend approving this resolution as a show of support for the many necessary harbor improvement projects around the State including those in Unalaska.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-06

A RESOLUTION OF THE UNALASKA CITY COUNCIL IDENTIFYING THE CITY OF UNALASKA'S STATE PRIORITIES FOR FISCAL YEAR 2020

WHEREAS, Captains Bay Road is heavily used by commercial traffic, and future growth and business activity is expected to occur along Captains Bay Road, requiring road improvements, water, sewer, and electric utilities; and

WHEREAS, the Robert Storrs Boat Harbor A and B Floats have served the community well for over 30 years and in order to ensure the safety of those who use the dock and the vessels that moor at the Storrs Boat Harbor, the floats must be replaced and the dock redesigned; and

WHEREAS, Unalaska has several sites that were subject to the Department of Defense's Formerly Utilized Defense Sites environmental program due to contamination which occurred during WWII activities, as well as WWII related contamination that is discovered during construction projects today; and

WHEREAS, support from the Alaska Department of Environmental Conservation is critical to managing these contaminated areas and ensuring Federal assistance and support; and

WHEREAS, habitat restoration on the local road system for Summer Bay Lake and Watershed, Morris Cove Lake and Watershed, and Unalaska Lake and Watershed will help to improve depressed salmon stocks.

NOW THEREFORE BE IT RESOLVED that the City of Unalaska hereby identifies its top state legislative priorities for Fiscal Year 2020:

- | | |
|------------------------------------------------------|---------------|
| ▪ Captains Bay Road and Utility Improvements Project | \$24 Million |
| ▪ Robert Storrs Boat Harbor Improvements | \$9.5 Million |
| ▪ Environmental Remediation Support | Initiative |
| ▪ Habitat Restoration for Salmon Stock Improvement | Initiative |

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Erin Reinders, Assistant City Manager
Through: Thomas Thomas, City Manager
Date: February 12, 2019
Re: Resolution 2019-06, Identifying the City of Unalaska's State Priorities for Fiscal Year 2020

SUMMARY: Resolution 2018-06 outlines our state legislative priorities for the coming fiscal year. This list of projects and initiatives will be submitted to the State for consideration in the Capital budget. All of the projects and initiatives listed were included in last year's list, with these particular initiatives having been added at Council's request. The projects are as follows:

- | | |
|--------------------------------------------------------|---------------|
| ▪ Captains Bay Road and Utilities Improvements Project | \$24 Million |
| ▪ Robert Storrs Boat Harbor Improvements | \$9.5 Million |
| ▪ Environmental Remediation Support | Initiative |
| ▪ Habitat Restoration for Salmon Stock Improvement | Initiative |

PREVIOUS COUNCIL ACTION: This is a recurring council action to express our support for certain initiatives and to submit projects to the State of Alaska for consideration in their capital budget.

BACKGROUND: The fiscal situation in State has not significantly improved regarding availability of funding or bonding initiatives. However, it remains necessary to provide the State our highest priorities.

DISCUSSION: The list of priorities is similar to the list from last year, with completed project and successful initiatives having been removed. An overview of the capital projects and initiatives for the State to consider are provided below.

Captains Bay Road is heavily used by commercial traffic, and future growth and business activity is expected to occur along Captains Bay Road, requiring road improvements as well as water, sewer, and electric utilities.

The Robert Storrs Boat Harbor has served the community well for over 30 years and in order to ensure the safety of those who use the dock and the vessels that moor at the Storrs Boat Harbor, the floats must be replaced and the dock redesigned.

Unalaska has several sites that were subject to the Department of Defense's Formerly Utilized Defense Sites environmental program due to contamination which occurred during WWII activities, as well as WWII related contamination that is discovered during

construction projects today. Support from the Alaska Department of Environmental Conservation is critical to managing these contaminated areas and ensuring Federal assistance and support. This initiative was added to the FY19 State Priorities by City Council.

Habitat restoration on the local road system for Summer Bay Lake and Watershed, Morris Cove Lake and Watershed, and Unalaska Lake and Watershed will help to improve depressed salmon stocks. This initiative was also added to the FY19 State Priorities by City Council.

