

**Regular Meeting**  
**Tuesday, February 23, 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)

---

**COUNCIL MEETING ATTENDANCE**

The community is encouraged to attend meetings of the City Council:

- Attend in person (socially-distanced seating available; coverings over the nose and mouth are required to be worn upon entering City Hall until seated, and again when exiting)
- Participate online via ZOOM (link, meeting ID & password below)
- Participate by telephone (toll and toll free numbers, meeting ID & password below)
- Listen on KUCB TV Channel 8 or Radio Station 89.7

**PUBLIC COMMENT**

The Mayor and City Council value and encourage community input at meetings of the City Council. There is a time limit of 3 minutes per person, per topic. Options for public comment:

- In person at the meeting
- By telephone or ZOOM - notify the City Clerk if you'd like to provide comment using ZOOM features (chat message or raise your hand); or \*6 by telephone; or during regular business hours in advance of the meeting
- Written comment is accepted up to one hour before the meeting begins by email, regular mail, fax or hand delivery to the City Clerk, which will be read during the meeting; include your name

**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

---

**AGENDA**

1. **Call to order**
2. **Roll call**
3. **Pledge of allegiance**
4. **Adoption of agenda**
5. **Approve minutes of previous meetings:** February 9 and February 11, 2021
6. **Reports**
  - a. [City Manager](#)
  - b. Financials: [December 2020](#) and [January 2021](#)

- c. Annual Reports of Boards/Commissions:
  - i. [Planning Commission and Platting Board](#)
  - ii. [Historic Preservation Commission](#)
- 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 notifying the City Clerk.*
- 9. **Public hearing** *Members of the public may testify about any item set for public hearing.*
  - a. [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. **Work session** *Work sessions are for planning purposes, or studying and discussing issues before the Council.*
  - a. [FY22 Rolling Stock Plan, continued discussion](#): Tom Cohenour, DPW Director
  - b. [FY22 Request for additional full time staff positions](#): JR Pearson, Assistant City Manager
  - c. [Public Utility Rate Study presentation](#): James Keen, Aldrich CPAs + Advisors LLP
- 11. **Regular agenda** *Persons wishing to speak on regular agenda items must notify the City Clerk.*
  - a. [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](#) (second reading)
  - b. [Resolution 2021-11: Continuing Measures to Protect Public Health](#)
- 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, 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)

---

## **MINUTES**

### **1. Call to order**

Mayor Tutiakoff called the regular meeting of the Unalaska City Council to order on Tuesday, February 9, 2021 at 6:00 pm.

### **2. Roll call**

<u>Present in chambers:</u>	<u>Present Via Telephone or Zoom:</u>	<u>Absent:</u>
Vincent Tutiakoff, Sr., Mayor	Shari Coleman	None
David Gregory	Darin Nicholson	
Thomas D. Bell	Dennis Robinson	
	Alejandro Tungul	

### **3. Pledge of allegiance** – Council Member Gregory led the Pledge of Allegiance.

### **4. Adoption of agenda**

Bell made a motion to adopt Agenda; Gregory seconded.  
Roll Call Vote: Gregory – yes; Coleman – yes; Tungul – yes; Nicholson – yes; Robinson – yes; Bell – yes  
Motion passed 6-0

### **5. Approve minutes of previous meeting:** January 26, 2021

Bell made a motion to adopt Agenda; Gregory seconded.  
Roll Call Vote: Tungul – yes; Gregory – yes; Robinson – yes; Bell – yes; Nicholson – yes; Coleman – yes  
Motion passed 6-0

### **6. Reports**

- a. City Manager – City Manager provided highlights from her report. Planning Director Bil Homka answered Council questions.
- b. Annual Reports of Boards and Commissions – included in the packet.
  - i. Library Advisory Committee
  - ii. Parks, Culture & Recreation Committee

## 7. Community Input & Announcements

- Stop by the Community Center to pick up your Valentine Goody Bag on Friday-Saturday, February 12-13 from 10 am – 6 pm.
- PCR Virtual Culinary Masterclass featuring Los Pirate Chef, February 11-14.
- Aquatic Center – Bon Bon Race, February 8-13, all participants will receive a chocolate prize
- PCR Self Care Bingo – entries must be submitted by February 28, grand prize drawing will be held on March 1, 2021.

## 8. Public comment on agenda items

Albert Burnham provided comment for Resolution 2021-09: Continuing measures to protect public health.

## 9. Work Session

Gregory made a motion to move into Work Session; Bell seconded

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

Robinson – yes

Motion passed 6-0

- a. Rolling Stock Plan – Tom Cohenour, Department of Public Works Director

Tom Cohenour provided information and answered Council questions.

Council discussion

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

City Manager provided an introduction for the resolution. Council Member Coleman provided an overview of the revised policy.

Council discussion

- 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

Finance Director Ed Keough provided an introduction for the resolution. Fire Chief Patrick Shipp and Senior Fire Captain Michael Hanson provided information and answered Council questions.

Council discussion

Bell made a motion to reconvene to Regular Agenda; Gregory seconded

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

Robinson – yes

Motion passed 6-0

7:48 pm – Recess

7:58 pm – Back on record

## 10. Consent Agenda

- 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

Gregory made a motion to adopt the Consent Agenda; Bell seconded

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

Motion passed 6-0



## 11. Regular Agenda

- a. Resolution 2021-03: Adopting policy for public comment at City Council meetings  
Gregory made a motion to adopt Resolution 2021-03; Bell seconded  
Roll Call Vote: Coleman – yes; Gregory – yes; Nicholson – yes; Robinson – yes; Tungul – yes; Bell – yes  
Motion passed 6-0
- b. Resolution 2021-07: Approving the Council's Goals for the FY22 Budget  
Bell made a motion to adopt Resolution 2021-07; Gregory seconded  
Council discussion  
Roll Call Vote: Bell – yes; Nicholson – yes; Gregory – yes; Robinson – yes; Coleman – yes; Tungul – yes  
Motion passed 6-0
- c. Resolution 2021-09: Continuing measures to protect public health  
Gregory made a motion to adopt Resolution 2021-09; Bell seconded  
City Manager provided a summary of the two new changes to the resolution.  
Council discussion  
Melanee Tiura, Executive Director of Iliuliuk Family and Health Services provided update on local COVID-19 cases and answered Council questions.  
Roll Call Vote: Coleman – yes; Bell – yes; Gregory – yes; Nicholson – yes; Robinson – yes; Tungul – yes  
Motion passed 6-0
- d. 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  
Gregory made a motion to move Ordinance 2021-04 to Public Hearing and Second Reading on February 23, 2021; Bell seconded  
Council discussion  
Roll Call Vote: Bell – yes; Coleman – yes; Nicholson – yes; Robinson – yes; Tungul – yes; Gregory – yes  
Motion passed 6-0

## 12. Council Directives to City Manager – none

## 13. Community Input & Announcements

- Council Member Coleman acknowledged the hardship that the folks in Akutan, especially Trident Seafoods have to bear with their current outbreak.
- Council Member Robinson thanked the people in the community who put up with the mandates, recognized that it is a community effort.

## 14. Adjournment – Mayor Tutiakoff, Sr. adjourned the meeting at 8:37 pm

---

Marjie Veeder, CMC  
City Clerk

**Special Meeting**  
**Thursday, February 11, 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)

---

**MINUTES**

1. **Call to order**

Mayor Tutiakoff called the special meeting of the Unalaska City Council to order on Thursday, February 11, 2021 at 6:01 pm.

2. **Roll call**

Present in chambers:

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

Present Via Telephone or Zoom:

Shari Coleman  
Darin Nicholson  
Dennis Robinson  
Alejandro Tungul

Absent:

None

3. **Pledge of allegiance** – Council Member Bell 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; Nicholson – yes; Robinson – yes; Bell – yes  
Motion passed 6-0

5. **Resolution 2021-10: Continuing Measures to Protect Public Health**

City Manager provided additional information for the Council and gave an overview of the proposed resolution.

Melanee Tiura, Executive Director of Iliuliuk Family Health & Services, provided information and answered Council questions.

Coleman made a motion to adopt Resolution 2021-10; Bell seconded

Council discussion

A written comment emailed by Frank Kelty was read into record.

Chris Price, Chief Executive Officer of the Qawalangin Tribe provided comment.

Roll Call Vote: Tungul – no; Gregory – no; Bell – no; Coleman – no; Nicholson – no; Robinson – no  
Motion failed 0-6

6. **Adjournment** – Mayor Tutiakoff, Sr. adjourned the meeting at 6:24 pm.

---

Marjie Veeder, CMC  
City Clerk

---

---

## MEMORANDUM TO COUNCIL

---

---

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

---

---

**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

**Strategic Planning:** Strategic Planning meetings are now planned occur the week of August 9-13, 2021. The facilitator will meet with the Mayor and City Council on Thursday, August 12 (9:00-3:30) and Friday, August 13 (9:00-1:00). This will be after the facilitator works with the Director Team earlier in the week. Calendar invites will be sent to each of you. This process will help Council set goals and focus areas that best address community needs and your vision for the future. With added focus, this will help us use our resources more effectively and sustainability.

**CAPIS Funding Requests:** We have submitted Unalaska's project funding requests into CAPIS, the state legislative Capital Project Submission and Information System. This is a way to communicate capital project priorities for consideration by the legislature during the capital budgeting process. Last year, accounts were closed to the public on February 14, 2020, and legislative offices the following week, February 21, 2020. No deadline has been set for this year, but we submitted ours on February 15, 2021. After talking with Dianne Bloomer, we kept our projects the same as last year. We requested varying levels of funding assistance for the following projects: Captains Bay Road and Utility Improvements (an identified funding priority), Bobby Storrs Boat Harbor A & B Float (an identified funding priority), General Hill Booster Pump, Pyramid Water Treatment Plant Micro Turbines, and the Cruise Ship Terminal.

**FY22 Budget Process:** When preparing the FY21 budget, the Covid-19 pandemic was beginning. As a result of the uncertainty, we budgeted for significantly decreased revenues, and staff cut operating expenditures accordingly. With uncertainty remaining for FY22 and operational needs continuing, this year will more challenging than last to present a balanced budget. Additional revenues may need to be sought or consideration may be given to using reserves. Alternately, services may need to be limited, operational improvements requiring funding may need to be paused, projects and purchases may need to be postponed. Or, our approach could be somewhere in between. There are no easy answers. Over the course of the last few meetings, including this one, staff is presenting what some of the budget related requests and needs that are included in the CMMP, for rolling stock, for personnel. Your feedback is greatly appreciated as staff continues the process in developing the FY22 budget.

**Innovative Readiness Training (IRT):** Chris Salts with OC, Chris Price with the Q-Tribe and I continue to meet monthly, in keeping with the MOU that all parties signed in August. We are developing a presentation to summarize the report, key recommendations and action items, and some ideas for future IRT support applications. We now plan to share this with City Council, Tribal Council and OC's Board to garner their input and identify opportunities to work together in March. As previously noted, the Tribe has submitted a request for IRT support in a feasibility study for a local military presence. This concept was referenced in the IRT Community Assessment from this past fall, and will provide additional information that we all may find useful.

**Geothermal PPA:** We have a meeting planned with OCCP on February 26 and hope to receive an update on the project status at that point. OCCP is working through the permitting process with the Army Corps of Engineers, in hopes to begin access road construction this spring. We have been invited by the Corps to be a signatory on a Memorandum of Agreement for the project. The Corps has been selected as the lead federal agency, and the Alaska State Historic Preservation Office has determined that the project will have an adverse effect on the Makushin Valley WWII Historic District, particularly the runway. After consulting with the City Attorney I let the Corps know that we are interested in signing, but noted that the Council will have the ultimate authority to approve signing. Being a signatory on the MOA would allow for the City to be engaged in defining how the Makushin Geothermal Project's adverse impacts might be mitigated. The Tribe and OC have also agreed to be signers of the MOA.

**Vaccine Rollout:** The Qawalangin Tribe of Unalaska, the City of Unalaska, the Aleutian Pribilof Islands Association, and the Iliuliuk Family Health Clinic have started meeting on a regular basis so we can help support each other in our shared goal of getting vaccines into arms. We can accomplish more as we work together in this effort. We are thankful for the vaccines we have received so far, and are grateful for the APIA and IFHS's coordination to administer them. City Departments are assisting when possible with vaccine events at the Community Center in coordination with APIA and IFHS.

**Covid-19 Emergency:** Unalaska remains in a state of emergency, regardless of the status of the State's declaration. Our community currently has more confirmed local cases than ever. All are being asked to continue doing their part to protect themselves and others from this contagious virus. From the City perspective, staff is focused on continuing to provide critical public services, safely adjusting operations, responding to outbreaks and adapting to pandemic related regulatory changes. This includes not only our regular duties but also: coordinating regular news releases with IFHS; assisting vessels with Covid related issues; participating in calls with the State and other agencies addressing outbreaks, response measures, and updates; managing the isolation site; assisting with vaccine clinics; and monitoring and testing waste water samples for the virus. Incident Commanders (Melanee representing the Clinic and I representing the City) meet together weekly with the Mayor. City staff meets on a weekly basis to discuss any necessary updates. Unalaska Unified Command Stakeholder group meets on a monthly basis. We have now added a vaccine coordination committee discussed elsewhere in this memo that includes representatives APIA, the Tribe, IFHS and the City.

**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.

General Fund Operating Monthly Summary - Month Ending December 2020

	FY2021 Budget	December	FY2021 YTD	% OF BUD	FY2020 YTD	INC/(DEC) Last Year
<b>REVENUES</b>						
Raw Seafood Tax	4,211,165	155,430	2,388,679	57%	2,623,689	(235,010)
AK Fisheries Business	3,480,663	0	3,641,049	105%	3,775,900	(134,851)
AK Fisheries Resource Landing	5,000,000	0	4,094,954	82%	4,601,633	(506,680)
Property Taxes	7,100,000	33,198	7,102,935	100%	7,018,259	84,677
Sales Tax	5,333,333	12,162	3,121,658	59%	4,150,498	(1,028,840)
Investment Earnings	1,400,000	84,748	279,303	20%	1,773,329	(1,494,027)
Other Revenues	2,616,910	63,232	1,547,649	59%	1,799,068	(251,419)
Appropriated Fund Balance	1,057,871	0	0	0%	0	0
<b>Total General Fund Revenues</b>	<b>30,199,942</b>	<b>348,771</b>	<b>22,176,226</b>	<b>73%</b>	<b>25,742,376</b>	<b>(3,566,150)</b>
<b>EXPENDITURES</b>						
Mayor & Council	443,313	13,816	99,884	23%	366,126	(266,242)
City Administration						
City Manager's Office	533,319	35,114	178,162	33%	161,676	16,486
Administration	1,426,451	62,969	790,166	55%	696,619	93,547
<b>Total City Administration</b>	<b>1,959,769</b>	<b>98,083</b>	<b>968,328</b>	<b>49%</b>	<b>858,295</b>	<b>110,033</b>
City Clerk	574,043	40,253	229,760	40%	230,354	(594)
Finance						
Finance	1,151,121	97,789	484,939	42%	523,326	(38,387)
Information Systems	986,843	28,279	514,853	52%	591,606	(76,753)
<b>Total Finance</b>	<b>2,137,963</b>	<b>126,068</b>	<b>999,792</b>	<b>47%</b>	<b>1,114,932</b>	<b>(115,140)</b>
Planning	735,316	39,934	240,292	33%	257,506	(17,214)
Public Safety						
Police and Admin	3,933,446	232,253	1,317,355	33%	1,209,477	107,878
Police Communications	857,481	85,615	383,810	45%	414,789	(30,979)
Police Corrections	1,080,594	71,959	383,686	36%	438,031	(54,345)
<b>Total Public Safety</b>	<b>5,871,521</b>	<b>389,827</b>	<b>2,084,851</b>	<b>36%</b>	<b>2,062,297</b>	<b>22,555</b>
Fire & EMS						
Fire and Emergency Services	1,622,755	115,282	564,067	35%	638,730	(74,664)
<b>Total Fire &amp; EMS</b>	<b>1,622,755</b>	<b>115,282</b>	<b>564,067</b>	<b>35%</b>	<b>638,730</b>	<b>(74,664)</b>
Public Works						
DPW Admin & Engineering	860,292	56,251	309,423	36%	277,759	31,664
Streets and Roads	2,387,136	154,637	905,183	38%	1,665,873	(760,689)
Receiving and Supply	296,805	19,168	117,429	40%	123,327	(5,898)
Veh & Equip Maintenance	1,241,686	84,839	519,749	42%	425,775	93,974
Facilities Maintenance	1,276,546	104,588	618,374	48%	562,491	55,883
<b>Total Public Works</b>	<b>6,062,465</b>	<b>419,483</b>	<b>2,470,158</b>	<b>41%</b>	<b>3,055,224</b>	<b>(585,066)</b>
Parks, Culture & Recreation						
PCR Administration	255,146	19,779	101,295	40%	108,483	(7,188)
Recreation Programs	776,745	45,388	265,366	34%	318,627	(53,261)
Community Center Operations	1,057,473	92,149	447,433	42%	344,496	102,938
Library	913,132	73,565	382,273	42%	351,994	30,279
Aquatics Center	507,733	34,994	233,200	46%	177,930	55,270
Parks	41,476	742	39,282	95%	31,137	8,145
<b>Total Parks, Culture &amp; Recreation</b>	<b>3,551,705</b>	<b>266,616</b>	<b>1,468,849</b>	<b>41%</b>	<b>1,332,666</b>	<b>136,183</b>
Other Expenses	5,495,882	449,346	2,794,307	51%	3,277,091	(482,785)
XXXXXXXX						
XXXXXXXX	1,000,000	0	0	0%	0	0
<b>Total Operating Expenditures</b>	<b>29,454,733</b>	<b>1,958,707</b>	<b>11,920,288</b>	<b>40%</b>	<b>13,193,222</b>	<b>(1,272,934)</b>
Transfers To General Fund	0	0	0	0%	0	0
Transfers To Special Revenue	0	0	0	0%	0	0
Transfers To Capital Projects	1,104,658	0	1,104,658	100%	10,046,789	(8,942,131)
Transfers To Enterprise Funds	0	0	0	0%	0	0
Transfers To Enterprise Capital	0	0	0	0%	1,000,000	(1,000,000)
	1,104,658	0	1,104,658	100%	11,046,789	(9,942,131)
	30,559,391	1,958,707	13,024,946	43%	24,240,011	(11,215,065)
<b>Surplus/(Deficit)</b>	<b>(359,449)</b>	<b>(1,609,936)</b>	<b>9,151,281</b>	<b>58%</b>	<b>1,502,366</b>	<b>7,648,915</b>

	<b>FY2021 Budget</b>	<b>December</b>	<b>FY2021 YTD</b>	<b>% OF BUD</b>	<b>FY2020 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Electric Proprietary Fund</b>						
REVENUES	15,947,462	930,600	5,678,415	36%	9,238,174	(3,559,759)
Electric Line Repair & Maint	1,520,472	32,020	252,089	17%	517,734	(265,645)
Electric Production	10,006,537	403,974	3,022,366	30%	5,547,462	(2,525,096)
Facilities Maintenance	147,063	4,821	29,253	20%	51,157	(21,904)
Utility Administration	6,121,413	391,447	2,854,863	47%	2,651,566	203,297
Veh & Equip Maintenance	64,919	2,448	9,898	15%	20,182	(10,284)
Transfers Out	2,052,338	0	2,052,338	100%	2,985,968	(933,630)
EXPENSES	19,912,743	834,711	8,220,807	41%	11,774,069	(3,553,262)
NET EARNINGS/(LOSS)	(3,965,282)	95,889	(2,542,392)		(2,535,895)	(6,497)
<b>Water Proprietary Fund</b>						
REVENUES	2,691,584	89,762	1,352,364	50%	1,178,599	173,765
Transfers Out	259,735	0	259,735	100%	3,009,084	(2,749,349)
Facilities Maintenance	61,134	27,370	46,629	76%	30,945	15,684
Utility Administration	1,824,375	133,716	933,216	51%	899,124	34,092
Veh & Equip Maintenance	39,850	1,195	12,530	31%	13,413	(883)
Water Operations	1,710,763	91,020	616,654	36%	706,595	(89,941)
EXPENSES	3,895,857	253,301	1,868,763	48%	4,659,160	(2,790,397)
NET EARNINGS/(LOSS)	(1,204,273)	(163,539)	(516,399)		(3,480,561)	2,964,162
<b>Wastewater Proprietary Fund</b>						
REVENUES	2,648,412	228,559	1,306,337	49%	1,151,507	154,830
Facilities Maintenance	61,694	3,192	23,727	38%	43,927	(20,200)
Utility Administration	2,031,204	136,876	1,000,997	49%	1,053,379	(52,382)
Veh & Equip Maintenance	29,960	499	9,322	31%	16,142	(6,820)
Wastewater Operations	2,733,167	137,928	711,834	26%	869,361	(157,527)
EXPENSES	4,856,025	278,494	1,745,880	36%	1,982,809	(236,929)
NET EARNINGS/(LOSS)	(2,207,613)	(49,936)	(439,543)		(831,302)	391,759
Transfers In	1,009,265	0	0	0%	0	0
<b>Solid Waste Proprietary Fund</b>						
REVENUES	2,600,500	158,789	1,255,999	48%	1,220,123	35,876
Facilities Maintenance	88,323	4,158	21,733	25%	20,207	1,526
Solid Waste Operations	2,156,345	87,675	478,047	22%	911,964	(433,917)
Utility Administration	1,707,085	128,006	801,432	47%	767,988	33,444
Veh & Equip Maintenance	142,935	3,190	21,471	15%	34,827	(13,356)
Transfers Out	100,000	0	100,000	100%	741,500	(641,500)
EXPENSES	4,194,687	223,029	1,422,683	34%	2,476,486	(1,053,802)
NET EARNINGS/(LOSS)	(1,594,187)	(64,240)	(166,684)		(1,256,363)	1,089,679

	<u>FY2021 Budget</u>	<u>December</u>	<u>FY2021 YTD</u>	<u>% OF BUD</u>	<u>FY2020 YTD</u>	<u>INC/(DEC) Last Year</u>
<b>Ports &amp; Harbors Proprietary Fund</b>						
REVENUES	8,713,722	606,412	3,112,614	36%	3,662,689	(550,076)
Bobby Storrs Small Boat Harbor	190,910	10,526	64,526	34%	57,477	7,049
CEM Small Boat Harbor	689,532	85,409	364,228	53%	333,140	31,088
Facilities Maintenance	66,488	6,910	29,502	44%	15,071	14,431
Harbor Office	8,124,639	541,695	3,379,332	42%	3,434,091	(54,758)
Ports Security	73,339	1,127	3,816	5%	21,598	(17,782)
Spit & Light Cargo Docks	527,369	50,200	295,930	56%	275,424	20,506
Unalaska Marine Center	1,095,321	59,431	538,055	49%	581,203	(43,148)
Veh & Equip Maintenance	63,025	1,637	23,281	37%	20,202	3,078
Transfers Out	0	0	0	0%	1,105,650	(1,105,650)
EXPENSES	10,830,622	756,935	4,698,672	43%	5,843,858	(1,145,186)
NET EARNINGS/(LOSS)	(2,116,900)	(150,523)	(1,586,058)		(2,181,168)	595,110
<b>Airport Proprietary Fund</b>						
REVENUES	560,341	41,587	237,074	42%	239,357	(2,284)
Airport Admin/Operations	592,175	54,407	310,262	52%	286,257	24,006
Facilities Maintenance	171,669	15,518	51,104	30%	49,976	1,129
EXPENSES	763,843	69,925	361,366	47%	336,232	25,134
NET EARNINGS/(LOSS)	(203,503)	(28,338)	(124,293)		(96,875)	(27,418)
<b>Housing Proprietary Fund</b>						
REVENUES	254,168	18,224	125,096	49%	127,968	(2,872)
Facilities Maintenance	209,652	12,421	87,034	42%	57,606	29,427
Housing Admin & Operating	369,685	28,771	178,311	48%	176,326	1,986
EXPENSES	579,337	41,191	265,345	46%	233,932	31,413
NET EARNINGS/(LOSS)	(325,170)	(22,967)	(140,249)		(105,964)	(34,285)



City of Unalaska  
Utility Revenue Report  
Summary

01/31/21

FY21 Budget Month	Electric	Water	Waste Water	Solid Waste	Monthly Revenue	FY21 Revenue	FY20YTD Revenue	YTD Inc/(Dec)
Jul-20	820,666	258,832	206,365	227,531	1,513,394	1,513,394	2,841,418	(1,328,024)
Aug-20	1,037,329	277,869	215,427	225,463	1,756,088	3,269,482	5,675,049	(2,405,567)
Sep-20	1,005,891	327,099	241,245	230,619	1,804,854	5,074,336	7,869,071	(2,794,735)
Oct-20	951,878	304,365	225,026	245,747	1,727,016	6,801,353	9,690,027	(2,888,674)
Nov-20	932,051	94,437	189,715	167,850	1,384,053	8,185,405	11,215,662	(3,030,257)
Dec-20	930,600	89,762	228,559	158,789	1,407,710	9,593,115	12,788,402	(3,195,287)
Jan-21	989,048	139,839	228,696	185,616	1,543,199	11,136,314	14,774,692	(3,638,378)
Feb-21	0	0	0	0	0	0	17,362,510	0
Mar-21	0	0	0	0	0	0	20,124,176	0
Apr-21	0	0	0	0	0	0	21,779,149	0
May-21	0	0	0	0	0	0	22,859,302	0
Jun-21	0	0	0	0	0	0	24,093,961	0
YTD Totals	6,667,464	1,492,203	1,535,032	1,441,615	11,136,314			
FY21 Budget	15,780,484	2,610,839	2,607,950	2,562,531	23,561,804			
% to budget	42.3	57.2	58.9	56.3	47.3			



City of Unalaska  
Electric Revenue Report  
Electric Fund

01/31/21

FY21 Budget Month	Residential	Small General	Large General	Industrial	P.C.E. Assist	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	93,921	67,327	106,770	535,252	14,378	3,018	820,666	820,666	2,041,702	(1,221,036)
Aug-20	94,031	70,430	110,599	736,009	23,014	3,245	1,037,329	1,857,995	4,061,105	(2,203,110)
Sep-20	100,023	75,141	113,511	687,302	24,436	5,479	1,005,891	2,863,886	5,537,536	(2,673,650)
Oct-20	102,288	78,177	112,030	631,652	23,639	4,092	951,878	3,815,764	6,841,205	(3,025,441)
Nov-20	118,995	87,222	125,712	573,144	21,858	5,120	932,051	4,747,815	7,987,449	(3,239,634)
Dec-20	137,542	96,069	125,777	519,650	27,266	24,296	930,600	5,678,415	9,238,174	(3,559,759)
Jan-21	145,402	101,911	131,865	568,854	36,390	4,626	989,048	6,667,464	10,628,356	(3,960,893)
Feb-21							0	0	12,345,221	0
Mar-21							0	0	14,164,895	0
Apr-21							0	0	15,225,744	0
May-21							0	0	15,907,052	0
Jun-21							0	0	16,532,508	0
YTD Totals	792,203	576,277	826,265	4,251,863	170,980	49,876	6,667,464			
FY21 Budget	1,219,379	1,371,358	2,766,591	9,734,939	627,396	60,821	15,780,484			
% of Budget	65.0	42.0	29.9	43.7	27.3	82.0	42.3			

Kwh Sold

FY 21 Month	Residential	SM. Gen (Includes Street lights)	Large General	Industrial	Total FY21 Kwh Sold	Total FY20 Kwh Sold	Increase (Decrease)
July	292,131	247,538	386,262	2,092,990	3,018,921	6,090,737	(3,071,816)
August	293,860	251,591	390,951	2,775,095	3,711,497	6,449,784	(2,738,287)
September	308,689	265,870	389,200	2,548,140	3,511,899	4,321,225	(809,326)
October	315,284	277,713	376,437	2,281,300	3,250,734	3,894,864	(644,130)
November	358,816	304,498	420,418	2,032,770	3,116,502	3,326,760	(210,258)
December	407,641	322,446	413,963	1,730,270	2,874,320	3,363,919	(489,599)
January *	426,098	331,287	425,643	1,699,025	2,882,053	3,836,620	(954,567)
February					0	5,270,248	0
March					0	5,995,767	0
April					0	3,695,463	0
May					0	2,748,043	0
June					0	2,350,030	0
Total	2,402,519	2,000,943	2,802,874	15,159,590	22,365,926	51,343,460	(8,917,983)
Percent Sold	10.7%	8.9%	12.5%	67.8%	100.0%		

Generator Fuel	
FY21 Average Price Fuel	FY20 Average Price Fuel
1.5393	2.2808
1.5469	2.2532
1.4965	2.3070
1.4744	2.3367
1.7177	2.8235
1.8533	2.2705
1.8318	2.2478
	2.0874
	1.8872
	1.4287
	1.1246
	1.3986
1.6371	2.0372

FY21 Cumulative kwh Sold	FY20 Cumulative kwh Sold
3,018,921	6,090,737
6,730,418	12,540,521
10,242,317	16,861,746
13,493,051	20,756,610
16,609,553	24,083,370
19,483,873	27,447,289
22,365,926	31,283,909
22,365,926	36,554,157
22,365,926	42,549,924
22,365,926	46,245,387
22,365,926	48,993,430
22,365,926	51,343,460

-19.64%  
% Change from Prior Year

City of Unalaska  
Water Revenue Report  
Water Fund

01/31/21

FY21 Month	Unmetered Sales	Metered Sales	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	12,211	246,658	(37)	258,832	258,832	338,385	(79,553)
Aug-20	12,238	265,672	(41)	277,869	536,701	668,362	(131,661)
Sep-20	12,188	314,408	503	327,099	863,801	949,096	(85,295)
Oct-20	12,290	292,119	(45)	304,365	1,168,166	1,055,096	113,070
Nov-20	12,280	82,112	45	94,437	1,262,602	1,124,307	138,295
Dec-20	12,283	77,526	(47)	89,762	1,352,364	1,178,599	173,765
Jan-21	12,281	127,595	(37)	139,839	1,492,203	1,359,317	132,886
Feb-21				0	0	1,738,211	0
Mar-21				0	0	2,151,227	0
Apr-21				0	0	2,348,539	0
May-21				0	0	2,419,188	0
Jun-21				0	0	2,628,208	0
YTD Totals	85,772	1,406,091	341	1,492,203			
FY21 Budget	161,560	2,420,955	28,324	2,610,839			
% of Budget				57.2			

