

**Regular Meeting**  
**Tuesday, February 9, 2021**  
**6:00 p.m.**



**Unalaska City Hall**  
**Council Chambers**  
**43 Raven Way**

**Council Members**

Thomas D. Bell  
Darin Nicholson  
David M. Gregory

**Council Members**

Dennis M. Robinson  
Alejandro R. Tungul  
Shari Coleman

**UNALASKA CITY COUNCIL**

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

Vincent M. Tutiakoff Sr., Mayor  
Erin Reinders, City Manager  
Marjie Veeder, City Clerk [mveeder@ci.unalaska.ak.us](mailto:mveeder@ci.unalaska.ak.us)

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Due to recommended social distancing measures to stop the spread of COVID-19, this City Council meeting will be held in Council Chambers, with participation offered by telephone and online with the ZOOM platform. A limited number of Council Members and City Staff will attend in person. Seating for members of the public is reduced to allow for social distancing (first come; first seated). Coverings over the nose and mouth are required to be worn when entering City Hall until seated, and again when exiting.

**PARTICIPATION AND PUBLIC COMMENT OPTIONS**

- Attend in person
- Listen on KUCB TV Channel 8 or Radio Station 89.7
- Participate online via ZOOM (link, meeting ID & password below)
- Participate by telephone (toll and toll free numbers, meeting ID & password below)
- PUBLIC COMMENT may be provided in person; by telephone; online; and in writing
  - Telephone or online: please notify the City Clerk if you wish to provide public comment
  - Written comments may be provided to be read by the Clerk during the meeting; written comments must be received an hour before the meeting begins

**ZOOM MEETING LINK:** <https://us02web.zoom.us/j/85203975430>  
Meeting ID: 852 0397 5430 / Passcode: 977526

**TELEPHONE:** Meeting ID: 852 0397 5430 / Passcode: 977526  
Toll Free numbers: (833) 548-0276; or (833) 548-0282; or (877) 853-5247; or (888) 788-0099  
Non Toll Free numbers: (253) 215-8782; or (346) 248-7799; or (669) 900-9128

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**AGENDA**

1. **Call to order**
2. **Roll call**
3. **Pledge of allegiance**
4. **Adoption of agenda**
5. **Approve minutes of previous meeting:** [January 26, 2021](#)
6. **Reports**
  - a. [City Manager](#)
  - b. Annual Reports of Boards and Commissions
    - i. [Library Advisory Committee](#)
    - ii. [Parks, Culture & Recreation Committee](#)

7. **Community Input & Announcements** *Members of the public may provide information to council and make announcements of interest to the community.*
8. **Public comment on agenda items** *Time for members of the public to provide information to Council regarding items on the agenda. Members of the public may also speak when the issue comes up on the regular agenda by signing up with the City Clerk.*
9. **Work Session** *Work sessions are for planning purposes, or studying and discussing issues before the Council.*
  - a. [Rolling Stock Plan](#) – Tom Cohenour, Department of Public Works Director
  - b. [Resolution 2021-03: Adopting policy for public comment at City Council meetings](#)
  - c. [Ordinance 2021-04: Creating Budget Amendment #5 to the fiscal year 2021 Budget, appropriating an additional \\$500,000 for the DPS Repeater Site and Radio Upgrade Project](#)
10. **Consent agenda** *Approval of non-controversial and routine items, accomplished without debate and with a single motion and vote. Council members may request an item be moved to the regular agenda for discussion purposes.*
  - a. [Resolution 2021-08: Approving the Mayor’s appointments to the Library Advisory Committee; the Parks, Culture and Recreation Committee; the Planning Commission and Platting Board; and the Historic Preservation Commission](#)
11. **Regular agenda** *Persons wishing to speak on regular agenda items must sign up with the City Clerk.*
  - a. [Resolution 2021-03: Adopting policy for public comment at City Council meetings](#)
  - b. [Resolution 2021-07: Approving the Council’s Goals for the FY22 Budget](#)
  - c. [Resolution 2021-09: Continuing measures to protect public health](#)
  - d. [Ordinance 2021-04: \(1<sup>st</sup> Reading\) Creating Budget Amendment #5 to the fiscal year 2021 Budget, appropriating an additional \\$500,000 for the DPS Repeater Site and Radio Upgrade Project](#)
12. **Council Directives to City Manager**
13. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community.*
14. **Adjournment**

Regular Meeting  
Tuesday, January 26, 2021  
6:00 p.m.



Unalaska City Hall  
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43 Raven Way

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Darin Nicholson  
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**MINUTES**

**1. Call to order**

Mayor Tutiakoff called the regular meeting of the Unalaska City Council to order on Tuesday, January 26, 2021 at 6:00 pm.

**2. Roll call**

Present in chambers:

Vincent Tutiakoff, Sr., Mayor  
Thomas D. Bell  
David Gregory

Present Via Telephone or Zoom:

Shari Coleman  
Dennis Robinson  
Alejandro Tungul

Absent/Excused:

Darin Nicholson

**3. Pledge of allegiance** – Mayor Tutiakoff led the Pledge of Allegiance

**4. Adoption of agenda**

Gregory made a motion to adopt the agenda; Bell seconded

Roll Call Vote: Gregory – yes; Coleman – yes; Tungul – yes; Robinson – yes; Bell – yes

Motion passed 5-0

**5. Awards** – Mayor Tutiakoff announced the Department of Public Safety 7<sup>th</sup> and 8<sup>th</sup> Grade Essay Contest Winners:

- 3<sup>rd</sup> place – Dalyla Nettleton
- 2<sup>nd</sup> place – Jamin Tolai
- 1<sup>st</sup> place – Ava Kielmeyer

**6. Approve minutes of previous meetings:** January 8, January 12 and January 13, 2021

Gregory made a motion to approve the minutes presented for the January 8, January 12 and January 13, 2021 council meetings; Bell seconded

Roll Call Vote: Tungul – yes; Gregory – yes; Robinson – yes; Bell – yes; Coleman – yes

Motion passed 5-0

**7. Reports**

- a. City Manager's Report. The City Manager provided highlights from her report. State Lobbyist Dianne Blumer answered Council questions regarding Legislative Action Plan.

**8. Community Input & Announcements**

Acting City Clerk Magdaong read into record a written comment submitted by Lucy Ortiz.

9. **Public comment on agenda items** – none.

10. **Public Hearing**

Mayor Tutiakoff opened the Public Hearing on Ordinance 2021-01 Creating Budget Amendment #4 to the Fiscal Year 2021 Budget, appropriating \$25,000 for facilities maintenance in the Ports Fund, \$97,000 for professional services in the Electric Fund, \$57,187 for fire department equipment in the General Fund, and \$122,280 for the Tsunami Siren Upgrade Capital Project, and recognizing \$122,280 of State Capital Grant Revenue

Hearing no testimony, the Public Hearing closed.

Mayor Tutiakoff Sr., opened the Public Hearing on Ordinance 2021-03 Amending Unalaska Municipal Code Title 18.

Hearing no testimony, the Public Hearing closed.

11. **Work Session**

Bell made a motion to move into work session; Gregory seconded. Adopted by consensus.

- a. Presentation: FY22 Revenue Projections and Proposed City Council Goals for the FY22 Budget – Jim Sharpe, Interim Finance Director. Jim Sharpe provided information and answered Council questions. Council discussion.
- b. Discussion: Increase to the “Rainy Day Fund”, and proposed Resolution 2021-06 Reclassifying \$12 million of General Fund Unassigned Fund Balance to Committed Fund Balance for Emergency Operations. Jim Sharpe, Interim Finance Director  
Jim Sharpe provided information and answered Council questions. Council discussion.
- c. Presentation and Discussion: 2021 Cruise Ship Season – Peggy McLaughlin, Port Director, provided information and answered Council questions. Carlin Enlow, executive director of Unalaska Visitors Bureau, provided information and answered Council questions. Shirley Marquardt submitted written comment which was read into record.

12. **Regular Agenda**

Gregory made a motion to reconvene to Regular Session; Bell seconded. Adopted by consensus.

- a. Ordinance 2021-01 (2<sup>nd</sup> Reading): Creating Budget Amendment #4 to the Fiscal Year 2021 Budget, appropriating \$25,000 for facilities maintenance in the Ports Fund, \$97,000 for professional services in the Electric Fund, \$57,187 for fire department equipment in the General Fund, and \$122,280 for the Tsunami Siren Upgrade Capital Project, and recognizing \$122,280 of State Capital Grant Revenue

Gregory made a motion to adopt Ordinance 2021-01; Bell seconded

Roll Call Vote: Tungul – yes; Robinson – yes; Gregory – yes; Bell – yes; Coleman – yes  
Motion passed 5-0

- b. Ordinance 2021-03 (2<sup>nd</sup> Reading): Amending Unalaska Municipal Code Title 18

Gregory made a motion to adopt Ordinance 2021-03; Bell seconded

Roll Call Vote: Coleman – yes; Gregory – yes; Robinson – yes; Tungul – yes; Bell – yes  
Motion passed 5-0

- c. Resolution 2021-03: Adopting policy for public comment at City Council meetings

Gregory made a motion to adopt Resolution 2021-03; Bell seconded

Robinson made a motion to postpone Resolution 2021-03 to a Work Session on February 9, 2021; Tungul seconded

Roll Call Vote: Coleman – yes; Bell – yes; Gregory – yes; Robinson – yes; Tungul – yes  
Motion passed 5-0

- d. Resolution 2021-05: Continuing measures to protect public health

Gregory made a motion to adopt Resolution 2021-05; Bell seconded

City Manager Erin Reinders answered Council questions

Melanee Tiura answered Council questions

City Attorney Sam Severin provided information and answered Council questions

Roll Call Vote: Bell – yes; Coleman – yes; Robinson – yes; Tungul – yes; Gregory – yes  
Motion passed 5-0

- e. Resolution 2021-06: Reclassifying \$12 million of General Fund Unassigned Fund Balance to Committed Fund Balance for Emergency Operations

Gregory made a motion to adopt Resolution 2021-06; Bell seconded

Roll Call Vote: Gregory – yes; Bell – yes; Coleman – yes; Robinson – yes; Tungul – yes  
Motion passed 5-0

**13. Council Directives to City Manager – none.**

**14. Community Input & Announcements**

Andy Dietrick provided comment.

**15. Adjournment**

Mayor Tutiakoff Sr., adjourned the meeting at 8:30 pm.

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Marjie Veeder, CMC  
City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: City Manager Report

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**Strategic Planning:** The following weeks are currently open for our facilitator. Again, this will be in person with numerous safeguards in place. We plan to keep the general schedule that we already set up, so the dates for Council involvement are outlined as well. If Council can reach consensus on the date, than staff can move forward with making the arrangements.

- Option 1 - Week of July 19 (July 22 & 23)
- Option 2 - Week of July 26 (July 29 & 30)
- Option 3 - Week of August 2 (August 5 & 6)
- Option 4 - Week of August 9 (August 12 & 13)

**Upcoming Deadlines:** The following filing and application deadlines and events are coming up.

- March 1, 2021 Deadline to submit Business Personal Property Tax declaration form
- March 1, 2021 Deadline to apply for Senior Real Property Tax Exemption
- March 1, 2021 Deadline to apply for Volunteer Fire/EMS Real Property Tax Exemption
- March 15, 2021 Deadline to file Annual Public Official Financial Disclosure (POFD) form
- March 31, 2021 Deadline to apply for Senior Citizen Sales Tax Refund

**Vaccine Allocations:** The Qawalangin Tribe of Unalaska, the City of Unalaska, the Aleutian Pribilof Islands Association, and the Iliuliuk Family Health Clinic are working together to advocate for additional vaccines for our community. We are thankful for the vaccines we have received so far, and are grateful for the APIA and IFHS's coordination to administer them. However, the State's allocation is currently based on regional population alone and does not effectively account for our remote location, limited access to health care, seasonal population influx for industry, and significant number of individuals living in close quarters and congregant settings. We hope we can accomplish more as we work together in this effort.

**GCI Fiber:** The following overview of the City's involvement with GCI project was provided by Planning Director, Bil Homka. This effort supports a long time City Council legislative priority supporting the critical community need of reliable and high speed internet.

*Project. Several months ago GCI announced plans to bring fiber to Unalaska. Once fiber arrives, GCI intends to install the fiber throughout the city. The new fiber will be installed sub-grade in city rights-of-way along with numerous vaults that provide switching gear. The city feels this is an opportunity to install its own conduit and fiber to build connectivity and increase bandwidth available for information sharing capacity. This project summary is for the city to work with GCI and agree to a project on the most favorable terms for Unalaska while also providing as much assistance as possible to GCI. GCI is very interested in working with the City and open to the "at cost" scenario. The Planning Department has been tasked to work with GCI and develop a Joint*

*Trench Agreement (JTA). Bil Homka and Charles Cacciola (City Attorney) have been representing the City in discussions with the GCI Team, which is led by Dan Boyette, GCI Vice President / General Manager.*

*Permitting. GCI already applied for the permit. Engineering is conducting its review and has shared the application information to the Planning Department. While Engineering has been reviewing the permit application and mapping out the process forward, Planning overlaid the drawings into our GIS system. They are checking historical real estate records for ROW acquisitions, dedications, and/or easements. This will assist the project if there is a need to acquire any land or easements for a contiguous project. Key team members include: Bob Cummings, City Engineer; Mark Kielmeyer, Engineering Tech; Thomas Roufos, Planner; and Cameron Dean, GIS Administrator.*

*Joint Trench Agreement. For two weeks Charles, Bob and I have been discussing various aspects of a potential Joint Trenching Agreement between GCI and Unalaska. In effect we are working to add about 55,000 lineal feet of conduit and fiber at locations that will connect city buildings and infrastructure. We want GCI to do this work at cost for the city simultaneously with their project. We offer GCI any excess conduit we may have throughout the city as our part of the agreement, as well as assistance in obtaining permission to install conduit across three city bridges including the South Bay Bridge on Airport Beach Road. Key team members include: Bil Homka, Planning Director; Jake Whitaker, Information Services Supervisor; Bob Cummings, City Engineer; and Charles Cacciola, City Attorney.*

*Future Coordination. Many city employees have institutional information about where existing fiber is located for GCI, TelAlaska, etc and where the city has vacant conduit. Working to schedule a coordination meeting to invite participation of employees with interest / knowledge of the project, conduit, vaults, and other crucial elements.*

*Next Steps. We just submitted a pre-joint trench agreement (JTA) to Dan Boyette. Once we agree to the basic terms of the JTA, we will begin preparing the formal JTA and bring it to City Council for its review and approval. The permitting will continue on a separate path of review, aside from this JTA.*

**PCR Facilities:** As you know PCR has been developed programming with the City's high COVID risk level and City Council resolutions in mind. Staff worked to address feedback we received about the full closure when we were at high risk level previously. We have also worked to address critical health and wellness needs of community members. This extremely limited opening allows for elders, those with medical conditions, and individuals trying to stay healthy to exercise and manage their stress safely. We continue to receive complaints about not being open more, and not being able to accommodate family or small group outings. I understand the desire to have more access to these facilities, and we look forward to a time when the risk level is reduced and that is able to be accomplished.

PCR Director Roger Blakely has provided the following information and overview. Staff is certainly open to Council feedback and perspective.

- *The Library is open to curbside check out of materials, and to help anyone telephonically desiring to set up e-books and audio books and to offer internet access in your own personal vehicle in the parking area in front of the library. We also offer limited passport services for people that need that assistance.*

- *The Aquatics Center is open at different times during the day with cleaning times between each open time. All time slots are by reservation only. No more than 3 people in the pool at one time and 2 people in the workout area and 1 person in the sauna.*
- *The Community Recreation Center will be open during set times and only by reservation. One person in a room or on the track. Each reservation will be for not more than one hour. With the teen room, multipurpose room and kid's rooms all closed. The most people we can have in the facility during each open period is 7 people.*

*We are operating under three main goals during the High-Risk declaration:*

1. *Maintain a safe and healthy community by limiting opportunities for COVID-19 spread among PCR patrons.*
2. *Maintain a safe and healthy environment for PCR staff.*
3. *Provide services to meet our mission and to provide recreation, physical and mental health to the community to the best of our ability.*

*During the High-Risk declaration it becomes much harder to provide all the services the community wants. We are committed to providing the best service possible during this stressful time, while complying with all the City and State mandates.*

**Proposed Additional Personnel:** Staff is preparing to discuss new staff member requests with City Council at the February 23<sup>rd</sup> Council Meeting. These potential positions are mentioned in the Council Budget Goals memo, but having a specific time to talk about these positions will be beneficial as we continue to prepare the budget. As mentioned in the last City Manager Report, we are currently looking into what an expanded role of a Resource Analyst might look like if we were to resurrect this staff position. In the past, this position focused on fisheries, but this role could be expanded to include other areas such as geothermal coordination, permitting assistance and grants support. We also plan to bring forward a position to provide administrative support of the Fire Department, and an Emergency Management Coordinator position. The Emergency Management Coordinator position was also recommended in the IRT report.