STAFF RECOMMENDATION: Staff recommends adoption of Resolution 2019-06.

PROPOSED MOTION: I move to adopt Resolution 2019-06.

CITY MANAGERS COMMENTS: This list remains consistent with the City's plans and previously identified priorities. I support this resolution.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-07

A RESOLUTION OF THE UNALASKA CITY COUNCIL CONFIRMING THE MAYOR'S APPOINTMENTS TO THE PARKS, CULTURE AND RECREATION COMMITTEE AND THE LIBRARY ADVISORY COMMITTEE

WHEREAS, terms of office have expired for members of the Library Advisory Committee and Parks, Culture and Recreation Committee, creating vacancies; and

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

WHEREAS, Mayor Kelty has appointed Cyri P. Thompson, Ynna Hiceta and Virginia Hatfield to the Library Advisory Committee, and Jason Gates to the Parks, Culture and Recreation Committee, and submits these names to the City Council for approval.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council confirms the appointment of Cyri P. Thompson, Ynna Hiceta and Virginia Hatfield to the Library Advisory Committee; and Jason Gates to the Parks, Culture and Recreation Committee, all for three year terms.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

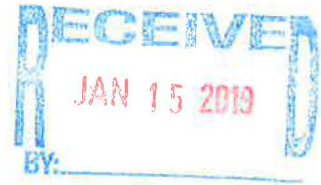
Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk



BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

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

Name: Cyri P. Thompson
Mailing Address: PO Box 189, Unalaska, AK 99685-0189
Telephone: (907) 359-2213 Email: nayashardez@yahoo.com
Occupation: Receptionist/Adm. Assistant Employer: Aleutian Chiropractic
Previous Board/Committee/Commission Experience (attach additional pages if necessary):

I have been on the Library Advisory Committee for 2 full terms prior to this.

Check the primary reason(s) for your interest:

- ☒ I am a returning board, committee or commission member whose term recently expired. (2/2019)
☐ I have expertise I want to contribute.
☐ I am interested in the activities the board, committee or commission handles.
☐ I want to participate in local government.
☐ I want to make sure my segment of the community is represented.
☐ Other _____

Please explain in greater detail the reasons you checked above: I have been with the Library Advisory Committee since Dan Masoni was the librarian, and intend to continue my terms until the renovation is complete or I am unable to attend.

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

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

- ☐ Media ☒ Word of Mouth ☐ Solicitation ☐ Other _____

Date: 1-7-2019

Signature: [Signature]

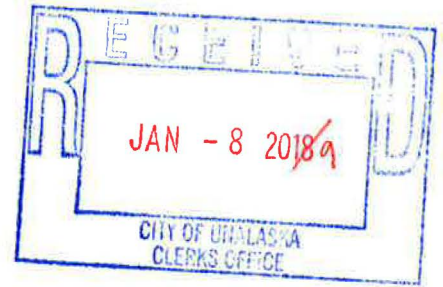
THANK YOU FOR YOUR INTEREST IN SERVING

Applications expire one year from date received by City Clerk

Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- | | |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <input type="checkbox"/> Planning Commission, Platting Board and Historic Preservation Commission | <input type="checkbox"/> Museum of the Aleutians Board of Directors |
| <input type="checkbox"/> Parks, Culture & Recreation Committee | <input type="checkbox"/> Iliuliuk Family & Health Services Clinic Board |
| <input checked="" type="checkbox"/> Library Advisory Committee | |

Name: Ynna Hiceta

Mailing Address: P.O. Box 921025 Dutch Harbor, AK 99692

Telephone: 981-1251 x4-3102

Email: yhiceta@ci.unalaska.ak.us

Occupation: Actg. Asst. II - Utility Billing

Employer: City of Unalaska

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

Library Advisory Committee

Check the primary reason(s) for your interest:

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

Please explain in greater detail the reasons you checked above: For the short time I have in this committee, I am more aware of how the continuous growth of improving the service of the library to the public.