Million Gallons Produced

FY21 Month	FY 21 Produced	FY 20 Produced	Increase (Decrease)
July	112.799	144.933	(32.134)
August	119.327	137.816	(18.489)
September	140.934	119.165	21.769
October	131.744	50.297	81.447
November	42.052	36.136	5.916
December	47.001	28.865	18.136
January	66.272	81.562	(15.290)
February		160.773	0.000
March		165.937	0.000
April		88.002	0.000
May		35.459	0.000
June		94.854	0.000
Total	660.129	1143.799	61.355

FY21 Water Cumulative	FY20 Water Cumulative
112.799	144.933
232.126	282.749
373.060	401.914
504.804	452.211
546.856	488.347
593.857	517.212
660.129	598.774
0.000	759.547
0.000	925.484
0.000	1013.486
0.000	1048.945
0.000	1143.799

City of Unalaska  
Wastewater Revenue Report  
Wastewater Fund

01/31/21

FY21 Month	Unmetered Sales	Metered Commercial	Metered Industrial	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	38,879	160,980	6,056	451	206,365	206,365	213,747	(7,382)
Aug-20	38,964	169,827	6,191	445	215,427	421,792	424,277	(2,485)
Sep-20	38,804	186,159	8,038	8,244	241,245	663,037	645,588	17,449
Oct-20	39,131	169,697	9,824	6,374	225,026	888,063	844,028	44,035
Nov-20	39,097	142,152	8,358	109	189,715	1,077,778	997,430	80,348
Dec-20	39,109	174,494	4,462	10,494	228,559	1,306,337	1,151,507	154,830
Jan-21	39,101	181,663	7,862	70	228,696	1,535,032	1,369,160	165,872
Feb-21					0	0	1,599,264	0
Mar-21					0	0	1,851,274	0
Apr-21					0	0	2,067,544	0
May-21					0	0	2,247,190	0
Jun-21					0	0	2,465,585	0
YTD Totals	273,085	1,184,971	50,791	26,186	1,535,032			
FY21 Budget	482,570	2,020,704	46,025	58,651	2,607,950			
% of Budget					58.9			

FY21 Month	FY21 Effluent (Gal)	FY20 Effluent (Gal)	Increase (Decrease)
July	10,512,000	10,335,000	177,000
August	11,571,000	10,748,000	823,000
September	12,188,000	10,824,000	1,364,000
October	13,078,000	13,384,000	(306,000)
November	13,433,000	12,123,000	1,310,000
December	16,204,000	11,309,000	4,895,000
January	15,231,000	13,438,000	1,793,000
February		16,992,000	0
March		15,115,000	0
April		10,517,000	0
May		11,001,000	0
June		11,391,000	0
Total	92,217,000	147,177,000	10,056,000

FY21 Cumulative	FY20 Cumulative
10,512,000	10,335,000
22,083,000	21,083,000
34,271,000	31,907,000
47,349,000	45,291,000
60,782,000	57,414,000
76,986,000	68,723,000
92,217,000	82,161,000
0	99,153,000
0	114,268,000
0	124,785,000
0	135,786,000
0	147,177,000

City of Unalaska  
Solid Waste Revenue Report  
Solid Waste Fund

01/31/21

FY21 Month	Residential Fees	Tipping Fees	Other Revenue	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	29,320	146,308	51,903	227,531	227,531	247,584	(20,053)
Aug-20	29,444	152,674	43,345	225,463	452,994	521,306	(68,312)
Sep-20	29,479	149,594	51,546	230,619	683,613	736,850	(53,237)
Oct-20	29,521	160,070	56,156	245,747	929,360	949,698	(20,338)
Nov-20	29,430	95,353	43,067	167,850	1,097,210	1,106,475	(9,265)
Dec-20	29,436	95,228	34,126	158,789	1,255,999	1,220,123	35,876
Jan-21	29,454	113,492	42,669	185,616	1,441,615	1,417,860	23,755
Feb-21				0	0	1,679,815	0
Mar-21				0	0	1,956,780	0
Apr-21				0	0	2,137,321	0
May-21				0	0	2,285,873	0
Jun-21				0	0	2,467,660	0
YTD Totals	206,084	912,719	322,811	1,441,615			
FY21 Budget	273,770	1,966,240	322,521	2,562,531			
% of Budget	75.3	46.4	100.1	56.3			

FY21 Month	FY21 Tons of Waste	FY20 Tons of Waste	Increase (Decrease)
July	615.03	676.37	(61.34)
August	649.09	769.86	(120.77)
September	534.39	640.50	(106.11)
October	763.70	630.93	132.77
November	431.17	465.26	(34.09)
December	399.72	286.49	113.23
January	501.65	551.56	(49.91)
February		776.63	0.00
March		824.33	0.00
April		569.26	0.00
May		478.41	0.00
June		496.35	0.00
Total	3894.75	7165.95	(126.22)

Cumulative	
FY21 Tons of Waste	FY20 Tons of Waste
615.03	676.37
1264.12	1446.23
1798.51	2086.73
2562.21	2717.66
2993.38	3182.92
3393.10	3469.41
3894.75	4020.97
0.00	4797.60
0.00	5621.93
0.00	6191.19
0.00	6669.60
0.00	7165.95

**CITY OF UNALASKA  
FY21 PORTS REVENUE**

Month	Year	UMC Dock				Spit Dock		Small Boat Harbor		Cargo Dock		CEM			Monthly Revenue	FY21 YTD Revenue	% of Budget	FY20 YTD Revenue	YTD Inc(Dec)	
		Docking/Moorage	Wharfage Fees	Rental Fees	Utility Fees	Docking / Moorage	Utility Fees	Docking / Moorage	Utility Fees	Dockage / Moorage	Wharfage Rental/Util	Docking/Moorage	Utility Fees	Other Rev&Fees						
Jul	2020	91,790	164,026	47,826	13,002	19,795	5,536	11,042	258	2,205	11,423	30,056	7,631	8,369	412,959	412,959	5.3%	652,342	(239,383)	
Aug	2020	110,341	256,924	47,590	25,965	31,046	5,825	5,492	499	4,671	9,412	48,100	12,726	2,318	560,909	973,869	12.5%	1,396,951	(423,083)	
Sept	2020	88,122	214,259	47,352	13,038	57,287	4,304	6,313	453	5,597	16,226	40,625	11,191	777	505,543	1,479,412	19.0%	2,140,999	(661,587)	
Oct	2020	121,086	209,878	47,165	33,487	59,735	7,600	4,602	534	6,395	13,185	66,269	26,585	1,564	598,086	2,077,498	26.7%	2,657,753	(580,255)	
Nov	2020	62,790	57,528	48,707	21,016	98,382	20,315	10,814	537	1,408	17,226	44,964	43,302	1,716	428,704	2,506,202	32.3%	3,122,930	(616,728)	
Dec	2020	68,331	79,433	48,648	33,517	32,291	26,770	13,761	2,192	3,067	3,252	239,140	55,606	404	606,412	3,112,613	40.1%	3,662,689	(550,076)	
Jan	2021	74,222	36,417	48,226	22,406	59,177	22,743	4,715	1,919	10,616	8,515	19,187	49,912	190	358,247	3,470,860	44.7%	4,109,754	(638,893)	
Feb	2021														0	0	0.0%	4,833,458	0	
Mar	2021														0	0	0.0%	5,691,373	0	
Apr	2021														0	0	0.0%	6,182,722	0	
May	2021														0	0	0.0%	6,619,140	0	
Jun	2021														0	0	0.0%	6,977,352	0	
<b>Totals</b>		<b>616,684</b>	<b>1,018,465</b>	<b>335,513</b>	<b>162,430</b>	<b>357,713</b>	<b>93,093</b>	<b>56,739</b>	<b>6,392</b>	<b>33,959</b>	<b>79,240</b>	<b>488,341</b>	<b>206,954</b>	<b>15,337</b>	<b>3,470,860</b>					
Loc total		2,133,092				450,807		63,131		113,199		695,295								
Loc percent		61.5%				13.0%		1.8%		3.3%		20.0%								
FY21 Budget		1,735,300	3,125,950	600,000	360,000	434,730	125,000	87,000	14,290	120,000	122,500	635,000	313,500	97,500	7,770,770					
% to Budget		35.5%	32.6%	55.9%	45.1%	82.3%	74.5%	65.2%	44.7%	28.3%	64.7%	76.9%	66.0%	15.7%	44.7%					

**PORTS RECEIVABLES**

Month	Year	Current	Over 30 Days	Over 60 Days	Over 90 Days	Total Due	% Past Due 90 Days +	Cash Received
Jul	2020	242,334	22,131	30,689	8,613	303,768	2.8%	337,593
Aug	2020	462,416	107,320	6,987	8,062	584,785	1.4%	373,142
Sept	2020	412,582	123,970	28,777	8,682	574,012	1.5%	519,145
Oct	2020	501,186	148,415	3,448	18,726	671,775	2.8%	483,766
Nov	2020	105,063	47,474	2,491	20,879	175,907	11.9%	575,240
Dec	2020	592,139	119,477	26,341	32,083	770,040	4.2%	304,782
Jan	2021	342,400	158,423	52,571	17,241	570,635	3.0%	452,647
Feb	2021					0	0.0%	
Mar	2021					0	0.0%	
Apr	2021					0	0.0%	
May	2021					0	0.0%	
Jun	2021					0	0.0%	
<b>YTD Cash Received</b>								<b>3,046,315</b>

**CITY OF UNALASKA  
FY21 AIRPORT REVENUE**

MONTH	YEAR	MONTHLY LEASES	MISC INCOME	LATE FEES	MONTHLY REVENUE	FY21 YTD REVENUE	% OF BUDGET	FY20 YTD REVENUE	YTD INC/(DEC)
JUL	2020	38,918	6	25	38,949	38,949	7.1%	39,873	(924)
AUG	2020	38,917	5	(50)	38,872	77,821	14.1%	79,596	(1,775)
SEP	2020	38,918	8	136	39,061	116,882	21.2%	119,376	(2,494)
OCT	2020	38,931	867	291	40,089	156,971	28.5%	159,020	(2,049)
NOV	2020	38,918	14	(416)	38,516	195,487	35.4%	37,621	157,866
DEC	2020	41,288	5	294	41,587	237,074	43.0%	239,357	(2,284)
JAN	2021	38,918	4,556	(707)	42,767	279,840	50.7%	285,005	(5,165)
FEB	2021				0	0	0.0%	325,384	0
MAR	2021				0	0	0.0%	364,320	0
APR	2021				0	0	0.0%	403,283	0
MAY	2021				0	0	0.0%	442,461	0
JUN	2021				0	0	0.0%	485,446	0
<b>TOTAL</b>		274,806	5,462	(427)	279,840		0.0%		
<b>FY21 BUDGET</b>		544,000	3,500	4,000	551,500				
<b>% TO BUDGET</b>		50.5%	156.0%	-10.7%	50.7%				

**RECEIVABLE BALANCES**

MONTH	YEAR	CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL DUE	% PAST DUE 90 DAYS +	CASH RECEIVED
JUL	2020	38,993	1,049	3,078	5,556	48,676	11.4%	70,070
AUG	2020	31,407	3,587	913	13,045	48,952	26.6%	25,936
SEP	2020	34,300	17,674	855	12,533	65,361	19.2%	23,579
OCT	2020	39,429	26,174	16,723	12,592	94,918	13.3%	12,131
NOV	2020	11,298	16,647	16,713	27,381	5,780	473.7%	56,889
DEC	2020	21,328	935	967	60,728	83,957	72.3%	32,358
JAN	2021	26,972	2,579		27,380	56,931	48.1%	43,105
FEB	2021					0	0.0%	
MAR	2021					0	0.0%	
APR	2021					0	0.0%	
MAY	2021					0	0.0%	
JUN	2021					0	0.0%	
<b>YTD TOTAL</b>								264,068

## FY 21 HOUSING RENTAL REVENUE

MONTH	YEAR	HOUSING RENTALS	MISC. REVENUE	MONTHLY REVENUE	FY21 YTD REVENUE	% OF BUDGET	FY20 YTD REVENUE	YTD INC/(DEC)
JUL	2020	20,475		20,475	20,475	8.2%	13,398	7,078
AUG	2020	20,475		20,475	40,950	16.5%	41,553	(603)
SEP	2020	30,303		30,303	71,253	28.7%	68,822	2,431
OCT	2020	15,833		15,833	87,087	35.0%	80,830	6,257
NOV	2020	19,785		19,785	106,872	43.0%	101,070	5,802
DEC	2020	18,224		18,224	125,096	50.3%	127,968	(2,872)
JAN	2021	19,824		19,824	144,920	58.3%	139,408	5,512
FEB	2021			0	0	0.0%	158,190	0
MAR	2021			0	0	0.0%	175,878	0
APR	2021			0	0	0.0%	192,842	0
MAY	2021			0	0	0.0%	214,260	0
JUN	2021			0	0	0.0%	234,735	0
TOTAL		144,920	0	144,920				
FY21 Budget		248,500	0	248,500				
% TO BUDGET		58.3%		58.3%				

General Fund Operating Monthly Summary - Month Ending January 2021

	FY2021 Budget	January	FY2021 YTD	% OF BUD	FY2020 YTD	INC/(DEC) Last Year
<b>REVENUES</b>						
Raw Seafood Tax	4,211,165	237,521	2,626,200	62%	2,858,616	(232,416)
AK Fisheries Business	3,480,663	0	3,641,049	105%	3,775,900	(134,851)
AK Fisheries Resource Landing	5,000,000	0	4,094,954	82%	4,601,633	(506,680)
Property Taxes	7,100,000	3,012	7,105,947	100%	7,049,743	56,204
Sales Tax	5,333,333	688,004	3,809,662	71%	4,713,752	(904,090)
Investment Earnings	1,400,000	36,774	316,076	23%	2,484,147	(2,168,071)
Other Revenues	2,616,910	43,853	1,591,501	61%	1,845,959	(254,458)
Appropriated Fund Balance	1,057,871	0	0	0%	0	0
<b>Total General Fund Revenues</b>	<b>30,199,942</b>	<b>1,009,164</b>	<b>23,185,390</b>	<b>77%</b>	<b>27,329,752</b>	<b>(4,144,362)</b>
<b>EXPENDITURES</b>						
Mayor & Council	443,313	32,903	132,787	30%	429,897	(297,111)
City Administration						
City Manager's Office	533,319	37,526	215,688	40%	193,941	21,747
Administration	1,426,451	108,494	898,660	63%	776,099	122,561
<b>Total City Administration</b>	<b>1,959,769</b>	<b>146,020</b>	<b>1,114,348</b>	<b>57%</b>	<b>970,040</b>	<b>144,308</b>
City Clerk	574,043	39,485	269,245	47%	272,484	(3,239)
Finance						
Finance	1,151,121	114,898	599,837	52%	476,525	123,311
Information Systems	986,843	33,296	548,150	56%	654,887	(106,737)
<b>Total Finance</b>	<b>2,137,963</b>	<b>148,194</b>	<b>1,147,986</b>	<b>54%</b>	<b>1,131,412</b>	<b>16,574</b>
Planning	735,316	47,817	288,110	39%	314,825	(26,715)
Public Safety						
Police and Admin	3,933,446	250,082	1,567,436	40%	1,490,862	76,574
Police Communications	857,481	78,985	462,795	54%	495,265	(32,470)
Police Corrections	1,080,594	80,222	463,908	43%	512,077	(48,169)
<b>Total Public Safety</b>	<b>5,871,521</b>	<b>409,288</b>	<b>2,494,139</b>	<b>42%</b>	<b>2,498,204</b>	<b>(4,064)</b>
Fire & EMS						
Fire and Emergency Services	1,622,755	106,151	670,217	41%	1,005,775	(335,558)
<b>Total Fire &amp; EMS</b>	<b>1,622,755</b>	<b>106,151</b>	<b>670,217</b>	<b>41%</b>	<b>1,005,775</b>	<b>(335,558)</b>
Public Works						
DPW Admin & Engineering	860,292	51,969	361,393	42%	336,740	24,653
Streets and Roads	2,387,136	233,201	1,138,384	48%	1,902,086	(763,702)
Receiving and Supply	296,805	21,174	138,603	47%	145,648	(7,045)
Veh & Equip Maintenance	1,241,686	127,576	647,325	52%	520,369	126,956
Facilities Maintenance	1,276,546	114,074	732,448	57%	680,818	51,630
<b>Total Public Works</b>	<b>6,062,465</b>	<b>547,993</b>	<b>3,018,152</b>	<b>50%</b>	<b>3,585,660</b>	<b>(567,509)</b>
Parks, Culture & Recreation						
PCR Administration	255,146	20,190	121,485	48%	137,094	(15,610)
Recreation Programs	776,745	47,217	312,583	40%	376,639	(64,055)
Community Center Operations	1,057,473	60,282	507,715	48%	426,262	81,453
Library	913,132	62,520	444,793	49%	427,728	17,065
Aquatics Center	507,733	23,521	256,720	51%	225,019	31,702
Parks	41,476	328	39,610	96%	31,503	8,107
<b>Total Parks, Culture &amp; Recreation</b>	<b>3,551,705</b>	<b>214,058</b>	<b>1,682,907</b>	<b>47%</b>	<b>1,624,245</b>	<b>58,661</b>
Other Expenses	5,495,882	449,346	3,243,653	59%	3,733,275	(489,621)
XXXXXXXX						
XXXXXXXX	1,000,000	0	0	0%	0	0
<b>Total Operating Expenditures</b>	<b>29,454,733</b>	<b>2,141,256</b>	<b>14,061,544</b>	<b>48%</b>	<b>15,565,818</b>	<b>(1,504,274)</b>
Transfers To General Fund	0	0	0	0%	0	0
Transfers To Special Revenue	0	0	0	0%	0	0
Transfers To Capital Projects	1,104,658	0	1,104,658	100%	10,046,789	(8,942,131)
Transfers To Enterprise Funds	0	0	0	0%	0	0
Transfers To Enterprise Capital	0	0	0	0%	1,075,000	(1,075,000)
	1,104,658	0	1,104,658	100%	11,121,789	(10,017,131)
	30,559,391	2,141,256	15,166,202	50%	26,687,607	(11,521,405)
<b>Surplus/(Deficit)</b>	<b>(359,449)</b>	<b>(1,132,092)</b>	<b>8,019,188</b>	<b>63%</b>	<b>642,145</b>	<b>7,377,043</b>



	<b>FY2021 Budget</b>	<b>January</b>	<b>FY2021 YTD</b>	<b>% OF BUD</b>	<b>FY2020 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Electric Proprietary Fund</b>						
REVENUES	15,947,462	989,048	6,667,463	42%	10,628,356	(3,960,893)
Electric Line Repair & Maint	1,520,472	214,846	466,935	31%	620,108	(153,173)
Electric Production	10,006,537	533,627	3,555,993	36%	6,358,134	(2,802,141)
Facilities Maintenance	147,063	2,553	31,806	22%	57,214	(25,408)
Utility Administration	6,121,413	366,070	3,220,933	53%	2,995,042	225,891
Veh & Equip Maintenance	64,919	4,853	14,751	23%	24,625	(9,874)
Transfers Out	2,052,338	0	2,052,338	100%	2,985,968	(933,630)
EXPENSES	19,912,743	1,121,949	9,342,756	47%	13,041,091	(3,698,335)
NET EARNINGS/(LOSS)	(3,965,282)	(132,901)	(2,675,293)		(2,412,734)	(262,559)
<b>Water Proprietary Fund</b>						
REVENUES	2,691,584	139,839	1,492,203	55%	1,359,317	132,887
Transfers Out	259,735	0	259,735	100%	3,009,084	(2,749,349)
Facilities Maintenance	61,134	2,429	49,057	80%	38,815	10,243
Utility Administration	1,824,375	133,238	1,066,454	58%	1,039,974	26,480
Veh & Equip Maintenance	39,850	1,787	14,317	36%	18,189	(3,872)
Water Operations	1,710,763	87,145	703,799	41%	829,473	(125,674)
EXPENSES	3,895,857	224,599	2,093,362	54%	4,935,534	(2,842,172)
NET EARNINGS/(LOSS)	(1,204,273)	(84,760)	(601,159)		(3,576,218)	2,975,059
<b>Wastewater Proprietary Fund</b>						
REVENUES	2,648,412	228,696	1,535,032	58%	1,369,160	165,872
Facilities Maintenance	61,694	2,037	25,764	42%	49,705	(23,941)
Utility Administration	2,031,204	136,451	1,137,448	56%	1,194,406	(56,959)
Veh & Equip Maintenance	29,960	452	9,774	33%	17,422	(7,648)
Wastewater Operations	2,733,167	121,829	833,664	31%	1,062,089	(228,425)
EXPENSES	4,856,025	260,769	2,006,649	41%	2,323,622	(316,973)
NET EARNINGS/(LOSS)	(2,207,613)	(32,073)	(471,617)		(954,462)	482,845
Transfers In	1,009,265	1,009,265	1,009,265	100%	0	1,009,265
<b>Solid Waste Proprietary Fund</b>						
REVENUES	2,600,500	187,816	1,443,815	56%	1,417,860	25,955
Facilities Maintenance	88,323	3,818	25,552	29%	30,705	(5,154)
Solid Waste Operations	2,156,345	92,539	570,586	26%	1,029,291	(458,706)
Utility Administration	1,707,085	127,912	929,344	54%	903,578	25,767
Veh & Equip Maintenance	142,935	2,457	23,927	17%	39,091	(15,164)
Transfers Out	100,000	0	100,000	100%	741,500	(641,500)
EXPENSES	4,194,687	226,726	1,649,409	39%	2,744,166	(1,094,757)
NET EARNINGS/(LOSS)	(1,594,187)	(38,910)	(205,594)		(1,326,306)	1,120,711

	<b>FY2021 Budget</b>	<b>January</b>	<b>FY2021 YTD</b>	<b>% OF BUD</b>	<b>FY2020 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Ports &amp; Harbors Proprietary Fund</b>						
REVENUES	8,713,722	358,247	3,470,860	40%	4,109,754	(638,893)
Bobby Storrs Small Boat Harbor	190,910	9,194	73,720	39%	67,952	5,768
CEM Small Boat Harbor	689,532	70,152	434,380	63%	416,746	17,634
Facilities Maintenance	66,488	1,726	31,228	47%	19,450	11,779
Harbor Office	8,124,639	551,831	3,931,164	48%	4,023,248	(92,085)
Ports Security	73,339	1,992	5,808	8%	21,598	(15,790)
Spit & Light Cargo Docks	527,369	53,020	348,949	66%	330,540	18,410
Unalaska Marine Center	1,095,321	63,642	601,698	55%	665,106	(63,408)
Veh & Equip Maintenance	63,025	5,718	28,998	46%	23,710	5,288
Transfers Out	0	0	0	0%	1,105,650	(1,105,650)
EXPENSES	10,830,622	757,275	5,455,946	50%	6,674,000	(1,218,054)
NET EARNINGS/(LOSS)	(2,116,900)	(399,028)	(1,985,086)		(2,564,247)	579,161
<b>Airport Proprietary Fund</b>						
REVENUES	560,341	42,767	279,841	50%	285,005	(5,164)
Airport Admin/Operations	592,175	48,487	358,750	61%	340,801	17,948
Facilities Maintenance	171,669	4,260	55,364	32%	59,713	(4,348)
EXPENSES	763,843	52,747	414,114	54%	400,514	13,600
NET EARNINGS/(LOSS)	(203,503)	(9,981)	(134,273)		(115,509)	(18,764)
<b>Housing Proprietary Fund</b>						
REVENUES	254,168	19,824	144,920	57%	139,408	5,512
Facilities Maintenance	209,652	6,804	93,838	45%	63,443	30,394
Housing Admin & Operating	369,685	24,899	203,210	55%	205,758	(2,547)
EXPENSES	579,337	31,703	297,048	51%	269,201	27,847
NET EARNINGS/(LOSS)	(325,170)	(11,879)	(152,128)		(129,793)	(22,335)

City of Unalaska  
Utility Revenue Report  
Summary

01/31/21

FY21 Budget Month	Electric	Water	Waste Water	Solid Waste	Monthly Revenue	FY21 Revenue	FY20YTD Revenue	YTD Inc/(Dec)
Jul-20	820,666	258,832	206,365	227,531	1,513,394	1,513,394	2,841,418	(1,328,024)
Aug-20	1,037,329	277,869	215,427	225,463	1,756,088	3,269,482	5,675,049	(2,405,567)
Sep-20	1,005,891	327,099	241,245	230,619	1,804,854	5,074,336	7,869,071	(2,794,735)
Oct-20	951,878	304,365	225,026	245,747	1,727,016	6,801,353	9,690,027	(2,888,674)
Nov-20	932,051	94,437	189,715	167,850	1,384,053	8,185,405	11,215,662	(3,030,257)
Dec-20	930,600	89,762	228,559	158,789	1,407,710	9,593,115	12,788,402	(3,195,287)
Jan-21	989,048	139,839	228,696	185,616	1,543,199	11,136,314	14,774,692	(3,638,378)
Feb-21	0	0	0	0	0	0	17,362,510	0
Mar-21	0	0	0	0	0	0	20,124,176	0
Apr-21	0	0	0	0	0	0	21,779,149	0
May-21	0	0	0	0	0	0	22,859,302	0
Jun-21	0	0	0	0	0	0	24,093,961	0
YTD Totals	6,667,464	1,492,203	1,535,032	1,441,615	11,136,314			
FY21 Budget	15,780,484	2,610,839	2,607,950	2,562,531	23,561,804			
% to budget	42.3	57.2	58.9	56.3	47.3			

City of Unalaska  
Electric Revenue Report  
Electric Fund

01/31/21

FY21 Budget Month	Residential	Small General	Large General	Industrial	P.C.E. Assist	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	93,921	67,327	106,770	535,252	14,378	3,018	820,666	820,666	2,041,702	(1,221,036)
Aug-20	94,031	70,430	110,599	736,009	23,014	3,245	1,037,329	1,857,995	4,061,105	(2,203,110)
Sep-20	100,023	75,141	113,511	687,302	24,436	5,479	1,005,891	2,863,886	5,537,536	(2,673,650)
Oct-20	102,288	78,177	112,030	631,652	23,639	4,092	951,878	3,815,764	6,841,205	(3,025,441)
Nov-20	118,995	87,222	125,712	573,144	21,858	5,120	932,051	4,747,815	7,987,449	(3,239,634)
Dec-20	137,542	96,069	125,777	519,650	27,266	24,296	930,600	5,678,415	9,238,174	(3,559,759)
Jan-21	145,402	101,911	131,865	568,854	36,390	4,626	989,048	6,667,464	10,628,356	(3,960,893)
Feb-21							0	0	12,345,221	0
Mar-21							0	0	14,164,895	0
Apr-21							0	0	15,225,744	0
May-21							0	0	15,907,052	0
Jun-21							0	0	16,532,508	0
YTD Totals	792,203	576,277	826,265	4,251,863	170,980	49,876	6,667,464			
FY21 Budget	1,219,379	1,371,358	2,766,591	9,734,939	627,396	60,821	15,780,484			
% of Budget	65.0	42.0	29.9	43.7	27.3	82.0	42.3			

Kwh Sold

FY 21 Month	Residential	SM. Gen (Includes Street lights)	Large General	Industrial	Total FY21 Kwh Sold	Total FY20 Kwh Sold	Increase (Decrease)
July	292,131	247,538	386,262	2,092,990	3,018,921	6,090,737	(3,071,816)
August	293,860	251,591	390,951	2,775,095	3,711,497	6,449,784	(2,738,287)
September	308,689	265,870	389,200	2,548,140	3,511,899	4,321,225	(809,326)
October	315,284	277,713	376,437	2,281,300	3,250,734	3,894,864	(644,130)
November	358,816	304,498	420,418	2,032,770	3,116,502	3,326,760	(210,258)
December	407,641	322,446	413,963	1,730,270	2,874,320	3,363,919	(489,599)
January *	426,098	331,287	425,643	1,699,025	2,882,053	3,836,620	(954,567)
February					0	5,270,248	0
March					0	5,995,767	0
April					0	3,695,463	0
May					0	2,748,043	0
June					0	2,350,030	0
Total	2,402,519	2,000,943	2,802,874	15,159,590	22,365,926	51,343,460	(8,917,983)
Percent Sold	10.7%	8.9%	12.5%	67.8%	100.0%		

Generator Fuel	
FY21 Average Price Fuel	FY20 Average Price Fuel
1.5393	2.2808
1.5469	2.2532
1.4965	2.3070
1.4744	2.3367
1.7177	2.8235
1.8533	2.2705
1.8318	2.2478
	2.0874
	1.8872
	1.4287
	1.1246
	1.3986
1.6371	2.0372

FY21 Cumulative kwh Sold	FY20 Cumulative kwh Sold
3,018,921	6,090,737
6,730,418	12,540,521
10,242,317	16,861,746
13,493,051	20,756,610
16,609,553	24,083,370
19,483,873	27,447,289
22,365,926	31,283,909
22,365,926	36,554,157
22,365,926	42,549,924
22,365,926	46,245,387
22,365,926	48,993,430
22,365,926	51,343,460

-19.64%  
% Change from Prior Year

City of Unalaska  
Water Revenue Report  
Water Fund

01/31/21

FY21 Month	Unmetered Sales	Metered Sales	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	12,211	246,658	(37)	258,832	258,832	338,385	(79,553)
Aug-20	12,238	265,672	(41)	277,869	536,701	668,362	(131,661)
Sep-20	12,188	314,408	503	327,099	863,801	949,096	(85,295)
Oct-20	12,290	292,119	(45)	304,365	1,168,166	1,055,096	113,070
Nov-20	12,280	82,112	45	94,437	1,262,602	1,124,307	138,295
Dec-20	12,283	77,526	(47)	89,762	1,352,364	1,178,599	173,765
Jan-21	12,281	127,595	(37)	139,839	1,492,203	1,359,317	132,886
Feb-21				0	0	1,738,211	0
Mar-21				0	0	2,151,227	0
Apr-21				0	0	2,348,539	0
May-21				0	0	2,419,188	0
Jun-21				0	0	2,628,208	0
YTD Totals	85,772	1,406,091	341	1,492,203			
FY21 Budget	161,560	2,420,955	28,324	2,610,839			
% of Budget				57.2			