**Directives to the City Manager:** One directive to the City Manager remain outstanding:

- *Options for Increased Tobacco Tax (11/27/18). Ongoing.* City Clerk Marjie Veeder has worked with our city attorneys on this complex topic. City Council discussed the Tobacco Excise Tax Ordinance, as well as potential rates and funding dedication approaches at their November 10, 2020 meeting. This is still being worked on and we hope to bring forward the Ordinance in March.



# 2020

## YEAR IN REVIEW Unalaska Public Library

Mission: Unalaska Public Library educates, enriches, and inspires community members by connecting them to the world and each other.



**37 weeks open**

9 weeks closed for COVID-19 prevention  
6 weeks curbside checkout only



**43,634**

Items  
checked  
out



**115**

New library  
cards

**70%** COVID-19 Survey Respondents  
impacted by library changes and closures

Source: City of Unalaska COVID-19 Response Survey

### EBOOK AND AUDIOBOOK CHECKOUTS



**2,016**



**26,489**

Wireless  
sessions



**1,523**

Items  
checked out  
curbside

### COMMENTS FROM LIBRARY PATRONS

"Almost more than anything from life in Unalaska before the pandemic, I miss the library. I was so grateful and impressed that you and your staff managed to keep the doors open as much as you did for the community."

"I am so grateful the Library's resources are still available to keep us entertained and sane during these strange times."

"My family loves the library. There is no institution in Unalaska that is more important to us. We have really become aware of how much the library means to us this year when the library has been closed due to the pandemic."

"Thank you for putting in the time to select such excellent books and movies for me in my quarantine. It was so fun to open the package...I'm grateful to have an amazing public library in Unalaska and you guys are the reason it's so great!"

"I moved to Unalaska about a year ago and, at the time, I didn't have a job, car, or wi-fi. The public library was a huge resource (not to mention refuge) as I looked for work, communicated with family, and looked for entertainment to fill my spare time."

CITY OF UNALASKA  
P.O. Box 610  
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(907) 581-1251 Fax (907) 581-1417



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: M. Lynn Crane, Chair, Unalaska Public Library Advisory Committee  
Date: February 9, 2021  
Re: Library Advisory Committee Annual Report to the Mayor and Council, 2020

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 2020.

Library services and usage were very different in 2020 as a result of the COVID-19 pandemic. For the majority of 2020, the library was open with limited services and safety measures in place or was closed to the public. This was a challenging year for our community and for an institution with community service and social connection as its core values.

In the Unalaska COVID-19 Response Survey conducted by the city, **70% of respondents** reported that they were impacted by the library's changes and closures. Among all city services, this is second only to the DMV in terms of community impact. While this statistic is alarming in the short term because of the detriment caused by the necessary closures and safety measures, it speaks to the importance of the library in this community.

Nonetheless, the library staff worked hard to accomplish the library's mission within safety guidelines. This is a summary of special library services for 2020:

- ❖ Library staff worked hard to promote and improve access to **Digital Services** this year, especially when the building was closed. The library purchased extra copies of eBooks and audiobooks, and we worked with local media to make sure our patrons knew how to access these services from home, work, the library parking lot, or anywhere with an internet connection. In 2020, **Unalaska patrons borrowed 2,016 eBooks and audiobooks**, almost double the number from 2019.
- ❖ When the library was closed to the public in April, May, and December, staff transitioned to **Curbside Checkout** in order to safely give our community access to the library collection. The ever-flexible Library Assistants accepted requests by email, phone, or

through the online library catalog and filled them for patrons to pick up in the library entryway. **We filled 211 requests and checked out 1,523 items** via curbside checkout in 2020. In the Unalaska COVID-19 Response Survey conducted by the city, **79% of respondents indicated that they had either heard of or used** the library's curbside service.

- ❖ **Wireless Internet** was available throughout the year outside the building. We boosted the signal for wider coverage, and we provided extra outdoor seating for patrons using this service. Patrons braved our Unalaska weather in all seasons to access this resource. In 2020, **the library hosted 26,489 wireless internet sessions**, an average of more than 70 per day.
- ❖ The current public health environment, combined with the relatively cramped library meeting space, has made in-person library programming impossible for much of 2020. Given the circumstances, library staff created several opportunities for **Virtual Programming** in order to maintain our literacy, art, and social programs. The City Librarian performed recorded **story times** on Channel 8. The **Unalaska Book Club** met virtually, and the library hosted **author visits** for UCSD students and for community members via Zoom. Library Assistants prepared **take-home art kits** to keep patrons entertained and enriched during “hunker down” periods.
- ❖ Library staff offered **Creative Solutions** to 2020 problems repeatedly throughout the year. With the help of Public Works, the library loaned its aging book drop to the school to use as a **homework drop-off**. Library Assistants selected “**care packages**” of **library materials** for patrons who missed browsing the collection and getting recommendations from staff. Staff added **sewing machines, art kits, and cloth mask-making kits** to the circulating collection.

### **Expansion and Renovation of the Library Facility**

The Committee thanks the Mayor and Council for recognizing the need for an expanded and renovated library facility. The expansion and renovation had completed the design phase and was on the brink of construction when it was indefinitely postponed due to the COVID-19 pandemic in April 2020.

While the project has been delayed, the need remains and will likely become more pronounced if the library sees a boom in usage once pandemic safety restrictions are lifted. The city initiated the project because 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.

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 furniture and finishes, public art, and self-checkout, as well as giving general input on the direction and scale of the project. The Advisory Committee also appointed an Art Committee to solicit, evaluate, and select art installations for the project. The Committee continues to believe in the need for this project and to advocate for its restoration at the appropriate time.

## Committee Work

In 2020, the Committee met eight times. 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 2020:

- Library Building Improvement Project
- Rasmuson Foundation Fundraising Committee
- Library Business Plan
- Library Services during COVID-19 Epidemic
- Reopening Plan
- Summer Reading Program
- Banned Books Week
- Capital Projects for CMMP Consideration
- Artwork for Children's Room

## Library Advisory Committee Members

	Term Expires:
M. Lynn Crane, Chair	02/2021
Cyri Thompson, Vice Chair	02/2022
Robert Cummings	02/2021
Debbie Hanson-Zueger	02/2023
Virginia Hatfield	02/2022
Cat Hazen	02/2021
Lucy Ortiz	02/2022

In summary, members of the Public Library Advisory Committee report that the library has had an unusual year full of opportunities for creativity in public service, and that the Unalaska community continues to use and value the library's resources, services, and programs. We look forward to discussing this report and answering any questions from Council members or City Administration on February 9, 2021.

# COVID-19



THE PCR IN PARTNERSHIP WITH UNALASKA HIGH SCHOOL'S DDF TEAM AND KUCB PROUDLY PRESENT

*It's a Wonderful Life*  
**THE RADIO PLAY**  
 BASED ON THE FILM BY FRANK CAPRA  
 ADAPTED FOR RADIO BY PHILIP ORCIAN  
 Get in the spirit of this holiday season as local actors use their voices to bring this classic to life!

PREMIERING:  
**CHRISTMAS EVE AT 7:00 PM**  
**ADDITIONAL BROADCASTS:**  
**CHRISTMAS DAY AT 12:00 & 5:00 PM**

Big CASH prizes & Daily Prize Drawings!

**5th Annual Silver Salmon Derby**

DEBRY RULES:  
 One entry per day  
 Fish must be caught in the day it is submitted  
 Fish must be caught legally  
 Must have valid Sport Fishing License  
 NO shopping or net caught entries  
 If there are markings of any kind, it will not be entered  
 Fish must be weighed by PCR Staff  
 Children 12 and under must be accompanied by an adult  
 Please see AD&G Rules & Regulations

REGISTRATION:  
 Free Registration!  
 2020 Silver Salmon Derby shirt today!  
 By 15 - \$25 after

2020  
**BALLYHOO MOUNTAIN RUN**

Sponsored by the City of Unalaska Department of Parks, Culture, & Recreation  
 Community Center or call PCR at 907-581-1297 to register

2020 Unalaskan Pride  
**4th of July**  
 Saturday Grand Marshals: Graduating Class of 2020

The PCR presents  
**Disney PIXAR COCO & Knives Out**

6:00pm  
**SATURDAY, OCTOBER 24**  
**Parking lot of the Unalaska Library**  
 - Free Movie Admission Tickets Available at PCR - First Come, First Served -

City of Unalaska Department of Parks, Culture, & Recreation  
**After School Programming**  
 Fall 2020

Elementary After School Program:  
 Grades 1-4  
 Location: Unalaska City School Small Gym  
 Time: Directly after school until 5:00 p.m.  
 Days: Monday - Friday  
 Maximum: 20 Participants  
 Fee: No Fee. This program consists of supervised special interest programs that will have associated registration fees, but participation is not required. Students participating in this program on Monday - Friday for the duration of this program may be removed to attend this program. Students not regularly attending this program may be removed to make room for other students.

High After School Program:  
 Grades 5-8  
 Location: Unalaska City School Small Gym  
 Time: Directly after school until 5:30 p.m.  
 Days: Monday - Friday  
 Maximum: 20 Participants  
 Fee: No Fee. This program consists of supervised special interest programs that will have associated registration fees, but participation is not required. Students participating in this program on Monday - Friday for the duration of this program may be removed to attend this program. Students not regularly attending this program may be removed to make room for other students.

Throughout 2020 PCR programming staff continued to create innovative ways to provide both new programming opportunities and annual community favorites in a way that engaged community members and minimized the risk of COVID-19 Transmission.

2020  
**131 SUMMER BAY CLASSIC**  
 AND VIRTUAL 5K FUN RUN

REGISTRATION:  
 FREE - Half Marathon: \$15 w/shirt \$5 w/o shirt  
 FREE - 5K Fun Run: Free or \$15 w/shirt

City of Unalaska  
**QUARANTINE 5K FUN RUN / WALK**

Course begins & ends in the UCSD High School parking lot in front of the Aquatics Center.

Run to the end of the third float at the Carl E. Moses Boat Harbor & follow course back to the start

AGES - Half Marathon: 15 y/+ 5K Fun Run: ANY

22 MILES  
**2020 Summer Solstice RUN**

THE COURSE - 2mi.

Course starts at the intersection of the road and the access road. Turn around down access road and bear right at the access road intersection towards Little South Avenue. Turn around at Little South Avenue on Captain's Bay back side of Bunker Hill. Head back to starting line to complete route.

**SEW WHAT? Recycled Denim**

When: MONDAYS OCT 19 - NOV 9 6:30-8:30 PM

Fee: \$10

What Should I Bring?  
 DENIM  
 SEWING MACHINE IF ABLE  
 SCISSORS  
 ROTARY CUTTER  
 RULER  
 PINS IF NECESSARY  
 YOUR IMAGINATION

Summer Hiking CHALLENGE  
 June - September 2019

7 Trails - 24 Miles One Epic Challenge

- Ballyhoo Loop Trail
- Pyramid Trail
- Peace of Mind Trail
- Bunker Hill Trail
- Ugadaga Bay Trail
- Ski Bowl Trail
- Summer Bay Bunker Trail

Register at the Community Center for \$5.00 (The Community Center receives an exclusive challenge patch!)  
 The permit will be sponsored by APIA. Participants are always carry a map.

CLAY CREATIONS: SEASON'S GREETINGS

When: TUESDAYS & THURSDAYS  
 NOV. 17-24 (3 SESSIONS)  
 6:00-7:15 OR 7:45-9:00 PM  
 Who: AGE 10+  
 Fee: \$10

TO REGISTER: CALL 581-1297 OR IN PERSON BEGINNING MONDAY NOV. 2 @ 9:00 AM

MASKS ARE REQUIRED, AND SOCIAL DISTANCING WILL BE ENFORCED.



**City of Unalaska Parks, Culture and Recreation  
Committee Annual Report to Council  
January 01 – December 31, 2020**

The City of Unalaska Parks, Culture and Recreation (PCR) Committee Annual Report to Council highlights the Committee's accomplishments during the 2020 calendar year.

**PCR ADVISORY COMMITTEE**

- Thomas Roufos, Chair
- Jason Gates
- Jim Morris
- Greg Peters
- Andy Dietrick
- Cameron Dean

I would like to begin with a "Thank You" to our PCR Staff for all their hard work in this difficult year.

The Committee'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 has been active in the playground improvement projects and reviewing the programming of PCR. This has included the progress of the UCSD Playground plans and construction of the playground. Sitka Spruce has been started and will see completion in June 2021.

The Committee reviewed the CMMP Plan for the Department and made recommendations for the upcoming projects. We reviewed the annual budget and 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 spread sheets 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 division's goals and objectives.

The Committee tackled PCR concerns that included pandemic lock down procedures, and how that would be accomplished. This included new times of operations and how many people could be in the buildings at a time.

This year during the COVID -19 pandemic we have seen many changes in the way the PCR has provided programming to the community. Many of the traditional programs have become virtual with little contact with others. The basketball program became a skills camp competition. We were one of the only communities in the State to have an Independence Day parade with social distancing. The PCR held 4 races, one in-person before the pandemic, and 3 virtual races. The Halloween event was also social distanced and a very different experience for the community. This year we were able to produce a drive-in movie with everyone in their cars and social distanced. One of the programming highlights was the "It's a Wonderful Life radio play" where the community participated in a radio drama virtually. All the practices and the recordings were done over Zoom. Again, the year has looked very different than in the past.

One of the things that has been occurring over the last year has been the moving from high, and medium risk levels during the COVID-19 pandemic. In some cases, we have been in a total lock down during high risk and in a very reduced occupancy during medium risk levels. We, like everyone else, have evolved in how we are approaching these risk levels and we have become better in transitioning between the more extreme and medium. The team would meet each week and review the mandates and look for ways to deliver to the community more service while still complying with the State and Local mandates. Over time the PCR staff developed a Limited Services and Reopening Plan showing all the different levels and how we transition from one level to another quickly. This plan is also part of the City wide EOC plan and can be used in the future for other biological/viral pandemics.

As vaccines become more widely available we are planning on having increased operating hours and additional members of the public using the facilities.

We have engaged in a very rigorous cleaning schedule and have purchased machines that have made the cleaning operation more efficient. Our team has also been involved in the food delivery program to the people placed in the quarantine facility. This food program has provided breakfast, lunch and dinner to the people housed in the facility.

Overall, we have seen great creativity from the PCR Staff in providing programming to the community during a pandemic providing physical and mental health to the community in a much-needed time. We support the PCR Staff in their continual vigilance and efforts to keep the community safe in the pandemic. We stand behind their creative solutions to provide services, as well as their enforcement of new safety rules and protocols in order to continue to provide those services.

Respectfully submitted by,



Thomas Roufos

Chairman PCR Advisory Board

FY22-31 CMMP

# Rolling Stock Replacement Plan

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### **Rolling Stock Replacement Policy Statement**

#### Rolling Stock Replacement Policy

The City of Unalaska has a formal, 7 page, written Rolling Stock Replacement Policy. The policy, effective January 1, 2008, establishes the Vehicle Maintenance Chief as the main person responsible for making recommendations to replace and remove vehicles and equipment from our rolling stock fleet.

#### Rolling Stock Includes

Vehicles, equipment, trailers, mixers, pumps, generators, etc that move under their own power or are created to be pulled behind a motor-powered vehicle or piece of equipment. It also includes stationary equipment such as generators, air compressors, Landfill baler, welders, tire baler, and pumps. The City presently has 192 pieces in our rolling stock and equipment inventory.

#### Rolling Stock Replacement Recommendations

Each fiscal year, the replacement list is initiated by our Vehicle Maintenance Chief based on the results of annual inspections and evaluations and in light of any extraordinary circumstances associated with the specific piece of rolling stock. In addition, when a vehicle reaches the recommended review date, the following criteria are used to determine whether the vehicle warrants replacement.