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

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

- ☐ Media ☐ Word of Mouth ☐ Solicitation ☒ Other _____

Date: 01-08-19

Signature: [Signature]

THANK YOU FOR YOUR INTEREST IN SERVING

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APPLYING FOR (check one):

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

Name: Virginia Hatfield

Mailing Address: PO Box 1232, Unalaska, AK 99685

Telephone: 907-359-8000 Email: vlhatfield@gmail.com

Occupation: Executive Director Employer: Museum of the Aleutians

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

Urban Design and Historic Preservation board in Lubbock, Tx 2015-2016

Aleutian Arts Council, 2017 to present

Lions Club member since 2017

Check the primary reason(s) for your interest:

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

Please explain in greater detail the reasons you checked above: I am returning to the advisory commission. I am interested in continuing to serve on the Library Advisory Council. It is a privilege to be a part of this important institution. It is important to me to serve my community and I really enjoy the Unalaska Public Library and am proud of the staff and the programs they host.

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

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

- ☐ Media ☐ Word of Mouth ☒ Solicitation ☐ Other

Date: Jan 8, 2019 Signature: Virginia Hatfield

VIRGINIA L. HATFIELD**Museum of the Aleutians** 314 Salmon Way, Unalaska, AK 99685

Phone: 907.581.5150

PO Box 1232

Cell: 907.359.8000 or 806.438.2361

Unalaska, AK 99685

Email: vlhatfield@gmail.com

Education

Ph.D. 2006 May University of Kansas, Lawrence, Kansas. Department of Anthropology (Archaeology). *Historical Continuity from Shemya to Dutch Harbor: An evolutionary analysis of chipped stone technology in the Aleutian Islands*. Ph.D. University of Kansas, Lawrence, Kansas.

M.A. 2001 May University of Kansas, Lawrence, Department of Anthropology (Archaeology) *Toward Evolutionary Archaeology: Analysis of Variability in Attributes of North-central Texas projectile point/knives*. Masters Thesis, University of Kansas, Lawrence, Kansas.

B.A. 1993 May Texas Tech University, Lubbock, Texas, Magna Cum Laude. (History)

Boards and other Service

Unalaska City Library Advisory Council Member, 2017 (Unalaska, AK)
 Aleutian Arts Council Board Member, secretary, 2017 (Unalaska, AK)
 Lions Club Member, 2017 (Unalaska, AK)
 Unalaska City Steering Committee 2017 (Unalaska, AK)
 Urban Design and Historic Preservation Board Member (Lubbock, Texas) 2015-2016.
 Participant in Arctic Horizons National Science Foundation workshop, 2015-2106
 Register of Professional Archaeologists (RPA)

Employment History:

January 2017—present	Executive Director, Museum of the Aleutians, Unalaska, AK.
Dec 2012 – present	Sole Owner of Hatfield Archaeological Services, LLC. Unalaska, AK.
Nov - Dec 2016	Collections Manager, Museum of the Aleutians, Unalaska, AK.
Jul 2007 – Oct 2012	Prewitt and Associates, Inc., Austin, TX (Ross Fields, president) 2105 Donley Drive, Suite 400, Austin, TX. 78758 (512-459-3349)
Aug 2006 – Jul 2007	Effigy Archaeological Services, Inc., Kansas City, KS (Annie Moerbe, president) 10108 West 96 th ST, Unit E, Overland Park, KS 66212 (913-620-3070)
Jan 2005 – May 2006	TTU, Dept. of Sociology, Anthropology, & Social Work, Lubbock, TX (Tamra Walter). Holden Hall 158, Mail Stop 1012, Lubbock TX 79401 (806-281-4206)
Jun – Jul 2006	University of Kansas, Central Aleutian Archaeological and Paleobiological Project (NSF, Dixie West), 1014 Houston St, Manhattan, KS 66052 (785-539-2308)
Sept 2004 – Feb 2005	Effigy Archeological Services, Inc., Kansas City, KS (Annie Moerbe, president)
Aug 2004 – Sept 2004	4G Consulting, Inc.
Jun 2003 – Nov 2003	Lab technician, Museum of the Aleutians, Unalaska, AK (Rick Knecht, director) 314 Salmon Way, Unalaska, Alaska 99685
Oct 2002 – Nov 2002	Prewitt and Associates, Inc., Austin, TX (Ross Fields, president)
Jun 2001 – Dec 2001	Museum of the Aleutians, Unalaska, AK (Rick Knecht, director)
Jun 1998 – Sept 2001	Western Aleutian Archaeological and Paleobiological Project (NSF, Dixie West)
Jun 1996 – Jul 1999	Kansas University, Museum of Anthropology, Lawrence, KS
April 1996	Geo-Marine, Inc., Plano, TX
Sept 1996 – Mar 1996	Arizona State University, Archaeological Research Institute, Tempe, AZ
December 1995	Desert Archaeology, Tucson, AZ
September 1995	Dames and Moore, Inc., Phoenix, AZ
August 1995	Cultural and Environmental Systems, Inc.,
May – June 1995	Geo-Marine, Inc., Plano, TX
Aug 1994 – Mar 1995	Espey, Huston, & Assoc., Inc., Austin, TX
June – July 1994	Texas Archeological Research Laboratory, Austin, TX
June 1994	Prewitt and Associates, Inc., Austin, TX
Dec 1993 – May 1994	Espey, Huston, & Assoc., Inc., Austin, TX
June – Dec 1993	Texas Parks and Wildlife Department, Austin, TX