Million Gallons Produced

FY21 Month	FY 21 Produced	FY 20 Produced	Increase (Decrease)
July	112.799	144.933	(32.134)
August	119.327	137.816	(18.489)
September	140.934	119.165	21.769
October	131.744	50.297	81.447
November	42.052	36.136	5.916
December	47.001	28.865	18.136
January	66.272	81.562	(15.290)
February		160.773	0.000
March		165.937	0.000
April		88.002	0.000
May		35.459	0.000
June		94.854	0.000
Total	660.129	1143.799	61.355

FY21 Water Cumulative	FY20 Water Cumulative
112.799	144.933
232.126	282.749
373.060	401.914
504.804	452.211
546.856	488.347
593.857	517.212
660.129	598.774
0.000	759.547
0.000	925.484
0.000	1013.486
0.000	1048.945
0.000	1143.799

City of Unalaska  
Wastewater Revenue Report  
Wastewater Fund

01/31/21

FY21 Month	Unmetered Sales	Metered Commercial	Metered Industrial	Other Revenues	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	38,879	160,980	6,056	451	206,365	206,365	213,747	(7,382)
Aug-20	38,964	169,827	6,191	445	215,427	421,792	424,277	(2,485)
Sep-20	38,804	186,159	8,038	8,244	241,245	663,037	645,588	17,449
Oct-20	39,131	169,697	9,824	6,374	225,026	888,063	844,028	44,035
Nov-20	39,097	142,152	8,358	109	189,715	1,077,778	997,430	80,348
Dec-20	39,109	174,494	4,462	10,494	228,559	1,306,337	1,151,507	154,830
Jan-21	39,101	181,663	7,862	70	228,696	1,535,032	1,369,160	165,872
Feb-21					0	0	1,599,264	0
Mar-21					0	0	1,851,274	0
Apr-21					0	0	2,067,544	0
May-21					0	0	2,247,190	0
Jun-21					0	0	2,465,585	0
YTD Totals	273,085	1,184,971	50,791	26,186	1,535,032			
FY21 Budget	482,570	2,020,704	46,025	58,651	2,607,950			
% of Budget					58.9			

FY21 Month	FY21 Effluent (Gal)	FY20 Effluent (Gal)	Increase (Decrease)
July	10,512,000	10,335,000	177,000
August	11,571,000	10,748,000	823,000
September	12,188,000	10,824,000	1,364,000
October	13,078,000	13,384,000	(306,000)
November	13,433,000	12,123,000	1,310,000
December	16,204,000	11,309,000	4,895,000
January	15,231,000	13,438,000	1,793,000
February		16,992,000	0
March		15,115,000	0
April		10,517,000	0
May		11,001,000	0
June		11,391,000	0
Total	92,217,000	147,177,000	10,056,000

FY21 Cumulative	FY20 Cumulative
10,512,000	10,335,000
22,083,000	21,083,000
34,271,000	31,907,000
47,349,000	45,291,000
60,782,000	57,414,000
76,986,000	68,723,000
92,217,000	82,161,000
0	99,153,000
0	114,268,000
0	124,785,000
0	135,786,000
0	147,177,000

City of Unalaska  
Solid Waste Revenue Report  
Solid Waste Fund

01/31/21

FY21 Month	Residential Fees	Tipping Fees	Other Revenue	Monthly Revenue	FY21 YTD Revenue	FY20 YTD Revenue	YTD Inc/(Dec)
Jul-20	29,320	146,308	51,903	227,531	227,531	247,584	(20,053)
Aug-20	29,444	152,674	43,345	225,463	452,994	521,306	(68,312)
Sep-20	29,479	149,594	51,546	230,619	683,613	736,850	(53,237)
Oct-20	29,521	160,070	56,156	245,747	929,360	949,698	(20,338)
Nov-20	29,430	95,353	43,067	167,850	1,097,210	1,106,475	(9,265)
Dec-20	29,436	95,228	34,126	158,789	1,255,999	1,220,123	35,876
Jan-21	29,454	113,492	42,669	185,616	1,441,615	1,417,860	23,755
Feb-21				0	0	1,679,815	0
Mar-21				0	0	1,956,780	0
Apr-21				0	0	2,137,321	0
May-21				0	0	2,285,873	0
Jun-21				0	0	2,467,660	0
YTD Totals	206,084	912,719	322,811	1,441,615			
FY21 Budget	273,770	1,966,240	322,521	2,562,531			
% of Budget	75.3	46.4	100.1	56.3			

FY21 Month	FY21 Tons of Waste	FY20 Tons of Waste	Increase (Decrease)
July	615.03	676.37	(61.34)
August	649.09	769.86	(120.77)
September	534.39	640.50	(106.11)
October	763.70	630.93	132.77
November	431.17	465.26	(34.09)
December	399.72	286.49	113.23
January	501.65	551.56	(49.91)
February		776.63	0.00
March		824.33	0.00
April		569.26	0.00
May		478.41	0.00
June		496.35	0.00
Total	3894.75	7165.95	(126.22)

Cumulative	
FY21 Tons of Waste	FY20 Tons of Waste
615.03	676.37
1264.12	1446.23
1798.51	2086.73
2562.21	2717.66
2993.38	3182.92
3393.10	3469.41
3894.75	4020.97
0.00	4797.60
0.00	5621.93
0.00	6191.19
0.00	6669.60
0.00	7165.95

**CITY OF UNALASKA  
FY21 PORTS REVENUE**

Month	Year	UMC Dock				Spit Dock		Small Boat Harbor		Cargo Dock		CEM			Monthly Revenue	FY21 YTD Revenue	% of Budget	FY20 YTD Revenue	YTD Inc(Dec)	
		Docking/Moorage	Wharfage Fees	Rental Fees	Utility Fees	Docking / Moorage	Utility Fees	Docking / Moorage	Utility Fees	Dockage / Moorage	Wharfage Rental/Util	Docking/Moorage	Utility Fees	Other Rev&Fees						
Jul	2020	91,790	164,026	47,826	13,002	19,795	5,536	11,042	258	2,205	11,423	30,056	7,631	8,369	412,959	412,959	5.3%	652,342	(239,383)	
Aug	2020	110,341	256,924	47,590	25,965	31,046	5,825	5,492	499	4,671	9,412	48,100	12,726	2,318	560,909	973,869	12.5%	1,396,951	(423,083)	
Sept	2020	88,122	214,259	47,352	13,038	57,287	4,304	6,313	453	5,597	16,226	40,625	11,191	777	505,543	1,479,412	19.0%	2,140,999	(661,587)	
Oct	2020	121,086	209,878	47,165	33,487	59,735	7,600	4,602	534	6,395	13,185	66,269	26,585	1,564	598,086	2,077,498	26.7%	2,657,753	(580,255)	
Nov	2020	62,790	57,528	48,707	21,016	98,382	20,315	10,814	537	1,408	17,226	44,964	43,302	1,716	428,704	2,506,202	32.3%	3,122,930	(616,728)	
Dec	2020	68,331	79,433	48,648	33,517	32,291	26,770	13,761	2,192	3,067	3,252	239,140	55,606	404	606,412	3,112,613	40.1%	3,662,689	(550,076)	
Jan	2021	74,222	36,417	48,226	22,406	59,177	22,743	4,715	1,919	10,616	8,515	19,187	49,912	190	358,247	3,470,860	44.7%	4,109,754	(638,893)	
Feb	2021														0	0	0.0%	4,833,458	0	
Mar	2021														0	0	0.0%	5,691,373	0	
Apr	2021														0	0	0.0%	6,182,722	0	
May	2021														0	0	0.0%	6,619,140	0	
Jun	2021														0	0	0.0%	6,977,352	0	
<b>Totals</b>		<b>616,684</b>	<b>1,018,465</b>	<b>335,513</b>	<b>162,430</b>	<b>357,713</b>	<b>93,093</b>	<b>56,739</b>	<b>6,392</b>	<b>33,959</b>	<b>79,240</b>	<b>488,341</b>	<b>206,954</b>	<b>15,337</b>	<b>3,470,860</b>					
Loc total		2,133,092				450,807		63,131		113,199		695,295								
Loc percent		61.5%				13.0%		1.8%		3.3%		20.0%								
FY21 Budget		1,735,300	3,125,950	600,000	360,000	434,730	125,000	87,000	14,290	120,000	122,500	635,000	313,500	97,500	7,770,770					
% to Budget		35.5%	32.6%	55.9%	45.1%	82.3%	74.5%	65.2%	44.7%	28.3%	64.7%	76.9%	66.0%	15.7%	44.7%					

**PORTS RECEIVABLES**

Month	Year	Current	Over 30 Days	Over 60 Days	Over 90 Days	Total Due	% Past Due 90 Days +	Cash Received
Jul	2020	242,334	22,131	30,689	8,613	303,768	2.8%	337,593
Aug	2020	462,416	107,320	6,987	8,062	584,785	1.4%	373,142
Sept	2020	412,582	123,970	28,777	8,682	574,012	1.5%	519,145
Oct	2020	501,186	148,415	3,448	18,726	671,775	2.8%	483,766
Nov	2020	105,063	47,474	2,491	20,879	175,907	11.9%	575,240
Dec	2020	592,139	119,477	26,341	32,083	770,040	4.2%	304,782
Jan	2021	342,400	158,423	52,571	17,241	570,635	3.0%	452,647
Feb	2021					0	0.0%	
Mar	2021					0	0.0%	
Apr	2021					0	0.0%	
May	2021					0	0.0%	
Jun	2021					0	0.0%	
<b>YTD Cash Received</b>								<b>3,046,315</b>



**CITY OF UNALASKA  
FY21 AIRPORT REVENUE**

MONTH	YEAR	MONTHLY LEASES	MISC INCOME	LATE FEES	MONTHLY REVENUE	FY21 YTD REVENUE	% OF BUDGET	FY20 YTD REVENUE	YTD INC/(DEC)
JUL	2020	38,918	6	25	38,949	38,949	7.1%	39,873	(924)
AUG	2020	38,917	5	(50)	38,872	77,821	14.1%	79,596	(1,775)
SEP	2020	38,918	8	136	39,061	116,882	21.2%	119,376	(2,494)
OCT	2020	38,931	867	291	40,089	156,971	28.5%	159,020	(2,049)
NOV	2020	38,918	14	(416)	38,516	195,487	35.4%	37,621	157,866
DEC	2020	41,288	5	294	41,587	237,074	43.0%	239,357	(2,284)
JAN	2021	38,918	4,556	(707)	42,767	279,840	50.7%	285,005	(5,165)
FEB	2021				0	0	0.0%	325,384	0
MAR	2021				0	0	0.0%	364,320	0
APR	2021				0	0	0.0%	403,283	0
MAY	2021				0	0	0.0%	442,461	0
JUN	2021				0	0	0.0%	485,446	0
<b>TOTAL</b>		274,806	5,462	(427)	279,840		0.0%		
<b>FY21 BUDGET</b>		544,000	3,500	4,000	551,500				
<b>% TO BUDGET</b>		50.5%	156.0%	-10.7%	50.7%				

**RECEIVABLE BALANCES**

MONTH	YEAR	CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL DUE	% PAST DUE 90 DAYS +	CASH RECEIVED
JUL	2020	38,993	1,049	3,078	5,556	48,676	11.4%	70,070
AUG	2020	31,407	3,587	913	13,045	48,952	26.6%	25,936
SEP	2020	34,300	17,674	855	12,533	65,361	19.2%	23,579
OCT	2020	39,429	26,174	16,723	12,592	94,918	13.3%	12,131
NOV	2020	11,298	16,647	16,713	27,381	5,780	473.7%	56,889
DEC	2020	21,328	935	967	60,728	83,957	72.3%	32,358
JAN	2021	26,972	2,579		27,380	56,931	48.1%	43,105
FEB	2021					0	0.0%	
MAR	2021					0	0.0%	
APR	2021					0	0.0%	
MAY	2021					0	0.0%	
JUN	2021					0	0.0%	
<b>YTD TOTAL</b>								264,068

### FY 21 HOUSING RENTAL REVENUE

MONTH	YEAR	HOUSING RENTALS	MISC. REVENUE	MONTHLY REVENUE	FY21 YTD REVENUE	% OF BUDGET	FY20 YTD REVENUE	YTD INC/(DEC)
JUL	2020	20,475		20,475	20,475	8.2%	13,398	7,078
AUG	2020	20,475		20,475	40,950	16.5%	41,553	(603)
SEP	2020	30,303		30,303	71,253	28.7%	68,822	2,431
OCT	2020	15,833		15,833	87,087	35.0%	80,830	6,257
NOV	2020	19,785		19,785	106,872	43.0%	101,070	5,802
DEC	2020	18,224		18,224	125,096	50.3%	127,968	(2,872)
JAN	2021	19,824		19,824	144,920	58.3%	139,408	5,512
FEB	2021			0	0	0.0%	158,190	0
MAR	2021			0	0	0.0%	175,878	0
APR	2021			0	0	0.0%	192,842	0
MAY	2021			0	0	0.0%	214,260	0
JUN	2021			0	0	0.0%	234,735	0
TOTAL		144,920	0	144,920				
FY21 Budget		248,500	0	248,500				
% TO BUDGET		58.3%		58.3%				

**CITY OF UNALASKA  
PLANNING COMMISSION & PLATTING BOARD  
2020 ANNUAL REPORT**



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

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

The following residents of Unalaska served on the City of Unalaska's Planning Commission and Platting Board throughout 2020:

**Chair, Travis Swangel**  
**Vice Chair, Viki Williams**  
**Helen Brown**  
**Ian Bagley**  
**Jason Gates**

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

**William Homka**, AICP, Planning Director  
**Thomas Roufos**, Associate Planner  
**Cameron Dean**, GIS Administrator  
**Jasmine Gonzalez**, Administrative Assistant

**PLANNING COMMISSION AND PLATTING BOARD**  
**RESOLUTION 2021-01**

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

CITY OF UNALASKA  
PLANNING COMMISSION

BY:  2-18-21

Travis Swangel

Commission Chair



William Homka

Secretary of the Commission

DATE OF ADOPTION: 2/18/2021

## INTRODUCTION

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

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

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

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

## SUMMARY OF PLANNING ACTIONS FOR 2020

### **I. General Statistics (January 1, 2020 – December 31, 2020)**

Due to the Coronavirus, 2020 was far less busy than most years for both the Planning Commission and Platting Board. The PC/PB actions for 2020 and previous years are summarized below:

Application Type	Considered or Reviewed/ Granted, Approved or Formally Recommended		
	2018	2019	2020
Variance	7/5	2/1	2/2
Conditional Use	5/5	4/4	1/1
Zone Amendment	-	1/1	1/1
Property Acquisitions	-	-	-
Code Revisions	-	1/1	-
Plats	3	1	3
Planning Documents	2/1	3/3	3/3
TOTAL MEETINGS	10	10	6

## II. Planning Commission Recommendations to Council

The Planning Commission recommended no Code Revisions and two Planning Documents to the City Council for action in 2020.

<i>February 27, 2020: Special Meeting Approved Resolution 2020-01 Annual Report (Planning Document) and filed with City Council</i>	The Planning Commission through <b>Resolution 2020-01</b> approved the <i>Planning Commission and Platting Board 2019 Annual Report</i> , which reviewed the year in Planning in Unalaska.
<i>February 27, 2020: Special meeting, approved resolution 2020-02 declaring vacancy</i>	The Planning Commission approved <b>Resolution 2020-02</b> a resolution in appreciation of and accepting the resignation of Thom Bell, who as a member of the City of Unalaska Planning Commission provided valuable service to the City of Unalaska, and declaring the seat vacant effective February 27, 2020.
<i>February 27, 2020: Special meeting, work session: Airport Master Plan</i>	The Planning Commission reviewed a draft letter to the State DOT from the City in support of an emergency update to the Airport Master Plan.
<i>February 27, 2020: Special meeting, Work session reviewing the draft 2021-25 CMMP</i>	Work session item to discuss the draft 2021-2025 Capital Maintenance and Management Plan (CMMP) and provide comments prior to council viewing.
<i>March 19, 2020: Approved Resolution 2020-03, a zoning amendment, and sent the same to City Council</i>	The Planning Commission through <b>Resolution 2020-03</b> approved a zoning amendment from General Commercial to Single-Family/Duplex Residential at 137 West Broadway.
<i>October 15, 2020: Work session reintroducing the 2021-25 CMMP</i>	Work session item to discuss Capital Maintenance and Management Plan (CMMP) preliminary brainstorming session for planning projects

<p><i>November 19, 2020: Work session on recommendation to City Council and Directive to Planning Department</i></p>	<p>Work session item to discuss Capital Maintenance and Management Plan (CMMP) brainstorming session for planning projects, resulting in one resolution, 2020-08, with 5 priority projects:</p> <ul style="list-style-type: none"> <li>• To prioritize existing aging infrastructure</li> <li>• To amend PCR Multipurpose facility to include an Emergency Shelter</li> <li>• To amend the paving project to prioritize Steward Rd, Loop Rd, and Standard Oil</li> <li>• Reaffirming support for the Trails Infrastructure project</li> <li>• Reaffirming support for the Bus System project</li> </ul>
--------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### III. Planning Commission Actions and Activities

<p>The Planning Commission &amp; Platting Board reviewed and approved two (2) Variances, and approved one (1) Conditional Use Permits in 2020.</p>	
<p><i>July 9, 2020: Approved Resolution 2020-04, a conditional use permit</i></p>	<p>The Planning Commission through <b>Resolution 2020-04</b> approved a temporary work camp at 68 Makushin Drive.</p>
<p><i>July 9, 2020: Approved Resolution 2020-05, a variance</i></p>	<p>The Planning Commission through <b>Resolution 2020-05</b> approved a variance reducing a front yard setback from 15 feet to 12 feet at 129 Dutton Road.</p>
<p><i>July 9, 2020: Approved Resolution 2020-06, a variance</i></p>	<p>The Planning Commission through <b>Resolution 2020-06</b> approved a variance reducing a rear yard setback from 15 feet to 5.5 feet at 129 Dutton Road.</p>
<p><i>NOTE: Resolution 2020-07</i></p>	<p><b>Resolution 2020-07</b> was originally planned for a platting action. Upon review it was discovered that 2020-07 was not needed, as the plat could be approved administratively.</p>

### IV. Platting Board Actions

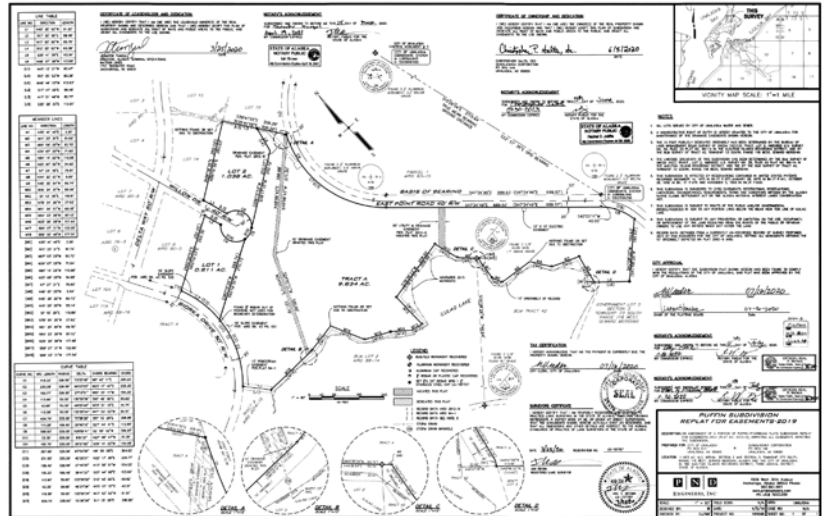
The Platting Board took no action on the zero (0) subdivision plats in 2020

## V. Platting Authority Actions

The Planning Director acting as the Platting Authority and took action on two simple subdivision plats in 2020.

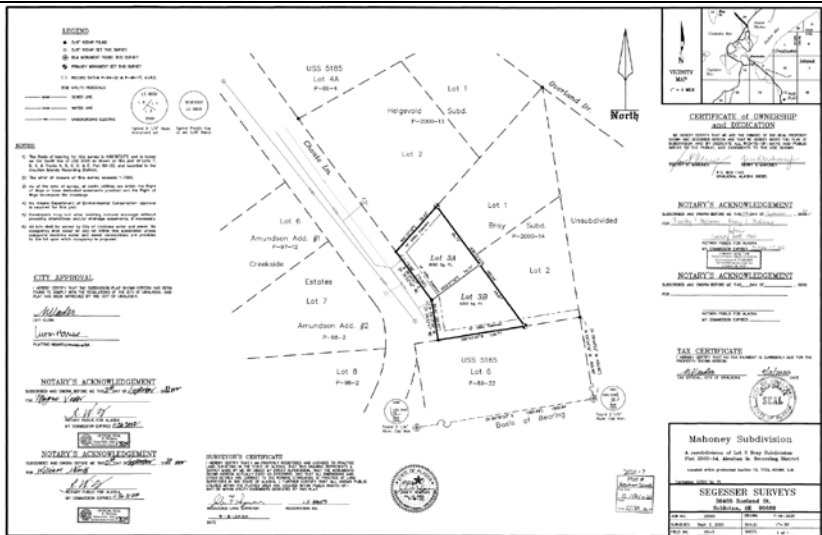
On July 16, 2020, the **Platting Authority approved Puffin Subdivision Replat for Easements - 2019**, an amendment of Puffin- Ptarmigan Flats Subdivision Replat for Easements 2012, Plat 2012-9, Aleutian Islands Recording District.

The new plat was recorded as **2020-8** in the Aleutian Islands Recording District.



On September 21, 2020, the Platting Authority approved **Mahoney Subdivision**, a re-subdivision of Lot 3, Bray Subdivision, Plat 2000-4, Aleutian Islands Recording District.

The new plat was recorded as **2020-7** in the Aleutian Islands Recording District.



## VI. Planning Determinations

The Planning Director issued no planning determinations in 2020.

## VII. Summary of Appeals Cases and Actions:

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



## VIII. Department of Planning Activities:

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

In addition to the involvement in the items described in previous sections, Departmental activities and accomplishments for 2019 include the following:

- **Negotiated Agreements:** Coordinated the negotiation and approval of:
  1. Tideland leases and easements which will allow for businesses to expand operations in our community and help to diversify Unalaska's economic base, as well as provide access for public works projects.
  2. Continued to assist Public Works with the Generals Hill Booster Pump project.
- **GIS Improvements.** Building on improvements made to City GIS data last year, staff released an online parcel viewer application that allows residents to access commonly requested public information and view maps of the City. The application includes high-resolution aerial imagery acquired over the last two years, and tax assessment information maintained by the City Clerk.
- **Planning Commissioner Training.** Planning staff arranged for Commissioner Williams to participate in Commissioner Training at the 2020 Alaska Planning Conference held in Anchorage in February, 2020.
- **Transit Study:**
  1. Planning Staff attended Alaska Chapter of American Planning Association's annual conference in February, 2020 where they gave presentations about Unalaska's airport situation (post-crash/pre-loss of air service) and Unalaska's GIS CMMP program.
- **Comprehensive Planning.**
  1. Work on the Comprehensive Plan has suffered from focus on other projects that arose during 2020, including the EOC, citizen surveys, CARES Act grant program, (anything else?).
- **US Census 2020 Preparation:** Staff assisted the Census Bureau in reviewing addressing information to better prepare our island residents for the upcoming decennial census. This involved troubleshooting address problems/issues provided to us by the Census Bureau and verifying individual addresses per the city's addressing policy.
- **Community Support Grants:** Planning Department took over the administration of the community support grant program. The Planning Department received 11 Community Grant Applications from different non-profit organizations around the City of Unalaska. These applications were reviewed, critiqued, and sent back for corrections before discussing financial matters to the City Council. Once applications had come back through, evaluations were conducted. Planning designed a means for the City Council to establish the sums for the Community Support Grants.

- **CMMP Process:**

1. This year, the Planning Department ArcGIS Online process successfully created a centralized and automated process for editing and displaying data for the CMMP. It increased the speed at which the CMMP is processed, as well as minimized errors previously made in copying and hand computing dollar amounts.
2. The CMMP process guide for FY22 was updated by presenting City Council the changes to the schedule, ranking system, and requested their individual values for ranking categories. This is an annual process and was completed in October and November. This continues the effort to generate transparency and alignment with City Council's expectations for the budget.

**IX. Departmental goals for 2022 include the following:**

- Continue improving process of zoning and public nuisance code enforcement as minor offenses.
- Expand online GIS access, improve mapping on mobile devices and train staff in new programs.
- Update the Comprehensive Plan as the current plan is nearing the end of its lifespan and a new plan is required in order to provide guidance for community facility and infrastructure investments.
- Work with Engineering / Permitting to improve the permitting and review process.

**CITY OF UNALASKA  
HISTORIC PRESERVATION COMMISSION  
2020 ANNUAL REPORT**



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

The following residents of Unalaska served on the City of Unalaska's Historic Preservation Commission throughout 2020:

**Chair Travis Swangel**  
**Vice Chair**  
**Vicki Williams**  
**Helen Brown**  
**Jason Gates**  
**Ian Bagley**  
**City Manager: Erin Reinders**  
**Planning Director: Bil Homka**

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

**William Homka**, AICP, Planning Director  
**Thomas Roufos**, Associate Planner  
**Cameron Dean**, GIS Administrator  
**Jasmine Gonzalez**, Administrative Assistant

**HISTORIC PRESERVATION COMMISSION**  
**RESOLUTION 2021-01**

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

CITY OF UNALASKA  
HISTORIC PRESERVATION COMMISSION

BY:  2-18-21

Travis Swangel

Commission Chair



Bil Homka, AICP

Secretary of the Commission

DATE OF ADOPTION: 2/18/2021

## **INTRODUCTION**

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

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

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

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

## SUMMARY OF HISTORIC PRESERVATION COMMISSION ACTIONS FOR 2020

### I. General Statistics (January 1, 2020 – December 31, 2020)

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

HPC Summary of Activities	2018	2019	2020
Ordinance Changes	-	-	-
General Resolutions	<b>3/3</b>	<b>1/1</b>	<b>1/1</b>
Survey/Inventory of Historic Properties	-	-	-
Preservation Planning Activities	-	-	-
National Register Participation	-	-	-
Historic Property Protection	-	-	-
Public Education Projects	-	-	-
Historic Preservation Grants	-	-	-
<b>TOTAL MEETINGS</b>	<b>3</b>	<b>1</b>	<b>1</b>

### II. Historic Preservation Commission Recommendations to Council

There were no recommendations to Council.

### III. Historic Preservation Commission Actions

The Historic Preservation Commission approved the 2019 annual report and had a discussion items.	
<i>February 27, 2020: Approved of Annual Report and filed with City Council.</i>	The Historic Preservation Commission approved <b>Resolution 2020-01</b> , a resolution approving the HPC 2019 Annual Report.
<i>December 18, 2020: Discussion item</i>	Discussion on Amaknak Formerly Used Defense Site Resident Advisory Board

### IV. Historic Preservation Goals for 2021

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

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**

	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
<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 February 23, 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

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
<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



---

---

## MEMORANDUM TO COUNCIL

---

---

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)

---

---

**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

FY22-31 CMMP

# Rolling Stock Replacement Plan

## FY22

### Table of Contents

	Page
Policy Statement	2
FY22 Summary	3
FY22 Details	4 - 22

## 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 02-17-21

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	New	26,331		Replaced in FY21 waiting for new to arrive	Finance	-	n/a
CH7413	City Hall	Finance	Red 4x4 Ford Explorer	2003	15	2018	UPD9826	86,063		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	-	-	-	New	-		4x4 Chevy Tahoe	n/a	\$ 62,187	Quote
New	DPS	Evidence	New to Fleet	1998	15	2013	N/A	59,862		White 2500 Chevy Van from Impound	n/a	\$ 15,000	Est
UPD5563	DPS	Patrol	4x4 Ford Expedition	2014	7	2021	New	52,315		4x4 Chevy Tahoe	PCR Floater	\$ 62,187	Quote
New	DPS	DPS/Fire	New to Fleet	-	-	-	New	-		Pisten Bully w/Trailer	n/a	-	Quote
New	UFD	Fire	New to Fleet	-	-	-	New	-		4x4 Chevy/GMC 2500 Crewcab	n/a	\$ 55,000	Est
PW1992	DPW	Roads	4x2 F250 Flatbed	1995	15	2010	New	53,097		4x4, Chevy/GMC Rollback Car Hauler	Surplus Sale	\$ 128,249	Quote
PW6372	DPW	Roads	4x4 F350 Flatbed w/plow	2003	15	2018	New	43,291		4x4 Chevy/GMC 1-Ton	Surplus Sale	\$ 45,000	Est
DT7	DPW	Roads	Volvo 12 CY Dump Truck	1996	18	2014	New		17,714	Sterling 12 CY Dump Truck	Surplus Sale	\$ 148,941	Quote
HS1	DPW	Roads	Hydro-Seeder/Mulcher	1997	20	2017	DNR		8,892	DNR - Hire Locally	Surplus Sale	-	n/a
L1	DPW	Roads	IT28G CAT Loader	2001	18	2019	New		13,652	CAT 930 Loader	Landfill	\$ 250,246	Quote
L4	DPU	Landfill	IT28B CAT Loader	1991	18	2009	L1		19,889	IT28G CAT Loader	Surplus Sale	-	n/a
LF1	DPU	Landfill	L20B-P Volvo Loader	2007	18	2025	New	-	16,038	908 CAT Loader	Surplus Sale	\$ 131,552	Quote
E1214	DPU	Line Crew	Ford F800 Crane Truck	1986	20	2006	New	-	1,377	2 TON Chevy/GMC Crane Truck	Surplus Sale	\$ 241,962	Quote
New	Ports	Ports	New to Fleet	-	-	-	New	-		908 CAT Loader	n/a	\$ 125,652	Quote
New	DPU	WW	New to Fleet	-	-	-	New	-		150 KVA Backup Genset - Lift Stations	n/a	\$ 89,680	Quote
GS13	DPU	W	Kato Genset	1994	20	2014	New	-	8,277	100 KVA Backup Genset - Water Wells	Surplus Sale	\$ 77,369	Quote

**TOTAL** **\$ 1,433,026**

## By Fund

<b>GENERAL FUND</b>	\$ 766,810
<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** **\$ 1,433,026**

## This Vehicle **Transferring to Finance**

Vehicle UPD9826 driven by DPS Police Chief was replaced in FY21 based on life cycle. The new replacement vehicle has not yet arrived. When it does, the vehicle pictured will remain in the fleet and be transferred to the Finance Director.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

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	New	26,331		Replaced in FY21 waiting for new to arrive	Finance	-	n/a





## This Vehicle **Transferring to City Hall Floater**

The vehicle pictured, driven by our Finance Director, will be replaced with UPD9826 which is a 2012 4x4 Ford Explorer. The vehicle pictured will become the City Hall Floater to replace the present City Hall Floater which is the Blue Ford Ranger Pickup CH3710.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

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
CH7413	City Hall	Finance	Red 4x4 Ford Explorer	2003	15	2018	UPD9826	86,063		Ford Expedition - Police Chief	City Hall - Floater	-	n/a





# FY22-31 CMMP

## Rolling Stock Replacement Plan

### 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 Blue Ford Ranger is 10 years past it's scheduled replacement date and has serious floor pan rust as well as general wear and tear. The vehicle 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	Replace With	Miles	Hours	Description of New Vehicle	Transfer Old Vehicle To	FY22 \$\$\$	Est or Quote
CH3710	City Hall	Floater	Blue Ford Ranger PU	1996	15	2011	CH7413	49,694		Red Ford Explorer	Surplus Sale	-	n/a





# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Vehicle is **New to Fleet**

The example vehicle pictured below will be driven by DPS personnel as a Patrol vehicle and has a recommended 7 year replacement date. Currently, DPS has 15 sworn personnel and 1 ACO yet only 11 vehicles.