1. Level of reliability required
2. Historical maintenance and repair costs
3. Current physical conditions
4. Other factors such as safety and regulatory requirements

## FY22 Rolling Stock Replacement Plan Summary

### By Department

As of 02-03-21

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Replace With	Miles	Hours	Description of New Vehicle	Transfer Old Vehicle To	FY22 \$\$\$	Est or Quote
UPD9826	DPS	Chief	4x4 Explorer	2012	7	2019	<b>New</b>			Replaced in FY21 waiting for new to arrive	Finance	-	n/a
CH7413	City Hall	Finance	Red 4x4 Ford Explorer	2003	15	2018	UPD9826			Ford Expedition - Police Chief	City Hall - Floater	-	n/a
CH3710	City Hall	Floater	Blue Ford Ranger PU	1996	15	2011	CH7413	49,694		Red Ford Explorer	Surplus Sale	-	n/a
New	DPS	Patrol	New to Fleet	-	-	-	<b>New</b>	-		4x4 Chevy Tahoe	n/a	\$ 65,000	Est
New	DPS	Evidence	New to Fleet	2000	15	2015	N/A	-		White Ford Van from Impound	n/a	-	n/a
UPD5563	DPS	Patrol	4x4 Ford Expedition	2014	7	2021	<b>New</b>			4x4 Chevy Tahoe	PCR Floater	\$ 56,534	Quote
New	DPS	DPS/Fire	New to Fleet	-	-	-	<b>New</b>	-		Pisten Bully w/Trailer	n/a	\$ 429,000	Quote
New	UFD	Fire	New to Fleet	-	-	-	<b>New</b>	-		4x4 Chevy 2500 Crewcab	n/a	\$ 55,000	Est
PW1992	DPW	Roads	4x2 F250 Flatbed	1995	15	2010	<b>New</b>			4x4, Chevy Rollback Car Hauler	Surplus Sale	\$ 123,249	Quote
PW6372	DPW	Roads	4x4 F350 Flatbed w/plow	2003	15	2018	<b>New</b>	43,291		4x4 Chevy Silverado 1-Ton	Surplus Sale	\$ 75,000	Est
DT7	DPW	Roads	Volvo 12 CY Dump Truck	1996	18	2014	<b>New</b>			Sterling 12 CY Dump Truck	Surplus Sale	\$ 143,398	Quote
HS1	DPW	Roads	Hydro-Seeder/Mulcher	1997	20	2017	DNR			DNR - Hire Locally	Surplus Sale	-	n/a
L1	DPW	Roads	IT28G CAT Loader	2001	18	2019	<b>New</b>			CAT 930 Loader	Landfill	\$ 250,246	Quote
L4	DPU	Landfill	IT28B CAT Loader	1991	18	2009	L1			IT28G CAT Loader	Surplus Sale	-	n/a
LF1	DPU	Landfill	L20B-P Volvo Loader	2007	18	2025	<b>New</b>	-		908 CAT Loader	Surplus Sale	\$ 131,552	Quote
E1214	DPU	Line Crew	Ford F800 Crane Truck	1986	20	2006	<b>New</b>	-		2 TON Chevy Crane Truck	Surplus Sale	\$ 241,962	Quote
New	Ports	Ports	New to Fleet	-	-	-	<b>New</b>	-		908 CAT Loader	n/a	\$ 125,652	Quote
New	DPU	WW	New to Fleet	-	-	-	<b>New</b>	-		150 KVA Backup Genset - Lift Stations	n/a	\$ 89,680	Quote
New	DPU	W	Kato Backup Genset	1994	20	2014	<b>New</b>	-		100 KVA Backup Genset - Water Wells	Surplus Sale	\$ 77,369	Quote

**TOTAL** **\$ 1,863,643**

### By Fund

<b>GENERAL FUND</b>	\$ 1,197,428
<b>ELECTRIC FUND</b>	\$ 241,962
<b>WATER FUND</b>	\$ 77,369
<b>WASTEWATER FUND</b>	\$ 89,680
<b>SOLID WASTE FUND</b>	\$ 131,552
<b>PORTS / HARBOR FUND</b>	\$ 125,652

**TOTAL** **\$ 1,863,643**

FY22-31 Rolling Stock and Equipment Replacement Plan

10 Year Look-Ahead

**LEGEND:**

- Salmon = General Fund
- Pink = Electric Fund
- Green = Solid Waste Fund
- Blue = Ports Fund
- Ivory = Wastewater Fund
- Purple = Water Fund
- White = FY22 Proposed New to Fleet
- Yellow = FY22 Replacements

**Abbreviations:**

Department of Public Works	DPW	Department of Public Utilities	DPU	City Hall	CH	Department of Public Safety	DPS
Engineering	E	Water	W	City Manager	CM	Police	UPD
Roads	Roads	Wastewater	WW	Assistant City Manager	ACM	Fire/EMS	UFD
Facilities Maintenance	FM	Line Crew	LC	Clerks	C	Animal Control Officer	ACO
Supply	S	Powerhouse	P	Planning	Plan	PCR	PCR
Vehicle/Equipment Maintenance	VM	Solid Waste/Landfill	LDF	Finance	Fin	Ports	Port
Director	DIR	Floater	Float	Information Systems	IS	Do Not Replace	DNR
Deputy Director	DEP						

Vehicle #	Class	Primary User	Make	Function / Description	Year	Life Cycle	Replace Date	FY22 Replace Priority	Miles	Replace With	Transfer To	Hrs	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
CH3710	GP	CH-Float	Ford	4x4, Blue Ranger w/ Topper	1996	15	2011	1	36,495	CH7413	Surplus Sale				\$0										
E1214	HE	P	Ford	Crane Truck	1986	20	2006	2		New	Surplus Sale	1,294			\$241,962										
HS1	EQ	Roads	Hydro-Mulcher	Hydro-seeder on wheels	1997	15	2012	3		DNR	Surplus Sale				\$0			\$100,000							
L4	HE	LDF	CAT	Loader, IT28	1991	18	2009	4		L1	Surplus Sale	17,949			\$0										
PW1992	GP	Roads	Ford	F250 Flatbed 2WD Q-Tribe	1995	15	2010	5		New	Surplus Sale				\$123,249										
DT7	HE	Roads	Autocar/Volvo	Dump Truck	1996	18	2014	6		New	Surplus Sale	14,468			\$143,398										
GS13	EQ	W	Kato/John Deere	Gen Set - Well House #1 by DPW	2000	20	2020	7		New	Surplus Sale				\$77,369										
PW6372	GP	Roads	Ford	F350 Flatbed plow-salt spreader	2008	15	2023	8	24,467	New	Surplus Sale				\$75,000										
LF1	HE	LDF	Volvo	Loader	2007	18	2025	9		New	Surplus Sale	10,177			\$131,552					\$250,000					
CH7413	GP	Fin	Ford	4x4 Explorer - Red	2003	15	2018	10		UPD9826	CH Floater				\$0										
L1	HE	Roads	CAT	Loader, IT28	2001	18	2019	11		New	LDF	11,293			\$250,246										
UPD5563	GP	DPS	Ford	4x4 Expedition	2014	7	2021	12		New	PCR/Float				\$56,534										
n/a	GP	DPS	Chevrolet	4x4 Tahoe	Proposed New to Fleet				13							\$65,000									
n/a	GP	DPS	Ford	White Van in DPW Impound Lot	Proposed New to Fleet				14							\$0									
n/a	EQ	WW	Generac	Trailer mounted genset 150KVA	Proposed New to Fleet				15							\$89,680									
n/a	EQ	DPS	Pisten Bully	Tracked Rescue Unit	Proposed New to Fleet				17							\$390,000									
n/a	EQ	UFD	Chevrolet	4x4 2500 Crewcab Pickp	Proposed New to Fleet				18							\$55,000									
n/a	EQ	Ports	CAT	908 Loader	Proposed New to Fleet				19							\$125,652									
PUMPS780	EQ	UFD	Darley	Fire Pump - Trailer Mounted	1992	15	2007	20				620				\$50,000									
GW1	EQ	VM	Miller	Welder	1992	15	2007	21								\$25,000									
FL2	EQ	VM	Hyster	Forklift - Electric	1988	20	2008	22								\$80,000									
CL1	EQ	W	John Deere	Generator	1988	20	2008	23								\$65,000									
BD5	HE	Roads	CAT	D7 Dozer	1989	20	2009	24				8,660										\$400,000			
PW5954	HE	S	Ford	F700 4x4, Flatbed	1996	15	2011	25	6,321								\$65,000								
AC2	EQ	Roads	Ingersol Rand	Air Compressor - Portable	1994	20	2014	26				806						\$20,000							
PW8586	GP	VM	Ford	F350 4x4 Flatbed w/air compress	1996	15	2011	27	21,364	E5629	Surplus Sale					\$60,000									
AC3	EQ	LC	Ingersol Rand	Air Compressor - Portable	1994	20	2014	28				390										\$20,000			
TR2	EQ	FM	Trailmax	Trailer (Scissor lift)	1992	20	2012	29										\$50,000							
AC4	EQ	VM	Ingersol Rand	Air Compressor	1994	20	2014	30										\$35,000							
S3	EQ	Roads	Swenson	Gravel / Salt Spreader 12ft	1997	15	2012	31																	
BH1	HE	LC	Case	590 Backhoe 4X4	2000	15	2015	32				2,635						\$250,000							
DT6	HE	Roads	GMC/Volvo	Dump Truck	1994	18	2012	33				11,072					\$150,000								
UFD0592	HE	UFD	Pierce	Fire Engine #2	1997	18	2015	34													\$1,000,000				
ST1	HE	Roads	Autocar/Volvo	Sand Truck Dump Truck	1998	15	2013	35				7,947													
WT2	HE	Roads	Autocar/Volvo	Water Tanker 4000 gal	1996	20	2016	36				6,993					\$100,000								
BH2	HE	WW	Case	580 Backhoe 4X4	1999	15	2014	37									\$150,000								
HB1	EQ	Roads		Asphalt Hot Box	2001	15	2016	38									\$150,000								
SS1	HE	Roads	International	Elgin Street Sweeper Crosswind J	2002	15	2017	39				1,491							\$300,000						
PW9623	GP	Eng	Ford	4x4 Explorer	2002	15	2017	40																	
TR21	EQ	Roads	A-1 Welding	Shoring Trailer	1997	20	2017	41																	
E6	HE	LC	Autocar/Volvo	Boom Truck	1997	20	2017	42				2,930					\$100,000								
LF6065	GP	LDF	Ford	F250 Pickup 4x4	2003	15	2018	43																	
TR8	EQ	UFD	Foster Rescue	Trailer - Rescue-SCBA Refill	2005	13	2018	44																	

FY22-31 Rolling Stock and Equipment Replacement Plan

10 Year Look-Ahead

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**Abbreviations:**

Department of Public Works	DPW	Department of Public Utilities	DPU	City Hall	CH	Department of Public Safety	DPS
Engineering	E	Water	W	City Manager	CM	Police	UPD
Roads	Roads	Wastewater	WW	Assistant City Manage	ACM	Fire/EMS	UFD
Facilities Maintenance	FM	Line Crew	LC	Clerks	C	Animal Control Officer	ACO
Supply	S	Powerhouse	P	Planning	Plan	PCR	PCR
Vehicle/Equipment Maintenance	VM	Solid Waste/Landfill	LDF	Finance	Fin	Ports	Port
Director	DIR	Floater	Float	Information Systems	IS	Do Not Replace	DNR
Deputy Director	DEP						

Vehicle #	Class	Primary User	Make	Function / Description	Year	Life Cycle	Replace Date	FY22 Replace Priority	Miles	Replace With	Transfer To	Hrs	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
VT2	HE	WW	Volvo	Vactor Truck	1998	20	2018	45				7,346												
LF0750	HE	LDF	Ford	F-750 Flatbed with Lift	2003	15	2018	46	9,326								\$80,000							
PS1	EQ	Roads	Graco	Road Lazer - Strip Painter	2003	15	2018	47																
PW4751	HE	S	Ford	Flatbed F550 with Box	2004	15	2019	48	54,381								\$80,000							
GM2	EQ	FM	Toro	Riding Lawn Mower	2009	10	2019	49								\$20,000								
GS18	EQ	DPS	Generac	Stationary Backup Generator	1999	20	2019	50																
PS2	EQ	Roads	Ethyre	Asphalt Distributor	2004	15	2019	51																
BD6	HE	Roads	CAT	D4 Dozer	1992	20	2012	52				5,662								\$350,000				
AC1	EQ	VM	Ingersol Rand	Air Compressor in DPW	1999	20	2019	53				23,622				\$35,000								
BD7	HE	LC	CAT	D3 Dozer	1996	20	2016	54				1,075							\$350,000					
PW0688	GP	VM	Ford	4x4, Pickup Super Cab	2003	15	2019	55	40,871															
TR17	EQ	LC	Trail King	Utility Trailer	1995	20	2015	56									\$50,000							
BH3	HE	Roads	CAT	307C Mini Excavator	2005	15	2020	57				4,684										\$200,000		
TR18	EQ	FM	Big Tex	Utility Trailer	1995	20	2015	58											\$50,000					
CH4087	GP	ACM	Ford	4x4, Explorer	2005	15	2020	59	41,940							\$35,000								
BD8	HE	LDF	CAT	D6 Dozer	1996	20	2016	60				3,872							\$350,000					
CH7954	GP	C	Ford	4x4 Explorer - Red	2005	15	2020	61								\$35,000								
T2	HE	Roads	Autocar/Volvo	Tractor, 5th Wheel	1998	20	2018	62				2,828					\$100,000							
DT2	HE	Roads	GMC/Volvo	Dump Truck w/ Plow/Salt Spreader	2000	18	2018	63				10,132				\$100,000								
GS15	EQ	WW	Northern Lights	Gen Set - Diesel - On Trailer	2000	20	2020	64																
GS17	EQ	WW	Onan	Gen Set - Inside plant	2000	20	2020	65																
SP1	EQ	WW	Pioneer Prime	Trailer Mounted Diesel Pump	2005	15	2020	66																
UPD8407	GP	DPS/ACO	Ford	4x4, Explorer	2005	15	2020	66						\$0										
PW4572	GP	FM	GMC	One Ton Service Truck	2006	15	2021	67	34,909								\$60,000							
CC2	HE	Roads	CAT	Compactor	2001	20	2021	68				876										\$250,000		
HM9290	GP	Ports-DIR	Ford	4x4, Explorer XLT	2007	15	2022	69	54,898															
UPD5565	GP	DPS	Ford	4x4 Expedition	2015	7	2022	70								\$45,000								
S2878	HE	VM	GMC	C5500 Service Truck	2007	15	2022	71																
RG2	HE	Roads	CAT	Grader 14H	2004	18	2022	72				12,977							\$600,000					
HML1	HE	Ports	CAT	90B Loader	2004	18	2022	73				5,606				\$250,000								
CH9633	GP	Plan	Ford	4x4, Explorer	2008	15	2023	74	98,779								\$35,000							
L3	HE	Roads	CAT	Loader, 902 small	2005	18	2023	75				2,244					\$150,000							
UFD3535	HE	UFD	Kenworth	Pumper/Tender #3	2005	18	2023	76									\$250,000							
DPU9546	GP	DPU-DEP	Ford	4x4 Explorer	2008	15	2023	77									\$35,000							
UFD6859	GP	UFD	Ford	F350 Ambulance	2016	7	2023	78																
UPD9114	GP	DPS	Ford	4x4, Expedition	2016	7	2023	79									\$45,000							
W7587	GP	W	Ford	F150 4x4	2008	15	2023	80									\$40,000							
FL4	HE	Ports	Manitou	Forklift	2003	20	2023	81				586				\$75,000								
BH10	HE	Roads	Volvo	210 Excavator	2009	15	2024	82				1,869					\$500,000							
FL5	EQ	S	Manitou	Forklift	2004	20	2024	83				868					\$75,000							
ML4	EQ	P	Genie	JLG Electric Man Lift	2009	15	2024	84									\$40,000							
TR4	EQ	Roads	Load King	Lowboy Equipment Trailer	2004	20	2024	85									\$65,000							
TR7	EQ	UFD	Wells Fargo	Trailer - HAZMAT	2004	20	2024	86									\$35,000							

