

Regular Meeting
Tuesday, May 25, 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

Vincent M. Tutiakoff Sr., Mayor
Erin Reinders, City Manager
Marjie Veeder, City Clerk mveeder@ci.unalaska.ak.us

ATTENDING A COUNCIL MEETING

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 *9 by telephone to raise your hand; or you may notify the City Clerk during regular business hours in advance of the meeting
- Written comment is accepted up to one hour before the meeting begins by email, regular mail, fax or hand delivery to the City Clerk, and will be read during the meeting; include your name

ZOOM MEETING LINK: <https://us02web.zoom.us/j/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. **Awards and Presentations:**
 - a. [City Clerk to administer the Oath of Office to Police Officer Theodore Fike](#)
 - b. [Ken Akerley Fire Service Leadership Award, Captain Ben Knowles, Unalaska Fire Department](#)
 - c. [Mayor's Proclamation declaring June 2021 as Workplace Safety Awareness Month](#)
 - d. [Recognize Council Member David Gregory's 14 years of service on the City Council](#)
6. **Approve minutes of previous meetings:** [May 10 Special Meeting](#); [May 11, 2021 Regular Meeting](#)
7. **Reports:** [City Manager](#)

8. **Community Input & Announcements** *Members of the public may provide information to council and make announcements of interest to the community.*
9. **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.*
10. **Public hearing** *Members of the public may testify about any item set for public hearing.*
 - a. [Ordinance 2021-05: Amending Chapter 6.52 of the Unalaska Code of Ordinances to adopt by reference the 2021 Alaska Remote Sellers Sales Tax Code; to amend Chapter 6.40 to amend definitions, eliminate interest on tax refunds and establish a penalty for late filing of sales tax returns; and amend Chapter 9.04.030 to adopt a new exemption from the business license ordinance for remote sellers who register with the Alaska Remote Sellers Sales Tax Commission](#)
 - b. [Ordinance 2021-07: Adopting the Fiscal Year 2022 Operating and Capital Budget for the City of Unalaska](#)
11. **Work session** *Work sessions are for planning purposes, or studying and discussing issues before the Council.*
 - a. [Discussion & Presentation: Joint Trench Agreement with GCI - Planning Director William Homka and representatives of GCI](#)
12. **Consent agenda** *Approval of non-controversial and routine items, accomplished without debate and with a single motion and vote. Council members may request an item be moved to the regular agenda for discussion purposes.*
 - a. [Resolution 2021-32: Authorizing the City Manager to sign the FY22 Community Schools Agreement between the City of Unalaska and the Unalaska City School District](#)
 - b. [Resolution 2021-33: Authorizing the City Manager to sign a joint trench agreement with Unicom, Inc. \(GCI\)](#)
 - c. [Resolution 2021-36: Authorizing the City Manager to enter into an agreement with Federal Sign for the construction of the Tsunami Sirens Upgrade Project in the amount of \\$333,450.60](#)
 - d. [Resolution 2021-37: Authorizing the City Manager to Enter into an Agreement with PSI Water Technologies to Provide Owner Furnished Materials for the Pyramid Water Treatment Plant Chlorine Upgrades Project for \\$288,000](#)
13. **Regular agenda** *Persons wishing to speak on regular agenda items must notify the City Clerk.*
 - a. [Ordinance 2021-05: \(2nd reading\) Amending Chapter 6.52 of the Unalaska Code of Ordinances to adopt by reference the 2021 Alaska Remote Sellers Sales Tax Code; to amend Chapter 6.40 to amend definitions, eliminate interest on tax refunds and establish a penalty for late filing of sales tax returns; and amend Chapter 9.04.030 to adopt a new exemption from the business license ordinance for remote sellers who register with the Alaska Remote Sellers Sales Tax Commission](#)
 - b. [Ordinance 2021-07: \(2nd reading\) Adopting the Fiscal Year 2022 Operating and Capital Budget for the City of Unalaska](#)
 - c. [Resolution 2021-17: Authorizing the City Manager to sign a Collective Bargaining Agreement between the City of Unalaska and the Public Safety Employees Association for represented employees](#)
 - d. [Resolution 2021-34: Continuing measures to protect public health](#)
 - e. [Resolution 2021-35: Authorizing the City Manager to implement a Wastewater Proprietary Fund rate increase of 40%, phased in over a four-year period](#)
14. **Council Directives to City Manager**
15. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community.*
16. **Adjournment**

CITY OF UNALASKA
43 Raven Way - P.O. Box 610
Unalaska, Alaska 99685
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POLICE OFFICER'S OATH OF OFFICE

I **DO** SOLEMNLY SWEAR TO OBEY THE LAWFUL ORDERS OF MY SUPERIOR OFFICER, TO ABIDE BY THE LAW ENFORCEMENT PROFESSIONAL CODE OF ETHICS, TO SUPPORT AND DEFEND THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF ALASKA; AND TO OBSERVE AND UPHOLD THE LAWS OF THE UNITED STATES, THE STATE OF ALASKA, AND THE CITY OF UNALASKA.

I **ACCEPT** AS A CONDITION OF CONTINUED EMPLOYMENT AS A POLICE OFFICER THE REQUIREMENT TO AT ALL TIMES ABIDE BY THE RULES AND REGULATIONS OF THE CITY OF UNALASKA AND THE UNALASKA DEPARTMENT OF PUBLIC SAFETY.

I **AFFIRM** MY ALLEGIANCE TO THE PEOPLE OF THE CITY OF UNALASKA WHO HAVE APPOINTED ME AS GUARDIAN OF THEIR LIVES AND PROPERTY.

I **TAKE** THIS OATH KNOWING FULL WELL THE RESPONSIBILITY OF MY OFFICE, AND I PROMISE TO ACT AT ALL TIMES WITH INTEGRITY, HONESTY, AND HONOR AS A LAW ENFORCEMENT OFFICER, SO HELP ME GOD.

THEODORE FIKE

DATE

ATTEST:

CITY CLERK

**2020
KEN AKERLEY
FIRE SERVICE LEADERSHIP
AWARD**

**PRESENTED TO:
BEN KNOWLES**



**UNALASKA
FIRE DEPARTMENT**

**FOR EXTRAORDINARY LEADERSHIP AND
COMMITMENT TO THE FIRE SERVICE IN THE
STATE OF ALASKA**

CITY OF UNALASKA
UNALASKA, ALASKA

PROCLAMATION

Proclamation Declaring June 2021 Workplace Safety Awareness Month

WHEREAS, the National Safety Council designates each June as National Safety Month to promote and encourage health and safety in the workplace and communities; and

WHEREAS, the City of Unalaska is a City of industry, comprised of diverse businesses and workplaces; and

WHEREAS, implementing health and safety programs is vital to employees and businesses and can improve business performance, as well as contribute to the local economy and job force; and

WHEREAS, many accidents and injuries in the workplace are preventable, and employees and employers must be engaged, educated and aware of safety practices and policies; and

WHEREAS, workplace injuries lead to increased medical and workers' compensation costs, and diminishes productivity of employees; and

WHEREAS, workplace safety requires the cooperation of employees, business and industry, and all levels of government, as well as the general public; and

WHEREAS, promoting good workplace safety and health practices are endeavors worthy of the support of the City of Unalaska.

NOW, THEREFORE, I, Vincent M. Tutiakoff, Mayor of the City of Unalaska, hereby announce and proclaim to all citizens that June 1 through 30, 2021 is **WORKPLACE SAFETY AWARENESS MONTH** and all businesses and citizens are encouraged to promote and encourage safe and healthy work environments.

DATED this 25th day of May 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk



Presented to

DAVID M. GREGORY

IN DEEP APPRECIATION FOR YOUR DEDICATED SERVICE
TO THE CITY OF UNALASKA

David M. Gregory has served Unalaska for 14 years as a member of the City Council. During his tenure, Mr. Gregory's love for this community has been evident. He provided a sound and stable voice in each decision made, advocating for the community while carrying out the business of the City Council. His fellow Council Members considered it an honor to serve alongside him and they will miss his wisdom, knowledge and experience. Mr. Gregory's professionalism and dedication have been of exceptional value to the City of Unalaska!

THE MAYOR, YOUR FELLOW COUNCIL MEMBERS, CITY STAFF AND THE COMMUNITY
OF UNALASKA THANK YOU FOR YOUR 14 YEARS OF DEDICATED SERVICE!



October 2007 – May 2021

Special Meeting
Monday, May 10, 2021
6:00 p.m.



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SPECIAL MEETING MINUTES

1. Call to order

Mayor Tutiakoff called the special meeting of the Unalaska City Council to order on Monday, May 10, 2021 at 6:00 pm.

2. Roll call

Present in chambers:
Vincent Tutiakoff, Sr., Mayor
Dennis Robinson
Thomas D. Bell
Alejandro Tungul
Shari Coleman

Present Via Telephone or Zoom:
David Gregory
Darin Nicholson

Absent/Excused:
None

3. Pledge of allegiance

Council Member Tungul led the Pledge of Allegiance

4. Adoption of agenda

Robinson made a motion to adopt agenda; Coleman seconded.

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

Motion passed 6-0.

5. Community Input & Announcements – None.

6. Public comment on agenda items – None.

7. Regular agenda

- a. Resolution 2021-26: Authorizing the City Manager to implement a one-time rate increase to the Electrical Proprietary Fund of 6.1%; a one-time rate increase to the Water Proprietary Fund of 3.6%; and a Solid Waste Proprietary Fund rate increase of 33%, phased in over a four year period

Coleman made a motion to adopt Resolution 2021-26; Bell seconded.

Roll Call Vote: Tungul – yes; Gregory – yes; Bell – yes; Coleman – yes; Nicholson – yes; Robinson – no.

Motion passed 5-1.

- b. Resolution 2021-27: Authorizing the City Manager to implement a Wastewater Proprietary Fund rate increase of 40%, phased in over a four-year period

Tungul made a motion to adopt Resolution 2021-27; Coleman seconded.

Roll Call Vote: Nicholson – no; Gregory – no; Coleman – yes; Tungul – yes; Bell – no; Robinson – no.

Motion failed 4-2.

8. **Council Directives to City Manager** – no formal directives were given to the City Manager. Council requested staff research different structures of assessing utility fees; research options that would increase the industrial wastewater rates more than residential and commercial customers rates; and expressed an interest in looking at the General Fund to help with shortfalls.
9. **Community Input & Announcements** - Alaska Supreme Court decision upholds legality of fishing landing tax
10. **Adjournment** – Mayor Tutiakoff, Sr. adjourned the meeting at 6:58 pm.

Marjie Veeder, CMC
City Clerk

rfw

**Regular Meeting &
Board of Equalization Hearings
Tuesday, May 11, 2021 - 6:00 p.m.**



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Vincent M. Tutiakoff Sr., Mayor
Erin Reinders, City Manager
Marjie Veeder, City Clerk mveeder@ci.unalaska.ak.us

BOARD OF EQUALIZATION

The City Clerk's office received 16 Real Property Tax Appeals all of which were settled by the Assessor to the satisfaction of the property owners therefore the Board of Equalization did not convene.

CITY COUNCIL MEETING MINUTES

1. Call to order

Mayor Tutiakoff called the regular meeting of the Unalaska City Council to order on Tuesday, May 11, 2021 at 6:02 pm.

2. Roll call

Present in chambers:

Vincent Tutiakoff, Sr., Mayor
Dennis Robinson
Thomas D. Bell
Alejandro Tungul
Shari Coleman

Present Via Telephone or Zoom:

David Gregory
Darin Nicholson

Absent/Excused:

None

3. Pledge of allegiance – Council Member Robinson led the Pledge of Allegiance.

4. Adoption of agenda

Robinson made a motion to adopt agenda; Tungul seconded.

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

Motion passed 6-0.

5. Mayoral Proclamations

Mayor Tutiakoff read both proclamations into the record.

- a. Municipal Clerk's Week
- b. Public Service Recognition Week

6. Approve minutes of previous meetings: April 26 & April 27

Robinson made a motion to approve April 26 and 27, 2021 meeting minutes.

Bell made a motion to amend April 26, 2021 to delete *Motion failed 4-2* and insert *Motion failed 3-2*; Tungul seconded.

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

Motion passed 6-0.

Roll Call Vote on main motion as amended: Tungul – yes; Gregory – yes; Robinson – yes; Bell – yes; Nicholson – yes; Coleman – yes.

Motion passed 6-0.

7. Report: City Manager – in the packet.

City Manager answered Council questions regarding updates to the State of Alaska Airport Master Plan. City Engineer answered Council questions regarding updates to the Wind Study.

8. Community Input & Announcements

PCR

- Update on Community Clean-up
- Hershey Track and Field Day
- 2 Mile Solstice Run – July 20, 2021

9. Public comment on agenda items – None.

10. Public hearing

Mayor Tutiakoff opened the Public Hearing on Ordinance 2021-09. Hearing no testimony, the Public Hearing closed.

- a. Ordinance 2021-09: Creating Budget Amendment #7 to the Fiscal Year 2021 Budget, appropriating an additional \$300,000 from the Water Proprietary Fund for the Pyramid WTP Chlorine Upgrades Project

11. Regular agenda

- a. Ordinance 2021- 09: (2nd Reading) Creating Budget Amendment #7 to the Fiscal Year 2021 Budget, appropriating an additional \$300,000 from the Water Proprietary Fund for the Pyramid WTP Chlorine Upgrades Project

Robinson made a motion to adopt Ordinance 2021-09; Bell seconded.

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

Motion passed 6-0.

- b. Resolution 2021-28: Continuing measures to protect public health

Coleman made a motion to adopt Resolution 2021-28; Tungul seconded.

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

Motion passed 6-0.

- c. Resolution 2021-29: Certifying the 2021 Real and Personal Property Tax Rolls

Robinson made a motion to adopt Resolution 2021-29; Tungul seconded.

Robinson made a motion to amend Resolution 2021-29 changing the total taxable real property value from \$462,227,563 to \$458,306,400 and the total taxable value of all property from \$722,092,101 to \$718,170,938; Tungul seconded.

Roll Call vote on motion to amend: Bell – yes; Nicholson – yes; Gregory – yes; Robinson – yes; Coleman – yes; Tungul – yes.
Motion passed 6-0.

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

- d. Resolution 2021-30: Establishing the rate of levy on assessed property within the City of Unalaska for Fiscal Year 2022

Coleman made a motion to adopt Resolution 2021-30; Robinson seconded.
Roll Call Vote: Coleman – yes; Bell – yes; Gregory – yes; Nicholson – yes; Robinson – yes; Tungul – yes.
Motion passed 6-0.

- e. Ordinance 2021-07: (1st reading) Adopting the Fiscal Year 2022 Operating and Capital Budget for the City of Unalaska

Robinson made a motion to move Ordinance 2021-07 to second reading and public hearing on May 25, 2021; Tungul seconded.
Roll Call Vote: Bell – yes; Coleman – no; Nicholson – yes; Robinson – yes; Tungul – yes; Gregory – yes.
Motion passed 5-1.

7:20 pm – Recess

7:27 pm – Back on record

- f. Ordinance 2021-05: (1st reading) Amending Chapter 6.52 of the Unalaska Code of Ordinances to adopt by reference the 2021 Alaska Remote Sellers Sales Tax Code; to amend Chapter 6.40 to amend definitions, eliminate interest on tax refunds and establish a penalty for late filing of sales tax returns; and amend Chapter 9.04.030 to adopt a new exemption from the business license ordinance for remote sellers who register with the Alaska Remote Sellers Sales Tax Commission

Robinson made a motion to move Ordinance 2021-05 to second reading and public hearing on May 25, 2021; Coleman seconded.
Roll Call Vote: Gregory – yes; Bell – yes; Coleman – yes; Nicholson – yes; Robinson – yes; Tungul – yes.
Motion passed 6-0.

- g. Resolution 2021-31: Accepting the resignation of Council Member David Gregory and Declaring Council Seat CC-D Vacant effective May 26, 2021

Coleman made a motion to adopt Resolution 2021-31; Bell seconded.
Roll Call Vote: Bell – yes; Coleman – yes; Nicholson – yes; Robinson – yes; Tungul – yes; Gregory – yes.
Motion passed 6-0.

- h. Approve Travel for Council Member Robinson to AML Board Meeting

Coleman made a motion to approve travel for Council Member Dennis Robinson to attend AML Quarterly Board of Directors meeting in Anchorage at the Hotel Captain Cook on May 24, 2021; Bell seconded.
Roll Call Vote: Nicholson – yes; Robinson – yes; Tungul – yes; Coleman – yes; Bell – yes; Gregory – yes.
Motion passed 6-0.

12. Council Directives to City Manager

Robinson made a motion to direct the City Manager to assign staff to advertise the vacancy of City Council Seat D; to accept letters of interest through 10:00 am Friday, June 4, 2021 from persons who desire to be appointed to City Council Seat D; and to invite such interested persons to the council meeting to be held on Tuesday, June 8, 2021, at 6:00pm at which time council will make an appoint to fill the vacancy; Tungul seconded.

Roll Call Vote: Robinson – yes; Tungul – yes; Coleman – yes; Gregory – yes; Bell – yes; Nicholson – yes.
Motion passed 6-0.

13. Community Input & Announcements

Mayor and Council congratulated the 2021 Unalaska City High School graduates.

Alaska Supreme Court decision upholds legality of fishing landing tax.

14. Adjournment

Mayor Tutiakoff, Sr. adjourned the meeting at 7:50 pm.

Marjie Veeder, CMC
City Clerk

rfw

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Erin Reinders, City Manager
Date: May 25, 2021
Re: City Manager Report

Local State of Emergency: The State's emergency declaration has now officially ended, and the States Unified Command is stepping down at the end of the month. The current local state of emergency is set to expire on June 30, 2021. Council will need to take action if there is a need to extend that state of emergency, and we will need to contemplate what that means in terms of operations and protective measures. We are exploring the future the Isolation Site after June 30, 2021, as this site is identified in the B-Season COVID-19 mitigation plans for industry. The Fire Chief has already met with local shore based processors on the topic, and we have a meeting planned for Monday, May 24, 2021 with fishing associations to discuss the matter further. If we keep the Isolation Site operational after June 30, 2021, which is likely, then we will be recommending a continued local emergency declaration to help support that effort.

Unalaska's EOC is evaluating how to step down other programs that are no longer deemed necessary, what can be scaled back some, and what operational initiatives we plan to continue regardless of the local declaration. We will continue doing Nixel Alerts when necessary and we will continue with wastewater surveillance. Local clinics will continue caring for patients, testing and providing vaccines. We do not anticipate future mass vaccination events at PCR. So long as there are local mandates or related Council resolutions in place, we plan to continue staffing the airport to greet arriving passengers to inform them of the mandates and garner information to help with contact tracing.

Covid-19 Safety Improvements: In our immediate efforts to combat the spread of Covid-19, the City of Unalaska rapidly responded to the CARES Act opportunity by implementing a wide spectrum of safety improvements. The Public Works Director provided this overview of the more notable efforts made by City staff, which will remain in place to provide increased protection from Covid-19 and other viruses. These improvements benefit all users of city facilities.

- UV Disinfecting Lights. UV light air purification grid systems were installed in the air handling units in City Hall, Library, PCR, Aquatics Center, and Airport Terminal. These buildings were selected because of their high level of use by the public and the large size air handlers that would accommodate a UV field lighting grid. The Library, PCR, and Aquatics Center also had the smaller UV air purifiers installed in the duct work along with Public Works and DPS.
- Advanced Air Filtration. The above mentioned buildings also had advanced air filters installed. Our MERV-8 filters were replaced with MERV-13 filters. MERV-13 is designed to trap microscopic particles down to 0.3 microns. They remove fine dust, allergens, pollen, pet dander, bacteria, certain viral particles and other airborne irritants. MERV-13 material is made out of polypropylene and is considered commercial, industrial, and medical grade. Prior to receiving the MERV-13 air filters, our maintenance staff adjusted the air intakes so only fresh outside air entered the buildings rather than recirculate the air

as is normal practice. This resulted in additional boiler use to heat the cooler air but did not affect human comfort. Air intakes have since been readjusted for optimum efficiency and includes some percent warmer recirculated air thru the MERV-13 filters. Six free standing Conway HEPA air purifiers were purchased and installed in DPS as an interim measure before the above noted MERV-13 and UV air purifiers could be installed.

- Plexiglas Barriers. Maintenance staff were especially busy cutting, shaping, and installing a wide variety of Plexiglas barriers throughout City buildings.

Initiative Ordinances: Two petitions for ballot initiative ordinances were submitted on April 27, 2021; and the City Clerk certified both petitions on May 5. This certification was communicated to the City Council as well as the petition sponsors. Since that time, City Attorney Sam Severin has been evaluating the process and effect of the initiatives. He provided the [attached memo](#) for City Council. Clerk's staff is working now to place the petitions on the ballot for the October regular election. No action is required by Council at this time unless, in the best interest of the municipality, Council orders a special election.

Geothermal PPA: As I mentioned previously, per Resolution 2021-14, I signed Amendment 1 to the Power Purchase agreement with OCCP extending the deadline for OCCP to obtain financing and the dates associated with interconnection and integration. We have now received a signed copy from OCCP. OCCP is still reviewing the details of the Heat Pump Study, and I do not have an update on that. OCCP and the City continue working on a MOU detailing how to proceed with the projects and improvements identified in EPS's Interim Intertie Study. This is so that we can get started on these projects in keeping with the overall timeline of the Geothermal Project, which remains unchanged. This MOU will address how the timing of the funding for these improvements might work. For some context, the PPA requires that the first \$2 million of these upgrades be covered by OCCP, and the next \$10 million to be shared equally between the City and OCCP. This is what the City considered when we developed our related CMMP funding request approach. The conversation continues.

Utility Infrastructure Tax: Staff recommended that Council create a Utility Infrastructure Fund, to be funded through a 1% increase in the City's Sales Tax levy, in order to supplement the Utility Proprietary Funds. As we have discussed since February, utility rates (even if they are increased) do not meet the full revenue requirement. Council appeared generally supportive of this approach during past Council Meetings.

Any increase in sales tax, which is adopted by ordinance, will require ratification of Unalaska's voters.

Pursuant to Code, the City Clerk must give no less than 30 days' public notice of the October 5 General Election, containing all propositions to be voted upon, along with other required information. Therefore, an ordinance adopting an increase in the City's Sales Tax levy must be adopted no later than the 2nd meeting in August, which is August 24, 2021.

This would be a cooperative effort between Clerks, Utilities and Finance on the staff side, and would require consultation with the City Attorney and City Council. To be respectful of everyone's time and resources, if Council is interested in pursuing this approach, I ask for clear direction this evening. A sample directive to the City Manager is proved below.

Proposed language for a Directive to City Manager: I move to direct the City Manager to work with the City Attorney to prepare an ordinance amending Chapter 6.40 of the Unalaska Code of Ordinances to increase the sales tax levy by one percent (1%) for the purpose of funding a Utility Infrastructure Fund to supplement the Utility Proprietary Funds.

Technology Upgrades: We continue our efforts to employ technology that reduces the need for exchanging paper and increases efficiencies. We have rolled out Employee Self Service that allows employees to access pay stubs, leave accruals and W2's electronically. We are currently implementing ExecuTime, an electronic time keeping system. This is not an easy task, and requires a coordinated effort throughout the organization. The rollout is beginning at City Hall and will expand out to other locations in the coming months.

Finance Director: Jim Sharpe has agreed to serve as Interim Finance Director following the resignation on Ed Keough. Much of Jim's work can be done remotely, but we will soon discuss the frequency and duration of onsite visits. For sure this will include visits in August and September for audit preparation and the actual audit. The Administration Department is currently setting up a meeting with the search firm that assisted us previously to set the stage for a new recruitment effort. They are honoring their guarantee, so we do not anticipate additional fees associated with their assistance this round.

Fireworks: City staff has finalized the contact for the Independence Day fireworks show. As usual city staff will assist in the setup, the show itself, and the cleanup. As mentioned at the last meeting, Council has funding in the budget to pay for this show, but will need to determine what you would want to do for New Year's Eve. Currently, there is only enough in the budget to cover one show a year. Costs have gone up considerably in the past few years, nearly double. When we discussed this previously, there was general consensus to focus one show a year. No need for a decision at this point, but I will bring this topic up again after this show when we know more about how much remains in the budget.


July Legislators Visit to Unalaska: The Mayor, Administrative Coordinator and I had another call with Dianne Blumer on Friday, May 21, 2021 to continue working out the details of a visit to Unalaska on July 29 and 30. We are blocking seats on flights and rooms, and putting the schedule together. This will include community tours and a public reception. We are also looking into potential sponsorships to help support this visit.

Current Directives to the City Manager:

- *Cost Benefit Analysis for Captains Bay Road Project (March 30, 2021). Initiated.* The directive reads, "Implement a cost-benefit analysis for the proposed road improvements and utility expansion for Captains Bay Road." The Public Works Director continues working on a scope of work for this effort. We will be sure to work in potential funding opportunities. Given the magnitude of this Captains Bay Road project, this analysis will serve us well. However, also given the magnitude of the project, we are unsure of the cost of this sort of study and plan to issue an RFP at this point.
- *CC Seat D Vacancy (May 11, 2021). Initiated.* The directive reads, "Assign staff to advertise the vacancy of Council Seat D; to accept letters of interest through 10am on Friday, June 4, 2021 from persons who desire to be appointed to Council Seat D; and to invite such interested persons to the council meeting to be held on Tuesday, June 8, 2021, at 6:00 p.m., at which time council will make an appointment to fill the vacancy." The City Clerk has begun advertising and we have added this action to the agenda for the June 8th Council meeting.

CHANDLER, FALCONER, MUNSON & CACCIOLA, LLP

ATTORNEYS AT LAW
SUITE 302
911 WEST EIGHTH AVENUE
ANCHORAGE, ALASKA 99501
TELEPHONE: (907) 272-8401
FACSIMILE: (907) 274-3698
bcf@bcfaklaw.com

TO: Unalaska City Council
FROM: Sam Severin, City Attorney 
RE: Summary of Effects of Initiatives to Modify UCO 2.96.030 and UCO 2.96.040
DATE: May 18, 2021

Two petitions for initiative ordinances were certified on April 27.

The first initiative ordinance asks City voters whether to add a subpart (E) to Unalaska Code of Ordinances Section 2.96.030. In summary, this initiative ordinance seeks to limit the authority of the Manager and Council to pass certain laws in the case of a declared epidemic disaster without first having obtained a court order authorizing the proposed action.

The other initiative ordinance would add a subpart (12) to Unalaska Code of Ordinances Section 2.96.040. It would prohibit the Director of Emergency Preparedness from issuing “statutes, ordinances, orders, laws, regulations, or proclamations” that authorize certain enumerated City actions without first having obtained a court order authorizing the proposed action.”

A. Procedural Steps.

If Council takes no action, the initiative ordinances will go before the voters at the next scheduled election on October 5, 2021. There are two potential actions Council can take in advance to change that.

First, the Council can set a special election at a sooner date by passing an ordinance which finds that it is in “the best interest of the municipality” to hold a special election sooner. A special election can be held no sooner than 60 days after the petitions were certified, which was April 27. Thus, a special election could be held as early as the end of June, or any time thereafter.

The other potential action is to “moot” the ballot question by Council adopting a substantially similar ordinance.¹

¹ Alaska Statute 29.26.170 (b).

If a majority of City voters favors the initiative ordinance at the election – whether regular or special election – the ordinance becomes effective upon certification of the election.²

An ordinance adopted by ballot question or the substantially same ordinance adopted by Council that “moots” the ballot question cannot be amended by the Council for a period of two years.³

B. Effect of the Initiative Ordinances.

1. Unenforceable Aspects. Sections (1) and (8) of both initiative ordinances contain requirements which are, at least in part, superfluous. Subsection (a)(1) prohibits “the seizure or quarantining of any person absent a court order.” The City’s resolutions have consistently required “self-quarantine.” Failure to adhere to the self-quarantine requirement would likely result in a minor offense violation, though citation for a misdemeanor is possible. To the extent the proposed ordinance envisions the City could currently forcibly quarantine someone without a court order, existing law already prohibits it. AS 18.15.385 permits the State to quarantine or isolate specific individuals, but requires detailed court findings.

Additionally, both initiative ordinances contain a subsection (8) which would prohibit passage of laws “impinging a citizen’s constitutional rights to peaceably assemble and to petition the government.” The City is already bound to follow the United States Constitution and the Constitution of the State of Alaska. The proposed subsection (8) states the status quo.

2. Separation of Powers. Both ordinances would prohibit the City Manager or the City Council from passing a law requiring, for example, “limiting the hours of business operations absent a court order.” It is not clear whether the intent is to require court authorization of the initial passage of the law or initial implementation of the order, or whether the law or order may be passed, but only may be enforced after obtaining a court order.

A court is unlikely to prospectively authorize the passage of a law. Thus, the proposed ordinances must mean that the law can be passed, but can only be enforced with a court order. There is no criteria for a court to make a decision that is more appropriately an executive, rather than judicial, decision. There is a similar difficulty with sections (1), (2), (3), (5), and (6) of each application. The imprecision creates a constitutional separation of powers issue.

Additionally, it is theoretically possible a court would invalidate the proposed ordinances because each proposed ordinance fails to include standards for a court to consider when deciding whether to authorize a specific action or limitation.

C. Going Forward.

If the initiatives become law, it may be possible to remedy the separation of powers issue by establishing standards by which a court is to make the decision to authorize enforcement of

² AS 29.26.170 (d).

³ AS 29.26.190.

the law. The Council could pass an ordinance stating that the court will grant an order permitting “limiting the hours of business operations” or “limiting the size of private gatherings,” for example, when a medical professional certifies such actions are likely to protect public health.

Courts recognize they are neither public health experts nor elected officials and would likely defer to the prescribed standards. Prescribing by municipal ordinance what a court is to do is not unusual. For example, UCO § 1.24.010 (B) states, in part: “An action to enjoin a violation may be brought notwithstanding the availability of any other remedy. On application for injunctive relief and a finding of violation or threatened violation, the superior court shall grant the injunction.”

Even with standards for the court to authorize enforcement of certain emergency orders or ordinances, there is an additional hurdle. Courts do not have a process in place to authorize the City to enforce its emergency powers. The lack of procedural framework could cause delays in an emergency. It may be possible to work with the court system in advance to establish a procedure. Such discussions will take time and an efficient process to apply for emergency authorizations to enforce city laws cannot be guaranteed.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-32

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN THE FY22 COMMUNITY SCHOOLS AGREEMENT BETWEEN THE CITY OF UNALASKA AND THE UNALASKA CITY SCHOOL DISTRICT

WHEREAS, the City of Unalaska and the Unalaska City School District operate under a Community Schools Agreement to provide school facility use for community activities; and

WHEREAS, the purpose of the Community Schools Agreement is to provide a framework of policies and procedures governing the school facility and to provide sufficient funding to ensure continued availability of those facilities including the pool; and

WHEREAS, the City of Unalaska has provided funding annually for the operation of the Community Schools Program; and

WHEREAS, the FY22 Community Schools Agreement provides for additional City funding amounting to 40% of the UCSD maintenance budget in the amount of \$592,813 as authorized by the City Council for FY22 for the use of the UCSD facilities; and

WHEREAS, the term of the Community Schools Agreement is July 1, 2021 to June 30, 2022, and will automatically renew each year unless changes are requested by either the City of Unalaska or the School District; and

WHEREAS, the FY22 Community Schools Agreement has been reviewed by the Unalaska City School District.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council approves the Community Schools Agreement between the City of Unalaska and the Unalaska City School Board as presented, agrees to fund the program for a total amount not to exceed \$592,813, and authorizes the City Manager to sign the agreement on behalf of the City of Unalaska.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: J. R. Pearson, Assistant City Manager
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Resolution 2021-32, a Resolution of the Unalaska City Council authorizing the City Manager to sign the FY22 Community Schools Agreement between the City of Unalaska and the Unalaska City School District

SUMMARY: At the May 11, 2021 meeting, Ordinance 2021-07 for the FY22 Operating and Capital Budgets was introduced and moved to second reading and by such, Council would be approving if not amended, the City providing a total of \$592,813 to the Unalaska City School District (UCSD) for the FY22 Community Schools Program. The funding covers 40% of the cost for eligible line items within the UCSD maintenance budget. The maintenance dollars provide additional district funding outside the local funding cap set by the state legislature. Administration recommends approval of Resolution 2021-32 which authorizes the City Manager to sign the FY22 Community Schools Agreement.

PREVIOUS COUNCIL ACTION: In 1998, through Resolution 98-37, the City Council approved the first formal Joint Community Schools Agreement between the City and UCSD. This resolution reflected the City taking over operations of the swimming pool.

At its April 27, 2021 meeting, the City Council adopted Resolution 2021-22 establishing the sum of money to be made available to UCSD for the FY21 school year, including appropriations for the Community Schools Program and 40% of the district's maintenance budget. This amount totaled \$4,699,189, which included \$3,666,376 for the maximum allowable local contribution and \$1,032,813 in funding beyond the set funding cap. The \$1,032,813 provides \$190,000 for Preschool, \$250,000 for food services, and \$592,813 for Maintenance and the Community Schools Program.

At the May 11, 2021 meeting, the City Council introduced Ordinance 2021-07 the FY22 Operating and Capital Budgets.

At tonight's meeting, City Council will consider adoption of Ordinance 2021-07 for the FY22 Operating and Capital Budgets. The budget allocates a total of \$592,813 for the Community Schools Program and 40% of the district's eligible maintenance related costs.

BACKGROUND: The City has funded a community schools program since the early 1990s. The program allows the community to use the facility for classes, sports, meetings, craft shows, fundraisers, concerts, and other activities and events when school is not in session. The funding helps pay for the cost of the program, including maintenance and operations, cleaning, utilities, supervision, and scheduling a school representative to remain available at the school while the event is in progress.

In 1998, in addition to funding the Community Schools Program, the City took over the maintenance costs and operation of the swimming pool. Council Resolution 98-37 formalized this change to the program. That same year, a Community Schools Agreement was formalized through a document signed by UCSD and by the City.

During the FY02 budget cycle, Council approved the District's request for additional school funding over the local funding cap set by the state legislature. That funding was accounted for in the FY02 Community Schools Agreement as building maintenance costs. Council has continued to authorize the additional funding to UCSD for the Community Schools Program each year.

DISCUSSION: The attached FY22 Community Schools Agreement outlines the administration of the program, including management of the swimming pool and associated areas by the City through PCR. It also shows the level of funding to be provided by the City to UCSD for use of the facilities by the community. There have been no changes recommended to the program for this year.

The program and the FY22 agreement have been discussed as part of the school district's budget development process. The agreement has been reviewed by the Superintendent of Schools, and is set to be approved by the Unalaska City School District Board of Education at their May 19, 2021 meeting.

FINANCIAL IMPLICATIONS: During the course of FY22, the City will provide UCSD with a total of no more than \$592,813 to be paid in twelve equal monthly installments for the Community Schools Program and maintenance. The school contribution is also paid in twelve equal monthly payments to UCSD.

LEGAL: Attorneys, auditors, and insurance brokers for the City and UCSD reviewed and assisted in the development of the process used in the annual renewal of the Community Schools Agreement in an attempt to ensure the agreement meets legal, financial, and liability requirements.

STAFF RECOMMENDATION: Administration recommends that Council adopt Resolution 2021-32 as presented.

PROPOSED MOTION: I move to adopt Resolution 2021-32.

CITY MANAGER'S COMMENTS: This is a housekeeping matter, we are funding at the maximum allowed and this same figure was before you when Council approved the school budget.

ATTACHMENT: Community Schools Agreement for FY22.

Community Schools Agreement Between the City of Unalaska And Unalaska City School District 2022 FY

I. COMMUNITY SCHOOLS MISSION STATEMENT

The mission of the Community Schools Program is to provide for use of school facilities for community activities.

II. PURPOSE OF THE COMMUNITY SCHOOLS JOINT AGREEMENT

The purpose of this agreement is to clearly define areas of responsibility of the Unalaska City School District (UCSD) and the City of Unalaska for community use of school facilities and to provide fair compensation to UCSD for the additional costs it accrues by allowing the community to use its facilities.

III. AGREEMENT

A. CITY OF UNALASKA

UCSD and the City of Unalaska agree that the City of Unalaska will operate the Community Schools Program in the UCSD Aquatics Center through the City Department of Parks, Culture and Recreation. The Aquatics Center includes the natatorium (the swimming pool and surrounding area), the chemical/pump room, the male and female locker rooms, the family locker room, the staff locker rooms, the fitness room, the pool manager's office, the pool staff office, two janitor's closets, the laundry/storage room, the sauna, the mezzanine area, and the lobby area.

The City of Unalaska shall maintain Commercial General Liability insurance, which covers the operation of the UCSD Aquatics Center, with limits of at least \$1,000,000 per occurrence and \$2,000,000 aggregate. This insurance shall include an endorsement naming UCSD as an Additional Insured with relation to coverage of the operation of the Aquatics Center. The insurance shall include a waiver of subrogation in favor of UCSD. The City of Unalaska shall provide evidence of this insurance to UCSD in the form of a certificate of insurance.

The City of Unalaska shall carry statutory Workers' Compensation insurance as required by the State of Alaska with Employers Liability with the following minimum limits:

Bodily Injury by Accident	\$1,000,000 each accident
Bodily Injury by Disease	\$1,000,000 each employee
Bodily Injury by Disease	\$1,000,000 policy limit

The Workers' Compensation insurer shall agree to waive all rights of subrogation against UCSD, its administrators, officers, elected officials, employees and volunteers for losses arising from work related to this agreement.

B. UCSD

UCSD and the City of Unalaska agree that UCSD will operate the Community Schools Program in its school facilities, with the exception of the Aquatics Center, which is operated by the City of Unalaska.

UCSD shall maintain All Risk including Earthquake and Flood insurance for all School Real and Business Personal Properties on a Replacement Cost basis and shall name the City of Unalaska as an Additional Insured as the City's interest may appear. UCSD shall provide evidence of this insurance to the City of Unalaska in the form of a certificate of insurance.

UCSD shall maintain Commercial General Liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 aggregate for all School and Community activities in all school facilities except for the Aquatics Center as those facilities are defined in this agreement. This insurance shall include an endorsement naming the City of Unalaska as an Additional Insured. This insurance shall include a waiver of subrogation in favor of the City of Unalaska. UCSD shall provide evidence of this insurance to the City of Unalaska in the form of a certificate of insurance.

UCSD shall carry statutory Workers' Compensation insurance as required by the State of Alaska with Employers Liability with the following minimum limits:

Bodily Injury by Accident	\$1,000,000 each accident
Bodily Injury by Disease	\$1,000,000 each employee
Bodily Injury by Disease	\$1,000,000 policy limit

The insurer shall agree to waive all rights of subrogation against the City of Unalaska, its administrators, officers, elected officials, employees and volunteers for losses arising from work related to this agreement.

C. COMPENSATION FOR USE OF FACILITIES

The City of Unalaska agrees to pay UCSD \$592,813 which is forty percent (40%) of UCSD's maintenance budget as approved by the City Council for the FY22 budget cycle for use of the UCSD school facilities. These payments are to cover UCSD's additional costs for maintenance and operations, cleaning, utilities, supervision, and scheduling of personnel resulting from community use of UCSD's school facilities.

These payments will be made to UCSD by the City of Unalaska in twelve equal monthly installments.

D. ADDITIONAL TERMS

This agreement will be in force for the period of July 1, 2021 to June 30, 2022. This agreement will be automatically renewed for subsequent one-year periods, unless changes are requested by either the City of Unalaska or UCSD. This agreement will not be automatically renewed if either party notifies the other party that it will not continue the agreement. Notice shall be in writing and delivered to the other party at least thirty (30) days before the agreement will be automatically renewed.

If a dispute arises from this agreement, the City Manager and the UCSD Superintendent shall first try to resolve the dispute. This does not limit the availability of legal remedies to either party.

Adopted this _____ day of _____, 2021.

City Manager

UCSD Superintendent

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-33

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN A JOINT TRENCH AGREEMENT WITH UNICOM INC. (GCI)

WHEREAS, the purpose of the Capital Major and Maintenance Plan (CMMP) is to formalize the process of identifying and completing capital projects and major maintenance projects; and

WHEREAS, GCI is bringing fiber optic services to Unalaska and has already applied for the required City permits to begin an island wide trenching project to install fiber throughout Unalaska; and

WHEREAS, the City desires to connect all of its facilities, services and infrastructure as much as possible via an intranet system to improve the safety and security of its systems, as well as plan for increasing demand of bandwidth by all city departments and functions over the coming decade; and

WHEREAS, the Unalaska City Council approved the city intranet project as part of the FY22-31 10 Year CMMP in April 2021; and

WHEREAS, the City will enter into a public-private partnership with GCI via the Joint Trench Agreement and associated Scope of Work that specifies the costs for the work, which is greatly discounted from prior estimates for new conduit installation and significantly less cost to annual leasing for fiber to meet city needs.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to enter into a Joint Trench Agreement with Unicom, Inc. (GCI), for the purposes of installing approximately 50,000 lineal feet of new conduit and about 100 new vaults, at locations to be determined, to service the new city intranet system.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: William Homka, Planning Director
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Joint Trench Agreement between the City of Unalaska and Unicom Inc. (GCI)

SUMMARY: The City has been working with Unicom Inc. (GCI) to develop a Joint Trenching Agreement (JTA) to coordinate a City CMMP project simultaneously with GCI's fiber project. GCI's project will involve digging trenches throughout the island's rights of ways and some easements to lay fiber as part of bringing much improved internet service to Unalaska. The City can work with GCI to install conduit in the same trenches and connect its city facilities, equipment and systems via an intranet system at a fraction of the cost if the City were to undertake this project on its own. The JTA and accompanying Statement of Work represent over six months of negotiations to establish costs and a scope of work.

PREVIOUS COUNCIL ACTION: City Council reviewed the Fiber Install Project as part of the FY22-31 10 Year CMMP. The Planning Department presented the project to City Council in March and April 2021. On April 27, 2021 City Council approved the \$2 million project budget as part of the 10 Year CMMP. The project is divided across the FY22 and FY23 CMMP budget years to coincide with GCI's anticipated project timeline.

Also, in FY17, City Council approved funding for a small fiber optic infrastructure development project. Two proprietary funds still have the money budgeted for this project and total \$105,974. The funds are Wastewater and Water and they equally have \$52,987. As part of the FY22 CMMP review process, City Council approved these funds be transferred for use as part of this project. The funding is as follows:

FY17	\$ 52,987	Water Proprietary Fund
FY17	\$ 52,987	Wastewater Proprietary Fund
FY22	\$ 947,013	General Fund
FY23	\$ 947,013	General Fund
TOTAL	\$ 2,000,000	

BACKGROUND: For many years the City has studied the need for an intranet between its facilities, numerous services such as security cameras, and field equipment operated by the City's Supervisory Control and Data Acquisition System (SCADA). Currently the City relies heavily on wireless communication devices and methods to support its internal communication network. **Figure 1** illustrates City's existing wireless network managed by the Information Services Division.

There are many disadvantages to using wireless equipment, especially in Unalaska. The equipment is highly susceptible to the weather here which interrupts signals, damages equipment, and has significant maintenance costs. The speed and quality of data are limited due to the connectivity problems associated with a wireless network, including signal interruptions, slower performance and limited redundancy. Finally, the equipment is less secure because it's easily accessible rather than buried underground.

GCI's announcement of bringing fiber optic service to Unalaska represents a significant opportunity for the City to partner with the company. As GCI trenches throughout the island to bring fiber to homes and businesses, the City can contract with GCI to install additional conduit for the City while the trenches are open. A partnership with GCI and the City is a more feasible alternative to undertaking the project on its own, both cost savings and project implementation and management.

DISCUSSION: This project was new to Unalaska's CMMP this year. It gained significant priority and consideration because it partners with a private sector project coming to the island in June 2021. This may be Unalaska's last significant opportunity to install conduit and fiber to all of its facilities and save significant cost. The underground infrastructure project offers immediate safety and security improvements, faster and more manageable connectivity between City facilities, will increase the City's ability to rely on large data uses such as GIS mapping and live stream security cameras, and improve some existing software platforms.

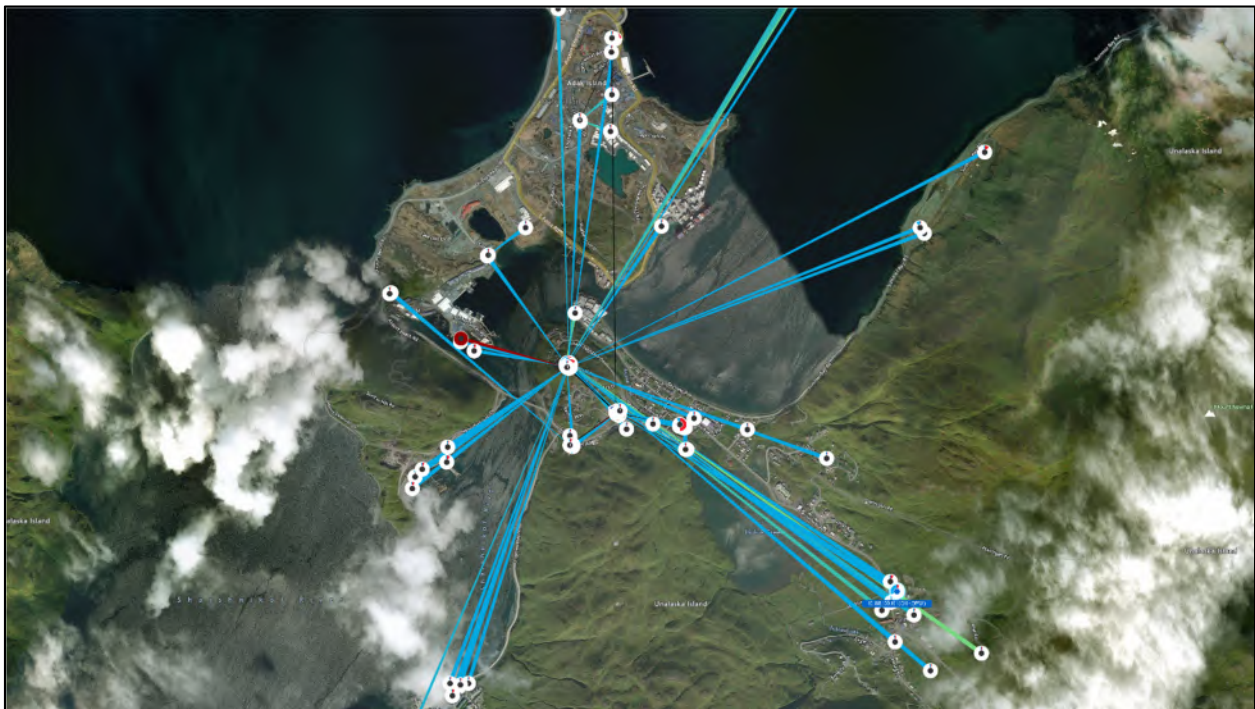


FIGURE 1: CITY'S EXISTING WIRELESS NETWORK

The Planning Department serves as project coordinator and has been working with the Department of Public Works, Department of Public Utilities, Information Systems, City Attorney and GCI representatives to prepare a Joint Trenching Agreement (JTA). The JTA is attached to this report as Exhibit A and the Scope of Work is Exhibit B. The JTA will yield significant project cost savings to the city. If the City paid to trench as a separate project it would cost over \$2.5 million. It would cost the city about \$7 million to lease fiber at a fixed amount of data usage over a 10-year period of time.

The City estimates it needs approximately 62,000 feet of conduit/fiber to connect the majority of City infrastructure and facilities. The City currently has about 12,000 feet of conduit buried in Captains Bay Road (6,000 feet) and Ballyhoo Road (6,000 feet) available for this project. The SOW specifies a cost of \$8 per lineal foot to purchase and install new conduit and \$1,700 to

purchase and install each new vault. The City is contracting with GCI to install about 50,000 feet of new conduit for approximately \$400,000 and about 100 vaults for \$170,000 for an estimated total of about \$570,000.

The City offers spare conduit in the same locations as mentioned above for GCI's use as part of this JTA. The offer is in fair exchange for the cost savings the City receives by contracting with GCI for the simultaneous installation of new conduit for city use. **Figure 2** illustrates the City's project: dashed red lines represent new conduit installed by GCI; and solid red lines represent existing City conduit. Additional conduit in these same locations totaling 12,000 feet is also available for use by GCI and is made available to the company per the JTA.

To complete its new network infrastructure, the City will need to contract with another party to install the fiber and related equipment such as switching gear. After deducting \$570,000 for installing conduit and vaults, the remaining balance of about \$1,430,000 is available to complete this project. The work outlined in the JTA and SOW will be phased over two years to match GCI's phasing. Once complete, the city will have unlimited bandwidth (10 Gbps+) per fiber strand with 24-36 dedicated fiber strands. Also, maintenance of the new underground infrastructure will significantly decrease when compared to the current exposed equipment.

In January GCI applied for City of Unalaska permits to begin the trenching. Staff in the Engineering Division and Planning Department have been coordinating their reviews of the permit application, which is a significantly large one due to the amount of work being proposed throughout the island. GCI divided the project into five areas it refers to as Passive Optical Networking (PON). PONs use fiber optic cabling to provide Ethernet connectivity from a main data source to endpoints. Each PON has numerous scaled professional drawings indicating locations for the trenching and installation plans. To provide examples of the project permit application materials, staff has included two drawings in this report. **Figure 3** is an index drawing of the maps/drawings submitted for PON 2. **Figure 4** is Sheet 8 as identified in Figure 2.

Staff is nearly complete with its review of the PONs. Review includes project construction plans for conformance with city code requirements, installation routes, and conflicts with existing utilities. Staff provides feedback to GCI to insure new work is located in city rights of ways or utility easements. The goal is to avoid installations on private property or the need for acquiring any new public or private utility easements.

As the project moves forward GCI will facilitate public outreach efforts to inform the community about the project. The project calendar, phases, and maps indicating where the new fiber will be installed in relation to private property will be a part of the outreach plan. The City project is a component of the larger GCI project, so the public will be directed to contact GCI representatives for inquiries about the trenching project.

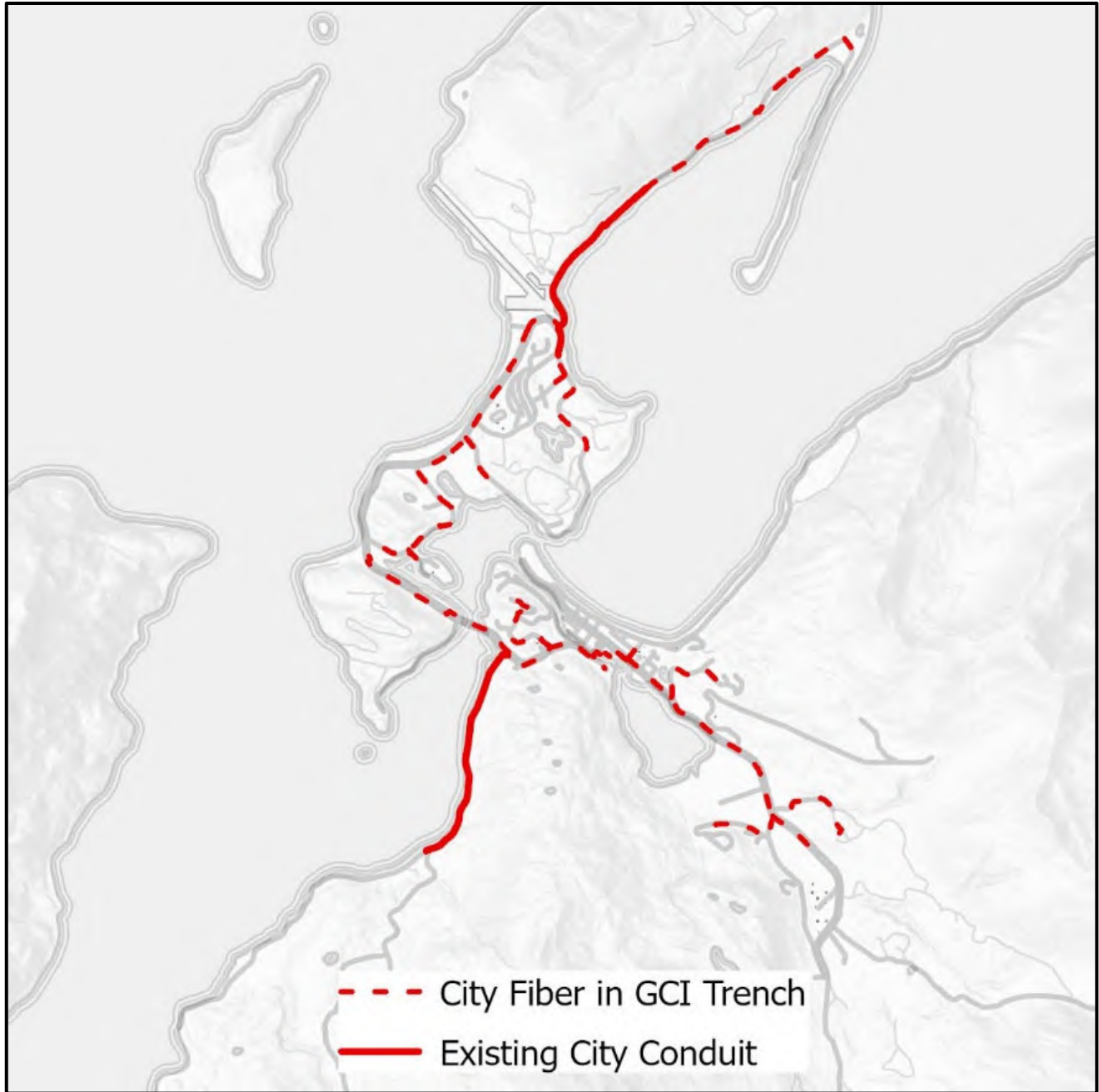


FIGURE 2: EXISTING & PROPOSED CONDUIT

ALTERNATIVES: City Council discussed alternatives during the FY22-31 10-Year CMMP Plan review. The alternatives to the proposed JTA/SOW include forgoing the opportunity to install city conduit, leasing limited fiber capacity for approximately \$700,000 annually, or paying market rate for data using the internet versus installing its own intranet.

FINANCIAL IMPLICATIONS: This project will be funded with \$1,894,026 from the General Fund and \$105,974 from the Water and Wastewater Proprietary Funds.

LEGAL: N/A

STAFF RECOMMENDATION: Recommend approval of Resolution 2021-33 Joint Trench Agreement between the City of Unalaska and Unicom Inc. (GCI)

PROPOSED MOTION: I move to adopt Resolution 2021-33.

CITY MANAGER COMMENTS: I support staff's recommendation. This is a cost effective opportunity to connect city facilities and improve our efficiencies. I thank city staff for their quick response to this opportunity and their hard work getting us to this point.