There is no question that having a vehicle assigned to a particular person increases accountability for maintenance, the care and use of the vehicle, and the life expectancy of the vehicle. In times of routine operation, in the past 6 months, the Police Division has had 4 of its vehicles in the shop at the exact same time for service (i.e. missing windows, brake/rotor replacement, inoperable mechanical parts and etc.). When a vehicle goes in for service, there is a significant risk that the vehicle will be out of service for a significant period due to the availability of parts.

By not having one vehicle per officer, officers are forced to hot seat (operate vehicle shift to shift) which causes more mechanical maintenance. By not having an extra vehicle (above the one officer/one vehicle which is not even being sought at this time) officers are forced to hot seat vehicles whenever a vehicle has to go into the shop for service, again causing more mechanical maintenance.

In the past year, we (as a community) have experienced several different types of emergency situations. In case of a tsunami, all sworn personnel would be called in to orchestrate the safe and orderly evacuation of the public to high ground. We do not have enough vehicles for all responding officers to monitor intersections or various locations to conduct traffic direction duties.

When locating missing persons due to weather or self-displacement, having the capability of having every officer out in the area performing search and rescue operations has a direct correlation to the potential positive conclusion of the situation. Not having the proper number of vehicles has a negative impact on the capabilities of Public Safety for provide services.

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
New	DPS	Patrol	New to Fleet	-	-	-	New	-	-	4x4 Chevy Tahoe	n/a	\$ 62,187	Quote



Council Packet Page Number 53

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Vehicle is **New to Fleet**

The vehicle pictured below will be driven by DPS personnel as a Crime Scene Investigation Vehicle. At present, DPS has a small enclosed trailer for evidence collection which has proven to be awkward to hook up, maneuver, secure, and is inadequately sized.

The National Institute of Justice’s best practices state, “Careful, thorough investigation is key to ensure that potential physical evidence is not tainted or destroyed or potential witnesses overlooked” and, “Law enforcement personnel must utilize the proper packaging and transportation of evidentiary items to avoid contamination and cross-contamination” and also that law enforcement personnel are to “transport and submit evidence items for secure storage”.

Converting this van to police service will allow for proper processing, handling and transportation of evidence in situations that could become volatile. The large interior will allow controlled equipment and supplies to be readily available regardless of the type of scene the vehicle is being dispatched to. From the privacy needed for a sexual assault, to security of large items, to the protection from loss/contamination due to sensitive packaging, a designated Crime Scene Investigation Vehicle is essential to address the modern expectations for handling evidence.

An additional function will be the transportation of decedents. Currently the process involves the placement of a decedent into a body bag and placed in the bed of a truck. The most respectful thing we can do for a family that has lost a loved one is to not treat their loved one as an item to be placed in the bed of a pick-up truck.

Minimal repairs (brakes, seat covers, oil change), evidence collection equipment, and gurney tie-downs estimated to cost \$15,000.

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
New	DPS	Evidence	New to Fleet	1998	15	2013	N/A	59,862		White 2500 Chevy Van from Impound	n/a	\$ 15,000	Est



## This Vehicle is **Transferring to PCR Floater**

The vehicle pictured is driven by DPS personnel as a Patrol vehicle and has reached its recommended 7 year replacement date as an emergency response vehicle. This vehicle will be transferred to PCR Floater. Presently, PCR staff utilize their personal vehicles for work related trips and our insurance provider advised against that practice

# FY22-31 CMMP

## Rolling Stock Replacement Plan

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
UPD5563	DPS	Patrol	4x4 Ford Expedition	2014	7	2021	New	52,315		4x4 Chevy Tahoe	PCR Floater	\$ 62,187	Quote





# FY22-31 CMMP

## Rolling Stock Replacement Plan

### ~~This Vehicle is New to Fleet~~

The example pictured is a Pisten Bully which would be driven by UFD personnel as a response vehicle. It would also be driven by DPU Water Division to access Icy Lake Reservoir and Pyramid Water Treatment Plant as needed during snow storms. With it's 3' wide tracks enables the Pisten Bully to tread lightly on tundra and traverse snowfields.

**This vehicle has been removed from the FY22 proposed list.**

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
New	DPS	DPS/Fire	New to Fleet	-	-	-	New	-	-	Pisten-Bully w/Trailer	n/a	-	Quote



**PistenBully**



KÄSSBOHRER ALL TERRAIN VEHICLES, INC.

Council Packet Page Number 56

# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Vehicle is **New to Fleet**

The example vehicle pictured will be driven by UFD paid personnel to respond to emergencies after regular hours. Currently, Fire Fighters share a vehicle on a rotating basis which always leaves one Fire Fighter without a response vehicle.

Adding this vehicle to our response fleet will enable Fire Fighters to respond quickly, efficiently, and safely to emergency incidents. Examples:

1. UFD can respond directly to emergencies after hours from home.
2. Vehicle will contain all essential responder equipment needed to perform at a high level.
3. Personal vehicles are not always available or may be out of service at critical response times.
4. Response vehicles contain critical enhanced communications equipment not installed in personal vehicles.
5. Personal vehicles should not be required to risk damage in response situations (darkness, rain, snowstorms, mudslides, earthquakes).
6. Insurance carrier advises against personal vehicle use for work.
7. Personal vehicle operation/maintenance expenses (flat tires, vandalism, lost keys, stuck in snow, etc) not covered by City.

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
New	UFD	Fire	New to Fleet	-	-	-	New	-	-	4x4 Chev/GMC 2500 Crewcab	n/a	\$ 55,000	Est





## 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

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
PW1992	DPW	Roads	4x2 F250 Flatbed	1995	15	2010	New	53,097		4x4, Chevy/GMC Rollback Car Hauler	Surplus Sale	\$ 128,249	Quote





## 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

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
PW6372	DPW	Roads	4x4 F350 Flatbed w/plow	2003	15	2018	New	43,291		4x4 Chevy/GMC 1-Ton	Surplus Sale	\$ 45,000	Est



## 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

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
DT7	DPW	Roads	Volvo 12 CY Dump Truck	1996	18	2014	New		17,714	Sterling 12 CY Dump Truck	Surplus Sale	\$ 148,941	Quote





## 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

Do Not Replace

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
HS1	DPW	Roads	Hydro-Seeder/Mulcher	1997	20	2017	DNR		8,892	DNR - Hire Locally	Surplus Sale	-	n/a





# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Loader is **Transferring to Landfill**

The loader pictured, driven by DPW Roads Division personnel, will be replaced with a new CAT 930 loader. The IT28G loader pictured reached its scheduled replacement date 2 years ago. It still has some useful life in it so it will be transferred to the Landfill to replace their backup loader.

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
L1	DPW	Roads	IT28G CAT Loader	2001	18	2019	New		13,652	CAT 930 Loader	Landfill	\$ 250,246	Quote





## 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

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
L4	DPU	Landfill	IT28B CAT Loader	1991	18	2009	L1		19,889	IT28G CAT Loader	Surplus Sale	-	n/a





## 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.

# FY22-31 CMMP

## Rolling Stock Replacement Plan

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
LF1	DPU	Landfill	L20B-P Volvo Loader	2007	18	2025	New	-	16,038	908 CAT Loader	Surplus Sale	\$ 131,552	Quote



## This Vehicle Going on Surplus Sale

The crane truck pictured will go on Surplus Sale and be replaced with a 2 ton Chevrolet /GMC crane truck. Key points regarding this truck:

# FY22-31 CMMP

## Rolling Stock Replacement Plan

- While other departments used to borrow it, the last time Water tried to use it to pull a pump it did not have sufficient lift to complete the job, so they hired Resolve.
- Resolve is going to be pulling one of the well house pumps as soon as they get parts to service their crane, which is also having issues. The hydraulic pump on ours must be getting tired as we are no longer able to lift anywhere near the rated capacity of the crane.
- The extended boom is needed – not because we cannot position the crane close to the object but because we generally have to lift the item a fair distance in height (pumps out of wells, seawater screens from intake pipes, etc.).
- The crane is used weekly by the Powerhouse during the summer to pull the intake screens and hose off the accumulated seaweed which starts to restrict the flow. If it were not for this weekly task, renting a crane as needed might work.
- The crane inspector politely declined to certify this crane last year due to the extensive work needed.
- This truck is a true multi-Division asset, and the purchase could be allocated accordingly, with perhaps half to the Powerhouse and the other half split between Solid Waste, Water, Wastewater, and Ports.

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
E1214	DPU	Line Crew	Ford F800 Crane Truck	1986	20	2006	New	-	1,377	2 TON Chev/GMC Crane Truck	Surplus Sale	\$ 241,962	Quote





# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Loader is **New to Fleet**

The example loader pictured will be driven by Ports personnel and primarily uses 3 attachments; bucket, forks, and sweeper. With those attachments the Port maintains over 10 acres of parking lots, traffic approaches, and uplands.

This acreage includes the Port facilities of the Light Cargo Dock, UMC, Long and short-term airport parking lots, Bobbie Storrs, and CEM. This work includes cleaning, snow removal, and general operations like set up for facility security, lifting and moving equipment and heavy parts.

On average the existing loader makes 3 RT from UMC to CEM (approximately 6 miles RT) each week with an approximate round trip travel time of 1 hour.

The request for an additional loader is to increase efficiency of both Harbor Officer's use of time as well as response to harbor and port needs. The cost of labor for travel time alone over the life of the equipment is estimated at \$152,000. We also gain 156 hours a year of additional work. And the ability to tackle multiple jobs once that require the loader. Snow removal is an example.

The particular equipment does not have a return on investment because it directly generating revenue, but the return on investment is direct through better use of labor hours, efficient operations, and customer support.

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
New	Ports	Ports	New to Fleet	-	-	-	New	-	-	908 CAT Loader	n/a	\$ 125,652	Quote



# FY22-31 CMMP

## Rolling Stock Replacement Plan

### This Generator is **New to Fleet**

The example genset pictured will be used by DPU Wastewater Division personnel. With 10 sewage lift stations around town, it is nearly impossible to service all 10 during an extended power outage and/or a heavy rain event. Wastewater personnel have been able to get by so far with one backup generator, however, with increasing inflow and infiltration from aging sewer pipes, it is possible (and likely) that we may not be able to continue keeping up with the flows. Lift station #5 in the Valley generates the most flows during these high inflow events and being able to dedicate one generator solely to these pumps would enable plant operators to service the other 9 sewer lift stations at the same time.

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
New	DPU	WW	New to Fleet	-	-	-	New	-	-	150 KVA Backup Genset - Lift Stations	n/a	\$ 89,680	Quote



# FY22-31 CMMP

## Rolling Stock Replacement Plan

### 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. A new dependable backup generator is essential in providing dependable clean water for all Unalaska residents.

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
GS13	DPU	W	Kato Genset	1994	20	2014	New	-	8,277	100 KVA Backup Genset - Water Wells	Surplus Sale	\$ 77,369	Quote





---

---

## MEMORANDUM TO COUNCIL

---

---

To: Mayor and City Council Members  
From: J. R. Pearson, Assistant City Manager  
Through: Erin Reinders, City Manager  
Date: February 23, 2021  
Re: FY22 Request for Additional Fulltime Staff

---

---

**SUMMARY:** As a part of the annual budgeting process, Directors are invited bring forward their requests and rational for additional staffing for consideration. There were a number of additional fulltime staff requests; however, three requests have been identified as the most critical at this time. The Administrative Coordinator in the Fire Department and Emergency Management Coordinator position would be two new fulltime employees. The Resource Analyst is currently an approved full time position; however, it has gone unfunded for several years. No formal action is required by Council this evening. However, we are bringing them forward for discussion in keeping with Council's budgetary goals would appreciate feedback as we continue to develop our budgets.

**PREVIOUS COUNCIL ACTION:** City Council approved Resolution 2021-07 adopting City Council's Goals for the FY22 Budget on February 9, 2021. According to the these goals, any proposed increase to the total number of full-time equivalent (FTE) positions will be fully evaluated and justified during the budget approval work sessions.

**BACKGROUND:** When the Fire Department separated from Department of Public Safety, administrative support has been lacking. Additionally, administrative work that historically has been done by Fire employees has expanded and takes time away from training activities. More recent local and worldwide events have also highlighted the need for a fulltime Emergency Management Coordinator, which was supported in the IRT Report.

The Resource Analyst position is approved by Council; however, it has gone unfunded for several years. The original duties of the position focused primarily on the fishing industry and this work has been contracted out. The City entered into a 30 year PPA with OCCP in support of a geothermal project, which we anticipate requiring more and more staff time moving forward.

**DISCUSSION:** With the Council goals in mind, we believe that there is a clear need for the proposed positions. There were a number of additional fulltime staff requests; however, the three requests outlined in below and described in the attached memos have been identified as the most critical at this time. We recognize that additional positions add to the personnel and operating expenses long term, but these positions also provide an opportunity to increase operational efficiencies and improve our level of service to the community. While we may not be able to fully offset the added personnel costs, we will continue to explore ways to increase efficiencies and decrease costs, and potentially identify additional grant funding sources.

**Administrative Coordinator:** Since the Fire Department formed its own department separate from Department of Public Safety, the administrative position was retained by Public Safety. As a result, the Fire Department has not had the administrative support that they require to operate efficiently. Additionally, administrative work that has historically by Fire employees has expanded

and time away from other duties, such as volunteer training activities. The Administrative Coordinator position will handle clerical and administrative duties, analyze and improve office processes and policies, and ensure that the office operates smoothly. This position would assume day to day activities, such as personnel and volunteer records, operational spending, and serve as point of contact between employees, other departments, and vendors. This position will also allow front line staff to focus on training, recruitment, and prevention activities, allowing the department to function more effectively for the community. This would be a Title 3 Non-exempt position.

**Emergency Management Coordinator:** Recent events, locally and globally, have brought to light the gap in preparedness and interoperability in regards to resource acquirement and allocation in times of natural/manmade disaster. A full time position focused on Emergency Management would address the various emergency logistical functions being carried out by other personnel that takes away from their normal assigned duties. A significant function of this position will be to perform grant administration duties and provide technical support and oversight related to Emergency Management. This approach to have this position housed in the Fire & EMS Department was developed by both the Departments of Public Safety and Fire & EMS. The IRT Report supports the hiring of a full time Emergency Manager, and offers some funding support suggestions. This would be a Title 3 Exempt position.

**Resource Analyst:** This position, previously titled Natural Resource Analyst, is approved by Council, but has gone unfunded for several years. While the role had traditionally focused mostly on the fishing industry, related policies, and economic impact, Staff would like to expand the role to provide additional support in other areas such as geothermal coordination and planning, and assisting with evaluation the economic and financial impacts of other projects. Currently, the fisheries related responsibilities are provided with the help of a consultant. Efforts in support of for the geothermal project are anticipated to increase over time and would benefit from a single point of contact and focused attention. The attached Resource Analyst memo provides more details on the concepts that we are considering with expanding the responsibilities of this position. We are still working on a detailed job description, and we have not determined what department this position will reside. This would be a Title 3 Exempt position.

**ALTERNATIVES:** Council may support any combination of these positions for inclusion in the FY22 budget, or none at all. Staff has determined that the organization will operate more effectively and better provide for the needs of the community with these positions added.

**FINANCIAL IMPLICATIONS:**

**Administrative Coordinator**

The wage range proposed for this position is \$24.09 - \$36.14 an hour; however, the midpoint is provided below as a conservative annual estimate:

Base	\$62,622
Air	\$2,000
PERS	\$17,922
FICA/MEDI/AES	\$5,339
Insurance	\$29,773
WComp	\$5,258
<b>Total</b>	<b>\$122,914</b>

**Emergency Management Coordinator**

The salary range proposed for this position is \$80,554 - \$128,873; however, the midpoint is provided below as a budgetary estimate:

Base	\$104,702
Air	\$2,000
PERS	\$29,966
FICA/MEDI/AES	\$8,558
Insurance	\$29,773
WComp	\$6,258
<b>Total</b>	<b>\$181,257</b>

**Resource Analyst**

The salary range proposed for this position is \$72,359 - \$108,550; however, the midpoint is provided below as a conservative estimate:

Base	\$90,096
Air	\$2,000
PERS	\$25,785
FICA/MEDI/AES	\$7,364
Insurance	\$29,773
WComp	\$460
<b>Total</b>	<b>\$155,478</b>

**LEGAL:** None

**STAFF RECOMMENDATION:** No formal action is required this evening. Staff is looking for feedback on these proposed positions as we develop our FY22 Budget.

**PROPOSED MOTION:** None

**CITY MANAGER COMMENTS:** I support bringing these three positions forward to Council for discussion at this time. While I understand that Council also has a goal of a general budget with no deficit and understand the fact that our revenues remain uncertain at this time, the value that these positions bring should be considered and are worthy of discussion. We welcome your feedback as we continue with the development of the FY22 Budget.

**ATTACHMENTS:**

- Resource Analyst Position memo
- Fire Administrative Coordinator Position memo
- Emergency Management Coordinator Position memo

CITY OF UNALASKA  
43 Raven Way - P.O. Box 610  
Unalaska, Alaska 99685  
TEL (907) 581-1251 FAX (907) 581-4469



## M E M O

To: Erin Reinders, City Manager  
From: J. R. Pearson, Assistant City Manager  
Date: February 17, 2021  
Subject: Resource Analyst Position (Title 3 Exempt)

---

### **SUMMARY**

The Natural Resource Analyst position is approved by Council, but has gone unfunded for several years. Staff has been working on modifying the responsibilities of this position so that the position can integrate more seamlessly with other City departments. We are considering changing the title of the position to Resource Analyst so that it reflects a role that focuses more on financial and economic benefits of other various resources. We are proposing the position have a C45 wage classification under Title 3, the same as the Natural Resource Analyst. However, we have not determined an ideal department for the position.

We have a contract for services at an annual cost of about \$51,000 that provides the City with routine analysis of the status and economic benefits of the local fishing industry and to project City revenues based on this analyses. Currently we have a five month contract that is effective through the end of FY21 for an amount of \$21,250. The main consideration would be whether it is more beneficial to continue with the same services under continued future contracts or fill the position with a regular fulltime employee in a way that allows for expanded responsibilities.

### **DESCRIPTION**

The Resource Analyst position would continue much of what was previously included in the role of Natural Resource Analyst. This includes monitoring state and federal laws, policies, and regulations pertaining to fisheries and marine-related natural resource management. This position would provide guidance on the protection, development and management of natural resources within or affecting the City. This position would also continue involvement with analyzing the financial and economic benefits of the fishing industry, and provide routine reports and budgetary revenue projections.

Additional responsibilities would now include closely monitoring the financial and economic benefits of geothermal energy, financial planning for the transition to geothermal, and provide routine reports and budgetary projections. In this role, the position would also act as a liaison between City Staff, OCCP, and other organizations on issues related to geothermal energy production and power sales or purchase agreements. Consultant support would likely still be necessary in some areas. However, having one staff member dedicated to this effort would not relieve the increased work load for current staff but would also better position Unalaska for success as the PPA is implemented.

Although the primary functions of this position will be fisheries and geothermal, the Resource Analyst might also be able to provide additional support. This could include assisting with evaluating the economic and financial benefits of proposed projects, assist City departments in locating potential funding sources, and preparing grant applications for planned projects.

**FINANCIAL IMPLICATIONS**

The salary range proposed for this position is \$72,359 - \$108,550; however, the midpoint is provided below as a conservative estimate:

Base	\$90,096
Air	\$2,000
PERS	\$25,785
FICA/MEDI/AES	\$7,364
Insurance	\$29,773
WComp	\$460
<b>Total</b>	<b>\$155,478</b>



City of Unalaska  
Fire & Emergency Medical Services  
29 Safety Way / POB 370  
Unalaska, Alaska 99685  
TEL (907) 581-5330 FAX (907) 581-5024  
Patrick Shipp, Chief



M E M O

To: Erin Reinders, City Manager  
From: Patrick Shipp, Fire Chief  
Through: J. R. Pearson, Assistant City Manager  
Date: 22 January 2021  
Subject: Additional Full Time Employee for the Fire Department -  
Emergency Management Coordinator Position (Title 3 Exempt)

---

**SUMMARY**

The Fire Department Administrative Division is currently staffed with one (1) Director/Fire Chief. Recent events locally and around the world have brought light to the gap in preparedness and interoperability in regards to resource acquirement and allocation in times of natural/manmade disaster. The creation of a Division Chief/ Emergency Management Coordinator position, a D63 wage classification under Title 3, would address the various emergency logistical functions being carried out by other personnel that takes away from their normal assigned duties. This position would also act as Acting Fire Chief upon the Fire Chiefs absence.

The duties of this position would be split between two different Divisions within the Fire Department. The first and most notable would be the newly created Emergency Management Division and the second being the Fire Department Administrative Division. It is anticipated the work load would be 80% Emergency Management and 20% Fire Administration.

**DESCRIPTION**

The fundamental reason for this position is to perform grant administration duties and provide technical support in the Fire Department: Emergency Management Division. Primary work responsibilities may include: assisting in the preparation & administration of multi-million dollar emergency management grants; identifying, managing, & applying for grants; making & monitoring grant expenditures; ensuring completion of requirements for obtained grants; performing miscellaneous technical & administrative duties; providing assistance & training for the community in areas under this classification's area of expertise; receiving & processing citizen complaints concerning the department; and serving as the quaternary contact to activate the Emergency Operations Center (EOC) due to any disaster.

The Emergency Management Coordinator reports to the Fire Chief, however, during Emergency Operations this position could report directly to the Police Chief, City Manager, or Mayor.

This position will require a minimum of an Associate's degree in Business Management, Public Administration, Emergency Management, Political Science, or closely related field and one (1) year of experience providing technical and administrative support in emergency management, emergency response, hazardous material disaster reporting, or related environment.

This position will also require specialized training, including FEMA certifications, firefighting and EMT certifications, and specified CERT Training.

**FINANCIAL IMPLICATIONS**

The salary range proposed for this position is \$80,554 - \$128,873; however, the midpoint is provided below as a conservative estimate:

Base	\$104,702
Air	\$2,000
PERS	\$29,966
FICA/MEDI/AES	\$8,558
Insurance	\$29,773
WComp	\$6,258
<b>Total</b>	<b>\$181,257</b>



City of Unalaska  
Fire & Emergency Medical Services

29 Safety Way / POB 370  
Unalaska, Alaska 99685  
TEL (907) 581-5330 FAX (907) 581-5024  
Patrick Shipp, Chief



M E M O

To: Erin Reinders, City Manager  
From: Patrick Shipp, Fire Chief  
Through: J. R. Pearson, Assistant City Manager  
Date: 22 January 2021  
Subject: Additional Full Time Employee for the Fire Department -  
Administrative Coordinator Position (Title 3 Non-exempt)

---

**SUMMARY**

The Fire Department Administration Division is currently staffed with one (1) Director/Fire Chief. Upon my arrival with the City/Department it was noted that the majority of staff's time was comprised of basic administrative work/issues. This time consuming requirement was robbing the Department/City of precious time which should be used in training, inspections, pre-fire planning and prevention activities. The Administrative Coordinator position, a B23 wage classification under Title 3, would allow the Chief and Captains more opportunity to focus on the extensive training and equipment requirements that come with a combination department and the evolving world of Fire and EMS.

**DESCRIPTION**

In the last few years, the city has been positioning itself for growth and a larger footprint in the Aleutians. With this potential growth and expansion, now more than ever, a narrower focus on training current personnel in more advanced and technical skills to meet the needs of the city is critical.

The Administrative Coordinator position would take over the day to day activities like personnel records, operational spending and correspondence in and outside the organization. The Administrative Coordinator will serve as a point of contact and link between employees, internal departments, and external parties, including vendors, lenders, and customers. The position will handle clerical and administrative duties, analyze and improve office processes and policies, and ensure that the office operates smoothly. By taking over these roles it will allow the line staff to concentrate on more training, recruitment and prevention centered activities.

The Administrative Coordinator position would also play a crucial role in the recruitment process for new volunteers. The process for onboarding volunteers is time consuming and takes a lot of coordination between different departments and agencies. The Administrative Coordinator position could take and streamline this function making it easier and faster to bring in new volunteers.



By adding this additional position, the fire department will be able to function more effectively for the community. As we have seen in the recent past, and with the current pandemic, the City is in need of more trained personnel. This position will greatly improve our response within the community and give the department the opportunity to branch out with additional training and teaching opportunities. In the department's future plans, we would like to become a regional training center for the Aleutians. Projects that are in line like the new training facility and the renovation of the fire station would allow the department personnel the time and ability give back to our region as a whole and raise our standing in the Alaska Fire Service.

**FINANCIAL IMPLICATIONS**

The wage range proposed for this position is \$24.09 - \$36.14 an hour; however, the midpoint is provided below as a conservative annual estimate:

Base	\$62,622
Air	\$2,000
PERS	\$17,922
FICA/MEDI/AES	\$5,339
Insurance	\$29,773
WComp	\$5,258
<b>Total</b>	<b>\$122,914</b>

---

---

## MEMORANDUM TO COUNCIL

---

---

To: Mayor and City Council Members  
From: Dan Winters, Director of Public Utilities  
Through: Erin Reinders, City Manager  
Date: February 23, 2021  
Re: Utility Rate Study Presentation

---

---

**SUMMARY:** The City has contracted Aldrich CPA's + Advisors LLP to conduct a Rate Study of all four of the City's utility proprietary funds. James Keen will be presenting the Rate Study results tonight.

Due to increased expenses and decreased revenue, the required rate increases are extreme. We need to come up with a plan to deal with the rate increases. In the near future Council Meetings, Aldrich LLP, and Staff will return to Council with various options for the rate increases.

Tonight is the initial discussion and we need to make sure we have plenty of input from Council members and the Public in regard prior to instituting the required rate increases.

**PREVIOUS COUNCIL ACTION:** At the February 28, 2017 Council Meeting, Council adopted Resolution 2017-14. Through Resolution 2017-14, Council approved a consecutive four-year rate increase in the Wastewater Proprietary Fund and a consecutive three-year rate increase in the Solid Waste Proprietary Fund.

**BACKGROUND:** Department of Public Utilities has rate studies performed about every three years. In the past, the City has obtained the services of Mike Hubbard of The Financial Engineering Company to perform the rate studies. Mike Hubbard retired in 2020. Before Mr. Hubbard retired, he recommended that we obtain the service of Aldrich CPA's + Advisors LLP (Aldrich LLP) to perform the City's Utility rate studies.

In June 2020, the City of Unalaska entered into agreement with Aldrich LLP to perform the FY2021 Utility Rate Study. This agreement included the services of Mike Hubbard as co-consultant.

**DISCUSSION:** Aldrich LLP has a dedicated team of professionals with in-depth knowledge of various industries. They are highly respected in their field for finding innovative solutions to complex issues concerning the financial wellbeing of the utility industry. As the rate study will show, the City will need this type of innovative thinking to come up with solutions to the needed utility rate increases.

**ALTERNATIVES:** We have worked with Aldrich LLP in developing several options and remain open to reviewing additional options.

**FINANCIAL IMPLICATIONS:** Depending on the path that Council chooses, the rates will have to be increased.

**LEGAL:** None required.

**STAFF RECOMMENDATION:** Staff recommends developing options to recapture funds using various scenarios. This information will be provided at future meetings once research has been completed on all the options.

**PROPOSED MOTION:** None at this time.

**CITY MANAGER COMMENTS:** I thank Aldrich LLP for their hard work on these rates studies. Over the course of tonight, and at least 2 other meetings, the consultant team, with the support of staff, will work with Council to identify a path forward

**ATTACHMENTS:**

- COU Utilities Revenue Requirement Report
- COU Council Presentation

# City of Unalaska

Electric, Water, Wastewater & Solid Waste Utilities

## Revenue Requirement Overview

For February 23, 2021 City Council Meeting



---

## SECTION 1 - SUMMARY OF RESULTS

Introduction	1
Overview	1

## SECTION 2 - THE PROCESS

Methodology of Analysis	2
Terms	2
Next Steps: Cost of Service Study	3

## SECTION 3 - ELECTRIC UTILITY

Overview	4
Revenue Requirement	4
Projected Revenues	5
Cash Flow	6
Residential Customer Impact	8

## SECTION 4 - WATER UTILITY

Overview	9
Revenue Requirement	9
Projected Revenues	10
Cash Flow	11
Residential Customer Impact	13

## SECTION 5 - WASTEWATER UTILITY

Overview	14
Revenue Requirement	14
Projected Revenues	15
Cash Flow	16
Residential Customer Impact	18

## SECTION 6 - SOLID WASTE UTILITY

Overview	19
Revenue Requirement	19
Projected Revenues	20
Cash Flow	22
Customer Impact	23

# 1. SUMMARY OF RESULTS

## Introduction

The following revenue requirement analysis has been prepared by Aldrich CPAs + Advisors LLP (Aldrich) on behalf of the City of Unalaska (City). The analysis is based on the City's FY2021 budget, as adjusted.

In January 2016, an analysis was presented to the City providing a high-level overview of the revenue requirements for the water, wastewater, and solid waste utilities using the FY2016 budget as the basis for analysis. A separate and more in-depth analysis of electric utility rates was also conducted using the FY2016 budget. The FY2016 budget is used for comparative purposes in this analysis.