## FY22-31 Rolling Stock and Equipment Replacement Plan

# 10 Year Look-Ahead

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Abbreviations:			
Department of Public Works	DPW	Department of Public Utilities	DPU
Engineering	E	Water	W
Roads	Roads	Wastewater	WW
Facilities Maintenance	FM	Line Crew	LC
Supply	S	Powerhouse	P
Vehicle/Equipment Maintenance	VM	Solid Waste/Landfill	LDF
Director	DIR	Floater	Float
Deputy Director	DEP		
		City Hall	CH
		City Manager	CM
		Assistant City Manager	ACM
		Clerks	C
		Planning	Plan
		Finance	Fin
		Information Systems	IS
		Department of Public Safety	DPS
		Police	UPD
		Fire/EMS	UFD
		Animal Control Officer	ACO
		PCR	PCR
		Ports	Port
		Do Not Replace	DNR

Vehicle #	Class	Primary User	Make	Function / Description	Year	Life Cycle	Replace Date	FY22 Replace Priority	Miles	Replace With	Transfer To	Hrs	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
UPD1438	GP	DPS	Ford	4x4 Expedition	2017	7	2024	87									\$45,000							
UPD2891	GP	DPS	Ford	4x4 Expedition	2017	7	2024	88									\$45,000							
UPD4552	GP	DPS	Ford	4x4 Explorer	2017	7	2024	89									\$45,000							
UPD7430	GP	DPS	Ford	4x4, Expedition	2017	7	2024	90									\$45,000							
UPD5150	GP	DPS	Ford	4x4 Expedition	2017	7	2024	91									\$45,000							
UPD5153	GP	DPS	Ford	4x4 Expedition	2017	7	2024	92									\$45,000							
PW4397	GP	FM	Ford	4x4, Pickup Super Cab	2009	15	2024	93	30,041								\$50,000							
L9	HE	Roads	Volvo	Loader	2007	18	2025	94				8,430						\$300,000						
PW1765	GP	FM	Ford	Flatbed, F350 salt bin	2010	15	2025	95	19,901									\$50,000						
UFD3503	GP	UFD	Ford	Ambulance North Star Box	2012	13	2025	96										\$250,000						
HM2	EQ	Ports	Almar	Rescue Boat 34.6'	2005	20	2025	97										\$300,000						
TR9	EQ	Ports	EZLoad	Trailer (HM2 Rescue Boat)	2005	20	2025	98										\$65,000						
HM3672	GP	Ports	Ford	4x4 Expedition XLT	2010	15	2025	99		COP								\$0						
SB2	EQ	Roads	Snocrete	Snow Blower fits IT28	2000	25	2025	100				503						\$45,000						
WSM3	EQ	W	Ski Doo	Snow Machine	2010	15	2025	101										\$20,000						
TR19	EQ	W	Snow Sport	Trailer for Snow Machines	1995	20	2015	102										\$50,000						
WSM4	EQ	W	Ski Doo	Snow Machine	2010	15	2025	102										\$20,000						
HM8025	GP	Ports	Ford	4x4 Expedition XLT	2011	15	2026	103											\$40,000					
DT4	HE	Roads	Volvo	Multifunction Rock/Water/Plow	2009	18	2027	104				4,542								\$250,000				
EST1	EQ	PCR	Cargo Mate	Emergency Response Trailer	2012	15	2027	105												\$35,000				
GS12	EQ	WW	Marathon	Kato Generator Lift Station #4	2007	20	2027	106												\$50,000				
ML2	EQ	FM	Genie	Scissor Lift - Electric	2012	15	2027	107												\$25,000				
PWATV	GP	FM	Honda	Honda ATV 4x4	2012	15	2027	108												\$15,000				
RC5818	HE	PCR	Ford	14 Passenger Van	2012	15	2027	109	31,640											\$45,000				
S7	EQ	Ports	Buyers	Salt Dogg Electric Plastic	2012	15	2027	110												\$25,000				
TR11	EQ	Roads	Trailmax	Tilt-bed hauls D4, etc	2007	20	2027	111												\$75,000				
RG8	HE	Roads	Volvo	Grader G990	2010	18	2028	112				6,348											\$650,000	
CH5249	GP	CM	Ford	4x4 Expedition	2013	15	2028	113	11,211												\$45,000			
AC6	EQ	UFD	Bauer	Air Compressor-SCBA	2015	13	2028	114												\$50,000				
S5	EQ	Roads	Buyers	Salt Dogg Electric Stainless Steel	2013	15	2028	115												\$25,000				
CC3	HE	Roads	Ingersol Rand	Compactor	2009	20	2029	116				1,296											\$250,000	
GM3	EQ	FM	Toro	Riding Lawn Mower	2019	10	2029	117															\$25,000	
RC2682	GP	PCR-DIR	Ford	F250 4x4 Crewcab	2014	15	2029	118	7,689														\$60,000	
FL6	HE	P	CAT	Forklift - Propane	2009	20	2029	119															\$65,000	
PW2683	GP	Roads	Ford	F350 4x4 Super Cab salt spreader	2014	15	2029	120	13,910														\$45,000	
PW3479	GP	FM	Ford	Transit Cargo Van - Carps	2015	15	2030	121	1,346															
PW7213	GP	FM	Ford	F250 4x4 Super Cab Lift Gate	2015	15	2030	122	802															
LF4839	GP	LDF	Ford	4x4 PU Crew Cab F250 XL	2015	15	2030	123	3,000															
CV1	GP	LDF	Madvac	Compact Vacuum	2015	15	2030	124																\$30,000
S4	EQ	Roads	Buyers	Salt Dogg Electric Stainless Steel	2015	15	2030	125																
BH11	HE	W	JCB	4x4 Backhoe	2016	15	2031	126																
AR1	EQ	Roads	Bagela	Asphalt Recycler	2011	20	2031	127																\$100,000
SD2920	GP	WW	Ford	F150 Pickup 4x4	2016	15	2031	128																

FY22-31 Rolling Stock and Equipment Replacement Plan

10 Year Look-Ahead

**LEGEND:**

Salmon = General Fund
Pink = Electric Fund
Green = Solid Waste Fund
Blue = Ports Fund
Ivory = Wastewater Fund
Purple = Water Fund
White = FY22 Proposed New to Fleet
Yellow = FY22 Replacements

**Abbreviations:**

Department of Public Works Engineering Roads Facilities Maintenance Supply Vehicle/Equipment Maintenance Director Deputy Director	DPW E Roads FM S VM DIR DEP	Department of Public Utilities Water Wastewater Line Crew Powerhouse Solid Waste/Landfill Floater	DPU W WW LC P LDF Float	City Hall City Manager Assistant City Manage Clerks Planning Finance Information Systems	CH CM ACM C Plan Fin IS	Department of Public Safety Police Fire/EMS Animal Control Officer PCR Ports Do Not Replace	DPS UPD UFD ACO PCR Port DNR
--	--	---	---	--	---	---	--

Vehicle #	Class	Primary User	Make	Function / Description	Year	Life Cycle	Replace Date	FY22 Replace Priority	Miles	Replace With	Transfer To	Hrs	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
SD4363	HE	WW	Ford	F450 4x4 Flatbed	2016	15	2031	129	36															
BG1	EQ	DPW-E	Generac	Generator - LDF - Soil Aeration	2012	20	2032	130																
E3653	GP	LC	Ford	F250 4x4 Ext Cab w/Stahl box	2017	15	2032	131																
E8466	GP	LC	Ford	F150 4x4 Crew Cab	2017	15	2032	132																
E9076	GP	P	Ford	F250 4x4 Crew Cab w/Space Kap	2017	15	2032	133																
HM2309	GP	Ports	Ford	F250 Regular Cab XL	2017	15	2032	134																
HM2310	GP	Ports	Ford	F250 Regular Cab XL	2017	15	2032	135																
HM3659	GP	Ports	Ford	F350 Regular Cab Flatbed	2017	15	2032	136																
TR10	EQ	Roads	Gilson	Trailer (Cement Mixer)	1978	20	1998	137				5,740							\$50,000					
PW2653	GP	Roads	Ford	F350 Flatbed 4x4	2017	15	2032	138																\$200,000
PW3438	GP	Roads	Ford	F750 w/Dump Box	2017	15	2032	139																\$200,000
PW3660	GP	Roads	Ford	F350 Regular Cab Flatbed	2017	15	2032	140																\$150,000
S6	EQ	Roads	Buyers	Salt Dogg Electric	2017	15	2032	141																\$25,000
UFD1436	GP	UFD	Ford	4x4 Expedition	2017	15	2032	143																
UFD5149	GP	UFD	Ford	4x4 Expedition	2017	15	2032	144																
TR40	EQ	FM	Interstate	Ramp Trailer - School Loan	2000	20	2020	145																
W2312	GP	W	Ford	F250 Ext Cab w/Utility Box	2017	15	2032	146																
W6000	GP	W	Ford	F250 Ext Cab w/Utility Box	2017	15	2032	147																
UFD8364	GP	UFD	Pierce	Pumper Truck	2018	15	2033	148																
FL8	HE	WW	Manitou	Forklift	2014	20	2034	149																
CH4098	GP	IS	Ford	F250 4x4 Crew Cab w/Space Kap	2019	15	2034	150																
CH4106	GP	IS	Ford	F250 4x4 Extended Cab	2019	15	2034	151																
DPU7380	GP	DPU-DIR	Ford	4x4 Explorer	2019	15	2034	152																
E4126	GP	P	Ford	F250 4x4 Ext Cab w/Flatbed	2019	15	2034	153																
PW0466	GP	FM	Ford	F250 4x4 Super Cab w/rack	2019	15	2034	154																
PW0467	GP	VM	Ford	F250 4x4 Super Cab Tommy Lift	2019	15	2034	155																
PW0533	GP	FM	Ford	F250	2019	15	2034	156																
PW7379	GP	Eng	Ford	4x4 Explorer	2019	15	2034	157																
S8	EQ	Roads	Buyers	Salt Dogg Electric	2019	15	2034	158																
S9	EQ	Roads	Buyers	Salt Dogg Electric Stainless Steel	2019	15	2034	159																
UFD0465	GP	UFD	Ford	F250 4x4 Supercab Snow Plow	2019	15	2034	160																
UFD5247	GP	UFD	Ford	F150 Vaults	2019	15	2034	161																
W9802	GP	W	Ford	F350 Crew Cab Flatbed	2019	15	2034	162																
FL7	HE	WW	Toyota	Forklift - Electric	2015	20	2035	163																
FL9	HE	WW	Toyota	Forklift - Electric - Stand Up	2015	20	2035	164																
FL10	HE	S	Toyota	Forklift - Electric	2015	20	2035	165																
RG9	HE	Roads	CAT	Grader 14M3	2017	18	2035	166																
SD6223	GP	WW	Ford	4x4 Explorer	2020	15	2035	167																
TR3	EQ	DPS	Mirage	Response / Evidence Trailer	2015	20	2035	168																
TB1	HE	LDF	International	Tire Baler	2016	20	2036	169																
DT9	HE	Roads	International	Dump Truck International	2020	18	2038	170																
LF2	HE	LDF	CAT	950M Cat Loader	2018	20	2038	171																
L10	HE	Roads	CAT	930M Loader	2019	20	2039	172																

FY22-31 Rolling Stock and Equipment Replacement Plan

10 Year Look-Ahead

**LEGEND:**

- Salmon = General Fund
- Pink = Electric Fund
- Green = Solid Waste Fund
- Blue = Ports Fund
- Ivory = Wastewater Fund
- Purple = Water Fund
- White = FY22 Proposed New to Fleet
- Yellow = FY22 Replacements

Abbreviations:			
Department of Public Works	DPW	Department of Public Utilities	DPU
Engineering	E	Water	W
Roads	Roads	Wastewater	WW
Facilities Maintenance	FM	Line Crew	LC
Supply	S	Powerhouse	P
Vehicle/Equipment Maintenance	VM	Solid Waste/Landfill	LDF
Director	DIR	Floater	Float
Deputy Director	DEP		
		City Hall	CH
		City Manager	CM
		Assistant City Manage	ACM
		Clerks	C
		Planning	Plan
		Finance	Fin
		Information Systems	IS
		Department of Public Safety	DPS
		Police	UPD
		Fire/EMS	UPD
		Animal Control Officer	ACO
		PCR	PCR
		Ports	Port
		Do Not Replace	DNR

Vehicle #	Class	Primary User	Make	Function / Description	Year	Life Cycle	Replace Date	FY22 Replace Priority	Miles	Replace With	Transfer To	Hrs	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E7257	GP	LC	Ford	F550 Bucket Truck	2020	20	2040	173																
WX1	HE	Roads	CAT	Wheeled Excavator M314F	2020	20	2040	174																
GS19	EQ	W	CAT	Generator - Pyramid WTP	2016	25	2041	175																
BL1	HE	LDF	Mosley	Baler	1996	25	2021	DNR		Gasifier														
FL3	HE	P	Nissan	Forklift - Propane	1985	20	2005	DNR		DNR	Surplus Sale													
LF7211	GP	LDF	Ford	F250 Pickup 4x4	2002	15	2017	DNR			Surplus Sale													
PW0688	GP	VM	Ford	F150 4x4	2003	15	2018	DNR	55,345	DNR	Surplus Sale													
RH1	HE	LDF	Terex	Rock Hauler 33-05	1981	25	2006	DNR				3574												
BH12	EQ	FM	Kubota	Tractor-Backhoe	2011	15	2026	New FY21																
ML3	EQ	FM	Genie	Telescoping Man Lift	2020	15	2035	New FY21																
Unknown	GP	W	Ford	F250 Ext Cab w/Utility Box	2020	15	2035	New FY21																
RG3	HE	Roads	Volvo	Grader G976	2006	18	2024	Replaced FY18		RG9	Surplus Sale	9,126												
BH9	HE	WW	Case	580 Backhoe 4x4	1996	15	2011	Replaced FY20		BH2	Surplus Sale													
DT5	HE	Roads	GMC/Volvo	Dump Truck	1994	18	2012	Replaced FY20		New	Surplus Sale													
E4117	HE	LC	Ford	Bucket Truck	2001	20	2021	Replaced FY20		New	Surplus Sale													
PW3448	GP	FM	Ford	F250 Supercab 4x4	2000	15	2015	Replaced FY20		New	Surplus Sale													
SD5542	GP	WW	Ford	F150 4x4 Pickup	2004	15	2019	Replaced FY20	67,686		Surplus Sale													
UFDD0118	GP	UPD	Ford	F350 4x4 Supercab	2003	13	2016	Replaced FY20	40,741		Surplus Sale													
UFD5555	GP	UPD	Ford	F350 4x4 Equip Truck - Amaknak	1997	13	2010	Replaced FY20	8,520		VM													
CH7414	GP	CH/Float	Ford	4x4 Explorer	2003	15	2018	Replaced FY21		CH3710	Surplus Sale													
E5629	GP	LC	GMC	1 Ton Pickup w/Service Box	2008	15	2023	Replaced FY21		New	Surplus Sale													
ML1	EQ	FM	Genie	Telescoping Man Lift	1992	15	2007	Replaced FY21		ML3	Surplus Sale													
PW4212	GP	Roads	Ford	F350 4x4, Flatbed w/snow plow	2003	15	2018	Replaced FY21		New	Surplus Sale													
PW7449	GP	DPW-DIR	Ford	F150 4x4 Pickup	2000	15	2015	Replaced FY21		New	Surplus Sale													
SD5275	GP	WW	Ford	F350 Flatbed	2004	15	2019	Replaced FY21	41,255		Surplus Sale													
UPD0232	GP	DPS/ACO	Ford	4x4, Explorer	2005	15	2020	Replaced FY21	121,791	UPD8407	Surplus Sale													
UPD9826	GP	DPS/DIR	Ford	4x4, Expedition - waiting for new	2012	7	2019	Replaced FY21																
VT3	HE	Roads	Mack	Vector Truck	2020	20	2040	Replaced FY21																
													\$1,259,000	\$727,287	\$1,824,642	\$1,990,000	\$1,645,000	\$1,720,000	\$1,490,000	\$1,140,000	\$1,370,000	\$795,000	\$930,000	\$675,000

## This Vehicle Going on Surplus Sale

The vehicle pictured, driven by City Hall personnel as their Floater, will be replaced with CH7413 which is a 2003 4x4 Ford Expedition. The vehicle pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Miles	Transfer To
CH3710	City Hall	Floater	Blue Ford Ranger PU	1996	15	2011	49,694	Surplus Sale