ATTACHMENTS:

Exhibit A – Joint Trench Agreement (JTA)

Exhibit B – Statement of Work (SOW)

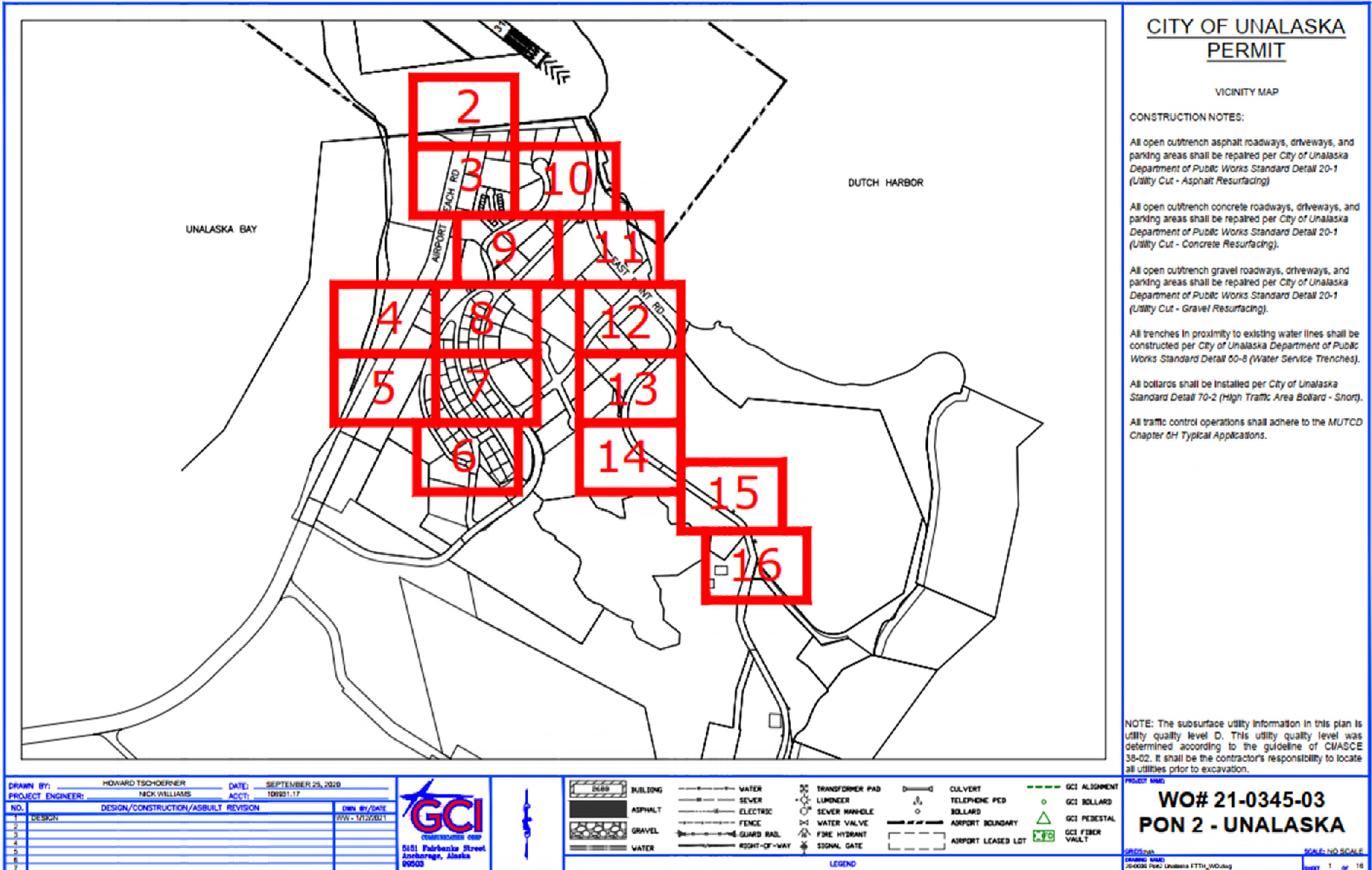
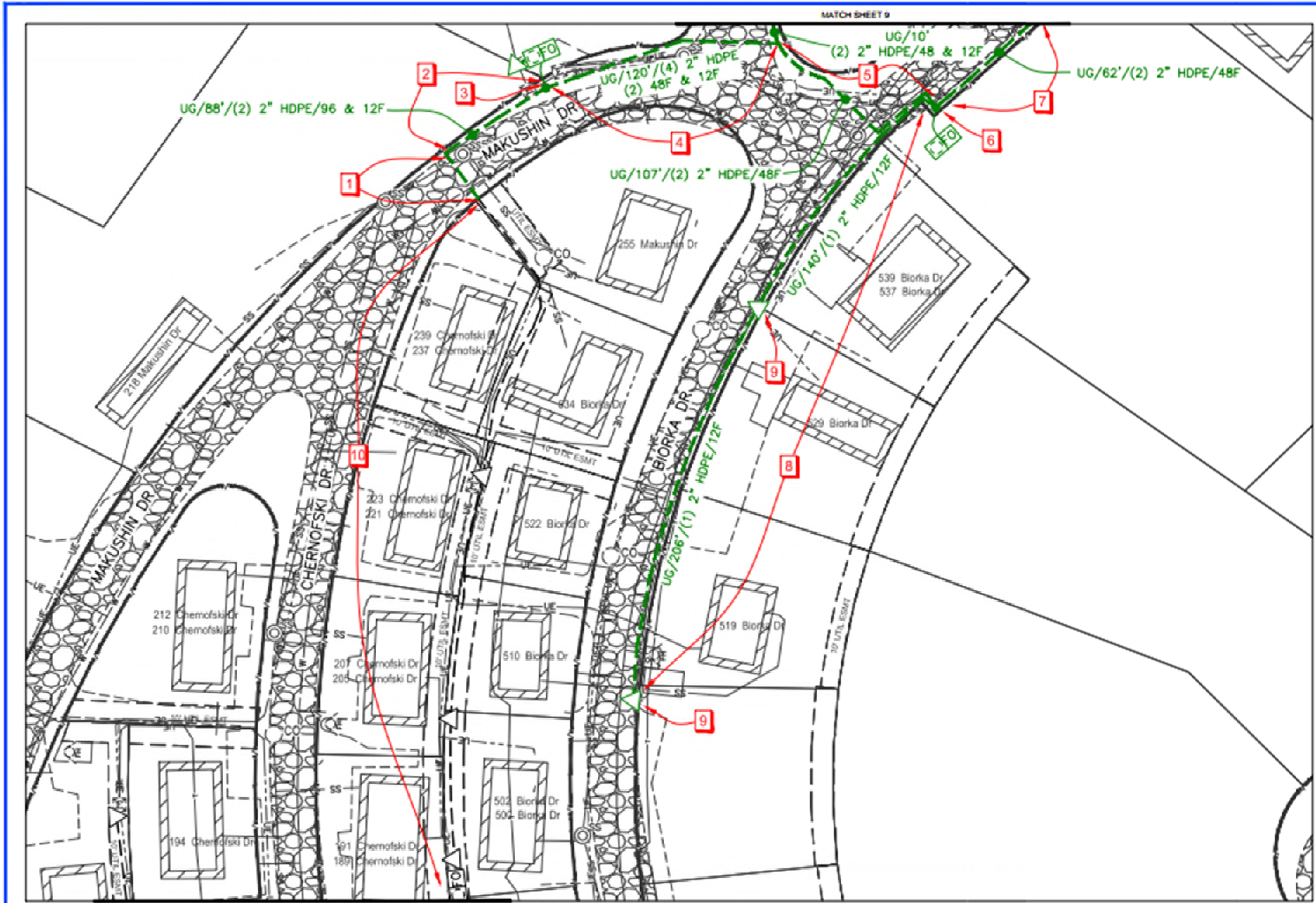


FIGURE 3: GCI PON 2 INDEX



CITY OF UNALASKA PERMIT

- 1.) Trench and install (2) 2" HDPE ducts, (1) 96 count fiber optic cable, and (1) 12 count fiber optic cable. Open cut/trench gravel roadway crossing. Installation will require road closure.
- 2.) Trench and install (2) 2" HDPE ducts, (1) 96 count fiber optic cable, and (1) 12 count fiber optic cable.
- 3.) Install underground vault and leave 150' fiber tails. Place new pedestal next to vault and place (1) 2" conduit & (1) 12 count fiber optic cable between vault & pedestal.
- 4.) Trench and install (4) 2" HDPE ducts, (2) 48 count fiber optic cables, and (1) 12 count fiber optic cable. Open cut/trench gravel roadway crossing. Installation will require road closure.
- 5.) Trench and install (2) 2" HDPE ducts and (1) 48 count fiber optic cable. Open cut/trench gravel roadway crossing. Installation will require road closure.
- 6.) Install underground vault and leave 150' fiber slack loop.
- 7.) Trench and install (2) 2" HDPE ducts and (1) 48 count fiber optic cable.
- 8.) Trench and install (1) 2" HDPE duct and (1) 12 count fiber optic cable. Open cut/trench gravel roadway and driveway crossings. Installation will require road closure.
- 9.) Install new pedestal.
- 10.) Work in Utility Easement.

NOTE: The subsurface utility information in this plan is utility quality level D. This utility quality level was determined according to the guideline of CI/ASCE 38-02. It shall be the contractor's responsibility to locate all utilities prior to excavation.

DRAWN BY:	HOWARD TSOEDNER	DATE:	SEPTEMBER 25, 2010
PROJECT ENGINEER:	NICK WILLIAMS	ACCT:	10931.17
NO.	DESIGN/CONSTRUCTION/ASBUILT REVISION	OWN BY/DATE	
1	DESIGN	WW - 1/12/2011	
2			
3			
4			
5			



BUILDING	WATER	TRANSFORMER PAD	CULVERT
ASPHALT	SEWER	LUMINAIRE	TELEPHONE PED
GRAVEL	ELECTRIC	SEWER MANHOLE	BALLARD
WATER	FENCE	WATER VALVE	AIRPORT BOUNDARY
	GUARD RAIL	FIRE HYDRANT	AIRPORT LEASED LOT
	RIGHT-OF-WAY	SIGNAL GATE	GCI ALIGNMENT
			GCI BOLLARD
			GCI PEDESTAL
			GCI FIBER VAULT

PROJECT NAME:
**WO# 21-0345-03
PON 2 - UNALASKA**

DATE: 9/25/10
SCALE: 1:50

FILE: 200003_PON2_Unalaska_FTTH_WO.dwg
SHEET 8 OF 10

FIGURE 4: GCI PON 2 DETAIL SHEET 8

EXHIBIT A

JOINT TRENCH AGREEMENT BETWEEN UNICOM, INC. AND CITY OF UNALASKA

This agreement is made effective as of June 1, 2021 (“Effective Date”), between Unicom, Inc., with its offices located at 2550 Denali Street, Suite 1000, Anchorage, AK 99503-2751, an Alaska corporation, on its own behalf and on behalf of its telecommunications affiliates, (collectively, “GCI”) and the City of Unalaska (“City”) (each a “Party” and collectively, the “Parties”).

Whereas GCI and the City wish initially to cooperate in a Citywide GCI-Unalaska Fiber Optic Project, with GCI serving as the project manager for such project.

Whereas GCI and the City desire to cooperate in the joint use of their respective trenches within the City of Unalaska, both parties agree it is in their best interest to jointly place facilities. Each party then agrees to make a reasonable effort to inform the other of the joint trench opportunities.

A. Statement of Work (“SOW”).

Initially City wishes to install about 50,000 lineal feet of main line conduit as well as associated and shared vaults in conjunction with GCI’s City-wide Unalaska Fiber Optic Project, and GCI is willing cooperate with the City in accordance with this Agreement and a project SOW. The specific terms , including the sharing of excess City and Ballyhoo Road conduit and the provision of materials , applicable to such project are set forth in SOW No. 1, as attached to this Agreement. Subsequently, each Party may perform projects for the benefit of other as set forth in further SOW(s) during the term of this Agreement. The Parties may enter into additional SOWs to supplement this Agreement for such specific projects to be defined and more fully described in the respective SOWs. In the event requirements of a SOW conflict with the terms of this Agreement, the SOW shall take precedence unless specifically set forth otherwise in a SOW. PARTIES AGREE TO FULLY EXECUTE AN SOW PRIOR TO ANY PROJECTS BEING PERFORMED.

B. Main Line Joint Trench Projects

1. Projects that involve mainline joint trenches between the City and GCI shall be designated as either an internal or a contract project. Internal projects are defined as those using the internal labor force of either party. Contract project shall be those using contractual labor forces.
2. The Utility which is placing facilities in the joint trench shall provide labor to install its facilities unless it is agreed upon by the parties that labor is not needed. Each Utility shall provide materials to install its facilities.
3. Each Utility shall allow free access to the prospective work sites for inspection and coordination of work. Each party agrees to make a reasonable effort to inform the other of work in common areas that could affect the other party’s quiet enjoyment of their facilities.

4. Each Utility shall meet all applicable NESC, NEC, OSHA, and/or State of Alaska, City of Unalaska, and, Federal, construction permit and safety requirements. All work performed shall meet industry standards.
5. Neither party is mandated to place facilities and may elect not to participate in any joint trench opportunity, without penalty.
6. The base rate for joint internal projects shall be \$16 per linear foot as defined by each Utility's representative. Unless it is agreed by the Parties otherwise, the Utility providing the trench shall provide all equipment and materials needed to open the trench, provide bedding materials, and backfill the trench.
7. The base rate for joint contract projects shall be set on a project by project basis as defined in the applicable SOW. Unless it is agreed by the Parties otherwise, the Utility providing the trench shall open the trench, provide bedding materials, and backfill the trench. Projects shall include a "not to exceed" amount.
8. Each party agrees to make reasonable efforts to complete all work in a timely manner and will provide updates on any delays that may hinder the completion of the project.

C. Residential Joint Trench Projects

1. Projects that only involve residential joint trenches between the City and GCI shall be designated as those that provide service from the nearest service attachment to a residence.
2. For the term of this agreement, the parties agree to an average residential service length of 100' (one hundred feet), with a base rate of \$800.00 for each service. This shall apply to all trenches up to 100'. When trenches exceed 100' a linear foot charge of \$8.00 shall be applied in addition to the base rate.
3. The Utility providing the trench shall provide all equipment and materials needed to open the trench, provide bedding materials (if needed), and backfill the trench. Unless it is agreed by the Parties otherwise, each Utility shall provide materials to install its facilities.

D. Billing

1. Unless it is agreed by the Parties otherwise, billing for mainline joint trenches shall be submitted on a project by project basis within 60 (sixty) days after project completion. Payment shall be processed within 30 (thirty) days of receipt. Billing shall include all applicable project ID's.
2. Billing of residential joint trench projects shall be on a yearly basis and mutually agreed upon by each Utility's representative.

3. The City's invoices for services are to be directed to GCI via email to apinvoices@gci.com or mailed to GCI at the following address:

Unicom, Inc.
2550 Denali Street Suite 1000
Anchorage, AK 99503

4. GCI's invoices for services are to be directed to the City via email to apinv@ci.unalaska.ak.us or mailed to the City at the following address:

City of Unalaska
Dept. of Public Works and Utilities
P O Box 610
Unalaska, AK 99685

E. Term

This Agreement covers the period June 1, 2021 through December 31, 2024. However, that any SOWs then in effect shall survive such termination and continue to be governed by the terms hereunder until their expiration or earlier termination. Further provided however, that expiration of this agreement will not excuse either party from obligation to pay for service rendered during the agreement term. This agreement may be extended by mutual agreement.

F. Insurance

1. Parties shall carry and maintain throughout the life of this agreement, at their own expense, insurance not less than the amounts and coverage herein specified. In order to protect one another's interests, each party shall name the other as an additional insured under the General Commercial and Automobile Liability policies, with respect to the performance of the work. Each party shall have no right of subrogation against the other and this waiver of subrogation shall be endorsed upon all the policies.
2. Prior to commencement of work, the parties shall furnish certificates of insurance to one another evidencing that the insurance policy provisions required hereunder are in force. Acceptance by either party of deficient evidence does not constitute a waiver of contract requirements.
3. Certified copies of full policies shall be provided at the request of either party. The minimum coverages and limits required for both parties are as follows:
 - a. Commercial General Liability with limits not less than \$1,000,000 per Occurrence and \$2,000,000 Aggregate for bodily injury and property damage including coverage for Premises and Operations Liability Products and Completed Operations Liability, Contractual Liability, Broad Form Property Damage Liability and Personal Injury Liability. Coverage shall not contain any exclusion of Explosion, Collapse, or Underground. Coverage is to be endorsed to include a per project aggregate.

- b. Commercial Automobile Liability on all owned, non-owned, hired and rented vehicles with limits of liability of not less than \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage per each accident or loss.
- c. Workers' Compensation insurance in accordance with statutory coverages required by the State of Alaska and Employers Liability insurance with limits not less than \$1,000,000, and where applicable, insurance in compliance with any other statutory obligations, whether State or Federal, pertaining to the compensation of injured employees assigned to the work.
- d. If the parties employ subcontractors to perform any work hereunder, the parties shall require such subcontractors and their subcontractors to obtain, carry, maintain and keep in force during the time in which they are engaged in performing any work, at minimum, policies of insurance coverage which comply with the requirements as set forth in this section. This requirement is applicable to subcontractors of any tier. Additional insurance may be required of subcontractors depending upon the scope of the project.

G. Liability for Damaged Utility and Service Lines

If one party inflicts damage upon the other's utility or service line(s), that Party shall pay for repair or replacement of the damaged utility or service line.

H. Indemnification:

Each party shall defend, indemnify and hold the other party, its officers, officials, employees and agents harmless from any and all claims, injuries, damages, losses or suits including all legal costs and attorney fees to the extent they arise from or in connection with: (a) fault, willful misconduct, or negligence, in connection with performance of this agreement, of the indemnifying Party, its officers, employees, agents subcontractors and/or representatives; (b) any product, liability claims relating to any material supplied by the indemnifying party under this agreement; (c) failure of the indemnifying party, its officers, employees, agents, subcontractors and/or representatives to comply with any item of this agreement or any applicable local, state or federal law; (d) claims under workers' compensation or similar employee benefit acts by the indemnifying party or its employees agents, subcontractors or subcontractors' employees or agents.

I. Relationship

Nothing contained in this Agreement shall be construed to create a partnership, employee/employer relationship, or joint enterprise or venture with the other party. Each party will be responsible for the direction, management, supervision, and safety of its own employees, agents, officers, or representatives at any common trench work site. Neither party shall have the power or authority to act for the other in any manner to create obligations or debts which would be binding upon the other party.

UNICOM, INC.

By: _____

Name

Title

STATE OF ALASKA)
) ss.
Third Judicial District)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by _____, the _____ of Unicom, Inc., an Alaska Corporation, on behalf of the corporation.

Notary Public, State of Alaska
My Commission Expires: _____

CITY OF UNALASKA, ALASKA

By: _____

Erin Reinders, City Manager

STATE OF ALASKA)
) ss.
Third Judicial District)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by ERIN RENDERS, City Manager for the City of Unalaska, a First Class Alaska Municipal Corporation, on behalf of the City of Unalaska.

Notary Public, State of Alaska
My Commission expires _____

EXHIBIT B

STATEMENT OF WORK No. 1

(Joint Trench)

This Statement of Work (“SOW”) is made effective as of June 1, 2021 (“Effective Date”), between Unicom, Inc., with its offices located at 2550 Denali Street, Suite 1000, Anchorage, AK 99503-2751, an Alaska corporation, on its own behalf and on behalf of its telecommunications affiliates, (collectively, “GCI”) and the City of Unalaska (“City”) (each a “Party” and collectively, the “Parties”). This SOW is subject to the terms and conditions of the Joint Trench Agreement Between Unicom, Inc. and City of Unalaska, dated June 1, 2021 (“Agreement”) and upon execution by the Parties becomes a part of such Agreement. Notwithstanding anything to the contrary in the Agreement, wherever terms and conditions of the SOW and the Agreement may conflict, then the terms of the SOW shall prevail.

PERIOD OF PERFORMANCE

This SOW shall become effective on the Effective Date and shall continue until December 31, 2023 (the “Term”) unless extended or terminated in accordance with the Agreement and this SOW.

OBJECTIVES

This SOW covers the cooperation between GCI and City as to the sharing of joint mainline trench opened by GCI and its contractors as part of the GCI-Unalaska Fiber Optic Project within the City of Unalaska, as well as allowing GCI access to existing excess City conduit facilities along Ballyhoo Road (approximately 6,000’) and Captains Bay Road (approximately 6,000’). The total existing excess City conduit to which GCI shall have use shall be later determined by the parties. GCI will work with the City to install about 50,000 lineal feet of City conduit for the City’s own non-competitive use within the City’s fiber network, along the mainline route(s) of GCI’s new fiber optic network, as well as associated and shared vaults. In addition to the joint trenching GCI will furnish conduit and vaults on the mainline route(s) for the City. GCI will also facilitate the connection between such installed conduit/vaults by the City or its contractor(s) to service additional, not on the mainline, route(s) on the City’s own non-competitive fiber network.

SCOPE OF WORK

GCI will work with City to prepare final route maps and engineering design, including the desired location of the City’s conduit and associated/shared vaults. City will make available to GCI existing excess conduit in its network, conduit along Ballyhoo Road, and, subject to permitting, will authorize new conduit on any City controlled bridges. GCI’s contractor will open the shared trenches, and install the conduit, associated and vaults, and GCI fiber pursuant to the GCI-Unalaska Fiber Optic Project, as well as install the conduit on the mainline routes (and some associated vaults) on behalf of the City. GCI’s contractor shall also provide bedding materials and backfill the trench. GCI and its contractor(s) shall work with City to coordinate the scheduling of the City’s contractor(s) for the installation of interconnecting City conduit, as well as the City’s installation of its fiber throughout the system, subsequent to GCI’s project phasing timeline. GCI will cooperate with City on the procurement of materials, and facilitate contact with GCI’s contractor(s).

SUBCONTRACTORS

City hereby consents to the use of subcontractors by GCI under this SOW.

SCHEDULE/MILESTONES

Pending final route maps and engineering design, it is anticipated that the GCI-Unalaska Fiber Optic Project will start in June 2021, and construction will be completed by December 31, 2023.

CHANGE MANAGEMENT PROCESS

Any changes to the SOW will be made using a Change Order (“CO”) or Amendment at GCIC’s discretion. No change to the SOW will be done before such document is executed by both Parties.

SCHEDULE OF PAYMENT & INVOICE SCHEDULE

In the performance of this SOW, GCI shall provide the materials and work within the time period as set forth above. Services will be performed on a per foot installation cost for conduit, which includes conduit, and vault price basis (in accordance with the quantities and prices detailed below).

GCI will submit invoices to City on a quarterly basis based on the rates established below, with the final invoice due to City within 30 days of City’s written acceptance of the installed conduit and associated/shared vaults under this SOW.

Equipment, Product & Other Expense Cost:

Material/Product/Expense	Quantity	Unit Cost	Total Cost
Price per lineal foot of installed conduit	Approx. 50,000	\$8.00	Approx. \$400,000
<u>Price per installed vault</u>	100	\$1,700.00	Approx. \$170,000

COUNTERPARTS

The Parties may execute this SOW in separate counterparts, each of which when so executed shall be deemed to be an original and both of which taken together shall constitute the same SOW. Delivery of an executed counterpart by electronic transmission shall be equally effective as physical delivery of an executed counterpart.

ENTIRE AGREEMENT

This SOW, including any and all exhibits and amendments thereto, together with the Agreement including any and all exhibits and amendments thereto, constitute the entire agreement between the Parties hereto and cancels and supersedes all prior negotiations, bids, proposals, work orders, representations or agreements whether written or oral with respect to the subject matter hereof. No changes, alterations, or modifications to this SOW shall be effective unless in writing and signed by both Parties hereto.

IN WITNESS WHEREOF, the duly authorized representatives of the Parties execute this SOW as of the latest signature date below.

City of Unalaska

Unicom, Inc.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-36

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FEDERAL SIGNAL FOR THE CONSTRUCTION OF THE TSUNAMI SIRENS UPDGRADE PROJECT IN THE AMOUNT OF \$333,450.60

WHEREAS, the Tsunami Sirens Upgrade Project is an approved component of the City of Unalaska Capital & Major Maintenance Program; and

WHEREAS, the City of Unalaska has determined that it is in the best interests of the residents of the City of Unalaska to have such a Project; and

WHEREAS, the City of Unalaska has provided funding for the Project, which addresses a life and safety issue affecting the entire community; and

WHEREAS, the City Manager has approved a sole source procurement of the Project's construction from Federal Signal based upon the criteria set forth in the City of Unalaska's Purchasing Policy No. 14-0803 §1.h.A.3; and

WHEREAS, the use of funds from the 2020 NOAA Tsunami Hazard Mitigation Program State Grant no. 20NOAA-GY21 have been approved for this procurement by the Granting Agency.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to enter into an Agreement with Federal Signal to perform the construction of the Tsunami Sirens Upgrade Project for \$333,450.60.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Jay King, Director, Department of Public Safety
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Resolution 2021-36 - A Resolution of the Unalaska City Council Authorizing the City Manager to enter into an Agreement with Federal Signal for the construction of the Tsunami Sirens Upgrade Project in the amount of \$333,450.60

SUMMARY: Resolution 2021-36 will authorize the City Manager to enter into an Agreement with Federal Signal for the construction of the Tsunami Sirens Upgrades Project (MUNIS Project code PS20C) for a total of \$333,450.60. Funding is available in the Project's budget, which includes \$122,280 in State Grant funding to award the work, and Staff recommends approval.

PREVIOUS COUNCIL ACTION: Council approved Resolution 2019-27 adopting the FY20-24 Capital and Major Maintenance Plan on May 14, 2019, which included approval to request the appropriation of \$261,897 for this Project. The FY20 Operating and Capital Budget Ordinance 2019-07, adopted May 28, 2019, included that appropriation. On January 26, 2021, Council adopted Ordinance 2021-01, accepting a State Capital Grant of \$122,280 for the Project.

BACKGROUND: The City's current Tsunami Warning System (hardware and software) is outdated and replacement parts are no longer available for the sirens. Upon completion of this Project, the 7 existing tsunami sirens will have been replaced, and new command and control hardware and software will be installed in the Department of Public Safety Dispatch Offices, bringing Unalaska up to current national standards with improved reliability and robustness for our Tsunami Warning System. The new components will be 256-bit AES encrypted, which secures the system from malicious attacks, and will integrate well with the new equipment to be installed as part of the Radio and Repeater Site Upgrades Project.

DISCUSSION: There are only two major West Coast suppliers of tsunami alert equipment and services. Federal Signal has been providing equipment and services in Alaska for almost 20 years with an excellent reputation for the reliability of their systems. They have installed systems Statewide, from the North Slope to Shemya, and in many communities in Southeast Alaska and along the Aleutian Chain. Because they regularly travel the Aleutian Chain, logistics and costs will be reasonable for both routine maintenance and if a technician is needed to be dispatched to Unalaska. The only other West Coast supplier, American Signal, does not have a presence in Alaska and must dispatch their technicians from the Midwest, adding significant operational costs for maintenance and in the event of an outage. For these reasons, sole sourcing was requested and approved by the City Manager as it meets the criteria established in the City of Unalaska's Policy #14-0802, Purchasing Policy, §1.h.i.3., "Competition is determined inadequate after solicitation of a number of sources". A copy of the proposed Construction Agreement with Federal Signal is included with this memorandum.

ALTERNATIVES: This project will cure life and safety issues and should be constructed as soon as reasonably possible since the majority of the existing tsunami sirens are non-functional. Council may elect for Staff to request more quotes for the work via a sealed bid process, however,

we must keep in mind that the grant funding requires it be liquidated within 45 days of August 31, 2021. Losing the grant funding means there likely will be insufficient funding to construct the project with the current bid and any others that potentially would be received via the sealed bid process.

FINANCIAL IMPLICATIONS: There is \$371,559 available in the Project's budget, \$122,280 of which is grant funds which have been approved by the Granting Agency to be used to fund this Construction Agreement of \$333,450.60.

LEGAL: N/A

STAFF RECOMMENDATION: Staff recommends approval of this contract award. Time is of the essence for both financial and safety reasons, and Federal Signal's quote for the work is reasonable and within the current budget as long as we are able to make payment utilizing the grant funds within 45 days of August 31, 2021.

PROPOSED MOTION: I move to approve Resolution 2021-36.

CITY MANAGER COMMENTS: This important project is a long time coming and is partially supported by grant funding. I support staff's recommendation.

ATTACHMENTS: Form of Agreement with Federal Signal for \$333,450.60.



CITY OF UNALASKA
Construction Services Agreement
Tsunami Sirens Upgrade Project

Project No. 19106/PS20C

Prepared By:

City of Unalaska
Department of Public Works
P.O. Box 610
Unalaska, Alaska 99685
907.581.1260

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AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into this _____ day of _____, 2021, by and between Federal Signal (hereinafter called "Contractor"), and the CITY OF UNALASKA (hereinafter called "City").

WITNESSETH THAT:

WHEREAS City desires to engage Contractor to construct the **Tsunami Sirens Upgrade Project** as set out in the Scope of Services to this Agreement, **Exhibit "A"**, adhering to the Contract Schedule, **Exhibit "B"**, in exchange for the pricing set forth on the **Fee Schedule, Exhibit "C"**, at the location set forth in **Appendix 1 – Command Center and Tsunami Siren Locations**, utilizing the equipment listed in **Appendix 2 – Equipment Specifications**, and

WHEREAS Contractor represents that it has the experience, ability, licenses, certifications, and equipment to perform such services; and

WHEREAS the parties hereto desire to enter into an agreement setting forth the terms under which Contractor will, as requested, perform such work;

NOW THEREFORE the parties hereto do mutually agree as follows:

1. The Work

Contractor agrees to perform the work described in **Exhibit A- Scope of Services**; however, the Contractor is not authorized to perform any work or incur any expense which would cause the amount for which he is entitled to be paid under this Agreement to exceed the amount set forth in **Exhibit C – Fee Proposal** without the prior written approval of the City. All services shall be rendered in accordance with the schedule set forth in **Exhibit B – Contract Schedule**.

The work shall include but not be limited to the following: furnishing all equipment, transportation, per diem, travel, and supplies to perform all scopes of work that are authorized under its State of Alaska Professional General Contractor and Electrical Administrator Licenses in connection with the City of Unalaska's **Tsunami Sirens Upgrade Project** as detailed in the attached **Exhibit A – Scope of Services**.

The Contractor shall submit a copy of their State of Alaska Contractor's License, State of Alaska Electrical Administrator's License, State of Alaska Business License, Certification of Insurance, and City of Unalaska Business License, and all Subcontractor City of Unalaska Business Licenses, prior to commencement of the Work. All Work shall be performed in accordance with the Laborers' and Mechanics' Minimum Rates of Pay as required by Title 36 AS 36.05 & AS 36.10 published by the Alaska Department of Labor.

2. Contract Times

The Work will be substantially complete on or before September 17, 2021, and completed and ready for final payment on or before October 29, 2021.

3. Contract Sum and Payments

City agrees to make periodic payments to Contractor for completion of the Work as services are performed and costs are incurred, provided Contractor submits a proper invoice for each payment, in such form accompanied by such evidence in support thereof as may be reasonably required by the City. All invoices are otherwise due and payable within thirty (30) days of receipt by City. City shall pay Contractor for the services identified in Exhibit A the **Not to Exceed Contract Sum of Three Hundred Thirty**

three Thousand, Four Hundred Fifty Dollars and Sixty Cents (\$333,450.60). The portion of the Not to Exceed Contract Sum billed and paid for Contractor's services as set out on **Exhibit C – Fee Schedule** shall be equal to the proportion of services actually completed for each task set forth in **Exhibit A – Scope of Services** during the billing period to the fee total specified for that task.

Contractor may make application for final payment after Contractor has satisfactorily completed all Work defined in the Agreement, including providing all maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance, certificates of inspection, approved Alaska Department of Labor Notice of Completion, annotated record documents, and other documents.

The making of final payment will not constitute a waiver by Owner of claims or rights against Contractor. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted

4. Personnel

Contractor agrees to furnish all personnel necessary for expeditious and satisfactory performance of this Agreement, each to be competent, experienced, certified, and well qualified for the work assigned. No person objected to by the City shall be employed by Contractor for work hereunder. Contractor will submit courtesy copies of Alaska Department of Labor certified payroll documents to Owner at the time they are submitted to the State.

5. Insurance

Contractor shall provide insurance coverage for not less than the following amounts, or greater where required by Laws and Regulations:

- A. Commercial General Liability Insurance: \$1,000,000 per occurrence with a \$2,000,000 aggregate, including completed products and operations and personal liability insurance.
- B. Automobile Liability Insurance: \$1,000,000 Combined Single Limit Including owned, hired, and non-owned coverage.
- C. Statutory Workers' Compensation and Employer's Liability Insurance: \$1,000,000 Each Accident/Each Employee/Policy Limit.
- D. A Waiver of Subrogation on the Commercial General Liability Insurance, Automobile Liability Insurance, Statutory Workers Compensation and Employers Liability Insurance, Insurance: Contractor will hold the city harmless and provide a Waiver of Subrogation in favor of the Owner.

The Contractor is required to provide the Owner with a Certificate of Insurance naming the Owner as Additional Insured prior to the commencement of any Work or use of Owner facilities. The failure to object to contents of the Certificate of Insurance or the absence of same shall not be deemed a waiver of any and all rights held by the Owner. Additional Insured status on the Commercial General Liability shall be through ISO Additional Insured Endorsement CG2010 11/04 or equivalent.

In the event the Contractor utilizes a Subcontractor for any portion of the services outlined within the scope of its activities, the Subcontractor shall provide insurance of the same type or types and to the same extent of coverage as that provided by the Contractor. All insurance required of the Subcontractor shall also name the Owner as an Additional Insured for all those activities performed within its contracted activities for the contract executed.

The Contractor acknowledges that failure to obtain such insurance on behalf of the City constitutes a material breach of Contract and subjects it to liability for damages, indemnification, and all other legal remedies available to the Owner.

6. Contractor's Responsibilities

Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with this Agreement. Contractor shall be solely responsible for the means, methods, techniques, sequences, safety, and procedures of construction. Contractor shall assign a competent resident superintendent who is to be present at all times during the execution of the Work. Contractor shall at all times maintain good discipline and order at the Site. In addition to and apart from the Work of the Contractor, other work may occur at or adjacent to the Site. Contractor shall take reasonable and customary measures to avoid damaging, delaying, disrupting, or interfering with the work of Owner, any other contractor, or any utility owner performing other work at or adjacent to the Site.

Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work in accordance with Federal and State Departments of Labor Occupational Safety and Health Act (OSHA) and other local, state, and federal regulations. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:

- A. All persons on the Site or adjacent to the Site who may be affected by the Work;
- B. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
- C. Other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and underground facilities not designated for removal, relocation, or replacement in the course of construction.

All damage, injury, or loss to any property caused, directly or indirectly, in whole or in part, by Contractor, or anyone for whose acts the Contractor may be liable, shall be remedied by Contractor at its expense.

7. Warranties, Guarantees, and Indemnification

Contractor warrants and guarantees to Owner that all Work will not be defective, and Owner and its officers, directors, members, partners, employees, agents, consultants, and subcontractors shall be entitled to rely on Contractor's warranty and guarantee.

Contractor warrants and guarantees that title to all Work, materials, and equipment furnished under the Agreement will pass to Owner free and clear of (1) all liens and other title defects, and (2) all patent, licensing, copyright, or royalty obligations, no later than seven days after the time of payment by Owner.

To the fullest extent permitted by Laws and Regulations, and in addition to any other obligations of Contractor under this Agreement or otherwise, Contractor shall indemnify and hold harmless Owner and its officers, directors, members, partners, employees, agents, consultants, and subcontractors from and against all claims, costs, losses, and damages arising out of or relating to the performance of the Work, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of

use resulting therefrom but only to the extent caused by any negligent act or omission of Contractor, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work or anyone for whose acts they may be liable.

All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion, and acceptance of the Work or termination or completion of the Agreement or termination of the services of Contractor.

8. Owner's Responsibilities

Owner shall make payments to Contractor as provided in this Agreement, and provide Site and easements required to construct the Project.

Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs, or for any failure of Contractor to comply with Laws and Regulations and Codes applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform the Work in accordance with this Agreement.

While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed, and Owner shall furnish copies of any applicable Owner safety programs to Contractor.

9. Changes in the Work

Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work by issuing Change Orders. Owner and Contractor shall execute appropriate Change Orders covering changes in the Contract Price or Contract Times which are agreed to by the parties.

10. Claims and Dispute Resolution

The party submitting a claim shall deliver it directly to the other party to the Contract promptly (but in no event later than 10 days) after the start of the event giving rise thereto. The party receiving a claim shall review it thoroughly, giving full consideration to its merits. The two parties shall seek to resolve the claim through the exchange of information and direct negotiations. All actions taken on a claim shall be stated in writing and submitted to the other party. If efforts to resolve a claim are not successful, the party receiving the claim may deny it by giving written notice of denial to the other party. If the receiving party does not take action on the claim within 45 days, the claim is deemed denied. If the dispute is not resolved to the satisfaction of the parties, Owner or Contractor shall give written notice to the other party of the intent to submit the dispute to a court of competent jurisdiction unless the Owner and Contractor both agree to an alternative dispute resolution process.

11. Suspension of Work and Termination

At any time and without cause, Owner may suspend the Work or any portion thereof for a period of not more than 60 consecutive days by written notice to Contractor and Engineer. Such notice will fix the date

on which Work will be resumed. Contractor shall resume the Work on the date so fixed. Contractor shall be entitled to an adjustment in the Contract Price or an extension of the Contract Times, or both, directly attributable to any such suspension

Contractor's failure to perform the Work in accordance with the Contract Documents or other failure to comply with a material term of the Contract Documents will constitute a default by Contractor and justify termination for cause. If Contractor defaults in its obligations, then after giving Contractor and any surety ten days written notice that Owner is considering a declaration that Contractor is in default and termination of the Contract, Owner may proceed to declare Contractor to be in default, and give Contractor and any surety notice that the Contract is terminated; and enforce the rights available to Owner under any applicable performance bond.

Owner may not proceed with termination of the Contract under Paragraph 15.02.B if Contractor within seven days of receipt of notice of intent to terminate begins to correct its failure to perform and proceeds diligently to cure such failure.

Subject to the terms and operation of any applicable performance bond, if Owner has terminated the Contract for cause, Owner may exclude Contractor from the Site, take possession of the Work, incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere, and complete the Work as Owner may deem expedient.

Upon seven days written notice to Contractor, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for, without duplication of any items:

- A. Completed and acceptable Work executed in accordance with this Agreement prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such Work;
- B. Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by this Agreement in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses; and
- C. Other reasonable expenses directly attributable to termination, including costs incurred to prepare a termination for convenience cost proposal.

Contractor shall not be paid on account of loss of anticipated overhead, profits, or revenue, or other economic loss arising out of or resulting from such termination.

If, through no act or fault of Contractor, (1) the Work is suspended for more than 90 consecutive days by Owner or under an order of court or other public authority, or (2) Owner fails for 30 days to pay Contractor any sum finally determined to be due, then Contractor may, upon seven days written notice to Owner, and provided Owner does not remedy such suspension or failure within that time, either stop the Work until payment is received, or terminate the Contract and recover payment from the Owner.

12. Compliance with Applicable Laws

Contractor shall in the performance of this Agreement comply with all applicable Federal, State, and local laws, ordinances, orders, rules, and regulations applicable to its performance hereunder, including without limitation, all such legal provisions pertaining to social security, income tax withholding, medical

EXHIBIT “A” – SCOPE OF SERVICES

The Contractor will work with the City to construct the **Tsunami Sirens Upgrade Project**.

The Scope of Services for this Agreement includes the following tasks:

- Contractor will perform all work required to provide the City with a fully functioning Tsunami Warning System which includes the Command Center to be located in the Dispatch area of the Department of Public Safety Facility as well as 7 sirens mounted on existing poles at the locations shown on APPENDIX 1- COMMAND CENTER AND TSUNAMI SIREN LOCATIONS. APPENDIX 2 – EQUIPMENT SPECIFICATION lists the major items to be supplied and installed by Contractor at the locations set out on APPENDIX 1.
- Contractor will perform all work required to procure, install, and make operational per **Contractor’s Quote #SYSQ4940-03** dated April 28, 2021, the Services and Equipment described therein.
- Contractor will meet or exceed all national, state, and local safety and installation codes and regulations.
- Contractor shall perform their work in accordance with the Laborers’ and Mechanic’ Minimum Rates of Pay as required by Title 36 AS 36.05 & AS36.10.
- Contractor will assign a Project Manager and Project team, conduct kick-off meeting with all Project participants.
- Contractor will conduct acceptance testing and complete acceptance certificate.
- Contractor will provide one set of as-built documentation and equipment manuals in both bound paper and electronic formats.
- Contractor will provide a one year warranty on installation and equipment.
- The City will receive, store, and protect the parts and equipment to be installed by Contractor for the duration of the Project as set out in Exhibit “B” – Contract Schedule.
- The City will provide the 26 Deep Cycle Batteries.
- The City will provide staging areas of an appropriate size for installation work.
- The City will guarantee and ensure access to each installation site set out on APPENDIX 1 and the Command Center located in the Dispatch area of the Department of Public Safety Facility.
- The City will ensure AC power is provided to the electrical service disconnect installed adjacent to the controller cabinet to be installed at the Dispatch area of the Department of Public Safety Facility.
- The City will be responsible for any permits and easements necessary for the Contractor to perform the work.



Protecting people and our planet

US : 2645 Federal Signal Drive, University Park, Illinois 60484 | Tel +1 708 534 4756
 UK : Silk House, Park Green, Macclesfield, Cheshire SK117NA, | Tel +44 (0)1625 66 66 00
www.fedsig.com

Quotation

Number : **SYSQ4940-03**

Date : **04/28/2021**

Expiration Date : **07/01/2021**

Quoted

Company:

Unalaska Fire Department
 P.O. Box 370
 Unalaska, Alaska 99685

To:

Michael Hanson
 907-581-5329
 mhanson@ci.unalaska.ak.us

Your Sales Rep:

Paul J. Merkouris
 Federal Signal Manufacturer's
 Phone 907-344-9674
 paul@alster.com

Prepared By:

Bruce Ross
 Western Regional Sales Manager
 Phone 858-264-8568
 bross@federalsignal.com

Notes:

Here is the quote you requested. The 26 IK-BATT-STD batteries have been removed from quote - to be purchased by Unalaska. Federal Signal requires the proper batteries to be used for the warranty period. 12V Marine Battery, Group 24M 600CCA 735 MCA, Threaded post FVP- DC24-6.

Project Ref:						
Unalaska FD						
Terms				Ship Via	FOB	
NET 30 With Account Approval				Freight Quoted	Origin	
Line	Qty	Part Number	Description	Unit Price	Ext. Price	
Command and Control						
1	1	SFCD10	Commander Programming/Monitoring Software for 10 Sites. License is for up to 5 computers	\$2,445.30	\$2,445.30	
2	1	X-PCD1	Desktop PC with WIN10 and complete with 22" Monitor	\$3,567.25	\$3,567.25	
3	1	SS2000+	Desk Mount Encoder	\$3,300.30	\$3,300.30	
4	1	MIC-XLR	GOOSENECK MICROPHONE AND DESK BASE	\$180.00	\$180.00	
5	1	BSH	BASE STN. RADIO, VHF	\$3,240.00	\$3,240.00	
6	1	OMNI-5	ANTENNA, 156-162MHz VHF	\$361.80	\$361.80	
7	1	AMB-W	ANTENNA MOUNTING BRACKET, WALL	\$162.00	\$162.00	
8	1	COMMANDER1-S	CommanderOne Standard, Annual Subscription	\$4,000.00	\$4,000.00	
Equipment						
9	3	MOD6024B	Omnidirectional Electronic Siren, 121dB @ 100ft/30m.	\$14,256.65	\$42,769.95	
10	3	MOD4016B	Omnidirectional Electronic Siren, 118dB @ 100ft/30m.	\$10,255.25	\$30,765.75	
11	1	MOD2008B	Omnidirectional Electronic Siren, 112dB @ 100ft/30m.	\$6,253.85	\$6,253.85	
12	7	UVTDH	DIGITAL, 2-WAY, HI BND, 120V	\$6,216.30	\$43,514.10	
13	1	DVR	Digital Recording Fee, Single Voice up to 10 messages	\$700.00	\$700.00	
Order will ship with standard messaging, unless customer supplies custom messages at order acceptance.						
14	32	UV400	UV Amplifier, 400W.	\$668.70	\$21,398.40	
15	7	DVSD	Digital voice mini SD card.	\$293.40	\$2,053.80	

This quotation is expressly subject to acceptance by Buyer of all terms stated on this and Federal Signal's terms of sale (available on request). Any exception to or modifications of such terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or office of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of Federal Signal's terms. Any such order shall be subject to acceptance by Seller in its discretion. Prices Subject To Change - Prices Based Upon Total Purchase - All Delivery, Training Or Consulting Services To Be Billed At Published Rates For Each Activity Involved. We Shall Not Be Liable For Any Loss Of Profits, Business, Goodwill, Data, Interruption Of Business, Nor For Incidental Or Consequential Merchantability Or Fitness Of Purpose, Damages Related To This Agreement.

Quote Number **SYSQ4940-03**

Page 1 of 18

Line	Qty	Part Number	Description	Unit Price	Ext. Price
16	7	OMNI-5	ANTENNA, 156-162MHz VHF	\$361.80	\$2,532.60
17	7	AMB-P	ANTENNA MOUNTING BRACKET, POLE	\$121.50	\$850.50
Services					
18	1	TK-IO-CUSTINS	Encoder & Radio Install	\$3,300.00	\$3,300.00
19	1	TK-S-CPSYSOP	Optimization, Configuration and Training	\$3,900.00	\$3,900.00
20	6	TK-IO-CUSTINS	SIREN INSTALL ON EXISTING POLES	\$17,775.00	\$106,650.00
21	1	TK-IO-CUSTINS	SIREN INSTALL ON EXISTING BUILDING	\$19,100.00	\$19,100.00
22	1	TK-IO-CUSTINS	INSPECTION TRIP, ENGINEERING AND SPECIAL BRACKET FABRICATION FOR SIX (6) EXISTING POLES AND ONE (1) NEW BUILDING LOCATION.	\$22,950.00	\$22,950.00
23	1	ES-FREIGHT	NOTE - FINAL ELECTRICAL SERVICE TO BE PROVIDED BY CITY OF UNALASKA. SHIPPING FEES	\$9,455.00	\$9,455.00

*4/16 Inspect pole and building sites - Completed
5/3 Receive Order
6/18 Ship Hardware
7/9 Equipment arrives Unalaska
7/26 Customer supplied batteries on site
7/30 Complete pre-fab work for poles and building
8/2 Begin install
9/15 Finalize testing, acceptance and training for Unalaska
9/17 Complete*

Lead Time:

SubTotal	\$333,450.60
Tax	
Total USD	\$333,450.60
Recurring Totals	\$4,000.00

This quotation is expressly subject to acceptance by Buyer of all terms stated on this and Federal Signal's terms of sale (available on request). Any exception to or modifications of such terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or office of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of Federal Signal's terms. Any such order shall be subject to acceptance by Seller in its discretion. Prices Subject To Change - Prices Based Upon Total Purchase - All Delivery, Training Or Consulting Services To Be Billed At Published Rates For Each Activity Involved. We Shall Not Be Liable For Any Loss Of Profits, Business, Goodwill, Data, Interruption Of Business, Nor For Incidental Or Consequential Merchantability Or Fitness Of Purpose, Damages Related To This Agreement.

Quote Number **SYSQ4940-03**

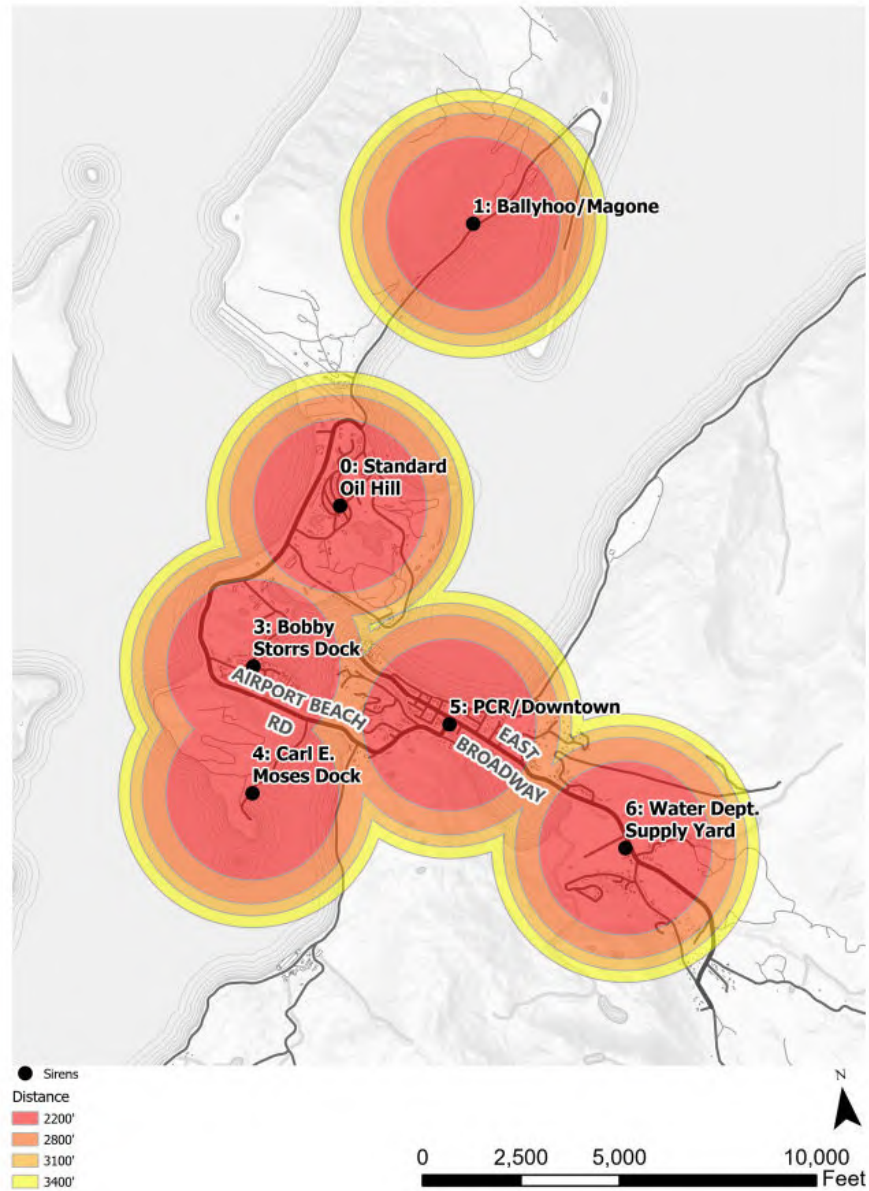
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EXHIBIT “B” – CONTRACT SCHEDULE

The contract schedule is set forth below.

DATE	TASK
4/16/21	Inspect pole and building sites - Completed.
5/3/21	Receive Order
6/18/21	Ship Hardware
7/9/21	Equipment arrives Unalaska
7/26/21	Customer supplied batteries on site
7/30/21	Complete pre-fab work for poles and building
8/2/21	Begin install
9/15/21	Finalize testing, acceptance and training for Unalaska
9/17/21	Project Complete

APPENDIX 1 – COMMAND CENTER AND TSUNAMI SIREN LOCATIONS



APPENDIX 2 – EQUIPMENT SPECIFICATION

Quantity	Federal Signal Part Number	Description
Command and Control Equipment		
1	SFCD10	Commander Programming/Monitoring Software for 10 Sites. License for up to 5 Computers
1	X-PCD1	Desktop PC with WIN10 and complete with 22" Monitor
1	SS2000+	Desk Mount Encoder
1	MIC-XLR	Gooseneck Microphone and Desk Base
1	BSH	Base Station, Radio, VHF
1	OMNI-5	Antenna, 156 - 162 MHz VHF
1	AMB-W	Antenna Mounting Bracket, Wall
1	COMMANDER1-S	CommanderOne Standard, Annual Subscription
Tsunami Sirens Equipment		
3	MOD6024B	Omni-Directional Electronic Siren, 121dB @ 100ft/30m
3	MOD4016B	Omni-Directional Electronic Siren, 118dB @ 100ft/30m
1	MOD2008B	Omni-Directional Electronic Siren, 112dB @ 100ft/30m
7	UVTDH	Digital, 2-Way, HI BND, 120V
1	DVR	Digital Recording Fee, Single Voice up to 10 messages.
32	UV400	UV Amplifier, 400W
7	DVSD	Digital Voice mini SD Card
7	OMNI-5	Antenna, 156 - 162 MHz VHF
7	AMB-P	Antenna Mounting Bracket, pole
26	IK-BATT-STD	Kit, Install, Deep Cycle Batteries, Standard Capacity
Construction Services		
1	TK-IO-CUSTINS	Encoder & Radio Install
1	TK-S-CPSYSOP	Optimization, Configuration and Training
6	TK-IO-CUSTINS	Siren Install on Existing Poles
1	TK-IO-CUSTINS	Siren Install on Existing Building
1	TK-IO-CUSTINS	Inspection Trip, Engineering and Special Bracket Fabrication for Six (6) Existing Poles and one (1) New Building Location
Misc. Expenses		
1	ES-FREIGHT	Shipping Fees

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-37

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PSI WATER TECHNOLOGIES TO PROVIDE OWNER FURNISHED MATERIALS FOR THE PYRAMID WATER TREATMENT PLANT CHLORINE UPGRADES PROJECT FOR \$288,000

WHEREAS, the Pyramid Water Treatment Plant Chlorine Upgrades Project is a component of the approved Capital and Major Maintenance Program; and

WHEREAS, the City of Unalaska has provided funding to construct the Project; and

WHEREAS, Staff solicited for sealed bids as prescribed by UCO §6.24.020 and the City of Unalaska Purchasing Policy 14-0803 via a Request for Proposals for the On-Site Sodium Hypochlorite Generation System; and

WHEREAS; five Bid Proposals to provide the specified Owner Furnished Materials were received in response to the RFP; and

WHEREAS, PSI Water Technologies, a UGSI Solutions Company, an experienced manufacturer of the requested Owner Furnished Materials has been deemed by Staff to be the most qualified Proposer to provide the equipment within the available budget and short turn-around time.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to enter into an Agreement with PSI Water Technologies to provide the requested Owner Furnished On-Site Sodium Hypochlorite Generation System for \$288,000.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Tom Cohenour, Director, Department of Public Works
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Resolution 2021-37, Authorizing the City Manager to Enter into an Agreement with PSI Water Technologies to Provide Owner Furnished Materials for the Pyramid Water Treatment Plant Chlorine Upgrades Project for \$288,000

SUMMARY: Through this Resolution, Staff obtains Council approval to enter into a Procurement Agreement for Owner Furnished Materials for the Pyramid Water Treatment Plant Chlorine Upgrades Project. The Procurement of the On Site Sodium Hypochlorite Generation System from PSI Water Technologies, a USGI Solutions Company, for \$288,000 will come from the Project's budget, MUNIS Project WA21A. Copies of the Request for Proposals, PSI Water Technologies' Bid Proposal, and the ranking results for all proposals received are attached to this memo, as is the form of Procurement Agreement.

PREVIOUS COUNCIL ACTION: This Project was funded at \$100,000 via the FY2021 Capital Budget appropriation Ordinance 2020-10, passed and adopted on June 9, 2020. Ordinance 2021-09, a Budget Amendment, passed on May 11, 2021, appropriated \$300,000 towards this procurement of the Owner Furnished On-Site Sodium Hypochlorite Generation System.

BACKGROUND: This project was funded in order to move the Water Utility away from shipping chlorine gas used for potable water disinfection to Unalaska and switch to on-site generation of liquid sodium hypochlorite (bleach), a much safer and cost-effective means of potable water disinfection and similar to that already in use at the Wastewater Treatment Plant and Aquatics Center. Per UCO §6.24.020 and the City of Unalaska Purchasing Policy 14-0803, Staff issued a Request for Proposals to supply the equipment and advertised the RFP via the City Website, various Plan Centers, and direct email to known suppliers. Five Bid Proposals to provide the specified Owner Furnished On-Site Sodium Hypochlorite Generation System were received. A ten-member team composed of City Staff and a member of the design engineering firm reviewed the Proposals and ranked them based on criteria set out in the RFP. PSI Water Technologies was deemed by the team to be the most qualified respondent able to provide the equipment within the Project's budget and narrow time frame for procurement.

DISCUSSION: The timely award of this Procurement Agreement is necessary in order to begin fabrication of the Sodium Hypochlorite Generation System and have it on site at the Pyramid Water Treatment Plant in time for it to be installed as part of the PWTP Micro Turbines Project. PSI Water Technologies' Proposal states the machinery will be at the job site by October 1, 2021 assuming they have a signed procurement agreement by June 1, 2021. Integrating this procurement with the PWTP Micro Turbines Project achieves economy of scale savings estimated to be up to \$200,000 as materials and labor for components of the Micro Turbines Project would become unnecessary or require replacement when the Chlorine Upgrade Project is constructed. Savings on mobilization and demobilization of a new construction crew, reduced construction administration and inspection costs through project integration, and reduced bid support and bid selection costs will also be avoided when this equipment is procured through this award and

installation added to the Micro Turbine Project Contractor's scope of work. In addition to these cost savings, there will be less interruption to Water Division operations and the advantage of more immediate improved water quality through producing water that is less acidic and safer to produce.

ALTERNATIVES: Staff supports any direction the Council chooses to provide. Given the foregoing information, Staff feels it is prudent and necessary to move forward with this Procurement Award.

FINANCIAL IMPLICATIONS: \$300,000 in funding is available in the Projects' Machinery & Equipment line item to support this award. There is a total of \$339,872.20 available in the Project's overall budget. Staff does not believe further funds will be needed to make this procurement.

LEGAL: Not applicable in this instance.

STAFF RECOMMENDATION: Staff recommends this request to approve the purchase of Owner Furnished Materials for the PWPT Chlorine Upgrade Project from PSI Water Technologies for \$288,000.

PROPOSED MOTION: I move to adopt Resolution 2021-37.

CITY MANAGER COMMENTS: I support staff's recommendation.

ATTACHMENTS:

- On-Site Sodium Hypochlorite Generation System Request for Proposal (RFP)
- RFP Evaluation Results
- Draft Procurement Agreement



Request for Proposals

On-Site Sodium Hypochlorite Generation System

DPW Project No. 20401

Prepared by:

**City of Unalaska
Department of Public Works**

PO Box 610
Unalaska, Alaska 99685

April 16, 2021

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LIST OF ATTACHMENTS

Attachment A	Procurement Agreement
Attachment B	Evaluation Matrix
Attachment C	Pyramid Water Treatment As-builts
Attachment D	PWTP Chlorine Room – Current Condition Pictures

Request for Proposals – On-Site Sodium Hypochlorite Generation System

LIST OF ACRONYMS

Cl	Chlorine
COU	City of Unalaska
DPU	Department of Public Utilities
DPW	Department of Public Works
HVAC	Heating, Ventilation and Air Conditioning
IBC	International Building Code
mg/L	milligrams per Liter
MGD	Million Gallons per Day
OSHGS	On-Site Sodium Hypochlorite Generation System
O&M	Operation and Maintenance
ppd	pounds per day
psig	pounds per square inch in gauge
PWTP	Pyramid Water Treatment Plant
RFP	Request for Proposals

1.0 INTRODUCTION

This is a Request for Proposals (RFP) by the City of Unalaska Department of Public Works for an **On-Site Sodium Hypochlorite Generation System**. All questions about this RFP must be directed to the City Engineer only.