The analysis provided herein can be considered the first of two parts. The first issue is whether the rates in effect are sufficient to provide adequate revenues for each utility. The second issue, which will be addressed in future reports, is how the revenue requirement should be collected from the customer classes (i.e. how much revenue should be collected from each customer class and how should the rates be established?).

## Overview

The following table provides an overview of the FY2021 budgeted customer revenues and the full-cost revenue requirement. The analysis indicates that significant rate increases are needed for each utility.

	<b>Electric</b>	<b>Water</b>	<b>Wastewater</b>	<b>Solid Waste</b>
Budgeted Customer Revenues:	\$ 7,248,373	\$ 2,616,686	\$ 2,468,212	\$ 2,562,531
Full Revenue Requirement:	<u>9,762,823</u>	<u>3,530,573</u>	<u>4,319,505</u>	<u>4,102,820</u>
Surplus/(Deficit):	\$ (2,514,450)	\$ (913,887)	\$ (1,851,293)	\$ (1,540,289)
Revenue Increase/(Decrease) Required:	34.7%	34.9%	75.0%	60.1%

This report will provide background on the study methodology and how to interpret the results, followed by more detailed analysis on a utility-by-utility basis. Within each section, analysis will be provided to explain how costs have changed, how customer behavior has changed, potential goals for increasing the target revenue, and a broadly estimated residential customer impact.

## 2. THE PROCESS

### Methodology of Analysis

The City's revenue requirement analysis is based on an adjusted FY2021 budget for each utility. Projected expenses were reviewed and adjusted as necessary to include any known updates to expenses and net operating margins and offsets for other revenues. Net operating margins may be required to satisfy lender covenants or simply to address risks associated with actual sales and expenses differing from projections. Additionally, the utility may wish to build equity in anticipation of large capital additions that will be funded in the near future.

### Terms

Certain terms are used in this report that may not be familiar to those not closely associated with utility ratemaking. These terms are described below.

**Revenue Requirements.** The total amount of revenues that must be collected from rates. This includes not only expenses but also margins (net revenues) that are required for capital expenditures and the inherent uncertainty in projecting both sales and expenses. Revenue requirements may also include certain cash items that are not considered "expenses" by accounting standards.

**Income Basis.** Revenue requirements based on the traditional accounting classification of expenses. Depreciation (a non-cash item) is included but principal on debt service is not.

**Cash Basis.** Revenue requirements that does not include depreciation but includes principal on debt.

**Debt Service Coverage Ratio (DSC).** The amount of net cash recovered from operations prior to debt service divided by debt service.

$$\text{DSC} = (\text{Net Income before debt service or depreciation}) / (\text{Debt Service})$$

**Depreciation Expense.** Utilities often require millions of dollars of plant investment to bring reliable service to customers. Depreciation expense therefore typically comprises a significant portion of the cost of utility service to a customer. The goal of depreciation is to match the cost of the asset to the time period the asset is in service, thereby the cost is fairly recovered from the customers benefited by the asset.



### **Next Steps: Cost of Service Study**

After determining the revenue requirement to be recovered for each utility, the next step is to perform a cost of service study to determine how the revenue requirement should be recovered from each customer class.

Utility management may ask why not simply set rates the same for each rate class? Why go through the process of a cost-of-service analysis? The short answer is fairness to all ratepayers.

Take, for example, a utility that has numerous small customers and one large customer that operates for only a short period of time each year. Assume further that the large customer's load is great enough to require the utility to add several additional generating units. A single rate for all customer classes may result in other rate classes paying for the additional generation since the large customer operates for only limited times. A cost-of-service analysis, however, would properly allocate the additional generation costs to that customer and allow for its rates to be set to recover those additional costs.

The goal of a cost-of-service analysis and subsequent rate design is to allocate a utility's revenue requirements to each rate class such that the "cost causer" is the "cost payer." Since the City's rates differ by customer class, there is recognition that each class affects the system differently. The question is, however, whether these rates are set close to each class' allocated cost of service. Further, it must be determined how to appropriately collect costs from customers through flat customer charges and usage charges (i.e. metered costs).

The cost of service study analysis will be provided in a subsequent report.

### 3. ELECTRIC UTILITY

#### Overview

Based on the FY2021 budgeted customer revenues and the developed revenue requirement, the electric utility will have a \$2.5 million deficit, which would require a 34.7% overall rate increase to be self-sustainable. This includes the recovery of a \$300,000 margin. The FY2021 budget includes a transfer-in of \$3.7 million from the CoU General Fund, which would resolve the deficit. However, the continued use of significant General Funds for electric operations may not be sustainable.

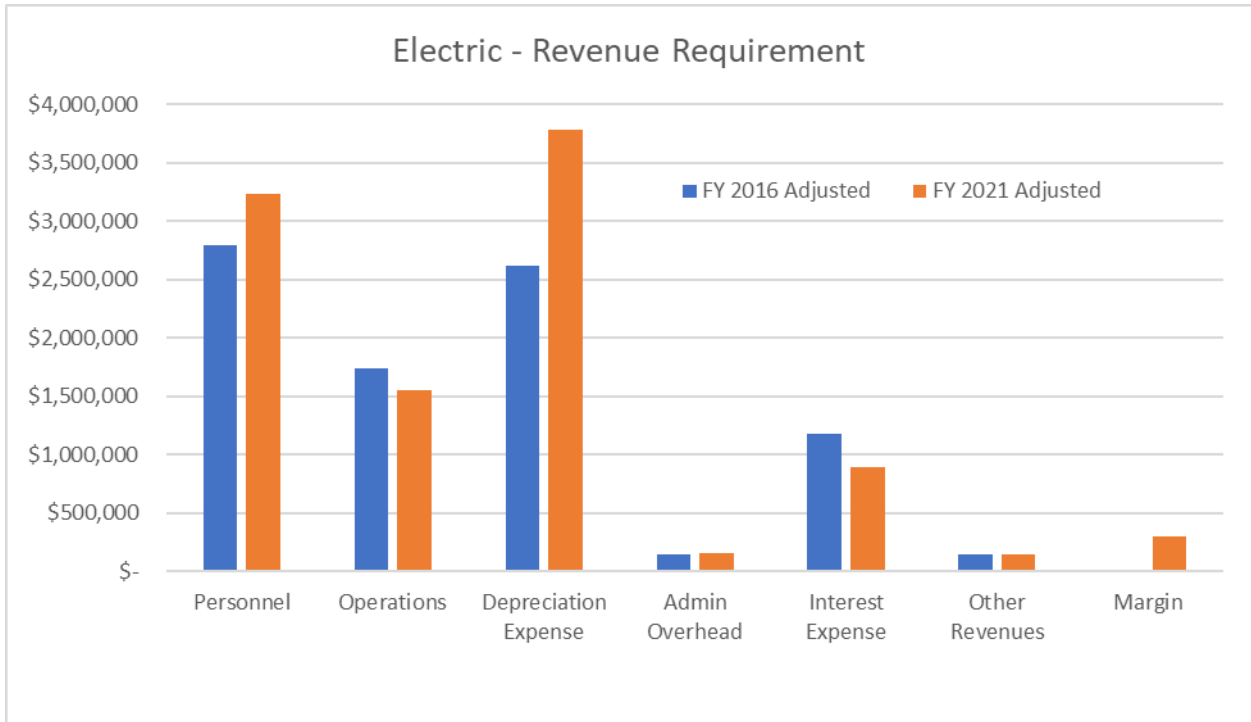
	<b>Electric</b>
Budgeted Customer Revenues:	\$ 7,248,373
Full Revenue Requirement:	<u>9,762,823</u>
Surplus/(Deficit):	\$ (2,514,450)
Revenue Increase/(Decrease) Required:	34.7%

#### Revenue Requirement: How Have Costs Changed?

The table and graph below show the development major cost categories of the revenue requirement using traditional methods compared with the last rate study based on FY2016. This provides a big-picture perspective of why costs have increased since the last study.

<b>Revenue Requirement</b>	<b>FY 2016 Adjusted</b>	<b>FY 2021 Adjusted</b>	<b>% Change</b>
Personnel	\$ 2,791,127	\$ 3,233,287	15.8%
Operations	1,734,443	1,551,234	-10.6%
Depreciation Expense	2,622,104	3,779,145	44.1%
Admin Overhead	143,923	157,116	9.2%
Interest Expense	1,179,243	886,525	-24.8%
Other Revenues	143,113	144,484	1.0%
Margin	<u>-</u>	<u>300,000</u>	N/A
<b>Total Revenue Requirement</b>	<b>\$ 8,327,727</b>	<b>\$ 9,762,823</b>	<b>17.2%</b>

Section 3 – Electric Utility

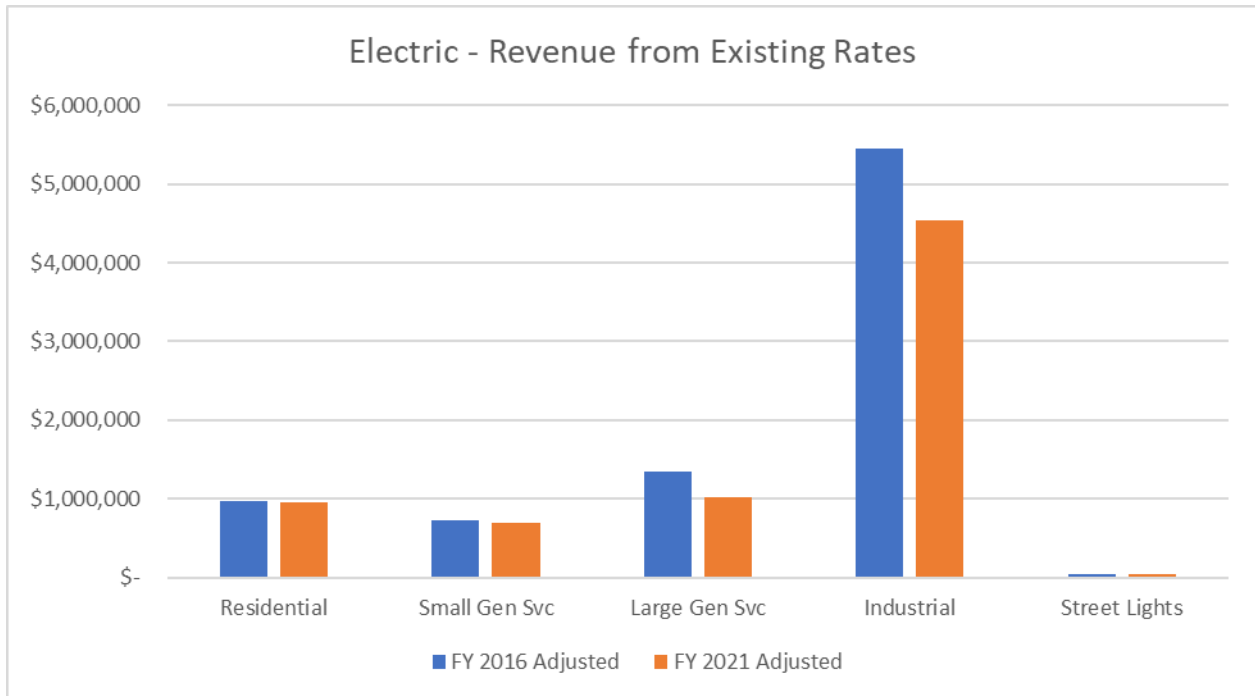


**Projected Revenues: How Has Customer Behavior Changed?**

The table and graph below show the change in revenues projected for FY2021 compared with the last rate study based on FY2016. These revenues are based on rates in effect at the times of the studies.

<b>Revenues</b>	<b>FY 2016 Adjusted</b>	<b>FY 2021 Adjusted</b>	<b>% Change</b>
Residential	\$ 970,415	\$ 955,606	-1.5%
Small Gen Svc	719,350	696,808	-3.1%
Large Gen Svc	1,350,142	1,015,800	-24.8%
Industrial	5,446,676	4,540,507	-16.6%
Street Lights	33,545	39,652	18.2%
<b>Total Revenue</b>	<b>\$ 8,520,128</b>	<b>\$ 7,248,373</b>	<b>-14.9%</b>

Section 3 – Electric Utility



**Cash Flow Analysis: Income Required to Run the Utility**

Another way of looking at the sufficiency of revenues is to consider cash flow. This is not typically used as the basis of developing cost-based rates. It leaves out non-cash expenses, such as depreciation, that are designed to allow the utility to recover the investment in plant over the lifetime of the assets. Instead, principal payment schedules are used in lieu of depreciation expense.

The table and graph below show a FY2021 to FY2025 projected cash flow for the utility that includes the cash-based revenue requirement expenses (no depreciation, interest, or margins) plus the projected principal and interest payments, plus projected Capital Major and Maintenance Plan (CMMP) expenditures.

Three scenarios are included for comparison:

1. Projected revenues based on current rates and consumption
2. Revenues required to meet a DSC of 1.25
3. Full revenue requirement

The graph shows the cash requirements compared to the current revenue projections (without General Fund infusions) and full revenue requirement.

Section 3 – Electric Utility

**Cash Flow Analysis: Electric**

	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
Revenue Requirement (No Depr, Intrst, Margins)	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153
Principal	1,430,000	1,450,000	1,485,000	1,520,000	1,430,000
Interest	<u>886,525</u>	<u>866,719</u>	<u>830,369</u>	<u>791,513</u>	<u>735,700</u>
Cash Flow Required	\$ 7,113,678	\$ 7,113,872	\$ 7,112,522	\$ 7,108,666	\$ 6,962,853
CMMP Expenditures (Projected)	2,117,338	4,529,938	1,490,662	3,310,000	500,000

**Scenario 1: Revenues from Current Rates**

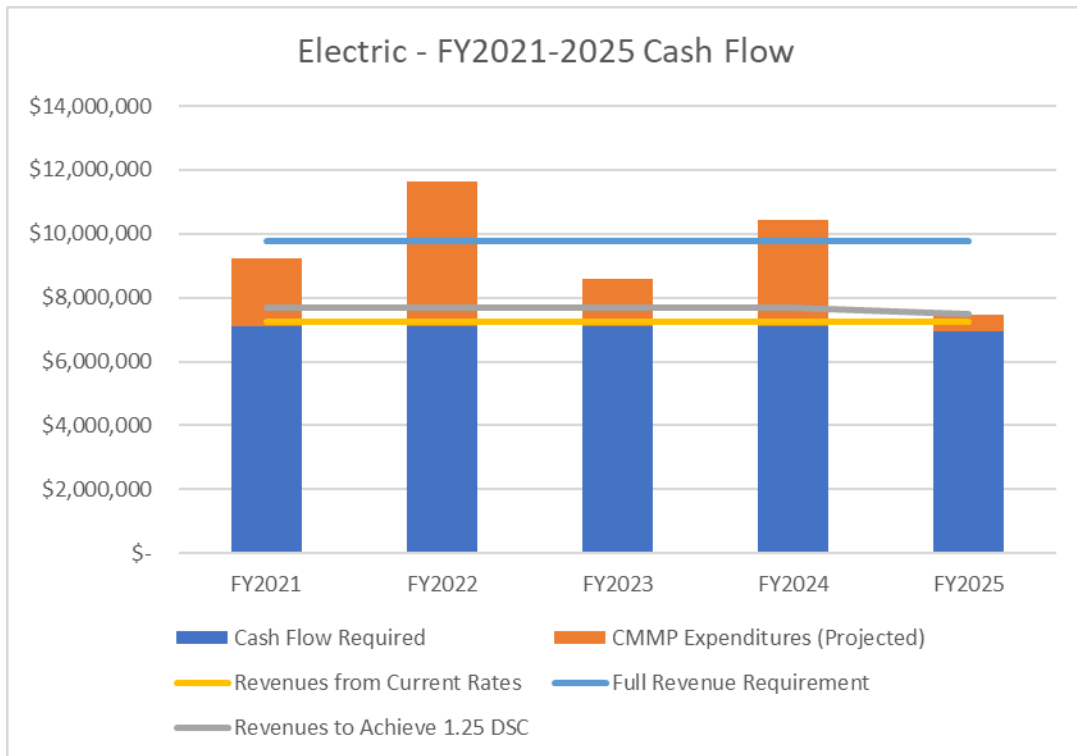
Revenues from Current Rates	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373
Debt Service Coverage (DSC) Ratio	1.06	1.06	1.06	1.06	1.13
Rate Increase (%) Required	0%	0%	0%	0%	0%

**Scenario 2: Revenues to Achieve 1.25 DSC**

Revenues to Achieve 1.25 DSC	\$ 7,692,809	\$ 7,693,051	\$ 7,691,364	\$ 7,686,544	\$ 7,504,278
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	6.1%	6.1%	6.1%	6.0%	3.5%

**Scenario 3: Full Revenue Requirement**

Full Revenue Requirement	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823
DSC at Full Revenue Requirement	2.14	2.14	2.14	2.15	2.29
Rate Increase (%) to meet Full Revenue Req	34.7%	34.7%	34.7%	34.7%	34.7%



### Residential Customer Impact

When considering the impact of changes to a utility’s revenue requirement, it is helpful to understand the potential impact to an average residential customer. The table below provides a broad estimate of the change in a monthly bill for a residential electric customer that uses 500 kWh of electricity. There are some important caveats to this estimate:

- It only applies an across-the-board increase to rates. It does not consider whether residential, commercial, or industrial customers should bear a higher portion of a rate increase or how rates should be structured. Those issues will be addressed in the cost of service study.
- It does not include any pass-through fuel costs (i.e. the Fuel Cost Adjustment).
- It does not include any Power Cost Equalization subsidy, which is used to reduce residential electric rates.

#### Avg Residential Energy Bill - No Fuel Cost or PCE

	<u>Current Rate</u>	<u>Meet 1.25 DSC</u>	<u>Full Revenue Requirement</u>
Customer Charge	\$ 8.00	\$ 8.49	\$ 10.78
Energy Charge (\$/kWh)	\$ 0.23395	\$ 0.24829	\$ 0.31511
Energy Use (kWh)	500	500	500
Monthly Cost:	\$ 124.98	\$ 132.64	\$ 168.33
Monthly Increase:		\$ 7.66	\$ 43.35



## 4. WATER UTILITY

### Overview

Based on the FY2021 budgeted customer revenues and the developed revenue requirement, the water utility will have a \$914 thousand deficit, which would require a 34.9% overall rate increase to be self-

	<b>Water</b>
Budgeted Customer Revenues:	\$ 2,616,686
Full Revenue Requirement:	<u>3,530,573</u>
Surplus/(Deficit):	\$ (913,887)
Revenue Increase/(Decrease) Required:	34.9%

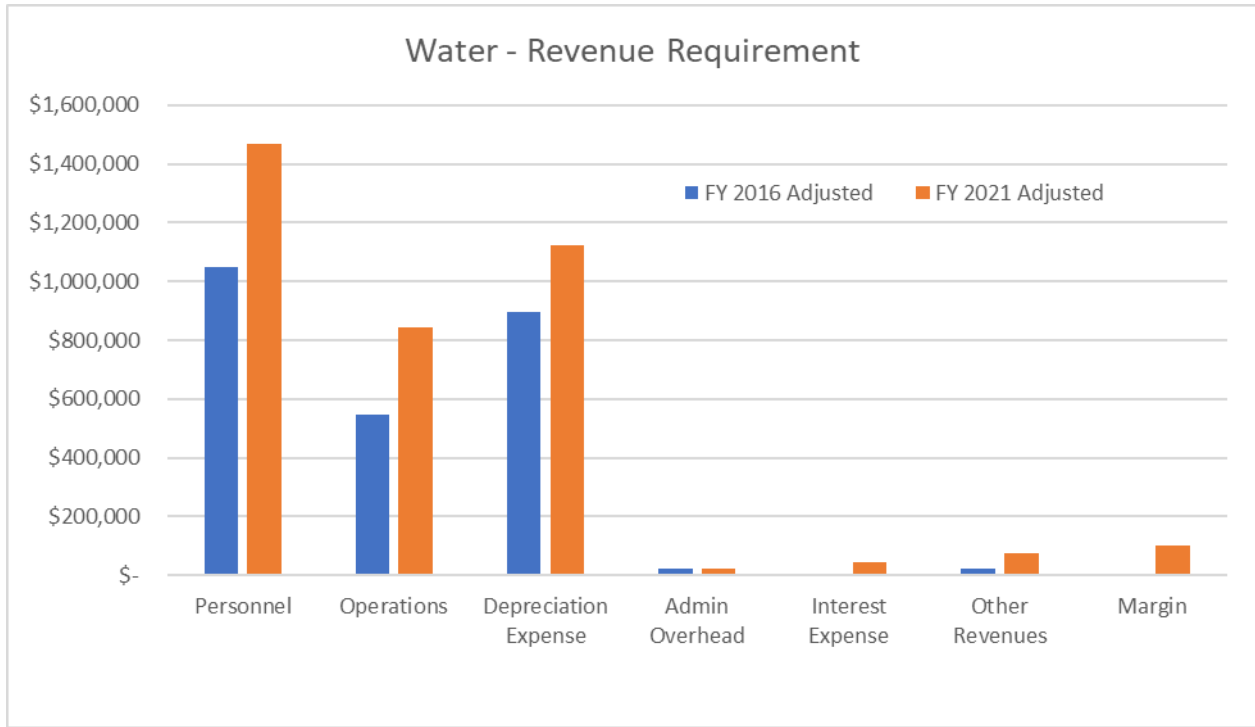
sustainable. This includes the recovery of a \$100,000 margin. The FY2021 budget includes a transfer-in of \$995 thousand from the CoU General Fund, which would resolve the deficit. However, the continued use of significant General Funds for water operations may not be sustainable.

### Revenue Requirement: How Have Costs Changed?

The table and graph below show the development major cost categories of the revenue requirement using traditional methods compared with the last rate study based on FY2016. This provides a big-picture perspective of why costs have increased since the last study.

<b>Revenue Requirement</b>	<b>FY 2016</b>	<b>FY 2021</b>	<b>% Change</b>
	<b>Adjusted</b>	<b>Adjusted</b>	
Personnel	\$ 1,047,333	\$ 1,466,729	40.0%
Operations	546,679	844,333	54.4%
Depreciation Expense	897,846	1,124,222	25.2%
Admin Overhead	20,517	22,212	8.3%
Interest Expense	-	46,401	N/A
Other Revenues	22,967	73,324	219.3%
Margin	-	<u>100,000</u>	0.0%
<b>Total Revenue Requirement</b>	<b>\$ 2,489,408</b>	<b>\$ 3,530,573</b>	<b>41.8%</b>

Section 4 – Water Utility

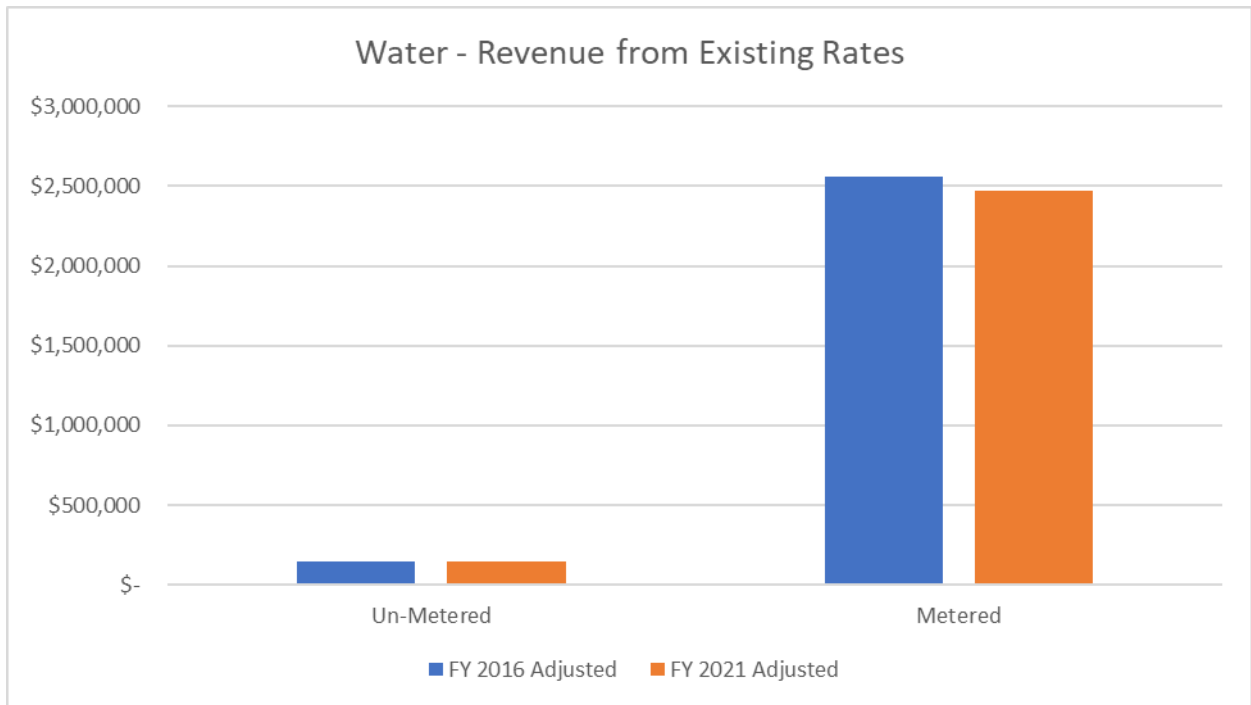


**Projected Revenues: How Has Customer Behavior Changed?**

The table and graph below show the change in revenues projected for FY2021 compared with the last rate study based on FY2016. These revenues are based on rates in effect at the times of the studies.

Revenues	FY 2016	FY 2021	% Change
	Adjusted	Adjusted	
Un-Metered	\$ 142,680	\$ 147,521	3.4%
Metered	<u>2,556,360</u>	<u>2,469,165</u>	-3.4%
<b>Total Revenue</b>	<b>\$ 2,699,040</b>	<b>\$ 2,616,686</b>	<b>-3.1%</b>

Section 4 – Water Utility



**Cash Flow Analysis: Income Required to Run the Utility**

Another way of looking at the sufficiency of revenues is to consider cash flow. This is not typically used as the basis of developing cost-based rates. It leaves out non-cash expenses, such as depreciation, that are designed to allow the utility to recover the investment in plant over the lifetime of the assets. Instead, principal payment schedules are used in lieu of depreciation expense.

The table and graph below show a FY2021 to FY2025 projected cash flow for the utility that includes the cash-based revenue requirement expenses (no depreciation, interest, or margins) plus the projected principal and interest payments, plus projected CMMP expenditures.

Three scenarios are included for comparison:

1. Projected revenues based on current rates and consumption
2. Revenues required to meet a DSC of 1.25
3. Full revenue requirement

The graph shows the cash requirements compared to the current revenue projections (without General Fund infusions) and full revenue requirement.

Section 4 – Water Utility

**Cash Flow Analysis: Water**

	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
Revenue Requirement (no Depr & Interest)	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950
Principal	181,963	181,963	181,963	181,963	181,963
Interest	<u>43,671</u>	<u>40,942</u>	<u>38,212</u>	<u>35,483</u>	<u>32,753</u>
Cash Flow Required	2,485,584	2,482,855	2,480,125	2,477,396	2,474,666
CMMP Expenditures	145,000	1,934,500	1,843,750	7,906,193	-

**Scenario 1: Revenues from Current Rates**

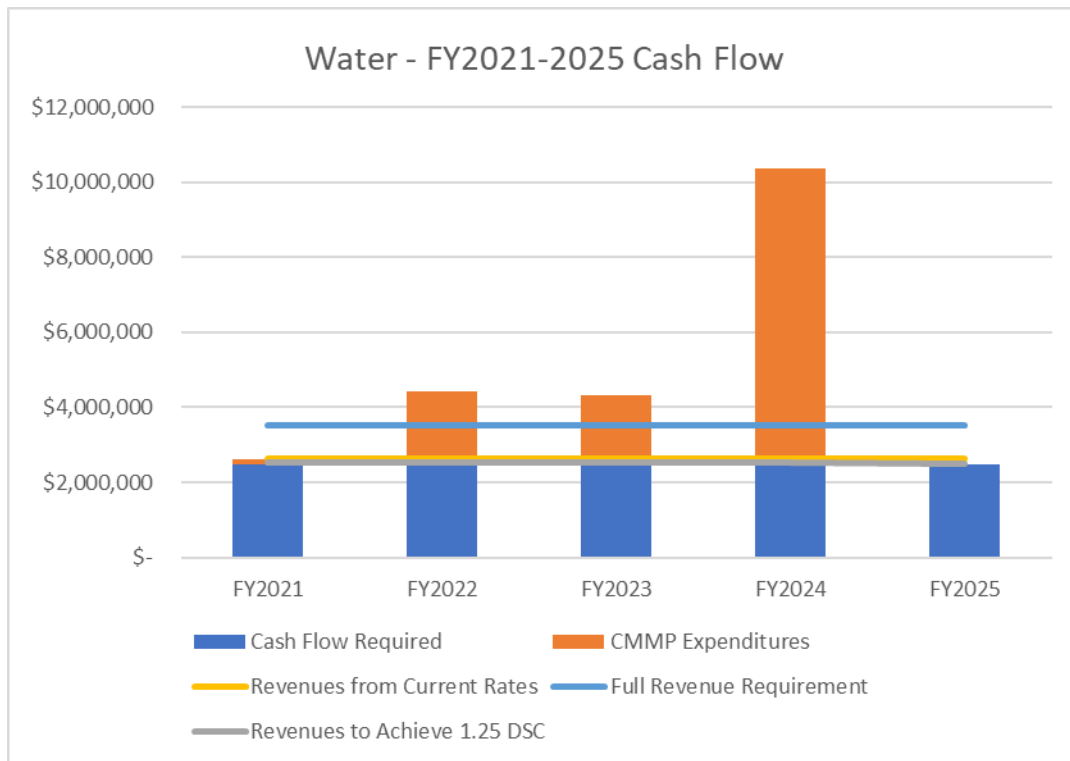
Revenues from Current Rates	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686
Debt Service Coverage (DSC) Ratio	1.58	1.60	1.62	1.64	1.66
Rate Increase (%) Required	0%	0%	0%	0%	0%

**Scenario 2: Revenues to Achieve 1.25 DSC**

Revenues to Achieve 1.25 DSC	\$ 2,541,992	\$ 2,538,581	\$ 2,535,169	\$ 2,531,757	\$ 2,528,345
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	-2.9%	-3.0%	-3.1%	-3.2%	-3.4%

**Scenario 3: Full Revenue Requirement**

Full Revenue Requirement	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573
DSC at Full Revenue Requirement	5.63	5.70	5.77	5.84	5.92
Rate Increase (%) to meet Full Revenue Req	34.9%	34.9%	34.9%	34.9%	34.9%



### Residential Customer Impact

When considering the impact of changes to a utility’s revenue requirement, it is helpful to understand the potential impact to an average residential customer. The table below provides a broad estimate of the change in a monthly bill for a residential water customer. There are some important caveats to this estimate:

- It only applies an across-the-board increase to rates. It does not consider whether unmetered (residential) or metered customers should bear a higher portion of a rate increase or how rates should be structured. Those issues will be addressed in the cost of service study.