## This Vehicle Going on Surplus Sale

The vehicle pictured, driven by DPW Roads Division personnel, will be replaced with a new 4x4 F550 Rollback Car Hauler. The vehicle pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Miles	Transfer To
PW1992	DPW	Roads	4x2 F250 Ford Flatbed	1995	15	2010		Surplus Sale



## This Vehicle Going on Surplus Sale

The vehicle pictured, driven by DPW Roads Division personnel, will be replaced with a new one ton 4x4 Chevy Silverado with a flat bed. The vehicle pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Miles	Transfer To
PW6372	DPW	Roads	4x4 F350 Ford Flatbed w/plow	2003	15	2018	43,291	Surplus Sale



## This Vehicle Going on Surplus Sale

The vehicle pictured, driven by our Roads Maintenance personnel, will be replaced with a new 12 cubic yard dump truck. This 1996 vehicle is 7 years past its replacement date, has been well maintained, and runs good but has seen a lot of hard use. Chassis and drive train components are worn beyond repair. Rebuilding this faithful old truck would cost more than purchasing a new one. The vehicle pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

**FY22-31 CMMP**

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Miles	Transfer To
DT7	DPW	Roads	Volvo 12 CY Dump Truck	1996	18	2014		Surplus Sale



## This Unit Going on Surplus Sale

The Hydro-Seeder/Mulcher pictured, utilized by DPW Roads Division personnel, will not be replaced. It is seldom used, only 2 or 3 times each summer for a few days. The rest of the time it sits outside deteriorating mechanically and electrically. Mechanics spend more time each year getting it ready to use than the time it's actually in use. Our best option is to contract with a local contractor for our periodic needs. The unit pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Hours	Transfer To
HS1	DPW	Roads	Hydro-Seeded/Mulcher	1997	20	2017		Surplus Sale



## This Unit Going on Surplus Sale

The loader pictured, driven by DPU Solid Waste Division personnel, will be replaced with L1 which is an IT28G CAT loader presently in use by DPW Roads. The loader pictured is a 1991 unit and will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Hours	Transfer To
L4	DPU	Landfill	IT28B CAT Loader	1991	18	2009		Surplus Sale



# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

### This Unit Going on Surplus Sale

The loader pictured, driven by DPU Solid Waste Division personnel, will be replaced with a new 908 CAT loader. The loader pictured is a 2007 unit and is used extensively on a daily basis at the Landfill. The one pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Hours	Transfer To
LF1	DPU	Landfill	L20B-P Volvo Loader	2007	18	2025		Surplus Sale



## This Vehicle Going on Surplus Sale

The crane truck pictured, driven by the DPU Powerhouse Division personnel, is shared with the DPU Water Division and will be replaced with a 2 ton Chevrolet crane truck. This truck is a 1986 model and is 16 years past its replacement date, is in poor condition and has only been kept in service because of its limited use. Because the Powerhouse and Water Divisions require a crane truck in a higher state of readiness, this one needs to be replaced. The vehicle pictured will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

**FY22-31 CMMP**

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Hours	Transfer To
E1214	DPU	Line Crew	F800 Ford Crane Truck	1986	20	2006		Surplus Sale



## This Unit Going on Surplus Sale

The genset pictured, used by DPU Water Division personnel, will be replaced with a new 100 KVA Generac genset. The genset is used as backup power for water wells in the Valley. The genset pictured is a 1994 unit with a John Deere engine mated to a Kato generator. It will be disposed of at our annual Surplus Sale held at the DPW Warehouse.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### Surplus Sale

Vehicle #	Dept	Primary Driver	Description	Year	Life Cycle	Replace Date	Hours	Transfer To
GS13	DPU	Water	Kato Genset w/John Deere Engine	1994	20	2014		Surplus Sale





CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-03

A RESOLUTION OF THE UNALASKA CITY COUNCIL ADOPTING A POLICY FOR PUBLIC COMMENT AT CITY COUNCIL MEETINGS

WHEREAS, public comment is an essential part of local government meetings; and

WHEREAS, the purpose of public comment is for members of the public to inform the City Council about their views; and

WHEREAS, guidelines for public comment are necessary for fairness and consistency; and

WHEREAS, because the format of City Council meetings has evolved to include participation via telephone and online platforms, additional guidelines are necessary to manage public comment for these participants in an orderly fashion.

NOW THEREFORE BE IT RESOLVED that the attached Policy for Public Comment at Meetings of the Unalaska City Council is hereby adopted.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February \_\_\_\_\_, 2021.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Estkarlen Magdaong  
Acting City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Marjie Veeder, City Clerk  
Through: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: Resolution 2021-03: Adopting a policy for public comment at Council meetings

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**SUMMARY:** Guidelines for public comment are recommended to preserve fairness and consistency for members of the public wishing to provide public comment. Additionally, with participation in Council meetings by telephone and online platforms increasingly common, further guidelines are necessary to manage public comment in an orderly fashion without undue disruption. The proposed public comment policy is consistent with our Code of Ordinances and has been developed with the assistance of the City Attorney.

**PREVIOUS COUNCIL ACTION:** Unalaska Code of Ordinances at § 2.20.020 provides numerous opportunities for public comment and participation at regular council meetings: two opportunities for Community Input & Announcements, one near the beginning of the meeting and one near the end of the meeting; a separate time for Public Comment on Agenda Items; a separate time for items requiring public hearing by statute; and a period of public comment during council's discussion of each regular agenda item, provided the speaker has first notified the City Clerk of their intention to provide comment.

The presiding officer has at times set time limits for public comment.

Previous written policies about public comment at Council Meetings were not found.

Council discussed this item at their regular meeting on January 12, 2021; assigned three council members (Robinson, Coleman and Bell) to a committee to review and provide recommendations to the City Council; and postponed consideration of this item to January 26, 2021. As the committee had not completed their review by January 26, this item was further postponed to February 9, 2021.

**DISCUSSION:** A policy providing guidelines for public comment is recommended so that both Council and members of the public know what to expect and to provide a framework for fairness and consistency. Participation in council meetings by telephone and online platforms emphasizes the need for such a policy to better manage public comment without unduly disrupting the meetings and allowing everyone to be heard who wishes to speak.

In addition to the removal of redundant language, minor edits to wording and a slight reorganization of the document, the committee makes the following recommendations, which are included in the proposed policy presented this evening:

1. Wording changes to the background paragraph; and
2. Removal of the requirement that persons participating by telephone or online platforms notify the City Clerk one hour in advance of the start of the meeting. Rather, those participants must notify the Clerk, but may do so using the features available by telephone or online platforms (i.e. in ZOOM, the "raise your hand" feature or a chat notification; or \*6 by telephone). Notification may also be provided to the City Clerk during normal business hours in advance of the meeting.

**ALTERNATIVES:** Council may choose to (a) adopt the policy as presented; (b) make amendments to the policy; or (c) choose not adopt a policy about public comment at council meetings.

**FINANCIAL IMPLICATIONS:** Not applicable.

**LEGAL:** The City Attorney assisted in preparing the proposed policy and has reviewed and approved the recommendations of the committee.

**STAFF RECOMMENDATION:** Staff recommends a written policy to provide guidelines for public comment at their meetings. This is council's policy and therefore a council decision.

**PROPOSED MOTION:** I move to adopt Resolution 2021-03.

**CITY MANAGER COMMENTS:** I support the Staff Recommendation. Staff is prepared to revise according to Council's feedback.

**UNALASKA CITY COUNCIL  
POLICY FOR PUBLIC COMMENT  
AT MEETINGS OF THE CITY COUNCIL**

Adopted by Resolution 2021-03 on February \_\_, 2021

**PURPOSE:** The purpose of this policy is to provide guidelines for public comment at meetings of Unalaska City Council.

**SCOPE:** This policy applies to all regular meetings, special meetings and work sessions.

**BACKGROUND:** City Council meetings are designed for the Council to discuss and make decisions on issues before the Council. A meeting of the City Council is held in public to provide transparency in the decision making process. Opportunities for public input are provided and the City Council takes the input into consideration in making decisions.

For regular meetings, the Unalaska Code of Ordinances provides numerous opportunities for public comment:

- a) Community Input & Announcements - § 2.20.020(A)(9) & (14): This is a time for members of the public to provide general information to council and to make announcements of interest to the community. This opportunity occurs twice, once early in the meeting and a second time immediately before the meeting adjourns.
- b) Public Testimony on Agenda Items - § 2.20.020(A)(10): This is a time for members of the public to provide information to Council regarding items listed on the agenda if the speaker does not wish to wait until the specific item comes up on the agenda.
- c) Public Hearing - § 2.20.020(A)(11): When an item requires public hearing by statute or ordinance, the presiding officer will open the public hearing for members of the public to provide comment.
- d) Public Comment during Council Discussion - § 2.20.020(B): A period for public testimony for each agenda item shall occur during the City Council's discussion of the item. Members of the audience wishing to testify on an agenda item during a regular meeting must notify the City Clerk.

Opportunities for public comment at special meetings will be provided in accordance with the agenda for that special meeting, which shall include public comment during council discussion.

During a work session, members of the audience wishing to testify may raise their hand and be recognized by the Mayor.

**STATEMENT OF POLICY:** The purpose of public comment is for citizens to provide information and inform the City Council about their opinions. The Mayor and City Council value community input and encourage participation in public comment opportunities at meetings of the City Council.

Public comment opportunities are not a time for members of the public to ask questions of, or engage in dialogue with the Mayor, City Council Members or City Staff. Community members are encouraged to contact City Staff during normal business hours, or to contact the Mayor and City Council members directly.

These guidelines apply to all types of public comment opportunities described above.

- 1) Public Comment by spoken or written word is limited to three (3) minutes per person. Persons may not give their time to another person and may address a single topic or agenda item only once during a meeting.
- 2) If you wish to speak when an item appears on the regular agenda during council discussion, § 2.20.020(B), notify the City Clerk.
  - a) In person, the City Clerk may be notified by signing up on the public comment sign-up sheet available in chambers.
  - b) For telephone or online platforms, the City Clerk may be notified as described in 4(a) below.
- 3) **PUBLIC COMMENT IN PERSON**
  - a) Wait to be recognized by the presiding officer.
  - b) Use the microphone provided.
  - c) State your name.
  - d) Address all comments to the Mayor and City Council as a body.
- 4) **PUBLIC COMMENT BY TELEPHONE OR ONLINE PLATFORMS**
  - a) In order to promote an orderly meeting, all persons participating by telephone or online platforms must notify the City Clerk using notification features available in the online platform (i.e. in ZOOM, the “raise your hand” feature or a chat notification; or \*6 by telephone). Participants may also choose to notify the City Clerk during regular business hours before the start of the meeting. By necessity, this requirement applies to all opportunities for public comment for persons participating by telephone or online.
  - b) At the appointed time, the speaker will be allowed to un-mute.
  - c) Wait to be recognized by the presiding officer.
  - d) State your name.
  - e) Address all comments to the Mayor and City Council as a body.
- 5) **WRITTEN COMMENT**
  - a) Written comment is accepted by e-mail, regular mail, fax or hand delivery.
  - b) The name of the person providing written comment must be included.
  - c) Written comment shall be submitted to the City Clerk’s Department no later than one hour prior to the start of the meeting, to be read into the record by the City Clerk or presiding officer’s designee.
  - d) A person submitting written comment may request that it be read at any one of the points on the agenda where public comment is allowed. If the person does not request otherwise, the written comment will be read during Community Input & Announcements.

CITY OF UNALASKA  
UNALASKA, ALASKA

ORDINANCE 2021-04

CREATING BUDGET AMENDMENT #5 TO THE FISCAL YEAR 2021 BUDGET, APPROPRIATING AN ADDITIONAL \$500,000 FOR THE DPS REPEATER SITE AND RADIO UPGRADE PROJECT

BE IT ENACTED BY THE UNALASKA CITY COUNCIL:

- Section 1. Classification: This is a non-code ordinance.  
 Section 2. Effective Date: This Ordinance becomes effective upon adoption.  
 Section 3. Content: The City of Unalaska FY21 Budget is amended as follows:

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

**Amendment #5 to Ordinance #2020-10**

	Current	Requested	Revised
<b>I. OPERATING BUDGETS</b>			
<b>A. General Fund</b>			
Sources:			
Appropriated Fund Balance	\$ 1,057,871	\$ 500,000	\$ 1,557,871
Uses:			
Transfer to Govt Capital Project	\$ 1,104,658	\$ 500,000	\$ 1,604,658
<b>II. CAPITAL PROJECT BUDGETS</b>			
<b>A. Repeater Site and Radio Upgrade</b>			
Sources:			
Transfer from General Fund	\$ 1,000,000	\$ 500,000	\$ 1,500,000
Uses:			
Machinery & Equipment	\$ 452,231	\$ 500,000	\$ 952,231

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on \_\_\_\_\_, 2021.

\_\_\_\_\_  
 Vincent M. Tutiakoff, Sr.  
 Mayor

ATTEST:

\_\_\_\_\_  
 Marjie Veeder, CMC  
 City Clerk

**City of Unalaska**  
**Summary of Budget Amendment and Schedule of Proposed Accounts**  
**Budget Amendment 5 to the FY21 Budget**

- 1) General Fund - Operating Budget
  - Add \$500,000 to Transfers to Govt Capital Projects for the Repeater Site and Radio Upgrade Project
  - Add \$500,000 to Appropriated Fund Balance
- 2) Capital Project - Repeater Site and Radio Upgrade Project
  - Add \$500,000 to Machinery and Equipment for portable and mobile radios and accessories
  - Add \$500,000 to Transfers from General Fund

	Org	Object	Project	Current	Requested	Revised
<b>1) <u>General Fund - Operating Budget</u></b>						
<b>Sources:</b>						
Appropriated Fund Balance	01010049	49900		\$ 1,057,871	\$ 500,000	\$ 1,557,871
<b>Uses:</b>						
Transfers To Govt Capt Project	01029854	59920		\$ 1,104,658	\$ 500,000	\$ 1,604,658
<b>2) <u>Capital Project Budgets</u></b>						
<i>Repeater Site and Radio Upgrade Project</i>						
<b>Sources:</b>						
Transfers from General Fund	31019848	49100	PS18A	\$ 1,000,000	\$ 500,000	\$ 1,500,000
<b>Uses:</b>						
Machinery and Equipment	31021053	57400	PS18A	\$ 452,231	\$ 500,000	\$ 952,231

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Tom Cohenour, Director, Department of Public Works  
Through: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: Ordinance 2021-04: A Budget Amendment Request for the DPS Repeater Site and Radio Upgrades Project (PS18A)

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**SUMMARY:** Staff is requesting a budget amendment of \$500,000, appropriated from the General Fund, to allow the purchase of portable and mobile radios and accessories under the scope of the DPS Repeater Site and Radio Upgrades Project.

**PREVIOUS COUNCIL ACTION:** This project was initially funded through the FY18 CMMP and Budget Ordinance 2017-07, adopted May 23, 2017, transferring \$110,000 from the General Fund to create the project. Additional funding of \$200,000 was appropriated from the General Fund via the FY19 CMMP and Budget Ordinance 2018-04, adopted May 22, 2018, and via FY20 CMMP and Budget Ordinance 2019-07, adopted May 28, 2019, moving \$690,000 from the General Fund to bring the Project's total budget to \$1,000,000.

**BACKGROUND:** The project's scope covered replacing components at the Repeater Site and DPS Facility to include repeaters, transmitters, antenna systems, and console software operating systems to ensure the City's Public Safety radio system becomes compliant with Federal Communications Commission (FCC) regulations. It also upgrades the current 911 system to an "enhanced 911" with expansion options for local mapping and Computer Aided Dispatch for incident and event records. In order to transform our signal from analog to digital as required by the FCC, the portable and mobile components must become compliant.

**DISCUSSION:** This project's scope currently does not include the procurement of portable and mobile radios and associated equipment nor does the budget allow for it. However, the purchases are now necessary. The proposed budget revision of \$500,000 will continue federally mandated efforts to upgrade our signal from outdated analog to the latest technology digital along every point in the communications links between the Control Room, Repeater Site, and our patrol vehicles and response equipment.

**ALTERNATIVES:** Again, in order to transform our signal from analog to digital as required by the Federal Communications Commission, the portable and mobile components must become compliant. The only true alternative to funding this Budget Amendment request is to push out the timeline to fulfil the City's obligation to do so. Since this project is already underway, it is prudent to upgrade the portable and mobile radios at this time as a cost saving measure.