City of Unalaska - Department of Public Works
Bob Cummings, City Engineer
bcummings@ci.unalaska.ak.us
P.O. Box 610
Unalaska, AK 99685
Phone 907-581-1260

Interpretations or clarifications considered necessary by the City of Unalaska in response to such questions will be issued by Addenda. Addenda will be emailed to all registered potential respondents and also posted on the City of Unalaska website:

<http://www.ci.unalaska.ak.us/rfps>.

1.1 BACKGROUND

The City of Unalaska Department of Public Utilities is planning to transition from chlorine gas to a dilute liquid sodium hypochlorite solution to provide disinfection at the Pyramid Water Treatment Plant. It will be highly advantageous if the selected On-Site Sodium Hypochlorite Generation System utilizes the same space that the existing chlorine gas system does. In addition to this transition, the City of Unalaska Department of Utilities is in the process of installing micro hydro turbine generators (microturbines) that will utilize excess potential energy from incoming raw water to produce electricity which will be fed to the City of Unalaska electrical distribution grid. Construction for the microturbines installation is scheduled to occur between October 1, 2021 and December 1, 2021.

The information from the selected On-Site Sodium Hypochlorite Generation System will be incorporated into the design and construction documents of the Chlorine Upgrade Project. A procurement contract will be executed with the selected proposal for the On-Site Sodium Hypochlorite Generation System with the City of Unalaska. This procurement contract will be subsequently reassigned to the General Contractor that is awarded the construction contract for the Chlorine Disinfection Upgrade Project. It is intended that the Chlorine Upgrade Project will be constructed concurrently with the microturbines project between October 1 to December 1, 2021.

Request for Proposals – On-Site Sodium Hypochlorite Generation System

The Pyramid Water Treatment Plant was constructed in 2016 with a design treatment capacity of 9.0 MGD that serves Unalaska’s residences, business, and industry. Unalaska has approximately 4,500 permanent residents and up to 5,000 transient residents during seafood processing seasons. Currently flows peak at 7.5 MGD during seafood processing seasons. Chlorine dosing at the Pyramid Water Treatment Plant aims to have a chlorine residual in the distribution system of 0.6 mg/l.

The Pyramid Water Treatment Plant flow and chlorine concentration downstream of the chlorine gas injection point was data was reviewed for the past four years of operation. The summary of this data review is presented in the below table:

Summary Table of PWTP Chlorine Dosing, Plant Production, and Estimated Daily Chlorine Requirement									
	Maximum			Minimum			Average		
	Cl dose	MGD	# of Cl	Cl dose	MGD	# of Cl	Cl dose	MGD	# of Cl
2017	1.5	6.71	63	0.3	0.0	0	0.9	3.5	26
2018	1.4	6.71	68.6	0.1	0.0	0	0.9	3.0	23
2019	1.4	6.5	63	0.4	0.0	0	0.9	2.0	20
2020	1.80	6.4	52	0.6	0.0	0	1.0	3.1	23
2021	1.3	5.8	49	0.8	1.4	11	0.9	3.4	27
						Avg.	0.93	2.9	23.8

Chlorine dosing at the Pyramid Water Treatment Plant typically varies between 0.8 mg/L and 1.4 mg/L based on the turbidity of the incoming raw water. During the period of review, the maximum average daily chlorine dose found was 1.8 mg/L. There were nine events where chlorine dosing exceeded 1.8 mg/L during the review period. During these events, the chlorine dosing that exceeded 1.8 mg/L typically lasted for less than one hour. Pyramid Water Treatment Plant operators estimate that the maximum initial chlorine demand, the amount of chlorine consumed between chlorine gas injection and the chlorine analyzer, is 0.05 mg/L. Thus, the design peak daily average chlorine dose was set at 1.85 mg/L (1.8 mg/L + 0.05 mg/L).

When this peak daily average Chlorine dose is applied over the design capacity of the Pyramid Water Treatment Plant, 9.0 MGD, the On-Site Sodium Hypochlorite Generation System must be capable of producing a minimum of 139 pounds of chlorine a day. And while during the review period there was not a day where the chlorine demand exceeded 70 pounds of chlorine a day, an On-Site Sodium Hypochlorite Generation System must be able to supply sufficient chlorine for the scenario where the PWTP is treating water at its design capacity, 9.0 MGD, and the raw water demands a chlorine dose of 1.85 mg/L due to high turbidity on a continual basis.

Request for Proposals – On-Site Sodium Hypochlorite Generation System

In addition to producing a minimum of 139 pounds of chlorine a day, the On-Site Sodium Hypochlorite Generation System must be designed and supplied to be fully redundant. Thus, two sub-systems must be supplied that are capable of accepting incoming raw water and dose the produced sodium hypochlorite above the minimum daily required capacity (139 pounds of chlorine) completely independent of the other sub-system.

2.0 SELECTION PROCESS

Only one proposal from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the City of Unalaska that any respondent has interest in more than one proposal for the request, then all proposals in which such respondent has interest will be rejected.

2.1 EVALUATION AND AWARD PROCESS

The Director of Public Works will appoint an evaluation team. The entire scoring procedure, including evaluation team meetings and scoring materials, will be held strictly confidential until after negotiations are concluded.

All evaluation team members will be required to certify that they have no conflicts of interest and that they will strictly adhere to the procedures herein described.

The following is an anticipated timetable of the events relating to the proposal process for the On-Site Sodium Hypochlorite Generation System. This schedule is only a guideline and the City of Unalaska reserves the right to modify this timetable as required during the course of the procurement process.

<u>Event</u>	<u>Anticipated Date</u>
RFP Issued	4/16/2021
Project Review Meeting	4/21/2021
RFP submittal deadline	5/16/2021
Evaluate received submittals	5/17/2021
Proposal selection	5/17/2021
Executed Purchase Agreement	5/20/2021
Purchase Order Issued	5/21/2021

Negotiation with the respondent with the highest scored proposal or, if necessary, the next lowest scored respondent and so on, will occur immediately upon selection. The agreement will be an Engineers Joint Contract Documents Committee standard procurement agreement. A draft agreement is attached in **Attachment A**.

Request for Proposals – On-Site Sodium Hypochlorite Generation System

2.2 CONDITIONS

The City of Unalaska reserves the right to reject any and all proposals and/or to waive any informality in procedures.

This RFP does not commit the City of Unalaska to award a contract, or procure or contract for any services or goods of any kind whatsoever.

The selection of a successful respondent shall be at the sole discretion of the City of Unalaska. No agreement between the City of Unalaska and any respondent is effective until signed by the City Manager and a Purchase Order issued.

The City of Unalaska is not liable for any costs incurred by respondents in preparing or submitting proposals.

In submitting a proposal, each respondent acknowledges that the City of Unalaska is not liable to any entity for any costs incurred therewith or in connection with costs incurred by any respondent in anticipation of City of Unalaska action approving or disapproving any agreement without limitation.

Any perception of a conflict of interest is grounds for rejection of any proposal. In submitting a proposal, each respondent certifies that they have not and will not create and/or be party to conflicts of interest with any City of Unalaska official or employee. Including but not limited to any direct or indirect financial gain and/or gratuity or kickback or through unauthorized communication with City of Unalaska employees or officials not listed in this RFP before the selection process is complete.

Nothing in this RFP or in subsequent negotiations creates any vested rights in any person.

2.3 TRANSMITTAL REQUIREMENTS

Requests for Proposals will be accepted before and on the published date and until the time specified. Each electronic file must be clearly named to identify the contents as a Request for Proposal for the On-Site Sodium Hypochlorite Generation System.

Proposals must be submitted in a single email no larger than 20 megabytes and the email header must clearly identify the project and the respondent e.g.

Name of Firm – Proposal for On-Site Sodium Hypochlorite Generation System

Request for Proposals must be delivered to the email addresses below by **2:00 p.m., local time, on May 16, 2021,** from a valid email account.

mveeder@ci.unalaska.ak.us and rwinters@ci.unalaska.ak.us

2.4 DOCUMENT REQUIREMENTS

One (1) copy of the proposal must be submitted in an electronic PDF file less than 20 megabytes in size, organized with bookmarks, and printable to standard 8.5” x 11” paper.

3.0 EVALUATION FACTORS

Proposals will be evaluated based on the following criteria.

Major Factor	Weight
A. Redundancy	[10]
B. Previous Experience & References	[5]
C. Equipment Price	[20]
D. Operation	[10]
E. Maintenance	[10]
F. Installation & On-going Support	[5]
G. Utilization of Existing Space & Hoist	[20]
H. Delivery Timeline	[20]
Total	[100]

The evaluation team will score each proposal using an evaluation matrix. A copy of this evaluation matrix is attached in **Attachment B**.

3.1 EVALUATION CRITERIA

A. Redundancy (10%)

The ability of the On-Site Sodium Hypochlorite Generation System to produce and dose sodium hypochlorite appropriately after component failure or maintenance activities will be evaluated.

B. Previous Experience (5%)

Proposals shall include three case studies of installations that most closely approximate the proposed installation at the Pyramid Water Treatment Plant. Contact information shall be provided for these installations.

Request for Proposals – On-Site Sodium Hypochlorite Generation System

C. Equipment Price (20%)

The proposal shall quote individual line items that include at a minimum the following items: brine tanks, sodium hypochlorite storage tanks, sodium hypochlorite dosing pumps, hydrogen management system, water softeners, control cabinets, rectifiers, and sodium hypochlorite generation equipment. The proposal shall also quote a total for the complete On-Site Sodium Hypochlorite Generation System including any ancillary equipment not explicitly identified above. The proposal shall quote all freight and handling charges required for FOB delivery to Unalaska, Alaska.

The score for this criterion shall be based on the following formula:

$$\text{Equipment Price Score} = \frac{\text{Lowest Vendor Total Equipment Price}}{\text{Vendor Total Equipment Price}} \times \text{Max Score (5)}$$

D. Operation (10%)

The ease of operations including the accessibility to equipment for the proposed On-Site Sodium Hypochlorite Generation System will be evaluated. The ease of integrating the operations of the On-Site Sodium Hypochlorite Generation System into the existing SCADA system will be analyzed.

E. Maintenance (10%)

The ease and frequency of required and recommended maintenance activities will be evaluated. The replacement cost of the sodium hypochlorite generating electrolytic cells will be evaluated on a cost per pound of chlorine basis. Replacement cost of spare parts and items that may eventually require replacement will be evaluated as well.

F. Installation & On-going Support (5%)

The detail, quality and cost of the proposed support during the installation and on an on-going basis will be evaluated. The quality and length of the proposed warranty will also be evaluated.

G. Utilization of Existing Space & Hoist (20%)

The proposal shall clearly demonstrate that the proposed On-Site Sodium Hypochlorite Generation System will fit within the footprint of the existing Pyramid Water Treatment Plant Chlorine Room. If the proposed On-Site Sodium Hypochlorite Generation System can demonstrate that it can use the existing Chlorine Room hoist to facilitate salt loading of brine tanks with supersacks it will be evaluated more favorably. A copy of the Pyramid Water

Request for Proposals – On-Site Sodium Hypochlorite Generation System

Treatment Plant as-builts are attached in **Attachment C**. Some photos of the existing Chlorine Room are attached in **Attachment D**.

H. Delivery Timeline (20%)

The total amount of time required until delivery to Unalaska, Alaska, will be evaluated. A commitment to deliver before October 1, 2021 will be evaluated most favorably. All requirements and assumptions and/or conditions utilized to determine a guaranteed delivery date must be specified in detail.

4.0 SCOPE OF WORK

4.1 OVERVIEW

The City of Unalaska plans to transition from chlorine gas to injection of a dilute liquid sodium hypochlorite solution to provide disinfection at the Pyramid Water Treatment Plant (PWTP). It is anticipated that the selected On-Site Sodium Hypochlorite Generation System will utilize the same space that the current chlorine gas injection system occupies (Chlorine Room) in the Pyramid Water Treatment Plant. It will be highly advantageous if all necessary equipment can be guaranteed to be delivered to Unalaska, Alaska by October 1, 2021.

The scope of work for this project includes but is not limited to the following:

- A. Fabricate and deliver equipment for a completely redundant On-Site Sodium Hypochlorite Generation System.
- B. Provide shop drawings and product data submittals prior to fabrication.
- C. Provide an operation and maintenance manual.
- D. Provide start-up services, performance testing, and training.
- E. Deliver recommended spare parts, maintenance items, and consumables
- F. Provide an additional technical advisory site visit.

The cost of design assistance to City of Unalaska and their design engineers, Taku Engineering, Inc., shall be included in the equipment cost supplied in the proposal.

The following parameters shall be used as a basis for this proposal:

PWTP design flow rate	9.0 MGD
Minimum chlorine demand	139 ppd
Sodium hypochlorite storage requirement	12 hours of minimum chlorine demand
Maximum height of brine tanks from floor	49"
Redundancy	Complete redundancy required
Minimum temperature of inlet water	32°F minimum
Maximum temperature of inlet water	58°F maximum
Inlet water pressure range	30-80 psig
Temperature of equipment installation space	70°F adjustable
Installation in existing PWTP Chlorine Room	Highly desirable
Use of existing hoist to assist salt addition	Desirable
Preferred equipment delivery deadline	October 1, 2021

The work that is to be performed by other is as follows:

- A. Off-loading of equipment at the point of delivery
- B. Storage of equipment until installation
- C. Demolition of existing disinfection equipment and construction required to prepare building to accept proposed equipment
- D. Installation of equipment
- E. Integration of equipment with existing SCADA system

4.2 SODIUM HYPOCHLORITE GENERATION EQUIPMENT

Equipment for a complete and functional On-Site Sodium Hypochlorite Generation System shall be provided. This equipment shall include but is not limited to: brine tanks, sodium hypochlorite storage tanks, sodium hypochlorite dosing pumps, hydrogen management system, water softeners, control cabinets, rectifiers, sodium hypochlorite generating electrolytic cells, water heaters/chillers, and any ancillary equipment required. The system should be completely redundant and be able to continually produce, store, and dose sodium hypochlorite without mechanical modification to the system in the event of component failure or maintenance activities. In addition, both sub-systems should have the capability to produce, store, and dose sodium hypochlorite simultaneously.

The On-Site Sodium Hypochlorite Generation System shall generate an aqueous solution to a concentration of 0.8% ($\pm 0.05\%$) by weight sodium hypochlorite expressed as chlorine. The minimum capacity shall be demonstrated to equal the capacity specified and be able to supply a minimum of 139 pounds of chlorine per day. The proposed system shall be able to store a minimum of 12 hours of the minimum daily chlorine demand (139 ppd). The system shall include equipment required to achieve the desirable water temperature of the system to function properly and efficiently.

All equipment that can be mounted on pre-assembled racks or skids shall be. At a minimum, the sodium hypochlorite generating cells, power supply, rectifier, water and brine rotameters, control cabinets, interconnect pipes, valves and fittings, interconnect conduit and wiring, water flow sensors, and brine pumps shall be so mounted. All rack or skid materials shall be 304 stainless steel or powdered coated aluminum. The completed assemblies with all mounted equipment shall comply with IBC structural requirements for seismic design category D2.

Hydrogen safety management should be implemented with a system that has a proven safety record. A hydrogen gas monitoring system shall be specified to continuously measure and display hydrogen gas concentration and provide alarms when preset limits are exceeded and be able to integrate with the existing SCADA system.

It is highly desirable for the supplied On-Site Sodium Hypochlorite Generation System to fit completely within the Chlorine Room in the existing Pyramid Water Treatment Plant

Request for Proposals – On-Site Sodium Hypochlorite Generation System

and utilize the hoist in this room to facilitate salt loading into brine tanks using 2,000-pound supersacks of salt. The Chlorine Room is indicated as Room 108 in **Attachment C** - Pyramid Water Treatment Plant As-builts. The existing chlorine gas disinfection equipment and associated ancillary equipment will be removed prior to installation. All HVAC equipment and the hoist will remain. The proposal shall include a detailed scaled drawing showing a proposed layout of the proposed On-Site Sodium Hypochlorite Generation System that indicates how the proposed system will integrate with the Chlorine Room (108) of the existing Pyramid Water Treatment Plant. The City of Unalaska intends to use supersacks of salt to load the brine tanks. If the brine tanks do not have material above 49" above floor height and the brine tanks are centered under the existing hoist, this loading shall be possible. Proposals that permit the use of the existing hoist as described will be more favorably evaluated.

The proposed layout shall allow easy access to all equipment for operation, maintenance and replacement. Existing ingress and egress to the Chlorine Room (108) shall not be hindered.

All equipment provided shall be obtained from a single supplier who assumes full responsibility for the completeness and proper operation of the On-Site Sodium Hypochlorite Generation System. The supplied On-Site Sodium Hypochlorite Generation System shall be factory tested as one self-contained unit prior to shipping. Factory testing shall include leak testing, piping and instrumentation check, verification of control panel wiring and operation, and confirmation of proper operating performance over a minimum of eight hours. The supplier shall coordinate with the City of Unalaska to allow City of Unalaska staff or representatives to be present during factory testing if desired. Factory testing results shall be reviewed and accepted by the City of Unalaska before shipment.

In preparation for shipment, where practical, factory assemble components. Mark or tag separate parts and assemblies to facilitate field assembly according to supplied instructions. Package equipment to facilitate handling and protect from damage during shipping, handling, and storage. Mark or tag outside of each package or crate to indicate its purchase order number, bill of lading number, name of project, contents by name, equipment or part number, and approximate weight. Include a complete packing list and bill of materials with each shipment.

Deliver all equipment FOB destination Unalaska, Alaska. Specify a guaranteed delivery date. All requirements and assumptions and/or conditions utilized to determine a guaranteed delivery date must be specified in detail.

Provide three case studies of installations that most closely approximate the proposed On-Site Sodium Hypochlorite Generation System. Provide contact information for the operators of these installations.

4.3 SHOP DRAWINGS AND PRODUCT SUBMITTALS

Due to the time sensitive nature of the On-Site Sodium Hypochlorite Generation System delivery, the City of Unalaska commits to reviewing all submittals in less than five (5) working days from receipt. If the City of Unalaska provides submittal review feedback in greater than five (5) days from submission date, upon request, the delivery date in the procurement contract will be modified accordingly. The following information shall be electronically submitted to the City of Unalaska for review and approval prior to fabrication to ensure the proposed equipment conforms to the site-specific requirements.

- A. Process and instrumentation diagram for the system
- B. Shop drawings and catalog literature showing dimensional information and details of piping, fabrication, and erection of all materials and equipment furnished under this section, including:
 - 1) Detailed drawings of tank nozzle orientations provided.
 - 2) Detailed drawings of equipment installations provided.
- C. Scaled drawing of general layout, general arrangements, and major system components, including:
 - 1) Dimensions, including those for system connections.
- D. Drawings showing fabrication, assembly, installation, and wiring diagram. Wiring diagrams for the electrical control panel and rectifier transformer shall consist of, at a minimum, control schematics, including coordination with other electrical devices operating in conjunction with the On-Site Sodium Hypochlorite Generation System.
- E. Manufacturer's literature, illustrations including weight and dimensions, specifications, materials of construction, and bill of materials for each component of the system.
- F. Performance data: for each pump and blower furnish a performance certification indicating:
 - 1) Pressure
 - 2) Capacity
 - 3) Efficiency
 - 4) Horsepower
- G. Motor data: for each motor furnish a certified motor data sheet for the actual motor or for a previously manufactured electrically duplicate motor which was tested.
- H. Control philosophy including I/O list and loop descriptions.
- I. The acceptable range of water pressure for proper system operation. If a pressure or flow regulator is required, it shall be provided.
- J. A list of all parameters, ratings, or other characteristics where the proposed On-Site Sodium Hypochlorite Generation System deviates from the requirements set forth in this document.
- K. Detailed installation instructions to facilitate proper installation by the contractor. Include any procedures required prior to start-up certification by the supplier.

- L. Current NSF Standard 61 Certification for the supplied sodium hypochlorite generation assembly.
- M. Affidavits of compliance with standards and codes.

4.4 OPERATION AND MAINTENANCE MANUALS

A detailed Operation and Maintenance (O&M) manual shall be provided to the City of Unalaska for review and approval. The approved Operation and Maintenance manual shall be bound in hard back three ring binders that include a table of contents and tab sheets to identify the location of each section. All material that does not apply to the equipment supplied for this project shall be removed or crossed out.

In addition to the bound Operation and Maintenance manuals, a copy of the Operations and Maintenance manuals shall be submitted in Adobe Acrobat (pdf) format. All electronic materials should match the table of contents of the hard-bound Operation and Maintenance manual and have a table of contents that provides links to the appropriate section of the Operation and Maintenance manual. There shall be no section of this document longer than five pages in length without a direct link from the table of contents. Each section of the electronic Operations and Maintenance manuals should have a link back to the table of contents. The Adobe Acrobat version of the Operation and Maintenance manual shall be submitted for review and approval.

At a minimum the following shall be included in the operation and maintenance manual:

- A. Required operation data
 - 1) Complete, detailed operating instructions for each piece of equipment.
 - 2) Recommended installation adjustment, start-up, calibration, and troubleshooting procedures.
 - 3) A control sequence describing start-up, operation, stand-by, and shut-down.
 - 4) Recommended step-by-step procedures for all modes of operation.
 - 5) Explanations for all safety considerations relating to operations.
 - 6) Complete internal and connection wiring diagrams.
 - 7) Performance testing protocol including a recommended test plan, measurement methods, and sample data sheet showing all pertinent process data to be recorded and the frequency of the data readings.
- B. Required maintenance data
 - 1) All information and instructions required by plant personnel to keep the On-Site Sodium Hypochlorite Generation System properly cleaned, lubricated, and adjusted so that it functions economically throughout its full design life.

- 2) Recommended schedule of maintenance tasks for each component of the system. A combined summary schedule of maintenance tasks required for the complete system shall be included.
- 3) Explanation with illustrations, as necessary, for each maintenance task.
- 4) Maintenance task tracking summary forms.
- 5) Recommended lubrication schedule and table of alternate lubricants. Estimate and include of the yearly quantity needed.
- 6) Name, address, and phone number of manufacturer and manufacturer's local service representative and nearest supplier for major system components.
- 7) Detailed list of required and recommended maintenance tools and equipment.

4.5 START-UP, PERFORMANCE TESTING, AND TRAINING SERVICES

A. Start-up services

It is anticipated that the supplied On-Site Sodium Hypochlorite Generation System will be installed shortly after delivery in October 2021. The supplier will be required to coordinate closely with the City of Unalaska to ensure that a supplier representative will be present at the project site to allow for timely certification of proper On-Site Sodium Hypochlorite Generation System installation and start-up. The supplier quoted cost for these services shall be all-inclusive, including but not limited to materials, airfare, accommodation, meals, incidentals, etc.

Start-up services provided should include an installation certification and system start-up. Installation inspection shall include an inspection and supervising the correction of any defective or faulty work identified through the installation inspection. Only after the On-Site Sodium Hypochlorite Generation System has been inspected and certified by the supplier, the On-Site Sodium Hypochlorite Generation System initial start-up shall be initiated by supplier in coordination with City of Unalaska personnel.

B. Performance Testing

The supplier should submit a testing plan and procedure that it plans to follow to determine if the installed and operational On-Site Sodium Hypochlorite Generation System performs according to operational performance parameters. At a minimum the following performance parameters should be tested; electrical consumption, salt consumption, sodium hypochlorite concentration, and rate of chlorine produced.

C. Training

The supplier shall furnish a representative to be present at the project location for detailed classroom and hands-on training to City of Unalaska personnel on operation and maintenance of the entire On-Site Sodium Hypochlorite Generation System, sub-system and individual components. This training shall be conducted on the same visit as On-Site Sodium Hypochlorite Generator System installation certification, start-up and performance testing. A proposed lesson plan, training materials and schedule of the proposed training shall be submitted to the City of Unalaska for review and approval not less than 21 days from expected equipment delivery. Provide six sets of training materials to be retained by each trainee.

4.6 MAINTENANCE EQUIPMENT, SPARE PARTS, CONSUMMABLES

The supplier shall provide a detailed quote and deliver recommended maintenance tools and equipment, spare parts and consumables (lubricants, etc.) required for one year of continuous operation of the proposed On-Site Sodium Hypochlorite Generation System. In addition, an additional quote for optional maintenance items, spare parts and consumables shall be provided. The replacement cost for any components that occasionally or rarely require replacement shall be quoted including but not limited to; electrolytic sodium hypochlorite generating cells, rectifier, and transformer.

4.7 ADDITIONAL TECHNICAL ADVISORY SITE VISIT

The supplier shall quote an additional one full working day technical advisory site visit to the Pyramid Water Treatment Plant in Unalaska, Alaska, by a mutually agreed upon supplier representative. This quote shall be all-inclusive, including but not limited to airfare, accommodation, meals, incidentals, etc. The date of this site visit shall be a mutually agreed upon date with the City of Unalaska within two years of the installation of the On-Site Sodium Hypochlorite Generation System.

The supplier shall provide a detailed description of how on-going support for the supplied On-Site Sodium Hypochlorite Generation System can be provided and the costs for these services if they are required.

ATTACHMENT A

Draft Procurement Agreement

**STANDARD PROCUREMENT AGREEMENT
BETWEEN OWNER AND SUPPLIER**

THIS PROCUREMENT AGREEMENT is dated as of this ____ day of _____, 2021, by and between the **City of Unalaska** (hereinafter called "OWNER") and _____ (hereinafter called "SUPPLIER").

OWNER and SUPPLIER, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. GOODS AND SERVICES.

SUPPLIER shall furnish the Goods, Special Services, and Other Services as specified or indicated in the PROCUREMENT DOCUMENTS. The Goods to be furnished are generally described as follows:

Supply [Insert language from RFQ].

Article 2. ENGINEER.

The Goods have been specified by the following:

[Insert Engineering Firm, Principal designer name, address, phone, fax, and email]

who is hereinafter called "ENGINEER" and who will act as OWNER's representative, assume all duties and responsibilities, and have the rights and authority assigned to ENGINEER by OWNER in connection with the furnishing of the Goods, Special Services, and Other Services in accordance with the PROCUREMENT DOCUMENTS.

Article 3. POINT OF DELIVERY.

The place where the Goods are to be delivered is defined in the Procurement General Conditions as the point of delivery and designated as:

F.O.B. Unalaska, Alaska

Article 4. CONTRACT TIME.

- 4.1 The Goods are to be delivered to the POINT OF DELIVERY and ready for OWNER's acceptance of delivery on (or within a period of fifteen (15) days prior to) _____.
- 4.2 All shop drawings and samples required by the PROCUREMENT DOCUMENTS will be submitted to ENGINEER for review and approval within ten (10) days after the date when the Contract Time commences to run as provided in paragraph 2.2 of the Procurement General Conditions.
- 4.3 Liquidated Damages. OWNER and SUPPLIER recognize that time is of the essence of this PROCUREMENT AGREEMENT and that OWNER will suffer financial loss if the Goods are not delivered at the POINT OF DELIVERY and ready for acceptance of delivery by OWNER within the time specified in paragraph 4.1 above, plus any extensions thereof allowed in accordance with Article 12 of the Procurement General Conditions. They also recognize that the

timely performance of services by other parties involved in OWNER's project are materially dependent upon SUPPLIER's specific compliance with the requirements of paragraph 4.1. Further, they recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual losses or damages (including special, indirect, consequential, incidental, and any other losses or damages) suffered by OWNER if complete acceptable Goods are not delivered on time. Accordingly, and instead of requiring proof of such losses or damages, OWNER and SUPPLIER agree that as liquidated damages for delay (but not as a penalty) SUPPLIER shall pay FIVE HUNDRED DOLLARS (\$500) for each day that expires after the time specified in paragraph 4.1 for delivery of acceptable Goods.

Article 5. CONTRACT PRICE.

OWNER shall pay SUPPLIER for furnishing the Goods, Services, and Special Services, and for performing other services in accordance with the PROCUREMENT DOCUMENTS in current funds as follows:

[INSERT LANGUAGE FROM ACCEPTED, APPROVED QUOTE].

Article 6. PAYMENT PROCEDURES.

SUPPLIER shall submit Application for Payment in accordance with Article 6 of the Procurement General Conditions. Applications for Payment will be processed by ENGINEER as provided in the Procurement General Conditions.

6.1 Progress Payments. OWNER shall make progress payments on account of the CONTRACT PRICE in accordance with paragraph 6.3 of the Procurement General Conditions on the basis of SUPPLIER's Applications for Payment as follows:

6.1.1 Upon receipt of the first Application for Payment submitted in accordance with paragraph 6.1 of the Procurement General Conditions and accompanied by ENGINEER's recommendation of payment in accordance with paragraph 6.2.1 of the Procurement General Conditions, an amount equal to 50% of the CONTRACT PRICE

6.1.2 Upon receipt of the second such Application for Payment accompanied by ENGINEER's recommendation of payment in accordance with paragraph 6.2.2 of the Procurement General Conditions, an amount sufficient to increase total payments to SUPPLIER to 85% of the CONTRACT PRICE, less such amounts as ENGINEER shall determine in accordance with paragraph 6.2.3 of the Procurement General Conditions.

6.2 Final Payment. Upon receipt of the final Application for Payment accompanied by ENGINEER's recommendation of payment in accordance with paragraph 6.6 of the Procurement General Conditions, OWNER shall pay the remainder of the CONTRACT PRICE as recommended by ENGINEER.

Article 7. INTEREST.

All moneys not paid when due hereunder shall bear interest at the rate required by AS36.90.250, if applicable.

Article 8. SUPPLIER'S REPRESENTATIONS.

In order to induce OWNER to enter into this PROCUREMENT AGREEMENT, SUPPLIER makes the following representations:

- 8.1 SUPPLIER has familiarized himself with the nature and extent of the PROCUREMENT DOCUMENTS and has given ENGINEER written notice of all conflicts, errors, or discrepancies that he has discovered in the PROCUREMENT DOCUMENTS and the written resolution thereof by ENGINEER is acceptable to SUPPLIER.
- 8.2 SUPPLIER has familiarized himself with all local conditions and Federal, State, and Local laws, ordinances, rules, and regulations that in any manner may affect the production and delivery of the Goods and furnishing of Special Services and Other Services in connection herewith.
- 8.3 SUPPLIER does not require additional information from OWNER or ENGINEER to enable SUPPLIER to furnish the Goods, Special Services, or Other Services at the CONTRACT PRICE, within the CONTRACT TIME, and in accordance with the other terms and conditions of the PROCUREMENT DOCUMENTS, but subject to SUPPLIER's right to request interpretations and clarifications in accordance with paragraph 9.2 of the Procurement General Conditions.
- 8.4 SUPPLIER has correlated the results of all such examinations, investigations, and resolutions with the terms and conditions of the PROCUREMENT DOCUMENTS.

Article 9. PROCUREMENT DOCUMENTS.

The PROCUREMENT DOCUMENTS which comprise the entire Agreement between OWNER and SUPPLIER are attached to, or accompany, this PROCUREMENT AGREEMENT, made a part hereof, and consist of the following:

- 9.1 This PROCUREMENT AGREEMENT (pages 1 to __, inclusive).
- 9.2 Exhibits to this PROCUREMENT AGREEMENT (pages ___ to ___, inclusive).
- 9.3 Performance and other Bonds, identified as Exhibits and consisting of ___ pages.
- 9.4 Notice of Award.
- 9.5 Procurement General Conditions (pages ___ to ___, inclusive).
- 9.6 Procurement Supplementary Conditions (pages 1 to 2, inclusive).
- 9.7 Drawings, consisting of a cover and sheets numbered ___ through ___, inclusive, with each sheet bearing the following general titles: [**Insert**].
- 9.8 Addenda numbers ___ to ___, inclusive.
- 9.9 SUPPLIER's Quote (pages ___ to ___, inclusive).
- 9.10 Documentation submitted by SUPPLIER prior to Notice of Award (pages ___ to ___, inclusive).
- 9.11 All Modifications, including Change Orders, duly delivered after execution of this PROCUREMENT AGREEMENT.
- 9.12 There are no PROCUREMENT DOCUMENTS other than those listed above in this Article 9. The PROCUREMENT DOCUMENTS may only be altered, amended, or repealed by a Modification (as defined in Article 1 of the Procurement General Conditions).

Article 10. MISCELLANEOUS.

- 10.1 Terms used in this PROCUREMENT AGREEMENT which are defined in Article I of the Procurement General Conditions shall have the meanings indicated in the Procurement General Conditions.
- 10.2 No assignment by a party hereto of any rights under or interests in the PROCUREMENT DOCUMENTS will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law); and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the PROCUREMENT DOCUMENTS.
- 10.3 OWNER and SUPPLIER each binds himself, his partners, successors, assigns, and legal representatives to the other party hereto, his partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the PROCUREMENT DOCUMENTS.

IN WITNESS WHEREOF, the OWNER and SUPPLIER have signed all counterparts of this PROCUREMENT AGREEMENT. All portions of the PROCUREMENT DOCUMENTS have been signed or identified by OWNER and SUPPLIER or by ENGINEER on their behalf.

This PROCUREMENT AGREEMENT with be effective on _____, 2021.

SUPPLIER

CITY OF UNALASKA, ALASKA

By: _____
_____, Its _____

By: _____
Erin Reinders, City Manager

State of Alaska)
) ss.

State of Alaska)
) ss.

Third Judicial District)

Third Judicial District)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by _____, the _____ of _____ a _____ Corporation, on behalf of the corporation.

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by Erin Reinders, City Manager for the City of Unalaska, a First Class Alaska Municipal Corporation, on behalf of the City of Unalaska.

Notary Public, State of Alaska
My Commission Expires: _____

Notary Public, State of Alaska
My Commission Expires: _____

ATTACHMENT B

Evaluation Matrix

PWTP On-Site Sodium Hypochlorite Generation System RFP Evaluation

CRITERIA CHECKLIST

Scores available from 1-5

1. Redundancy	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Ability of system to produce Chlorine due to component failure				
Average Score				
2. Previous Experience	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Experience with Similar Sized Installations				
References/Case Studies				
Average Score				
3. Equipment Price	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Overall proposal price				
Average Score				
4. Operation	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Ease of Operations				
Accessibility to Equipment				
SCADA integration quality				
Average Score				
5. Maintenance	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Frequency of required Maintenance Activities				
Ease of required Maintenance Activities				
Replacement cost of electrolytic cell per #FAC/day capacity				
Replacement cost of common system components				
Average Score				
6. Installation & On-going Support	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Quality of Installation support				
Quality of on-going support				
Price of on-going support				
Warranty Length				
Warranty Terms				
Average Score				
7. Utilization of Existing Space and Hoist	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
All Equipment Fits in Existing Space				
Proposal Allows the Use of Existing Hoist for Salt Delivery				
Average Score				
8. Delivery Timeline	VENDOR 1	VENDOR 2	VENDOR 3	BASIS FOR SCORE
Total # of Weeks until Equipment Delivery On-Site				
Average Score				

CRITERIA SCORES

	WEIGHT	VENDOR 1 WEIGHTED SCORE	VENDOR 2 WEIGHTED SCORE	VENDOR 3 WEIGHTED SCORE	NOTES
1. Redundancy	0.10	0.0	0.0	0.0	
2. Previous Experience	0.05	0.0	0.0	0.0	
3. Equipment Price	0.20	0.0	0.0	0.0	
4. Operation	0.10	0.0	0.0	0.0	
5. Maintenance	0.10	0.0	0.0	0.0	
6. Installation & On-going Support	0.05	0.0	0.0	0.0	
7. Utilization of Existing Space and Hoist	0.20	0.0	0.0	0.0	
8. Delivery Timeline	0.20	0.0	0.0	0.0	
Total Score	1.00	0.0	0.0	0.0	

ATTACHMENT C

Pyramid Water Treatment Plant As-builts

CITY OF UNALASKA

SHIRLEY MARQUARDT	MAYOR
CHRIS HLADICK	CITY MANAGER
NANCY PETERSON	PUBLIC WORKS, DIRECTOR
ROBERT LUND	PUBLIC WORKS, CITY ENGINEER
DAN WINTERS	PUBLIC UTILITIES, DIRECTOR
CLINT HULING	WATER DIVISION, SUPERVISOR
JEREMIAH KIRCHOFER	WATER DIVISION, OPERATOR



CITY OF UNALASKA
PUBLIC UTILITIES
 P.O. BOX 610
 UNALASKA, ALASKA 99685-0610
 (907) 581-1260-FAX (907) 581-2187

PROJECT DESCRIPTION

THIS PROJECT REPLACES UNALASKA'S EXISTING WATER TREATMENT FACILITY (PWSID 260309) WITH A NEW PLANT. THE NEW WATER TREATMENT PLANT WILL DISINFECT RAW WATER FROM ICY CREEK RESERVOIR WITH ULTRAVIOLET RADIATION AND CHLORINE GAS IN ACCORDANCE WITH THE LONG TERM 2 ENHANCED SURFACE WATER TREATMENT RULE.

PROJECT TEAM

SURVEY, CIVIL ARCHITECTURAL, STRUCTURAL

LCGLANTECH, Inc
 250 H STREET
 ANCHORAGE, AK 99501
 (907) 243-8985

PROCESS

THE DANIELS GROUP
 1907 ELK CREEK RD.
 ELK CITY, ID 83525
 (208) 842-2235

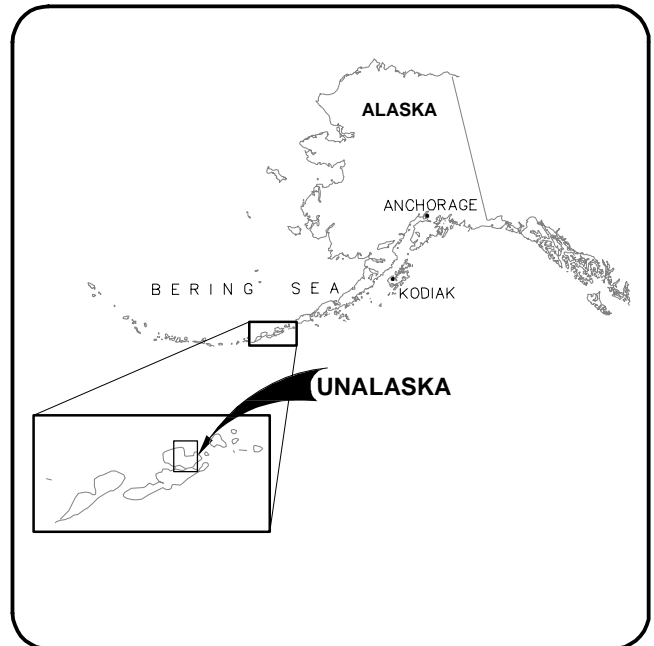
MECHANICAL, ELECTRICAL

RSA ENGINEERING, Inc
 191 E. SWANSON AVE. SUITE 101
 WASILLA, AK 99654
 (907) 357-1521

CONTROLS

BOREAL CONTROLS, Inc.
 3100 CHANNEL DR. SUITE 210N
 JUNEAU, AK 99801
 (907) 586-8367

PYRAMID WATER TREATMENT PLANT
RECORD DRAWINGS



CIVIL DRAWINGS

- G1.0 LEGEND, ABBREVIATIONS, NOTES
- G1.1 WATER SYSTEM OVERVIEW AND DIAGRAM
- V1.0 SITE CONTROL
- D1.0 DEMOLITION PLAN
- C1.0 WATER TREATMENT PLANT SITE PLAN
- C1.1 WATER LINE PLAN & PROFILE
- C1.2 DISCHARGE WATER LINE SITE PLAN
- C1.3 BURIED DISCHARGE WATER LINE PLAN AND PROFILE
- ~~C1.4 ABOVE GROUND DISCHARGE WATER LINE PLAN AND PROFILE~~
- C1.5 CONSTRUCTED SLOPE STABILIZATION CROSS SECTIONS
- C2.0 WATER TREATMENT PLANT GRADING PLAN
- C3.0 CIVIL SECTIONS
- C3.1 EXTERIOR PIPING LAYOUT
- C3.2 CIVIL DETAILS (1 of 2)
- C3.3 CIVIL DETAILS (2 of 2)
- C3.4 DRAINAGE DETAILS
- C3.5 DISCHARGE STRUCTURE DETAILS
- C3.6 ENERGY DISSIPATER DETAILS
- C3.7 SEPTIC TANK DETAILS
- C3.8 SEPTIC DRAINFIELD DETAILS
- ~~C3.9 PIPE SUPPORT DETAILS~~

PROCESS DRAWINGS

- P1.0 PROCESS DESCRIPTION (1 of 2)
- P1.1 PROCESS DESCRIPTION (2 of 2)
- P1.2 PROCESS FLOOR PLAN
- P1.3 FLOW PROCESS AND INSTRUMENTATION DIAGRAM
- P1.4 CHLORINATION
- P1.5 CHLORINATION PROCESS AND INSTRUMENTATION DIAGRAM
- P1.6 PIPING PLAN
- P2.0 PIPE SECTIONS
- P2.1 INSTRUMENT DETAILS
- P2.2 CHLORINE ROOM PUMPS
- P3.0 VALVE AND CONTROL SCHEDULE 1/3
- P3.1 VALVE AND CONTROL SCHEDULE 2/3
- P3.2 VALVE AND CONTROL SCHEDULE 3/3

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- A1.1 ARCHITECTURAL GENERAL NOTES MAIN LEVEL FLOOR PLAN
- A1.2 MEZZANINE FLOOR PLAN AND ROOF PLAN
- A2.1 EXTERIOR ELEVATIONS
- A3.1 BUILDING SECTIONS
- A4.1 INTERIOR ELEVATIONS
- A6.1 DOOR AND WINDOW DETAILS, DOOR AND FINISH SCHEDULES
- A6.2 BUILDING ASSEMBLIES, WALL, ROOF AND CANOPY DETAILS
- A6.3 STAIR AND RAILING DETAILS

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- S1.0 GENERAL NOTES AND DETAILS
- S1.1 CONCRETE SLAB AND FOUNDATION PLAN
- S1.2 MEZZANINE FLOOR FRAMING PLAN AND CANOPY ROOF FRAMING PLANS
- S5.1 STRUCTURAL DETAILS I
- S5.2 STRUCTURAL DETAILS II
- S5.3 STRUCTURAL DETAILS III

MECHANICAL DRAWINGS

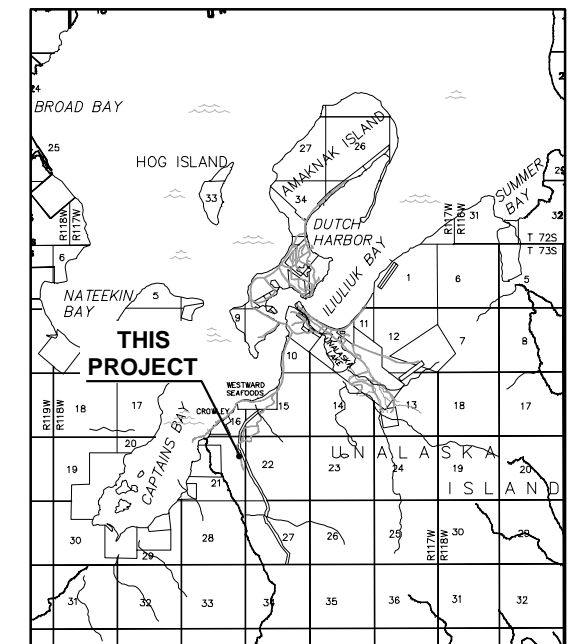
- M0.1 MECHANICAL LEGENDS AND ABBREVIATIONS
- M0.2 MECHANICAL SCHEDULES
- M0.3 MECHANICAL SCHEDULES CONTINUED
- M1.0 MECHANICAL SITE PLAN
- M1.1 PLUMBING PLAN - UNDER FLOOR
- M1.2 PLUMBING PLAN - ABOVE FLOOR
- M2.1 1ST FLOOR HEATING PLAN
- M2.2 2ND FLOOR HEATING PLAN AND DETAILS
- M3.1 1ST FLOOR VENTILATION PLAN
- M3.2 2ND FLOOR VENTILATION PLAN AND DETAILS
- M4.1 BOILER ROOM PLANS AND DETAILS
- M5.1 DETAILS
- M5.2 DETAILS

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- E0.1 ELECTRICAL LEGEND, SCHEDULES, SITE PLAN AND DETAILS
- E0.2 ELECTRICAL DETAILS
- E1.1 LIGHTING PLANS
- E1.2 POWER PLANS
- E1.3 SPECIAL ELECTRICAL SYSTEMS PLAN
- E1.4 MEZZANINE ELECTRICAL PLANS
- E1.5 GENERATOR ELECTRICAL PLANS
- E2.1 ELECTRICAL DETAILS
- E2.2 ELECTRICAL DETAILS
- E3.1 PANEL SCHEDULES

CONTROLS DRAWINGS

- EC-01 INSTRUMENTATION FLOOR PLAN
- EC-02 CONTROL RISER DIAGRAM (1 OF 2)
- EC-03 CONTROL RISER DIAGRAM (2 OF 2)
- EC-04 NETWORK DIAGRAM
- EC-05 CONTROL PANEL LAYOUT
- EC-06 MAIN CONTROL PANEL, CONTROL PANEL SCHEMATIC
- EC-07 MAIN CONTROL PANEL DISCRETE 120VAC INPUT SCHEMATIC (1 of 3)
- EC-08 MAIN CONTROL PANEL DISCRETE 120VAC INPUT SCHEMATIC (2 of 3)
- EC-09 MAIN CONTROL PANEL DISCRETE 120VAC INPUT SCHEMATIC (3 of 3)
- EC-10 MAIN CONTROL PANEL DISCRETE HIGH SPEED DC INPUT SCHEMATIC
- EC-11 MAIN CONTROL PANEL DISCRETE OUTPUT SCHEMATIC
- EC-12 MAIN CONTROL PANEL ANALOG INPUT SCHEMATIC (1 of 5)
- EC-13 MAIN CONTROL PANEL ANALOG INPUT SCHEMATIC (2 of 5)
- EC-14 MAIN CONTROL PANEL ANALOG INPUT SCHEMATIC (3 of 5)
- EC-15 MAIN CONTROL PANEL ANALOG INPUT SCHEMATIC (4 of 5)
- EC-16 MAIN CONTROL PANEL ANALOG INPUT SCHEMATIC (5 of 5)
- EC-17 MAIN CONTROL PANEL ANALOG OUTPUT SCHEMATIC
- EC-18 MAIN CONTROL PANEL MISCELLANEOUS DISCRETE 1/0 WIRING
- EC-19 MAIN CONTROL PANEL MISCELLANEOUS WIRING DIAGRAMS
- EC-20 CONDUIT SCHEDULE



VICINITY MAP

RECORD DRAWINGS
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 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

GENERAL NOTES

- EXISTING FACILITIES AND GROUND CONTOURS ARE BASED ON A VARIETY OF SOURCES SEE SHEET V1.0. CONTRACTOR SHALL VERIFY SITE CONDITIONS.
- ALL WORK PERFORMED ON THE WATER SYSTEM SHALL CONFORM TO THE LATEST VERSION OF THE ADEC 18 AAC 80 DRINKING WATER STANDARDS.
- ALL WATER PIPING AND ASSOCIATED APPURTENANCES SHALL BE NSF 61 COMPLIANT.
- ALL WORK ASSOCIATED WITH THE INSTALLATION OF THE WASTEWATER SYSTEM SHALL BE PERFORMED IN ACCORDANCE WITH ADEC 18 AAC 72 – WASTEWATER DISPOSAL REGULATIONS.
- ALL BURIED DUCTILE IRON PIPE & FITTINGS SHALL BE WRAPPED WITH ONE LAYER OF 8-MIL THICK POLYETHYLENE ENCASUREMENT "BAGGIES" IN ACCORDANCE WITH "METHOD A" OF ANSI/AWWA A21.5/C105.
- EXISTING UTILITIES ARE APPROXIMATE. FIELD VERIFY HORIZONTAL AND VERTICAL LOCATIONS OF ALL UTILITIES AND STRUCTURES ENCOUNTERED DURING CONSTRUCTION. EXERCISE CAUTION DURING EXCAVATION. CONTRACTOR SHALL IMMEDIATELY CONTACT OWNER'S REPRESENTATIVE IF A CONFLICT IS FOUND BETWEEN PLANS AND WHAT IS IN THE GROUND. RECORD LOCATIONS AND CHANGES TO UTILITIES IN SURVEY NOTES AND ON THE CONSTRUCTION DRAWINGS.
- CONFINE ALL VEHICLES, CONSTRUCTION EQUIPMENT, MATERIALS, AND OPERATIONS WITHIN THE CONSTRUCTION LIMITS INDICATED ON SHEET C1.0.
- UNLESS DIRECTED OTHERWISE BY THE CONTRACT DOCUMENTS OR OWNER'S REPRESENTATIVES, RESTORE ALL DISTURBED PROPERTY TO ORIGINAL CONDITIONS.
- INSTALL NORTH AMERICAN GREEN VMAX SC 250 OR APPROVED EQUAL PER MANUFACTURER'S RECOMMENDATION ON ALL SLOPES OF 1:2 OR LESS GREATER THAN 5 FEET IN TOTAL HEIGHT.
- RE-SEED ALL DISTURBED AREAS OUTSIDE GRAVEL PAD AREAS OR STABILIZED SLOPES. APPLY SEED MIX CONTAINING 60% NORTRAN (NORTHCOAST) HAIRGRASS AND 40% BOREAL RED FESCUE. SEEDING SHALL BE APPLIED AT A RATE 45 POUNDS PER SQUARE ACRE. FERTILIZER SHOULD BE COMPOSED OF 20% NITROGEN, 20% PHOSPHORUS, AND 10% POTASSIUM. FERTILIZER MIX SHALL BE APPLIED AT 450 TO 500 POUNDS PER SQUARE ACRE.

ABBREVIATIONS

AB	ANCHOR BOLT	IFC	INTERNATIONAL FIRE CODE
AC	ASPHALT CEMENT	INV	INVERT
ADEC	ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION	LF	LINEAR FEET
ADOT & PF	ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES	LT	LEFT
AFF	ABOVE FINISH FLOOR	MAX	MAXIMUM
ASSY	ASSEMBLY	MB	MACHINE BOLT
BC	BUILDING CORNER	ME	MATCH EXISTING
BF	BURIED FUEL LINE	MH	MANHOLE
BH	BORE HOLE	MIN	MINIMUM
BLDG	BUILDING	MJ	MECHANICAL JOINT
BOP	BOTTOM OF PIPE	NC	NORMALLY CLOSED
BTU	BRITISH THERMAL UNITS	NIC	NOT IN CONTRACT
CB	CATCH BASIN	NFS	NON-FROST SUSCEPTIBLE
CC	COPPER X COPPER	NO	NORMALLY OPEN
CL	CENTER LINE	NSF	NATIONAL SANITATION FOUNDATION
CMP	CORRUGATED METAL PIPE	NTS	NOT TO SCALE
CPEP	CORRUGATED POLYETHYLENE PIPE	OC	ON CENTER
CON'T	CONTINUATION	OD	OUTSIDE DIAMETER
CONC	CONCRETE	PE	PLAIN END
CT	CONDUIT	PL	PLATE
CTRL	CONTROL	PP	POWER POLE
CU	COPPER	PPD	POUNDS PER DAY
DIA	DIAMETER	PSI	POUNDS PER SQUARE INCH
DI	DUCTILE IRON	PRV	PRESSURE RELIEF VALVE
DIP	DUCTILE IRON PIPE	PVC	POLYVINYL CHLORIDE
DW	DISCHARGE TO WASTE	R	RADIUS
EA	EACH	RED	REDUCING
EL	ELEVATION	RT	RIGHT
EW	EACH WAY	RW	RAW WATER
EXIST	EXISTING	SF	SQUARE FEET
FC	FENCE CORNER	SHLDR	SHOULDER
FE	FLOOR ELEVATION	SL	PIPE SLOPE
FF	FINISH FLOOR	SSCO	SANITARY SEWER CLEANOUT
FG	FINISH GRADE	SSMH	SANITARY SEWER MANHOLE
FH	FIRE HYDRANT	SS	STAINLESS STEEL
FL	FLANGE	STL	STEEL
FT	FEET OR FOOT	STA	STATION
FTG	FOOTING	SW	SAMPLE WATER
FIP	FEMALE IRON PIPE	TB	THRUST BLOCK
FW	FINISH WATER	TH	TEST HOLE
GAL	GALLON	TO	TANK OVERFLOW
GALV	GALVANIZED	TP	TEST PIT
GB	GRADE BREAK	TR	THRUST RESTRAINT
GPM	GALLONS PER MINUTE	TW	TREATED WATER
GV	GATE VALVE	TYP	TYPICAL
HDPE	HIGH DENSITY POLYETHYLENE	UT	UNDERGROUND TELEPHONE
HORZ	HORIZONTAL	UV	ULTRAVIOLET
HP	HORSE POWER	UVT	ULTRAVIOLET TRANSMITTANCE
IBC	INTERNATIONAL BUILDING CODE	VERT	VERTICAL
ID	INSIDE DIAMETER	WS	WOOD STAVE PIPE
IE	INVERT ELEVATION	WTP	WATER TREATMENT PLANT

CIVIL LEGEND

PROPOSED	EXISTING	DESCRIPTION
	-----	CONSTRUCTION LIMITS
	-----	RIGHT OF WAY
	-----	UTILITY CORRIDOR
	-----	ROAD CENTERLINE
	-----	TRAIL
		GATE
		CULVERT
		CONTOURS
		DRAINAGE DIRECTION DRAINAGE
		DRAINAGE SWALE
		SLOPE SYMBOL
		EDGE OF CUT SLOPE
		TOE OF FILL SLOPE
		SEWER LINE
		CONDUIT
		DISCHARGE WATER
		FINISH WATER
		RAW WATER
		SAMPLE WATER
		TANK OVERFLOW
		TREATED WATER
		WOOD STAVE
		STANDARD FITTING
		FIRE HYDRANT
		SEWER CLEANOUT
		PIPELINE DEMOLITION
		WATER VALVE
		AIR RELEASE VALVE
		BOLLARD
		GRADE BREAK
		CONCRETE
		GRAVEL SURFACE
		REVEGETATED AREA
		NATIVE GROUND
		IMPORTED FILL
		TELEPHONE PEDESTAL
		TEST PIT LOCATION
		BORE HOLE LOCATION
		ELECTRICAL BOX

PRELIMINARY CODE STUDY

2009 INTERNATIONAL BUILDING CODE
 2009 INTERNATIONAL FIRE CODE

OCCUPANCY CLASSIFICATION:
 TREATMENT/PROCESS/OFFICE AREA – F-1, 2,250/100 = 22 Occupants
 MODERATE HAZARD CHLORINE STORAGE – H-3, 600/200 = 3 Occupants
 OXIDIZING GAS STORAGE

CONSTRUCTION TYPE: TYPE V-B

FIRE SUPPRESSION: AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED THROUGHOUT FACILITY.

FIRE DETECTION: AUTOMATIC SMOKE DETECTION SHALL BE INSTALLED PER THE FIRE CODE (CHAPTERS 37, 39 & 40)

ALLOWABLE AREA CALCULATION:

H-3 AREA
 BASE AREA: 5,000 SF, ONE STORY
 SPRINKLER INCREASE: 15,000 SF
 FRONTAGE INCREASE: 2,800 SF
 TOTAL ALLOWABLE 22,800 SF

F-1 AREA
 BASE AREA: 8,500 SF, ONE STORY
 SPRINKLER INCREASE: 25,500 SF
 FRONTAGE INCREASE: 5,400 SF
 TOTAL ALLOWABLE 39,400 SF

ACTUAL: ONE STORY
 H-3: 600 SF
 F-1: 2,250 SF

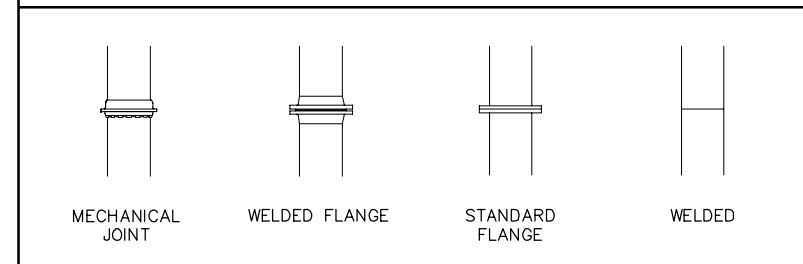
OCCUPANCY SEPARATION (TABLE 508.4): 1-HOUR FIRE BARRIER WALL REQUIRED WITH SPRINKLER SYSTEM (BOTH SIDES), 2-HOUR FIRE BARRIER WALL REQUIRED IF NOT SPRINKLERED.

EGRESS: EGRESS FROM THE CHLORINE STORAGE ROOM (H OCCUPANCY) SHOULD NOT EXIT THROUGH THE F-1 OCCUPANCY, BUT DIRECTLY TO THE EXTERIOR (VERIFY CODE PROVISIONS).