#### Average Residential Water Bill

	<u>Current Rate</u>	<u>Meet 1.25 DSC</u>	<u>Full Revenue Requirement</u>
Unmetered (Single Family)	\$ 35.59	\$ 34.57	\$ 48.02
Monthly Change:		\$ (1.02)	\$ 12.43

# 5. WASTEWATER UTILITY

## Overview

Based on the FY2021 budgeted customer revenues and the developed revenue requirement, the wastewater utility will have a \$1.9 million deficit, which would require a 75.0% overall rate increase to be self-

	<b>Wastewater</b>
Budgeted Customer Revenues:	\$ 2,468,212
Full Revenue Requirement:	<u>4,319,505</u>
Surplus/(Deficit):	\$ (1,851,293)
Revenue Increase/(Decrease) Required:	75.0%

sustainable. This includes the recovery of a \$100,000 margin. The FY2021 budget includes a transfer-in of \$1.0 million from the CoU Special Revenue Fund and a transfer-in of \$1.1 million from the CoU General Fund, which would resolve the deficit. However, the continued use of significant Special Revenue and General Funds for wastewater operations may not be sustainable.

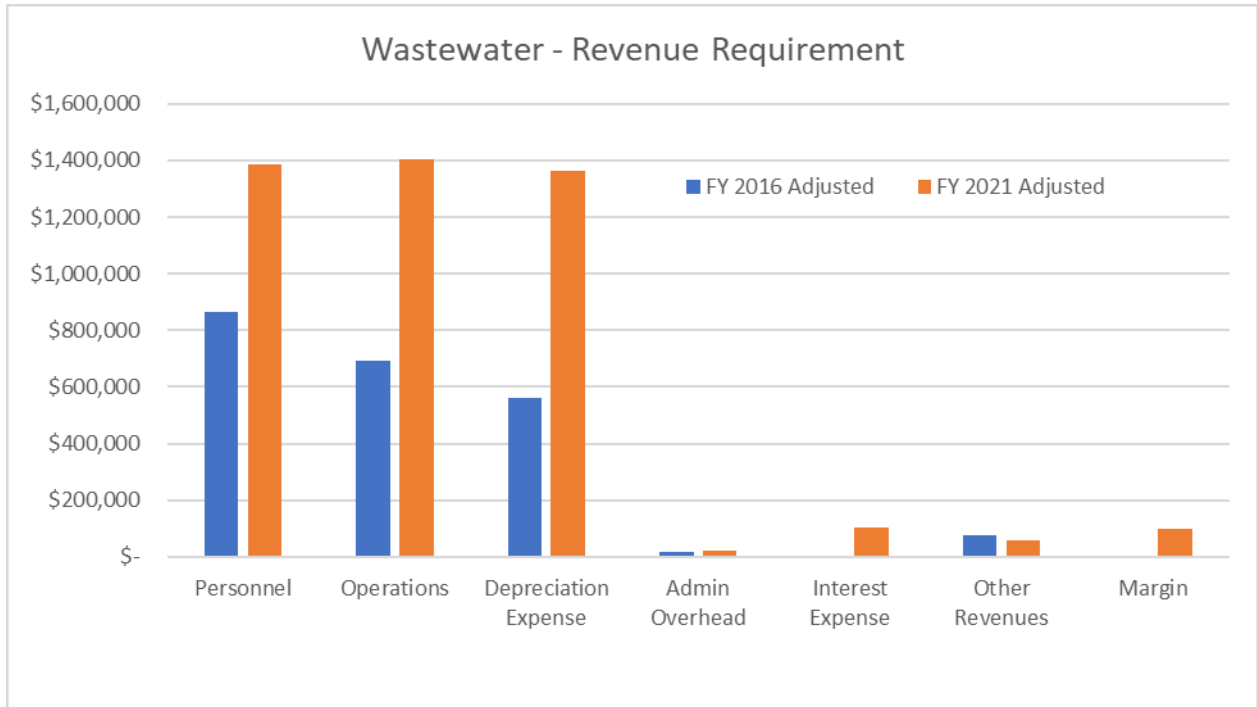
## Revenue Requirement: How Have Costs Changed?

The table and graph below show the development major cost categories of the revenue requirement using traditional methods compared with the last rate study based on FY2016. This provides a big-picture perspective of why costs have increased since the last study.

Revenue Requirement	FY 2016	FY 2021	% Change
	Adjusted	Adjusted	
Personnel	\$ 866,504	\$ 1,387,948	60.2%
Operations	694,690	1,403,685	102.1%
Depreciation Expense	559,527	1,361,872	143.4%
Admin Overhead	16,379	21,852	33.4%
Interest Expense	2,676	102,799	N/A
Other Revenues	78,374	58,651	-25.2%
Margin	<u>-</u>	<u>100,000</u>	0.0%
<b>Total Revenue Requirement</b>	<b>\$ 2,061,402</b>	<b>\$ 4,319,505</b>	<b>109.5%</b>



Section 5 – Wastewater Utility

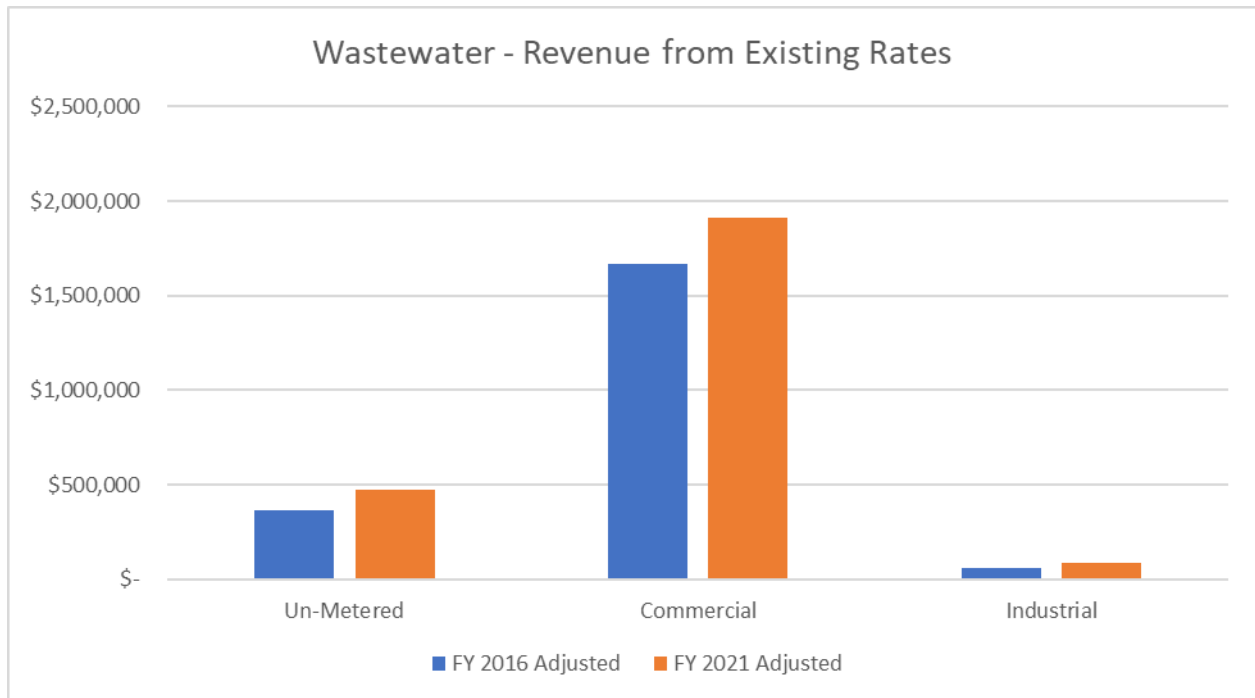


**Projected Revenues: How Has Customer Behavior Changed?**

The table and graph below show the change in revenues projected for FY2021 compared with the last rate study based on FY2016. These revenues are based on rates in effect at the times of the studies.

<b>Revenues</b>	<b>FY 2016 Adjusted</b>	<b>FY 2021 Adjusted</b>	<b>% Change</b>
Un-Metered	\$ 363,596	\$ 470,187	29.3%
Commercial	1,670,636	1,909,490	14.3%
Industrial	60,003	88,536	47.6%
<b>Total Revenue</b>	<b>\$ 2,094,235</b>	<b>\$ 2,468,212</b>	<b>17.9%</b>

## Section 5 – Wastewater Utility



### Cash Flow Analysis: Income Required to Run the Utility

Another way of looking at the sufficiency of revenues is to consider cash flow. This is not typically used as the basis of developing cost-based rates. It leaves out non-cash expenses, such as depreciation, that are designed to allow the utility to recover the investment in plant over the lifetime of the assets. Instead, principal payment schedules are used in lieu of depreciation expense.

The table and graph below show a FY2021 to FY2025 projected cash flow for the utility that includes the cash-based revenue requirement expenses (no depreciation, interest, or margins) plus the projected principal and interest payments, plus projected CMMP expenditures.

Three scenarios are included for comparison:

1. Projected revenues based on current rates and consumption
2. Revenues required to meet a DSC of 1.25
3. Full revenue requirement

The graph shows the cash requirements compared to the current revenue projections (without Special Revenue or General Fund infusions) and full revenue requirement.

Section 5 – Wastewater Utility

**Cash Flow Analysis: Wastewater**

	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
Revenue Requirement (no Depr & Interest)	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834
Principal	428,330	428,330	428,330	428,330	428,330
Interest	96,374	89,949	83,524	77,099	70,674
Cash Flow Required	3,279,538	3,273,113	3,266,688	3,260,263	3,253,838
CMMP Expenditures	430,000	-	-	-	-

**Scenario 1: Revenues from Current Rates**

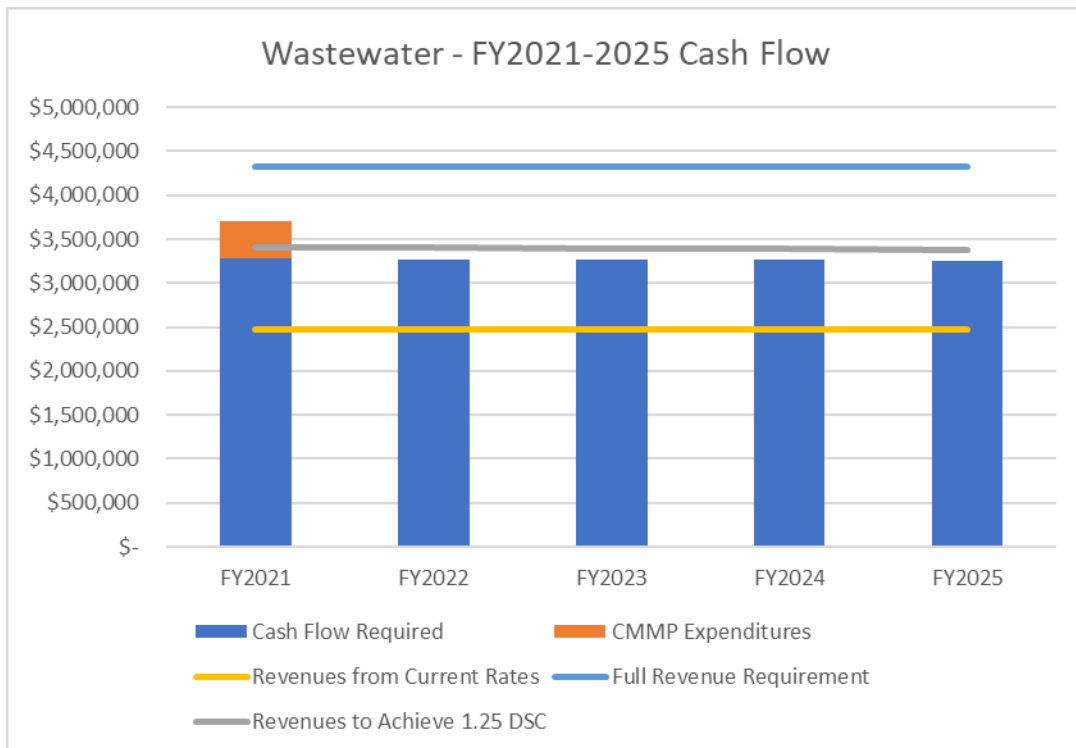
Revenues from Current Rates	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212
Debt Service Coverage (DSC) Ratio	-0.55	-0.55	-0.56	-0.57	-0.57
Rate Increase (%) Required	0%	0%	0%	0%	0%

**Scenario 2: Revenues to Achieve 1.25 DSC**

Revenues to Achieve 1.25 DSC	\$ 3,410,714	\$ 3,402,683	\$ 3,394,652	\$ 3,386,621	\$ 3,378,590
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	38.2%	37.9%	37.5%	37.2%	36.9%

**Scenario 3: Full Revenue Requirement**

Full Revenue Requirement	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505
DSC at Full Revenue Requirement	2.98	3.02	3.06	3.10	3.14
Rate Increase (%) to meet Full Revenue Req	75.0%	75.0%	75.0%	75.0%	75.0%



### Residential Customer Impact

When considering the impact of changes to a utility’s revenue requirement, it is helpful to understand the potential impact to an average residential customer. The table below provides a broad estimate of the change in a monthly bill for a residential wastewater customer. There are some important caveats to this estimate:

- It only applies an across-the-board increase to rates. It does not consider whether residential, commercial, or industrial customers should bear a higher portion of a rate increase or how rates should be structured. Those issues will be addressed in the cost of service study.

#### Average Residential Wastewater Bill

	Current Rate	Meet 1.25 DSC	Full Revenue Requirement
Single Family Residential	\$ 114.04	\$ 157.59	\$ 199.58
Monthly Change:		\$ 43.55	\$ 85.54

## 6. SOLID WASTE UTILITY

### Overview

Based on the FY2021 budgeted customer revenues and the developed revenue requirement, the solid waste utility will have a \$1.5 million deficit, which would require a 60.1% overall rate increase to be self-

	<b>Solid Waste</b>
Budgeted Customer Revenues:	\$ 2,562,531
Full Revenue Requirement:	<u>4,102,820</u>
Surplus/(Deficit):	\$ (1,540,289)
Revenue Increase/(Decrease) Required:	60.1%

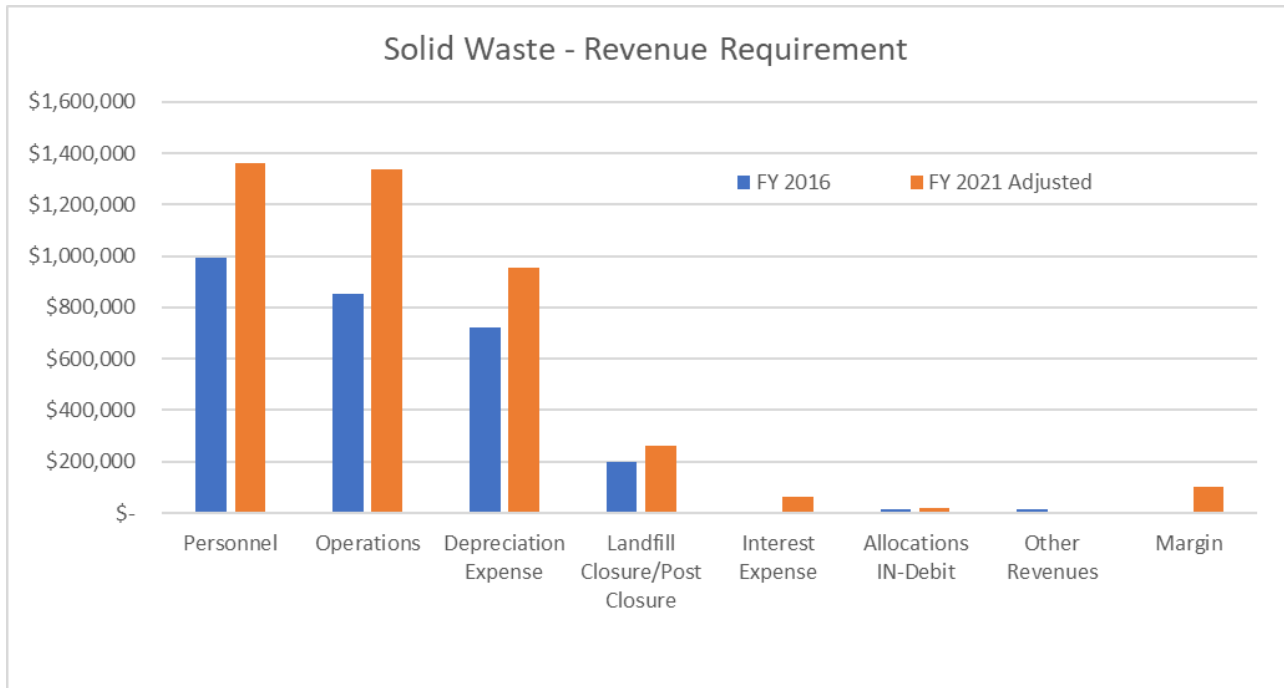
sustainable. This includes the recovery of a \$100,000 margin. The FY2021 budget includes a transfer-in of \$1.5 million from the CoU General Fund, which would resolve the deficit. However, the continued use of significant General Funds for solid waste operations may not be sustainable.

### Revenue Requirement: How Have Costs Changed?

The table and graph below show the development major cost categories of the revenue requirement using traditional methods compared with the last rate review based on FY2016. This provides a big-picture perspective of why costs have increased since the last study.

<b>Revenue Requirement</b>	<b>FY 2016</b>	<b>FY 2021</b>	
		<b>Adjusted</b>	<b>% Change</b>
Personnel	\$ 993,098	\$ 1,363,237	37.3%
Operations	850,540	1,339,115	57.4%
Depreciation Expense	720,907	955,996	32.6%
Landfill Closure/Post Closure	198,072	262,000	32.3%
Interest Expense	-	61,016	N/A
Allocations IN-Debit	13,822	21,456	55.2%
Other Revenues	16,692	-	N/A
Margin	<u>-</u>	<u>100,000</u>	N/A
<b>Total Revenue Requirement</b>	<b>\$ 2,759,747</b>	<b>\$ 4,102,820</b>	<b>48.7%</b>

Section 6 – Solid Waste Utility



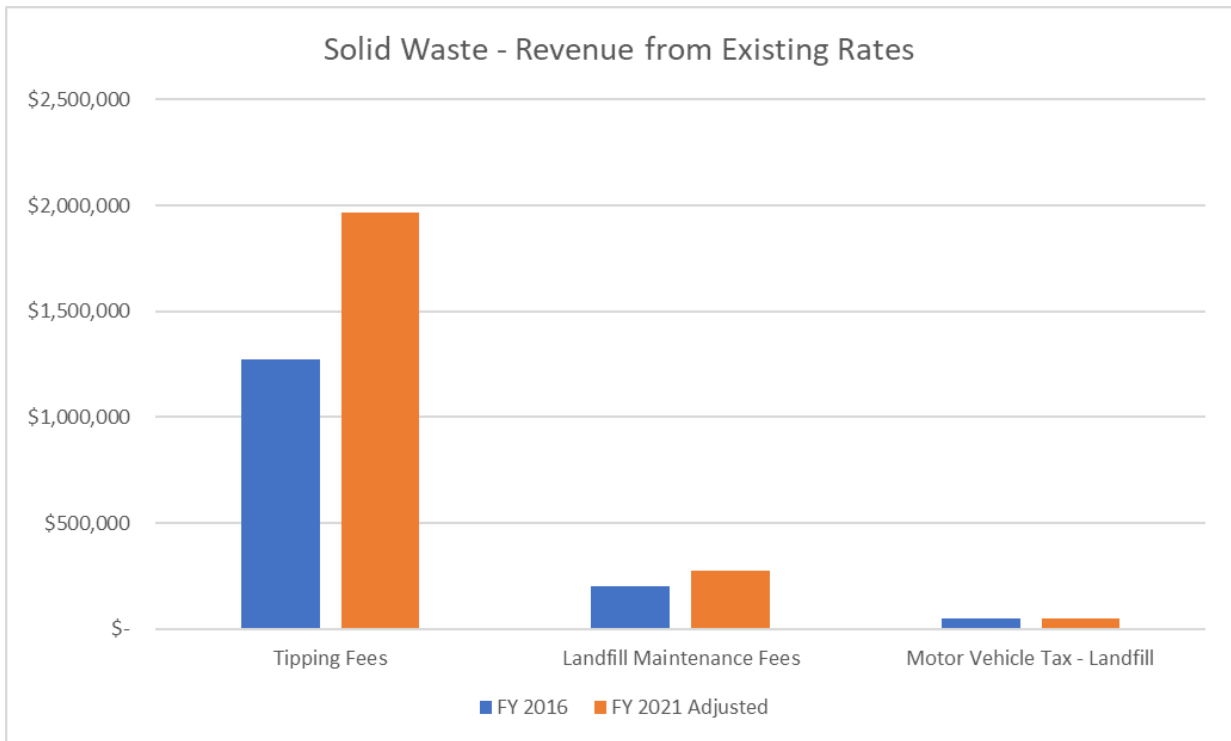
**Projected Revenues: How Has Customer Behavior Changed?**

The table and graph below show the change in revenues projected for FY2021 compared with the last rate review based on FY2016. These revenues are based on rates in effect at the times of the studies.

Revenues	FY 2016	FY 2021	% Change
		Adjusted	
Tipping Fees	\$ 1,270,620	\$ 1,966,240	54.7%
Landfill Maintenance Fees	202,104	273,770	35.5%
Motor Vehicle Tax - Landfill	50,000	50,000	0.0%
Other Fees and Transfers	291,257	272,521	-6.4%
<b>Total Revenue</b>	<b>\$ 1,813,981</b>	<b>\$ 2,562,531</b>	<b>41.3%</b>



Section 6 – Solid Waste Utility



**Cash Flow Analysis: Income Required to Run the Utility**

Another way of looking at the sufficiency of revenues is to consider cash flow. This is not typically used as the basis of developing cost-based rates. It leaves out non-cash expenses, such as depreciation, that are designed to allow the utility to recover the investment in plant over the lifetime of the assets. Instead, principal payment schedules are used in lieu of depreciation expense.

The table and graph below show a FY2021 to FY2025 projected cash flow for the utility that includes the cash-based revenue requirement expenses (no depreciation, interest, or margins) plus the projected principal and interest payments, plus projected CMMP expenditures.

Three scenarios are included for comparison:

1. Projected revenues based on current rates and consumption
2. Revenues required to meet a DSC of 1.25
3. Full revenue requirement

The graph shows the cash requirements compared to the current revenue projections (General Fund infusions) and full revenue requirement.

Section 6 – Solid Waste Utility

**Cash Flow Analysis: Solid Waste**

	FY2021	FY2022	FY2023	FY2024	FY2025
Revenue Requirement (no Depr & Interest)	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808
Principal	254,232	254,232	254,232	254,232	254,232
Interest	57,202	53,389	49,575	45,762	41,948
Cash Flow Required	3,297,242	3,293,428	3,289,615	3,285,801	3,281,988
CMMP Expenditures	100,000	1,171,100	400,000	80,000	7,620,000

**Scenario 1: Revenues from Current Rates**

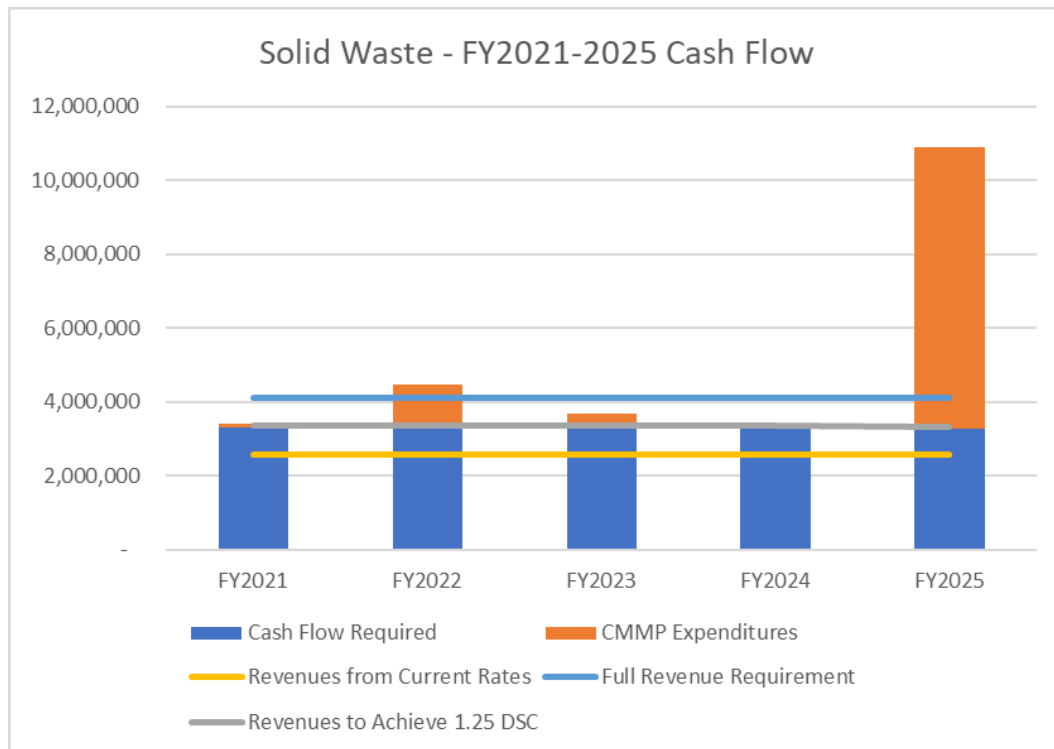
Revenues from Current Rates	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531
Debt Service Coverage (DSC) Ratio	-1.36	-1.38	-1.39	-1.41	-1.43
Rate Increase (%) Required	0%	0%	0%	0%	0%

**Scenario 2: Revenues to Achieve 1.25 DSC**

Revenues to Achieve 1.25 DSC	\$ 3,375,100	\$ 3,370,333	\$ 3,365,566	\$ 3,360,799	\$ 3,356,033
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	31.7%	31.5%	31.3%	31.2%	31.0%

**Scenario 3: Full Revenue Requirement**

Full Revenue Requirement	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820
DSC at Full Revenue Requirement	3.59	3.63	3.68	3.72	3.77
Rate Increase (%) to meet Full Revenue Req	60.1%	60.1%	60.1%	60.1%	60.1%



### Customer Impact

When considering the impact of changes to a utility’s revenue requirement, it is helpful to understand the potential impact to an average customer. The table below provides a broad estimate of the change in a sampling of fees. There are some important caveats to this estimate:

- It only applies an across-the-board increase to rates. It does not consider whether certain services should bear a higher portion of a rate increase or how rates should be structured. Those issues will be addressed in the cost of service study.

### Solid Waste Fees

	<b>Current Rate</b>	<b>Meet 1.25 DSC</b>	<b>Full Revenue Requirement</b>
Landfill Maintenance Fee	\$ 27.97	\$ 36.84	\$ 44.78
General Refuse (\$/ton)	\$ 251.20	\$ 330.85	\$ 402.19
Batteries (\$/ton)	\$ 590.45	\$ 777.68	\$ 945.36
Scrap Metal (\$/ton)	\$ 1,073.54	\$ 1,413.96	\$ 1,718.82
Fish Waste (\$/ton)	\$ 536.77	\$ 706.98	\$ 859.41
Mud Gear (\$/ton)	\$ 365.00	\$ 480.74	\$ 584.39
Commercial Vehicles (\$/ton)	\$ 918.96	\$ 1,210.36	\$ 1,471.33
Trawl Nets (per cubic yard)	\$ 1,073.54	\$ 1,413.96	\$ 1,718.82
Nets Compact Fee (\$/ton)	\$ 300.00	\$ 395.13	\$ 480.32
Appliance with Refrigerant (\$ each)	\$ 107.35	\$ 141.39	\$ 171.88

# City of Unalaska

## Electric, Water, Wastewater & Solid Waste Revenue Requirement Overview

February 23, 2021

James Keen, CDP & Amber Miller, CPA - Aldrich Advisors + CPAs

## Our Scope of Work

- Rate Review for Electric, Water & Wastewater Utilities
- Phase 1: Determine the appropriate Revenue Requirement for each utility.
  - FY2021 Budget was used as the basis for the study
  - Results are provided in today's meeting (February 23<sup>rd</sup>)
- Phase 2: Develop cost-based rates for each utility and perform rate design
  - Electric & Water: Tentatively scheduled for March 9<sup>th</sup>
  - Wastewater & Solid Waste: Tentatively scheduled for April 13<sup>th</sup>

## Why do we Review Revenue Requirements & Rates?

- General reviews performed periodically since 2012. The last review was in 2016 and has been included for comparative purposes.
- Changes in costs can change the revenue requirement.
- Changes in consumption can change the sufficiency of rates.
- Changes in financing can change cash flow requirements.
- Changes in policies or the City's financial position can alter the way utility costs need to be covered.