DECEIVER
JAN 28 2019



BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- | | |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <input type="checkbox"/> Planning Commission, Platting Board and Historic Preservation Commission | <input type="checkbox"/> Museum of the Aleutians Board of Directors |
| <input checked="" type="checkbox"/> Parks, Culture & Recreation Committee | <input type="checkbox"/> Iliuliuk Family & Health Services Clinic Board |
| <input type="checkbox"/> Library Advisory Committee | |

Name: Jason Gates

Mailing Address: PO Box 18

Telephone: 907-982-3351

Email: jusjae@yahoo.com

Occupation: Area Supervisor

Employer: TelAlaska

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

Parks, Culture & Recreation Committee

Check the primary reason(s) for your interest:

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

Please explain in greater detail the reasons you checked above: I have enjoyed being on the committee and wish to return for another term.

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

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

- ☐ Media ☐ Word of Mouth ☒ Solicitation ☐ Other _____

Date: 1/28/19

Signature: Jason M. Gates

THANK YOU FOR YOUR INTEREST IN SERVING

Applications expire one year from date received by City Clerk

Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-08

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE FINANCIAL ENGINEERING COMPANY FOR PROFESSIONAL SERVICES TO ANALYZE THE UNALASKA MARINE CENTER TARIFF AND CONTRACT RATES, IN AN AMOUNT NOT TO EXCEED \$22,090

WHEREAS, the City of Unalaska desires to negotiate Terminal Services Agreements for the Unalaska Marine Center; and

WHEREAS, the City of Unalaska desires to understand the revenues required to manage the Unalaska Marine Center operations, maintenance, and debt service; and

WHEREAS, the Financial Engineering Company completed the last economic rate work for the Port in the form of a Cost Benefit Analysis for the financing of the Unalaska Marine Center; and

WHEREAS, the Unalaska City Council would like an updated rate analysis and rate design for anchor tenants; and

WHEREAS, a rate analysis will allow the City of Unalaska and the Port of Dutch Harbor to negotiate rates for Terminal Services that meet the requirements of debt service and operations and maintenance; and

WHEREAS, the Financial Engineering Company is a reputable consulting company that has previously conducted rate analysis for the City of Unalaska; and

WHEREAS, the City of Unalaska has negotiated a fair rate for the service of the UMC rate analysis.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to enter into an agreement with the Financial Engineering Company for professional services to analyze the Unalaska Marine Center Tariff and Contract rates in an amount not to exceed \$22,090.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Peggy McLaughlin, Port Director
Through: Thomas E. Thomas, City Manager
Date: February 12, 2019
Re: Resolution 2019-08, authorizing the City Manager to enter into an agreement with the Financial Engineering Company for professional services to analyze the Unalaska Marine Center Tariff and Contract Rates, in an amount not to exceed \$22,090

SUMMARY: The adoption of Resolution 2019-08 will authorize the City Manager to enter into an agreement with Mike Hubbard from Financial Engineering Company for a rate analysis at the Unalaska Marine Center (UMC). This will identify a rate design for tariff and for customers with Terminal Services Agreements. The amount of this contract is not to exceed \$22,090.