RECORD DRAWINGS

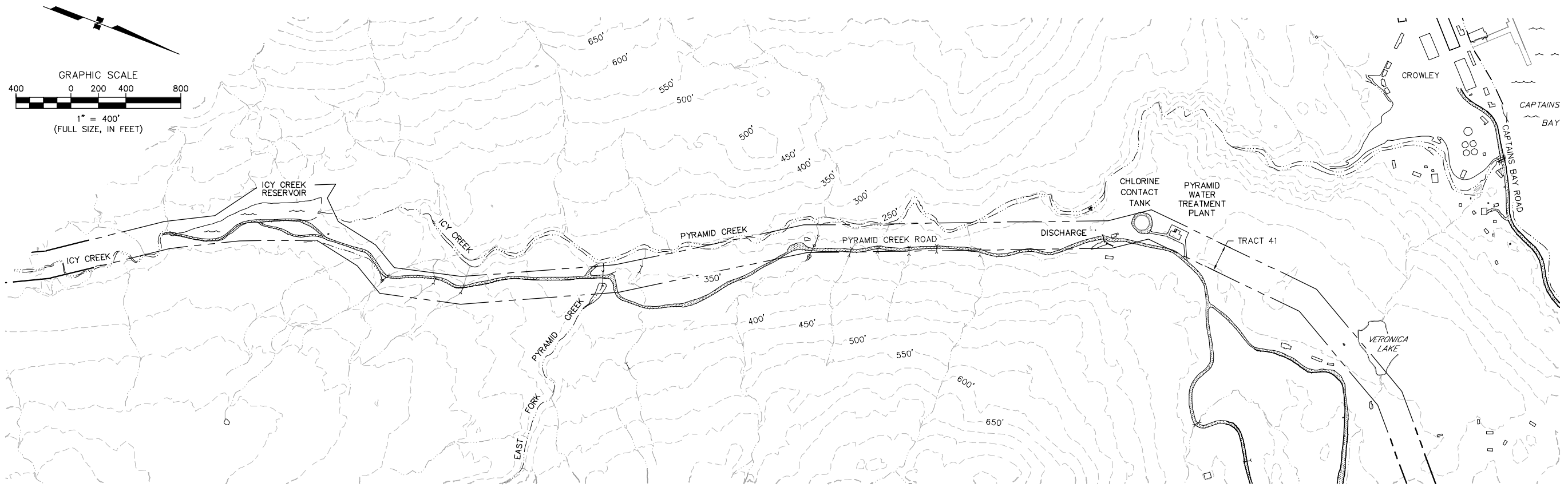
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 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

PIPE CONNECTION LEGEND



Plotted By: Curtis
 Date/Time: Sep 2016 2:54 pm
 Program: C1.0 GENERAL NOTES
 Filename: P:\800-850\850 Unalaska\850.05 Pyramid WTP Construction_Support\Civil\dwg\As-Built\850.01_G-series_Unalaska.dwg

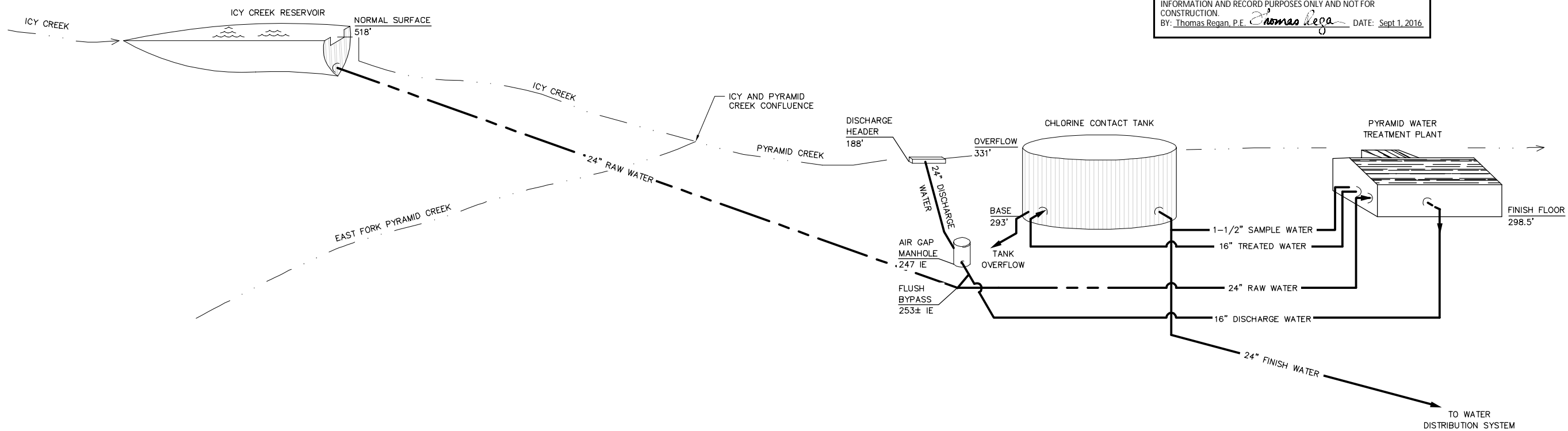
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 Lartech Inc architecture • engineering • surveying		TR	DM	DM	BY
		9/2/16	4/7/14	12/2/13	DATE
PYRAMID WTP UNALASKA, ALASKA LEGEND, ABBREVIATIONS, NOTES		CITY OF UNALASKA			
SCALE: AS SHOWN		DESIGNED BY: DM			
DRAWN BY: CS		CHECKED BY: GWF			
DATE: 12/2/13		FILE NO. 850.01			
SHEET NUMBER		G1.0 OF			



OVERVIEW

SCALE: 1" = 400'

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 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept. 1, 2016



SCHEMATIC

SCALE: NTS

Plotted By: Curtis
 Date/Time: Sep 2016 2:54 PM
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RECORD DRAWINGS	TR	DM	DM	BY
CONFORMED DOCUMENTS	9/2/16	4/7/14	12/2/13	DATE
ISSUED FOR BID	NO.	NO.	NO.	NO.
REVISION				

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CITY OF UNALASKA

**PYRAMID WTP
 UNALASKA, ALASKA**

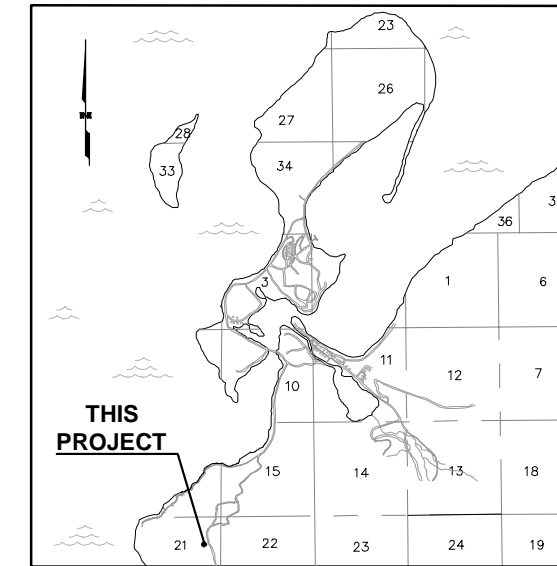
**WATER SYSTEM OVERVIEW
 AND DIAGRAM**

SCALE:	AS SHOWN
DESIGNED BY:	DM
DRAWN BY:	CS
CHECKED BY:	GMF
DATE:	12/2/13
FILE NO.	850.01
SHEET NUMBER	1

SURVEY LEGEND

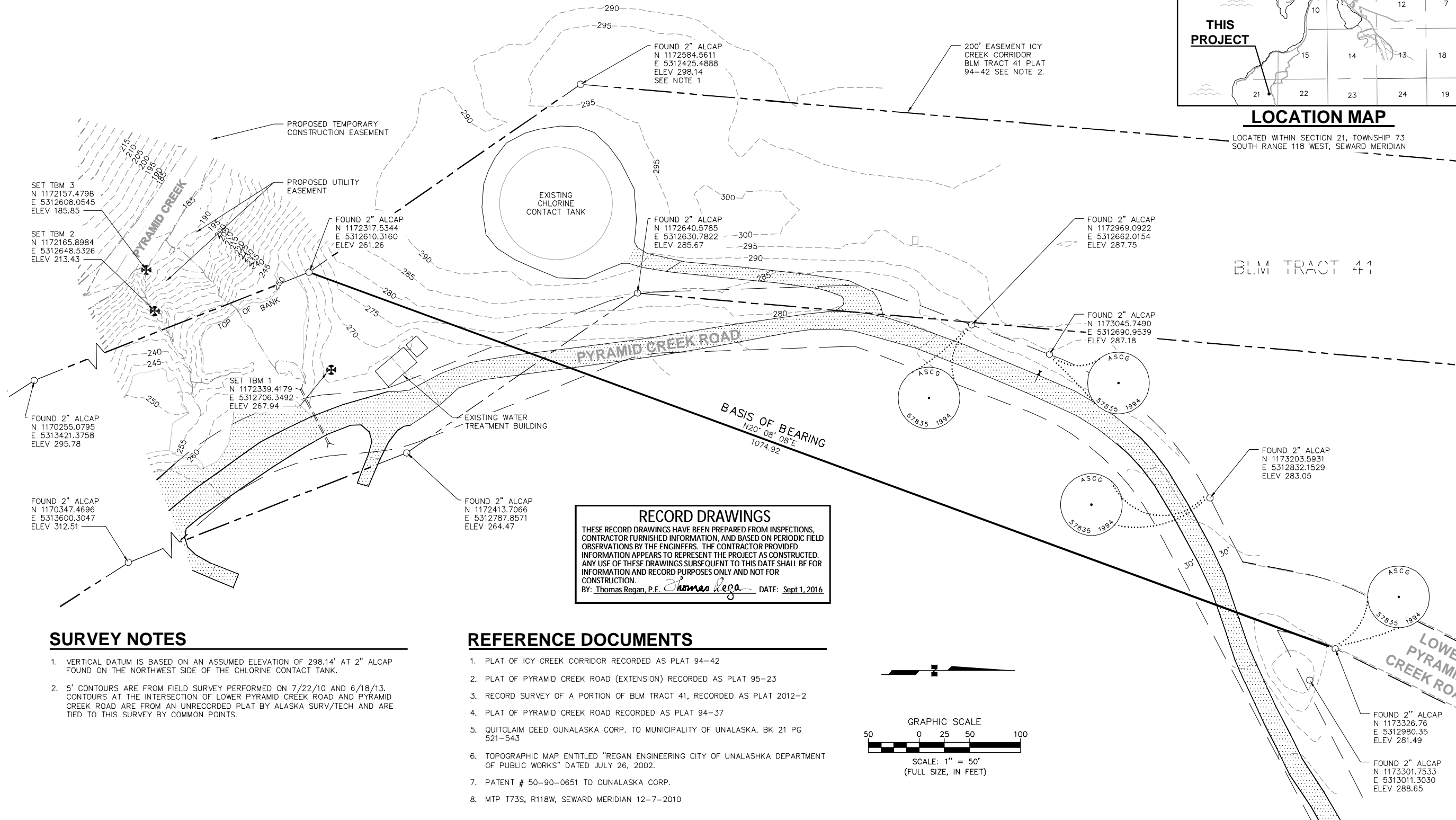
SYMBOL	DESCRIPTION
XXXX'XX"	MEASURED
--- 80 ---	CONTOUR
○	FOUND MONUMENT
⊕	SET TBM
---	RIGHT-OF-WAY BASED ON RECORD MONUMENTS
---	RECORD BLM TRACT 41
▨	GRAVEL ROAD

SECTION 21 TOWNSHIP 73
SOUTH, RANGE 118 WEST
SEWARD MERIDIAN



LOCATION MAP

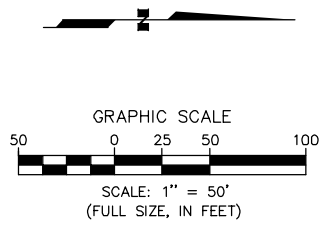
LOCATED WITHIN SECTION 21, TOWNSHIP 73
SOUTH RANGE 118 WEST, SEWARD MERIDIAN



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BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

REFERENCE DOCUMENTS

1. PLAT OF ICY CREEK CORRIDOR RECORDED AS PLAT 94-42
2. PLAT OF PYRAMID CREEK ROAD (EXTENSION) RECORDED AS PLAT 95-23
3. RECORD SURVEY OF A PORTION OF BLM TRACT 41, RECORDED AS PLAT 2012-2
4. PLAT OF PYRAMID CREEK ROAD RECORDED AS PLAT 94-37
5. QUITCLAIM DEED OUNALASKA CORP. TO MUNICIPALITY OF UNALASKA. BK 21 PG 521-543
6. TOPOGRAPHIC MAP ENTITLED "REGAN ENGINEERING CITY OF UNALASKA DEPARTMENT OF PUBLIC WORKS" DATED JULY 26, 2002.
7. PATENT # 50-90-0651 TO OUNALASKA CORP.
8. MTP T73S, R118W, SEWARD MERIDIAN 12-7-2010



SURVEY NOTES

1. VERTICAL DATUM IS BASED ON AN ASSUMED ELEVATION OF 298.14' AT 2" ALCAP FOUND ON THE NORTHWEST SIDE OF THE CHLORINE CONTACT TANK.
2. 5' CONTOURS ARE FROM FIELD SURVEY PERFORMED ON 7/22/10 AND 6/18/13. CONTOURS AT THE INTERSECTION OF LOWER PYRAMID CREEK ROAD AND PYRAMID CREEK ROAD ARE FROM AN UNRECORDED PLAT BY ALASKA SURV/TECH AND ARE TIED TO THIS SURVEY BY COMMON POINTS.

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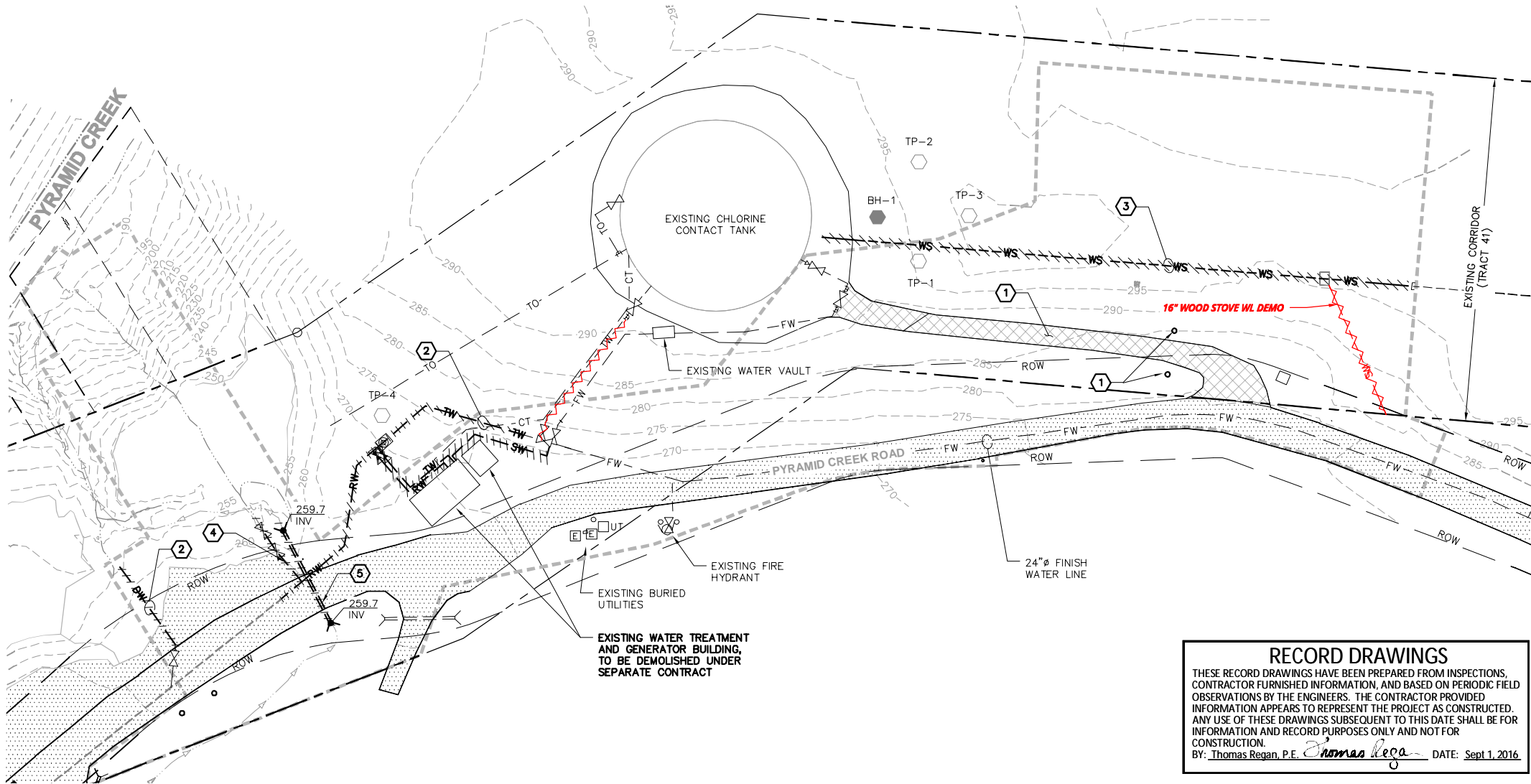
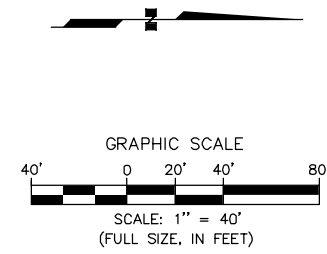
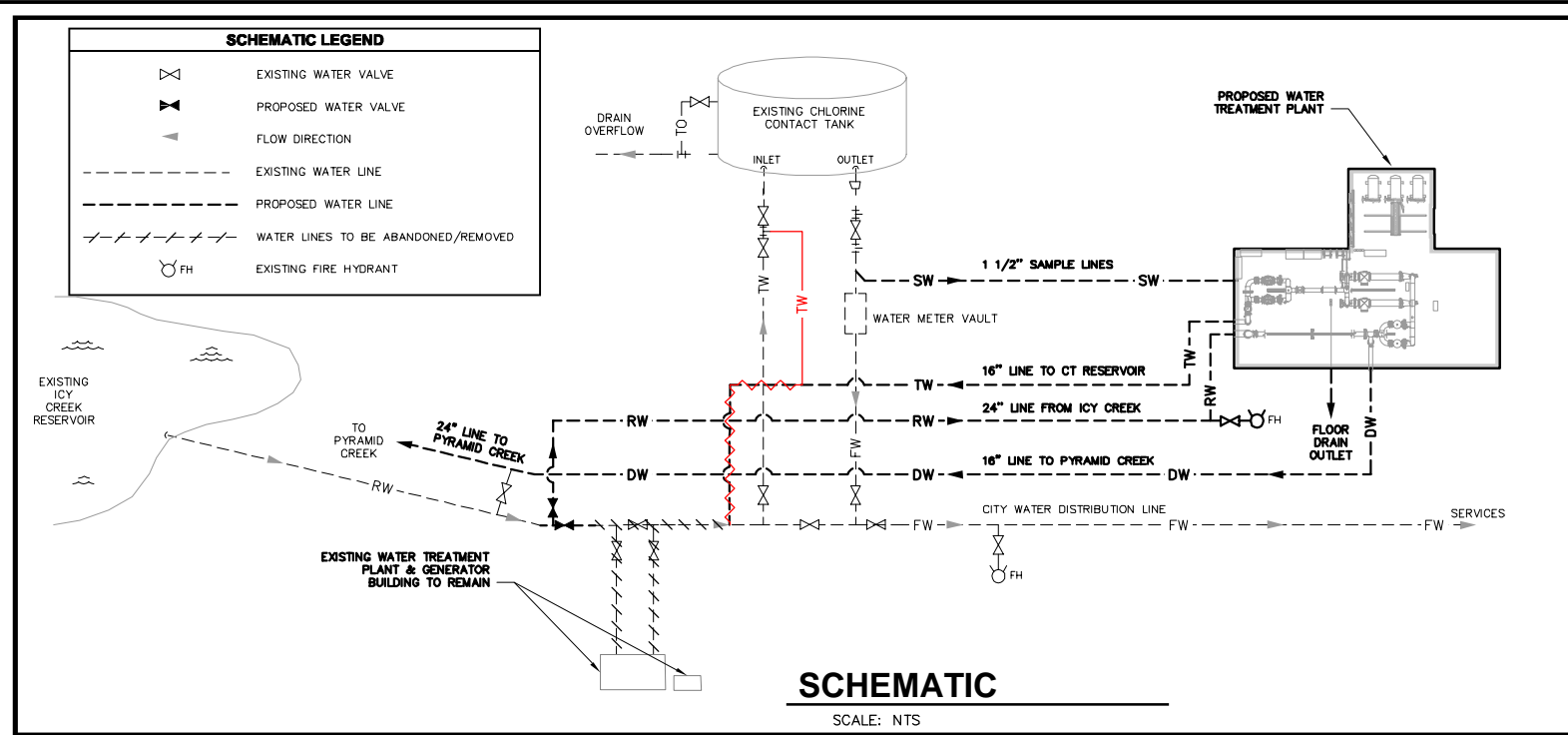
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CITY OF UNALASKA

PYRAMID WTP
UNALASKA, ALASKA
SITE CONTROL

SCALE: AS SHOWN
DESIGNED BY: JDH
DRAWN BY: CS
CHECKED BY: JDH
DATE: 12/2/13
FILE NO. 850.04
SHEET NUMBER
V1.0 OF

Plotted By: Curtis
 Date/Time: Sep 20 2016 2:54 pm
 File Name: P:\800-850\850 Unalaska\850.05 Pyramid WTP Construction_Support\Civil\dwg\As-Built\850.01_DSL_Unalaska.dwg



DEMOLITION INSTRUCTIONS

- 1 REMOVE AND DISPOSE OF STEEL PIPE GATE POSTS. SCARIFY EXISTING GRAVEL ACCESS DRIVE (MINIMUM 6" DEEP), PLACE TOPSOIL AND ORGANIC MATERIAL RECOVERED FROM PROPOSED GRAVEL ACCESS AND BUILDING PAD SEE SITE PLAN. SMOOTH AND RESEED. MINIMUM 5% CROSS SLOPE.
- 2 REMOVE OR ABANDONED IN PLACE EXISTING BURIED WATER LINES AND APPURTENANCES BETWEEN POINTS OF CONNECTION (SEE SITE PLAN) AND EXISTING WATER TREATMENT BUILDING.
- 3 REMOVE EXISTING 16" DIAMETER WOOD STAVE PIPE AND APPURTENANCES FROM WITHIN CONSTRUCTION LIMITS.
- 4 REMOVE AND DISPOSE OF EXISTING 6" LINE AND CAP LINE AFTER THE NEAREST VALVE TO THE RAW WATER LINE.
- 5 REMOVE AND DISPOSE OF 62LF OF 24"Ø CPEP CULVERT. REPLACE WITH CLASSIFIED AND 6" SURFACE COURSE MATERIAL ALL COMPACTED TO 95% MAX DRY DENSITY. GRADE TO MATCH EXISTING ROAD CONTOURS WITH A SMOOTH TRANSITION FROM EXITING ROAD TO REPLACED SECTION.

DEMOLITION NOTES

1. EXISTING UTILITIES SHOWN ON PLANS ARE APPROXIMATE. PRIOR TO DEMOLITION THE CONTRACTOR SHALL LOCATE AND FIELD VERIFY ALL UTILITIES DUE TO BE DEMOLISHED OR ABANDONED. PRESERVE AND PROTECT ALL UTILITIES, STRUCTURES, AND APPURTENANCES NOT DESIGNATED FOR DEMOLITION.
2. IMMEDIATELY NOTIFY OWNER'S REPRESENTATIVE OF ALL OBSTACLES ENCOUNTERED WITHIN THE DEMOLITION LIMITS NOT SHOWN ON PLANS.
3. ALL ITEMS TO BE REMOVED SHALL BE DISPOSED OF AT AN APPROVED DISPOSAL SITE.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DISPOSAL FEES.
5. THE CITY OF UNALASKA SHALL HAVE FIRST RIGHT OF REFUSAL FOR ALL COMPONENTS REMOVED.
6. CONTRACTOR SHALL SUBMIT PHASING PLAN TO ALLOW BOTH EXISTING WATER TREATMENT FACILITIES AND APPURTENANT PIPING TO BE OPERATIONAL UNTIL THE NEW PLANT IS FULLY FUNCTIONAL AND COMMISSIONED INTO SERVICE.

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 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

1 DEMOLITION PLAN
 D1.0 SCALE: 1" = 40'

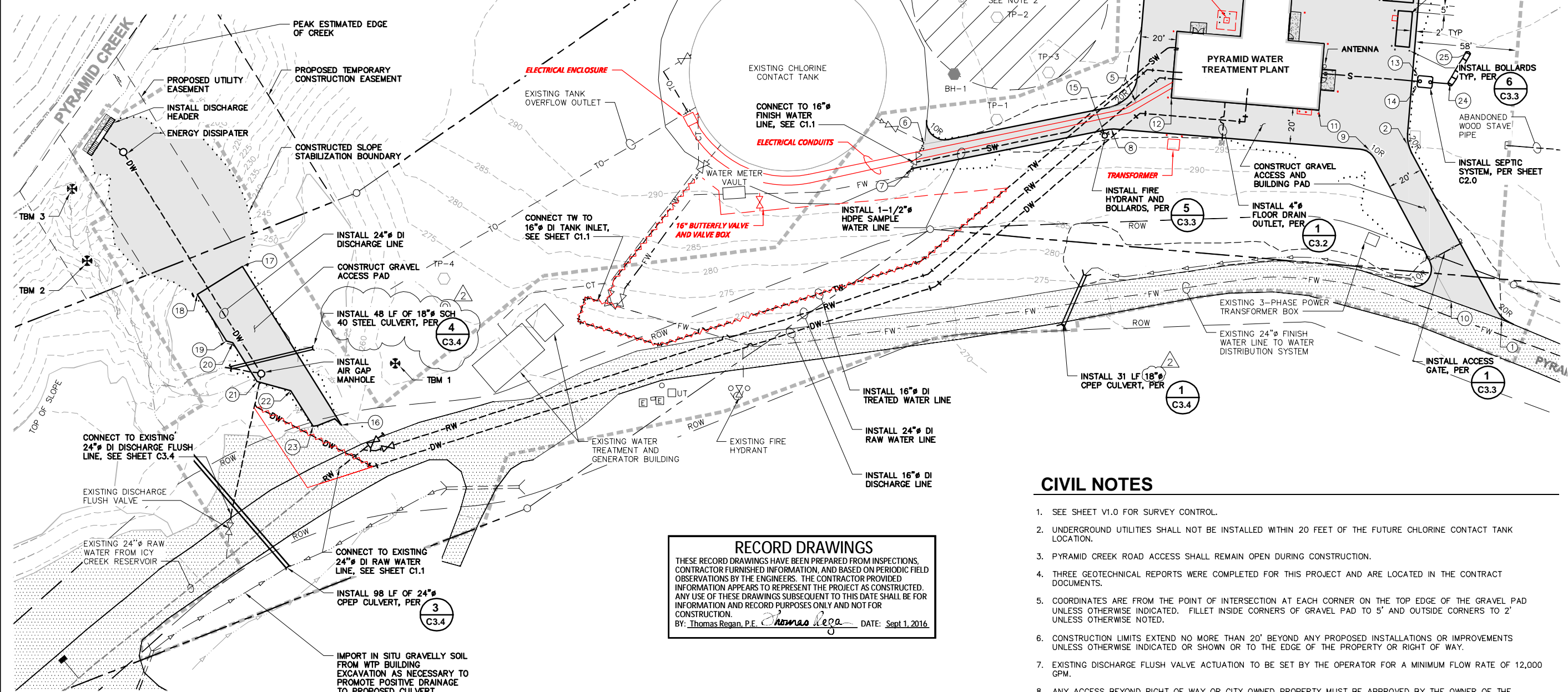
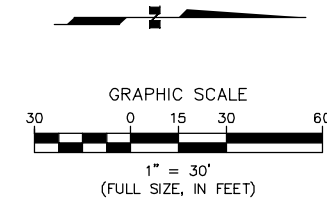
NO.	DATE	BY	REVISION
1	12/2/13	DM	ISSUED FOR BID
2	4/7/14	DM	CONFORMED DOCUMENTS
3	9/2/16	TR	RECORD DRAWINGS

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PYRAMID WTP UNALASKA, ALASKA DEMOLITION PLAN	SCALE: AS SHOWN DESIGNED BY: DM DRAWN BY: CS CHECKED BY: GWF DATE: 12/2/13 FILE NO. 850.01 SHEET NUMBER D1.0 OF
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POINT #	NORTHING	EASTING
1	1172962.33	5312681.74
2	1172908.97	5312582.86
3	1172917.02	5312485.69
4	1172763.33	5312472.95
5	1172756.19	5312559.11
6	1172637.04	5312583.05
7	1172629.96	5312596.71
8	1172742.50	5312574.10
9	1172887.71	5312586.14
10	1172934.05	5312671.45
11	1172859.35	5312563.72
12	1172776.45	5312556.85
13	1172915.18	5312544.17

POINT #	NORTHING	EASTING
14	1172914.65	5312550.65
15	1172738.87	5312578.16
16	1172309.15	5312741.17
17	1172253.43	5312651.67
18	1172227.96	5312667.53
19	1172244.35	5312693.85
20	1172247.97	5312694.82
21	1172261.52	5312716.59
22	1172280.54	5312721.66
23	1172293.09	5312741.81
24	1172933.35	5312548.94
25	1172943.41	5312531.66



RECORD DRAWINGS
 THESE RECORD DRAWINGS HAVE BEEN PREPARED FROM INSPECTIONS, CONTRACTOR FURNISHED INFORMATION, AND BASED ON PERIODIC FIELD OBSERVATIONS BY THE ENGINEERS. THE CONTRACTOR PROVIDED INFORMATION APPEARS TO REPRESENT THE PROJECT AS CONSTRUCTED. ANY USE OF THESE DRAWINGS SUBSEQUENT TO THIS DATE SHALL BE FOR INFORMATION AND RECORD PURPOSES ONLY AND NOT FOR CONSTRUCTION.
 BY: *Thomas Regan, P.E.* DATE: Sept 1, 2016

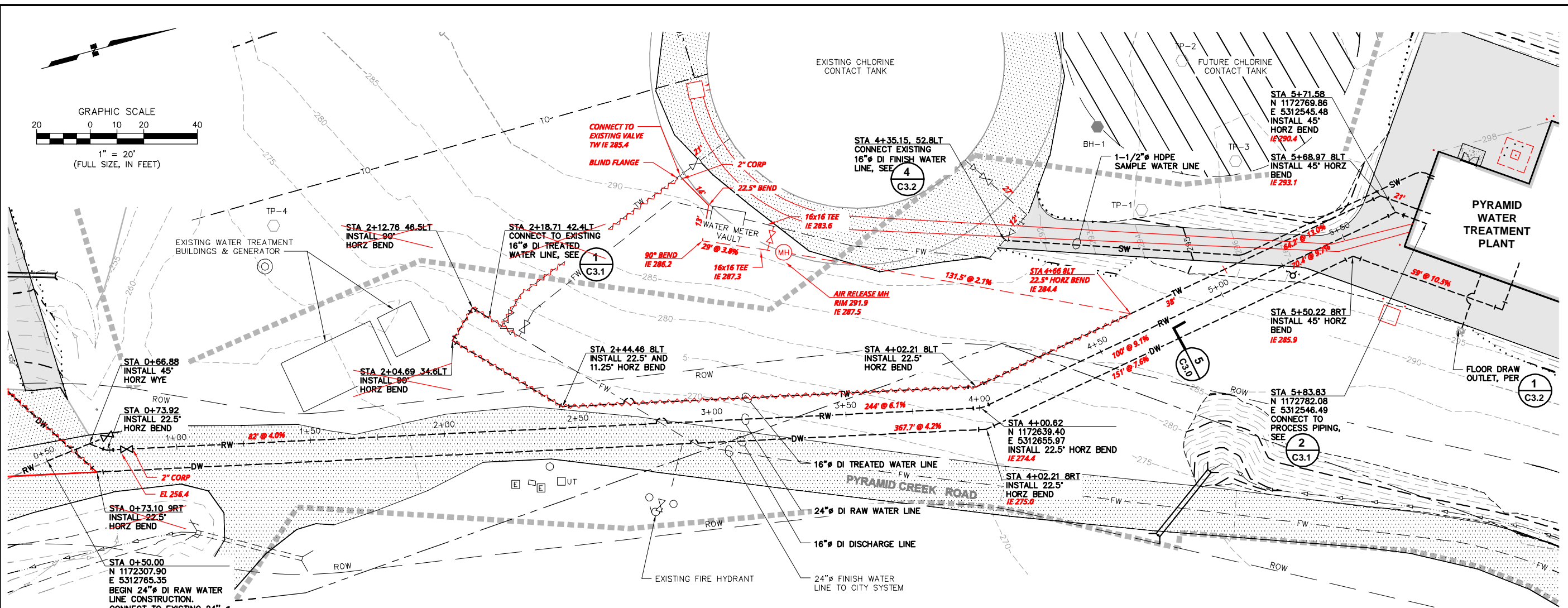
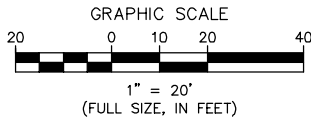
CIVIL NOTES

- SEE SHEET V1.0 FOR SURVEY CONTROL.
- UNDERGROUND UTILITIES SHALL NOT BE INSTALLED WITHIN 20 FEET OF THE FUTURE CHLORINE CONTACT TANK LOCATION.
- PYRAMID CREEK ROAD ACCESS SHALL REMAIN OPEN DURING CONSTRUCTION.
- THREE GEOTECHNICAL REPORTS WERE COMPLETED FOR THIS PROJECT AND ARE LOCATED IN THE CONTRACT DOCUMENTS.
- COORDINATES ARE FROM THE POINT OF INTERSECTION AT EACH CORNER ON THE TOP EDGE OF THE GRAVEL PAD UNLESS OTHERWISE INDICATED. FILLET INSIDE CORNERS OF GRAVEL PAD TO 5' AND OUTSIDE CORNERS TO 2' UNLESS OTHERWISE NOTED.
- CONSTRUCTION LIMITS EXTEND NO MORE THAN 20' BEYOND ANY PROPOSED INSTALLATIONS OR IMPROVEMENTS UNLESS OTHERWISE INDICATED OR SHOWN OR TO THE EDGE OF THE PROPERTY OR RIGHT OF WAY.
- EXISTING DISCHARGE FLUSH VALVE ACTUATION TO BE SET BY THE OPERATOR FOR A MINIMUM FLOW RATE OF 12,000 GPM.
- ANY ACCESS BEYOND RIGHT OF WAY OR CITY OWNED PROPERTY MUST BE APPROVED BY THE OWNER OF THE PROPERTY.
- AT A SUFFICIENT DISTANCE PRIOR TO ENCOUNTERING A KNOWN OBSTACLE OR TIE INTO AN EXISTING PIPE, CONTRACTOR SHALL EXPOSE AND VERIFY THE EXACT LOCATION SO THE ALIGNMENT, CROSSINGS, AND/OR GRADE CAN BE MADE BEFORE PIPE SECTIONS OR OTHER ITEMS ARE LAID AND/OR BACKFILLED. NO EXTRA PAYMENT WILL BE MADE FOR REWORK OF NEWLY INSTALLED UTILITIES REQUIRED BY FAILURE TO EXPOSE OBSTACLES AND CONNECTING UTILITIES.

1 SITE PLAN
 C1.0 SCALE: 1" = 30'

Plotted By: Curtis
 Date/Time: Sep 2016 2:54 pm
 C:\0 SITE
 P:\800-850\850 Unalaska\850.05 Pyramid WTP Construction_Support\Civil\dwg\As-Built\850.01_DSL_Unalaska.dwg

250 H Street Anchorage, AK 99501 P (907) 243-6965 F (907) 243-5629 www.icgak.com		RECORD DRAWINGS	TR	9/2/16	DM	BY
ICG Lantech Inc architecture • engineering • surveying		CONFORMED DOCUMENTS	DM	4/7/14	DM	ISSUED FOR BID
CITY OF UNALASKA			NO.	12/2/13	DM	REVISION
PYRAMID WTP UNALASKA, ALASKA		WATER TREATMENT PLANT SITE PLAN		SHEET NUMBER		C1.0 OF



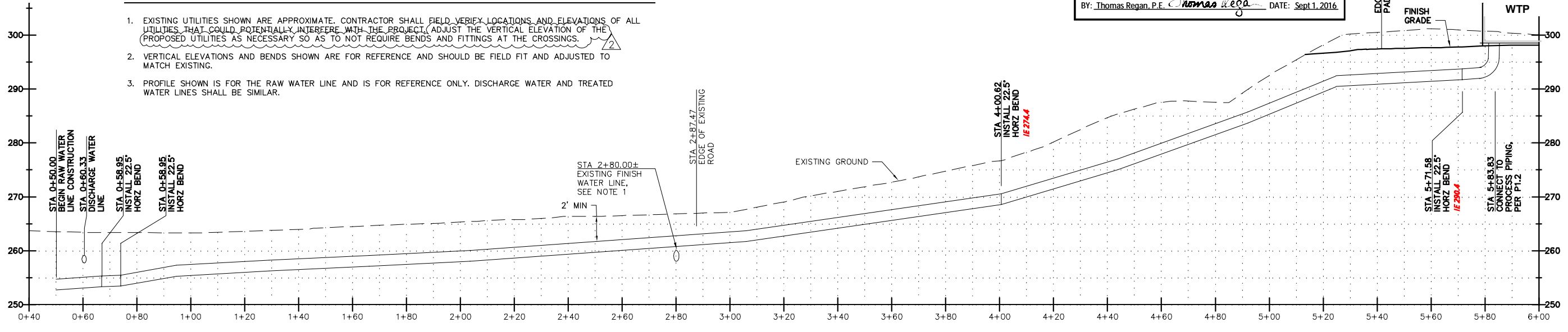
WATER LINE PLAN

SCALE: 1" = 20'

RECORD DRAWINGS
 THESE RECORD DRAWINGS HAVE BEEN PREPARED FROM INSPECTIONS, CONTRACTOR FURNISHED INFORMATION, AND BASED ON PERIODIC FIELD OBSERVATIONS BY THE ENGINEERS. THE CONTRACTOR PROVIDED INFORMATION APPEARS TO REPRESENT THE PROJECT AS CONSTRUCTED. ANY USE OF THESE DRAWINGS SUBSEQUENT TO THIS DATE SHALL BE FOR INFORMATION AND RECORD PURPOSES ONLY AND NOT FOR CONSTRUCTION.
 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

NOTES

- EXISTING UTILITIES SHOWN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND ELEVATIONS OF ALL UTILITIES THAT COULD POTENTIALLY INTERFERE WITH THE PROJECT (ADJUST THE VERTICAL ELEVATION OF THE PROPOSED UTILITIES AS NECESSARY SO AS TO NOT REQUIRE BENDS AND FITTINGS AT THE CROSSINGS).
- VERTICAL ELEVATIONS AND BENDS SHOWN ARE FOR REFERENCE AND SHOULD BE FIELD FIT AND ADJUSTED TO MATCH EXISTING.
- PROFILE SHOWN IS FOR THE RAW WATER LINE AND IS FOR REFERENCE ONLY. DISCHARGE WATER AND TREATED WATER LINES SHALL BE SIMILAR.

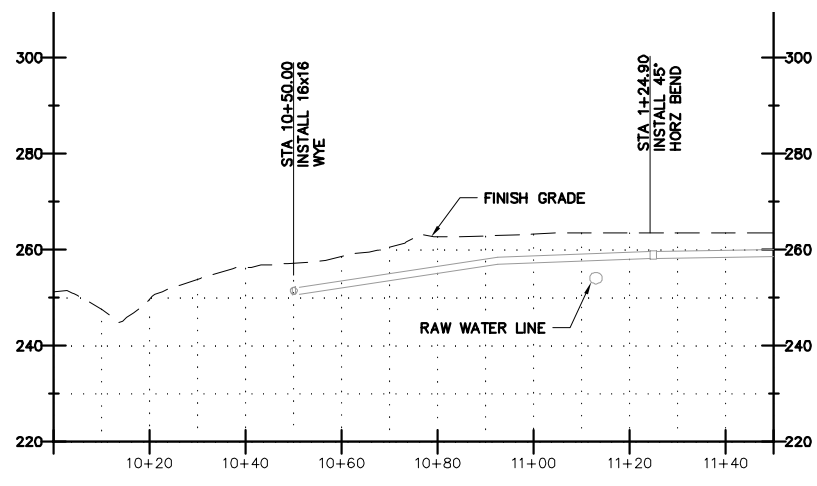


WATER LINE PROFILE

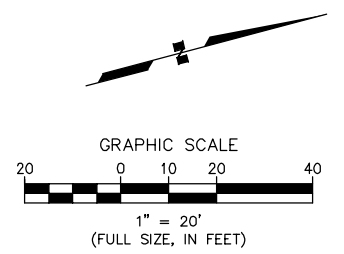
SCALE: 1" = 20' (HORIZONTAL)
 SCALE: 1" = 10' (VERTICAL)

Plotted By: Andres
 Date/Time: 2016 09-20 09:20 am
 C:\1\Supply Line P&P
 P:\800-850\850 Unalaska\850.05 Pyramid WTP Construction_Support\Civil\dwg\As-Built\To Others\CT Calc Pipe Lengths.dwg

250 H Street Anchorage, AK 99501		P (907) 243-8985 F (907) 243-5629 www.icgak.com	
ICG	Lartech Inc	CITY OF UNALASKA	
PYRAMID WTP UNALASKA, ALASKA		WATER LINE PLAN & PROFILE	
SCALE:	AS SHOWN	DESIGNED BY:	DM
DRAWN BY:	CS	CHECKED BY:	GMF
DATE:	12/2/13	FILE NO.:	850.01
SHEET NUMBER		C111 OF	

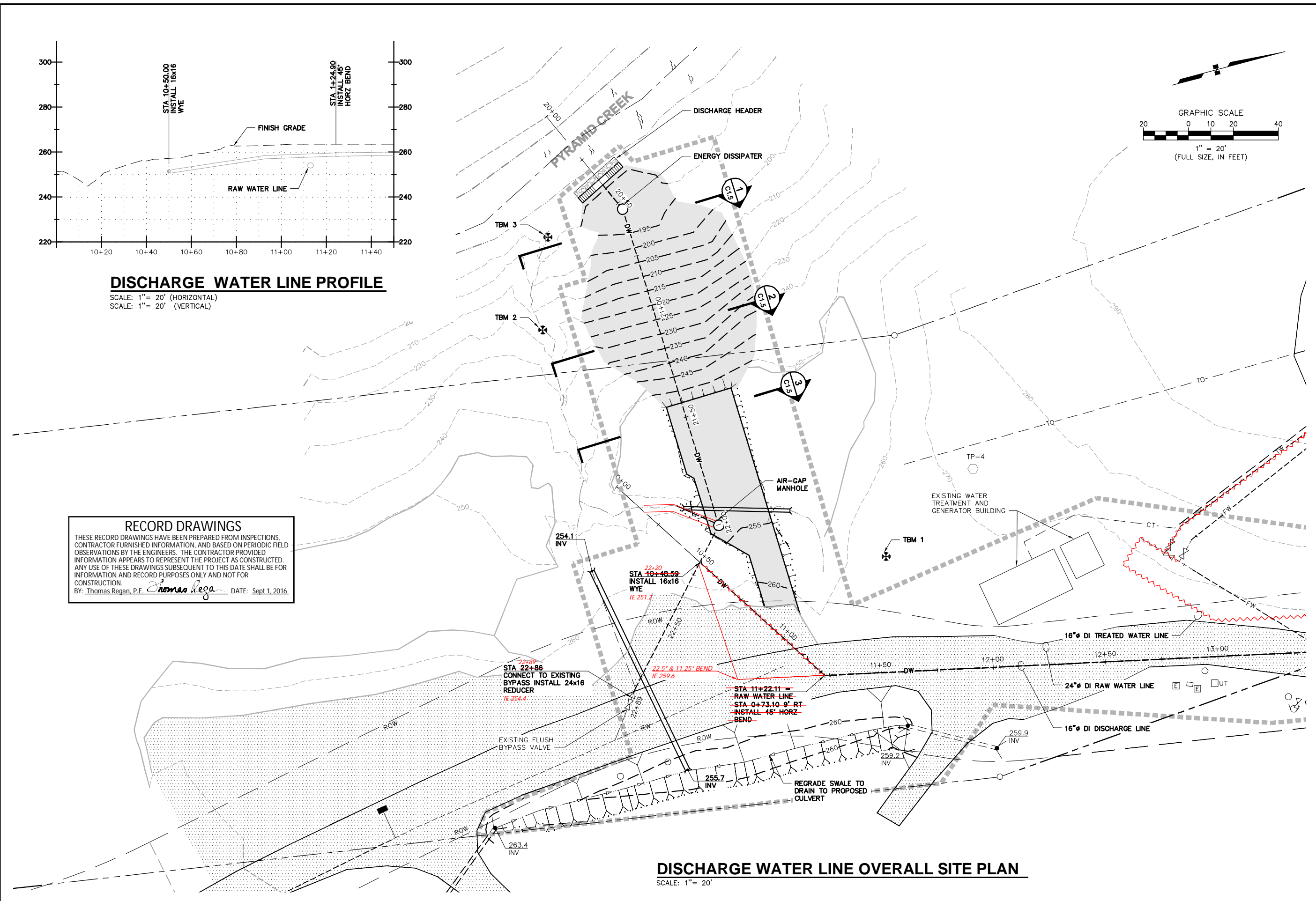


DISCHARGE WATER LINE PROFILE
 SCALE: 1" = 20' (HORIZONTAL)
 SCALE: 1" = 20' (VERTICAL)



RECORD DRAWINGS
 THESE RECORD DRAWINGS HAVE BEEN PREPARED FROM INSPECTIONS, CONTRACTOR FURNISHED INFORMATION, AND BASED ON PERIODIC FIELD OBSERVATIONS BY THE ENGINEERS. THE CONTRACTOR PROVIDED INFORMATION APPEARS TO REPRESENT THE PROJECT AS CONSTRUCTED. ANY USE OF THESE DRAWINGS SUBSEQUENT TO THIS DATE SHALL BE FOR INFORMATION AND RECORD PURPOSES ONLY AND NOT FOR CONSTRUCTION.
 BY: Thomas Regan, P.E. *Thomas Regan* DATE: Sept 1, 2016

Plotted By: Curtis
 Date/Time: 01 Sep 2016 2:54 pm
 File Name: P:\800-850\850 Unalaska\850.05 Pyramid WTP Construction_Support\Civil\dwg\As-Built\850.04_DSL_Discharge_Design.dwg



DISCHARGE WATER LINE OVERALL SITE PLAN
 SCALE: 1" = 20'

NO.	DATE	BY	REVISION
1	9/2/16	DM	RECORD DRAWINGS
2	4/7/14	DM	CONFORMED DOCUMENTS
3	12/2/13	DM	ISSUED FOR BID

3710 Woodland Dr.
 Suite 2100
 Anchorage, AK 99517
 (907) 243-8985

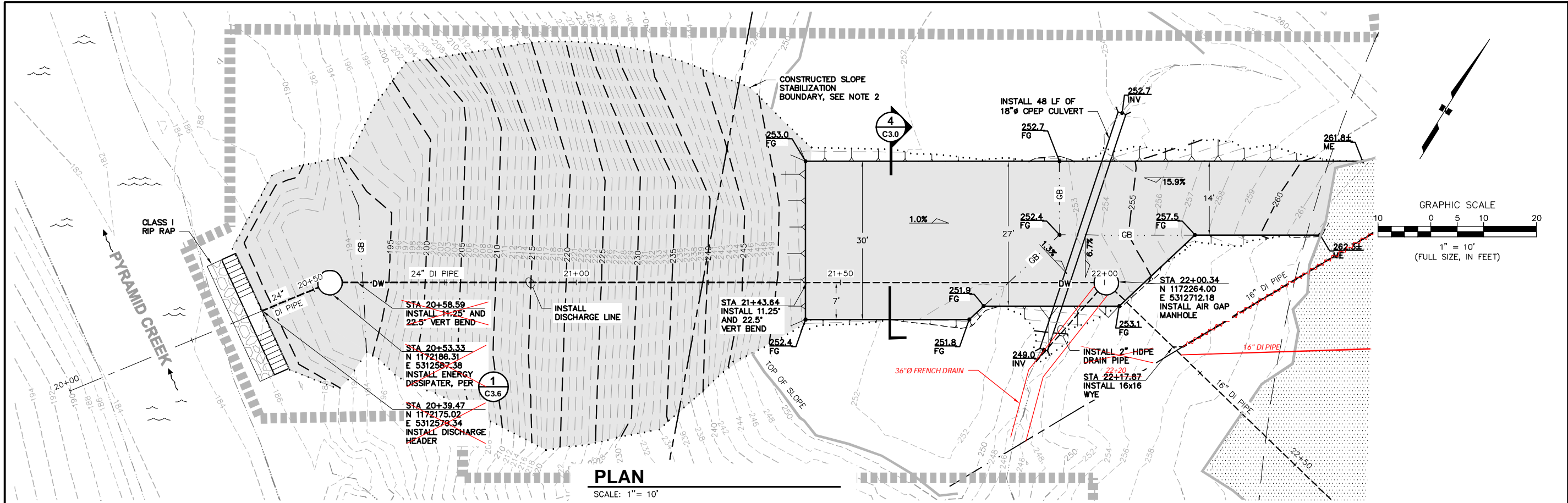
LCG
 LARSEN CONSULTING GROUP
 Architecture • Engineering • Surveying

CITY OF UNALASKA

**PYRAMID WTP
 UNALASKA, ALASKA**

**DISCHARGE WATER LINE
 SITE PLAN**

SCALE:	AS SHOWN
DESIGNED BY:	DM
DRAWN BY:	CS
CHECKED BY:	GMF
DATE:	12/2/13
FILE NO.	850.01
SHEET NUMBER	012



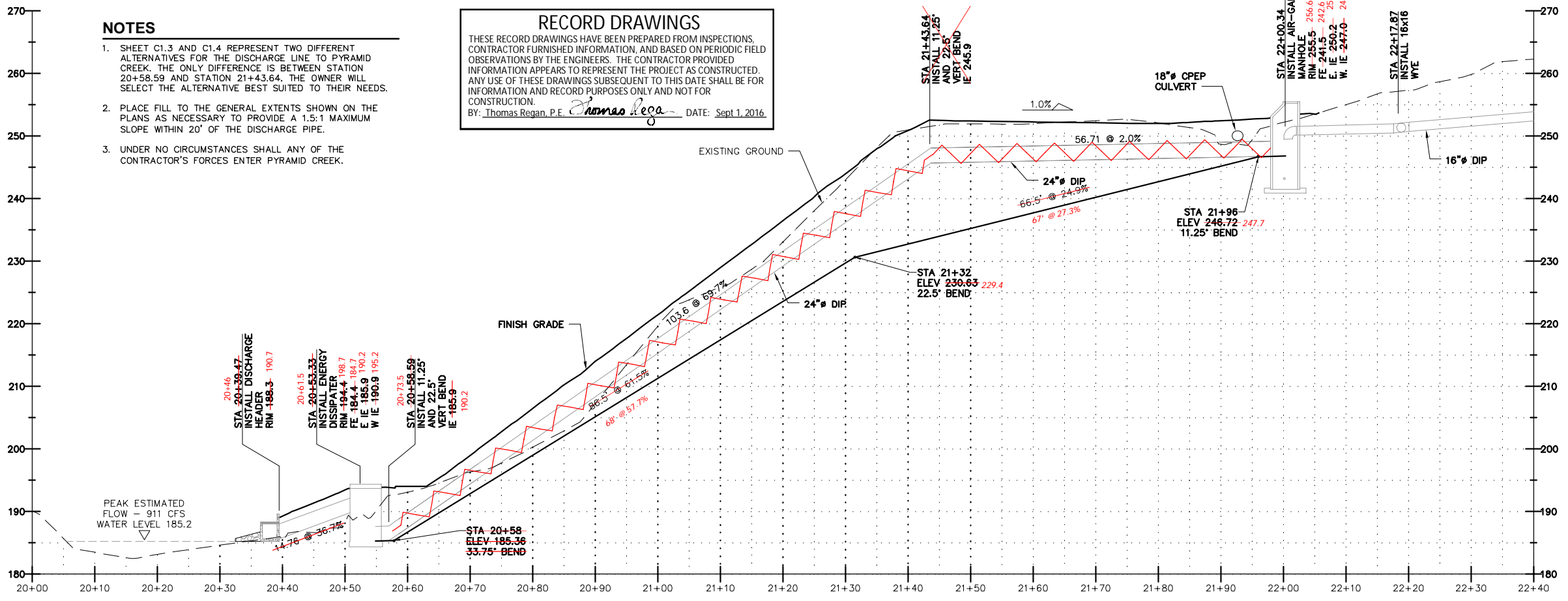
PLAN
SCALE: 1" = 10'

NOTES

1. SHEET C1.3 AND C1.4 REPRESENT TWO DIFFERENT ALTERNATIVES FOR THE DISCHARGE LINE TO PYRAMID CREEK. THE ONLY DIFFERENCE IS BETWEEN STATION 20+58.59 AND STATION 21+43.64. THE OWNER WILL SELECT THE ALTERNATIVE BEST SUITED TO THEIR NEEDS.
2. PLACE FILL TO THE GENERAL EXTENTS SHOWN ON THE PLANS AS NECESSARY TO PROVIDE A 1.5:1 MAXIMUM SLOPE WITHIN 20' OF THE DISCHARGE PIPE.
3. UNDER NO CIRCUMSTANCES SHALL ANY OF THE CONTRACTOR'S FORCES ENTER PYRAMID CREEK.

RECORD DRAWINGS

THESE RECORD DRAWINGS HAVE BEEN PREPARED FROM INSPECTIONS, CONTRACTOR FURNISHED INFORMATION, AND BASED ON PERIODIC FIELD OBSERVATIONS BY THE ENGINEERS. THE CONTRACTOR PROVIDED INFORMATION APPEARS TO REPRESENT THE PROJECT AS CONSTRUCTED. ANY USE OF THESE DRAWINGS SUBSEQUENT TO THIS DATE SHALL BE FOR INFORMATION AND RECORD PURPOSES ONLY AND NOT FOR CONSTRUCTION.
 BY: *Thomas Regan, P.E.* *Thomas Regan* DATE: Sept 1, 2016



PROFILE (ALTERNATIVE A)
SCALE: 1" = 10' (HORIZONTAL)
SCALE: 1" = 10' (VERTICAL)

Plotted By: Curtis
 Date/Time: 09/01/2016 2:54 pm
 File Name: P:\800-850\850 Unalaska\850 Pyramid WTP Construction_Support\Civil\dwg\As-Built\850.04_DSL_Discharge_Design.dwg

RECORD DRAWINGS	TR	DM	DM	BY
CONFORMED DOCUMENTS	9/2/16	4/7/14	12/2/13	DATE
ISSUED FOR BID	NO.	NO.	NO.	NO.
<p>3710 Woodland Dr. Suite 2100 Anchorage, AK 99517 (907) 243-8965</p> <p>LCG LARSEN CONSULTING GROUP Architecture • Engineering • Surveying</p> <p>CITY OF UNALASKA</p>				
<p>PYRAMID WTP UNALASKA, ALASKA</p> <p>BURIED DISCHARGE WATER LINE PLAN AND PROFILE</p>				
<p>SCALE: AS SHOWN DESIGNED BY: DM DRAWN BY: CS CHECKED BY: GWF DATE: 12/2/13 FILE NO. 850.01</p>				
<p>SHEET NUMBER C1.3 OF</p>				

PWTP On-Site Sodium Hypochlorite Generation System RFP Scoring

Evaluator #	A - UGSI WEIGHTED SCORE	B - TMG WEIGHTED SCORE	C - De Nora WEIGHTED SCORE	D - TMI WEIGHTED SCORE	E - Koniag WEIGHTED SCORE
1	2.7	2.8	4.7	1.4	1.7
2	4.8	3.8	4.0	2.9	2.8
3	4.1	3.5	4.2	2.6	3.3
4	5.0	3.2	4.2	2.0	1.0
5	4.8	2.7	3.6	2.6	2.7
6	4.3	2.4	2.6	1.9	3.7
7	4.6	3.8	4.2	2.9	3.5
8	0.8	0.6	0.8	0.6	0.6
9	4.6	3.9	4.1	3.1	3.5
10	4.0	3.9	3.0	2.7	2.5
Average Weighted Vendor Score	4.0	3.1	3.5	2.3	2.5
	A - UGSI WEIGHTED SCORE	B - TMG WEIGHTED SCORE	C - De Nora WEIGHTED SCORE	D - TMI WEIGHTED SCORE	E - Koniag WEIGHTED SCORE

**STANDARD PROCUREMENT AGREEMENT
BETWEEN OWNER AND SUPPLIER**

THIS PROCUREMENT AGREEMENT is dated as of this _____ day of _____, 2021, by and between the **City of Unalaska** (hereinafter called "OWNER") and PSI Water Technologies, a UGSI Solutions Company, (hereinafter called "SUPPLIER").