## Revenue Requirement Concepts

- There are two different ways to look at this:
  1. Income Basis (a bottom-up approach)
    - Used in traditional ratemaking
    - Includes all operating expenses and:
      - Interest on debt
      - Depreciation (a non-cash expense)
  2. Cash Basis (a top-down approach)
    - Includes all operating expenses and:
      - Interest on debt
      - Principal payments (no depreciation)
    - Debt Service Coverage (DSC) may be used to define cash requirement

### Depreciation is useful to:

- Recover your capital costs over the life of the asset (cost-causer, cost-payer)
- Fund principal payments
- Pay for future additions

### Debt Service Coverage:

$$DSC = \frac{Net\ Income}{Debt\ Service}$$

**NOTE:** Net Income does not include principal & interest (debt service), or depreciation expense

## Overview of Results

	<b>Electric</b>	<b>Water</b>	<b>Wastewater</b>	<b>Solid Waste</b>
Budgeted Customer Revenues:	\$ 7,248,373	\$ 2,616,686	\$ 2,468,212	\$ 2,562,531
Full Revenue Requirement:	9,762,823	3,530,573	4,319,505	4,102,820
Surplus/(Deficit):	\$ (2,514,450)	\$ (913,887)	\$ (1,851,293)	\$ (1,540,289)
Revenue Increase/(Decrease) Required:	34.7%	34.9%	75.0%	60.1%

# Electric

## Overview

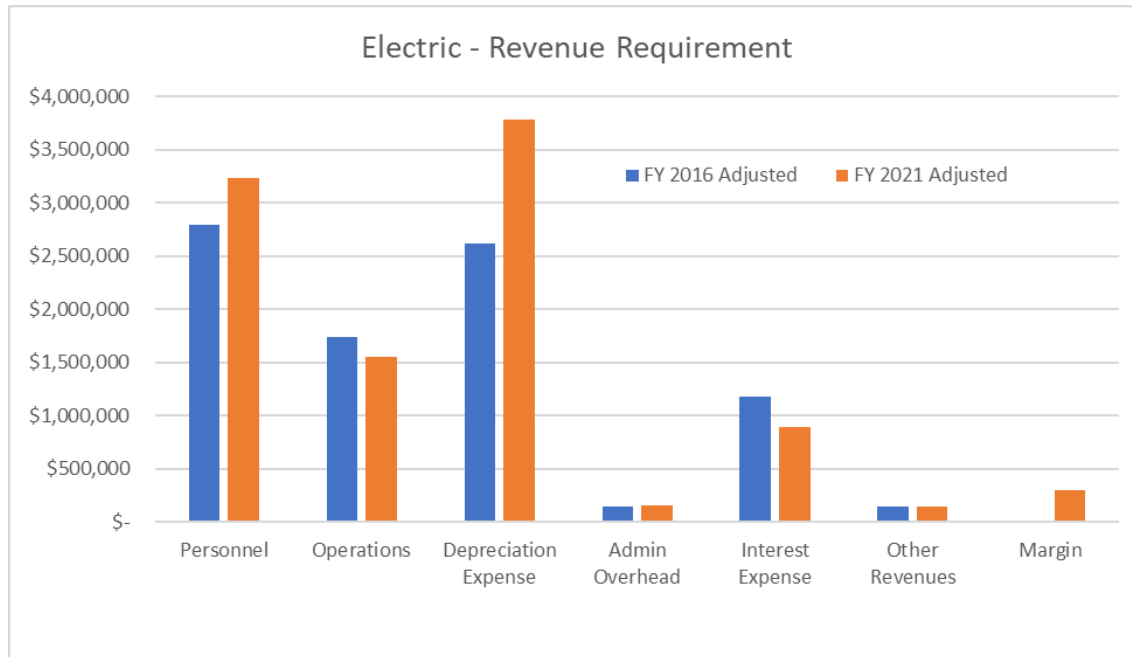
### Key Facts:

- Includes \$300,000 of margin
- FY2021 Budget includes a transfer-in of \$3.7 million from the General Fund

	<b>Electric</b>
Budgeted Customer Revenues:	\$ 7,248,373
Full Revenue Requirement:	<u>9,762,823</u>
Surplus/(Deficit):	\$ (2,514,450)
Revenue Increase/(Decrease) Required:	34.7%

# City of Unalaska Utility Revenue Requirement

## Electric Utility: How Have Costs Changed since 2016?

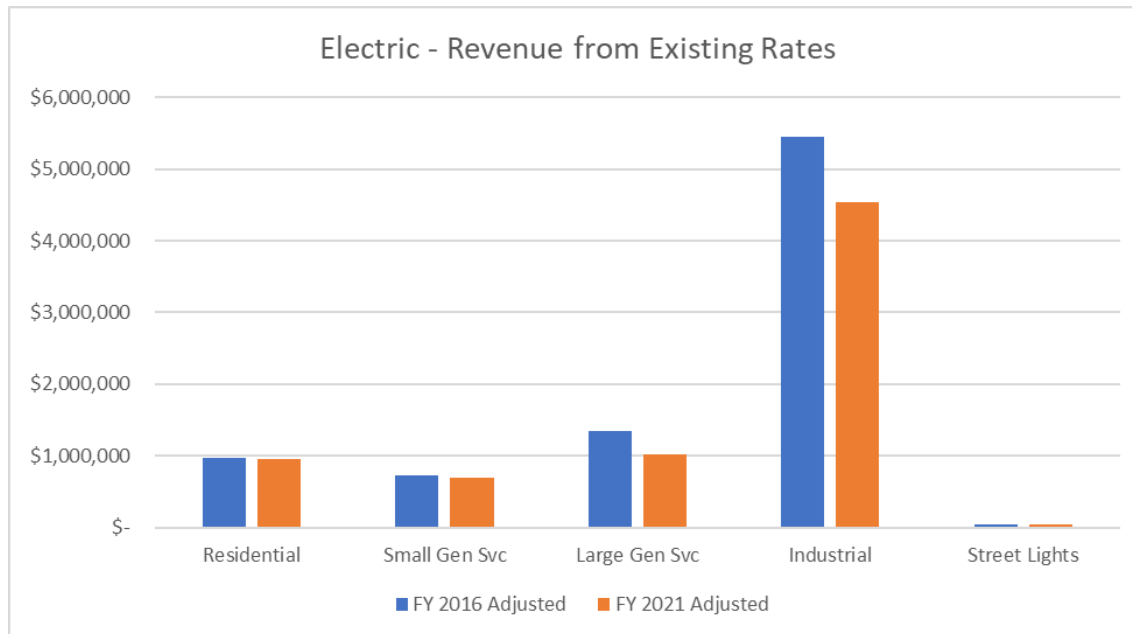


### Revenue Requirement

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Personnel	\$ 2,791,127	\$ 3,233,287	15.8%
Operations	1,734,443	1,551,234	-10.6%
Depreciation Expense	2,622,104	3,779,145	44.1%
Admin Overhead	143,923	157,116	9.2%
Interest Expense	1,179,243	886,525	-24.8%
Other Revenues	143,113	144,484	1.0%
Margin	-	300,000	N/A
<b>Total Revenue Requirement</b>	<b>\$ 8,327,727</b>	<b>\$ 9,762,823</b>	<b>17.2%</b>

# City of Unalaska Utility Revenue Requirement

# Electric Utility: How Has Customer Behavior Changed since 2016?



## Revenues

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Residential	\$ 970,415	\$ 955,606	-1.5%
Small Gen Svc	719,350	696,808	-3.1%
Large Gen Svc	1,350,142	1,015,800	-24.8%
Industrial	5,446,676	4,540,507	-16.6%
Street Lights	33,545	39,652	18.2%
<b>Total Revenue</b>	<b>\$ 8,520,128</b>	<b>\$ 7,248,373</b>	<b>-14.9%</b>

## Cash Flow Analysis: Electric

	FY2021	FY2022	FY2023	FY2024	FY2025
Revenue Requirement (No Depr, Intrst, Margins)	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153	\$ 4,797,153
Principal	1,430,000	1,450,000	1,485,000	1,520,000	1,430,000
Interest	<u>886,525</u>	<u>866,719</u>	<u>830,369</u>	<u>791,513</u>	<u>735,700</u>
Cash Flow Required	\$ 7,113,678	\$ 7,113,872	\$ 7,112,522	\$ 7,108,666	\$ 6,962,853
CMMP Expenditures (Projected)	2,117,338	4,529,938	1,490,662	3,310,000	500,000

### Scenario 1: Revenues from Current Rates

Revenues from Current Rates	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373	\$ 7,248,373
Debt Service Coverage (DSC) Ratio	1.06	1.06	1.06	1.06	1.13
Rate Increase (%) Required	0%	0%	0%	0%	0%

### Scenario 2: Revenues to Achieve 1.25 DSC

Revenues to Achieve 1.25 DSC	\$ 7,692,809	\$ 7,693,051	\$ 7,691,364	\$ 7,686,544	\$ 7,504,278
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	6.1%	6.1%	6.1%	6.0%	3.5%

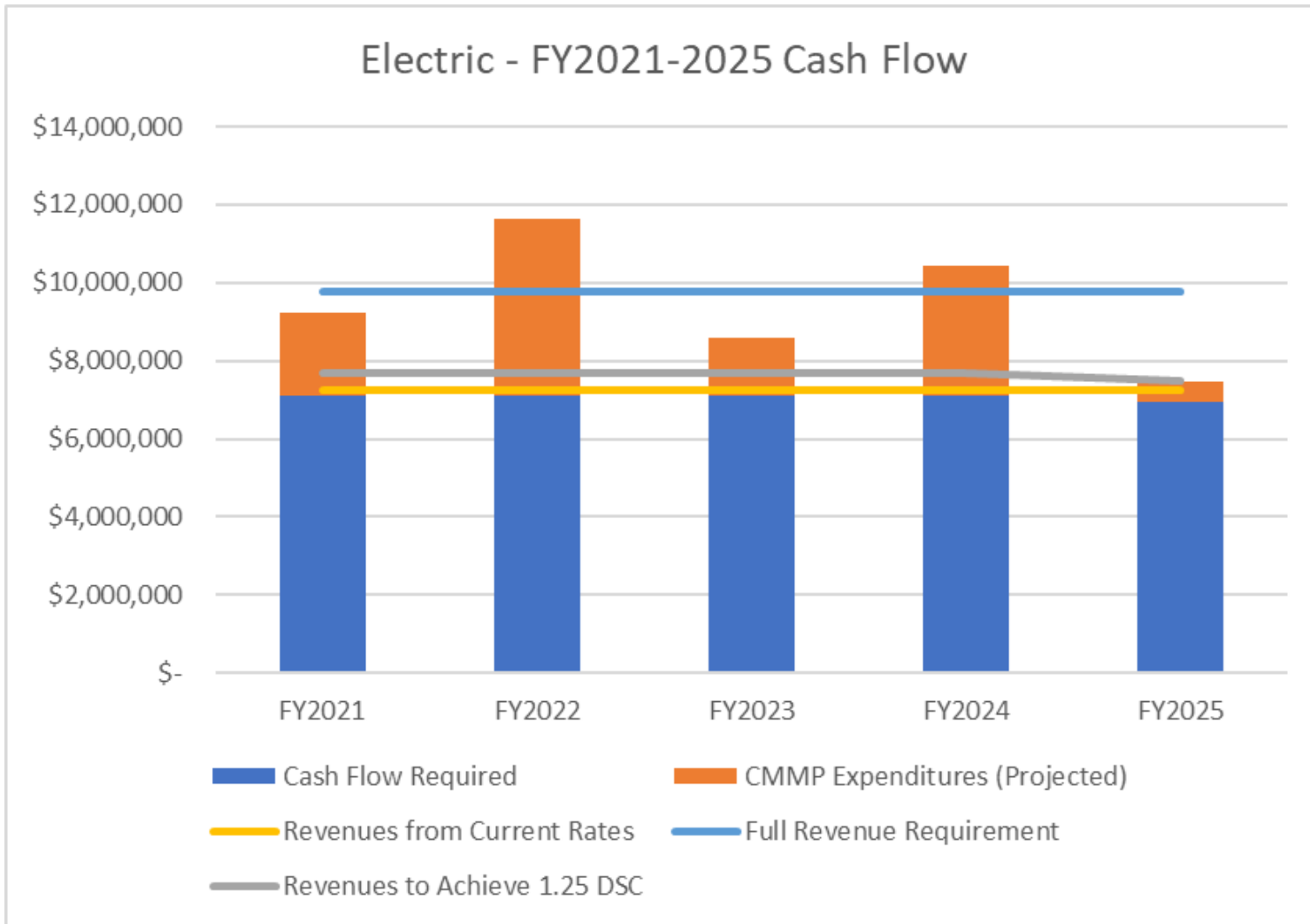
### Scenario 3: Full Revenue Requirement

Full Revenue Requirement	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823	\$ 9,762,823
DSC at Full Revenue Requirement	2.14	2.14	2.14	2.15	2.29
Rate Increase (%) to meet Full Revenue Req	34.7%	34.7%	34.7%	34.7%	34.7%

# City of Unalaska Utility Revenue Requirement

## Electric Utility: Cash Flow Analysis





# City of Unalaska Utility Revenue Requirement

## Electric Utility: Cash Flow Analysis

# City of Unalaska Utility Revenue Requirement

# Electric Utility: Estimated Residential Customer Impact

## NOTE:

- Rate increase applied on an across-the-board basis.
- No fuel costs or Power Cost Equalization subsidy included

	<b>Current Rate</b>	<b>Meet 1.25 DSC</b>	<b>Full Revenue Requirement</b>
Customer Charge	\$ 8.00	\$ 8.49	\$ 10.78
Energy Charge (\$/kWh)	\$ 0.23395	\$ 0.24829	\$ 0.31511
Energy Use (kWh)	500	500	500
Monthly Cost:	\$ 124.98	\$ 132.64	\$ 168.33
Monthly Increase:		\$ 7.66	\$ 43.35

# Water

## Overview

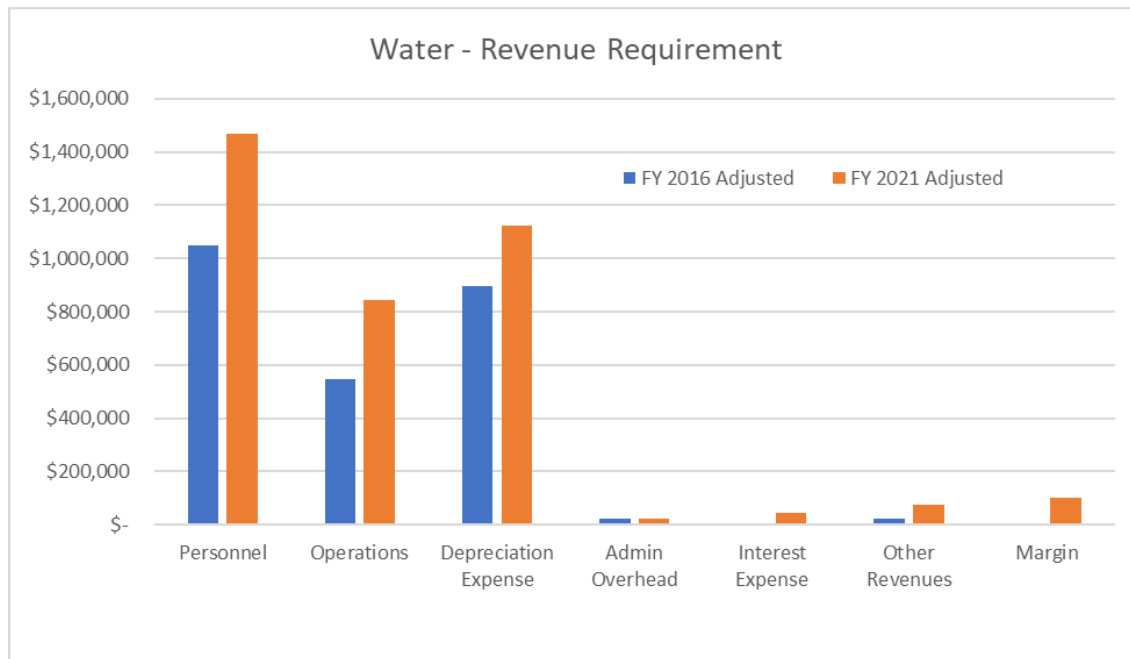
### Key Facts:

- Includes \$100,000 of margin
- FY2021 Budget includes a transfer-in of \$995,000 from the General Fund

	<b>Water</b>
Budgeted Customer Revenues:	\$ 2,616,686
Full Revenue Requirement:	<u>3,530,573</u>
Surplus/(Deficit):	\$ (913,887)
Revenue Increase/(Decrease) Required:	34.9%

# City of Unalaska Utility Revenue Requirement

## Water Utility: How Have Costs Changed since 2016?

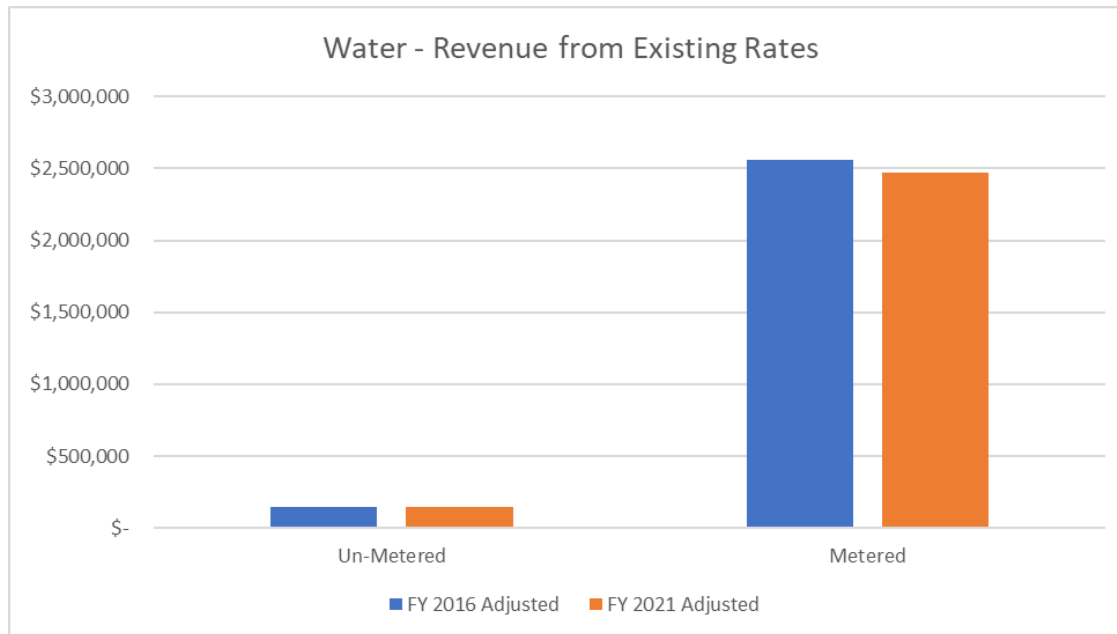


### Revenue Requirement

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Personnel	\$ 1,047,333	\$ 1,466,729	40.0%
Operations	546,679	844,333	54.4%
Depreciation Expense	897,846	1,124,222	25.2%
Admin Overhead	20,517	22,212	8.3%
Interest Expense	-	46,401	N/A
Other Revenues	22,967	73,324	219.3%
Margin	-	100,000	0.0%
<b>Total Revenue Requirement</b>	<b>\$ 2,489,408</b>	<b>\$ 3,530,573</b>	<b>41.8%</b>

# City of Unalaska Utility Revenue Requirement

# Water Utility: How Has Customer Behavior Changed since 2016?



## Revenues

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Un-Metered	\$ 142,680	\$ 147,521	3.4%
Metered	<u>2,556,360</u>	<u>2,469,165</u>	-3.4%
<b>Total Revenue</b>	<b>\$ 2,699,040</b>	<b>\$ 2,616,686</b>	<b>-3.1%</b>

# City of Unalaska Utility Revenue Requirement

## Water Utility: Cash Flow Analysis

### Cash Flow Analysis: Water

	FY2021	FY2022	FY2023	FY2024	FY2025
Revenue Requirement (no Depr & Interest)	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950	\$ 2,259,950
Principal	181,963	181,963	181,963	181,963	181,963
Interest	43,671	40,942	38,212	35,483	32,753
Cash Flow Required	2,485,584	2,482,855	2,480,125	2,477,396	2,474,666
CMMP Expenditures	145,000	1,934,500	1,843,750	7,906,193	-

### Scenario 1: Revenues from Current Rates

Revenues from Current Rates	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686	\$ 2,616,686
Debt Service Coverage (DSC) Ratio	1.58	1.60	1.62	1.64	1.66
Rate Increase (%) Required	0%	0%	0%	0%	0%

### Scenario 2: Revenues to Achieve 1.25 DSC

Revenues to Achieve 1.25 DSC	\$ 2,541,992	\$ 2,538,581	\$ 2,535,169	\$ 2,531,757	\$ 2,528,345
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	-2.9%	-3.0%	-3.1%	-3.2%	-3.4%

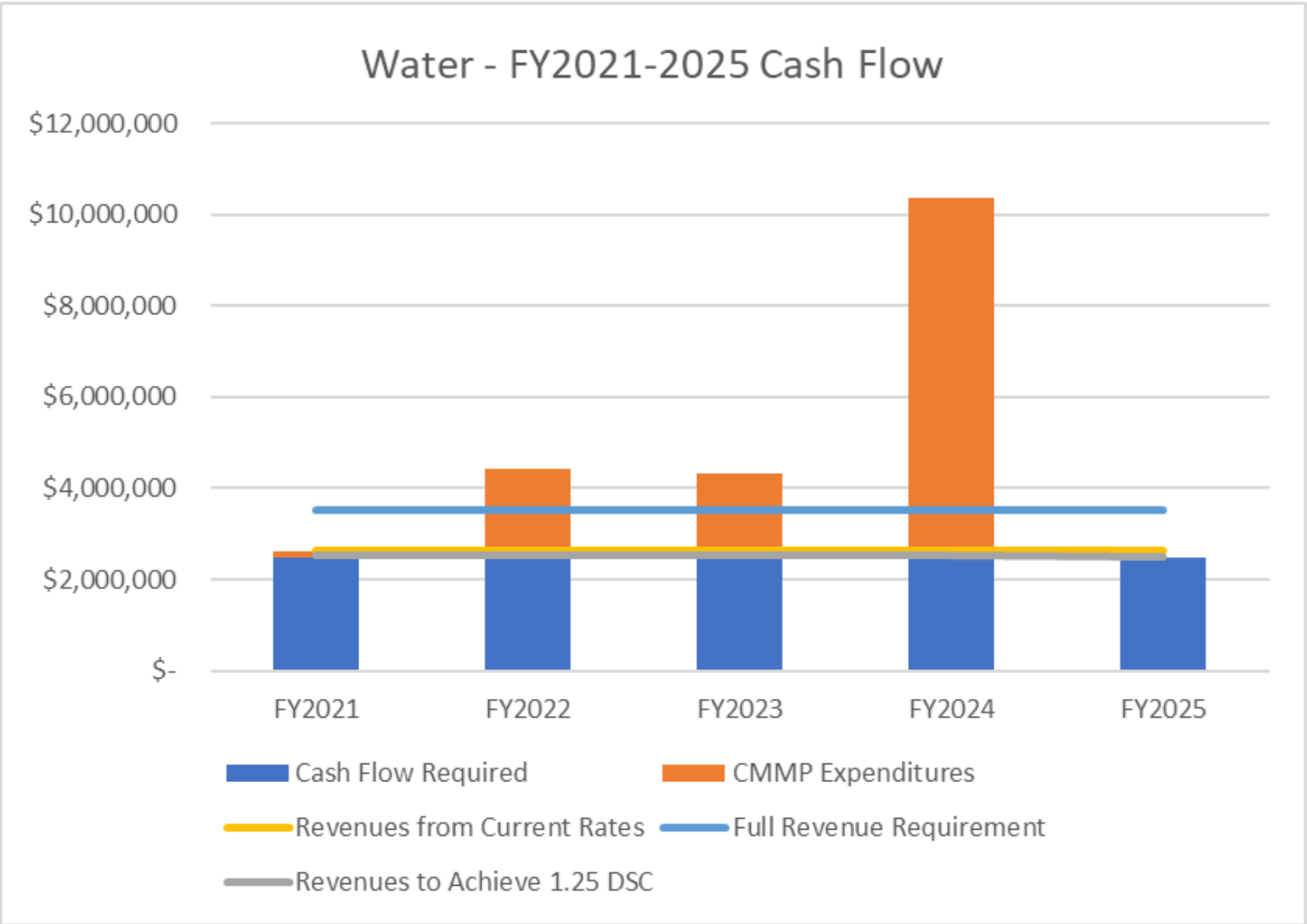
### Scenario 3: Full Revenue Requirement

Full Revenue Requirement	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573	\$ 3,530,573
DSC at Full Revenue Requirement	5.63	5.70	5.77	5.84	5.92
Rate Increase (%) to meet Full Revenue Req	34.9%	34.9%	34.9%	34.9%	34.9%



# City of Unalaska Utility Revenue Requirement

## Water Utility: Cash Flow Analysis



# City of Unalaska Utility Revenue Requirement

# Water Utility: Estimated Residential Customer Impact

## NOTE:

- Rate increase applied on an across-the-board basis.

## Average Residential Water Bill

	<u>Current Rate</u>	<u>Meet 1.25 DSC</u>	<u>Full Revenue Requirement</u>
Unmetered (Single Family)	\$ 35.59	\$ 34.57	\$ 48.02
Monthly Change:		\$ (1.02)	\$ 12.43

# Wastewater

## Overview

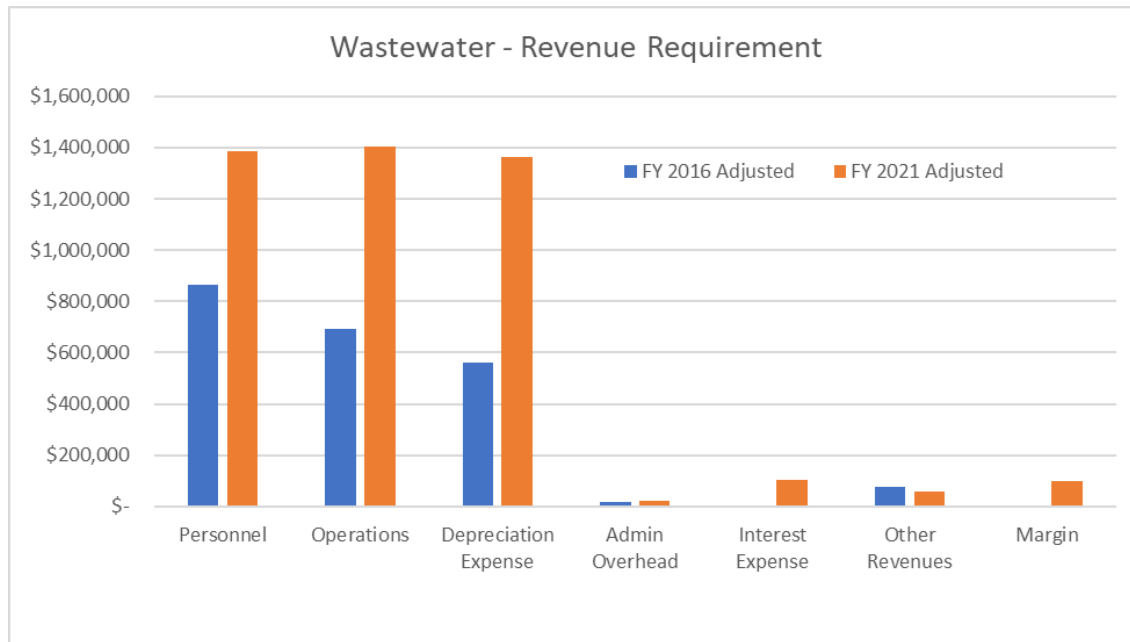
### Key Facts:

- Includes \$100,000 of margin
- FY2021 Budget includes a transfer-in of \$1.1 million from the General Fund and \$1.0 million from the Special Revenue Fund

	<b>Wastewater</b>
Budgeted Customer Revenues:	\$ 2,468,212
Full Revenue Requirement:	<u>4,319,505</u>
Surplus/(Deficit):	\$ (1,851,293)
Revenue Increase/(Decrease) Required:	75.0%

# City of Unalaska Utility Revenue Requirement

## Wastewater Utility: How Have Costs Changed since 2016?

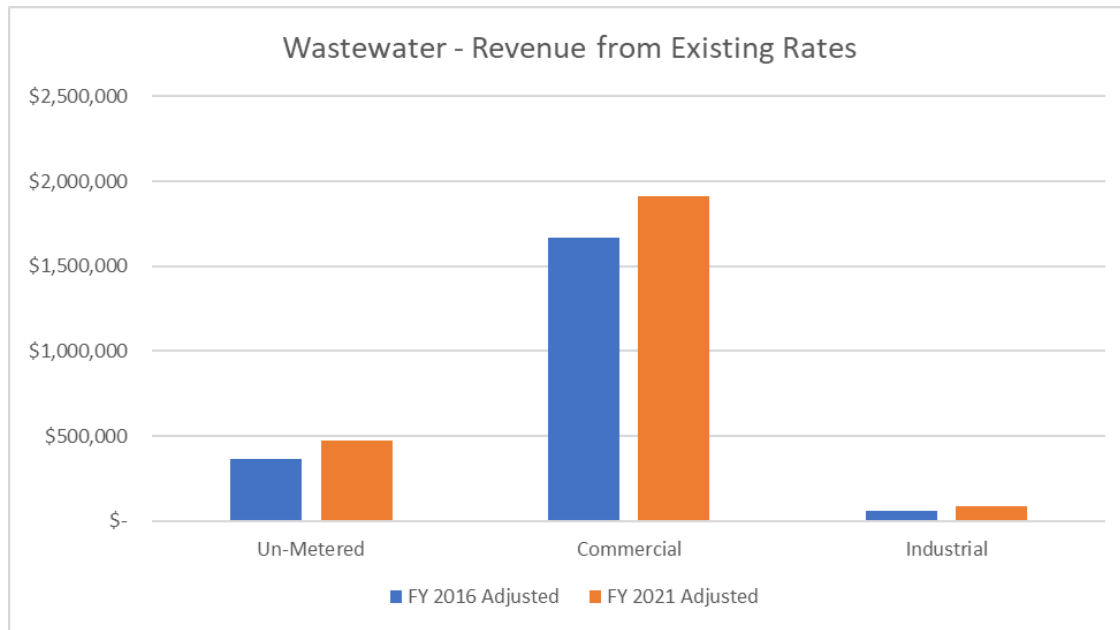


### Revenue Requirement

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Personnel	\$ 866,504	\$ 1,387,948	60.2%
Operations	694,690	1,403,685	102.1%
Depreciation Expense	559,527	1,361,872	143.4%
Admin Overhead	16,379	21,852	33.4%
Interest Expense	2,676	102,799	N/A
Other Revenues	78,374	58,651	-25.2%
Margin	-	100,000	0.0%
<b>Total Revenue Requirement</b>	<b>\$ 2,061,402</b>	<b>\$ 4,319,505</b>	<b>109.5%</b>