**FINANCIAL IMPLICATIONS:** To date, \$383,261 has been expended to purchase headsets and a portable transformer, and an additional \$38,482 is encumbered for workstations for the Dispatch office as well as additional headsets and associated accessories. There is \$578,257 remaining in the Project’s budget to cover present scope of work. The proposed revised budget is set forth below will cover the increased scope of work.

<b>MUNIS PROJECT PS18A - REPEATER SITE &amp; RADIO UPGRADE PROJECT</b>				
<b>G/L CODE</b>	<b>DESC</b>	<b>CURRENT BUDGET</b>	<b>THIS REQUEST</b>	<b>PROPOSED REVISED BUDGET</b>
3102-1053-53240-PS18A	Engineering & Architectural	\$ 51,600	\$ -	\$ 51,600
3102-1053-53300-PS18A	Other Professional	\$ 7,000	\$ -	\$ 7,000
3102-1053-53430-PS18A	Survey Services	\$ 5,000	\$ -	\$ 5,000
3102-1053-54500-PS18A	Construction Services	\$ 252,450	\$ -	\$ 252,450
3102-1053-55310-PS18A	Telephone / Fax / TV	\$ 200	\$ -	\$ 200
3102-1053-55901-PS18A	Advertising	\$ 750	\$ -	\$ 750
3102-1053-55912-PS18A	Contingency	\$ 230,769	\$ -	\$ 230,769
3102-1053-57400-PS18A	Machinery & Equipment	\$ 452,231	\$ 500,000	\$ 952,231
		\$ 1,000,000	\$ 500,000	\$ 1,500,000

**LEGAL:** Upgrading our signal to digital is a Federal requirement.

**STAFF RECOMMENDATION:** Staff recommends fully funding this Budget Amendment request so that our Public Safety infrastructure is compliant with Federal requirements and ensures the safety of the citizens of the City of Unalaska.

**PROPOSED MOTION:** I move approve Ordinance 2021-04.

**CITY MANAGER COMMENTS:** I support staff’s recommendation. Given the relationship to emergency response and preparedness, we initially hoped to use CARES Act funding for this purchase. However, we later determined that such a purchase was no longer eligible when additional Treasury Guidance was rolled out. The need still remains.

**ATTACHMENTS:** None

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-08

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE MAYOR'S APPOINTMENTS TO THE LIBRARY ADVISORY COMMITTEE; THE PARKS, CULTURE AND RECREATION COMMITTEE; THE PLANNING COMMISSION AND PLATTING BOARD; AND THE HISTORIC PRESERVATION COMMISSION

WHEREAS, terms of office have expired for members of the Library Advisory Committee; the Parks, Culture and Recreation Committee; the Planning Commission and Platting Board and the Historic Preservation Commission, creating vacancies; and

WHEREAS, resignations have created further vacancies on the Parks, Culture and Recreation Committee; the Planning Commission and Platting Board and the Historic Preservation Commission; 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 Tutiakoff has made the following appointments, and submits these names to the City Council for approval:

LIBRARY ADVISORY COMMITTEE

M. Lynn Crane  
Catherine Hazen  
Karen Macke

PARKS, CULTURE & RECREATION COMMITTEE

James Morris  
Cameron Dean  
Ben Knowles

PLANNING COMMISSION AND PLATTING BOARD; and  
HISTORIC PRESERVATION COMMISSION

Caroline Sue Shapsnikoff "Vickie" Williams

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council approves these appointments, which are all three-year terms beginning February 15, 2021 and ending on February 14, 2024.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 9, 2021.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Estkarlen Magdaong  
Acting City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Marjie Veeder, City Clerk  
Through: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: Resolution 2021-08, approving the Mayor's Appointments to the Library Advisory Committee, the PCR Committee, the Planning Commission and the Historic Preservation Commission

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**SUMMARY:** Members of committees and commissions are appointed by the Mayor, subject to approval of the City Council. The Mayor has made several appointments, which are being presented to Council for approval. Passage of Resolution 2021-08 accomplishes this objective.

**PREVIOUS COUNCIL ACTION:** Council is provided the opportunity to approve the Mayor's appointments to committees and commissions annually, or as vacancies and appointments occur throughout the year.

**BACKGROUND and DISCUSSION:**

- Planning Commission; Historic Preservation Commission – the term of office for Vickie Williams has expired; and Jason Gates resigned due to a planned move. Ms. Williams has reapplied; and we are accepting applications for the vacant seat, though none have yet been received.
- PCR Committee – the terms of office for Cameron Dean and James Morris have expired, and both have reapplied; and Jason Gates resigned due to a planned move. Ben Knowles applied for the open seat.
- Library Advisory Committee – the terms of office for M. Lynn Crane, Catherine Hazen and Robert Cummings have expired. Both Ms. Crane and Ms. Hazen have reapplied and Mr. Cummings indicated he did not intend to reapply. Karen Macke applied for the open seat.

Opportunity to apply for the open seats was advertised in the community.

**ALTERNATIVES:** Council may choose not to approve the Mayor's appointments, in which case the vacancies will continue to be advertised and interested persons encouraged to apply.

**STAFF RECOMMENDATION:** None. This is a Council decision.

**PROPOSED MOTION:** This is a consent agenda item and will be included in the motion to adopt the consent agenda.

**ATTACHMENTS:** Applications submitted by Crane, Hazen, Macke, Dean, Knowles, Morris and Williams.



# BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED  
JAN 19 2021  
BY: EPM - Clerks Office

**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: M. Lynn Crane

Mailing Address: PO Box 626 Unalaska, AK 99685

Telephone: 907-581-3248 Email: usafved@arctic.net

Occupation: Human Service Non-Profit Administration & Direct Services Employer: USAFV

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

Unalaska Library Advisory Committee 1996 to Present

Iliuliuk Family & Health Services - Early 2000's, also January 2019 - present

Bering Sea Art Exchange - 1990s

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 believe that our library is one of the most important institutions in our community. It provides entertainment, information, education, and opportunities for citizens to connect with one another and with the world. The events of the last few years, and especially the last year, have demonstrated just how crucial library services are. I would be honored to continue to serve on this committee.

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 Current member

Date: 01/18/2021

Signature: \_\_\_\_\_

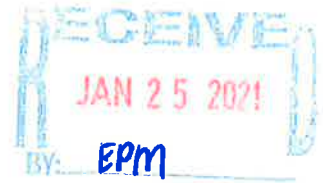
THANK YOU FOR YOUR INTEREST IN SERVING

**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):

- 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: Catherine Hazen

Mailing Address: PO Box 386

Telephone: 907-581-2846 Email: cshazen@arctic.net

Occupation: Controller Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):  
6 years on the 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: As a long-time community member I am aware of the vital contribution the Library makes to our quality of life here in Unalaska. I would like to be able to continue to serve on the Committee to offer my perspective as an avid reader, life-long learner and senior citizen.

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 Term expiration notice

Date: 1/25/2021

Signature: Catherine Hazen

Digitally signed by Catherine Hazen, DN: cn=Catherine Hazen, o=City of Unalaska, ou=City of Unalaska, email=cshazen@arctic.net, c=Catherine Hazen, email=cshazen@arctic.net

THANK YOU FOR YOUR INTEREST IN SERVING  
**Applications expire one year from date received by City Clerk**  
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# 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: Karen Macke

Mailing Address: P.O. Box 921519, Dutch Harbor, AK 99692

Telephone: 907-359-1607

Email: k.macke@outlook.com

Occupation: Collections Manager

Employer: Museum of the Aleutians

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

None

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 a Master's in Information and have taken multiple Library and Information Science courses. I am extremely interested in how the City runs a library. If I am not the best fit that is okay. I am volunteering more out of interest than expertise. I think it would be very interesting and I think I could contribute in a fun and dynamic way. I do have quite a bit of energy.

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: 02/05/2021

Signature:

THANK YOU FOR YOUR INTEREST IN SERVING  
**Applications expire one year from date received by City Clerk**

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# KAREN MACKE

Education Interpreter

## PROFILE

As a co-curator of the online exhibition entitled 'Uncovering Union', I have put together research that creates intertwined storylines to communicate the social importance of Union Station in Toronto. My main responsibilities included being a co-curator, budget manager, and final editor of all didactic materials. Additionally, my job as an Education Interpreter has helped me overcome my fear of public speaking so that I am confident in my ability to give professional presentations.

## EDUCATION

### University of Toronto- MA in Museum Studies & MA in Information (Archives and Records Management)

August 2017 - May 2020

I received two master's degrees in Information and Museum Studies. Courses included practical and theoretical training focused on interpretation, collections management, information technologies, education, and project management. I have focused most of my courses on collections care, education, and curatorship. During my degree, I worked as a co-curator for an online exhibit entitled 'Uncovering Union' for the Toronto Railway Museum. I ended my degrees with a 3.71 GPA. During my final year of the program I worked part-time as an Education Interpreter at Black Creek Pioneer Village.

### Ithaca College- Ithaca, NY- History BA, Art History Minor, Pre-Education Minor

September 2013 - May 2017

My History degree consisted of two major research papers that focused on: memory and memoirs during the French Revolution, and the treatment of homosexuals during the Weimar Republic and World War II in Germany. Coursework addressed American and European history. I took additional classes on museum preparer, education, and grant writing. My art history coursework focused on art in social activism, classics, and African art. Additionally, I played on the varsity soccer team all four years. I was placed on the Empire 8 President's List in Summer of 2016.

## WORK EXPERIENCE

### Toronto Region Conservation Authority- Black Creek Pioneer Village Education Interpreter/Historical Interpreter

April 2019-Present

As an Education Interpreter I work with school groups delivering over twenty trained programs, in addition to training others on these programs. In addition to working with school groups, I am a costumed interpreter that works in five different historical houses, and an 1860s tin shop and print shop. I consistently interpret artifacts, displays, and program materials. I am also a certified member of the Joint Health and Safety Board as a Worker Representative.

### Toronto Railway Museum Student Co-Curator

September 2019- May 2020

As a student at the University of Toronto we are given an exhibition project to work on. As a group of three co-curators, we are producing an online exhibition for the Toronto Railway Museum. The project is titled 'Uncovering Union' and will debut in mid-April 2020. It focuses on nine different stories that tell the social history of Toronto's Union Station. On the project my responsibilities have included research, being a co-curator, the budget manager, website and storyboard designer, and final editor of all didactic material. Additionally, I worked with multiple archives and newspapers to secure copyright for photographs and articles.

## CONTACT

PHONE:  
907-359-1607

WEBSITE:  
<https://www.linkedin.com/in/karen-macke-6279a9138/>

EMAIL:  
[K.macke@outlook.com](mailto:K.macke@outlook.com)

## SKILLS

- Collections Management
- Curation
- Didactic Writing
- Social Media Proficiency (Twitter, Facebook, Instagram, and LinkedIn)
- Interpretation
- Educational Programming
- Online Exhibitions
- Visitor Research & Analysis
- Archival Arrangement & Description
- Archival Appraisal
- Contingency Plan & Policy Writing
- Health & Safety in the Workplace
- Budgeting
- Project Management
- Customer Service
- Public Speaking
- Administrative Duties
- Data Entry
- Networking with Stakeholders
- Microsoft Office & Outlook
- Quickbooks
- Professional Communication

Canadian National Exhibition Program Facilitator  
August 2018

I worked in the 'Legends of the Silk Road' exhibit where I communicated the major themes of the exhibit to the public. I assisted the audience through a dark exhibit and answered questions that they generated. I also worked in the exhibit using a Point of Sale system.

Seward House Museum Intern  
December 2016–June 2017

I worked with the Director of Education mainly to expand my public speaking skills. I worked the front desk and acted as a docent, creating a specialty tour of the art throughout the museum using archival and artefact research. At the museum I created educational programming surrounding the organization's art collection.

National Park Service Intern  
May 2016–December 2016

I worked on the front desk and as a docent for the Women's Right National Historical Park. I also worked to update their archives of each exhibit by researching each artefact and creating a database for that information. This was then uploaded to Past Perfect. This archive has been used to answer visitor's in-depth questions on a regular basis since. After my internship ended I was awarded an Intern Honorarium Award by the NPS.

## REFERENCES

1. Jennifer D'Attolico  
Supervisor, Education, Black Creek Pioneer Village  
(416)661-6600 ext. 5430 [jdattolico@trca.ca](mailto:jdattolico@trca.ca)
2. Victoria Miller  
Supervisor, Historic Programs, Black Creek Pioneer Village  
(416)736-1733 ext. 5462 [victoria.miller@trca.ca](mailto:victoria.miller@trca.ca)
3. Jeffery Ludwig  
Director of Education, Seward House Museum  
(315)252-1283 [education@sewardhouse.org](mailto:education@sewardhouse.org)
4. Virginia Hatfield  
Executive Director, Museum of the Aleutians  
(907)581-5150, [virginia.hatfield@aleutians.org](mailto:virginia.hatfield@aleutians.org)





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: Cameron Dean

Mailing Address: PO Box 921225, Dutch Harbor, AK 99692

Telephone: 907.359.2007

Email: camhopkinsdean@gmail.com

Occupation: GIS Administrator, Planning Dept

Employer: City of Unalaska

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

PCR 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've enjoyed serving on the PCR Committee and would like to continue.

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: 1/13/21

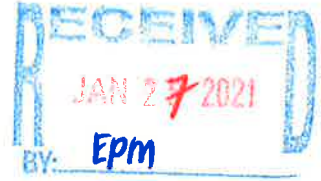
Signature: Cameron Dean

Digitally signed by Cameron Dean...

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
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# 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: Ben Knowles

Mailing Address: POB 920213 Dutch Harbor, AK 99692

Telephone: 9073594369

Email: bknowles@ci.unalaska.ak.us

Occupation: Captain

Employer: City of Unalaska

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

President - Aleutian Rod & Gun Club, S/T - Alaska State Firefighter Association

President - IAFF Local 5315 (Unalaska Professional Firefighters)

Board Member - Minnesota Fire Explorer Advisory Council

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: With a three year old on the island, along with all of her friends,

I would like to have a voice to help shape activities for her and others alike.

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: 01/25/2021

Signature: \_\_\_\_\_

Ben Knowles  
2021-01-27 08:42:53

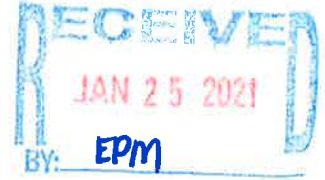
THANK YOU FOR YOUR INTEREST IN SERVING

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**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: James Morris

Mailing Address: PO Box 921506, Dutch Harbor, AK 99692

Telephone: (907) 581-4689 Email: JMorrisDC@yahoo.com

Occupation: Doctor of Chiropractic Employer: Aleutian Chiropractic Health Center

Previous Board/Committee/Commission Experience (attach additional pages if necessary):  
PCR advisory board (2 terms)  
State of Alaska- Board of Chiropractic Examiners- Vice Chairman

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: \_\_\_\_\_

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 Expired Term

Date: 1/25/2021

Signature:

THANK YOU FOR YOUR INTEREST IN SERVING  
**Applications expire one year from date received by City Clerk**  
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# BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED  
JAN 25 2021  
BY: EPM

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: Caroline Sue Shapsnikoff Williams

Mailing Address: Box 186 Unalaska, AK 99685

Telephone: 907-581-6905-359-1233 Email: N/A

Occupation: Disabled Employer: N/A

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

been on Planning & Zoning Board Nov 2007, First Meeting  
I am also back on Tribal Boards Any Questions Please  
Feel Free to call me at 359-1233

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 born & Raised here,  
I want whats best for my City and the people.

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 on the board,

Date: 1-22-21

Signature: Caroline Sue Shapsnikoff Williams

THANK YOU FOR YOUR INTEREST IN SERVING  
**Applications expire one year from date received by City Clerk**  
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CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-07

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE COUNCIL'S GOALS FOR THE FY22 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 FY22; and

WHEREAS, management will utilize the adopted goals as guidelines when developing the FY22 budget.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council adopts the attached goals as a guideline for developing the FY22 budget.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 9, 2021.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Estkarlen Magdaong  
Acting City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Jim Sharpe, Interim Finance Director  
Through: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: Resolution 2021-07 – A Resolution of the Unalaska City Council  
Approving the Council’s Goals for the FY 22 Budget

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**SUMMARY:** This memo provides information regarding the FY22 Council Budget Goals. The FY21 Budget Goals are attached, along with staff recommendations for FY22, and will be utilized to help direct the preparation of the budget once approved.