PREVIOUS COUNCIL ACTION: No formal Council action has been taken on this issue.

BACKGROUND: The UMC Replacement Project is substantially complete, and the Port Department has begun the initial process of soliciting proposals for Terminal Services Agreements. A financial analysis has been requested to determine the best rates for customers and for debt service obligation.

DISCUSSION: With the completion of the UMC Project, the Port Department is ready to move forward with proposals for Terminal Services Agreements. In order to negotiate the best possible rates for both the City and any potential anchor tenants, an analysis of current rates, vessel traffic, and volume is required to understand the minimum thresholds for established rates and possibly reduction of contract rates based on activity.

The Port received a quote from The Financial Engineering Company (FEC) that provides a reasonable scope of work for gathering information, analyzing, and presenting the findings to Council and the public. Mike Hubbard of FEC provided the last review for the Cost Benefit Analysis for City's 2016 Tiger Grant application. Mr. Hubbard is familiar with Port rates and City of Unalaska processes, as well as with the management of debt service by rates.

Attached is FEC's proposal for Council review, which clearly outlines his process of establishing baseline rates and "rate designs" that could be implemented for anchor tenants. I am confident of his approach and that his analysis will provide the information that Council will need to take action to implement rates for customers with Terminal Services Agreements. This agreement would be paid for by the Port.

ALTERNATIVES:

- 1) Council could fully support Resolution 2019-08; or
- 2) Council could choose to not support Resolution 2019-08 as written; or
- 3) Council could recommend additional resources for a rate analysis

FINANCIAL IMPLICATIONS: This resolution will obligate the City to no more than \$22,090 to be paid for by the Port.

LEGAL: Not applicable.

STAFF RECOMMENDATION: Staff recommends approving this Resolution.

PROPOSED MOTION: I move to adopt Resolution 2019-08.

CITY MANAGER'S COMMENTS: I recommend adoption of Resolution 2019-08.

ATTACHMENT: Proposal from Financial Engineering Company

January 28, 2019

Ms. Peggy McLaughlin, Director
Department of Ports and Harbors
City of Unalaska
PO Box 610
Unalaska, Alaska 99685

Dear Ms. McLaughlin:

Subject: Proposal – UCM Rate Analysis

At your request, I have developed a proposal and budget estimate to perform rate work for the Unalaska Marine Center ("UMC"). With approximately \$30 million of the expansion and renovation costs of the UMC financed by debt, rates must be set to recover the additional costs. Too high of rates, however, run the risk of losing anchor tenants and commerce in general. As such, the City has requested this proposal to evaluate rate options for the UMC.

PROJECT SCOPE

The analysis will start by a review of the UMC cost structure which includes debt service, depreciation, operating costs, maintenance costs, and other miscellaneous costs. The majority of these costs are fixed in nature and are not dependent on volume. The costs will be identified as directly attributable to the UMC (debt service, depreciation, operations, etc.) and those that are allocated among the five separate Port facilities (administration, etc.) Direct costs might also include payments to the City for contributions in aid of construction.

Once the costs are determined, existing revenue streams will be reviewed and summarized. Revenues are collected through a set of rates and fees for docking/moorage, wharfage, rental fees, and utility fees. Revenues will be identified by type as well as the carrier paying the fee.

Adequacy of revenues will then be investigated to determine if existing fees are expected to recover the direct and indirect costs. A baseline will then be developed by calculating a single percentage adjustment required to be applied to all fees to recover the revenue requirements. A sensitivity analysis will be part of this baseline investigation to determine how sensitive the resulting adjustment is when based on alternative volumes and usage at the UMC.

Following the baseline analysis, a rate design study will be performed to investigate specific rate designs that could be implemented for anchor tenants to encourage volume increases.

Similar to incentive rates for electric utilities, these rates or contracts must be designed to ensure that reduced rates are applied to actual volume increases and not the shifting of volumes or loads. These risks will be considered and evaluated when developing proposed rate structures.