# City of Unalaska Utility Revenue Requirement

# Wastewater Utility: How Has Customer Behavior Changed since 2016?



## Revenues

	FY 2016 Adjusted	FY 2021 Adjusted	% Change
Un-Metered	\$ 363,596	\$ 470,187	29.3%
Commercial	1,670,636	1,909,490	14.3%
Industrial	60,003	88,536	47.6%
<b>Total Revenue</b>	<b>\$ 2,094,235</b>	<b>\$ 2,468,212</b>	<b>17.9%</b>

### Cash Flow Analysis: Wastewater

	FY2021	FY2022	FY2023	FY2024	FY2025
Revenue Requirement (no Depr & Interest)	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834	\$ 2,754,834
Principal	428,330	428,330	428,330	428,330	428,330
Interest	<u>96,374</u>	<u>89,949</u>	<u>83,524</u>	<u>77,099</u>	<u>70,674</u>
Cash Flow Required	3,279,538	3,273,113	3,266,688	3,260,263	3,253,838
CMMP Expenditures	430,000	-	-	-	-

#### Scenario 1: Revenues from Current Rates

Revenues from Current Rates	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212	\$ 2,468,212
Debt Service Coverage (DSC) Ratio	-0.55	-0.55	-0.56	-0.57	-0.57
Rate Increase (%) Required	0%	0%	0%	0%	0%

#### Scenario 2: Revenues to Achieve 1.25 DSC

Revenues to Achieve 1.25 DSC	\$ 3,410,714	\$ 3,402,683	\$ 3,394,652	\$ 3,386,621	\$ 3,378,590
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	38.2%	37.9%	37.5%	37.2%	36.9%

#### Scenario 3: Full Revenue Requirement

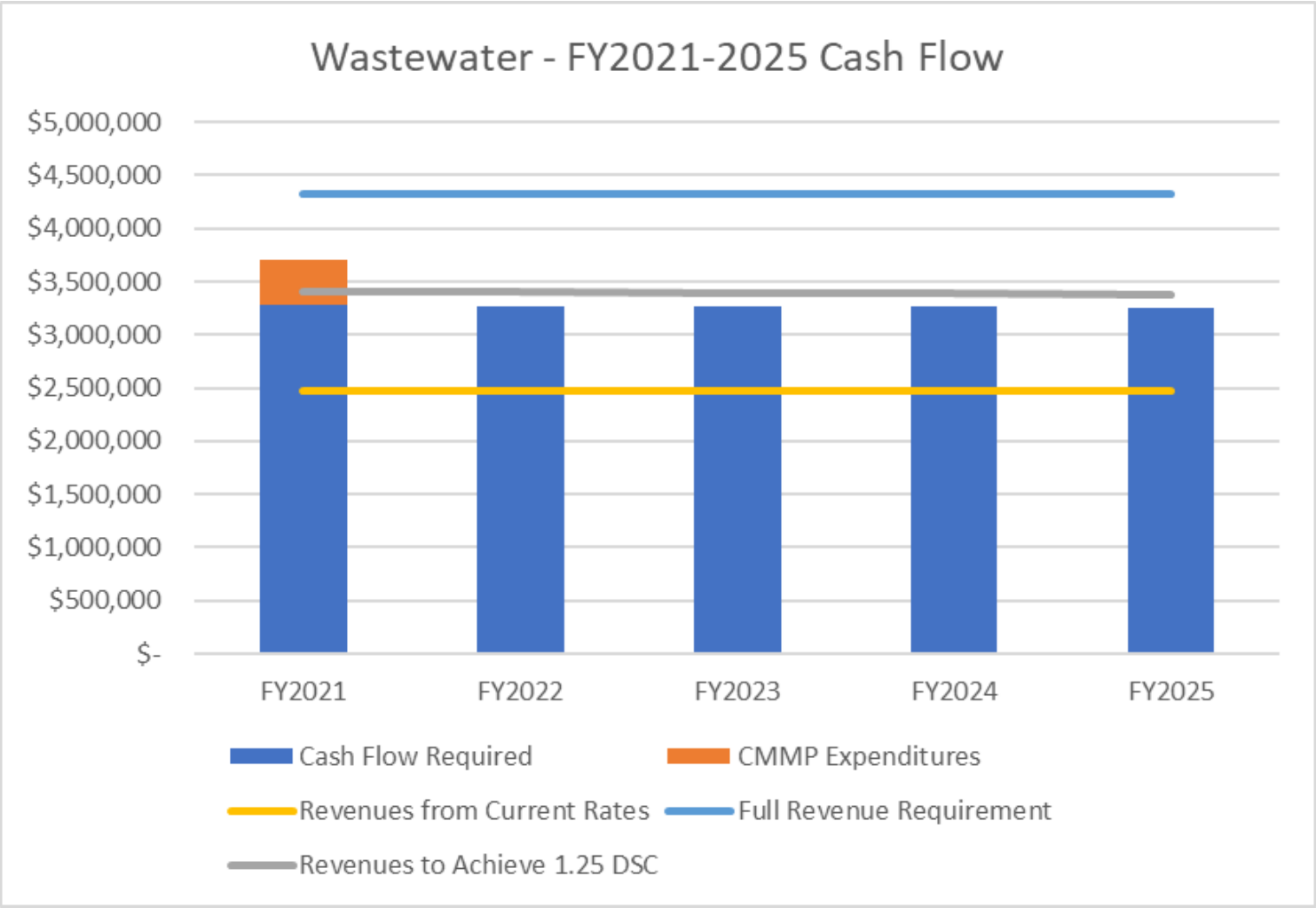
Full Revenue Requirement	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505	\$ 4,319,505
DSC at Full Revenue Requirement	2.98	3.02	3.06	3.10	3.14
Rate Increase (%) to meet Full Revenue Req	75.0%	75.0%	75.0%	75.0%	75.0%

# City of Unalaska Utility Revenue Requirement Wastewater Utility: Cash Flow Analysis



# City of Unalaska Utility Revenue Requirement

## Wastewater Utility: Cash Flow Analysis



# City of Unalaska Utility Revenue Requirement

# Wastewater Utility: Estimated Residential Customer Impact

## NOTE:

- Rate increase applied on an across-the-board basis.

## Average Residential Wastewater Bill

	Current Rate	Meet 1.25 DSC	Full Revenue Requirement
Single Family Residential	\$ 114.04	\$ 157.59	\$ 199.58
Monthly Change:		\$ 43.55	\$ 85.54

# Solid Waste

## Overview

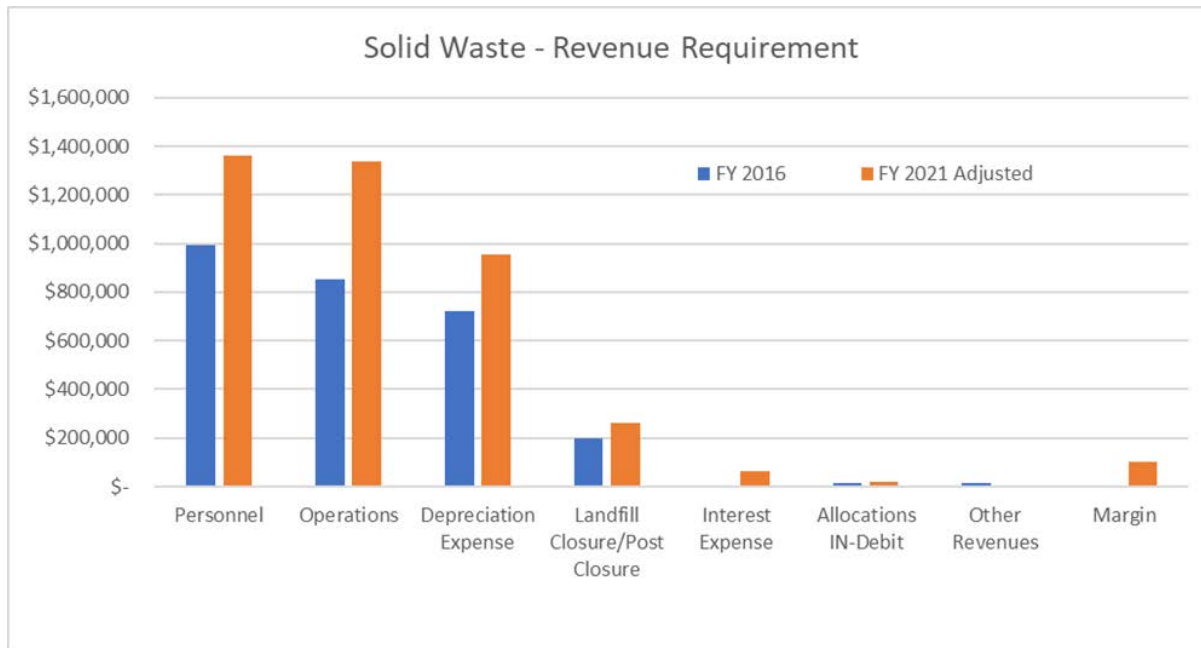
### Key Facts:

- Includes \$100,000 of margin
- FY2021 Budget includes a transfer-in of \$1.5 million from the General Fund

	<b>Solid Waste</b>
Budgeted Customer Revenues:	\$ 2,562,531
Full Revenue Requirement:	<u>4,102,820</u>
Surplus/(Deficit):	\$ (1,540,289)
Revenue Increase/(Decrease) Required:	60.1%

# City of Unalaska Utility Revenue Requirement

## Solid Waste Utility: How Have Costs Changed since 2016?

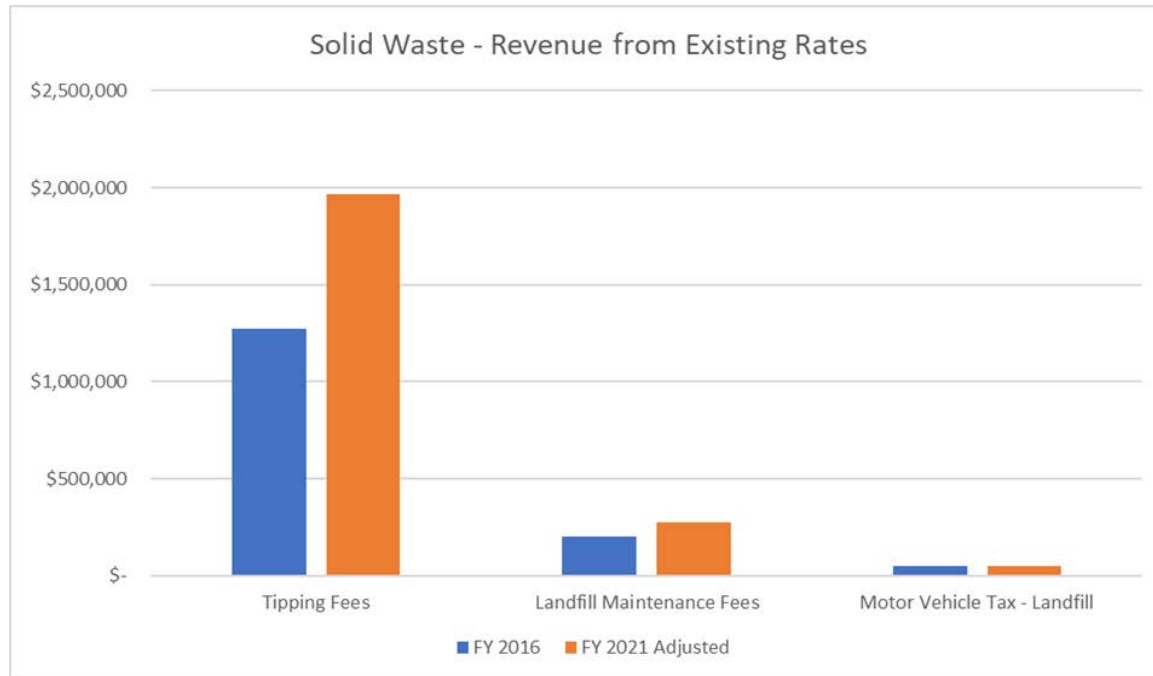


### Revenue Requirement

	FY 2016	FY 2021 Adjusted	% Change
Personnel	\$ 993,098	\$ 1,363,237	37.3%
Operations	850,540	1,339,115	57.4%
Depreciation Expense	720,907	955,996	32.6%
Landfill Closure/Post Closure	198,072	262,000	32.3%
Interest Expense	-	61,016	N/A
Allocations IN-Debit	13,822	21,456	55.2%
Other Revenues	16,692	-	N/A
Margin	-	100,000	N/A
<b>Total Revenue Requirement</b>	<b>\$ 2,759,747</b>	<b>\$ 4,102,820</b>	<b>48.7%</b>

# City of Unalaska Utility Revenue Requirement

# Solid Waste Utility: How Has Customer Behavior Changed since 2016?



## Revenues

	FY 2016	FY 2021 Adjusted	% Change
Tipping Fees	\$ 1,270,620	\$ 1,966,240	54.7%
Landfill Maintenance Fees	202,104	273,770	35.5%
Motor Vehicle Tax - Landfill	50,000	50,000	0.0%
Other Fees and Transfers	291,257	272,521	-6.4%
<b>Total Revenue</b>	<b>\$ 1,813,981</b>	<b>\$ 2,562,531</b>	<b>41.3%</b>

### Cash Flow Analysis: Solid Waste

	FY2021	FY2022	FY2023	FY2024	FY2025
Revenue Requirement (no Depr & Interest)	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808	\$ 2,985,808
Principal	254,232	254,232	254,232	254,232	254,232
Interest	57,202	53,389	49,575	45,762	41,948
Cash Flow Required	3,297,242	3,293,428	3,289,615	3,285,801	3,281,988
CMMP Expenditures	100,000	1,171,100	400,000	80,000	7,620,000

#### Scenario 1: Revenues from Current Rates

Revenues from Current Rates	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531	\$ 2,562,531
Debt Service Coverage (DSC) Ratio	-1.36	-1.38	-1.39	-1.41	-1.43
Rate Increase (%) Required	0%	0%	0%	0%	0%

#### Scenario 2: Revenues to Achieve 1.25 DSC

Revenues to Achieve 1.25 DSC	\$ 3,375,100	\$ 3,370,333	\$ 3,365,566	\$ 3,360,799	\$ 3,356,033
Debt Service Coverage (DSC) Ratio	1.25	1.25	1.25	1.25	1.25
Rate Increase (%) to meet DSC	31.7%	31.5%	31.3%	31.2%	31.0%

#### Scenario 3: Full Revenue Requirement

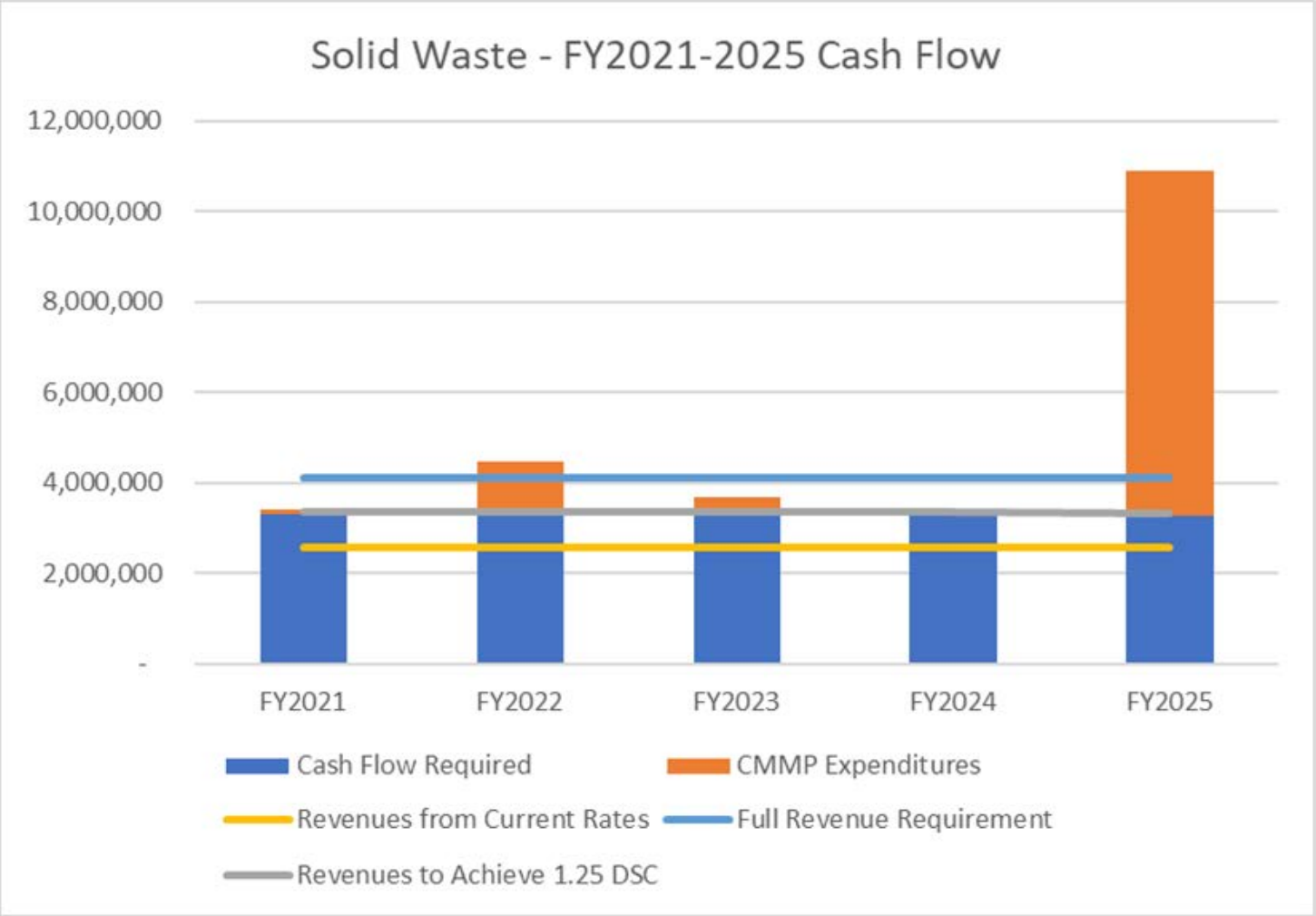
Full Revenue Requirement	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820	\$ 4,102,820
DSC at Full Revenue Requirement	3.59	3.63	3.68	3.72	3.77
Rate Increase (%) to meet Full Revenue Req	60.1%	60.1%	60.1%	60.1%	60.1%

# City of Unalaska Utility Revenue Requirement Solid Waste Utility: Cash Flow Analysis



# City of Unalaska Utility Revenue Requirement

## Solid Waste Utility: Cash Flow Analysis



# City of Unalaska Utility Revenue Requirement

# Solid Waste Utility: Estimated Customer Impact

## NOTE:

- Rate increase applied on an across-the-board basis.

## Solid Waste Fees

	Current Rate	Meet 1.25 DSC	Full Revenue Requirement
Landfill Maintenance Fee	\$ 27.97	\$ 36.84	\$ 44.78
General Refuse (\$/ton)	\$ 251.20	\$ 330.85	\$ 402.19
Batteries (\$/ton)	\$ 590.45	\$ 777.68	\$ 945.36
Scrap Metal (\$/ton)	\$ 1,073.54	\$ 1,413.96	\$ 1,718.82
Fish Waste (\$/ton)	\$ 536.77	\$ 706.98	\$ 859.41
Mud Gear (\$/ton)	\$ 365.00	\$ 480.74	\$ 584.39
Commercial Vehicles (\$/ton)	\$ 918.96	\$ 1,210.36	\$ 1,471.33
Trawl Nets (per cubic yard)	\$ 1,073.54	\$ 1,413.96	\$ 1,718.82
Nets Compact Fee (\$/ton)	\$ 300.00	\$ 395.13	\$ 480.32
Appliance with Refrigerant (\$ each)	\$ 107.35	\$ 141.39	\$ 171.88

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-11

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 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 February 14, 2021, Governor Dunleavy issued four Health Advisories with guidance and recommendations on general safety and best practices, international and interstate travel, intrastate travel, and critical infrastructure; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) have issued public health guidance, including 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, the State of Alaska has specifically recommended communities with limited health care infrastructure or high-risk populations should consider limiting all non-essential travel;

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 17, 2021, there were 56,977 (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 17, 2021, 627 persons have tested positive for the virus 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 February 12, 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. State Health Advisories.** Everyone in the City of Unalaska (the City) must follow all current Health Advisories 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 coverings over their nose and mouth to provide additional protection for employees and customers. Additionally, employees and volunteers of open businesses and organizations must wear face coverings 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 coverings 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 distance 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 an 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 comply with 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 physical distance is 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 physical distance is 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 10 days upon arriving at their destination and monitor for symptoms of illness. A quarantine period of 7 days is permitted with a negative PCR test result. Under the 7-day option, the test must be taken no sooner than the 6<sup>th</sup> day of quarantine. A person may not exit quarantine until results are known. The self-quarantine period of 10 days or 7 days and a negative test is referred to as the traveler quarantine period.

No quarantine is required for travelers who have tested positive for COVID-19 within the past 3 months and who have recovered, as long as no new symptoms develop. No quarantine is required for travelers who have been fully vaccinated for at least 14 days prior to the date of travel.

People traveling for critical business purposes are required to follow their approved plan according to State Health Advisory No. 4 and Section 5 of this Resolution.

- 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 traveler 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.

For essential workers in the fishing industry who are covered by Health Advisory No. 4, Appendix 01 (Seafood Processing Workers), Appendix 02 (Independent Commercial Fishing Vessels) or Appendix 03 (Independent Commercial Harvesters) the worker's Entry Quarantine must meet or exceed the recommendations of Health Advisory No. 4 and any related appendices.

All workers under this critical workforce exception are required to self-quarantine during non-work hours within the traveler quarantine period. During the traveler quarantine 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 traveler quarantine 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 traveler 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. Commercial fishing vessel captains shall maintain a ship's log or equivalent record demonstrating compliance with State Health Advisories, including on board protective measures, and detailing all activities for which they seek credit for time at sea. For vessels subject to Health Advisory 4 and appendices, the Entry Quarantine standards must have been met in order to qualify for credit for time spent at sea.

For vessels that have been at sea over 10 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 10 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 10 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 Section 4(d)(2) 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 Advisory No. 3, issued February 14, 2021.

**5. Essential Services/Critical Infrastructure Safety Plans and Protocols.** Businesses identified as “essential services” or as “critical infrastructure” that are recommended to submit plans or protocols to the State under Health Advisory No. 4 are required to submit COVID-19 plans directly to the City if they are operating in Unalaska. The plans shall be in a format substantially similar to that recommended by State Health Advisory No. 4, 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 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 Advisories. 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 requirement, traveler self-quarantine requirements, gathering size 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 24, 2021, and expires at noon on Wednesday, March 10, 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 23, 2021.

---

Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

---

Marjie Veeder, CMC  
City Clerk

---

---

## MEMORANDUM TO COUNCIL

---

---

To: Mayor and City Council Members  
From: Erin Reinders, City Manager  
Date: February 23, 2021  
Re: Resolution 2021-11: Continuing measures to protect public health

---

---

**SUMMARY:** On February 12, 2021 the local Risk Level was reverted back to High. 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.

Council approved Resolution 2021-09 at their regular meeting on February 9, 2021. The resolution addressed marine tourism and Alaskan residents traveling on the Ferry to access critical needs. This was set to expire February 24, 2021 and will be revisited at the Council Meeting on February 23, 2021.

On February 10, 2021 the local Risk Level was reduced to Medium from High. A special meeting was scheduled for Council to consider Resolution 2021-10 removing the capacity restrictions currently in place. Council voted that resolution down given new information that would likely result in an increased risk level once again.

**BACKGROUND:** The COVID-19 pandemic continues. Since November, the City has anticipated the state emergency declaration and regulations may lapse and has drafted its resolutions 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.

The State of Alaska's COVID-19 disaster declaration was allowed to expire on February 14, 2021. However, the support infrastructure of the State's Unified Command remains.

The State issued four health advisories, listed below, addressing general safety, travel and critical infrastructure, with appendices focusing on the seafood industry. The advisories are based on the latest epidemiological data and expertise within the Alaska Department of Health and Social Services and outline best practices to continue mitigating the spread of COVID-19.

**Health Advisory 1 – Recommendations to Keep Alaskans Safe** – Addresses the safety measures Alaskans can take to mitigate the spread of COVID-19.

**Health Advisory 2 – International and Interstate Travel** – While Alaska resident and nonresident travelers will no longer be required to have pre-travel negative tests upon arrival, it is still considered one of the best mechanisms to track the virus and prevent community spread. The existing airport testing infrastructure will remain in place to protect Alaskans and visitors alike.

**Health Advisory 3 – Intrastate Travel** – Outlines expectations of communities for allowing travel Critical Infrastructure personnel, as well as for community members and Critical Personal needs. The advisory recommends COVID testing three days prior to travel to locations on the road system and the Alaska Marine Highway System. For locations off the road system and the Alaska Marine Highway System, a test is recommended for trips lasting longer than 72 hours before returning to a rural community. Without a test, strict social distancing should be followed.

**Health Advisory 4 – Critical Infrastructure** – The advisory provides clear guidance for Critical Infrastructure businesses operating in Alaska to protect both communities and industries. There are appendices for Seafood Processing Workers; Independent Commercial Fishing Vessels; and Independent Commercial Harvesters

On February 12, 2021 the local Risk Level was increased to High. We currently have the most known active cases on island since the beginning of the pandemic. 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.

Together, Unalaska has been able to keep multiple cases or outbreaks limited and isolated since the beginning of this pandemic. 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 Advisories and the local protective measures instituted by other municipalities throughout the state.

We remain optimistic about 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 takes time, however, and it is important that we remain vigilant in practicing other mitigation strategies and safety measures.

**DISCUSSION:** As of the drafting of this memo and resolution, the local Risk Level is at High. Resolution 2021-11 is set expire March 10, 2021 and will be revisited at the Council Meeting on March 9, 2021.

The following protective measures from Resolution 2021-09 approved February 9 remain in this resolution, with the revisions noted:

- **State Health Advisories** - These sections previously reminded the community that State Health Orders should be followed, and that the resolution may have additional requirements.



This section has been revised to reference and require everyone in the City to follow the State's Health Advisories.

- **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.
- **Traveler Self Quarantine** - Individuals traveling into the City by vessel or airplane must self-quarantine, with limited exceptions. City Council have been inquiring about potential changes to the Traveler Self Quarantine, particularly as it relates to vaccines and changes in CDC and State guidance. Local health professionals now support aligning with this guidance locally.

You will see those changes in this resolution, namely:

- Quarantine for:
  - **10** days and monitor for symptoms of illness: or
  - At least **7** days and receive a negative PCR test result. A person cannot exit quarantine until results are known.
- No quarantine if tested positive for COVID-19 within the past 3 months and recovers, as long as no new symptoms develop.
- No quarantine if fully vaccinated for at least 14 days prior to the date of travel.

While this is supported from scientific evidence, the 14-day quarantine remains the gold standard. However, the risk associated with the approach outlined in the resolution was accepted by the State and CDC. Allowing those who are vaccinated to avoid quarantine may result in some equity concerns, as the vaccine rollout is limited and is not currently available to all. Alternatively, it might also incentivize individuals to receive the vaccine when offered.

This section has also been revised to incorporate the Health Advisories as requirements. Alaska Unified Command has been communicating with industry, and had said that processors and vessels have all indicated their commitment to continue following the Health Advisories. Everything that I have heard so far indicates this same intent.

If Council prefers to continue the existing 14-day travel quarantine, that wording is provided as an attachment to this memo. This includes the adjustments that were made in reference to the Health Advisories.

- **Indoor 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.

In recent City Council meetings, the concept of an exception for crew members of single vessels to gather together in establishments, namely at bars and restaurants, was discussed. The suggested wording is a new subsection to read:

*d. Single household vessels are exempt from gathering limitations when occupying a closed establishment.*

While this may be able to be accomplished safely, it still would be a large gathering in a setting that is available to the public. Transmission of the virus from staff to crew and crew to staff remains possible, given the setting. Due to this risk, this subsection has not been included in this resolution. Without a change, take out or delivery remain options, as does gathering in such a way that meets the current standards outlined in this section.

The public gathering limitation has been the only difference in the local protective measures between High and Medium risk since mid-January. This allows for businesses and organizations to remain open.

- **Essential Services/Critical Infrastructure Safety Plans** - This section has been updated due to the transition from Health Orders to Health Advisories. Businesses that are recommended to submit plans to the State as a result of Health Advisory 4, are required submit those to the City if they are operating in Unalaska. Again, Alaska Unified Command has been communicating with industry, and had said that processors and vessels have all indicated their commitment to continue following the Health Advisories.
- **Protective Protocols** - All business open to the public must post their basic measures to protect the public health on their doors. This section has just been updated to refer to compliance with Health Advisories.
- **Marine Tourism** – This section provides guidance for those traveling for non-essential purposes on the state ferry, cruise ships or private vessels and clarifies that local safety protocols in this resolution do apply. This section has not changed.

**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 2021-11.

**ATTACHMENT:**

- Alternate Wording for 14-Day Traveler Quarantine

Alternate Wording for 14-Day Traveler Quarantine

*If Council prefers to continue the existing 14-day travel quarantine, the wording is provided below. This includes the adjustments that were made in reference to the Health Advisories.*

**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. The 14 day self-quarantine is referred to below as the traveler quarantine period.

People traveling for critical business purposes are required to follow their approved plan according to State Health Advisory No. 4 and Section 5 of this Resolution.

- 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 traveler 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.

For essential workers in the fishing industry who are covered by Health Advisory No. 4, Appendix 01 (Seafood Processing Workers), Appendix 02 (Independent Commercial Fishing Vessels) or Appendix 03 (Independent Commercial Harvesters) the worker's Entry Quarantine must meet or exceed the recommendations of Health Advisory No. 4 and any related appendices.

All workers under this critical workforce exception are required to self-quarantine during non-work hours within the traveler quarantine period. During the traveler quarantine 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 traveler quarantine 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 traveler 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. Commercial fishing vessel captains shall maintain a ship's log or equivalent record demonstrating compliance with State Health Advisories, including on board protective measures, and detailing all activities for which they seek credit for time at sea. For vessels subject to Health Advisory 4 and appendices, the Entry Quarantine standards must have been met in order to qualify for credit for time spent 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 Section 4(d)(2) 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 Advisory No. 3, issued February 14, 2021.