OWNER and SUPPLIER, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. GOODS AND SERVICES.

SUPPLIER shall furnish the Goods, Special Services, and Other Services as specified or indicated in the PROCUREMENT DOCUMENTS. The Goods to be furnished are generally described as follows:

- **Fabricate and deliver equipment for a completely redundant On-Site Sodium Hypochlorite Generation System.**
- **Provide shop drawings and product data submittals prior to fabrication.**
- **Provide an operation and maintenance manual.**
- **Provide start-up services, performance testing, and training.**
- **Deliver recommended spare parts, maintenance items, and consumables**
- **Provide an additional technical advisory site visit.**

Article 2. ENGINEER.

The Goods have been specified by the following:

**Zachary B. Boldrick, P.E.
Taku Engineering, LLC
403 W. Fireweed Lane
Anchorage, Alaska 99503
907-433-1125**

**Bob Cummings, P.E.
City of Unalaska, DPW
1035 E. Broadway
Unalaska, Alaska 99685
907-581-1260**

hereinafter called "ENGINEER" and who will act as OWNER's representative, assume all duties and responsibilities, and have the rights and authority assigned to ENGINEER by OWNER in connection with the furnishing of the Goods, Special Services, and Other Services in accordance with the PROCUREMENT DOCUMENTS.

Article 3. POINT OF DELIVERY.

The place where the Goods are to be delivered is defined in the Procurement General Conditions as the point of delivery and designated as:

F.O.B. Unalaska, Alaska

Article 4. CONTRACT TIME.

- 4.1 The Goods are to be delivered to the POINT OF DELIVERY and ready for OWNER's acceptance of delivery on (or within a period of fifteen (15) days prior to) **October 1, 2021.**

- 4.2 All shop drawings and samples required by the PROCUREMENT DOCUMENTS will be submitted to ENGINEER for review and approval within ten (10) days after the date when the Contract Time commences to run as provided in paragraph 2.2 of the Procurement General Conditions.
- 4.3 Liquidated Damages. OWNER and SUPPLIER recognize that time is of the essence of this PROCUREMENT AGREEMENT and that OWNER will suffer financial loss if the Goods are not delivered at the POINT OF DELIVERY and ready for acceptance of delivery by OWNER within the time specified in paragraph 4.1 above, plus any extensions thereof allowed in accordance with Article 12 of the Procurement General Conditions. They also recognize that the timely performance of services by other parties involved in OWNER's project are materially dependent upon SUPPLIER's specific compliance with the requirements of paragraph 4.1 Further, they recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual losses or damages (including special, indirect, consequential, incidental, and any other losses or damages) suffered by OWNER if complete acceptable Goods are not delivered on time. Accordingly, and instead of requiring proof of such losses or damages, OWNER and SUPPLIER agree that as liquidated damages for delay (but not as a penalty) SUPPLIER shall pay **FIVE HUNDRED DOLLARS (\$500)** for each day that expires after the time specified in paragraph 4.1 for delivery of acceptable Goods.

Article 5. CONTRACT PRICE.

OWNER shall pay SUPPLIER for furnishing the Goods, Services, and Special Services, and for performing other services in accordance with the PROCUREMENT DOCUMENTS and SUPPLIER'S Response dated May 14, 2021 to the Request for Proposals in current funds as follows:

Two Hundred Eighty Eight Thousand Dollars (\$288,000)

Article 6. PAYMENT PROCEDURES.

SUPPLIER shall submit Application for Payment in accordance with Article 6 of the Procurement General Conditions. Applications for Payment will be processed by ENGINEER as provided in the Procurement General Conditions.

- 6.1 Progress Payments. OWNER shall make progress payments on account of the CONTRACT PRICE in accordance with paragraph 6.3 of the Procurement General Conditions on the basis of SUPPLIER's Applications for Payment as follows:
- 6.1.1 Upon receipt of the first Application for Payment submitted in accordance with paragraph 6.1 of the Procurement General Conditions and accompanied by ENGINEER's recommendation of payment in accordance with paragraph 6.2.1 of the Procurement General Conditions, an amount equal to **50%** of the CONTRACT PRICE
- 6.1.2 Upon receipt of the second such Application for Payment accompanied by ENGINEER's recommendation of payment in accordance with

paragraph 6.2.2 of the Procurement General Conditions, an amount sufficient to increase total payments to SUPPLIER to **85%** of the CONTRACT PRICE, less such amounts as ENGINEER shall determine in accordance with paragraph 6.2.3 of the Procurement General Conditions.

- 6.2 Final Payment. Upon receipt of the final Application for Payment accompanied by ENGINEER's recommendation of payment in accordance with paragraph 6.6 of the Procurement General Conditions, OWNER shall pay the remainder of the CONTRACT PRICE as recommended by ENGINEER.

Article 7. INTEREST.

All moneys not paid when due hereunder shall bear interest at the rate required by AS§36.90.250, if applicable.

Article 8. SUPPLIER'S REPRESENTATIONS.

In order to induce OWNER to enter into this PROCUREMENT AGREEMENT, SUPPLIER makes the following representations:

- 8.1 SUPPLIER has familiarized himself with the nature and extent of the PROCUREMENT DOCUMENTS and has given ENGINEER written notice of all conflicts, errors, or discrepancies that he has discovered in the PROCUREMENT DOCUMENTS and the written resolution thereof by ENGINEER is acceptable to SUPPLIER.
- 8.2 SUPPLIER has familiarized himself with all local conditions and Federal, State, and Local laws, ordinances, rules, and regulations that in any manner may affect the production and delivery of the Goods and furnishing of Special Services and Other Services in connection herewith.
- 8.3 SUPPLIER does not require additional information from OWNER or ENGINEER to enable SUPPLIER to furnish the Goods, Special Services, or Other Services at the CONTRACT PRICE, within the CONTRACT TIME, and in accordance with the other terms and conditions of the PROCUREMENT DOCUMENTS, but subject to SUPPLIER's right to request interpretations and clarifications in accordance with paragraph 9.2 of the Procurement General Conditions.
- 8.4 SUPPLIER has correlated the results of all such examinations, investigations, and resolutions with the terms and conditions of the PROCUREMENT DOCUMENTS.

Article 9. PROCUREMENT DOCUMENTS.

The PROCUREMENT DOCUMENTS which comprise the entire Agreement between OWNER and SUPPLIER are attached to, or accompany, this PROCUREMENT AGREEMENT, made a part hereof, and consist of the following:

- 9.1 This PROCUREMENT AGREEMENT (pages 1 to 5, inclusive).
- 9.2 Exhibits to this PROCUREMENT AGREEMENT (pages ___ to ___, inclusive).
- 9.3 Performance and other Bonds, identified as Exhibits and consisting of ___ pages.

- 9.4 Notice of Award.
- 9.5 Procurement General Conditions (pages 1 to 56, inclusive).
- 9.6 Request for Proposals issued April 16, 2021.
- 9.7 Addendum Number 1 to the Request for Proposals issued May 6, 2021.
- 9.8 SUPPLIER's Bid Proposal dated May 14, 2021, (pages 1 to 55, inclusive).
- 9.9 Documentation submitted by SUPPLIER prior to Notice of Award (pages ___ to ___, inclusive).
- 9.10 All Modifications, including Change Orders, duly delivered after execution of this PROCUREMENT AGREEMENT.
- 9.11 There are no PROCUREMENT DOCUMENTS other than those listed above in this Article 9. The PROCUREMENT DOCUMENTS may only be altered, amended, or repealed by a Modification (as defined in Article 1 of the Procurement General Conditions).

Article 10. MISCELLANEOUS.

- 10.1 Terms used in this PROCUREMENT AGREEMENT which are defined in Article I of the Procurement General Conditions shall have the meanings indicated in the Procurement General Conditions.
- 10.2 No assignment by a party hereto of any rights under or interests in the PROCUREMENT DOCUMENTS will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law); and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the PROCUREMENT DOCUMENTS.
- 10.3 OWNER and SUPPLIER each binds himself, his partners, successors, assigns, and legal representatives to the other party hereto, his partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the PROCUREMENT DOCUMENTS.

IN WITNESS WHEREOF, the OWNER and SUPPLIER have signed all counterparts of this PROCUREMENT AGREEMENT. All portions of the PROCUREMENT DOCUMENTS have been signed or identified by OWNER and SUPPLIER or by ENGINEER on their behalf.

This PROCUREMENT AGREEMENT with be effective on _____, 2021.

UGSI WATER TECHNOLOGIES

CITY OF UNALASKA, ALASKA

By: _____
_____, Its _____

By: _____
Erin Reinders, City Manager

State of _____)
) ss.
_____ County)

State of Alaska)
) ss.
Third Judicial District)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by _____, the _____ of PSI Water Technologies, a UGSI Solutions Company, a _____ Corporation, on behalf of the corporation.

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by Erin Reinders, City Manager for the City of Unalaska, a First Class Alaska Municipal Corporation, on behalf of the City of Unalaska.

Notary Public, State of _____
My Commission Expires: _____

Notary Public, State of Alaska
My Commission Expires: _____

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2021-05

AN ORDINANCE AMENDING CHAPTER 6.52 OF THE UNALASKA CODE OF ORDINANCES TO ADOPT BY REFERENCE THE 2021 ALASKA REMOTE SELLERS SALES TAX CODE; TO AMEND CHAPTER 6.40 TO AMEND DEFINITIONS, ELIMINATE INTERST ON TAX REFUNDS AND ESTABLISH A PENALTY FOR LATE FILING OF SALES TAX RETURNS; AND AMEND CHAPTER 9.04.030 TO ADOPT A NEW EXEMPTION FROM THE BUSINESS LICENSE ORDINANCE FOR REMOTE SELLERS WHO REGISTER WITH THE ALASKA REMOTE SELLERS SALES TAX COMMISSION

WHEREAS, on January 14, 2020, the Unalaska City Council adopted Ordinance 2019-16 authorizing the City Manager to sign the Alaska Intergovernmental Remote Seller Sales Tax Agreement (“the Agreement”) and to obtain and maintain membership in the Alaska Remote Sellers Sales Tax Commission (“the Commission”); and

WHEREAS, the Agreement required Commission members to adopt the Alaska Remote Sellers Sales Tax Code and Supplemental Definitions (“Uniform Code”) by reference or otherwise in its entirety by May 5, 2020; and to adopt revisions to the Uniform Code within one-hundred-twenty days after those revisions are approved by the Commission; and

WHEREAS, on April 28, 2020 the Unalaska City Council adopted Ordinance 2020-07 which adopted the Uniform Code; and

WHEREAS, on February 24, 2021, the Commission adopted updates to the Uniform Code; and

WHEREAS, some provisions of the Uniform Code updates differ from existing requirements of Chapters 6.40, 6.52 and 9.04.030 of the Unalaska Municipal Code; and

WHEREAS, it is in the public interest for the City of Unalaska to remain a member of the Commission and to comply with its obligations under the Agreement.

NOW THEREFORE, BE IT ENACTED by the City Council of the City of Unalaska:

Section 1: Form. This is a Code ordinance. Sections 2-8 amend the Unalaska Code of Ordinances.

Section 2: Amendment of UCO §6.40.010(V). Subsection 6.40.010(V) of the Unalaska Code of Ordinances is hereby amended to read as follows: [deleted language is struck and new language underlined]

(V) "MARKETPLACE FACILITATOR" means a person that contracts with remote sellers to facilitate for consideration, regardless of whether deducted as fees from the transaction, the sale of the remote seller's property, product or services through a physical or electronic marketplace operated by the person, and engages:

- (a) Directly or indirectly, through one or more affiliated persons in any of the following:
- (i) Transmitting or otherwise communicating the offer or acceptance between the buyer and remote seller;
 - (ii) Owning or operating the infrastructure, electronic or physical, or technology that brings buyers and remote sellers together;
 - (iii) Providing a virtual currency that buyers are allowed or required to use to purchase products from the remote seller; or
 - (iv) Software development or research and development activities related to any of the activities described in (b) of this subsection (3), if such activities are directly related to a physical or electronic marketplace operated by the person or an affiliated person; and
- (b) In any of the following activities with respect to the seller's products:
- (i) Payment processing services;
 - (ii) Fulfillment or storage services;
 - (iii) Listing products for sale;
 - (iv) Setting prices;
 - (v) Branding sales as those of the marketplace facilitator;
 - (vi) Order taking;
 - (vii) Advertising or promotion; or
 - (viii) Providing customer service or accepting or assisting with returns or exchanges.

Section 3: Amendment of UCO §6.40.010(BB). Subsection 6.40.010(BB) of the Unalaska Code of Ordinances is hereby amended to read as follows: [deleted language is struck and new language underlined]

(BB) "REMOTE SELLER" means a seller or marketplace facilitator making sales of goods or services for delivery delivered within the State of Alaska, without having a physical presence in a taxing the member jurisdiction, in which delivery is being made. ~~or conducting business between taxing jurisdictions, when sales are made by internet, mail order, phone or other remote means. A marketplace facilitator shall be considered the remote seller for each sale facilitated through its marketplace.~~

Section 4: Amendment of UCO §6.52.030. Section 6.52.030 of the Unalaska Code of Ordinances is hereby amended to read as follows: [deleted language is struck and new language underlined]

6.52.030 Definitions

When not clearly otherwise indicated by the context, the following words and phrases, as used in this chapter, have the following meanings:

(A) "BUYER OR PURCHASER" means a person to whom a sale of property or product is made or to whom a service is furnished.

(B) "COMMISSION" means the Alaska ~~Intergovernmental~~ Remote Seller Sales Tax Commission established by Agreement between local government taxing jurisdictions within Alaska, and delegated tax collection authority.

(C) "DELIVERED ELECTRONICALLY" means delivered to the purchaser by means other than tangible storage media.

(D) "DELIVERY CHARGES" means charges by the seller of personal property or services for preparation and delivery to a location designated by the purchaser of personal property or services including, but not limited to, transportation, shipping, postage, handling, crating and packing.

~~(DE)~~ "ENTITY-BASED EXEMPTION" means an exemption based on who purchases the product or who sells the product. An exemption that is available to all individuals shall not be considered an entity-based exemption.

(F) "LEASE" or "RENTAL" means any transfer of possession or control of tangible personal property for a fixed or indeterminate term for consideration. A lease or rental may include future options to purchase or extend.

(G) "LOCAL SALE" means a sale by a seller with a physical presence in a taxing jurisdiction, where the point of delivery is a location within the same taxing jurisdiction.

(H) "MARKETPLACE" means a physical or electronic place, platform or forum, including a store, booth, internet website, catalog, or dedicated sales software application, where products or services are offered for sale.

(I) "MARKETPLACE SELLER" means a person that makes retail sales through any physical or electronic marketplace that is operated by a marketplace facilitator.

~~(E)J~~ "MEMBER JURISDICTION" means a taxing jurisdiction that is a signatory of the Alaska Remote Seller Sales Tax Intergovernmental Agreement, thereby members of the Commission, and who have adopted the Alaska Remote Seller Uniform Sales Tax Code.

~~(FK)~~ "PHYSICAL PRESENCE" for purposes of section .040 of the Alaska Remote Sellers Uniform Sales Tax Code means a remote seller or marketplace facilitator who establishes any one or more of the following within a ~~local taxing~~ member jurisdiction:

(1) Has any office, distribution or sales house, warehouse, storefront, or any other place of business within the boundaries of the ~~local taxing~~ member jurisdiction;

(2) Solicits business or receiving orders through any employee, agent, salesman, or other representative within the boundaries of the ~~local taxing~~ member jurisdiction or engages in activities in this state that are significantly associated with the seller's ability to establish or maintain a market for its products in this state.

(3) Provides services or holds inventory within the boundaries of the ~~local taxing~~ member jurisdiction.

(4) Rents or Leases property located within the boundaries of the ~~local taxing~~ member jurisdiction.

A remote seller or marketplace facilitator that establishes a physical presence within the local taxing jurisdiction in any calendar year will be deemed to have a physical presence within the local taxing jurisdiction for the following calendar year.

(GL) "POINT OF DELIVERY" means the location at which property or a product is delivered or service rendered.

(1) When the product is not received or paid for by the purchaser at a business location of a remote seller in a ~~Taxing Member~~ Jurisdiction, the sale is considered delivered to the location where receipt by the purchaser (or the purchaser's recipient, designated as such by the purchaser) occurs, including the location indicated by instructions for delivery as supplied by the purchaser (or recipient) and as known to the remote seller or marketplace facilitator.

(2) When the product is received or paid for by a purchaser who is physically present at a business location of a Remote Seller in a ~~Taxing Member~~ Jurisdiction the sale is considered to have been made in the ~~Taxing Member~~ Jurisdiction where the purchaser is present even if delivery of the product takes place in another ~~Taxing Member~~ Jurisdiction. Such sales are reported and tax remitted directly to the ~~Taxing Member~~ Jurisdiction not to the Commission.

(3) When the service is not received by the purchaser at a business location of a remote seller, the service is considered delivered to the location where the purchaser receives the service.

(34) For products or services transferred electronically, or other sales where the remote seller or marketplace facilitator lacks a delivery address for the purchaser, the remote seller or marketplace facilitator shall consider the point of delivery of the sale to be the billing address of the buyer.

(HM) "PRODUCT-BASED EXEMPTIONS" means an exemption based on the description of the product and not based on who purchases the product or how the purchaser intends to use the product.

(N) "PROFESSIONAL SERVICES" means services performed by architects, attorneys-at-law, certified public accountants, dentists, engineers, land surveyors, surgeons, veterinarians, and practitioners of the healing arts (the arts and sciences dealing with the prevention, diagnosis, treatment and cure or alleviation of human physical or mental ailments, conditions, diseases, pain or infirmities) and such occupations that require a professional license under Alaska Statute.

(IQ) "RECEIVE OR RECEIPT" for purposes of section .030 and the definition of "Point of Delivery" means

- (1) Taking possession of property or product;
- (2) Making first use of services;
- (3) Taking possession or making first use of digital goods, whichever comes first.

The terms “receive” and “receipt” do not include temporary possession by a shipping company on behalf of the purchaser.

(~~JP~~) “REMOTE SALES” means sales of goods or services by a remote seller.

(~~JQ~~) “RESALE OF SERVICES” means sales of intermediate services to a business where the charge for which will be passed directly by that business to a specific buyer.

(~~KR~~) “SERVICES” means all services of every manner and description, which are performed or furnished for compensation, and delivered electronically or otherwise into a member jurisdiction (~~but excluding any that are rendered physically within the taxing jurisdiction outside the taxing jurisdiction~~), including but not limited to:

(1) Professional services;

(2) Services in which a sale of property or product may be involved, including property or products made to order;

(3) Utilities and utility services not constituting a sale of property or products, including but not limited to sewer, water, solid waste collection or disposal, electrical, telephone services and repair, natural gas, cable or satellite television, and Internet services;

(4) The sale of transportation services;

(5) Services rendered for compensation by any person who furnishes any such services in the course of his trade, business, or occupation, including all services rendered for commission;

(6) Advertising, maintenance, recreation, amusement, and craftsman services.

(~~MS~~) “TAXING JURISDICTION” means a local government in Alaska that has a sales tax ~~and is a member of the Alaska Remote Sellers Sales Tax Commission.~~

(~~NT~~) “TRANSFERRED ELECTRONICALLY” means obtained by the purchaser by means other than tangible storage media.

Section 5: Amendment of UCO §6.52.040. Section 6.52.040 is hereby amended to read as follows: [deleted language is struck and new language underlined]

6.52.040 Adoption of Alaska Remote Sellers Sales Tax Code

The City adopts by reference the ~~January 6, 2020~~ February 24, 2021 edition of all provisions of the Alaska Remote Sellers Uniform Sales Tax Code (including the definitional section included in section 6.52.030 above) and that portion of the Supplemental Definitions thereto not included in section 6.40.010.

Section 6. Amendment of UCO §9.04.030. Section 9.04.030 of the Unalaska Code of Ordinances is hereby amended by adopting a new subsection G to read as follows:

(G) A remote seller (as defined in Chapter 6.40) who does not have a physical presence in the City and who has obtained a sales tax certificate from the Alaska Remote Seller Sales Tax Commission.

Section 7: Amendment of UCO §6.40.050. Subsection 6.40.050(B) of the Unalaska Code of Ordinances is hereby amended to read as follows: [deleted language is struck and new language underlined]

(B) COLLECTOR: OVER PAYMENT REFUND. If a collector has remitted sales tax in excess of what is due to the City, the collector may apply to the City for a refund within one (1) year of the date the overpayment was made. The City shall audit the collector's account and may request any additional information the City requires to determine that a refund is due. If the City determines that a refund is due, the collector may take a credit on the next sales tax report, or the City shall pay the refund of the tax paid ~~with interest at three and one-half percent (3.5%) per annum beginning thirty (30) days from the date of payment of the tax to the City.~~ A claim for refund not filed within one (1) year of the date the tax was remitted to the City is forever barred. A collector may claim a refund only where the collector has filed a timely sales tax return and therewith remitted the sales taxes due under that return. This section does not apply to claims for exemptions for sale for resale for which any refund claim should be made pursuant to § 6.40.050(A). Interest will not be paid on any tax refund.

Section 8: Amendment of UCO §6.40.100. Section 6.40.100 is hereby amended by adoption of a new subsection C to read as follows:

(C) PENALTY. A late filing fee of twenty-five dollars (\$25) per month, or fraction thereof, shall be added to all late-filed sales tax reports, until a total of one-hundred dollars (\$100) has been reached. An incomplete return shall be treated as the filing of no return.

Section 9: Effective Date. This ordinance shall be effective upon adoption. No obligation to collect tax resulting from adoption of this ordinance shall be applied retroactively.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Marjie Veeder, City Clerk
Through: Erin Reinders, City Manager
Date: May 11, 2021
Re: Ordinance 2021-05, Amending UCO 6.52 to adopt by reference the 2021 Alaska Remote Sellers Sales Tax Code; UCO 6.40 to amend definitions, eliminate interest on tax refunds, and establish a penalty for late filing of sales tax returns; and UCO 9.04.030 to adopt a new exemption from the business license ordinance for remote sellers who register with the ARSSTC

SUMMARY: The City joined the Alaska Remote Seller Sales Tax Commission (ARSSTC) and adopted their tax code by reference. The City's agreement with ARSSTC obligates the City to adopt updates to the ARSSTC sales tax code. Ordinance 2021-05 accomplishes this objective, and also amends Unalaska's sales tax code so that local sellers and remote sellers are treated substantially the same; and also adds an exemption from obtaining a business license for remote sellers, which is in line with the ARSSTC code. Staff recommends adoption of Ordinance 2021-05.

PREVIOUS COUNCIL ACTION:

On March 26, 2019 by Ordinance 2019-03, Council amended the sales tax code to require certain out of town and internet retailers to collect and remit city sales tax.

On January 14, 2020, by Ordinance 2019-16, Council authorized the city to join the Alaska Remote Seller Sales Tax Commission for the purpose of developing, implementing and enforcing a remote seller sales tax code.

On April 29, 2020, by Ordinance 2020-07, Council adopted by reference the Alaska Remote Seller Sales Tax Code; added and amended various definitions in Unalaska's code to ensure uniformity between the city's sales tax code and the remote seller sales tax code; adopted provisions for extensions, final returns and repayment plans; and amended penalty and interest provisions in Unalaska's sales tax code.

DISCUSSION: Ordinance 2021-05 includes amendments in Sections 2-8:

- **Sections 2-4** adopt changes in definitions
- **Section 5** adopts the updated version of the uniform code ([attached is a summary of the changes to the uniform code provided by ARSSTC](#))
- **Section 6** adds an exemption from acquiring a local business license for sellers registered with ARSSTC
- **Section 7** adopts a policy of no interest paid on tax refunds to be consistent between local and remote sellers
- **Section 8** adopts a late filing penalty for late filed returns to be consistent between local and remote sellers.

ALTERNATIVES: The City is obligated to adopt changes to the uniform code by terms of the Alaska Intergovernmental Remote Sellers Sales Tax Agreement if the City wishes to remain a member of ARSSTC.

FINANCIAL: After payment of fees, the City is receiving on average \$9,500 per month in revenue from ARSSTC. We expect this revenue to increase as remote sellers register with ARSSTC and begin collecting and remitting Unalaska's sales tax.

LEGAL: City attorney Brooks Chandler was involved with and commented on the changes proposed by ARSSTC; and he prepared the ordinance and [attached memo](#) regarding adoption of the ARSSTC tax code update and related amendments to Unalaska's code. The City Attorney perceives no significant downside for Unalaska in the changes adopted by ARSSTIC.

STAFF RECOMMENDATION: Staff recommends adoption of Ordinance 2021-05.

PROPOSED MOTION: I move to schedule Ordinance 2021-05 for public hearing and second reading on May 25, 2021.

CITY MANAGER COMMENTS: I support Staff's Recommendation.

ATTACHMENTS:

- [Summary of changes to the uniform code](#)
- [City Attorney Memo](#)



To: ARSSTC Members

From: Clinton Singletary, Statewide Municipal Sales Tax Director

Re: Uniform Code Updates – March 2021

Over the months of December & January, Commission staff met weekly with representatives from member jurisdictions to discuss and work through numerous code updates that Commission staff have been accumulating over the last year. Many of these needed updates are more clerical in nature, but several are more substantive and will have a clear impact on the Commission and/or member jurisdictions.

Following is a breakdown of the more substantive updates that were agreed upon by the Code Update Working Group, including a brief justification / background of why the update is being recommended.

At its February 24, 2021 meeting, the ARSSTC Board of Directors formally approved the proposed updates to the Uniform Code.

Code Section	Description	Justification / Background
Section 040(A)	Threshold calculation updated to include current year, not just previous calendar year.	Not as limiting a timeframe since there are now two time windows to be examined in determining threshold.
Section 050	Was the old Section 230; renamed section to more accurate description; included language for local sale.	No change to the original intent of this section. Section title better describes goal of section and inclusion of “local sale” better describes the type of transaction. “Local Sale” was also added as a new definition.
Section 080 A & B	Remove registration requirement for marketplace sellers who only sell on marketplaces.	Tax would already be collected by the marketplace, the seller would have nothing to report. Versions of this can be found in other states. Added affidavit requirement.
Section 080 (H)	Member jurisdiction business license clarification	Add language explaining that registration as remote seller satisfies jurisdiction business license requirements, but only if seller does not have physical presence in jurisdiction. Common question from sellers.
Section 090 (B)	Allow for annual filing frequency, dependent on member jurisdiction code allowances.	Will be modifying filing frequency change policy to only grant annual if no taxable sales.
Section 110 (A)	Clarifies rounding language	Specifies that only gross sales and exempt sales should be rounded.
Section 120 (C)	Interest on refund requests	Specifies that the Commission will not pay interest on refund requests.



Section 170 (A)	Late Filing fee language	Update late filing fee to max out at 4 months, same as penalty in C.
Section 170 (F)	Penalty Waivers	The code specifies the timeframe in which a waiver can be requested and limits the waiver to one a year. Waiver policy will be developed to fine-tune the number of waivers allowed and the circumstances that will qualify for a waiver.
Section 180	Remote Reseller Certificate	Codifies the existence of the remote reseller certificate
Section 240	Penalty cleanup / clarification	Paragraph A was added to defer to member jurisdiction penalties if the member penalty is different. Removed old paragraph E on late filing fees since that is a duplicate of Section 170.
Section 260	Savings Clause	Provides discrimination protection.
Section 270 – Definitions		
	Local sale	Used in Section 050
	Marketplace	Used in conjunction with definition of marketplace seller, for purposes of Section 080
	Marketplace Seller	For purposes of Section 080
	Point of Delivery	Added paragraph C specific to POD for services
	Remote Seller	Cleaned up definition to focus on a seller making sales into jurisdiction where the seller does not have physical presence. Applies to both in-state & out of state sellers.
	Services	Updated definition to specify any service provided which is delivered into a member jurisdiction.

Other Changes throughout the Uniform Code


- Throughout the code the use of the term jurisdiction was updated to focus on either taxing jurisdiction or member jurisdiction. These definitions were updated such that taxing jurisdiction is just a jurisdiction in Alaska with a sales tax. Member jurisdiction is a taxing jurisdiction that has adopted the Uniform Code.
- Sections 100(C), 130(C), 150(E), and 200 were all standardized for a 3-year timeframe, instead of the varying years.

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MEMORANDUM

TO: Marjorie Veeder
City Clerk
City of Unalaska



FROM: Brooks W. Chandler
City Attorney

RE: Adoption of Updates to Alaska Remote Sellers Sales Tax Code

DATE: March 18, 2021

This memorandum summarizes the draft of the sales tax ordinance which will fulfill Unalaska's obligation to update the Alaska Remote Seller Sales Tax Code ("Uniform Code") adopted in 2020. The City is obligated to adopt these updates by the terms of the Alaska Intergovernmental Remote Sellers Sales Tax Agreement if the City wishes to remain a member of the Commission.

The draft ordinance adopts the updated version of the Uniform Code by changing UCO 6.52.040 to reference the 2021 version. Section 4 of the ordinance makes this change.

Some definitions included in UCO 6.52.030 were changed by the 2021 version of the Remote Sellers Sales Tax Code. The changes to these definitions are made in Section 3 of the ordinance.

Council may recall that to ensure uniformity in application of definitions to on line and "brick and mortar" sellers many Uniform Code definitions were incorporated into UCO 6.40.010

last year. Two of those definitions were changed by the Commission in 2021. Sections 2 and 3 of the draft ordinance make those changes.

The 2021 version of the Uniform Code also included an exemption from acquiring a local business license for remote sellers who register with the Commission. Implementing this policy requires adding an additional business license exemption category to Unalaska's business license ordinance. This is done in Section 6 of the draft ordinance.

The 2021 version of the Uniform Code adopted a "no interest on tax refunds" policy. To ensure consistency between refunds between internet and in person sales a similar no interest policy is proposed to be added to Chapter 6.40. This is done in Section 7 of the ordinance.

The 2021 version also adopted a late filing penalty for late filed returns. To ensure consistency between penalties applied to local sellers and remote sellers an identical penalty should be added to Chapter 6.40. This is done in Section 8 of the ordinance.

The "meat" of the changes in the Remote Sellers Sales Tax Code are reflected in the redlined version of that code not in this ordinance. Many of these are relatively minor wording changes. The Commission has prepared an explanation of the changes. There is no need to repeat that explanation in this memorandum. I was involved in reviewing and commenting on drafts of the proposed changes before they were enacted. I did not perceive any significant downside in the changes for Unalaska.

Adoption of codes by reference is allowed under state law subject to special procedures. AS 29.25.040. At least five copies of the Code must be available to the public for a period of 15 days before the public hearing on the ordinance. The hearing notice must say where the public can review the Code that is being adopted by reference.

The deadline for adoption of the latest version of the Uniform Remote Sellers Sales Tax Code is June 4, 2021. Let me know if there are any questions about the draft ordinance.

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2021-07

AN ORDINANCE OF THE UNALASKA CITY COUNCIL ADOPTING THE FISCAL YEAR 2022 OPERATING AND CAPITAL BUDGET FOR THE CITY OF UNALASKA

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF UNALASKA:

Section 1. Classification: This is a non-code ordinance.

Section 2. Effective Date: This ordinance becomes effective July 1, 2022.

Section 3. Content: The following sums of money as may be needed or deemed necessary to defray expenses and liabilities of the City of Unalaska are hereby appropriated for municipal purposes and objects of the City of Unalaska hereinafter specified for Fiscal Year 2022, July 1, 2021 to June 30, 2022, for the operating section, and for the duration of the project for the capital section. Adoption of this ordinance recognizes that funds are appropriated at the department level or capital project level and as outlined below. The presentation shown (by function: general government, public safety, etc.) is the authorized legal level of control. Composition of these figures is explained in the full detail budget document.

I. OPERATING BUDGET

A. General Fund
Revenues

Taxes	49.94%	\$17,375,000
Intergovernmental	27.21%	9,465,899
Charges for Services	0.69%	240,850
Investment Income	5.17%	1,800,000
Other Revenues	0.62%	215,300
Other Financing Sources	0.01%	2,500
Appropriated Fund Balance	16.37%	5,694,458
Total General Fund Revenues		\$34,794,007

General Fund continued
Expenditures

General Government		
Mayor & Council	1.27%	\$443,592
City Administration	5.67%	1,973,453
City Clerks	1.67%	580,444
Finance	6.03%	2,099,559
Planning	2.16%	751,785
Total General Government	16.81%	5,848,833
Public Safety	17.49%	6,087,037
Fire & EMS	4.68%	1,626,728
Public Works	18.40%	6,401,901
Parks, Culture & Recreation	10.36%	3,605,438

Grants to Non-Profits	3.26%	1,134,368
Education Support	13.51%	4,699,189
Debt Service	0.00%	0
Transfers to Other Funds		
Transfers to Govt Capital Projects	5.45%	1,896,013
Transfers to Enterprise Capital Projects	10.04%	3,494,500
Total Transfers	15.49%	5,390,513
Total General Fund Expenditures and Transfers		\$34,794,007

B. Special Revenue Funds

	Revenues	Appropriated Fund Balance	Expenditures
1% Sales Tax Fund	\$3,000,000	\$1,860,000	\$4,860,000
Bed Tax Fund	125,000	85,000	210,000
Total Special Revenue Funds	\$3,125,000	\$1,945,000	\$5,070,000

C. Proprietary Funds

	Revenues	Appropriated Net Assets	Expenditures
Electric Fund	\$11,653,995	\$4,577,717	\$16,231,712
Water Fund	2,563,057	2,998,957	5,562,014
Wastewater Fund	2,452,806	1,892,018	4,344,824
Solid Waste Fund	2,385,699	2,980,221	5,365,921
Ports & Harbors Fund	8,651,862	7,402,629	16,054,491
Airport Fund	560,341	263,224	823,565
Housing Fund	254,168	341,198	595,366
Total Proprietary Funds	\$28,521,928	\$20,455,964	\$48,977,893

Section 4. City of Unalaska staff is hereby authorized and directed to effect the necessary line item changes within the limits established above by fund, department, and project to properly account, and report on the expenditure of these funds.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

 Vincent M. Tutiakoff, Sr.
 Mayor

ATTEST:

 Marjie Veeder, CMC
 City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Edward Keough, Finance Director
Through: Erin Reinders, City Manager
Date: May 11, 2021
Re: Ordinance 2021-07: Adopting the Fiscal Year 2022 Capital and Operating Budget

SUMMARY: Ordinance 2021-07 adopts the FY2022 Operating and Capital Budget. This budget meet's City Council's Budget Goals. Staff recommends approval.

PREVIOUS COUNCIL ACTION: Staff presented City Council the FY22 Revenue Projections for the General Fund on January 26, 2021.

Budget goals were approved by Council via resolution 2021-07 at the February 9, 2021 Council Meeting.

The Draft Budget was presented to City Council at the April 12, 2021 Council Meeting. The associated memo and presentation are included in this packet.

The Council approved both the FY 2022-2031 CMMP with Resolution 2021-24 and Community Support Grants with Resolution 2021-23 at the April 26, 2021 Special Council Meeting.

The Council approved School Funding with Resolution 2021-22 at the April 27, 2021 Council Meeting.

BACKGROUND: The budgeting process is an integral part of the City's fiscal sustainability and is reviewed and evaluated in conjunction with other fiscal documents such as the Comprehensive Annual Financial Report (CAFR). The FY2022 Budget has been developed in keeping with our projected General Fund revenues and in accordance with Council's approved budget goals. This is described in detail in the attached memo from the April 12, 2021 meeting.

DISCUSSION: The FY2022 Budget meets the Council approved goals. This budget includes the approved amounts associated the CMMP, Community Support Grants, and School Funding.

The General Fund operating budget indicates a small surplus, while the Proprietary Funds continue to require appropriation of Net Assets to balance their budget. Items of note related to revenues and expenditures are outlined in the attached memo from the April 12, 2021 meeting. Given the complex and detail of the budget, this memo focused on key items related to revenues and expenditures. Most departments held steady overall, or had moderate decreases.

Changes that have been made to the FY2022 budget since the draft was presented on April 12, 2021 are limited. As compared to the Draft budget shared with Council on April 12, 2021, the General Fund Operating Surplus has increased from \$223,740 to \$267,429 with the proposed FY22 budget before you this evening. This is because the General Fund Non-Profit Support decreased from \$1,178,057 to \$1,134,368. The Special Revenue Fund Non-Profit Support was then increased from \$166,311 to \$210,000. This revision is related to the support for the Unalaska Visitors Bureau, which is able to come from the Bed Tax rather than the General Fund revenue.

Additionally, the Water Transfers to Capital Projects has decreased by \$300,000 due to FY21 BA#7 for the Pyramid Water Treatment Plant Chlorine Upgrade project (WA21A).

We are still waiting on information regarding the award Rescue Act amounts and the actual allotted uses. Due to this uncertainty, associated amounts are not included in the proposed budget. Because it has not been approved, amounts associated with the new the PSEA Contract are not included in this budget either. Once these topics are clarified, Council will be presented with a budget amendment as necessary. We anticipate that Council's budget goals will still be addressed even with these amendments.

ALTERNATIVES: Changes can be made to the budget as presented via amendment and Council approval of those changes.

- Alternative 1: Approve the Budget Ordinance 2021-07.
- Alternative 2: Modify the Budget Ordinance 2021-07 with changes the Council agrees to and the new amounts will be reflected in the second reading of the Ordinance.

FINANCIAL IMPLICATIONS: A City Budget is required to operate the City of Unalaska for FY2022 and this action will allow that to continue uninterrupted.

LEGAL: There are no legal issues.

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to schedule Ordinance 2021-07 for public hearing and second reading on May 25, 2021.

CITY MANAGER'S COMMENTS: Staff worked extremely hard to get the budget to this point. I am pleased to have a Budget that meets Council's goals. In future years we hope to further refine the budget process to increase the City's fiscal sustainability. Items we will explore are a defined use for the 1% sales tax fund and additional parameters for the CMMP.

ATTACHMENTS:

- [Staff Memo from April 12, 2021 Council Meeting](#)
- [Presentation from April 12, 2021 Council Meeting](#)
- [Draft FY2022 Budget](#)

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Edward Keough, Finance Director
Through: Erin Reinders, City Manager
Date: April 12, 2021
Re: Fiscal Year 2022 Capital and Operating Budget Presentation

SUMMARY: Staff provided City Council an informational memo in the January 26, 2021 Council Packet providing initial General Fund revenue projections for FY 2022 based on a review of the local fishing industry and projected property tax collections. It estimated that the City would recognize \$29,236,994 in revenue, which would be a 0.50% revenue increase from the FY 2021 budget. However, further refinement included the loss of debt reimbursement revenue (\$137,445) for a final General Fund revenue projection of \$29,099,549 which is essentially equivalent to the originally approved FY 2021 budgeted amount of \$29,092,071

Each department was directed to provide a budget based on Council's goals from January 2021. The City Manager and Finance Director met with each department director and further budget revisions were completed. As a result of this process, staff is pleased to present a General Fund budget with an operating surplus.

PREVIOUS COUNCIL ACTION: Budget goals were approved by Council via resolution 2021-07 at the February 9, 2021 Council Meeting.

The FY 2022-2031 CMMP, as well as Community Support Grants, Rate Increases, and School funding will be presented to Council for approval on April 27, 2021.

BACKGROUND: Council's approved budget goals and their statuses as they relate to this Draft Budget are as follows:

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

- **Goal Exceeded** – *The total number of FTE positions has been decreased for the second year in a row. The FY21 had 173.96 FTE positions budgeted, the FY22 budget has 172.96 FTE positions budgeted. Both Water and Waste Water Divisions in the Department of Public Utilities had a 0.50 FTE temporary positions that have been removed, totaling 1.00 FTE. Council is reminded that additional staffing needs were identified in this budget process (namely Resource Analyst, Emergency Management Coordinator, and Administrative Support for Fire). However, given the current financial climate we did not proceed with these or other positions.*

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

- **Goal Exceeded** – *General Fund expenditures, excluding those related capital expenses and transfers to cover cost of capital projects do not require additional appropriations. As it stands today, the General Fund is budgeted at a slight surplus in FY22. A breakdown of that calculation is as follows:*

Total Revenues	34,837,696
Less: Appropriated Fund Balance	<u>(5,738,147)</u>
	29,099,549
Personnel Expenses	17,049,220
Operating Expenses	6,246,799
Other Expenses	<u>5,579,790</u>
	28,875,809
General Fund Operating Surplus	223,740

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

- **Goal Addressed** – *All departments evaluated their budgets and made cuts where possible. Proprietary funds continue to require appropriation of Net Assets to balance their budget, primarily related to capital projects and budgeted depreciation expense. City owned housing is used as an incentive for recruitment and retention, therefore, while we conservatively budget operations and renovations, a gap in funding will continue. In addition, Airport operating costs continue to increase at a greater rate than revenues. We will continue to seek out ways to balance these budgets.*

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

- **Goal Exceeded** – *The total non-personnel operating expenditures for the General Fund were increased by 1.43%.*

Operating Expenses: The total amount available to fund the Community Support Program grants will follow the formula of up to 3.50% of the five-year average revenue for the General Fund and up to all of the Bed Tax Fund balance for the most recently completed fiscal year. (Revenues do not include Other Financing Sources.)

- **Goal Addressed** – *The funding amount available to be awarded this year is calculated at \$1,344,368 (\$1,178,057 from the General Fund and \$166,311 from the Bed Tax). These expenditures are included in the Budget Draft.*

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

- **Goals Addressed** – *All departments directors evaluated their budgets and made cuts where possible. We will continue to seek out ways to balance budgets, reduce expenditures, seek grant opportunities, and improve our operational efficiencies.*

Capital Projects: New capital assets or maintenance of existing capital assets will be limited to projects approved by Council in the CMMP, which will include projects that are mandated or required by statute, projects that maintain our existing infrastructure, projects that address life, safety, or health issues, and projects that support the economic development of Unalaska. The replacement and maintenance plans for all existing capital assets will be reviewed annually. The vehicle and heavy equipment fleet requirements will be reviewed annually and reduced where appropriate without significantly impacting services provided to the public.

- **Goals Addressed** – *CMMP includes major maintenance, rolling stock, and capital projects. City Staff has worked together to prioritize based items on previously identified Council priorities, mandate and compliance related issues, maintenance of our existing infrastructure and services, or are associated with potential grant funding. Staff will continue to seek out ways to improve this process and our efficiencies. Staff has made multiple presentations with Council regarding the CMMP and updated as appropriate. An updated will be presented at tonight's meeting and formal discussion and approval will take place at the April 27, 2021 Council meeting.*

Revenues: Proprietary Fund rate studies will be completed every three years and presented to Council.

- **Goal Addressed** – *Rate studies for all utilities were completed and results were presented to Council earlier this year. Council is currently considering how to implement the study's findings and recommendations. Ports tariffs reference the fee schedule, and the fee schedule is addressed by Council annually. The fee schedule is set for Council action on May 25, 2021.*

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

- **Goal Addressed** – *Council is scheduled to consider the mil rate at the May 11, 2021 meeting. An increase to the mil rate does not appear to be necessary at this time; however, a mil rate increase may be warranted in the years to come.*

Debt Service: The City will not incur new debt without appropriate analysis to show impacts to rates or taxpayers, and will not incur new debt unless the capital asset is eligible for a debt reimbursement program; is mandated by State or Federal government; or is needed to address life, safety or health issues. The City may incur debt for its Proprietary Funds provided there is a documented plan to pay the debt through rate adjustments.

- **Goals Addressed** – *No additional debt service is incurred with this budget.*

DISCUSSION: The draft FY2022 Budget meets the Council approved goals. It includes the projects associated with the FY22 draft CMMP as well as estimated amounts to support the Unalaska City School District and local Non-Profits through the Community Support Program. Items of note related to revenues and expenditures are outlined below. Given the complexing and detail of the budget, this memo focuses on key items to note related to revenues and expenditures. Given that many departments held steady overall, or had moderate decrease, not all are listed below.

GENERAL FUND

General Fund revenues are budgeted to remain essentially flat from FY 2021.

- Sales Tax – The FY 2021 budget included a substantial decrease to sales tax; however, sales tax revenue has exceeded budgeted amounts sufficiently to warrant a FY 2022 budget increase of \$666,667 from FY 2021.
- Fish Tax - While Raw Seafood Tax and Fisheries Business Tax are projected to remain stable, given the uncertainty regarding future collections and lack of transparency from State on how it is calculated, a \$1,100,000 (22.00%) reduction in Resource Landing Tax is forecast for FY 2022.
- Property taxes – While the distribution between real and personal property tax change for FY 2022, the total amount budgeted does not change.
- Investment Earnings – Based on historical interest income, an increase of \$400,000 from prior year budgets is included in the proposed budget.

General Fund Expenditures (excluding capital outlay and support) increased \$687,532 (3.04%) from the original FY 2021 budget. Key highlights from various departmental budgets are as follows:

Administration –

- In FY22, we expect this to begin increasing as we begin moving back to a sense of normalcy, which is reflected in the proposed budget.
- General insurance was by far the largest single increase in the Administration budget and significantly affected Proprietary funds as well, due to increases in premiums stemming from market conditions, and the City’s business activities. Purchasing new vehicles and equipment, remodeling/expanding buildings and docks, increasing payroll, marine revenue, workplace injuries, accidents, and claims all affected and will continue to affect insurance costs. In FY22, there’s an estimated 10-12% increase in property, earthquake and flood, and marine; and a 16% increase in workers comp and auto insurance that includes 3% claim and experience modifiers added in. Policies will go out to bid again in FY23.

Public Safety –

Police Division: Police Personnel Budget for the FY22 budget anticipates full staffing for the entire fiscal year.

Corrections Division: Corrections Operating Budget for FY22 reflects approximately 13% decrease due to projected savings from Recruiting, Travel, Supplies and Training. Due to COVID, the development and availability to online training has made it possible to continue online training courses until 2023.

Fire –

- Fire and EMS budgeted to replace City satellite phones and plans of EOC/ emergency operations.
- Increase in training and travel budgets are in anticipation of sending trainees off island for live fire training.

Public Works – Overall, the Public Works Division’s operating expenditures increased 1.24%, evenly distributed between personnel and non-personnel. Highlights are below:

Administration / Engineering:

- Heating Oil increased \$1,200 reflecting increased costs.

Streets and Roads:

- Training Services increased \$1,000 to help cover missed training from FY21 and to account for new employee training.
- Repair and Maintenance Services increased \$1,000 to align closer to actuals for outsourced work.
- Travel and Related Costs increased 25% or \$1,000 to cover OSHA training.

Facilities Maintenance:

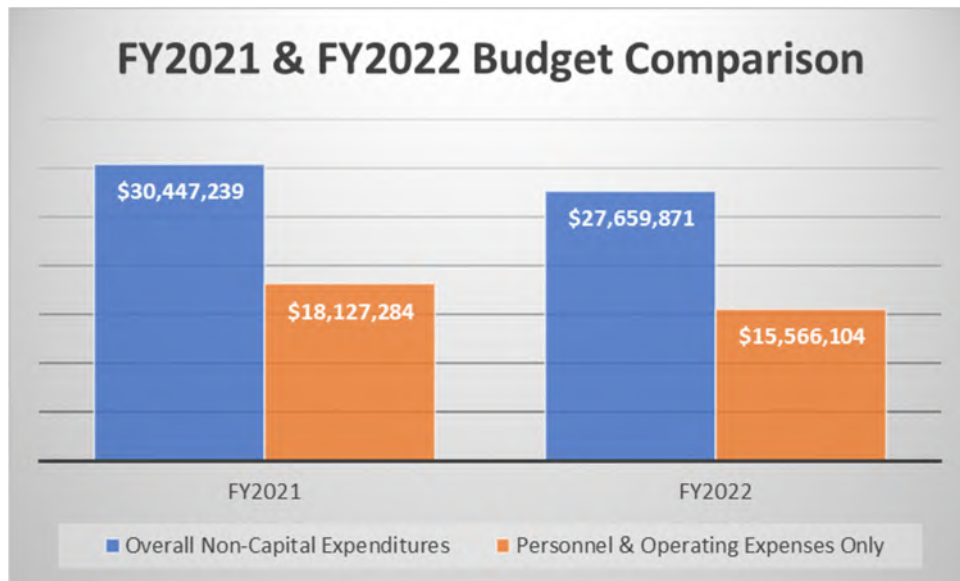
- Training Services increased \$10,000 to cover training for new employees missed in FY21 in pesticide certifications, turf management, OSHA, DDC controls, boiler repairs, and work order/PM's as available in Anchorage.
- Travel and Related Costs increased \$1,800 to cover pesticide training for 2 employees, OSHA (and FEMA if available) training, DDC Controls training, boiler training, APWA conference for Supervisor.
- Facilities Maintenance Supplies went up \$24,000 to a total of \$93,700 to cover increased cost of supplies
- Computer Hardware / Software increased \$12,000 to provide 10 Notepads and software @ \$1,200 each for employee to enter time and work orders & PM's.

PROPRIETARY FUNDS

All Utility Divisions

Outlined below are selected details of the Department of Public Utilities (DPU) proposed Fiscal Year 2022 budgets.

- The overall FY2022 DPU budget for all utility divisions is \$2.8 million less than FY2021, a **decrease of 9.2%**, when capital expenditures are excluded from both years.
- When only Personnel and Operating expenses are considered, the FY2022 DPU budget for all utility divisions is \$2.6 million less than FY2021, a **decrease of 14.1%**.



- Utility division supervisors were tasked with identifying and implementing better operational efficiencies and responded accordingly. As a result, from FY2020 to FY2022 (budget) staff was able to reduce the combined utility operating budgets by \$403,759, a **decrease of 9.7%**.
- In addition to decreasing operational costs, all utility division supervisors were challenged on an on-going basis to manage their labor costs, particularly overtime. Through a number of policy and operational changes, **a reduction of 47%** in overtime costs from FY2020 actual to FY2022 (budget). FY2021 is a projected estimate based on year-to-date figures.
- General Insurance Expenses increased in all Utility Administration budgets, ranging from 1.3% to 16%.

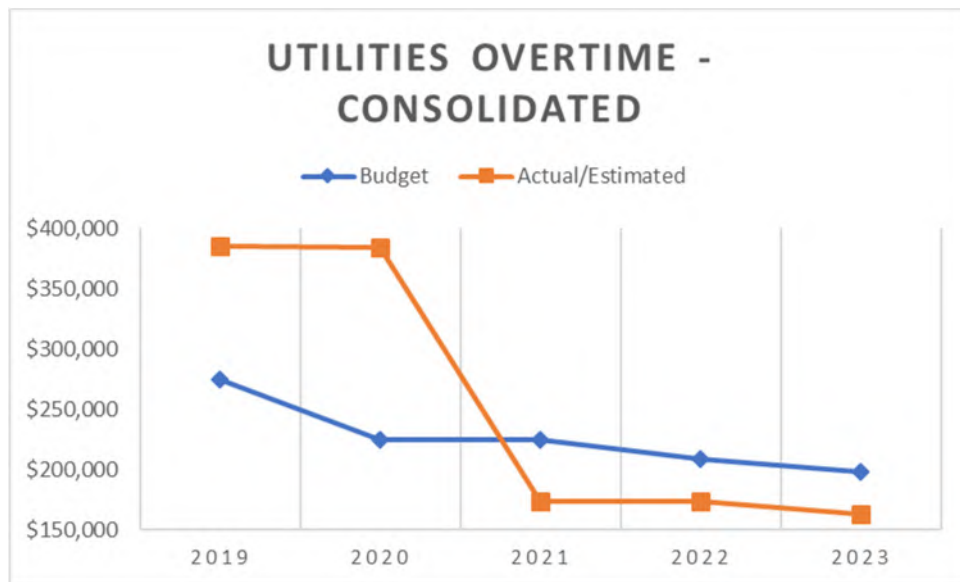
Electric Fund:

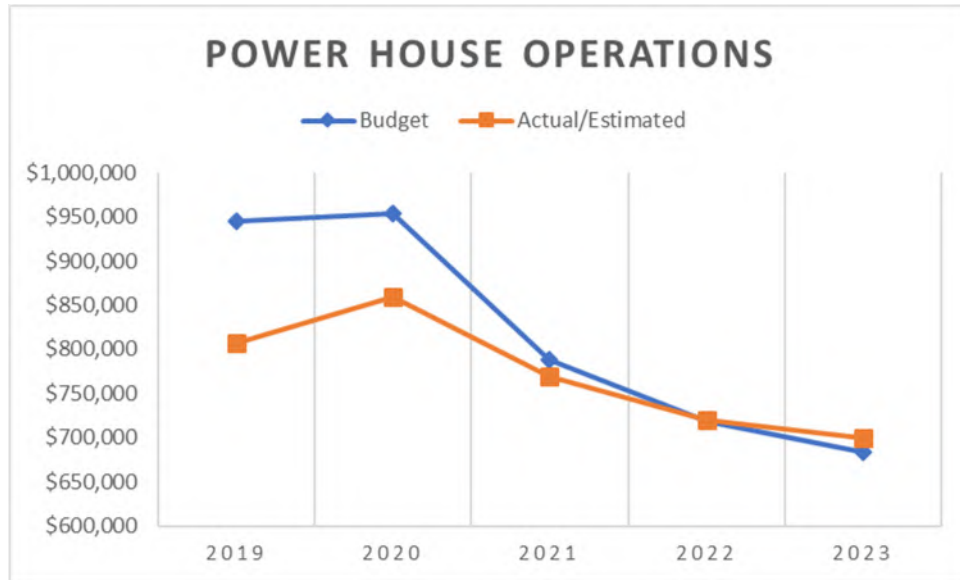
Increases:

- Training Services increased from \$6,000 to \$10,000. This increase is for SCADA and database training for the Electrical Engineering Technicians.

Decreases:

- Overtime was decreased 10.7%, from \$47,320 to \$42,248.
- Other Professional Services was reduced from \$113,357 to \$33,000 reflecting a successful end to efforts to obtain the necessary air permit to operate Units #8 & 9.
- Generator Fuel – Diesel was reduced from \$7,763,259 to \$6,000,000 due to both low diesel prices and reduced sales.

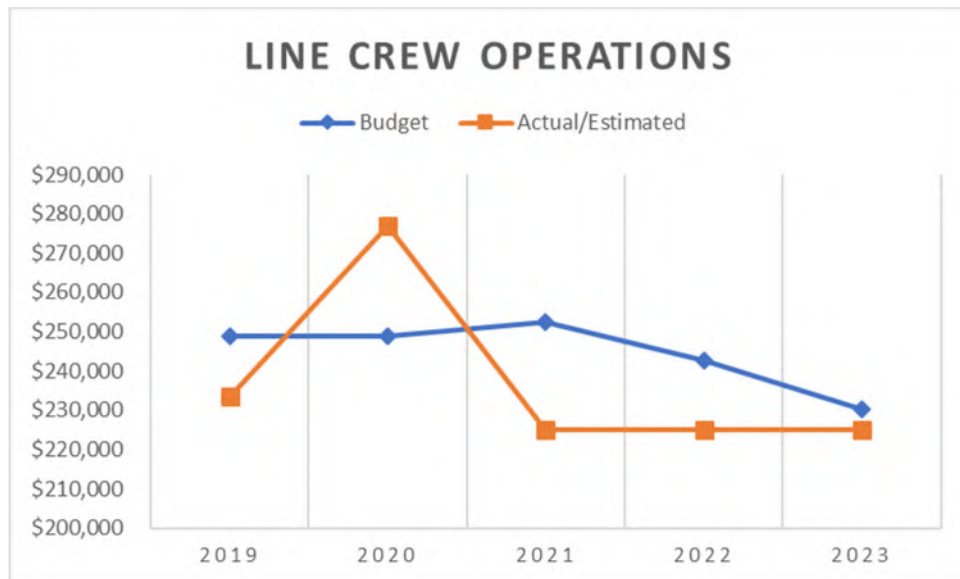




Electric Line Repair & Maintenance:

Decreases:

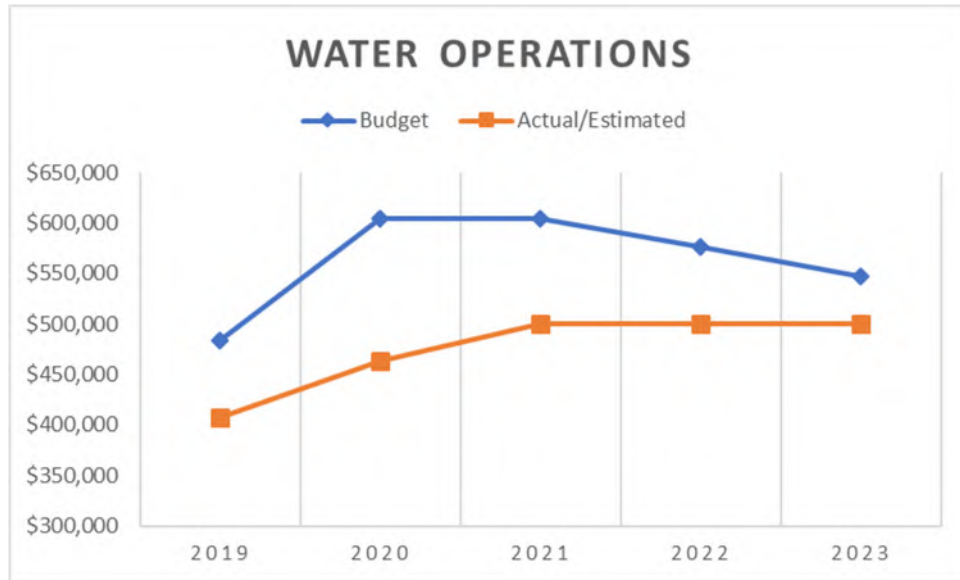
- Overtime was decreased 22.6%, from \$51,680 to \$40,000.
- Training Services were reduced 24.4%, from \$4,100 to \$3,100.