A written report of the analysis and findings will be prepared, followed by a meeting and presentation to the City Council.

BUDGET

The following budget has been prepared for the work. The budget is based on a single trip to Unalaska when the presentation to the City Council would take place. An initial site visit to gather data and discuss the project with Port personnel might result in a better flow of information and better understanding of issues and concerns of the City. This initial site visit is included as an option in the budget.

	Labor		Expenses	Total
	Hours	Cost		
Data Gathering, Review of Data	8	\$ 1,640		
Cost Structure	12	2,460		
Baseline Revenues	16	3,280		
Adequacy of Revenues	4	820		
Rate Design	16	3,280		
Report, Presentation	20	4,100		
Trip Expenses				
Air Fare (RKD - ANC)			800	
Air Fare (ANC - DUT)			1,000	
Hotel (DUT - 2 nights)			300	
Hotel (ANC)			125	
Meals			150	
	76	15,580	2,375	17,955
Optional Initial Trip				
Labor	12	2,460		
Trip Expenses				
Air Fare (RKD - ANC)			400	
Air Fare (ANC - DUT)			1,000	
Hotel (DUT - 1 night)			150	
Hotel (ANC)			125	
	12	2,460	1,675	4,135

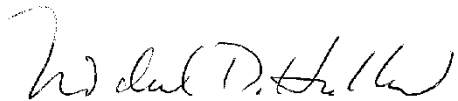
All additional expenses incurred due to weathered-in/out will be billed at cost. No labor will be billed due to weather.

All labor billed at \$205/hour.

Peggy, thank you for asking me for this proposal. If you have any questions, please do not hesitate to contact me.

Very truly yours,

THE FINANCIAL ENGINEERING COMPANY

A handwritten signature in black ink, appearing to read "Michael D. Hubbard". The signature is written in a cursive, flowing style with a large initial "M".

Michael D. Hubbard

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2019-09

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING A DONATION FROM THE COUNCIL'S OPERATING BUDGET IN THE AMOUNT OF \$_____ TO THE UNITED STATES COAST GUARD CHIEF PETTY OFFICERS FOUNDATION TO BE USED FOR THE BENEFIT OF THE U.S. COAST GUARD MARINE SAFETY DETACHMENT IN UNALASKA

WHEREAS, the United States Coast Guard (Coast Guard) has provided important service to the community of Unalaska for more than 150 years, dating back to the Bering Sea Revenue Service Vessels that patrolled the Bering Sea in the late 1800s; and

WHEREAS, today the Coast Guard mission is multifaceted roles, focusing on maritime safety, maritime security and marine stewardship; and

WHEREAS, the main function of the Coast Guard Marine Safety Detachment (MSD) in Unalaska is to provide safety inspections for both fishing vessels and other maritime cargo vessels, and to respond to marine pollution issues. The services provided by MSD personnel are incredibly important to the maritime industry of the region and saves lives; and

WHEREAS, this donation to the Coast Guard Chief Petty Officers Foundation will be used to offset any unforeseen impacts to the MSD personnel from future government shutdowns or other events which could create financial hardships for the MSD personnel and their families; and

WHEREAS, in a small measure this donation will show Unalaska's appreciation for all that the Unalaska MSD does for our community. Over the years the MSD has been extremely involved in the community and have volunteered on many projects in Unalaska; and

WHEREAS, during the recent shutdown of the federal government the Chief Petty Officers Foundation received donations from fishing companies, seafood processors, the Ballyhoo Lions Club and many local residents.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes a donation in the amount of \$_____ from the Council's Operating Budget to the United States Coast Guard Chief Petty Officers Foundation, to be used for the benefit of the personnel of the U.S. Coast Guard Marine Safety Detachment in Unalaska, to offset the impact of any future shutdown of the federal government or other events which may create hardships for MSD personnel and their families.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 12, 2019.