**PREVIOUS COUNCIL ACTION:** The City Council has reviewed budget goals at the beginning of each budget cycle since about 2002. For the current budget cycle, Council reviewed the proposed FY22 Budget goals at the January 26, 2021 work session.

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

**DISCUSSION:** Proposed Council Budget Goals for fiscal year 2022 are attached and include narrative related to any changes from the prior fiscal year. Key points on various issues impacting the budget goals are provided below. City Council did not indicate the desire to change any of the goals during the January 26, 2021, work session, so no changes have been made.

***Personnel:*** 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. The current year (FY21) budget includes 162 full time personnel and 40 part-time temporary and permanent positions (11.96 FTE) resulting in a total of 173.96 FTE. Staff is currently in discussions about Fire and Public Safety staffing needs, namely positions to focus on emergency preparedness as well as administrative support for the Fire Department. Addition, we are looking into what the expanded role of a Resource Analyst position might be, especially in light of the geothermal Power Purchase Agreement.

***General Fund Surplus/Deficit:*** Staff will work to develop a budget in which the General Fund will operate without a deficit.

**Proprietary Funds:** Staff will continue to seek ways to balance budgets in the proprietary funds.

City owned housing is used as an incentive for recruitment and retention, therefore, while we conservatively budget operations and renovations, a gap in funding will continue. In addition, Airport operating costs continue to increase at a greater rate than revenues.

The City has engaged an outside firm to perform a rate study for the City’s Public Utilities, which shall be completed prior to the end of March 2021. It is anticipated that the study will indicate that substantial rate increases will be required for each utility to operate at a break even in FY 2022.

Through December 2020, Ports & Harbors has experienced a revenue reduction due to several factors including:

- COVID-19 pandemic (construction cargo, cruise ships);
- NYK Lines pulled out of Dutch Harbor;
- Loss of flights due to Ravn bankruptcy (less jet fuel sold resulted in less transferred); and
- Reduction in wharfage due to industry not meeting Pollock quota by about 10%.

**Operating Expenses:** Although the goal is set at a maximum increase of 3% for non-personnel expenses, the Directors will prepare their proposed budgets understanding any non-personnel increases will have to be justified and evaluated to ensure that the level and quality of services to the public is maintained or improved.

Certain departments will request one-time increases in order to purchase items that do not qualify as a capital purchase, but would otherwise not be purchased at their existing operating budget levels.

**Capital Projects:** The CMMP is currently being developed. A presentation of the initial draft projects, with a special focus on FY22, was provided to Council at the January 12, 2021 meeting. The draft CMMP presentation to Council is planned for March.

Based on our work to date it is expected that the first year of the CMMP, the FY22 Capital Budget, will be approximately \$74 million. A breakdown by funding source is as follows:

Grants	\$42,430,500
General Fund/1% Tax Fund	18,293,151
Ports & Harbors Fund	6,145,000
Electric Utility Fund	4,264,938
Water Utility Fund	2,034,500
Solid Waste Utility Fund	<u>1,171,100</u>
Total	\$74,336,189

**Revenues:** Projected revenues for the Proprietary Funds will be presented along with the draft budget later in the budgeting process.

Rate studies for the Public Utilities are currently underway and should be completed by the end of March 2021. Water, Wastewater and Solid Waste were completed in FY17 and a rate study for Electrical was completed in FY16.

Port related tariffs and fees were evaluated in FY17, with Council approved adjustments made in July and August of 2017. While the next formal review of the tariff is scheduled for fiscal year FY 22, rates are reviewed and approved by Council annually. Annual increases since the last tariff review have been in the 2% to 3% range, with the goal to keep up with annual Consumer Price Index adjustments.

Projected FY22 General Fund revenues will be presented on January 26, 2021. We anticipate this to show a small increase from FY21. Given the economic uncertainty related to the current pandemic and future collection of fishing related taxes, Council may wish to consider expanding current revenue sources and/or pursuing new sources. Council considers the mil rate annually as part of the budget process.

**Debt Service:** In prior years, the City has incurred debt in their Proprietary Funds; each of which requires annual debt services. The City refunded a portion of this debt at the beginning of fiscal year 2021 through bond refinancing opportunities, achieving significant cost savings over the remaining term of the debt. The City paid off the remainder of the non-proprietary fund debt in FY 2020 and does not anticipate a need for additional debt at this time.

**ALTERNATIVES:** Various alternatives exist. As Staff completes the budget process, we will seek ways to perform our work more efficiently in an effort to reduce costs and increase effectiveness.

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

**LEGAL:** None.

**STAFF RECOMMENDATION:** Staff recommends approval.

**ATTACHMENTS:** FY22 Budget Goals



**UNALASKA CITY COUNCIL  
FY22 BUDGET GOALS**

**Personnel Goals**

*Goal: 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.*

**The FY 2022 goal represents no change from the approved FY 2021 budget goal.**

**General Fund Surplus/Deficit**

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

**The FY 2022 goal represents no change from the approved FY 2021 budget goal.**

**Proprietary Funding**

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

**The FY 2022 goal represents no change from the approved FY 2021 budget goal.**

**Operating Expenses**

*Goal: The City Manager's proposed FY22 General Fund budget shall not increase more than 3 percent for non-personnel expenditures.*

*Goal: The total amount available to fund the Community Support Program grants will follow the formula of up to 3.50% 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.)*

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

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

**The FY 2022 goals represents no change from the approved FY 2021 budget goals.**

## **Capital Projects**

*Goal: 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.*

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

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

**The FY 2022 goals represents no change from the approved FY 2021 budget goals.**

## **Revenues**

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

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

**The FY 2022 goals represents no change from the approved FY 2021 budget goals.**

## **Debt Service**

*Goal: 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.*

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

**The FY 2022 goals represents no change from the approved FY 2021 budget goals.**

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-09

A RESOLUTION OF THE UNALASKA CITY COUNCIL CONTINUING MEASURES TO PROTECT PUBLIC HEALTH

WHEREAS, the COVID-19 pandemic has generated a public health emergency that threatens to overwhelm the City of Unalaska health system and the economy of our community, endangering the lives and wellbeing of our citizens; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska and Governor Dunleavy implemented several health mandates and recommendations to help reduce the spread of COVID-19; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 15, 2020, Mayor Vincent M. Tutiakoff, Sr. declared a local emergency in the City of Unalaska, authorizing the City Manager to take necessary actions to reduce the impact and spread of the coronavirus known as COVID-19 through the City of Unalaska; and

WHEREAS, on March 18, 2020, the Unalaska City Council passed Resolution 2020-16, declaring a local emergency to remain in effect for so long as the declaration of a Public Health Disaster in the State of Alaska Remains in effect; and

WHEREAS, on November 10, 2020, the Unalaska City Council passed Resolution 2020-71, extending the local emergency declaration through June 30, 2021, to allow the City to continue to take necessary actions to reduce the impact and spread of the coronavirus known as COVID-19 in the City of Unalaska; and

WHEREAS, on January 14, 2021, Governor Dunleavy issued a new 30-day Declaration of Public Health Disaster Emergency, effective January 15 to February 14, 2021; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) have issued public health guidance, including the social distancing measures, the recommendation that everyone wear a cloth face covering when in public settings where social distancing measures are difficult to maintain, and that certain individuals take greater precautions; and

WHEREAS, local health officials have advised that in addition to practicing social distancing and staying at home as much as possible, additional measures that include the covering of an individual's nose and mouth will prevent asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, local health officials have advised that stronger protective measures are required given Unalaska's remoteness, lack of road access to the mainland, and because the majority of our community's businesses are designated as essential, critical or support critical infrastructure; and

WHEREAS, local health officials have advised that stronger protective measures are required to conserve limited local healthcare resources, as they strive to meet the needs of all community members and essential workforce employees; and

WHEREAS, as of February 3, 2021, there were 54,820 (residents and non-residents) cumulative known COVID-19 cases in the state, including travel-related cases in geographically isolated and remote communities; and

WHEREAS, as of February 3, 2021, 380 patients have tested positive locally in Unalaska; and

WHEREAS, Unalaska has been able to keep multiple cases or outbreaks limited and isolated, and has been successful in stopping community transmission of the virus in the past; and

WHEREAS, as of January 7, 2021, Unalaska's Local Risk Level was changed to High in accordance with Unalaska's COVID-19 Response Plan; and

WHEREAS, COVID-19 continues to pose a grave and imminent threat to the health, safety, order and welfare to the residents of the City; and

WHEREAS, although the COVID-19 vaccine serves as a vital tool in our efforts to slow the spread of the virus and keep our schools and businesses open, the vaccine rollout will take time and it is important that communities remain vigilant in practicing mitigation strategies and safety measures; and

WHEREAS, this resolution shall have the same effect as a rule issued by the City Manager pursuant to Unalaska Code of Ordinances § 2.96.040.

NOW THEREFORE BE IT RESOLVED:

**1. Outbreak Health Orders.** Everyone in the City of Unalaska (the City) must follow all current health orders, mandates, or other regulations issued by the State of Alaska related to COVID-19. Review this resolution carefully, as some local requirements are more restrictive than state regulations.

**2. Face Coverings.** All customers and visitors of businesses and organizations that are open and operating must wear face masks covering their nose and mouth to provide additional protection for employees and customers. Additionally, employees and volunteers of open businesses and organizations must wear a face mask when interacting with customers and visitors. The face coverings need not be medical-grade masks or N95 respirators, but can be cloth face coverings. Face masks may be temporarily removed as necessary and incidental to utilizing the business or service.

A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand, or can be improvised from household items such as scarfs, T-shirts, sweatshirts or towels.

A business owner or operator may refuse admission or service to any individual who fails to wear a face covering as required by this resolution.

**3. Public Indoor Gathering Limitations.** All individuals must wear face coverings and maintain six feet of physical distancing between household groups at all gatherings. Gatherings are defined as meetings or other events that bring together people from multiple households at the same time for a shared or group experience in a single room, space, or place such as auditorium, conference room, meeting hall, or other indoor space. All events and meetings are limited to 10 people. The following exceptions apply to the gathering limits:

- a. Educational institutions with grades pre-K through 12 are subject to an indoor capacity limitation of 50% of classroom occupancy or 10 people per room, whichever is greater, so long as they are in accordance their Smart Start 2020 Plan filed with the State of Alaska.
- b. Bars, restaurants and other establishments serving food or beverages to the public are subject to an indoor capacity limitation of up to 35% of maximum building occupancy or 10 people per room, whichever is greater, so long as 6 feet distancing is able to be maintained between tables. This in-person service is limited to sit-down table service only, with at least six feet of separation between customer tables. Tables shall be limited to 5 seats each or less. Sit-down table service only means no standing or seating at physical bars / bar tops. All patrons are required to be seated.
- c. Places of worship are subject to an indoor capacity limitation of up to 35% of maximum building occupancy or 10 people per room, whichever is greater, so long as 6 feet distancing is able to be maintained between people who are not members of the same household or social groups of 5 or less.

**4. Traveler Quarantine.** A person traveling into the City by vessel or airplane, from another community or port, must self-quarantine for 14 days upon arriving at their destination and monitor for symptoms of illness. During travel and following the quarantine period, adherence to CDC guidance, State of Alaska health orders, and local orders and resolutions is required. This includes appropriate social distancing measures and adherence to face covering requirements. People traveling for critical business purposes are required to follow all State of Alaska health orders including complying with their approved state plans.

- a. Employees of businesses engaged in Essential Services or Critical Infrastructure industries, traveling to Unalaska to provide such services, must self-quarantine immediately upon arrival, but may work during the 14-day quarantine period, subject to the requirements in this section.

If their employer has filed the required protocol with the City as required at Section 5, critical workforce employees may work during their self-quarantine period in accordance with that protocol or relevant section of Health Order 5 and any related appendices serving as that protocol. To be allowed to work during the initial 14 days, the worker's Entry Quarantine must meet or exceed the requirements of Health Orders 5 and 6 and any related appendices. This requirement to meet or exceed the quarantine requirements of Health Orders 5 and 6 is effective regardless of any expiration or rescission of those orders.

All workers under this critical workforce exception are required to self-quarantine during non-work hours within the 14-day time period. During the 14-day period, workers are not permitted to have contact with City residents that is not strictly necessary to perform their work, must follow the self-quarantine requirements at section d., below, and are otherwise restricted to the campus, bunkhouse, or vessel where they reside.

- b. Patients or travelers arriving in Unalaska/Dutch Harbor, whose final destination is not Unalaska/Dutch Harbor, are required to self-quarantine during their stopover, but not remain here for the entire 14-day time period. This includes, but is not limited to, air travel.
- c. For individuals arriving on a vessel, time spent at sea is credited to the 14-day quarantine period. The time at sea is counted from the time of departure from the last port of call, provided that no one has embarked or disembarked since that time. Vessel captains shall maintain a ship's log or equivalent record demonstrating compliance with State Health Orders, when applicable, and detailing all activities for which they seek credit for time at sea.

For vessels that have been at sea over 14 days and no one has disembarked or boarded the vessel, no additional quarantine is required unless individuals are showing symptoms of COVID-19, including, but not limited to fever, chills, or respiratory symptoms. Vessels at sea for less than 14 days, where no one has disembarked or boarded the vessel, may complete their quarantine in port as long as quarantine is not broken for the remainder of the 14 days.

A positive COVID-19 test result from any crew member will negate any previously acquired at-sea credit, and all crew will be required to quarantine again if returning to Unalaska.

- d. Anyone who is required to self-quarantine must adhere to the following:
  - 1) A person in self-quarantine may leave the designated quarantine location for:
    - i. medical emergencies or to seek medical care;
    - ii. to travel in the person's personal vehicle or vessel, individually or with members of the person's household, without contacting others, so long as the person goes directly from the quarantine location to the vehicle or vessel and directly back to the quarantine location; and
    - iii. to participate in outdoor recreational activities (i.e. fishing, hiking) individually or with members of the person's household, without contacting others, so long as the person goes directly from the quarantine location to the recreational activity and directly back to the quarantine location.
  - 2) A person in self-quarantine may not visit any public spaces, including, but not limited to stores, pools, meeting rooms, fitness centers or restaurants.
  - 3) Visitors are not allowed in or out of the designated quarantine location other than a physician, healthcare provider, or individual authorized to enter the designated quarantine location by Unified Command.

- 4) Comply with all rules or protocols related to your quarantine as set forth by your hotel or rented lodging.
  - 5) If a person is required to self-quarantine and there are other individuals in their residence, hotel room, or rented lodging, all persons in the quarantine location must comply with social distancing guidelines, sanitize regularly touched surfaces, and follow CDC best practices for hand washing.
- e. Travelers from other Alaskan communities, traveling to Unalaska on the Alaska Marine Highway System for critical personal needs, are exempt from the requirements of Sections 4(d)2 and 4(d)3, in that they may enter stores or businesses for critical personal needs. When not engaged in meeting critical personal needs, ferry travelers are required to follow self-quarantine requirements. Critical personal need is defined in State Health Order No. 8, issued January 14, 2021 and remains effective regardless of expiration or rescission of the Order.

**5. Essential Services/Critical Infrastructure State Protocols.** Businesses identified as “essential services” or as “critical infrastructure” and operating in the City shall submit all protocols or plans required by State of Alaska Outbreak Health Order No. 5 to the City. These plans are to be submitted as soon as possible after filing these protocols or plans with the State of Alaska and regardless of whether the State review of those protocols or plans has been completed. Businesses shall also provide the City confirmation of the State’s approval of its plan or protocol no more than three days after receiving such approval. In the event the State discontinues its requirement of submitting business protocols under Outbreak Health Order No. 5, businesses operating in Unalaska shall submit COVID-19 mitigation plans directly to the City, in a format substantially similar to that required by the State, or in a format approved by the City. Such businesses shall submit their plans, protocols, or relevant notifications to the City by email to [COVID19PLANS@ci.unalaska.ak.us](mailto:COVID19PLANS@ci.unalaska.ak.us).

The City has adopted by reference the Alaska Essential Services and Critical Workforce Order, Amended May 5, 2020 for purposes of defining “Critical Workforce,” “Essential Services,” and “Critical Infrastructure.” The definitions in the May 5 Order apply to businesses doing business in Unalaska regardless of the revocations of the State Health Mandates 10, 10.1 and 18. The definition of Essential Services and Critical Infrastructure in Resolution 2020-73, § 4 is extended and remains effective as long as the local emergency declaration is in place.