Water Fund

Decreases:

- Temporary Employees decreased 50% from \$57,428 to \$28,714 due to operational needs being addressed by full time permanent staff added in recent years.
- Other Professional Services reduced 21.5% from \$104,700 to \$82,200 reflecting reduced use of Alternate Method of Supervision Services (AMOSS).



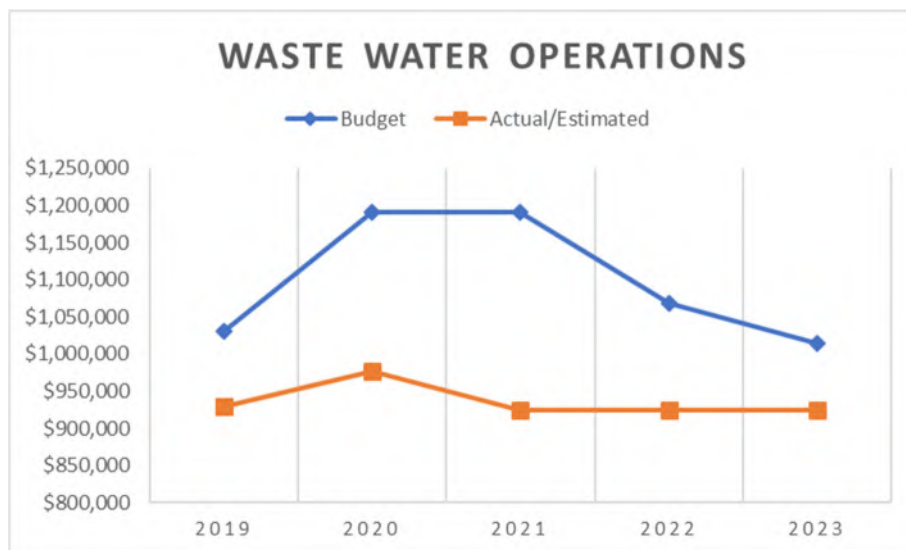
Wastewater Fund

Decreases:

- Temporary Employees decreased 50% from \$57,428 to \$28,714 due to operational needs being addressed by full time permanent staff added in recent years.
- Other Professional Services decreased 46.84% from \$213,500 to \$113,500. Reflects less use of Alternate Method of Supervision Services (AMOSS).
- General Supplies decreased 10.1% from \$111,225 to \$100,000 due to improved efficiencies.

Increases:

- Sampling / Testing increased 6.9% from \$14,400 to \$15,400 to cover additional costs associated with COVID-19 testing program.



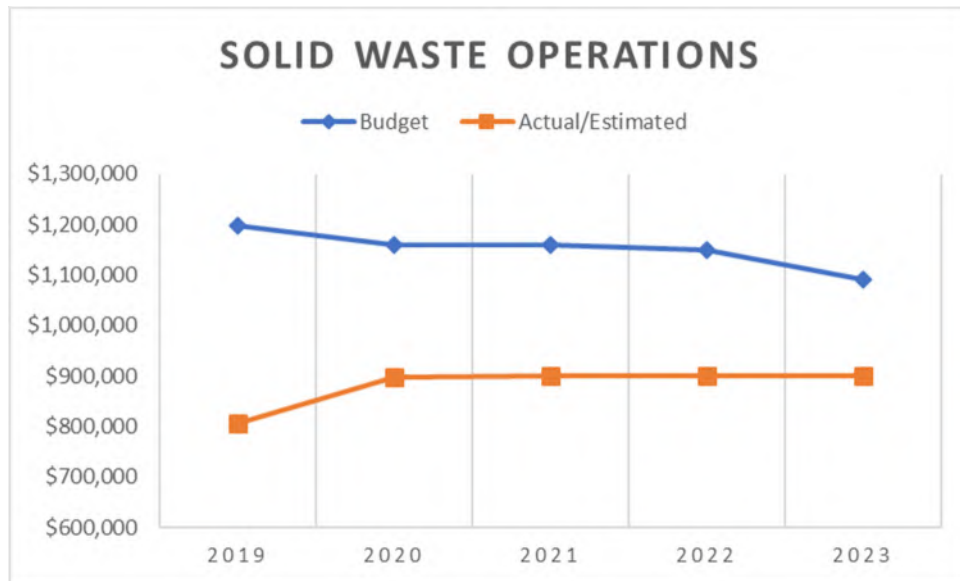
Solid Waste Fund

Decreases:

- Sampling / Testing decreased 68.75% from \$48,000 to \$15,000.
- Other Technical Services decreased 31.5% from \$36,500 to \$25,000.
- Lab Supplies decreased 30% from \$5,000 to \$3,500.

Increases:

- Other Professional Services increased 115% from \$46,500 to \$100,000. This increase is primarily related to the need to outsource certain items that had previously been completed by staff.



Ports & Harbors –

- Overall, the Ports budget indicates a small increase of approximately 0.50%. The estimates for Insurance and Utilities will drive an increase over FY21 budget. Utilities are a pass-through expense and will be recouped based on usage. The Port intends to move forward with regularly scheduled maintenance programs.

Airport – The increase in Facilities Maintenance is due to a boiler replacement

ALTERNATIVES: Please provide staff with any comments, questions, suggestions or ideas resulting from a review of the draft budget.

FINANCIAL IMPLICATIONS: The operating General Fund budget indicates a small surplus, while the proprietary funds continue to require appropriation of Net Assets to balance their budget. Staff will continue to update the budget to reflect changes to the CMMP, Community Support Grants or School funding as Council adopts resolutions regarding those components.

LEGAL: There are no legal issues.

STAFF RECOMMENDATION: Staff will recommend approval at the May 25, 2021 Council meeting and provides it for their review at this time.

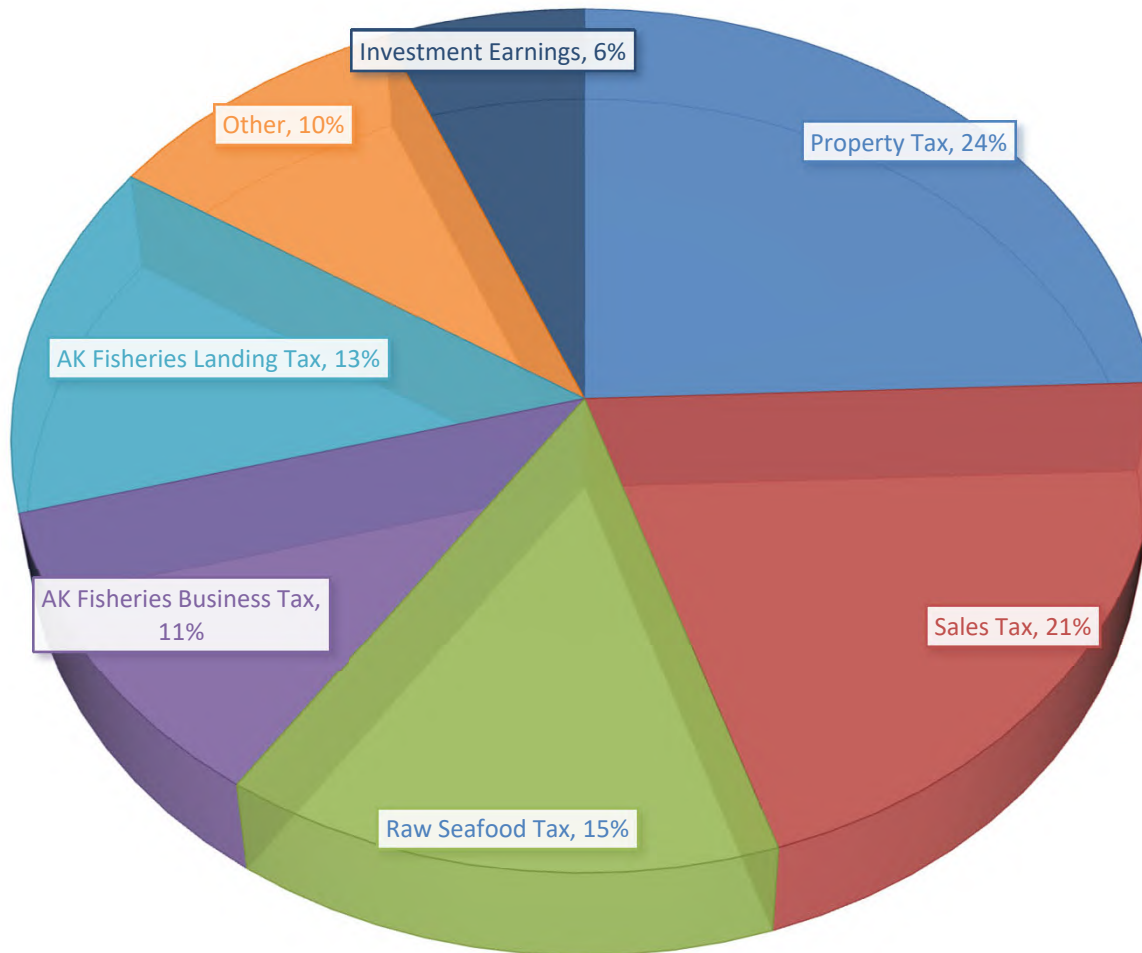
PROPOSED MOTION: No motion is required at this time. Council will be asked to take action on this item time at the May 25, 2021 Council Meeting.

CITY MANAGER'S COMMENTS: Staff worked extremely hard to get the budget to this point. I am pleased to have a Draft Budget that meets Council's goals.

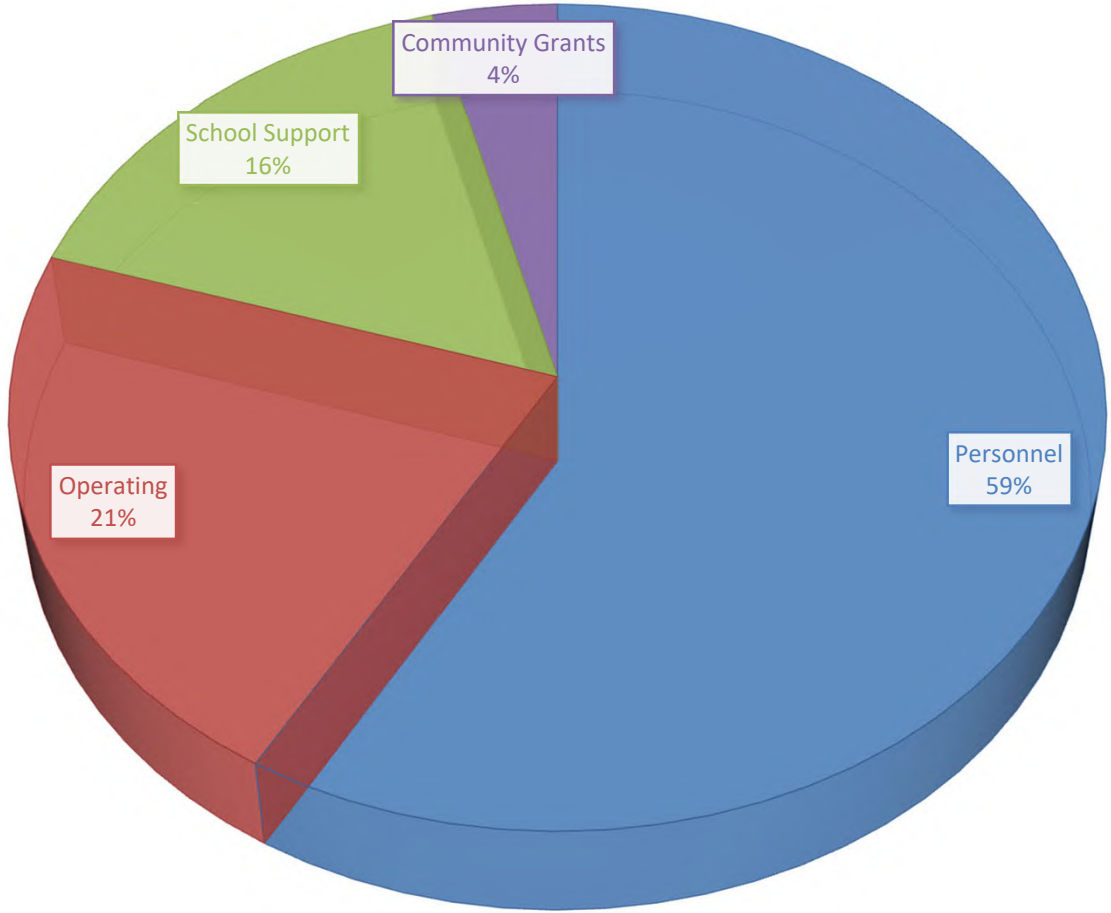
OPERATING BUDGET for FY22



General Fund Revenue



General Fund Expenses



General Fund Overview

	FY2021 Budgeted	Proposed FY2022 Budget	Change in (\$)	Change in (%)
Total Revenue	\$ 29,092,072	\$29,099,549	\$7,477	0.03%
Taxes	\$16,719,498	\$17,375,000	\$655,502	3.92%
Intergovernmental	\$10,487,423	\$9,465,899	(\$1,021,524)	-9.74%
Charges for Service	\$266,350	\$240,850	(\$25,500)	-9.57%
Investment Income	\$1,400,000	\$1,800,000	\$400,000	28.57%
Other	\$218,800	\$217,800	(\$1,000)	-0.45%
Other Financing Sources				0.00%

Personnel Expenses	\$16,449,504	\$17,049,220	\$599,716	3.64%
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Total Operating Expenses minus Personnel	\$11,307,409	\$11,825,989	\$518,580	4.59%
Mayor & Council	\$391,900	\$391,900	\$0	0.00%
City Administration	\$921,202	\$983,032	\$61,830	6.71%
City Clerk	\$113,895	\$107,195	(\$6,700)	-5.88%
Finance	\$709,439	\$690,803	(\$18,636)	-2.62%
Planning	\$114,500	\$103,000	(\$11,500)	-10.04%
Public Safety	\$641,091	\$646,981	\$5,890	0.91%
Fire & EMS	\$328,380	\$374,930	\$46,550	14.18%
Public Works	\$1,656,720	\$1,675,242	\$18,522	1.12%
Parks, Culture & Recreation	\$984,400	\$975,660	(\$8,740)	-0.88%
Other Expenses	\$5,445,882	\$5,877,246	\$431,364	7.92%

General Fund Net	\$ 1,335,159	\$223,740	(\$1,110,819)	-83.19%
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Notes on General Fund

- **Revenue**
 - Based on review of local fishing industry and property tax collections
 - Investments increase is due to projected federal increases to the interest rates, as well as historical data
- **Personnel**
 - PSEA Negotiations are ongoing so an estimate was used in the Draft Budget
- **Non-Personnel Operations**
 - Travel, Training, and General Insurance are driving the increases

Notes on General Fund

- **Transfer to Capital Projects**
 - We will discuss these in the CMMP
 - Less funding for Capital Projects
 - Relying more heavily on Appropriated Fund Balances and a portion of the 1% Fund.

Personnel Costs Knowns & Assumptions

- Raises provided at the rate required by Union contracts and Title 3
- Estimated 5% increase in health care costs relative to FY21 actual cost
- PERS contribution remains at 22%

Expense Breakdown

	Personnel	Operating	Capital Expenses	Other	Proposed Budget
Mayor & Council	\$ 51,692	\$ 391,900			\$ 443,592
City Administration	990,421	983,032			1,973,453
City Clerk	472,649	107,795			580,444
Finance	1,408,756	988,259		(297,456)	2,099,559
Planning	648,785	103,000			751,785
Public Safety	5,377,869	646,981	62,187		6,087,037
Fire & EMS	1,251,798	374,930			1,626,728
Public Works	4,267,472	1,675,242	459,187		6,401,901
Parks, Culture & Recreation	2,579,778	975,660	50,000		3,605,438
Other Expenses	-	-		5,877,246	5,877,246
	\$ 17,049,220	\$ 6,246,799	\$ 571,374	\$ 5,579,790	\$ 29,447,183

Departmental Budget Notes

Administration –

- General insurance was by far the largest single increase in the Administration budget and significantly affected Proprietary funds as well, due to increases in premiums stemming from market conditions, and the City's business activities
- Purchasing new vehicles and equipment, remodeling/expanding buildings and docks, increasing payroll, marine revenue, workplace injuries, accidents, and claims all affected and will continue to affect insurance costs.
- In FY22, there's an estimated 10-12% increase in property, earthquake and flood, and marine; and a 16% increase in workers comp and auto insurance that includes 3% claim and experience modifiers added in
- Policies will go out to bid again in FY23

Departmental Budget Notes

Public Safety –

Police Division:

- Police Personnel Budget for the FY22 budget anticipates full staffing for the entire fiscal year

Corrections Division:

- Corrections Operating Budget for FY22 reflects approximately 13% decrease due to projected savings from Recruiting, Travel, Supplies and Training
- Due to COVID, the development and availability to online training has made it possible to continue online training courses until 2023

Fire –

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Departmental Budget Notes

Public Works –

Facilities Maintenance:

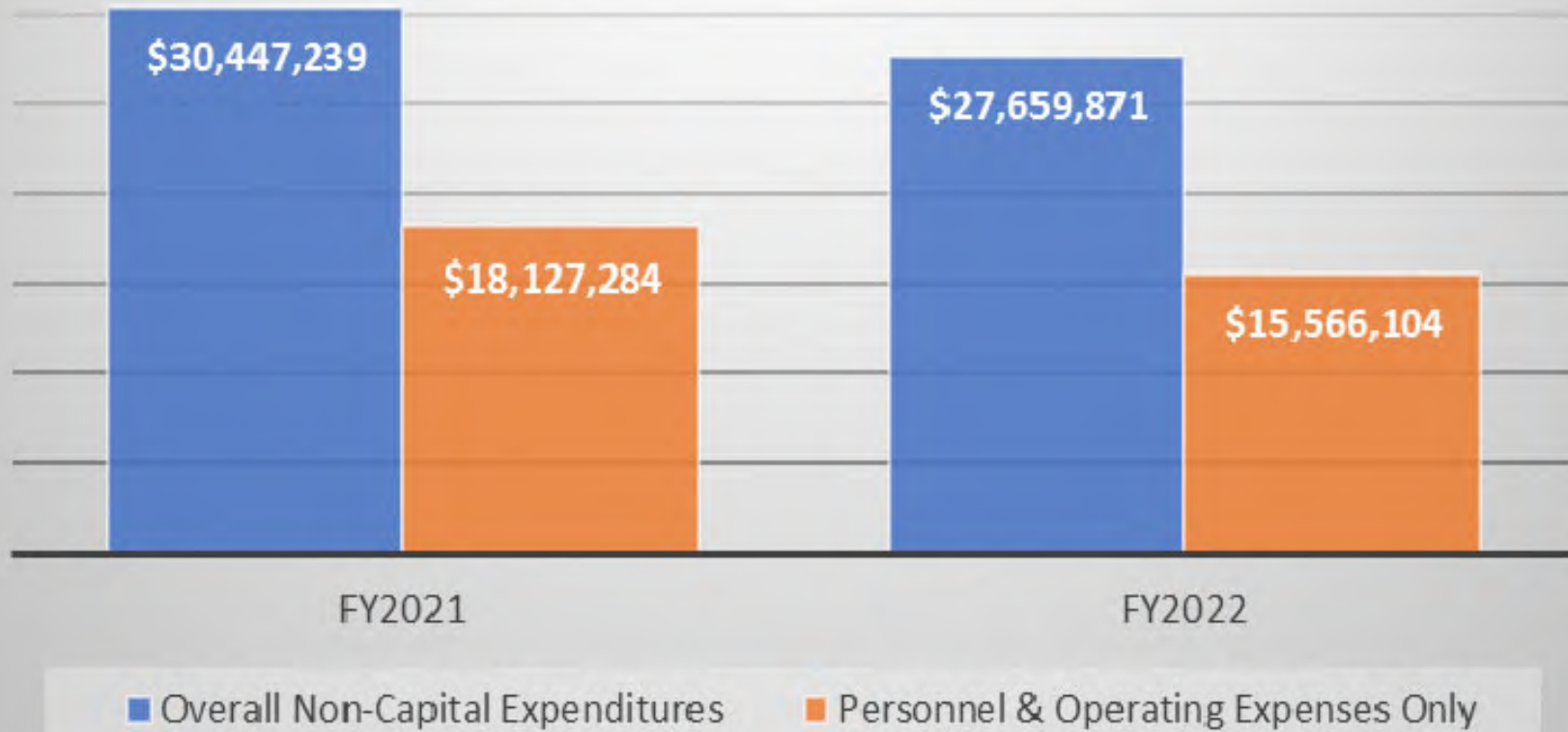
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- Computer Hardware / Software increased \$12,000 to provide Notepads and software improve efficiencies

FY22 PROPRIETARY FUNDS BUDGET

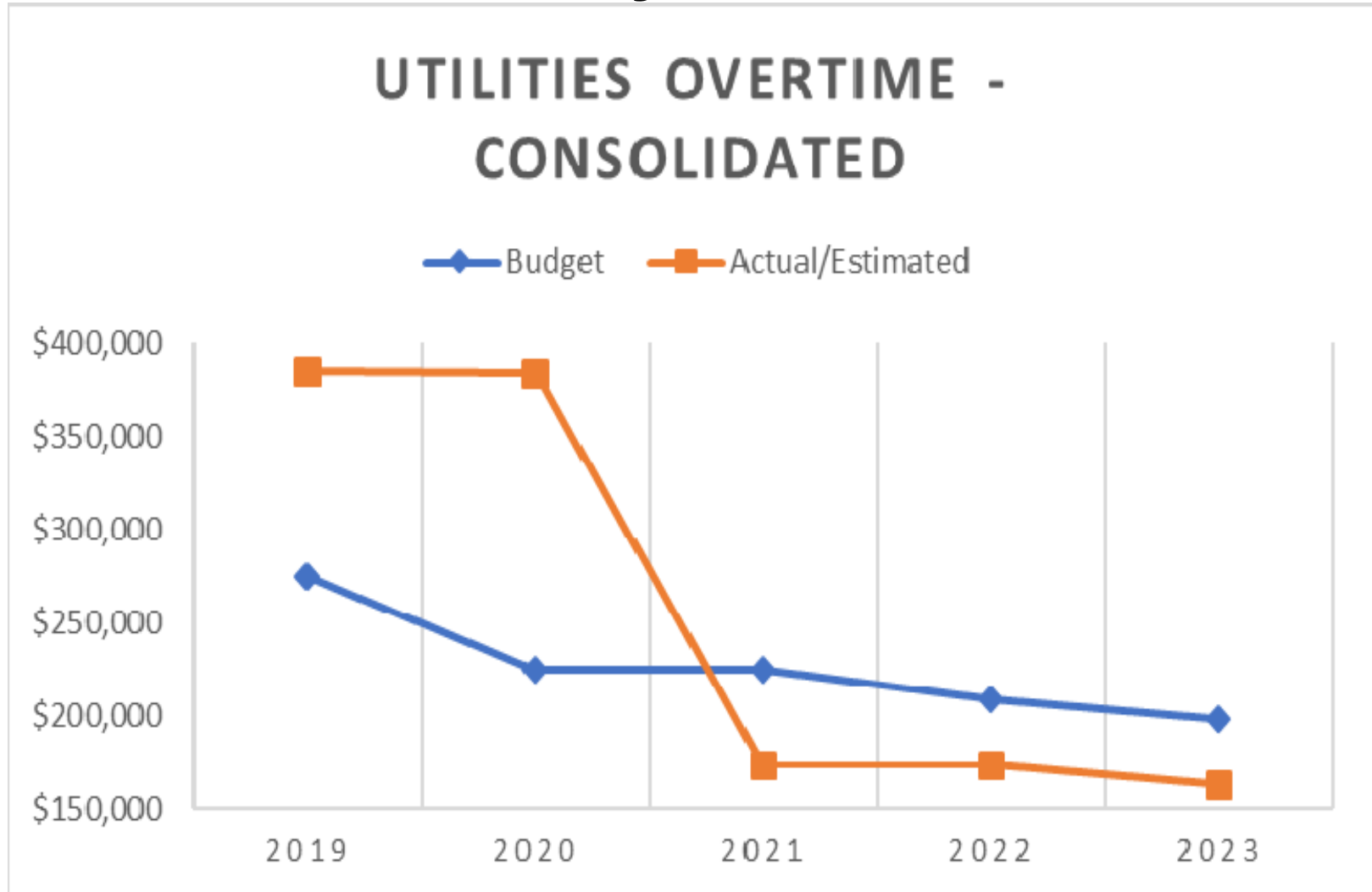


All Utility Divisions

FY2021 & FY2022 Budget Comparison



All Utility Divisions



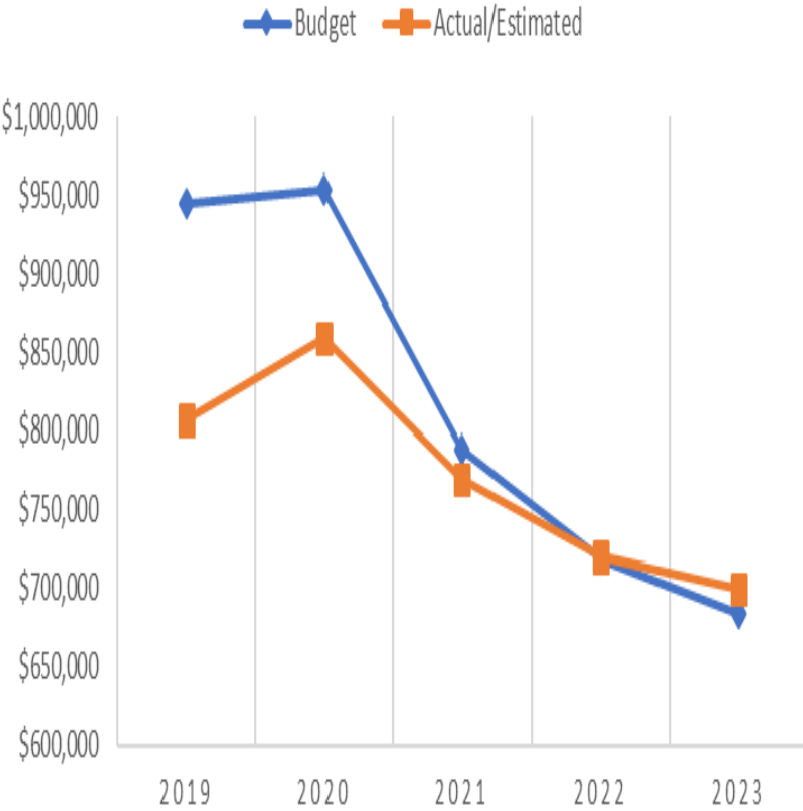
All Utility Divisions

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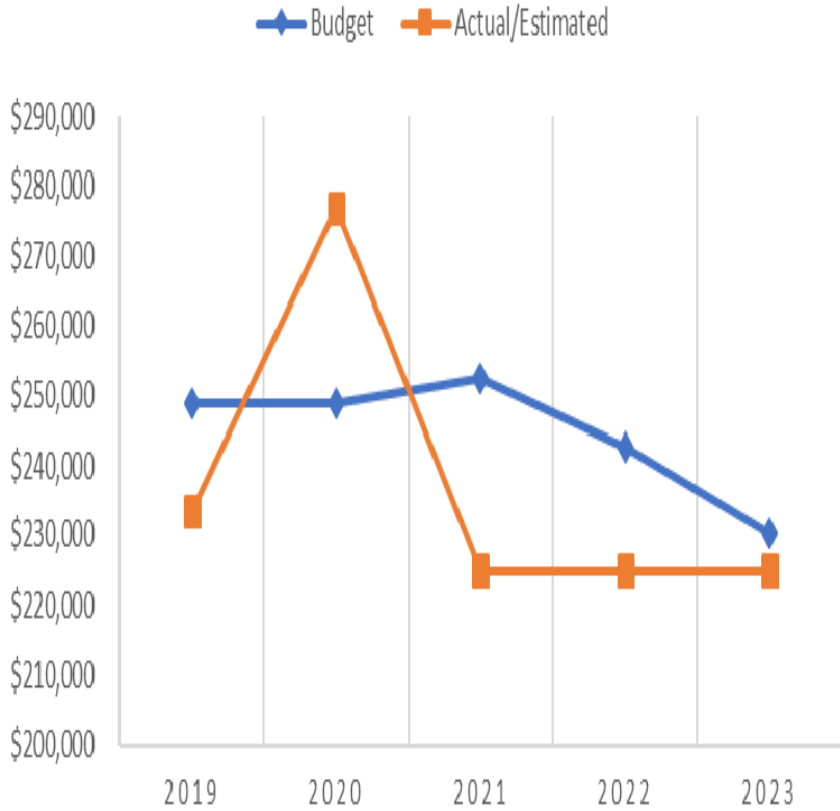
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- General Insurance Expenses increased in all Utility Administration budgets, ranging from 1.3% to 16%

Electric Fund

POWER HOUSE OPERATIONS



LINE CREW OPERATIONS



Electric Fund

- **Increases:**

- Training Services increased from \$6,000 to \$10,000

- **Decreases:**

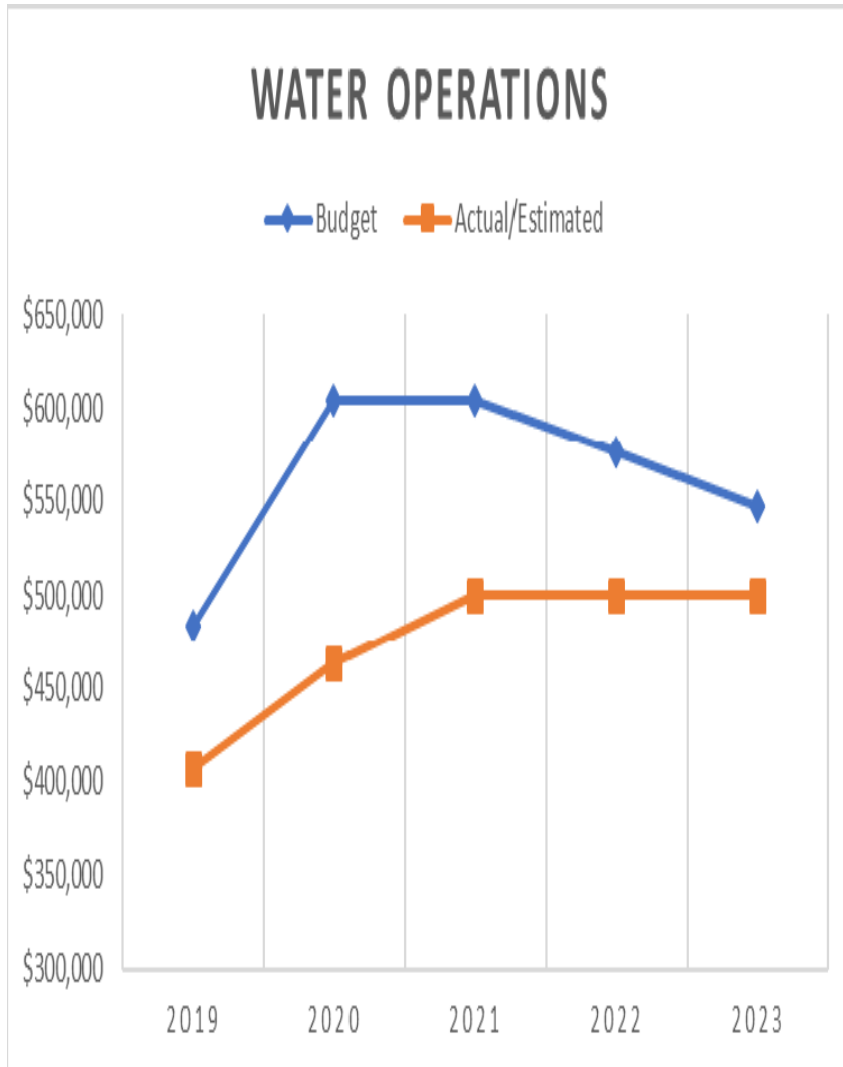
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Electric Line Repair & Maintenance:

- **Decreases:**

- Overtime was decreased 22.6%, from \$51,680 to \$40,000
- Training Services were reduced 24.4%, from \$4,100 to \$3,100

Water Fund

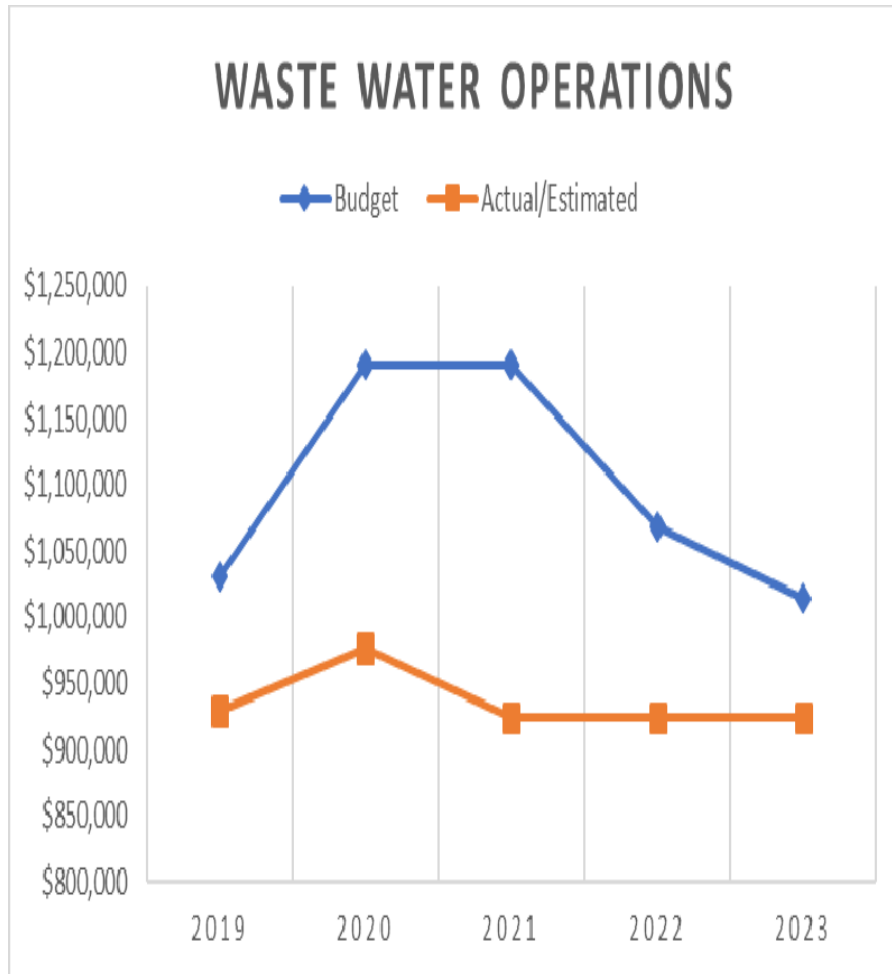


Water Fund

Decreases:

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Wastewater Fund



Wastewater Fund

Decreases:

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- General Supplies decreased 10.1% from \$111,225 to \$100,000 due to improved efficiencies

Increases:

- Sampling / Testing increased 6.9% from \$14,400 to \$15,400 to cover additional costs associated with COVID-19 testing program

Solid Waste Fund



Solid Waste Fund

Decreases:

- Sampling / Testing decreased 68.75% from \$48,000 to \$15,000
- Other Technical Services decreased 31.5% from \$36,500 to \$25,000
- Lab Supplies decreased 30% from \$5,000 to \$3,500

Increases:

- Other Professional Services increased 115% from \$46,500 to \$100,000. This increase is primarily related to the need to outsource certain items that had previously been completed by staff

Ports & Harbors Fund and Airport Fund

Ports & Harbors –

- Overall, the Ports budget indicates a small increase of approximately 0.50%
- The estimates for Insurance and Utilities will drive an increase over FY21 budget
- Utilities are a pass-through expense and will be recouped based on usage

Airport –

- The increase in Facilities Maintenance is due to a boiler replacement

City of Unalaska
FY2022 General Fund Budget Summary
Draft as of 3/31/2021

	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Raw Seafood Tax	4,761,505	5,328,128	4,211,165	4,211,165	4,172,061	4,200,000	(0.27%)
AK Fisheries Business	3,528,499	3,869,625	3,480,663	3,480,663	3,747,582	3,300,000	(5.19%)
AK Fisheries Resource Landing	5,220,958	4,635,929	5,000,000	5,000,000	4,386,842	3,900,000	(22.00%)
Property Taxes	6,752,204	7,039,682	7,100,000	7,100,000	7,122,277	7,100,000	0.00%
Sales Tax	7,299,723	7,093,282	5,333,333	5,333,333	5,491,726	6,000,000	12.50%
Investment Earnings	5,213,466	5,272,827	1,400,000	1,400,000	203,847	1,800,000	28.57%
Other Revenues	4,842,891	3,252,821	2,566,910	2,616,910	2,051,958	2,799,549	9.06%
Appropriated Fund Balance	0	0	0	1,557,871	0	5,694,458	0.00%
Total Revenues	37,619,247	36,492,294	29,092,071	30,699,942	27,176,293	34,794,007	19.60%
EXPENDITURES							
Mayor & Council	429,456	411,867	443,313	443,313	222,642	443,592	0.06%
City Administration	1,450,668	1,428,952	1,857,883	1,858,026	1,418,683	1,973,453	6.22%
City Clerk	477,080	430,927	573,343	574,043	380,172	580,444	1.24%
Finance	2,189,033	2,083,042	2,137,686	2,137,963	1,506,604	2,099,559	(1.78%)
Planning	559,933	534,647	735,316	735,316	445,436	751,785	2.24%
Public Safety	4,096,030	3,269,756	5,852,386	5,871,521	3,596,025	6,087,037	4.01%
Fire & EMS	1,522,156	1,337,913	1,524,112	1,622,755	1,028,964	1,626,728	6.73%
Public Works	5,866,074	6,033,727	5,981,347	6,062,465	4,513,599	6,401,901	7.03%
Parks, Culture & Recreation	2,851,882	2,670,302	3,436,145	3,551,705	2,445,409	3,605,438	4.93%
Other Expenses	6,641,368	5,980,420	5,445,882	5,495,882	5,041,039	5,833,557	7.12%
Total Operating Expenditures	26,083,678	24,181,553	27,987,413	28,352,989	20,598,573	29,403,494	5.06%
Transfers To Capital Projects	2,578,047	9,980,668	1,104,658	1,604,658	1,604,658	1,896,013	71.64%
Transfers To Proprietary Funds	0	158,000	0	0	0	0	0.00%
Transfers To Proprietary Capital	495,006	1,313,242	0	0	0	3,494,500	0.00%
	3,073,053	11,451,909	1,104,658	1,604,658	1,604,658	5,390,513	387.98%
General Fund Net	8,462,516	858,832	0	742,295	4,973,062	0	

	Personnel Expenses	Operating Expenses	Capital Expenses	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Mayor & Council	51,692	391,900	0	0	443,592	1.51%
City Administration	990,421	983,032	0	0	1,973,453	6.71%
City Clerk	472,649	107,795	0	0	580,444	1.97%
Finance	1,408,756	988,259	0	(297,456)	2,099,559	7.14%
Planning	648,785	103,000	0	0	751,785	2.56%
Public Safety	5,377,869	646,981	62,187	0	6,087,037	20.70%
Fire & EMS	1,251,798	374,930	0	0	1,626,728	5.53%
Public Works	4,267,472	1,675,242	459,187	0	6,401,901	21.77%
Parks, Culture & Recreation	2,579,778	975,660	50,000	0	3,605,438	12.26%
Other Expenses	0	0	0	5,833,557	5,833,557	19.84%
Total Operating Expenditures	17,049,220	6,246,799	571,374	5,536,101	29,403,494	

City of Unalaska
FY2022 General Fund Budget Detail
Revenues
Draft as of 3/31/2021

		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Taxes								
01010040 - 41110	Real Property Tax	4,666,560	4,489,649	5,000,000	5,000,000	4,698,287	4,750,000	(5.00%)
01010040 - 41120	Personal Property Tax	2,085,644	2,550,033	2,100,000	2,100,000	2,423,989	2,350,000	11.90%
01010040 - 41310	City Sales Tax	7,299,723	7,093,282	5,333,333	5,333,333	5,491,726	6,000,000	12.50%
01010040 - 41410	Raw Seafood Tax	4,761,505	5,328,128	4,211,165	4,211,165	4,172,061	4,200,000	(0.27%)
01010040 - 41911	Real Property Tax P&I	75,761	57,223	25,000	25,000	37,565	25,000	0.00%
01010040 - 41912	Personal Property Tax P&I	47,490	49,554	20,000	20,000	16,130	20,000	0.00%
01010040 - 41930	Gen Sales and Use Tax P&I	38,575	93,809	20,000	20,000	40,643	20,000	0.00%
01010040 - 41941	Raw Seafood Tax Penalty / Int	0	0	10,000	10,000	8,595	10,000	0.00%
Total Taxes		18,975,257	19,661,679	16,719,498	16,719,498	16,888,997	17,375,000	3.92%
01010041 - 42350	State Shared Revenue	158,480	136,361	185,000	185,000	76,545	185,000	0.00%
01010041 - 42351	Fisheries Business Tax	3,528,499	3,869,625	3,480,663	3,480,663	3,747,582	3,300,000	(5.19%)
01010041 - 42352	Fisheries Resource Land Tax	5,220,958	4,635,929	5,000,000	5,000,000	4,386,842	3,900,000	(22.00%)
01010041 - 42353	Motor Vehicle License Tax	71,159	69,292	60,000	60,000	47,195	60,000	0.00%
01010041 - 42354	Alcoholic Beverage Tax	2,500	16,700	17,000	17,000	0	17,000	0.00%
01010041 - 42355	PERS Nonemployer Contributions	446,142	546,371	457,294	457,294	0	457,294	0.00%
01010041 - 42390	State PILT	866,611	909,977	503,416	503,416	915,374	900,000	78.78%
01011041 - 42151	DMV Commissions	51,363	40,392	60,000	60,000	31,921	60,000	0.00%
01011041 - 42155	Corrections Contract	431,207	431,207	481,355	481,355	323,405	481,355	0.00%
01011041 - 42157	Local Emergency Planning	10,400	0	0	0	0	0	0.00%
01011041 - 42161	AK Homeland Sec. Grnt	11,142	44,250	0	0	0	0	0.00%
01012041 - 42101	Fed FCC Universal Srv Grant O	47,849	47,849	50,000	50,000	56,880	50,000	0.00%
01012041 - 42170	AK Public Library Assistance	7,000	7,000	7,000	7,000	7,000	7,000	0.00%
01012041 - 42171	IMLS Library Grant	6,000	6,000	6,000	6,000	0	6,000	0.00%
01012041 - 42172	OWL Library Grant	27,099	27,099	40,000	40,000	38,304	40,000	0.00%
01012041 - 42199	Misc State Operating Grant PCR	2,218	1,180	2,250	2,250	0	2,250	0.00%
01013541 - 42152	Debt Reimbursements Grants	670,818	133,259	137,445	137,445	0	0	(100.00%)
Total Intergovernmental		11,559,447	10,922,490	10,487,423	10,487,423	9,631,049	9,465,899	(9.74%)
Charges for Services								
01010142 - 43130	Zoning and Subdivision Fees	1,250	500	3,000	3,000	835	3,000	0.00%
01010142 - 43190	Other and Late Fees	40,303	39,732	20,000	20,000	31,972	20,000	0.00%
01010142 - 49410	Other	0	38,154	0	0	2,500	0	0.00%
01011042 - 43210	Prisoner Fees	0	5	0	0	0	0	0.00%
01011042 - 43211	Impound Yard Storage Fees	1,805	150	250	250	0	250	0.00%
01011042 - 43212	Police Civil Service	500	250	1,000	1,000	250	1,000	0.00%
01011042 - 43250	Ambulance Service Fees	46,204	30,639	50,000	50,000	20,348	25,000	(50.00%)
01011042 - 43251	EMT Class Fees	0	0	500	500	0	0	(100.00%)
01011042 - 43260	Animal Control / Shelter Fees	850	600	600	600	0	600	0.00%
01012042 - 43710	Facility Passes	102,104	97,930	99,500	99,500	26,650	99,500	0.00%
01012042 - 43720	Program Fees	53,464	36,362	65,000	65,000	21,192	65,000	0.00%
01012042 - 43740	Facility Rental Fees	3,655	2,667	6,000	6,000	93	6,000	0.00%
01012042 - 43750	Equipment Rental Fees	505	936	500	500	200	500	0.00%
01012042 - 43760	Other PCR Fees	1,979	2,116	4,000	4,000	2,751	4,000	0.00%
01012042 - 43770	Library Fees	16,688	13,362	11,700	11,700	5,949	11,700	0.00%
01012042 - 43771	Passport Fees (libry)	5,180	3,330	4,000	4,000	1,493	4,000	0.00%
01012042 - 43772	Library Postage Fee	845	689	300	300	237	300	0.00%
Total Charges for Services		275,333	267,421	266,350	266,350	114,470	240,850	(9.57%)
Investment Income								
01010043 - 47110	Interest Revenue	2,347,528	3,680,290	1,400,000	1,400,000	2,770,013	1,800,000	28.57%
01010043 - 47120	Incr (Decr) FMV Investments	2,865,938	1,592,537	0	0	(2,566,166)	0	0.00%
Total Investment Income		5,213,466	5,272,827	1,400,000	1,400,000	203,847	1,800,000	28.57%

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Revenues
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		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Other								
01010047 - 45110	Business Licenses and Permits	11,516	11,380	12,000	12,000	11,245	12,000	0.00%
01010047 - 45210	Building Permits	3,225	4,800	5,000	5,000	1,400	2,500	(50.00%)
01010047 - 45220	Taxi Permits	2,795	2,685	2,500	2,500	2,980	3,000	20.00%
01010047 - 45230	Animal Licenses	215	105	300	300	105	300	0.00%
01010047 - 46210	Forfeits	23,385	12,460	1,500	1,500	5,419	2,500	66.67%
01010047 - 47210	Tideland Rent	301,960	300,030	175,000	175,000	265,350	175,000	0.00%
01010047 - 47220	Land Rent	41,647	16,343	20,000	20,000	1,015	20,000	0.00%
01010047 - 47400	Contrib & Donate / Prv Sources	0	0	0	50,000	50,000	0	0.00%
01012047 - 47400	Contrib & Donate / Prv Sources	1,000	5,514	0	0	417	0	0.00%
Total Other		385,744	353,318	216,300	266,300	337,931	215,300	(0.46%)
01010048 - 49210	Sale of Fixed Assets	0	13,649	2,500	2,500	0	2,500	0.00%
01010048 - 49410	Other	10,000	909	0	0	0	0	0.00%
01019848 - 49110	Transfers From Spec Rev Fnd	1,200,000	0	0	0	0	0	0.00%
Total Other Financing Sources		1,210,000	14,558	2,500	2,500	0	2,500	0.00%
Non-recurring Revenues								
01010049 - 49900	Appropriated Fund Balance	0	0	0	1,557,871	0	5,694,458	0.00%
Total Non-recurring Revenues		0	0	0	1,557,871	0	5,694,458	0.00%
Total General Fund Revenues		37,619,247	36,492,294	29,092,071	30,699,942	27,176,293	34,794,007	19.60%

City of Unalaska
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Expenditures
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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Mayor & Council								
Council								
01020151 - 51100	Salaries and Wages	41,400	45,275	44,400	44,400	42,875	44,400	0.00%
01020151 - 52200	FICA & Medicare Emplr Match	3,168	3,464	3,397	3,397	3,280	3,397	0.00%
01020151 - 52300	PERS Employer Contribution	2,741	3,642	3,434	3,434	2,530	3,702	7.80%
01020151 - 52500	Workers Compensation	95	121	182	182	100	193	6.00%
Total Personnel Expenses		47,403	52,502	51,413	51,413	48,785	51,692	0.54%
01020152 - 53260	Training Services	1,580	2,940	6,000	6,000	695	6,000	0.00%
01020152 - 53300	Other Professional Svs	147,250	148,602	150,000	150,000	139,032	150,000	0.00%
01020152 - 55310	Telephone / Fax/ TV	2,677	8,077	2,400	2,400	3,718	2,400	0.00%
01020152 - 55901	Advertising	0	1,982	0	0	0	0	0.00%
01020152 - 55902	Printing and Binding	1,268	1,264	1,300	1,300	1,034	1,300	0.00%
01020152 - 55903	Travel and Related Costs	73,016	52,628	87,200	87,200	0	87,200	0.00%
01020152 - 55906	Membership Dues	10,603	10,879	10,750	10,750	9,139	10,750	0.00%
01020152 - 55999	Other	344	0	2,250	2,250	242	2,250	0.00%
01020152 - 56100	General Supplies	41,930	65,349	40,000	40,000	249	40,000	0.00%
01020152 - 56120	Office Supplies	827	1,095	500	500	115	500	0.00%
01020152 - 56310	Food/Bev/Related for Programs	0	174	500	500	0	500	0.00%
01020152 - 56320	Business Meals	14,343	10,204	19,000	19,000	0	19,000	0.00%
01020152 - 56330	Food/Bev/Related Emp Apprctn	919	356	1,000	1,000	458	1,000	0.00%
01020152 - 56400	Books and Periodicals	701	614	500	500	126	500	0.00%
01020152 - 58498	Council Sponsorships Contngncy	20,000	5,200	20,000	20,000	6,550	20,000	0.00%
01020152 - 58499	Council Sponsorships - Planned	66,594	50,000	50,500	50,500	12,500	50,500	0.00%
Total Operating Expenses		382,053	359,365	391,900	391,900	173,857	391,900	0.00%
Total Council		429,456	411,867	443,313	443,313	222,642	443,592	0.06%

City of Unalaska
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Expenditures
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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
City Administration		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
City Manager's Office								
01020251 - 51100	Salaries and Wages	204,716	138,639	162,681	162,681	141,599	168,333	3.50%
01020251 - 51300	Overtime	1,625	830	1,000	1,000	89	1,000	0.00%
01020251 - 52100	Health Insurance Benefit	41,746	31,457	47,636	47,636	28,750	50,016	5.00%
01020251 - 52200	FICA & Medicare Emplr Match	17,658	9,262	10,820	10,820	9,742	11,528	6.50%
01020251 - 52300	PERS Employer Contribution	38,421	31,695	46,072	46,072	20,099	50,024	8.60%
01020251 - 52400	Unemployment Insurance	475	663	638	638	542	698	9.40%
01020251 - 52500	Workers Compensation	418	448	655	655	289	676	3.20%
01020251 - 52900	Other Employee Benefits	5,183	98	98	98	40	80	(18.40%)
Total Personnel Expenses		310,242	213,092	269,600	269,600	201,151	282,355	4.73%
01020252 - 53260	Training Services	475	810	975	975	0	975	0.00%
01020252 - 53264	Education Reimbursement	0	0	0	0	0	4,700	0.00%
01020252 - 53300	Other Professional Svcs	5,313	25,191	63,000	63,000	46,750	63,000	0.00%
01020252 - 54230	Custodial Services/Supplies	51,092	50,937	50,000	50,000	43,991	52,000	4.00%
01020252 - 54300	Repair/Maintenance Services	448	0	500	500	206	500	0.00%
01020252 - 54410	Buildings/Land Rental	154	154	100	100	115	200	100.00%
01020252 - 55310	Telephone/Fax/TV	2,929	2,118	2,500	2,500	1,717	2,500	0.00%
01020252 - 55901	Advertising	1,625	0	500	500	0	500	0.00%
01020252 - 55902	Printing and Binding	0	245	500	500	0	500	0.00%
01020252 - 55903	Travel and Related Costs	14,121	11,039	20,000	20,000	0	18,850	(5.80%)
01020252 - 55905	Postal Services	(1,824)	100	1,200	1,200	600	1,200	0.00%
01020252 - 55906	Membership Dues	200	2,688	2,500	2,500	1,094	2,500	0.00%
01020252 - 56100	General Supplies	3,138	4,841	5,000	5,000	2,769	5,000	0.00%
01020252 - 56101	Safety Related Items	39	0	0	0	0	0	0.00%
01020252 - 56120	Office Supplies	1,331	4,213	2,000	2,000	1,550	2,000	0.00%
01020252 - 56150	Computer Hardware / Software	0	2,320	500	500	150	500	0.00%
01020252 - 56260	Gasoline for Vehicles	947	710	1,000	1,000	472	1,000	0.00%
01020252 - 56320	Business Meals	1,037	510	1,500	1,500	0	1,500	0.00%
01020252 - 56330	Food/Bev/Related Emp Apprctn	8,653	7,432	9,000	9,000	9,963	9,000	0.00%
01020252 - 56400	Books and Periodicals	675	1,095	1,200	1,200	1,095	1,200	0.00%
Total Operating Expenses		90,354	114,402	161,975	161,975	110,472	167,625	3.49%
Total City Manager's Office		400,596	327,494	431,575	431,575	311,622	449,980	4.26%

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Expenditures
Draft as of 3/31/2021

		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
City Administration		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Administration								
01020351 - 51100	Salaries and Wages	298,081	327,291	387,074	387,074	295,839	407,366	5.20%
01020351 - 51200	Temporary Employees	4,689	0	0	0	7,150	0	0.00%
01020351 - 51300	Overtime	689	399	1,164	1,164	187	1,182	1.50%
01020351 - 52100	Health Insurance Benefit	92,775	88,956	136,940	136,940	73,824	143,787	5.00%
01020351 - 52200	FICA & Medicare Emplr Match	23,062	24,758	29,700	29,700	23,435	31,092	4.70%
01020351 - 52300	PERS Employer Contribution	74,063	87,676	108,480	108,480	58,007	120,698	11.30%
01020351 - 52400	Unemployment Insurance	1,745	1,586	1,834	1,834	1,500	2,006	9.40%
01020351 - 52500	Workers Compensation	696	849	1,595	1,595	682	1,695	6.30%
01020351 - 52900	Other Employee Benefits	245	294	294	294	200	240	(18.40%)
Total Personnel Expenses		496,044	531,809	667,081	667,081	460,825	708,066	6.14%
01020352 - 53230	Legal Services	63,695	88,675	60,000	60,000	88,843	65,000	8.30%
01020352 - 53240	Engineering/Architectural Svcs	11,500	11,500	0	0	11,500	0	0.00%
01020352 - 53260	Training Services	33,224	1,706	17,300	17,300	1,627	21,100	22.00%
01020352 - 53264	Education Reimbursement	1,145	0	4,900	4,900	223	2,500	(49.00%)
01020352 - 53300	Other Professional Svcs	18,951	22,755	48,000	48,000	39,777	48,000	0.00%
01020352 - 53490	Other Technical Services	0	0	10,000	10,000	0	3,000	(70.00%)
01020352 - 54110	Water / Sewerage	3,299	1,700	2,000	2,000	1,789	2,000	0.00%
01020352 - 54210	Solid Waste	3,891	4,056	4,000	4,000	3,559	4,000	0.00%
01020352 - 54410	Buildings / Land Rental	102	154	0	0	115	0	0.00%
01020352 - 55200	General Insurance	272,866	327,775	470,207	470,207	404,575	529,637	12.60%
01020352 - 55310	Telephone/Fax/TV	11,619	11,014	15,540	15,540	8,243	13,840	(10.90%)
01020352 - 55320	Network / Internet	0	100	0	0	25	0	0.00%
01020352 - 55901	Advertising	446	0	1,100	1,100	648	1,100	0.00%
01020352 - 55902	Printing and Binding	127	0	0	0	350	0	0.00%
01020352 - 55903	Travel and Related Costs	22,168	4,412	20,000	20,000	7,264	20,000	0.00%
01020352 - 55905	Postal Services	(1,915)	200	1,200	1,200	800	1,200	0.00%
01020352 - 55906	Membership Dues	3,049	1,413	4,150	4,150	2,878	2,950	(28.90%)
01020352 - 55908	Employee Moving Costs	2,562	0	0	0	1,258	0	0.00%
01020352 - 56100	General Supplies	168	130	200	200	201	200	0.00%
01020352 - 56101	Safety Related Items	11,807	21,580	21,130	21,130	5,681	21,130	0.00%
01020352 - 56120	Office Supplies	1,335	5,403	5,000	5,000	3,576	5,000	0.00%
01020352 - 56150	Computer Hardware / Software	871	714	500	643	2,028	500	0.00%
01020352 - 56220	Electricity	52,644	38,230	45,000	45,000	37,675	45,000	0.00%
01020352 - 56240	Heating Oil	22,928	26,054	25,000	25,000	17,688	25,000	0.00%
01020352 - 56260	Gasoline for Vehicles	900	373	1,000	1,000	197	750	(25.00%)
01020352 - 56320	Business Meals	663	118	500	500	354	500	0.00%
01020352 - 56330	Food/Bev/Related Emp Apprctn	3,620	1,437	2,500	2,500	5,011	3,000	20.00%
01020352 - 56400	Books and Periodicals	888	150	0	0	350	0	0.00%
Total Operating Expenses		542,553	569,649	759,227	759,370	646,237	815,407	7.40%
01020353 - 57400	Machinery and Equipment	11,475	0	0	0	0	0	0.00%
Total Capital Outlay		11,475	0	0	0	0	0	0.00%
Total Administration		1,050,072	1,101,458	1,426,308	1,426,451	1,107,061	1,523,473	6.81%