Dennis M. Robinson
Vice Mayor

ATTEST:

Marjie Veeder
City Clerk

MEMORANDUM TO COUNCIL

To: City Council Members
From: Frank Kelty, Mayor
Date: February 12, 2019
Re: Resolution 2019-09, Authorizing a donation from the Council's operating budget in the amount of \$_____ to the United States Coast Guard Chief Petty Officers Foundation to be used for the benefit of the U.S. Coast Guard Marine Safety Detachment in Unalaska

SUMMARY: The United States Coast Guard has provided important service to the community of Unalaska for well over 150 years going back to the Bering Sea Revenue Service Vessels that patrolled the Bering Sea in the late 1800s.

Today the US Coast Guard mission focus has many multifaceted roles, the three most important include maritime safety, maritime security and marine stewardship. All of the above mentioned roles have been important to Unalaska throughout the years.

The purpose of this donation to the U.S. Coast Guard Chief Petty Officers Foundation is to offset any unforeseen impacts to the Unalaska Marine Safety Detachment (MSD) personnel from future government shutdowns. As many of you know the Coast Guard personnel were not paid during that the last government shutdown creating many hardships. This donation would also assist in other events or hardships that could impact the lives of MSD personnel stationed in Unalaska. This in a small measure will help support the MSD personnel that have been instrumental in the assistance they provide to Unalaska and the seafood and maritime industries of this region throughout the years.

PREVIOUS COUNCIL ACTION: City of Unalaska has not, to my knowledge, made any donations to U.S. Coast Guard Chief Petty Officers Foundation. The City has provided reduced price PCR passes to Coast Guard personnel for many years. The City has also made many donations to other organizations from Council Contingency throughout the years.

BACKGROUND: The Unalaska City Council lobbied the United States Coast Guard for many years for a larger Coast Guard presence in Unalaska. The two major accomplishments from the years of lobbying was the funding for the UMC dock extension for Coast Guard vessels to tie up during breaks from Bering Sea fishery patrols; navigation aids work; and the establishment of the Marine Safety Detachment office.

The main function of MSD personnel is vessel safety inspections of both fishing vessels and other maritime cargo vessels and to respond to pollution issues. The work of the

MSD is incredibly important and saves lives. Over the years the personnel of the MSD have been extremely involved in the community and have volunteered on many projects throughout Unalaska. I believe a donation that will help support the U.S. Coast Guard MSD personnel will in a small measure show Unalaska's appreciation for all that they do for our community. It should also be noted that during the recent Government shut down the U.S. Coast Guard Chief Petty Officers Foundation received donations from fishing companies, processors, the Ballyhoo Lions club and many local residents.

DISCUSSION: I don't have a lot more to add, but I take the threat of another Government shutdown very seriously and we have had three shutdowns already under this administration. It should be noted that the U.S. Coast Guard was the only military branch that did not allow paychecks to their personnel during the shutdown because the Coast Guard is in the Department of Homeland Security and not in the Department of Defense like the other military branches. I understand that federal legislation may be pending to take care of this problem. This situation should never have been allowed, and caused many hardships for many Coast Guard personnel and their families during the 33 day government shutdown.

I fully support making a donation to U.S. Coast Guard Chief Petty Officers Foundation for the benefit of the Unalaska Marine Safety Detachment. I think it is very appropriate to show our support to the fine job they do and please always remember the Coast Guard motto: *Semper Paratus* / Always Ready!

ALTERNATIVES: Council may:

1. Take no action; or
2. Discuss the matter and vote it down; or
3. Approve Resolution 2019-09 with a majority vote after a necessary amendment is passed to designate a dollar amount.

FINANCIAL IMPLICATIONS: The Council Sponsorship Contingency account in the operating budget contains \$7,500; and there is \$42,000 available in the Council Sponsorship Planned account because there are two planned sponsorships that will not be expended. If Council chooses to support this donation, the amount will first come from the Sponsorship Contingency account, and the remainder, if necessary, will come from the Planned Sponsorship account.

MAYOR'S RECOMMENDATION: I support the adoption of Resolution 2019-09.

PROPOSED MOTION: To open the discussion, a motion to adopt Resolution 2019-09 is needed. If the Council chooses to donate, a motion to amend Resolution 2019-09 is needed to insert an amount.