**6. Business COVID-19 Protection Measures and Protocols.** All businesses and organizations open and operating within the City shall comply with all relevant State of Alaska Health Orders. By remaining open during the COVID-19 pandemic, organizations and businesses are expressly granting consent for entry during business hours under Unalaska Code of Ordinances § 1.16.010. This consent is limited to inspections of the public portions of the business and is for the limited purpose of enforcing state and local laws related to COVID-19. It does not alter UCO § 1.16.010 with regard to other violations or investigations.

All businesses and organizations, other than state, federal or municipal government facilities, which are open to members of the public at a physical location within the City shall post “COVID-19 Protection Measures and Procedures” on all entrances to and exits from the business. The “COVID-19 Protection Measures and Procedures” shall include, at minimum:

- a. The sanitation measures taken by the business or organization to prevent the spread of COVID-19.
- b. The social distancing measures taken by the business or organization to prevent the spread of COVID-19.
- c. A description of a process for obtaining goods or services from the business or organization without entering the business, if such a process is at all feasible.
- d. A contact number for individuals to report any violations of these measures to the owner or designee.
- e. Clearly state that any person with symptoms consistent with COVID-19 may not enter the premises.
- f. Shuttles, van services and taxis shall clearly state that the total number of passengers shall be limited to three.

**7. Marine Tourism.** Marine tourism includes travel to Unalaska for non-essential purposes by state ferry, a cruise ship of any kind, or private vessel. Marine tourism passengers and providers are required to adhere to resolutions, ordinances, orders of the City Manager, or any other local mandates related to public safety during the COVID-19 pandemic. Such mandates include, but are not limited to, the face covering or mask requirement, traveler self-quarantine requirements, gathering limitations, and industry safety protocol requirements. Local requirements are in addition to any laws, regulations, agreements or plans that apply to travelers, vessels, or businesses through the State of Alaska, the Center for Disease Control and Prevention (CDC), or the US Department of Homeland Security.

**8. Penalties.** Violation of this resolution is punishable as a misdemeanor under Unalaska Code of Ordinances § 2.96.090 and is a Public Nuisance, subject to the remedies in Unalaska Code of Ordinances, Title 11, Chapter 8, including prosecution as a minor offense.

**9. Effective Date; Expiration.** This resolution shall be effective at noon on Wednesday, February 10, 2021, and expires at noon on Wednesday, February 24, 2021. The City Council may extend it as necessary, or the City Manager may extend it or amend it pursuant to the emergency management powers under Unalaska Code of Ordinances § 2.96, and Resolution 2020-71. This resolution repeals and replaces any other inconsistent resolution or ordinance.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 9, 2021.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Estkarlen Magdaong  
Acting City Clerk



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Erin Reinders, City Manager  
Date: February 9, 2021  
Re: Resolution 2021-09: Continuing measures to protect public health

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**SUMMARY:** Council has been considering resolutions instituting local mitigation strategies to protect the public health. Focus remains on what we can do to protect the health of our community and not overwhelm our health care system. By doing so, we also protect our local economy. We have demonstrated that mitigation strategies work, and it is important that we remain diligent in our efforts.

**PREVIOUS COUNCIL ACTION:** On March 18, 2020, the Unalaska City Council passed Resolution 2020-16, declaring a local emergency to remain in effect for so long as the declaration of a Public Health Disaster in the State of Alaska remains in effect.

Council approved Resolution 2020-17 on March 24, 2020. The focus of Resolution 2020-17 was on hunkering down, traveler quarantine and the closure of non-essential business. The resolution expired April 15.

Council approved Resolution 2020-19 on April 14, extending and clarifying the orders outlined in Resolution 2020-17, and instituted additional measures protecting the public health. The resolution expired April 29, 2020.

Council approved Resolution 2020-25 on April 28, extending the orders in Resolution 2020-19. This resolution expired May 13, 2020.

Council approved Resolution 2020-34 on May 12, extending the orders in Resolution 2020-25 and replacing the “Hunker Down” section with a “Social Distancing” section. This resolution expired May 27, 2020. Also on May 12, Council discussed the topic of Cruise Ships and the Alaska Marine Highway System passengers.

Council approved Resolution 2020-36 on May 26, extending and clarifying the orders in Resolution 2020-34 and specifically addressing the Alaska Marine Highway System. This resolution expired June 10, 2020.

Council approved Resolution 2020-38 on June 9, extending and clarifying the orders in Resolution 2020-36 and removed the reference to the Alaska Marine Highway System. This resolution expired June 24, 2020.

Council approved Resolution 2020-41 on June 23, extending the orders in Resolution 2020-38 and allowing for individuals in traveler self-quarantine to go outside or in their personal vehicles and vessels with certain limitations. This resolution expired July 15, 2020.

Council approved Resolution 2020-45 on July 14, extending the orders in Resolution 2020-41 and clarified that time at sea counted toward the 14 day traveler self-quarantine time period. This resolution expired July 29, 2020.

Council approved Resolution 2020-49 on July 28, extending the orders in Resolution 2020-45, and removed a number of the "whereas" background statements to focus on the mitigation strategies and reduce the length of the document. This resolution expired August 12, 2020.

Council approved Resolution 2020-51 on August 11, extending the orders in Resolution 2020-49. This resolution expired August 26, 2020.

Council approved Resolution 2020-54 on August 25, extending the orders in Resolution 2020-51. This resolution expired September 9, 2020.

Council approved Resolution 2020-58 on September 8, extending the orders in Resolution 2020-54. This resolution expired September 23, 2020.

Council approved Resolution 2020-63 on September 22, extending the orders in Resolution 2020-58. This resolution expired October 14, 2020.

Council approved Resolution 2020-66 on October 13, extending the orders in Resolution 2020-63. This resolution expired October 28, 2020.

Council approved Resolution 2020-70 on October 27, extending the orders in Resolution 2020-66. This resolution expired November 11, 2020.

Council approved Resolution 2020-71 on November 10, 2020 extending the local declaration of the public health emergency through June 30, 2021. On that same date, Council approved Resolution 2020-72, extending the orders in Resolution 2020-70 and revising it to provide additional clarity if there is a change the State's declaration of emergency. This resolution expired November 25, 2020.

Council approved Resolution 2020-73 on November 24, 2020, extending and further clarifying the orders in Resolution 2020-72. This resolution was set to expire on December 9 so that Council could reconsider the action at the December 8 Council Meeting.

In response to the change in the local risk level, Council approved Resolution 2020-74 at a Special meeting on December 1, 2020 extending the orders in Resolution 2020-73 and adding sections addressing a hunker down order, limits to public gatherings, and temporarily closing in person service at bars and restaurants.

Council approved Resolution 2020-77 on December 15, 2020 extending the orders in Resolution 2020-73 and revising it to provide additional clarity if there is a change the State's declaration of emergency. This resolution was set to expire on January 13, 2021. Council decided it would call a Special Meeting to reconsider the restrictions if the local risk level was changed before then. The allowance for time spent at sea to count toward the local traveler self-quarantine was removed.

In response to the change in the local risk level, Council approved Resolution 2020-79 at a Special meeting on December 30, 2020. This resolution removed the hunker down order and public gathering size restriction, allowed for in person service at bars and restaurants to open to 50%

capacity, and added back in the allotment for time at sea to count toward the local traveler self-quarantine. Additional clarification was also included for critical infrastructure industries in the traveler quarantine section.

In response to the increase in the local risk level to High, Council approved Resolution 2021-01 at a Special meeting on January 8, 2021. This resolution reinstated the hunker down order and the limit to public gathering size, and temporarily stopped in person service at bars and restaurants.

Council approved Resolution 2021-04 at their regular meeting on January 12, 2021. This resolution removed the hunker down order; removed the temporary closure of in-person dining, allowed for exceptions to the public gather size for schools, places of worship, and bars/restaurants.

Council approved Resolution 2021-05 at their regular meeting on January 26, 2021. The resolution clarified that police and other city employee may enter businesses for the purposes of monitoring compliance with the resolution or state health orders. This is set expire February 10, 2021 and is being be revisited at the Council Meeting on February 9, 2021.

**BACKGROUND:** The nation, state and our city are in a state of emergency and in the midst of a public health crisis. On November 6, the Governor announced a new 30-day Public Health Disaster Emergency, effective November 16 and extending to December 15, 2020. The Governor then issued a new emergency declaration effective until January 15, 2021. On January 14, the Governor then issued a new emergency declaration effective until February 14, 2021. SB56 has been filed to extend the declaration until September 2021, or until the Commissioner of DHSS declares, there is no longer public health threat whichever happens earlier. A final outcome is still to be determined, but it does appear as through there will be a time where no state-wide emergency declaration is in place. Since November, the City has anticipated the state emergency regulations may lapse and has drafted its resolution with this in mind. The resolution is currently designed to protect the City similarly if the state has no COVID-19 protections in place. There may be unforeseen consequences borne out through experience. Those variables will continue to be assessed and appropriate changes will be made in local regulations.

On November 10, the City Council declared a local state of emergency through June 30, 2021, and has continued passing resolutions addressing local public health protective measures for the community.

Together, Unalaska has been able to keep multiple cases or outbreaks limited and isolated since the beginning of this pandemic. In December, Unalaska was able to stop community transmission of the virus. We have demonstrated that mitigation strategies work. No single tool is enough. Hand washing, face coverings, getting the flu shot, keeping social circles small, and social distancing measures are effective strategies and things we can all do to help. These strategies are further complimented by other tools such as testing and contract tracing. The mitigation strategies outlined in local resolutions (face coverings, quarantine, and safety protocols) are other tools aimed to help us keep our community and economy healthy. As exposure to this virus increases locally, additional mitigation strategies (hunkering down, limits to gathering sizes, and closure of in person service at bars and restaurants) are also warranted and effective. All of these are further strengthened by statewide Health Orders and the local protective measures instituted by other municipalities throughout the state.

We remain optimistic about distribution of the COVID-19 vaccine, but it remains slow. The vaccine is a game changing tool in our efforts to slow the spread of the virus, and keep our schools and businesses open. The vaccine rollout is taking time, however, and it is important that we remain vigilant in practicing other mitigation strategies and safety measures.

On January 7, 2021 the local Risk Level was increased to High from Medium due to additional newly community acquired COVID-19 cases that could no longer be defined as isolated cases. Since the pandemic began the risk level and the community wide protective measures have been addressed in a two-step process. Risk level is determined by Unified Command based on cases and related information. The community wide protective measures are approved by City Council resolution. Ultimately, the decisions on what is contained in the resolutions and when those details change are policy decisions made by Council.

**DISCUSSION:** As of the drafting of this memo and resolution, we the local Risk Level remains at High. In accordance the Covid-19 response plan developed early on in this pandemic, this is the time where Council might consider measures to further limit contact with individual outside of households.

Resolution 2021-09 is set expire February 24, 2021 and will be revisited at the Council Meeting on February 23, 2021. This date coincides with the next regularly scheduled City Council meeting. If the Risk level is reduced before then, Council may wish to call a special meeting to consider a revision to the protective measure.

The following protective measures from the previous remain in this resolution, with the revisions noted:

- **Face Coverings** - Customers and visitors of businesses and organizations must wear a covering over their nose and mouth. Additionally, employees or volunteers of businesses and organizations to wear a face covering when interacting with customers or visitors. This section has not changed.
- **14 Day Traveler Self Quarantine** - Individuals traveling into the City by vessel or airplane must self-quarantine, with limited exceptions. This section has been changed to address Alaskan residents traveling on the Alaskan Marine Highway System for critical needs, such as shopping for goods that are not available in smaller communities. Council may choose to keep this in or remove it. It has been designed to be in keeping with the intent of the Health Order 8. No other changes are proposed at this time.
- **Public Gathering Limitations** - Indoor gatherings are limited to 10, with specific exceptions applying to schools, places of worship and bars/restaurants. This section has not changed.
- **Essential Services/Critical Infrastructure Plan Submittal** - Business that are required to submit plans to the State, must submit those to the City. This section has not changed.
- **Protective Protocols** - All business open to the public must post their basic measures to protect the public health on their doors. This section has not changed.
- **Marine Tourism** – This is a new section to provide guidance for those traveling for non-essential purposes on the ferry, cruise ship or private vessel. This clarify that local safety

protocols in this resolution do apply. This is what was discussed in the work session on January 26, 2021.

**Alternatives to 14 Day Traveler Self Quarantine.** City Council asked at the last meeting about potential changes to the Traveler Self Quarantine, particularly as it relates to the general community members as a result of vaccines and other changing circumstances. The State is not made any changes to their approach as a result of vaccines and is monitoring CDC recommendations. We continue to monitor and consider alternate approaches here locally. The 14-day traveler self-quarantine remains the gold standard and the CDC's recommendation. CDC alternatives, include:

- A 10-day quarantine with no test, in combination with monitoring for symptoms for the remainder the 14-day time period; or
- A 7-day quarantine with test approach, in combination with monitoring for symptoms for the remainder the 14-day time period.

These alternatives are predicted to have a 10-12% post quarantine infection rate. However, these have appeared to be an acceptable risk for the CDC and the State.

**Possible Additional Protective Measures.** At previous Council meetings, Council indicated that they wished to continue to monitor the community acquired cases and would consider adding additional protective measures. If Council wishes to add measures, Council may wish to consider protective measures they had implemented in the past. These include Hunker Down, closing of bars and restaurants to in-person service, and additional limitations on gatherings. Specific guidance is provided below.

- Council may wish to add in a section to the resolution calling upon individuals to stay at home as much as possible. Potential wording is as follows:

***Hunker Down.*** *Everyone in the City shall stay at home as much as possible, except for the following activities while adhering to applicable protective measures:*

- To go to work or school when remote work and learning is not feasible;*
  - To buy, sell or deliver essential groceries and goods;*
  - To receive or provide essential health care and services; or*
  - To get fresh air without contacting others.*
- Council may wish to add in a section temporarily closing in-person services at bars and restaurants. Research indicates that limits to in person service at bars and restaurants is a sound and effective approach to mitigating transmission of the virus. These actions also have less negative impacts to local businesses and community well-being than fully closing down all non-essential businesses. If Council chooses to add this section, the section on gatherings would need to be revised as well. Potential wording is as follows:

***Temporary Closure to In-Person Services at Bars and Restaurants.*** *All bars, restaurants, and other establishments serving food or beverages within the City shall be temporarily closed for dine-in service. All buffets and salad bars are closed to self-service. A copy of this resolution, or a sign communicating the closure information, shall be prominently posted by the person in control of the establishment.*

*Food and beverage establishments are encouraged to offer food and beverage using delivery service, window service, walk-up service, drive-through service, or drive-up service, and to use precautions in doing so to mitigate the potential transmission of COVID-19, including social distancing.*

*Food and beverage establishments subject to this section may permit up to 5 members of the public at one time in the establishment for the limited purpose of picking up their food or beverage orders, so long as those individuals are at least 6 feet apart from one another while on premises and wear face coverings.*

*The restrictions do not apply to:*

- a. Businesses that offer food and beverage not for on premises consumption, including grocery stores, markets, convenience stores, and food pantries, with the exception of their self-service buffets and salad bars.*
  - b. Health care facilities, childcare facilities, residential care facilities and congregate care facilities.*
  - c. Crisis shelters, soup kitchens or similar institutions.*
  - d. Employee cafeterias within a business, with the exception of their self-service buffets and salad bars.*
- Council may wish to revise the section addressing gathering limitations to **remove some of the exceptions now outlined for the schools, places of worship and bars/restaurants**. Council may also wish to have this apply to both **indoor and outdoor gatherings**. Again, this section was designed to allow for businesses and organizations to continue operating. Research indicates that limits to gatherings is a sound and effective approach to mitigating transmission of the virus.

**ALTERNATIVES:** Council may choose to approve, amend or disapprove this resolution. Ultimately, the decisions on what is contained in the resolutions addressing community wide protective measures – regardless of risk level – are policy decisions made by Council.

**FINANCIAL IMPLICATIONS:** Unknown at this time.

**LEGAL:** This resolution, like all the other resolutions protecting public health that Council has considered during this pandemic, was drafted in close collaboration with Sam Severin, one of our City Attorneys.

**STAFF RECOMMENDATION:** The City Manager recommends approval of the form of this resolution, as it has been developed based on Council discussions. Council may wish to alter some of the details based on further discussion.

**PROPOSED MOTION:** I move to approve Resolution 2021-09.