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City Clerk		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Clerks								
01020551 - 51100	Salaries and Wages	217,103	213,403	257,527	257,527	204,682	264,343	2.60%
01020551 - 51200	Temporary Employees	7,550	973	16,520	16,520	18,643	10,000	(39.50%)
01020551 - 51300	Overtime	211	45	500	500	1,597	1,000	100.00%
01020551 - 52100	Health Insurance Benefit	78,274	61,652	89,319	89,319	54,279	93,780	5.00%
01020551 - 52200	FICA & Medicare Emplr Match	17,259	16,464	21,041	21,041	17,252	21,063	0.10%
01020551 - 52300	PERS Employer Contribution	53,812	59,177	72,274	72,274	41,454	80,007	10.70%
01020551 - 52400	Unemployment Insurance	1,334	1,050	1,247	1,247	1,052	1,408	12.90%
01020551 - 52500	Workers Compensation	510	572	873	873	506	928	6.30%
01020551 - 52900	Other Employee Benefits	98	98	147	147	80	120	(18.40%)
Total Personnel Expenses		376,152	353,433	459,448	459,448	339,544	472,649	2.87%
01020552 - 53100	Official / Administrative	840	4,768	4,700	4,700	6,320	4,300	(8.50%)
01020552 - 53210	Audit and Accounting	5,483	0	0	0	0	0	0.00%
01020552 - 53230	Legal Services	14,307	13,658	12,000	12,000	3,223	12,000	0.00%
01020552 - 53250	Assessment Services	29,285	31,234	30,000	30,000	13,166	30,000	0.00%
01020552 - 53260	Training Services	2,220	50	2,250	2,250	227	2,250	0.00%
01020552 - 53300	Other Professional Svcs	3,445	1,968	25,500	26,200	2,471	25,500	0.00%
01020552 - 54300	Repair/Maintenance Services	483	0	4,000	4,000	0	4,000	0.00%
01020552 - 54410	Buildings / Land Rental	307	307	250	250	230	250	0.00%
01020552 - 54420	Equipment Rental	2,212	2,212	2,250	2,250	2,028	2,250	0.00%
01020552 - 55310	Telephone / Fax / TV	1,766	1,918	2,250	2,250	1,703	3,550	57.80%
01020552 - 55901	Advertising	4,327	1,697	4,500	4,500	2,247	3,000	(33.30%)
01020552 - 55902	Printing and Binding	1,228	1,248	2,000	2,000	1,248	2,000	0.00%
01020552 - 55903	Travel and Related Costs	11,707	9,517	12,000	12,000	1,060	7,000	(41.70%)
01020552 - 55905	Postal Services	(2,736)	1,550	1,800	1,800	1,200	1,800	0.00%
01020552 - 55906	Membership Dues	480	515	675	675	590	675	0.00%
01020552 - 55999	Other	165	0	500	500	60	500	0.00%
01020552 - 56100	General Supplies	294	245	750	750	962	750	0.00%
01020552 - 56101	Safety Related Items	0	0	0	0	330	0	0.00%
01020552 - 56120	Office Supplies	5,761	2,578	5,500	5,500	1,871	5,500	0.00%
01020552 - 56150	Computer Hardware / Software	0	1,730	0	0	98	0	0.00%
01020552 - 56260	Gasoline for Vehicles	547	520	720	720	436	720	0.00%
01020552 - 56320	Business Meals	445	223	1,000	1,000	635	500	(50.00%)
01020552 - 56330	Food/Bev/Related Emp Apprctn	996	860	1,000	1,000	467	1,000	0.00%
01020552 - 56400	Books and Periodicals	0	0	0	0	54	0	0.00%
01020552 - 59100	Interest Expense	2,428	699	250	250	2	250	0.00%
Total Operating Expenses		85,990	77,495	113,895	114,595	40,628	107,795	(5.36%)
01020553 - 57400	Machinery and Equipment	14,938	0	0	0	0	0	0.00%
Total Capital Outlay		14,938	0	0	0	0	0	0.00%
Total Clerks		477,080	430,927	573,343	574,043	380,172	580,444	1.24%

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Expenditures
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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Finance								
Finance								
01020651 - 51100	Salaries and Wages	475,390	385,190	587,046	511,590	391,882	568,248	(3.20%)
01020651 - 51200	Temporary Employees	8,637	14,259	12,969	12,969	3,953	14,305	10.30%
01020651 - 51300	Overtime	514	290	917	917	392	990	8.00%
01020651 - 52100	Health Insurance Benefit	159,257	110,964	195,879	180,993	108,108	205,660	5.00%
01020651 - 52200	FICA & Medicare Emplr Match	37,071	30,285	44,596	39,382	30,406	44,519	(0.20%)
01020651 - 52300	PERS Employer Contribution	115,180	103,814	162,708	141,399	78,244	169,123	3.90%
01020651 - 52400	Unemployment Insurance	2,785	2,201	2,753	2,553	2,227	3,014	9.50%
01020651 - 52500	Workers Compensation	1,309	1,028	2,078	2,078	903	2,208	6.30%
01020651 - 52900	Other Employee Benefits	343	490	588	588	369	480	(18.40%)
Total Personnel Expenses		800,487	648,522	1,009,534	892,469	616,484	1,008,547	(0.10%)
01020652 - 53210	Audit and Accounting	106,155	162,153	110,000	110,000	124,187	135,000	22.70%
01020652 - 53220	Investment Management Svcs	164,983	169,723	165,000	165,000	129,442	165,000	0.00%
01020652 - 53260	Training Services	1,722	20	4,000	4,000	0	3,625	(9.40%)
01020652 - 53300	Other Professional Svcs	60,116	245,858	75,000	190,615	186,078	25,000	(66.70%)
01020652 - 54230	Custodial Services/Supplies	0	0	100	100	0	100	0.00%
01020652 - 54300	Repair/Maintenance Services	7,276	2,405	6,000	6,000	7,010	5,000	(16.70%)
01020652 - 55310	Telephone/Fax/TV	2,416	2,558	2,500	3,200	3,090	3,200	28.00%
01020652 - 55901	Advertising	225	1,413	500	500	0	400	(20.00%)
01020652 - 55903	Travel and Related Costs	3,012	1,781	10,000	10,000	224	15,500	55.00%
01020652 - 55904	Banking / Credit Card Fees	21,855	20,612	25,000	25,000	14,307	25,000	0.00%
01020652 - 55905	Postal Services	(10,536)	5,033	6,000	6,750	4,376	6,750	12.50%
01020652 - 55906	Membership Dues	873	339	1,000	1,000	429	1,000	0.00%
01020652 - 55908	Employee Moving Costs	0	0	5,000	5,000	1,887	5,000	0.00%
01020652 - 55911	Recruitment Costs	0	495	10,000	10,000	122	10,000	0.00%
01020652 - 55999	Other	0	299	0	0	0	0	0.00%
01020652 - 56100	General Supplies	3,348	1,109	1,000	1,000	71	1,000	0.00%
01020652 - 56101	Safety Related Items	117	35	0	0	33	0	0.00%
01020652 - 56120	Office Supplies	11,892	15,884	12,300	12,300	12,455	12,300	0.00%
01020652 - 56150	Computer Hardware / Software	0	1,420	0	143	143	0	0.00%
01020652 - 56260	Gasoline for Vehicles	657	337	600	600	228	600	0.00%
01020652 - 56320	Business Meals	0	361	400	400	0	400	0.00%
01020652 - 56330	Food/Bev/Related Emp Apprctn	3,390	3,079	3,800	3,800	1,714	3,800	0.00%
01020652 - 56400	Books and Periodicals	595	0	700	700	1,105	700	0.00%
01020652 - 58500	Bad Debt Expense	334,575	180,787	0	0	0	0	0.00%
Total Operating Expenses		712,669	815,701	438,900	556,108	486,899	419,375	(4.45%)
01020654 - 58920	Allocations OUT-Credit	(298,908)	(297,444)	(297,456)	(297,456)	(229,750)	(297,456)	0.00%
Total Other Expenses		(298,908)	(297,444)	(297,456)	(297,456)	(229,750)	(297,456)	0.00%
Total Finance		1,214,248	1,166,778	1,150,978	1,151,121	873,633	1,130,466	(1.78%)

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Finance								
Information Systems								
01020751 - 51100	Salaries and Wages	213,225	233,252	250,838	250,838	155,009	228,276	(9.00%)
01020751 - 51200	Temporary Employees	0	0	0	0	3,825	3,600	0.00%
01020751 - 51300	Overtime	469	315	1,155	1,155	446	1,155	0.00%
01020751 - 52100	Health Insurance Benefit	60,271	52,475	68,775	68,775	35,081	72,210	5.00%
01020751 - 52200	FICA & Medicare Emplr Match	16,345	17,866	19,185	19,185	12,187	17,825	(7.10%)
01020751 - 52300	PERS Employer Contribution	49,755	60,306	63,637	63,637	30,845	61,041	(4.10%)
01020751 - 52400	Unemployment Insurance	893	941	921	921	513	1,045	13.50%
01020751 - 52500	Workers Compensation	10,483	8,860	14,055	14,055	5,301	14,937	6.30%
01020751 - 52900	Other Employee Benefits	49	147	147	147	80	120	(18.40%)
Total Personnel Expenses		351,490	374,161	418,713	418,713	243,287	400,209	(4.42%)
01020752 - 53260	Training Services	5,035	3,290	8,000	8,000	0	8,000	0.00%
01020752 - 53300	Other Professional Svcs	14,190	33,885	23,200	23,200	10,786	4,000	(82.80%)
01020752 - 53410	Software / Hardware Support	203,221	170,046	282,457	282,457	258,527	209,714	(25.80%)
01020752 - 55310	Telephone/Fax/TV	750	719	3,500	3,500	2,921	2,200	(37.10%)
01020752 - 55320	Network / Internet	78,608	78,745	151,730	151,730	64,033	151,730	0.00%
01020752 - 55903	Travel and Related Costs	6,731	9,485	10,000	10,000	0	10,000	0.00%
01020752 - 56100	General Supplies	3,613	2,005	2,000	2,000	748	2,000	0.00%
01020752 - 56101	Safety Related Items	0	0	500	500	0	500	0.00%
01020752 - 56150	Computer Hardware / Software	225,326	243,602	85,608	85,743	52,222	179,740	110.00%
01020752 - 56260	Gasoline for Vehicles	340	326	1,000	1,000	447	1,000	0.00%
Total Operating Expenses		537,813	542,103	567,995	568,130	389,684	568,884	0.16%
01020753 - 57400	Machinery and Equipment	85,482	0	0	0	0	0	0.00%
Total Capital Outlay		85,482	0	0	0	0	0	0.00%
Total Information Systems		974,785	916,264	986,708	986,843	632,971	969,093	(1.79%)

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Planning								
Planning								
01020851 - 51100	Salaries and Wages	267,926	301,467	357,325	357,325	266,479	367,446	2.80%
01020851 - 51200	Temporary Employees	10,766	9,252	15,600	15,600	0	15,600	0.00%
01020851 - 51300	Overtime	1,051	272	500	500	280	500	0.00%
01020851 - 52100	Health Insurance Benefit	91,924	81,661	119,092	119,092	73,056	125,040	5.00%
01020851 - 52200	FICA & Medicare Emplr Match	21,631	24,006	28,297	28,297	20,497	29,341	3.70%
01020851 - 52300	PERS Employer Contribution	65,156	83,164	96,685	96,685	56,248	107,343	11.00%
01020851 - 52400	Unemployment Insurance	1,565	1,639	1,752	1,752	1,350	1,900	8.40%
01020851 - 52500	Workers Compensation	646	827	1,369	1,369	626	1,455	6.30%
01020851 - 52900	Other Employee Benefits	196	147	196	196	160	160	(18.40%)
Total Personnel Expenses		460,861	502,435	620,816	620,816	418,697	648,785	4.51%
01020852 - 53230	Legal Services	3,188	2,199	4,000	4,000	7,955	4,000	0.00%
01020852 - 53240	Engineering/Architectural Svcs	12,510	0	10,000	10,000	0	5,000	(50.00%)
01020852 - 53260	Training Services	1,606	3,117	15,000	15,000	1,709	15,000	0.00%
01020852 - 53264	Education Reimbursement	0	0	4,000	4,000	0	4,000	0.00%
01020852 - 53300	Other Professional Svcs	1,180	3,223	20,000	20,000	317	15,000	(25.00%)
01020852 - 53430	Survey Services	0	0	5,000	5,000	0	5,000	0.00%
01020852 - 53490	Other Technical Services	2,950	1,391	15,000	15,000	0	5,000	(66.70%)
01020852 - 54300	Repair/Maintenance Services	3,300	0	1,000	1,000	0	1,000	0.00%
01020852 - 55310	Telephone / Fax/TV	5,589	3,301	2,000	2,000	2,818	2,000	0.00%
01020852 - 55901	Advertising	595	0	1,500	1,500	0	1,500	0.00%
01020852 - 55903	Travel and Related Costs	30,436	11,181	15,000	15,000	0	25,000	66.70%
01020852 - 55905	Postal Services	(760)	200	500	500	400	500	0.00%
01020852 - 55906	Membership Dues	1,199	355	3,500	3,500	703	2,000	(42.90%)
01020852 - 55908	Employee Moving Costs	703	0	5,000	5,000	0	5,000	0.00%
01020852 - 55999	Other	404	0	0	0	0	0	0.00%
01020852 - 56100	General Supplies	2,082	1,271	1,000	1,000	818	1,000	0.00%
01020852 - 56101	Safety Related Items	16	126	1,000	1,000	0	1,000	0.00%
01020852 - 56120	Office Supplies	4,439	2,138	4,000	4,000	4,356	4,000	0.00%
01020852 - 56150	Computer Hardware / Software	0	286	3,000	3,000	5,196	3,000	0.00%
01020852 - 56160	Uniforms	0	0	0	0	218	0	0.00%
01020852 - 56260	Gasoline for Vehicles	727	821	1,000	1,000	267	1,000	0.00%
01020852 - 56320	Business Meals	1,946	77	1,500	1,500	268	1,500	0.00%
01020852 - 56330	Food/Bev/Related Emp Apprctn	1,570	2,527	1,200	1,200	1,714	1,200	0.00%
01020852 - 56400	Books and Periodicals	0	0	300	300	0	300	0.00%
Total Operating Expenses		73,679	32,212	114,500	114,500	26,739	103,000	(10.04%)
01020853 - 57400	Machinery and Equipment	25,394	0	0	0	0	0	0.00%
Total Capital Outlay		25,394	0	0	0	0	0	0.00%
Total Planning		559,933	534,647	735,316	735,316	445,436	751,785	2.24%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Public Safety								
Police and Admin								
01021151 - 51100	Salaries and Wages	1,225,646	844,083	1,713,998	1,713,998	1,053,601	1,858,759	8.40%
01021151 - 51200	Temporary Employees	70,190	115,123	7,500	7,500	57,666	7,500	0.00%
01021151 - 51300	Overtime	356,834	152,781	300,000	300,000	259,210	300,000	0.00%
01021151 - 52100	Health Insurance Benefit	327,166	172,541	506,140	506,140	252,117	531,420	5.00%
01021151 - 52200	FICA & Medicare Emplr Match	120,026	75,852	148,024	148,024	97,034	159,032	7.40%
01021151 - 52300	PERS Employer Contribution	349,549	271,117	537,057	537,057	260,812	589,934	9.80%
01021151 - 52400	Unemployment Insurance	5,892	6,068	6,857	6,857	5,573	7,487	9.20%
01021151 - 52500	Workers Compensation	27,274	26,403	52,187	52,187	34,024	55,462	6.30%
01021151 - 52900	Other Employee Benefits	735	637	882	882	480	720	(18.40%)
Total Personnel Expenses		2,483,313	1,664,605	3,272,645	3,272,645	2,020,517	3,510,314	7.26%
01021152 - 53230	Legal Services	1,082	1,283	4,000	4,000	1,870	10,000	150.00%
01021152 - 53260	Training Services	24,190	21,041	60,850	60,850	16,367	60,850	0.00%
01021152 - 53264	Education Reimbursement	0	0	5,000	5,000	0	5,000	0.00%
01021152 - 53300	Other Professional Svcs	14,174	19,059	8,000	8,000	11,056	15,000	87.50%
01021152 - 53410	Software / Hardware Support	3,934	566	3,000	3,000	4,448	3,000	0.00%
01021152 - 54110	Water / Sewerage	2,460	1,913	1,500	1,500	2,027	1,500	0.00%
01021152 - 54210	Solid Waste	2,970	2,561	2,850	2,850	1,760	2,850	0.00%
01021152 - 54230	Custodial Services/Supplies	14,482	8,679	15,500	15,500	6,488	15,500	0.00%
01021152 - 54300	Repair/Maintenance Services	1,779	833	5,000	5,000	648	5,000	0.00%
01021152 - 54410	Buildings / Land Rental	900	900	1,050	1,050	1,125	1,375	31.00%
01021152 - 55310	Telephone / Fax/TV	17,508	16,143	20,000	20,000	14,672	23,000	15.00%
01021152 - 55320	Network / Internet	2,781	2,055	3,000	3,000	2,061	3,000	0.00%
01021152 - 55330	Radio	2,057	438	14,500	14,500	0	10,000	(31.00%)
01021152 - 55390	Other Communications / Cable	0	489	0	0	413	1,000	0.00%
01021152 - 55901	Advertising	625	850	1,000	1,000	675	1,000	0.00%
01021152 - 55902	Printing and Binding	345	515	1,000	1,000	328	1,000	0.00%
01021152 - 55903	Travel and Related Costs	29,792	7,321	44,725	44,725	9,039	55,725	24.60%
01021152 - 55904	Banking / Credit Card Fees	3,184	2,832	3,600	3,600	1,892	3,600	0.00%
01021152 - 55905	Postal Services	487	3,443	3,000	3,000	2,014	3,000	0.00%
01021152 - 55906	Membership Dues	924	939	1,560	1,560	220	1,560	0.00%
01021152 - 55907	Permit Fees	0	0	50	50	0	50	0.00%
01021152 - 55908	Employee Moving Costs	7,943	4,935	50,000	50,000	2,569	50,000	0.00%
01021152 - 55909	Investigations	4,622	10,888	10,000	10,000	1,356	10,000	0.00%
01021152 - 55910	Impound Fees Exp	1,250	1,500	6,000	6,000	1,000	6,000	0.00%
01021152 - 55911	Recruitment Costs	40,464	19,131	42,000	42,375	11,749	30,000	(28.60%)
01021152 - 56100	General Supplies	43,330	44,508	42,100	55,482	23,751	42,100	0.00%
01021152 - 56101	Safety Related Items	1,252	325	1,000	1,000	362	1,000	0.00%
01021152 - 56106	Disaster Supplies	0	0	1,000	1,000	0	1,000	0.00%
01021152 - 56120	Office Supplies	10,365	3,500	7,000	7,000	8,008	7,000	0.00%
01021152 - 56150	Computer Hardware / Software	3,062	29,659	7,000	7,000	5,442	7,000	0.00%
01021152 - 56160	Uniforms	4,801	13,172	13,500	18,088	10,226	13,500	0.00%
01021152 - 56220	Electricity	41,709	25,087	18,500	18,500	23,167	18,500	0.00%
01021152 - 56240	Heating Oil	25,126	19,599	14,100	14,100	15,169	14,100	0.00%
01021152 - 56260	Gasoline for Vehicles	15,534	13,786	16,000	16,000	14,092	20,000	25.00%
01021152 - 56310	Food/Bev/Related for Programs	132	482	500	500	207	500	0.00%
01021152 - 56320	Business Meals	39	256	300	300	111	300	0.00%
01021152 - 56330	Food/Bev/Related Emp Apprctn	2,428	1,883	2,500	2,500	2,270	2,500	0.00%
01021152 - 56400	Books and Periodicals	816	0	1,000	1,000	559	1,000	0.00%
01021152 - 56450	Grants (Supplies)	6,859	0	0	0	0	0	0.00%
01021152 - 56454	Grants-SHSP	9,060	44,250	0	0	0	0	0.00%
01021152 - 56460	State Seizure Funds	0	0	91,771	91,771	0	91,771	0.00%
01021152 - 57400	Machinery and Equipment	0	0	0	0	1,440	0	0.00%

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	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Safety							
Total Operating Expenses	342,466	324,820	523,456	541,801	198,580	539,281	3.02%
01021153 - 57400 Machinery and Equipment	0	0	119,000	119,000	46,139	62,187	(47.70%)
Total Capital Outlay	0	0	119,000	119,000	46,139	62,187	(47.74%)
Total Police and Admin	2,825,778	1,989,425	3,915,101	3,933,446	2,265,237	4,111,782	5.02%

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	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Safety							
Police Communications							
01021251 - 51100 Salaries and Wages	160,037	322,991	466,383	466,383	369,929	464,185	(0.50%)
01021251 - 51200 Temporary Employees	11,960	24,669	0	0	11,943	0	0.00%
01021251 - 51300 Overtime	11,604	46,125	46,750	46,750	47,982	42,500	(9.10%)
01021251 - 52100 Health Insurance Benefit	62,751	66,472	141,422	141,422	85,004	148,485	5.00%
01021251 - 52200 FICA/Medicare Employer Match	14,185	28,154	38,176	38,176	31,598	38,289	0.30%
01021251 - 52300 PERS Employer Benefit	42,000	94,532	128,058	128,058	74,531	137,532	7.40%
01021251 - 52400 Unemployment Ins Benefit	1,396	2,202	1,895	1,895	1,925	2,071	9.30%
01021251 - 52500 Workers Compensation Ins	752	1,963	1,472	1,472	1,828	1,564	6.30%
01021251 - 52900 Other Employee Benefits	0	245	245	245	120	200	(18.40%)
Total Personnel Expenses	304,685	587,353	824,401	824,401	624,860	834,826	1.26%
01021252 - 53260 Training Services	770	100	0	0	5,572	5,000	0.00%
01021252 - 53264 Education Reimbursement	0	4,800	5,000	5,000	3,600	5,000	0.00%
01021252 - 53300 Other Professional	2,533	367	0	0	829	1,000	0.00%
01021252 - 54110 Water / Sewerage	0	0	1,000	1,000	0	1,000	0.00%
01021252 - 54210 Solid Waste	0	1,243	500	500	1,048	500	0.00%
01021252 - 54230 Custodial Services/Supplies	314	5,755	5,225	5,225	4,325	5,000	(4.30%)
01021252 - 54300 Repair/Maintenance Services	0	555	0	0	440	1,000	0.00%
01021252 - 55310 Telephone / Fax / TV	17	3,442	1,000	1,000	2,025	1,000	0.00%
01021252 - 55320 Network / Internet	0	0	4,000	4,000	0	3,000	(25.00%)
01021252 - 55390 Other Communications / Cable	0	326	0	0	275	500	0.00%
01021252 - 55903 Travel and Related Costs	4,322	0	3,130	3,130	0	0	(100.00%)
01021252 - 55905 Postal Services	0	0	800	800	0	800	0.00%
01021252 - 55906 Membership Dues	0	0	125	125	0	125	0.00%
01021252 - 55908 Employee Moving Costs	0	640	2,000	2,000	865	0	(100.00%)
01021252 - 55911 Recruitment Costs	0	0	0	0	1,298	0	0.00%
01021252 - 56100 General Supplies	285	1,696	1,500	1,500	1,521	1,500	0.00%
01021252 - 56101 Safety Related Items	0	0	1,000	1,000	0	1,000	0.00%
01021252 - 56120 Office Supplies	881	2,416	1,500	1,500	650	1,500	0.00%
01021252 - 56150 Computer Hardware / Software	0	1,598	1,200	1,200	896	1,200	0.00%
01021252 - 56160 Uniforms	0	2,038	1,500	1,500	1,069	1,500	0.00%
01021252 - 56220 Electricity	0	0	1,500	1,500	0	1,500	0.00%
01021252 - 56240 Heating Oil	0	0	1,500	1,500	0	1,500	0.00%
01021252 - 56330 Food/Bev/Related Emp Apprctn	355	185	300	300	58	300	0.00%
01021252 - 56400 Books and Periodicals	0	0	300	300	0	300	0.00%
Total Operating Expenses	9,475	25,160	33,080	33,080	24,473	34,225	3.46%
Total Police Communications	314,160	612,514	857,481	857,481	649,333	869,051	1.35%

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		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Safety								
Police Corrections								
01021451 - 51100	Salaries and Wages	517,394	333,959	562,194	562,194	360,447	573,779	2.10%
01021451 - 51200	Temporary Employees	11,960	43,550	0	0	11,943	0	0.00%
01021451 - 51300	Overtime	41,818	31,571	48,750	48,750	44,599	50,000	2.60%
01021451 - 52100	Health Insurance Benefit	140,092	73,624	163,752	163,752	83,255	171,930	5.00%
01021451 - 52200	FICA & Medicare Emplr Match	43,717	30,083	46,374	46,374	31,091	46,973	1.30%
01021451 - 52300	PERS Employer Contribution	118,246	98,282	155,821	155,821	78,600	170,532	9.40%
01021451 - 52400	Unemployment Insurance	2,297	2,085	2,195	2,195	2,009	2,398	9.20%
01021451 - 52500	Workers Compensation	10,773	10,536	15,918	15,918	10,585	16,917	6.30%
01021451 - 52900	Other Employee Benefits	245	245	245	245	160	200	(18.40%)
Total Personnel Expenses		886,542	623,935	995,249	995,249	622,689	1,032,729	3.77%
01021452 - 53230	Legal Services	0	0	500	500	0	500	0.00%
01021452 - 53260	Training Services	80	351	1,050	1,050	503	5,000	376.20%
01021452 - 53264	Education Reimbursement	0	669	5,000	5,000	0	5,000	0.00%
01021452 - 53300	Other Professional Svs	2,157	2,774	2,500	2,500	3,538	3,000	20.00%
01021452 - 53310	Protective Custody Medical	0	0	500	500	1,984	500	0.00%
01021452 - 54110	Water / Sewerage	820	385	425	425	676	425	0.00%
01021452 - 54210	Solid Waste	2,837	989	1,050	1,050	1,185	1,050	0.00%
01021452 - 54230	Custodial Services/Supplies	4,227	6,112	4,500	4,500	4,494	5,000	11.10%
01021452 - 54300	Repair/Maintenance Services	445	555	2,000	2,000	437	2,000	0.00%
01021452 - 55310	Telephone / Fax/TV	1,916	2,389	3,350	3,350	1,595	2,500	(25.40%)
01021452 - 55330	Radio	0	0	1,000	1,000	0	1,000	0.00%
01021452 - 55390	Other Communications	964	326	1,000	1,000	275	1,000	0.00%
01021452 - 55902	Printing and Binding	99	0	0	0	81	250	0.00%
01021452 - 55903	Travel and Related Costs	4,214	0	9,180	9,180	5,503	0	(100.00%)
01021452 - 55905	Postal Services	0	0	200	200	0	200	0.00%
01021452 - 55906	Membership Dues	0	0	400	400	0	400	0.00%
01021452 - 55907	Permit Fees	190	200	200	200	190	200	0.00%
01021452 - 55908	Employee Moving Costs	0	0	10,000	10,000	1,245	5,000	(50.00%)
01021452 - 55911	Recruitment Costs	0	0	0	0	2,705	0	0.00%
01021452 - 56100	General Supplies	8,716	1,088	3,750	4,365	1,494	2,500	(33.30%)
01021452 - 56101	Safety Related Items	0	0	1,000	1,000	0	1,000	0.00%
01021452 - 56120	Office Supplies	817	1,968	1,000	1,000	321	1,000	0.00%
01021452 - 56150	Computer Hardware / Software	688	786	1,000	1,175	325	1,000	0.00%
01021452 - 56160	Uniforms	1,577	1,254	1,500	1,500	753	1,500	0.00%
01021452 - 56220	Electricity	13,903	4,460	7,000	7,000	7,722	7,000	0.00%
01021452 - 56240	Heating Oil	8,379	4,164	5,500	5,500	5,056	5,500	0.00%
01021452 - 56260	Gasoline for Vehicles	1,726	1,509	2,000	2,000	1,566	2,000	0.00%
01021452 - 56310	Food/Bev/Related for Programs	14,878	13,487	18,000	18,000	16,944	18,000	0.00%
01021452 - 56330	Food/Bev/Related Emp Apprctn	919	416	750	750	174	750	0.00%
01021452 - 56400	Books and Periodicals	0	0	200	200	0	200	0.00%
Total Operating Expenses		69,550	43,883	84,555	85,345	58,767	73,475	(13.10%)
Total Police Corrections		956,091	667,818	1,079,804	1,080,594	681,455	1,106,204	2.44%

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Fire & EMS	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Fire and Emergency Services							
01021551 - 51100 Salaries and Wages	684,308	332,958	640,401	640,401	406,600	651,351	1.70%
01021551 - 51200 Temporary Employees	32,545	29,425	64,000	64,000	32,936	64,000	0.00%
01021551 - 51300 Overtime	84,219	54,241	52,250	52,250	81,613	62,500	19.60%
01021551 - 52100 Health Insurance Benefit	195,302	59,770	171,195	171,195	99,846	179,745	5.00%
01021551 - 52200 FICA & Medicare Emplr Match	64,530	30,723	54,013	54,013	39,802	59,286	9.80%
01021551 - 52300 PERS Employer Contribution	183,057	94,877	185,042	185,042	97,544	204,267	10.40%
01021551 - 52400 Unemployment Insurance	3,643	2,267	2,295	2,295	2,053	2,507	9.20%
01021551 - 52500 Workers Compensation	14,008	12,157	26,291	26,291	14,974	27,942	6.30%
01021551 - 52900 Other Employee Benefits	245	147	245	245	120	200	(18.40%)
Total Personnel Expenses	1,261,857	616,564	1,195,732	1,195,732	775,488	1,251,798	4.69%
01021552 - 53230 Legal Services	0	0	500	500	0	500	0.00%
01021552 - 53260 Training Services	10,541	2,901	14,100	14,100	11,970	20,100	42.60%
01021552 - 53264 Education Reimbursement	0	0	10,000	10,000	0	15,000	50.00%
01021552 - 53300 Other Professional Svs	19,155	17,861	28,600	28,600	5,775	28,600	0.00%
01021552 - 53410 Software / Hardware Support	2,818	0	0	0	2,804	2,500	0.00%
01021552 - 54110 Water / Sewerage	325	1,249	1,000	1,000	465	1,000	0.00%
01021552 - 54210 Solid Waste	3,371	4,305	4,000	4,000	2,324	4,000	0.00%
01021552 - 54230 Custodial Services/Supplies	11,992	8,298	12,010	12,010	6,425	12,010	0.00%
01021552 - 54300 Repair/Maintenance Services	2,224	833	4,000	4,000	645	4,000	0.00%
01021552 - 54410 Buildings / Land Rental	4,397	4,844	4,400	4,400	0	4,400	0.00%
01021552 - 55310 Telephone / Fax/TV	7,406	17,674	6,500	6,500	25,217	36,000	453.80%
01021552 - 55330 Radio	12,264	2,848	4,000	4,000	23,620	4,000	0.00%
01021552 - 55390 Other Communications / Cable	0	489	0	0	413	0	0.00%
01021552 - 55901 Advertising	0	225	350	350	13	350	0.00%
01021552 - 55902 Printing and Binding	0	283	1,000	1,000	0	1,000	0.00%
01021552 - 55903 Travel and Related Costs	22,575	14,183	25,000	25,000	1,974	48,500	94.00%
01021552 - 55905 Postal Services	279	104	600	600	15	600	0.00%
01021552 - 55906 Membership Dues	579	1,776	1,750	1,750	100	1,750	0.00%
01021552 - 55908 Employee Moving Costs	5,074	1,698	10,000	10,000	0	10,000	0.00%
01021552 - 55911 Recruitment Costs	382	4,269	4,000	4,000	128	4,000	0.00%
01021552 - 56100 General Supplies	74,310	117,500	57,520	78,445	72,903	57,520	0.00%
01021552 - 56101 Safety Related Items	6,162	11,842	14,000	14,000	7,254	15,000	7.10%
01021552 - 56120 Office Supplies	10,492	674	3,000	3,000	4,240	3,000	0.00%
01021552 - 56130 Machinery / Vehicle Parts	0	75,585	0	0	0	0	0.00%
01021552 - 56150 Computer Hardware / Software	7,575	19,021	1,500	1,500	6,737	1,500	0.00%
01021552 - 56160 Uniforms	26,673	6,234	45,000	64,847	31,644	21,500	(52.20%)
01021552 - 56220 Electricity	5,911	16,734	29,000	29,000	5,590	29,000	0.00%
01021552 - 56230 Propane	0	85	200	200	32	200	0.00%
01021552 - 56240 Heating Oil	8,497	16,455	20,000	20,000	5,967	20,000	0.00%
01021552 - 56260 Gasoline for Vehicles	2,753	3,704	3,500	3,500	3,717	4,000	14.30%
01021552 - 56270 Diesel for Equipment	2,009	2,091	2,250	2,250	1,694	2,500	11.10%
01021552 - 56310 Food/Bev/Related for Programs	706	461	1,200	1,200	0	1,200	0.00%
01021552 - 56320 Business Meals	52	1,387	200	200	0	2,000	900.00%
01021552 - 56330 Food/Bev/Related Emp Apprctn	6,358	10,656	17,450	17,450	8,312	17,450	0.00%
01021552 - 56400 Books and Periodicals	3,119	1,960	1,750	1,750	0	1,750	0.00%
Total Operating Expenses	257,998	368,226	328,380	369,152	229,978	374,930	14.18%
01021553 - 57400 Machinery and Equipment	2,300	353,123	0	57,871	23,497	0	0.00%
Total Capital Outlay	2,300	353,123	0	57,871	23,497	0	0.00%
Total Fire and Emergency Services	1,522,156	1,337,913	1,524,112	1,622,755	1,028,964	1,626,728	6.73%

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	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Works							
DPW Admin & Engineering							
01022051 - 51100 Salaries and Wages	305,046	267,697	331,165	331,165	256,246	330,167	(0.30%)
01022051 - 51200 Temporary Employees	1,035	0	0	0	341	0	0.00%
01022051 - 51300 Overtime	19	0	501	501	0	750	49.70%
01022051 - 52100 Health Insurance Benefit	95,546	74,465	111,648	111,648	68,912	117,225	5.00%
01022051 - 52200 FICA & Medicare Emplr Match	23,452	20,476	25,040	25,040	19,496	25,168	0.50%
01022051 - 52300 PERS Employer Contribution	68,037	70,307	90,440	90,440	52,519	98,232	8.60%
01022051 - 52400 Unemployment Insurance	1,485	1,411	1,497	1,497	1,218	1,635	9.20%
01022051 - 52500 Workers Compensation	3,824	3,981	6,518	6,518	3,543	6,928	6.30%
01022051 - 52900 Other Employee Benefits	873	653	1,229	1,229	576	1,117	(9.10%)
Total Personnel Expenses	499,316	438,990	568,038	568,038	402,852	581,222	2.32%
01022052 - 53230 Legal Services	1,686	1,612	1,000	1,000	2,846	1,000	0.00%
01022052 - 53240 Engineering/Architectural Svs	19,606	24,145	75,000	75,000	3,737	75,000	0.00%
01022052 - 53260 Training Services	3,553	1,158	7,000	7,000	3,871	7,000	0.00%
01022052 - 53300 Other Professional Svs	609	1,336	1,000	1,000	420	1,000	0.00%
01022052 - 53430 Survey Services	0	0	5,000	5,000	0	5,000	0.00%
01022052 - 54110 Water / Sewerage	1,881	1,889	1,000	1,000	1,567	1,500	50.00%
01022052 - 54210 Solid Waste	3,030	3,515	2,600	2,600	3,130	2,600	0.00%
01022052 - 54230 Custodial Services/Supplies	12,129	12,336	14,000	14,000	9,987	13,650	(2.50%)
01022052 - 54300 Repair/Maintenance Services	2,126	1,527	5,900	5,900	2,274	5,900	0.00%
01022052 - 54410 Buildings / Land Rental	38	0	0	0	0	0	0.00%
01022052 - 55310 Telephone / Fax/TV	8,688	9,689	5,000	5,000	7,785	10,000	100.00%
01022052 - 55320 Network / Internet	0	0	4,000	4,000	0	0	(100.00%)
01022052 - 55901 Advertising	888	254	300	300	0	300	0.00%
01022052 - 55903 Travel and Related Costs	7,240	9,848	15,000	15,000	0	18,000	20.00%
01022052 - 55905 Postal Services	450	1,350	1,100	1,100	330	1,100	0.00%
01022052 - 55906 Membership Dues	196	1,604	1,500	1,500	353	1,500	0.00%
01022052 - 56100 General Supplies	10,556	31,995	7,250	17,554	21,147	7,250	0.00%
01022052 - 56101 Safety Related Items	2,211	3,325	2,000	2,000	425	2,000	0.00%
01022052 - 56120 Office Supplies	5,206	5,001	9,000	9,000	4,442	8,025	(10.80%)
01022052 - 56150 Computer Hardware / Software	0	6,258	1,000	1,000	36	1,000	0.00%
01022052 - 56220 Electricity	33,557	23,843	28,000	28,000	22,851	28,000	0.00%
01022052 - 56240 Heating Oil	43,667	38,680	40,000	40,000	21,051	41,200	3.00%
01022052 - 56260 Gasoline for Vehicles	2,903	1,375	3,000	3,000	460	2,400	(20.00%)
01022052 - 56320 Business Meals	0	0	300	300	0	300	0.00%
01022052 - 56330 Food/Bev/Related Emp Apprctn	7,370	5,884	4,500	4,500	3,031	4,500	0.00%
01022052 - 56400 Books and Periodicals	447	1,529	2,500	2,500	0	1,000	(60.00%)
Total Operating Expenses	168,035	188,151	236,950	247,254	109,743	239,225	0.96%
01022053 - 57400 Machinery and Equipment	32,560	0	45,000	45,000	37,047	0	(100.00%)
Total Capital Outlay	32,560	0	45,000	45,000	37,047	0	(100.00%)
Total DPW Admin & Engineering	699,910	627,141	849,988	860,292	549,642	820,447	(3.48%)

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
Public Works		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Streets and Roads								
01022251 - 51100	Salaries and Wages	883,418	816,126	952,725	952,725	723,613	902,967	(5.20%)
01022251 - 51200	Temporary Employees	34,677	33,465	36,088	36,088	0	36,088	0.00%
01022251 - 51300	Overtime	50,641	59,321	45,000	45,000	85,125	45,000	0.00%
01022251 - 52100	Health Insurance Benefit	261,273	184,774	297,730	297,730	181,366	312,600	5.00%
01022251 - 52200	FICA & Medicare Emplr Match	74,085	69,499	79,088	79,088	61,868	75,280	(4.80%)
01022251 - 52300	PERS Employer Contribution	234,653	231,195	278,107	278,107	167,756	284,644	2.40%
01022251 - 52400	Unemployment Insurance	4,379	3,328	4,351	4,351	3,500	4,721	8.50%
01022251 - 52500	Workers Compensation	27,323	32,072	39,878	39,878	26,154	42,381	6.30%
01022251 - 52900	Other Employee Benefits	4,719	4,106	6,349	6,349	3,596	6,259	(1.40%)
Total Personnel Expenses		1,575,168	1,433,886	1,739,316	1,739,316	1,252,979	1,709,940	(1.69%)
01022252 - 53260	Training Services	1,631	1,924	1,000	1,000	0	2,000	100.00%
01022252 - 53300	Other Professional Svcs	3,534	3,322	4,000	4,000	4,045	3,500	(12.50%)
01022252 - 53430	Survey Services	0	9,388	3,000	0	0	3,000	0.00%
01022252 - 54210	Solid Waste	8,014	5,678	3,000	3,000	4,080	3,000	0.00%
01022252 - 54220	Snow Plowing	0	0	0	62,000	51,898	60,000	0.00%
01022252 - 54300	Repair/Maintenance Services	17,550	4,500	4,000	0	19,925	5,000	25.00%
01022252 - 54420	Equipment Rental	0	2,500	7,000	0	0	5,000	(28.60%)
01022252 - 54500	Construction Services	0	0	10,000	0	0	5,000	(50.00%)
01022252 - 55310	Telephone / Fax/TV	667	719	1,400	1,400	997	1,400	0.00%
01022252 - 55330	Radio	0	0	2,000	0	0	1,700	(15.00%)
01022252 - 55903	Travel and Related Costs	4,431	4,069	4,000	4,000	0	5,000	25.00%
01022252 - 55907	Permit Fees	650	650	2,500	2,500	650	2,500	0.00%
01022252 - 56100	General Supplies	185,284	222,084	170,000	140,175	92,035	156,500	(7.90%)
01022252 - 56101	Safety Related Items	13,910	5,495	11,000	11,000	3,931	6,000	(45.50%)
01022252 - 56110	Sand / Gravel / Rock	352,234	273,915	217,500	217,500	216,077	217,500	0.00%
01022252 - 56120	Office Supplies	673	1,088	500	500	128	500	0.00%
01022252 - 56150	Computer Hardware / Software	1,210	0	0	0	0	0	0.00%
01022252 - 56220	Electricity (streets lights)	56,221	69,174	55,000	55,000	66,588	55,000	0.00%
01022252 - 56230	Propane	1,117	472	1,200	1,200	330	1,000	(16.70%)
01022252 - 56260	Gasoline for Vehicles	7,728	5,836	9,500	9,500	4,390	9,500	0.00%
01022252 - 56270	Diesel for Equipment	76,301	55,596	95,045	95,045	37,628	75,000	(21.10%)
01022252 - 56330	Food/Bev/Related Emp Apprctn	0	0	0	0	620	0	0.00%
Total Operating Expenses		731,156	666,411	601,645	607,820	503,321	618,100	2.74%
01022253 - 57400	Machinery and Equipment	216,813	845,776	40,000	40,000	34,987	459,187	1048.00%
Total Capital Outlay		216,813	845,776	40,000	40,000	34,987	459,187	1047.97%
Total Streets and Roads		2,523,137	2,946,073	2,380,961	2,387,136	1,791,287	2,787,227	17.06%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Public Works								
Receiving and Supply								
01022351 - 51100	Salaries and Wages	140,415	132,756	155,506	155,506	114,715	159,701	2.70%
01022351 - 51300	Overtime	1,578	3,140	2,563	2,563	11,795	3,150	22.90%
01022351 - 52100	Health Insurance Benefit	51,252	38,378	61,033	61,033	32,511	64,080	5.00%
01022351 - 52200	FICA & Medicare Emplr Match	11,903	10,386	12,090	12,090	9,678	12,457	3.00%
01022351 - 52300	PERS Employer Contribution	33,528	36,320	42,715	42,715	24,482	47,300	10.70%
01022351 - 52400	Unemployment Insurance	814	679	816	816	621	894	9.60%
01022351 - 52500	Workers Compensation	4,091	4,902	7,470	7,470	3,554	7,940	6.30%
01022351 - 52900	Other Employee Benefits	1,075	982	1,340	1,340	770	1,303	(2.80%)
Total Personnel Expenses		244,657	227,543	283,533	283,533	198,127	296,825	4.69%
01022352 - 53260	Training Services	612	0	1,200	1,200	0	1,200	0.00%
01022352 - 53300	Other Professional Svcs	575	1,006	700	700	(37)	700	0.00%
01022352 - 54300	Repair/Maintenance Services	0	0	700	700	0	700	0.00%
01022352 - 54420	Equipment Rental	1,212	1,212	1,250	1,250	1,212	1,250	0.00%
01022352 - 55310	Telephone / Fax/TV	866	846	1,000	1,000	526	1,000	0.00%
01022352 - 55903	Travel and Related Costs	0	0	1,000	1,000	0	1,000	0.00%
01022352 - 56100	General Supplies	559	2,029	2,100	2,100	801	1,800	(14.30%)
01022352 - 56101	Safety Related Items	247	692	700	700	107	700	0.00%
01022352 - 56120	Office Supplies	1,818	2,450	2,100	2,222	1,450	2,100	0.00%
01022352 - 56260	Gasoline for Vehicles	1,469	1,379	1,800	1,800	1,010	1,300	(27.80%)
01022352 - 56270	Diesel for Equipment	197	113	600	600	72	600	0.00%
Total Operating Expenses		7,555	9,726	13,150	13,272	5,142	12,350	(6.08%)
Total Receiving and Supply		252,211	237,269	296,683	296,805	203,269	309,175	4.21%

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		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Works								
Veh & Equip Maintenance								
01022851 - 51100	Salaries and Wages	410,456	385,164	429,518	429,518	375,844	431,408	0.40%
01022851 - 51200	Temporary Employees	1,415	73	0	0	0	0	0.00%
01022851 - 51300	Overtime	10,601	6,581	16,185	16,185	9,743	15,422	(4.70%)
01022851 - 52100	Health Insurance Benefit	125,410	101,664	138,014	138,014	92,170	144,607	4.80%
01022851 - 52200	FICA & Medicare Emplr Match	32,319	29,955	34,097	34,097	29,497	34,180	0.20%
01022851 - 52300	PERS Employer Contribution	101,610	106,293	121,117	121,117	79,956	132,070	9.00%
01022851 - 52400	Unemployment Insurance	2,137	1,765	1,848	1,848	1,773	2,010	8.80%
01022851 - 52500	Workers Compensation	9,706	12,229	15,557	15,557	10,212	16,534	6.30%
01022851 - 52900	Other Employee Benefits	2,354	2,036	2,881	2,881	1,616	2,822	(2.00%)
Total Personnel Expenses		696,008	645,758	759,217	759,217	600,810	779,053	2.61%
01022852 - 53260	Training Services	1,020	1,052	3,000	3,000	0	5,000	66.70%
01022852 - 53300	Other Professional Svcs	5,329	4,863	5,700	5,700	3,392	5,900	3.50%
01022852 - 54210	Solid Waste	15,183	13,413	15,000	15,000	6,257	15,000	0.00%
01022852 - 54300	Repair/Maintenance Services	1,683	1,269	14,000	32,900	15,043	10,000	(28.60%)
01022852 - 54420	Equipment Rental	4,835	0	0	0	0	0	0.00%
01022852 - 55310	Telephone / Fax/TV	96	138	1,500	1,500	844	1,500	0.00%
01022852 - 55903	Travel and Related Costs	0	1,598	3,000	3,000	0	5,000	66.70%
01022852 - 56100	General Supplies	49,446	62,214	80,000	98,075	100,504	80,000	0.00%
01022852 - 56101	Safety Related Items	8,308	5,800	7,100	7,100	6,184	7,100	0.00%
01022852 - 56120	Office Supplies	541	396	0	0	274	400	0.00%
01022852 - 56130	Machinery / Vehicle Parts	174,803	155,518	287,400	305,899	227,743	287,400	0.00%
01022852 - 56150	Computer Hardware / Software	8,617	5,347	6,545	6,545	5,725	5,364	(18.00%)
01022852 - 56230	Propane	646	278	750	750	172	750	0.00%
01022852 - 56260	Gasoline for Vehicles	3,456	3,818	3,000	3,000	2,595	3,000	0.00%
Total Operating Expenses		273,962	255,706	426,995	482,469	368,733	426,414	(0.14%)
01022853 - 57400	Machinery and Equipment	0	39,086	0	0	0	0	0.00%
Total Capital Outlay		0	39,086	0	0	0	0	0.00%
Total Veh & Equip Maintenance		969,971	940,549	1,186,212	1,241,686	969,544	1,205,467	1.62%

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		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Public Works								
Facilities Maintenance								
01022951 - 51100	Salaries and Wages	406,363	469,366	462,997	462,997	397,000	486,321	5.00%
01022951 - 51200	Temporary Employees	28,715	28,710	40,459	40,459	27,090	20,748	(48.70%)
01022951 - 51300	Overtime	23,433	21,097	13,730	13,730	12,459	22,690	65.30%
01022951 - 52100	Health Insurance Benefit	128,683	123,266	149,956	149,956	100,538	157,161	4.80%
01022951 - 52200	FICA & Medicare Emplr Match	35,076	39,692	39,576	39,576	33,397	40,528	2.40%
01022951 - 52300	PERS Employer Contribution	106,316	131,261	128,389	128,389	84,837	143,589	11.80%
01022951 - 52400	Unemployment Insurance	2,461	2,392	2,411	2,411	2,062	2,598	7.80%
01022951 - 52500	Workers Compensation	15,096	21,283	21,772	21,772	16,568	23,138	6.30%
01022951 - 52900	Other Employee Benefits	3,002	3,101	3,733	3,733	2,353	3,659	(2.00%)
Total Personnel Expenses		749,145	840,168	863,023	863,023	676,305	900,432	4.33%
01022952 - 53240	Engineering/Architectural Svs	0	0	0	0	0	3,000	0.00%
01022952 - 53260	Training Services	4,164	1,934	7,000	7,000	0	17,000	142.90%
01022952 - 53300	Other Professional Svs	10,236	39,778	8,100	8,100	5,581	9,000	11.10%
01022952 - 53420	Sampling / Testing	0	0	0	0	0	1,000	0.00%
01022952 - 53490	Other Technical Services	10,102	0	9,900	9,900	0	7,100	(28.30%)
01022952 - 54210	Solid Waste	529	784	6,285	6,285	601	6,285	0.00%
01022952 - 54300	Repair/Maintenance Services	503,329	98,270	164,500	166,995	138,334	120,100	(27.00%)
01022952 - 54420	Equipment Rental	52	0	0	0	0	0	0.00%
01022952 - 54500	Construction Services	0	0	10,000	10,000	0	15,000	50.00%
01022952 - 55310	Telephone / Fax/TV	2,409	2,021	5,000	5,000	1,484	5,000	0.00%
01022952 - 55903	Travel and Related Costs	7,562	11,953	18,200	18,200	827	20,000	9.90%
01022952 - 55906	Membership Dues	202	208	0	0	336	544	0.00%
01022952 - 56100	General Supplies	56,430	58,402	53,000	54,486	56,170	41,704	(21.30%)
01022952 - 56101	Safety Related Items	10,187	8,862	12,320	12,320	10,125	12,320	0.00%
01022952 - 56120	Office Supplies	1,139	1,372	550	550	954	550	0.00%
01022952 - 56140	Facility Maintenance Supplies	52,388	96,988	69,700	74,762	74,102	93,700	34.40%
01022952 - 56150	Computer Hardware / Software	385	1,988	2,000	2,000	0	14,000	600.00%
01022952 - 56220	Electricity	3,337	2,687	2,700	2,700	2,843	2,800	3.70%
01022952 - 56230	Propane	477	729	500	500	1,092	550	10.00%
01022952 - 56260	Gasoline for Vehicles	8,704	7,858	7,725	7,725	4,672	8,000	3.60%
01022952 - 56270	Diesel for Equipment	13	19	0	0	33	1,000	0.00%
01022952 - 56400	Books and Periodicals	55	0	500	500	0	500	0.00%
Total Operating Expenses		671,700	333,851	377,980	387,023	297,153	379,153	0.31%
01022953 - 57400	Machinery and Equipment	0	108,675	26,500	26,500	26,400	0	(100.00%)
Total Capital Outlay		0	108,675	26,500	26,500	26,400	0	(100.00%)
Total Facilities Maintenance		1,420,845	1,282,694	1,267,503	1,276,546	999,858	1,279,585	0.95%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Parks, Culture & Recreation								
PCR Administration								
01023151 - 51100	Salaries and Wages	122,599	120,866	130,201	130,201	106,609	134,047	3.00%
01023151 - 52100	Health Insurance Benefit	28,522	20,946	29,773	29,773	18,485	31,260	5.00%
01023151 - 52200	FICA & Medicare Emplr Match	9,400	9,260	9,960	9,960	8,173	10,255	3.00%
01023151 - 52300	PERS Employer Contribution	29,529	33,653	36,691	36,691	22,706	40,737	11.00%
01023151 - 52400	Unemployment Insurance	434	382	399	399	390	436	9.30%
01023151 - 52500	Workers Compensation	364	320	473	473	274	504	6.60%
01023151 - 52900	Other Employee Benefits	49	49	49	49	40	40	(18.40%)
Total Personnel Expenses		190,896	185,476	207,546	207,546	156,677	217,279	4.69%
01023152 - 53260	Training Services	1,128	1,727	1,400	1,400	0	1,400	0.00%
01023152 - 53300	Other Professional Svcs	2,199	1,230	8,000	8,000	140	8,000	0.00%
01023152 - 55310	Telephone / Fax/TV	6,659	6,132	8,000	8,000	5,040	8,000	0.00%
01023152 - 55901	Advertising	378	1,500	1,000	1,000	1,500	1,000	0.00%
01023152 - 55902	Printing and Binding	6,055	4,642	8,500	8,500	0	8,500	0.00%
01023152 - 55903	Travel and Related Costs	10,426	10,692	13,000	13,000	728	13,000	0.00%
01023152 - 55906	Membership Dues	850	1,182	1,500	1,500	875	1,500	0.00%
01023152 - 55907	Permit Fees	0	0	0	0	0	800	0.00%
01023152 - 56100	General Supplies	37	137	0	0	0	0	0.00%
01023152 - 56101	Safety Related Items	17	0	0	0	298	0	0.00%
01023152 - 56120	Office Supplies	25	0	50	50	0	50	0.00%
01023152 - 56260	Gasoline for Vehicles	1,555	1,503	2,500	2,500	943	2,500	0.00%
01023152 - 56320	Business Meals	198	0	150	150	0	150	0.00%
01023152 - 56330	Food/Bev/Related Emp Apprctn	3,941	4,833	3,500	3,500	1,674	3,500	0.00%
Total Operating Expenses		33,468	33,579	47,600	47,600	11,198	48,400	1.68%
Total PCR Administration		224,365	219,055	255,146	255,146	167,875	265,679	4.13%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Parks, Culture & Recreation								
Recreation Programs								
01023251 - 51100	Salaries and Wages	254,683	261,587	317,377	317,377	256,552	328,210	3.40%
01023251 - 51200	Temporary Employees	16,668	28,807	30,000	30,000	12,150	30,000	0.00%
01023251 - 51300	Overtime	23,919	11,421	22,000	22,000	10,026	22,000	0.00%
01023251 - 52100	Health Insurance Benefit	118,349	96,076	148,865	148,865	88,041	156,300	5.00%
01023251 - 52200	FICA & Medicare Emplr Match	22,588	23,081	27,683	27,683	21,410	29,087	5.10%
01023251 - 52300	PERS Employer Contribution	69,891	73,201	92,693	92,693	49,368	101,868	9.90%
01023251 - 52400	Unemployment Insurance	2,082	2,002	2,244	2,244	1,860	2,480	10.50%
01023251 - 52500	Workers Compensation	3,244	3,645	5,864	5,864	3,136	6,233	6.30%
01023251 - 52900	Other Employee Benefits	147	147	245	245	160	200	(18.40%)
Total Personnel Expenses		511,571	499,967	646,971	646,971	442,703	676,378	4.55%
01023252 - 53260	Training Services	1,492	1,328	2,000	2,000	0	2,000	0.00%
01023252 - 53300	Other Professional Svcs	27,580	15,305	20,340	20,340	1,419	20,340	0.00%
01023252 - 55903	Travel and Related Costs	24,724	3,625	21,000	21,000	0	21,000	0.00%
01023252 - 55908	Employee Moving Costs	1,503	0	0	0	1,142	0	0.00%
01023252 - 56100	General Supplies	55,923	60,335	65,000	66,238	34,141	65,000	0.00%
01023252 - 56101	Safety Related Items	0	236	200	200	0	200	0.00%
01023252 - 56120	Office Supplies	0	0	0	0	249	0	0.00%
01023252 - 56150	Computer Hardware / Software	173	174	180	180	3,011	180	0.00%
01023252 - 56310	Food / Bev & Related for Progs	17,579	15,811	19,500	19,615	4,945	19,500	0.00%
01023252 - 56330	Food/Bev/Related Emp Apprctn	468	418	200	200	742	200	0.00%
Total Operating Expenses		129,440	97,232	128,420	129,774	45,649	128,420	0.00%
Total Recreation Programs		641,010	597,199	775,391	776,745	488,352	804,798	3.79%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Parks, Culture & Recreation								
Community Center Operations								
01023351 - 51100	Salaries and Wages	278,551	274,279	344,742	344,742	261,804	359,672	4.30%
01023351 - 51300	Overtime	4,939	7,975	20,000	20,000	3,206	20,000	0.00%
01023351 - 52100	Health Insurance Benefit	115,529	93,931	148,865	148,865	89,232	156,300	5.00%
01023351 - 52200	FICA & Medicare Emplr Match	21,917	21,581	28,476	28,476	20,273	29,044	2.00%
01023351 - 52300	PERS Employer Contribution	56,384	63,602	78,746	78,746	41,355	85,504	8.60%
01023351 - 52400	Unemployment Insurance	2,469	2,386	2,896	2,896	2,108	3,055	5.50%
01023351 - 52500	Workers Compensation	633	727	1,287	1,287	584	1,369	6.40%
01023351 - 52900	Other Employee Benefits	196	196	245	245	200	200	(18.40%)
Total Personnel Expenses		480,619	464,676	625,257	625,257	418,762	655,144	4.78%
01023352 - 53260	Training Services	239	748	1,000	1,000	375	1,000	0.00%
01023352 - 53300	Other Professional Svcs	16,984	110	1,000	7,416	4,874	1,000	0.00%
01023352 - 54110	Water / Sewerage	6,815	8,837	15,600	15,600	3,542	15,600	0.00%
01023352 - 54210	Solid Waste	8,771	7,486	13,600	13,600	6,359	13,600	0.00%
01023352 - 54230	Custodial Services/Supplies	68,131	66,886	74,000	74,155	48,848	74,000	0.00%
01023352 - 54300	Repair/Maintenance Services	2,780	8,005	3,500	3,500	379	3,500	0.00%
01023352 - 54410	Buildings / Land Rental	4,147	3,240	4,200	4,200	3,924	4,200	0.00%
01023352 - 55310	Telephone / Fax/TV	9,851	11,888	10,000	10,000	10,749	10,000	0.00%
01023352 - 55903	Travel and Related Costs	2,351	8,602	8,500	8,500	0	8,500	0.00%
01023352 - 55904	Banking / Credit Card Fees	7,069	5,830	7,000	7,000	2,986	7,000	0.00%
01023352 - 55905	Postal Services	(137)	50	90	90	200	90	0.00%
01023352 - 55907	Permit Fees	1,202	380	1,500	1,500	380	1,500	0.00%
01023352 - 56100	General Supplies	25,380	20,304	56,500	91,198	49,489	48,000	(15.00%)
01023352 - 56101	Safety Related Items	0	0	3,500	3,500	798	3,500	0.00%
01023352 - 56120	Office Supplies	8,726	3,666	6,000	6,020	6,213	6,000	0.00%
01023352 - 56150	Computer Hardware / Software	891	172	0	0	897	1,000	0.00%
01023352 - 56160	Uniforms	1,213	2,112	0	0	0	1,000	0.00%
01023352 - 56220	Electricity	82,373	62,549	75,000	75,000	57,603	75,000	0.00%
01023352 - 56240	Heating Oil	58,735	56,835	70,000	70,000	42,107	70,000	0.00%
01023352 - 56330	Food/Bev/Related Emp Apprctn	0	0	200	200	110	200	0.00%
01023352 - 56450	Grants (Supplies)	424	0	0	0	0	0	0.00%
Total Operating Expenses		305,947	267,699	351,190	392,479	239,832	344,690	(1.85%)
01023353 - 57300	Improvements & Infrastructure	31,422	0	0	39,737	53,499	50,000	0.00%
Total Capital Outlay		31,422	0	0	39,737	53,499	50,000	0.00%
Total Community Center Operations		817,988	732,375	976,447	1,057,473	712,092	1,049,834	7.52%

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		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Parks, Culture & Recreation								
Library								
01023451 - 51100	Salaries and Wages	277,498	277,295	315,724	315,724	257,068	344,188	9.00%
01023451 - 51200	Temporary Employees	1,998	9,473	10,530	10,530	5,928	10,530	0.00%
01023451 - 51300	Overtime	4,420	2,818	8,000	8,000	2,054	8,000	0.00%
01023451 - 52100	Health Insurance Benefit	104,365	84,915	119,092	119,092	72,257	125,040	5.00%
01023451 - 52200	FICA & Medicare Emplr Match	21,728	22,144	25,569	25,569	20,276	27,748	8.50%
01023451 - 52300	PERS Employer Contribution	57,750	63,626	74,936	74,936	45,040	82,783	10.50%
01023451 - 52400	Unemployment Insurance	2,142	2,079	2,241	2,241	1,783	2,402	7.20%
01023451 - 52500	Workers Compensation	631	750	1,108	1,108	609	1,179	6.40%
01023451 - 52900	Other Employee Benefits	196	196	196	196	160	160	(18.40%)
Total Personnel Expenses		470,728	463,296	557,396	557,396	405,176	602,030	8.01%
01023452 - 53260	Training Services	888	0	1,800	1,800	1,399	1,600	(11.10%)
01023452 - 53300	Other Professional Svcs	150	1,061	600	600	0	600	0.00%
01023452 - 54110	Water / Sewerage	1,526	1,670	1,920	1,920	873	1,920	0.00%
01023452 - 54210	Solid Waste	4,018	4,297	4,900	4,900	3,600	4,900	0.00%
01023452 - 54230	Custodial Services/Supplies	35,967	35,059	37,000	37,000	28,959	37,000	0.00%
01023452 - 54300	Repair/Maintenance Services	0	986	1,500	1,500	1,313	1,500	0.00%
01023452 - 55310	Telephone / Fax/TV	2,913	2,977	3,500	3,500	2,539	3,500	0.00%
01023452 - 55320	Network / Internet	4,800	4,800	7,400	7,400	6,000	7,400	0.00%
01023452 - 55902	Printing and Binding	0	0	500	500	0	500	0.00%
01023452 - 55903	Travel and Related Costs	5,724	439	12,450	12,450	0	10,500	(15.70%)
01023452 - 55905	Postal Services	(3,945)	3,486	3,350	3,350	2,040	3,350	0.00%
01023452 - 55906	Membership Dues	655	802	1,500	1,500	625	1,500	0.00%
01023452 - 55907	Permit Fees	909	439	450	450	439	500	11.10%
01023452 - 56100	General Supplies	13,363	7,649	14,000	14,065	10,034	14,000	0.00%
01023452 - 56101	Safety Related Items	0	155	2,500	2,500	1,167	500	(80.00%)
01023452 - 56120	Office Supplies	6,699	2,470	8,500	11,465	8,982	8,500	0.00%
01023452 - 56150	Computer Hardware / Software	384	524	3,000	3,000	6,023	3,000	0.00%
01023452 - 56220	Electricity	30,818	19,285	30,000	30,000	17,703	30,000	0.00%
01023452 - 56240	Heating Oil	14,833	16,044	15,400	15,400	11,575	15,400	0.00%
01023452 - 56310	Food/Bev/Related for Programs	1,758	553	2,000	2,000	0	2,000	0.00%
01023452 - 56330	Food/Bev/Related Emp Apprctn	595	52	500	500	0	500	0.00%
01023452 - 56400	Books and Periodicals	52,176	43,611	62,620	70,637	38,203	66,720	6.50%
01023452 - 56451	Grants - Telecommunications	74,948	74,948	112,600	112,600	88,800	106,560	(5.40%)
01023452 - 56452	Grants-Circulating Materials	13,000	13,000	13,000	13,000	12,436	13,000	0.00%
01023452 - 56453	Grants-Travel	2,218	1,060	3,700	3,700	0	3,700	0.00%
Total Operating Expenses		264,398	235,368	344,690	355,736	242,710	338,650	(1.75%)
Total Library		735,127	698,663	902,086	913,132	647,886	940,680	4.28%

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			FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
			Actual	Actual	Original	Revised	YTD	Budget	Original
					Budget	Budget			Budget
Parks, Culture & Recreation									
Aquatics Center									
01023551 - 51100	Salaries and Wages		218,762	206,834	239,865	239,865	195,736	246,245	2.70%
01023551 - 51200	Temporary employees		700	1,088	0	0	1,407	0	0.00%
01023551 - 51300	Overtime		6,592	5,995	5,000	5,000	3,639	2,500	(50.00%)
01023551 - 52100	Health Insurance Benefit		52,066	55,755	89,319	89,319	51,776	93,780	5.00%
01023551 - 52200	FICA & Medicare Emplr Match		17,293	16,363	18,732	18,732	15,360	19,026	1.60%
01023551 - 52300	PERS Employer Contribution		28,335	37,596	47,182	47,182	27,431	52,059	10.30%
01023551 - 52400	Unemployment Insurance		2,008	1,856	1,937	1,937	1,574	2,046	5.60%
01023551 - 52500	Workers Compensation		7,183	8,896	12,393	12,393	7,424	13,171	6.30%
01023551 - 52900	Other employee benefits		49	98	147	147	120	120	(18.40%)
Total Personnel Expenses			332,989	334,481	414,575	414,575	304,467	428,947	3.47%
01023552 - 53260	Training Services		6,882	3,049	7,000	7,000	2,330	7,000	0.00%
01023552 - 53300	Other Professional Svcs		807	1,870	3,500	3,500	4,072	3,500	0.00%
01023552 - 53420	Sampling / Testing		600	0	600	600	0	600	0.00%
01023552 - 54210	Solid Waste		27	28	0	0	28	0	0.00%
01023552 - 54230	Custodial Services/Supplies		1,203	1,759	1,600	1,600	2,220	1,600	0.00%
01023552 - 55310	Telephone and Fax/TV		966	932	1,200	1,200	795	1,200	0.00%
01023552 - 55903	Travel and Related Costs		0	0	8,000	8,000	0	8,000	0.00%
01023552 - 55906	Membership dues		0	0	500	500	0	500	0.00%
01023552 - 56100	General supplies		28,476	26,935	28,000	48,158	49,642	26,000	(7.10%)
01023552 - 56101	Safety Related Items		2,381	480	1,500	1,500	623	1,500	0.00%
01023552 - 56115	Chemicals		11,928	10,689	12,000	12,000	21,739	14,000	16.70%
01023552 - 56120	Office Supplies		1,753	1,835	1,800	1,800	667	1,800	0.00%
01023552 - 56150	Computer Hardware / Software		1,115	1,164	2,000	2,000	134	2,000	0.00%
01023552 - 56160	Uniforms		873	1,088	1,500	1,500	792	1,500	0.00%
01023552 - 56310	Food/Bev/Related for Programs		2,926	2,112	3,000	3,000	365	3,000	0.00%
01023552 - 56330	Food/Bev/Related Emp Apprctn		365	792	800	800	691	800	0.00%
Total Operating Expenses			60,303	52,733	73,000	93,158	84,098	73,000	0.00%
Total Aquatics Center			393,292	387,213	487,575	507,733	388,565	501,947	2.95%

City of Unalaska
FY2022 General Fund Budget Detail
Expenditures
Draft as of 3/31/2021

		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Parks, Culture & Recreation								
Parks								
01023652 - 54110	Water / Sewerage	13,469	9,264	9,500	9,500	11,342	9,500	0.00%
01023652 - 54210	Solid Waste	2,106	1,993	2,100	2,100	1,709	2,100	0.00%
01023652 - 54410	Buildings/Land Rental	18,500	19,500	18,500	18,500	20,500	21,500	16.20%
01023652 - 56100	General Supplies	2,890	3,003	3,400	5,376	5,596	3,400	0.00%
01023652 - 56220	Electricity	3,136	2,035	6,000	6,000	1,493	6,000	0.00%
Total Operating Expenses		40,101	35,796	39,500	41,476	40,639	42,500	7.59%
Total Parks		40,101	35,796	39,500	41,476	40,639	42,500	7.59%

City of Unalaska
FY2022 General Fund Budget Detail
Expenditures
Draft as of 3/31/2021

		FY2019	FY2020	FY2021	FY2021	FY2021	Adopted	% Chg
Other Expenses		Actual	Actual	Original	Revised	YTD	Budget	Original
				Budget	Budget			Budget
Grants to Non-Profits								
01029154 - 58410	IFHS Medical Programs	500,000	0	0	0	0	0	0.00%
01029154 - 58420	IFHS Mental Health Programs	180,000	180,000	161,260	161,260	147,822	151,748	(5.90%)
01029154 - 58430	USAFV Domestic Violence Shelte	223,984	238,985	252,457	252,457	231,419	252,457	0.00%
01029154 - 58440	Unalaska Seniors	55,000	57,467	65,000	65,000	59,583	65,000	0.00%
01029154 - 58450	Unalaska Community Brdcstng	96,600	108,642	106,350	126,350	117,488	106,350	0.00%
01029154 - 58460	Museum of the Aleutians	308,146	317,813	317,813	347,813	321,329	317,813	0.00%
01029154 - 58470	Aleutians Arts Council	10,000	10,000	15,000	15,000	9,500	0	(100.00%)
01029154 - 58475	UAF Alaska Sea Grant	0	13,508	14,728	14,728	14,728	0	(100.00%)
01029154 - 58479	Qawalangin Culture Camp	0	0	24,000	24,000	0	39,000	62.50%
01029154 - 58480	Qawalangin Tribe/APIA	24,000	24,000	0	0	24,000	60,000	0.00%
01029154 - 58481	APIA	120,500	205,350	145,000	145,000	132,917	142,000	(2.10%)
01029154 - 58483	ROSSIA	50,000	100,000	0	0	0	0	0.00%
Total Other Expenses		1,568,230	1,255,764	1,101,608	1,151,608	1,058,784	1,134,368	2.97%
Total Grants to Non-Profits		1,568,230	1,255,764	1,101,608	1,151,608	1,058,784	1,134,368	2.97%

City of Unalaska
FY2022 General Fund Budget Detail
Expenditures
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Other Expenses	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Education							
01029254 - 58600 School Support	4,114,825	4,331,956	4,344,274	4,344,274	3,982,255	4,699,189	8.20%
Total Other Expenses	4,114,825	4,331,956	4,344,274	4,344,274	3,982,255	4,699,189	8.17%
Total Education	4,114,825	4,331,956	4,344,274	4,344,274	3,982,255	4,699,189	8.17%

City of Unalaska
FY2022 General Fund Budget Detail
Expenditures
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Other Expenses	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Debt Service							
01029354 - 59100 Interest Expense	48,313	7,700	0	0	0	0	0.00%
01029354 - 59200 Principal Payment	910,000	385,000	0	0	0	0	0.00%
Total Other Expenses	958,313	392,700	0	0	0	0	0.00%
Total Debt Service	958,313	392,700	0	0	0	0	0.00%

City of Unalaska
FY2022 General Fund Budget Detail
Expenditures
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	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
01029854 - 59920 Transfers To Govt Capt Project	2,578,047	9,980,668	1,104,658	1,604,658	1,604,658	1,896,013	71.60%
01029854 - 59930 Transfers To Enterprise Oper	0	158,000	0	0	0	0	0.00%
01029854 - 59940 Transfers To Enterpr Capt Proj	495,006	1,313,242	0	0	0	3,494,500	0.00%
Total Other Expenses	3,073,053	11,451,909	1,104,658	1,604,658	1,604,658	5,390,513	387.98%
Total Transfers Out	3,073,053	11,451,909	1,104,658	1,604,658	1,604,658	5,390,513	387.98%
General Fund Expenditures Total	29,156,731	35,633,462	29,092,071	29,957,647	22,203,231	34,794,007	16.14%

City of Unalaska
FY2022 Special Revenue Funds Budget Summary
Draft as of 3/31/2021

	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
1% Sales Tax Special Revenue							
REVENUES							
11010040 - 41310 1% Capital Sales tax	3,629,169	3,546,641	2,666,667	2,666,667	2,238,162	3,000,000	12.50%
11029954 - 49900 Appropriated Fund Balance	0	0	0	0	0	1,860,000	0.00%
Total Revenues	3,629,169	3,546,641	2,666,667	2,666,667	2,238,162	4,860,000	82.25%
EXPENDITURES							
11029954 - 59900 Transfers To General Fund	1,200,000	0	0	0	0	0	0.00%
11029954 - 59920 Transfers To Govt Capt Pro	0	3,201,662	862,135	862,135	862,135	1,000,000	15.99%
11029954 - 59930 Transfers To Proprietary O	1,148,633	1,042,870	1,009,265	1,009,265	1,009,265	0	(100.00)%
11029954 - 59940 Transfers To Enterpr Capt	0	0	0	0	0	3,860,000	0.00%
Total Expenditures	2,348,633	4,244,532	1,871,400	1,871,400	1,871,400	4,860,000	159.70%
1% Sales Tax Special Revenue Fund Net	1,280,536	(697,891)	795,267	795,267	366,762	0	

Bed Tax Special Revenue

REVENUES							
12010040 - 41420 City Bed Tax	155,026	166,311	125,000	125,000	58,369	125,000	0.00%
12010040 - 41942 City Bed Tax Penalty / Int	0	0	0	0	24	0	0.00%
12010049 - 49900 Appropriated Fund Balance	0	0	85,000	85,000	0	85,000	0.00%
Total Revenues	155,026	166,311	210,000	210,000	58,394	210,000	0.00%
EXPENDITURES							
12029154 - 58490 Unalaska CVB	200,000	200,000	210,000	210,000	192,500	210,000	0.00%
Total Expenditures	200,000	200,000	210,000	210,000	192,500	210,000	0.00%
Bed Tax Special Revenue Fund Net	(44,974)	(33,689)	0	0	(134,106)	0	

City of Unalaska
FY2022 Proprietary Funds Budget Summary
Draft as of 3/31/2021

	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Electric Proprietary							
REVENUES							
Intergovernmental	106,581	214,965	166,978	166,978	19,850	166,978	0.00%
Charges for Services	18,041,248	16,488,294	15,780,484	15,780,484	9,350,864	11,487,017	(27.21%)
Non-recurring Revenues	0	5,000	3,683,132	3,780,132	0	4,577,717	24.29%
Total Revenues	18,147,829	16,708,258	19,630,594	19,727,594	9,370,714	16,231,712	(20.94%)
EXPENDITURES							
Utility Administration	5,390,303	4,660,048	6,024,378	6,121,413	4,408,582	5,838,170	(3.09%)
Electric Production	10,375,945	9,646,241	9,995,690	10,006,537	6,113,907	8,212,923	(17.84%)
Electric Line Repair & Maint	848,879	934,448	1,348,509	1,520,472	599,169	1,265,930	(6.12%)
Transfers Out	1,095,640	3,134,692	2,052,338	2,052,338	2,052,338	715,000	(65.16%)
Veh & Equip Maintenance	55,380	35,494	64,393	64,919	21,327	65,990	2.48%
Facilities Maintenance	63,163	89,530	145,286	147,063	60,698	133,699	(7.98%)
Total Expenditures	17,829,310	18,500,454	19,630,594	19,912,743	13,256,021	16,231,712	(20.94%)
Electric Proprietary Fund Net	318,519	(1,792,196)	0	(185,150)	(3,885,307)	0	
Water Proprietary							
REVENUES							
Intergovernmental	13,868	63,753	80,745	80,745	0	80,745	0.00%
Charges for Services	2,704,108	2,623,908	2,610,839	2,610,839	2,228,873	2,482,312	(4.92%)
Non-recurring Revenues	0	4,300	993,058	1,160,088	0	2,998,957	201.99%
Total Revenues	2,717,976	2,691,961	3,684,642	3,851,672	2,228,873	5,562,014	33.75%
EXPENDITURES							
Utility Administration	1,716,321	1,716,816	1,824,339	1,824,375	1,377,636	1,851,066	1.46%
Water Operations	1,028,367	1,147,743	1,659,817	1,710,763	976,280	1,693,106	2.01%
Transfers Out	200,000	2,947,031	100,000	259,735	259,735	1,915,500	1815.50%
Veh & Equip Maintenance	26,240	26,226	39,850	39,850	20,067	40,786	2.35%
Facilities Maintenance	58,332	67,297	60,635	61,134	55,691	61,556	1.52%
Total Expenditures	3,029,261	5,905,113	3,684,641	3,895,857	2,689,408	5,562,014	33.75%
Water Proprietary Fund Net	(311,284)	(3,213,152)	0	(44,185)	(460,536)	0	
Wastewater Proprietary							
REVENUES							
Intergovernmental	12,080	53,818	40,462	40,462	0	40,462	0.00%
Charges for Services	2,441,712	2,465,585	2,607,950	2,607,950	1,980,590	2,412,344	(7.50%)
Assessments	63	0	0	0	0	0	0.00%
Non-recurring Revenues	0	0	1,090,941	1,151,767	0	1,892,018	73.43%
Total Revenues	2,453,855	2,519,404	3,739,353	3,800,179	1,980,590	4,344,824	13.94%
EXPENDITURES							
Utility Administration	1,931,220	1,907,226	2,031,168	2,031,204	1,452,313	2,056,035	1.22%
Wastewater Operations	1,510,856	1,578,097	2,626,295	2,733,167	1,251,965	2,149,606	(18.15%)
Transfers Out	669,477	0	0	0	0	43,000	0.00%
Veh & Equip Maintenance	16,760	22,878	29,960	29,960	12,470	30,691	2.44%
Facilities Maintenance	59,068	84,929	61,195	61,694	29,427	65,492	7.02%
Total Expenditures	4,187,381	3,593,130	4,748,618	4,856,025	2,746,174	4,344,824	(9.29%)
Transfers In	1,032,021	998,248	1,009,265	1,009,265	1,009,265	0	(100.00%)
Wastewater Proprietary Fund Net	(701,506)	(75,478)	0	(46,581)	243,680	0	

City of Unalaska
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Draft as of 3/31/2021

	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Solid Waste Proprietary							
REVENUES							
Intergovernmental	13,072	48,708	37,969	37,969	0	37,969	0.00%
Charges for Services	2,357,326	2,470,460	2,562,531	2,562,531	2,024,857	2,347,730	(8.38%)
Non-recurring Revenues	200	(7,375)	1,540,288	1,540,288	0	2,980,221	93.48%
Total Revenues	2,370,598	2,511,793	4,140,788	4,140,788	2,024,857	5,365,920	22.83%
EXPENDITURES							
Utility Administration	1,553,003	1,805,287	1,707,049	1,707,085	1,303,805	1,699,080	(0.47%)
Solid Waste Operations	1,458,419	1,462,471	2,102,980	2,156,345	827,242	2,244,539	6.73%
Transfers Out	0	(209,914)	100,000	100,000	100,000	1,171,100	1071.10%
Veh & Equip Maintenance	54,888	53,441	142,935	142,935	45,057	147,407	3.13%
Facilities Maintenance	90,502	46,611	87,824	88,323	55,808	103,795	18.19%
Total Expenditures	3,156,812	3,157,896	4,140,788	4,194,687	2,331,912	5,365,921	22.83%
Transfers In	116,612	44,622	0	0	0	0	0.00%
Solid Waste Proprietary Fund Net	(669,602)	(601,481)	0	(53,899)	(307,056)	0	
Ports & Harbors Proprietary							
REVENUES							
Intergovernmental	80,574	162,936	485,831	485,831	0	63,971	(86.83%)
Charges for Services	6,557,217	6,921,195	8,227,891	8,227,891	5,131,329	8,587,891	4.38%
Investment Income	51,807	29,728	0	0	0	0	0.00%
Non-recurring Revenues	0	0	2,086,149	2,111,149	0	7,402,629	254.85%
Total Revenues	6,689,598	7,113,859	10,799,871	10,824,871	5,131,329	16,054,491	32.73%
EXPENDITURES							
Harbor Office	6,194,870	6,584,090	8,124,639	8,124,639	5,223,571	7,299,689	(10.15%)
Unalaska Marine Center	1,001,789	1,026,380	1,095,318	1,095,321	801,422	1,087,207	(0.74%)
Spit & Light Cargo Docks	520,849	511,423	527,369	527,369	442,199	545,262	3.39%
Ports Security	27,617	24,621	73,339	73,339	6,007	68,855	(6.11%)
CEM Small Boat Harbor	677,712	664,836	689,532	689,532	565,938	701,825	1.78%
Bobby Storrs Small Boat Harbor	106,761	110,851	185,660	190,910	101,995	189,808	2.23%
Transfers Out	4,856,640	618,442	0	0	0	6,045,000	0.00%
Veh & Equip Maintenance	45,246	50,587	63,025	63,025	43,014	64,429	2.23%
Facilities Maintenance	34,913	29,371	40,989	66,488	46,958	52,415	27.88%
Total Expenditures	13,466,397	9,620,601	10,799,870	10,830,622	7,231,104	16,054,491	32.73%
Ports & Harbors Proprietary Fund	(6,776,799)	(2,506,742)	0	(5,751)	(2,099,775)	0	
Airport Proprietary							
REVENUES							
Intergovernmental	1,932	8,481	6,841	6,841	0	6,841	0.00%
Charges for Services	489,482	485,446	553,500	553,500	365,394	553,500	0.00%
Non-recurring Revenues	0	0	200,838	200,838	0	263,224	31.06%
Total Revenues	491,414	493,927	761,179	761,179	365,394	823,565	7.58%
EXPENDITURES							
Airport Admin/Operations	601,590	549,852	592,175	592,175	464,624	617,801	4.33%
Facilities Maintenance	76,270	83,360	169,004	171,669	71,011	205,764	21.75%
Total Expenditures	677,860	633,212	761,179	763,843	535,636	823,565	7.58%
Transfers In	0	158,000	0	0	0	0	0.00%
Airport Proprietary Fund Net	(186,446)	18,715	0	(2,665)	(170,241)	0	

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	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Housing Proprietary							
REVENUES							
Intergovernmental	2,042	6,444	5,668	5,668	0	5,668	0.00%
Charges for Services	250,292	234,735	248,500	248,500	208,724	248,500	0.00%
Non-recurring Revenues	0	0	322,766	322,766	0	341,198	5.71%
Total Revenues	252,334	241,179	576,933	576,933	208,724	595,366	3.10%
EXPENDITURES							
Housing Admin & Operating	318,660	342,331	369,685	369,685	264,986	379,702	2.71%
Facilities Maintenance	144,129	97,047	207,248	209,652	146,765	215,664	4.06%
Total Expenditures	462,789	439,378	576,933	579,337	411,751	595,366	3.10%
Housing Proprietary Fund Net	(210,455)	(198,199)	0	(2,404)	(203,027)	0	

City of Unalaska
FY2022 Electric Budget Summary
Draft as of 3/31/2021

Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	106,581	214,965	166,978	166,978	19,850	166,978	0.00%
Charges for Services	18,041,248	16,488,294	15,780,484	15,780,484	9,350,864	11,487,017	(27.21%)
Non-recurring Revenues	0	5,000	3,683,132	3,780,132	0	4,577,717	24.29%
Total Revenues	18,147,829	16,708,258	19,630,594	19,727,594	9,370,714	16,231,712	(20.94%)
EXPENDITURES							
Utility Administration	5,390,303	4,660,048	6,024,378	6,121,413	4,408,582	5,838,170	(3.09%)
Electric Production	10,375,945	9,646,241	9,995,690	10,006,537	6,113,907	8,212,923	(17.84%)
Electric Line Repair & Maint	848,879	934,448	1,348,509	1,520,472	599,169	1,265,930	(6.12%)
Transfers Out	1,095,640	3,134,692	2,052,338	2,052,338	2,052,338	715,000	(65.16%)
Veh & Equip Maintenance	55,380	35,494	64,393	64,919	21,327	65,990	2.48%
Facilities Maintenance	63,163	89,530	145,286	147,063	60,698	133,699	(7.98%)
Total Expenditures	17,829,310	18,500,454	19,630,594	19,912,743	13,256,021	16,231,712	(20.94%)
Electric Proprietary Fund Net	318,519	(1,792,196)	0	(185,150)	(3,885,307)	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Utility Administration	759,772	431,697	0	4,646,701	5,838,170	35.97%
Electric Production	1,493,748	6,719,175	0	0	8,212,923	50.60%
Electric Line Repair & Maint	1,023,410	242,520	0	0	1,265,930	7.80%
Veh & Equip Maintenance	48,490	17,500	0	0	65,990	0.41%
Facilities Maintenance	71,199	62,500	0	0	133,699	0.82%
Total Operating Expenditures	3,396,619	7,473,392	0	4,646,701	15,516,712	
Transfers Out	0	0	0	715,000	715,000	4.40%
	0	0	0	715,000	715,000	

City of Unalaska
FY2022 Electric Budget Detail
Revenues
Draft as of 3/31/2021

Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
50015041 - 42195 Misc. Fed Operating Grants	73,349	73,623	73,505	73,505	19,850	73,505	0.00%
50015041 - 42355 PERS Nonemployer Contributions	33,232	141,342	93,473	93,473	0	93,473	0.00%
Total Intergovernmental	106,581	214,965	166,978	166,978	19,850	166,978	0.00%
Charges for Services							
50015042 - 44110 Residential Elec Consumption	692,745	742,626	670,839	670,839	693,421	733,025	9.27%
50015042 - 44111 Residential COPA	638,845	525,443	548,540	548,540	352,873	408,503	(25.53%)
50015042 - 44120 Small Gen Serv Consumption	585,527	586,487	719,350	719,350	480,995	565,797	(21.35%)
50015042 - 44121 Small Gen Serv COPA	566,769	450,235	652,008	652,008	286,191	436,645	(33.03%)
50015042 - 44130 Large Gen Serv Consumption	769,294	772,276	1,211,115	1,211,115	605,094	714,453	(41.01%)
50015042 - 44131 Large Gen Serv Demand	101,240	91,592	176,243	176,243	64,278	87,851	(50.15%)
50015042 - 44132 Large Gen Serv Power Factor	9,150	7,995	12,785	12,785	19,268	13,115	2.58%
50015042 - 44133 Large Gen Serv COPA	891,110	714,239	1,366,448	1,366,448	409,598	673,942	(50.68%)
50015042 - 44140 Industrial Serv Consumption	5,426,438	5,468,799	3,805,399	3,805,399	3,066,581	3,138,980	(17.51%)
50015042 - 44141 Industrial Serv Demand	915,602	822,518	702,359	702,359	485,265	649,477	(7.53%)
50015042 - 44142 Industrial Serv Power Factor	34,917	28,479	30,918	30,918	144,889	35,960	16.31%
50015042 - 44143 Industrial Serv COPA	6,618,312	5,617,635	5,196,263	5,196,263	2,459,239	3,617,269	(30.39%)
50015042 - 44150 Street Lights	39,239	39,652	33,545	33,545	32,665	38,502	14.78%
50015042 - 44160 PCE Assistance	678,950	567,493	627,396	627,396	242,209	361,411	(42.40%)
50015042 - 44170 Other Services	395	7,108	8,100	8,100	4,201	3,515	(56.60%)
50015042 - 44180 Late Fees	14,193	8,551	19,176	19,176	4,095	8,572	(55.30%)
50015042 - 47110 Interest Revenue	58,520	37,165	0	0	0	0	0.00%
Total Charges for Services	18,041,248	16,488,294	15,780,484	15,780,484	9,350,864	11,487,017	(27.21%)
Non-recurring Revenues							
50015049 - 49400 Gain-loss on Sale of Fixed Ass	0	5,000	0	0	0	0	0.00%
50015049 - 49910 Bdgtd Use of Unrest. Net Asset	0	0	3,683,132	3,780,132	0	4,577,717	24.29%
Total Non-recurring Revenues	0	5,000	3,683,132	3,780,132	0	4,577,717	24.29%
Electric Fund Total Revenues	18,147,829	16,708,258	19,630,594	19,727,594	9,370,714	16,231,712	(17.31%)

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Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Utility Administration							
50024051 - 51100 Salaries and Wages	356,717	397,104	429,514	429,514	340,212	432,666	0.73%
50024051 - 51200 Temporary Employees	3,099	808	3,891	3,891	137	4,292	10.31%
50024051 - 51300 Overtime	836	1,293	1,817	1,817	4,472	1,990	9.52%
50024051 - 52100 Health Insurance Benefit	120,566	95,600	140,849	140,849	83,839	147,873	4.99%
50024051 - 52200 FICA & Medicare Emplr Match	27,228	29,683	32,240	32,240	25,676	32,888	2.01%
50024051 - 52300 PERS Employer Contribution	24,023	(427,654)	116,231	116,231	68,439	126,814	9.11%
50024051 - 52400 Unemployment Insurance	1,946	1,820	1,928	1,928	1,541	2,107	9.28%
50024051 - 52500 Workers Compensation	5,914	6,686	9,740	9,740	5,203	10,341	6.17%
50024051 - 52900 Other Employee Benefits	936	480	806	806	428	801	(0.56%)
Personnel Expenses	541,265	105,820	737,016	737,016	529,947	759,772	3.09%
50024052 - 53230 Legal Services	4,668	0	2,000	2,000	113	2,000	0.00%
50024052 - 53240 Engineering/Architectural Svcs	9,803	10,171	18,550	18,550	934	18,550	0.00%
50024052 - 53260 Training Services	412	1,060	1,125	1,125	733	1,125	0.00%
50024052 - 53264 Education Reimbursement	0	0	1,450	1,450	843	1,450	0.00%
50024052 - 53300 Other Professional Svcs	3,328	50,615	34,149	131,149	91,451	34,149	0.00%
50024052 - 53410 Software / Hardware Support	28,484	22,019	38,450	38,450	37,777	23,506	(38.87%)
50024052 - 54110 Water / Sewerage	940	(360)	510	510	784	510	0.00%
50024052 - 54210 Solid Waste	1,459	901	1,215	1,215	1,388	1,215	0.00%
50024052 - 54230 Custodial Services/Supplies	4,852	4,708	4,508	4,508	3,995	4,508	0.00%
50024052 - 54300 Repair/Maintenance Services	460	344	700	700	568	700	0.00%
50024052 - 55200 General Insurance	141,611	159,041	209,028	209,028	193,320	228,550	9.34%
50024052 - 55310 Telephone / Fax/TV	3,976	4,720	1,321	1,321	3,705	1,321	0.00%
50024052 - 55320 Network / Internet	12,063	12,060	23,320	23,320	9,800	23,450	0.56%
50024052 - 55901 Advertising	75	375	530	530	625	530	0.00%
50024052 - 55903 Travel and Related Costs	5,277	7,933	2,000	2,000	0	2,000	0.00%
50024052 - 55904 Banking / Credit Card Fees	36,441	32,210	25,000	25,000	15,854	25,000	0.00%
50024052 - 55905 Postal Services	(4,009)	3,150	2,123	2,123	2,523	2,123	0.00%
50024052 - 55906 Membership Dues	11,337	8,846	10,000	10,000	10,220	10,000	0.00%
50024052 - 55908 Employee Moving Costs	0	0	5,000	5,000	0	5,000	0.00%
50024052 - 56100 General Supplies	365	1,455	800	800	135	800	0.00%
50024052 - 56101 Safety Related Items	968	728	0	0	0	0	0.00%
50024052 - 56120 Office Supplies	1,919	845	2,186	2,186	928	2,186	0.00%
50024052 - 56140 Facility Maintenance Supplies	0	0	0	0	41	0	0.00%
50024052 - 56150 Computer Hardware / Software	23,930	18,712	9,470	9,506	1,842	21,100	122.81%
50024052 - 56220 Electricity	16,778	7,696	9,518	9,518	11,425	9,518	0.00%
50024052 - 56240 Heating Oil	10,689	9,455	8,102	8,102	5,122	8,102	0.00%
50024052 - 56260 Gasoline for Vehicles	674	409	1,963	1,963	258	1,963	0.00%
50024052 - 56320 Business Meals	320	51	318	318	0	318	0.00%
50024052 - 56330 Food/Bev/Related Emp Apprctn	1,941	2,648	1,623	1,623	813	1,623	0.00%
50024052 - 56400 Books and Periodicals	272	247	400	400	527	400	0.00%
Operating Expenses	319,034	360,039	415,359	512,395	395,724	431,697	3.93%
50024054 - 58100 Depreciation	3,476,351	3,037,151	3,779,145	3,779,145	2,548,650	3,622,866	(4.14%)
50024054 - 58500 Bad Debt Expense	2,395	25	0	0	0	0	0.00%
50024054 - 58910 Allocations IN-Debit	157,116	157,116	157,116	157,116	109,640	157,116	0.00%
50024054 - 59100 Interest Expense	894,142	999,898	935,742	935,742	824,622	866,719	(7.38%)
Other Expenses	4,530,005	4,194,190	4,872,003	4,872,003	3,482,912	4,646,701	(4.62%)
Total Utility Administration	5,390,303	4,660,048	6,024,378	6,121,413	4,408,582	5,838,170	(3.09%)

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Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Electric Production							
50024151 - 51100 Salaries and Wages	593,723	725,853	783,859	783,859	635,818	800,540	2.13%
50024151 - 51300 Overtime	137,220	219,414	47,320	47,320	48,317	42,248	(10.72%)
50024151 - 52100 Health Insurance Benefit	190,468	188,169	270,934	270,934	163,314	284,466	4.99%
50024151 - 52200 FICA & Medicare Emplr Match	56,180	71,575	63,583	63,583	52,523	64,473	1.40%
50024151 - 52300 PERS Employer Contribution	30,944	343,317	232,677	232,677	137,941	254,385	9.33%
50024151 - 52400 Unemployment Insurance	3,628	3,813	3,630	3,630	3,044	3,968	9.31%
50024151 - 52500 Workers Compensation	18,477	25,986	35,935	35,935	16,291	38,190	6.28%
50024151 - 52900 Other Employee Benefits	3,958	4,926	5,568	5,568	3,632	5,478	(1.62%)
Personnel Expenses	1,034,599	1,583,053	1,443,506	1,443,506	1,060,880	1,493,748	3.48%
50024152 - 53240 Engineering/Architectural Svs	0	0	5,000	5,000	0	5,000	0.00%
50024152 - 53260 Training Services	17,942	3,624	6,000	6,000	0	10,000	66.67%
50024152 - 53264 Education Reimbursement	0	0	1,500	1,500	0	1,500	0.00%
50024152 - 53300 Other Professional Svs	47,242	117,304	103,000	113,357	10,476	33,000	(67.96%)
50024152 - 53410 Software / Hardware Support	1,032	1,054	1,500	1,500	6,763	5,000	233.33%
50024152 - 53420 Sampling / Testing	3,112	4,702	5,000	5,000	4,338	5,000	0.00%
50024152 - 53490 Other Technical Services	0	0	20,000	20,000	3,123	20,000	0.00%
50024152 - 54110 Water / Sewerage	1,200	1,131	1,300	1,300	852	1,300	0.00%
50024152 - 54210 Solid Waste	6,375	8,862	5,000	5,000	4,385	5,000	0.00%
50024152 - 54230 Custodial Services/Supplies	9,600	9,600	9,600	9,600	8,000	9,600	0.00%
50024152 - 54300 Repair/Maintenance Services	231,739	163,816	154,500	154,500	129,924	150,250	(2.75%)
50024152 - 55310 Telephone / Fax/TV	6,803	6,530	10,000	10,000	5,461	10,000	0.00%
50024152 - 55330 Radio	2,655	0	3,000	3,000	0	3,000	0.00%
50024152 - 55901 Advertising	230	150	0	0	0	0	0.00%
50024152 - 55903 Travel and Related Costs	17,344	10,763	15,250	15,250	2,147	15,250	0.00%
50024152 - 55906 Membership Dues	0	0	500	500	0	500	0.00%
50024152 - 55907 Permit Fees	58,509	62,587	50,000	50,000	11,291	50,000	0.00%
50024152 - 55908 Employee Moving Costs	5,378	0	0	0	6,210	0	0.00%
50024152 - 56100 General Supplies	344,389	436,751	375,000	375,419	275,223	372,000	(0.80%)
50024152 - 56101 Safety Related Items	15,725	15,294	2,500	2,571	20,023	5,000	100.00%
50024152 - 56110 Sand / Gravel / Rock	720	0	0	0	0	0	0.00%
50024152 - 56120 Office Supplies	3,639	2,090	5,000	5,000	984	5,000	0.00%
50024152 - 56150 Computer Hardware / Software	30,664	9,020	10,000	10,000	16,558	7,500	(25.00%)
50024152 - 56160 Uniforms	0	0	1,000	1,000	0	1,000	0.00%
50024152 - 56230 Propane	640	974	1,200	1,200	304	1,200	0.00%
50024152 - 56260 Gasoline for Vehicles	1,029	1,502	2,500	2,500	902	2,500	0.00%
50024152 - 56270 Diesel for Equipment	0	80	75	75	0	75	0.00%
50024152 - 56330 Food/Bev/Related Emp Apprctn	1,258	3,110	500	500	1,448	500	0.00%
50024152 - 56400 Books and Periodicals	55	0	0	0	0	0	0.00%
50024152 - 56500 Generator Fuel - Diesel	8,534,065	7,204,245	7,763,259	7,763,259	4,544,615	6,000,000	(22.71%)
Operating Expenses	9,341,346	8,063,188	8,552,184	8,563,031	5,053,027	6,719,175	(21.43%)
Total Electric Production	10,375,945	9,646,241	9,995,690	10,006,537	6,113,907	8,212,923	(17.84%)

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Electric Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Electric Line Repair & Maint								
50024251 - 51100	Salaries and Wages	381,445	337,839	556,829	556,829	204,202	544,749	(2.17%)
50024251 - 51300	Overtime	41,791	52,399	51,680	51,680	14,846	40,000	(22.60%)
50024251 - 52100	Health Insurance Benefit	109,321	78,879	175,661	175,661	46,137	184,434	4.99%
50024251 - 52200	FICA & Medicare Emplr Match	32,560	29,383	46,551	46,551	16,910	44,733	(3.91%)
50024251 - 52300	PERS Employer Contribution	34,965	143,649	169,346	169,346	44,168	176,755	4.38%
50024251 - 52400	Unemployment Insurance	2,087	1,492	2,355	2,355	1,070	2,572	9.21%
50024251 - 52500	Workers Compensation	11,241	12,198	25,100	25,100	5,391	26,675	6.27%
50024251 - 52900	Other Employee Benefits	2,098	1,721	3,537	3,537	912	3,492	(1.27%)
Personnel Expenses		615,506	657,559	1,031,059	1,031,059	333,636	1,023,410	(0.74%)
50024252 - 53240	Engineering/Architectural Svcs	6,609	0	6,000	6,000	9,053	6,000	0.00%
50024252 - 53260	Training Services	3,122	2,677	4,100	4,100	550	3,100	(24.39%)
50024252 - 53300	Other Professional Svcs	9,923	11,454	3,000	3,000	0	3,000	0.00%
50024252 - 53410	Software / Hardware Support	1,032	1,054	1,150	1,150	1,173	1,220	6.09%
50024252 - 53420	Sampling / Testing	39	250	1,000	1,000	0	1,000	0.00%
50024252 - 53430	Survey Services	0	1,688	0	0	0	0	0.00%
50024252 - 54210	Solid Waste	1,543	(1,254)	3,000	3,000	571	3,000	0.00%
50024252 - 54300	Repair/Maintenance Services	3,530	5,902	5,000	5,000	1,303	5,000	0.00%
50024252 - 54420	Equipment Rental	0	0	1,200	1,200	0	1,200	0.00%
50024252 - 54500	Construction Services	0	3,000	10,000	10,000	4,000	10,000	0.00%
50024252 - 55310	Telephone / Fax/TV	4,003	3,837	5,700	5,700	3,777	5,700	0.00%
50024252 - 55330	Radio	10,098	0	500	500	0	500	0.00%
50024252 - 55901	Advertising	0	75	0	0	325	0	0.00%
50024252 - 55903	Travel and Related Costs	6,589	9,912	11,000	11,000	0	2,000	(81.82%)
50024252 - 55906	Membership Dues	200	0	0	0	0	0	0.00%
50024252 - 55908	Employee Moving Costs	2,200	0	5,000	5,000	0	5,000	0.00%
50024252 - 56100	General Supplies	144,926	215,884	170,000	170,867	64,869	170,000	0.00%
50024252 - 56101	Safety Related Items	13,506	5,729	4,000	4,071	1,175	4,000	0.00%
50024252 - 56110	Sand / Gravel / Rock	10,540	8,210	9,000	9,000	2,480	9,000	0.00%
50024252 - 56120	Office Supplies	1,574	135	500	500	0	500	0.00%
50024252 - 56150	Computer Hardware / Software	1,401	607	1,700	1,700	0	1,700	0.00%
50024252 - 56160	Uniforms	1,327	604	2,000	2,000	0	2,000	0.00%
50024252 - 56220	Electricity	1,391	1,120	1,200	1,200	1,185	1,200	0.00%
50024252 - 56230	Propane	431	179	400	400	110	400	0.00%
50024252 - 56260	Gasoline for Vehicles	3,930	1,980	2,500	2,500	2,055	2,500	0.00%
50024252 - 56270	Diesel for Equipment	4,865	3,772	3,800	3,800	1,326	3,800	0.00%
50024252 - 56320	Business Meals	36	0	0	0	0	0	0.00%
50024252 - 56330	Food/Bev/Related Emp Apprctn	0	75	200	200	68	200	0.00%
50024252 - 56400	Books and Periodicals	560	0	500	500	489	500	0.00%
Operating Expenses		233,373	276,889	252,450	253,388	94,508	242,520	(3.93%)
50024253 - 57400	Machinery and Equipment	0	0	65,000	236,025	171,025	0	(100.00%)
Capital Outlay		0	0	65,000	236,025	171,025	0	(100.00%)
Total Electric Line Repair & Maint		848,879	934,448	1,348,509	1,520,472	599,169	1,265,930	(6.12%)

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Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
50029854 - 59940 Transfers To Enterpr Capt Proj	1,095,640	3,134,692	2,052,338	2,052,338	2,052,338	715,000	(65.16%)
Other Expenses	1,095,640	3,134,692	2,052,338	2,052,338	2,052,338	715,000	(65.16%)
Total Transfers Out	1,095,640	3,134,692	2,052,338	2,052,338	2,052,338	715,000	(65.16%)

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Electric Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Veh & Equip Maintenance								
50022851 - 51100	Salaries and Wages	22,044	14,181	26,743	26,743	9,939	26,860	0.44%
50022851 - 51300	Overtime	0	129	800	800	0	960	20.00%
50022851 - 52100	Health Insurance Benefit	8,499	3,756	8,515	8,515	1,983	9,004	5.74%
50022851 - 52200	FICA & Medicare Emplr Match	1,686	1,095	2,106	2,106	760	2,127	1.00%
50022851 - 52300	PERS Employer Contribution	1,673	5,036	7,482	7,482	1,890	8,221	9.88%
50022851 - 52400	Unemployment Insurance	88	54	117	117	54	126	7.69%
50022851 - 52500	Workers Compensation	502	446	969	969	276	1,030	6.30%
50022851 - 52900	Other Employee Benefits	113	61	161	161	36	162	0.62%
	Personnel Expenses	34,604	24,759	46,893	46,893	14,937	48,490	3.41%
50022852 - 54300	Repair/Maintenance Services	112	190	2,000	2,000	0	2,000	0.00%
50022852 - 56100	General Supplies	76	117	500	500	14	500	0.00%
50022852 - 56130	Machinery / Vehicle Parts	20,587	10,429	15,000	15,526	6,375	15,000	0.00%
	Operating Expenses	20,775	10,735	17,500	18,026	6,389	17,500	0.00%
	Total Veh & Equip Maintenance	55,380	35,494	64,393	64,919	21,327	65,990	2.48%

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Electric Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
50022951 - 51100 Salaries and Wages	29,390	35,075	39,282	39,282	27,627	39,755	1.20%
50022951 - 51200 Temporary Employees	344	19	0	0	226	0	0.00%
50022951 - 51300 Overtime	1,050	766	532	532	252	997	87.41%
50022951 - 52100 Health Insurance Benefit	11,305	10,141	12,533	12,533	8,249	13,109	4.60%
50022951 - 52200 FICA & Medicare Emplr Match	2,355	2,743	3,046	3,046	2,150	3,121	2.46%
50022951 - 52300 PERS Employer Contribution	1,747	12,281	10,875	10,875	5,323	12,074	11.03%
50022951 - 52400 Unemployment Insurance	189	117	166	166	125	184	10.84%
50022951 - 52500 Workers Compensation	1,016	1,473	1,619	1,619	804	1,720	6.24%
50022951 - 52900 Other Employee Benefits	159	174	233	233	102	239	2.58%
Personnel Expenses	47,556	62,789	68,286	68,286	44,858	71,199	4.27%
50022952 - 53300 Other Professional	0	0	5,000	5,000	135	5,000	0.00%
50022952 - 54300 Repair/Maintenance Services	8,393	14,573	33,000	34,777	4,538	30,500	(7.58%)
50022952 - 54500 Construction Services	0	0	5,000	5,000	0	10,000	100.00%
50022952 - 56100 General Supplies	199	766	11,000	11,000	720	5,000	(54.55%)
50022952 - 56101 Safety Related Items	58	22	10,000	10,000	26	2,000	(80.00%)
50022952 - 56140 Facility Maintenance Supplies	6,957	11,380	13,000	13,000	10,421	10,000	(23.08%)
Operating Expenses	15,606	26,741	77,000	78,777	15,840	62,500	(18.83%)
Total Facilities Maintenance	63,163	89,530	145,286	147,063	60,698	133,699	(7.98%)

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FY2022 Water Budget Summary
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Water Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	13,868	63,753	80,745	80,745	0	80,745	0.00%
Charges for Services	2,704,108	2,623,908	2,610,839	2,610,839	2,228,873	2,482,312	(4.92%)
Non-recurring Revenues	0	4,300	993,058	1,160,088	0	2,998,957	201.99%
Total Revenues	2,717,976	2,691,961	3,684,642	3,851,672	2,228,873	5,562,014	33.75%
EXPENDITURES							
Utility Administration	1,716,321	1,716,816	1,824,339	1,824,375	1,377,636	1,851,066	1.46%
Water Operations	1,028,367	1,147,743	1,659,817	1,710,763	976,280	1,693,106	2.01%
Transfers Out	200,000	2,947,031	100,000	259,735	259,735	1,915,500	1815.50%
Veh & Equip Maintenance	26,240	26,226	39,850	39,850	20,067	40,786	2.35%
Facilities Maintenance	58,332	67,297	60,635	61,134	55,691	61,556	1.52%
Total Expenditures	3,029,261	5,905,113	3,684,641	3,895,857	2,689,408	5,562,014	33.75%
Water Proprietary Fund Net	(311,284)	(3,213,152)	0	(44,185)	(460,536)	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Utility Administration	456,391	194,710	0	1,199,965	1,851,066	33.28%
Water Operations	1,039,927	575,810	77,369	0	1,693,106	30.44%
Veh & Equip Maintenance	28,286	12,500	0	0	40,786	0.73%
Facilities Maintenance	23,006	38,550	0	0	61,556	1.11%
Total Operating Expenditures	1,547,610	821,570	77,369	1,199,965	3,646,514	
Transfers Out	0	0	0	1,915,500	1,915,500	34.44%
	0	0	0	1,915,500	1,915,500	

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Water Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
51015541 - 42152 Debt Reimbursements Grants	0	0	45,000	45,000	0	45,000	0.00%
51015541 - 42355 PERS Nonemployer Contributions	13,868	63,753	35,745	35,745	0	35,745	0.00%
Total Intergovernmental	13,868	63,753	80,745	80,745	0	80,745	0.00%
Charges for Services							
51015542 - 44210 Unmetered Water Sales	148,013	147,438	161,560	161,560	109,754	139,081	(13.91%)
51015542 - 44220 Metered Water Consumption	2,541,613	2,469,181	2,420,955	2,420,955	2,085,641	2,335,813	(3.52%)
51015542 - 44260 System Development Chgs	0	0	3,171	3,171	31,544	0	(100.00%)
51015542 - 44270 Other Services	13,881	5,563	23,513	23,513	1,586	6,549	(72.15%)
51015542 - 44280 Late Fees	602	1,726	1,640	1,640	348	869	(47.01%)
Total Charges for Services	2,704,108	2,623,908	2,610,839	2,610,839	2,228,873	2,482,312	(4.92%)
Non-recurring Revenues							
51015549 - 49400 Gain-loss on Sale of Fixed Ass	0	4,300	0	0	0	0	0.00%
51015549 - 49910 Bdgt'd Use of Unrest. Net Asset	0	0	993,058	1,160,088	0	2,998,957	201.99%
Total Non-recurring Revenues	0	4,300	993,058	1,160,088	0	2,998,957	201.99%
Water Fund Total Revenues	2,717,976	2,691,961	3,684,642	3,851,672	2,228,873	5,562,014	50.95%

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Water Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Utility Administration								
51024051 - 51100	Salaries and Wages	231,775	218,184	257,931	257,931	203,608	259,569	0.64%
51024051 - 51200	Temporary Employees	1,126	539	2,594	2,594	102	2,861	10.29%
51024051 - 51300	Overtime	385	594	928	928	2,022	1,058	14.01%
51024051 - 52100	Health Insurance Benefit	71,851	56,557	84,252	84,252	49,963	88,466	5.00%
51024051 - 52200	FICA & Medicare Emplr Match	17,696	16,533	19,502	19,502	15,426	19,833	1.70%
51024051 - 52300	PERS Employer Contribution	16,968	77,832	70,103	70,103	40,823	76,404	8.99%
51024051 - 52400	Unemployment Insurance	1,136	1,080	1,154	1,154	889	1,263	9.45%
51024051 - 52500	Workers Compensation	3,738	4,006	6,074	6,074	3,161	6,446	6.12%
51024051 - 52900	Other Employee Benefits	618	331	494	494	269	491	(0.51%)
Personnel Expenses		345,292	375,655	443,032	443,032	316,263	456,391	3.02%
51024052 - 53230	Legal Services	0	0	1,000	1,000	0	1,000	0.00%
51024052 - 53240	Engineering/Architectural Svcs	4,611	5,209	1,100	1,100	934	1,100	0.00%
51024052 - 53260	Training Services	350	0	1,000	1,000	733	1,000	0.00%
51024052 - 53264	Education Reimbursement	0	0	2,500	2,500	0	2,500	0.00%
51024052 - 53300	Other Professional Svcs	9,586	3,649	6,400	6,400	18,800	6,400	0.00%
51024052 - 53410	Software / Hardware Support	22,788	17,615	30,771	30,771	30,219	18,817	(38.85%)
51024052 - 54110	Water / Sewerage	940	945	547	547	784	547	0.00%
51024052 - 54210	Solid Waste	1,403	1,585	1,215	1,215	1,388	1,215	0.00%
51024052 - 54230	Custodial Services/Supplies	3,639	3,793	4,509	4,509	2,996	4,509	0.00%
51024052 - 54300	Repair/Maintenance Services	460	344	525	525	568	525	0.00%
51024052 - 55200	General Insurance	43,036	50,137	73,447	73,447	64,653	80,974	10.25%
51024052 - 55310	Telephone / Fax/TV	2,693	3,540	1,321	1,321	2,769	1,321	0.00%
51024052 - 55320	Network / Internet	9,650	10,126	18,400	18,400	7,840	18,760	1.96%
51024052 - 55901	Advertising	0	0	332	332	0	332	0.00%
51024052 - 55903	Travel and Related Costs	735	603	1,500	1,500	0	2,500	66.67%
51024052 - 55904	Banking / Credit Card Fees	5,854	5,170	4,087	4,087	2,544	4,087	0.00%
51024052 - 55905	Postal Services	(3,972)	2,815	4,100	4,100	2,800	4,100	0.00%
51024052 - 55906	Membership Dues	208	214	250	250	2,253	250	0.00%
51024052 - 55908	Employee Moving Costs	0	0	5,000	5,000	0	5,000	0.00%
51024052 - 56100	General Supplies	290	258	660	660	91	660	0.00%
51024052 - 56101	Safety Related Items	785	611	0	0	0	0	0.00%
51024052 - 56120	Office Supplies	1,305	747	1,200	1,200	928	1,200	0.00%
51024052 - 56150	Computer Hardware / Software	19,144	15,374	7,576	7,612	1,677	16,880	122.81%
51024052 - 56220	Electricity	16,778	11,921	9,518	9,518	11,425	9,518	0.00%
51024052 - 56240	Heating Oil	10,688	9,455	8,102	8,102	5,122	8,102	0.00%
51024052 - 56260	Gasoline for Vehicles	674	409	1,963	1,963	258	1,963	0.00%
51024052 - 56320	Business Meals	0	0	200	200	0	200	0.00%
51024052 - 56330	Food/Bev/Related Emp Apprctn	1,211	1,145	1,050	1,050	513	1,050	0.00%
51024052 - 56400	Books and Periodicals	272	247	200	200	197	200	0.00%
Operating Expenses		153,127	145,913	188,473	188,509	159,493	194,710	3.31%
51024054 - 58100	Depreciation	1,126,256	1,124,222	1,124,222	1,124,222	837,374	1,134,681	0.93%
51024054 - 58500	Bad Debt Expense	298	6	0	0	0	0	0.00%
51024054 - 58910	Allocations IN-Debit	23,484	22,200	22,212	22,212	18,510	22,212	0.00%
51024054 - 59100	Interest Expense	67,863	48,820	46,401	46,401	45,996	43,072	(7.17%)
Other Expenses		1,217,902	1,195,248	1,192,835	1,192,835	901,880	1,199,965	0.60%
Total Utility Administration		1,716,321	1,716,816	1,824,339	1,824,375	1,377,636	1,851,066	1.46%

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Water Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Water Operations								
51024351 - 51100	Salaries and Wages	316,721	471,776	515,566	515,566	412,027	544,596	5.63%
51024351 - 51200	Temporary Employees	30,624	14,296	57,428	57,428	0	28,714	(50.00%)
51024351 - 51300	Overtime	114,140	68,971	33,603	33,603	11,471	34,500	2.67%
51024351 - 52100	Health Insurance Benefit	88,251	125,782	178,638	178,638	104,932	187,560	4.99%
51024351 - 52200	FICA & Medicare Emplr Match	35,304	39,226	46,472	46,472	32,398	46,496	0.05%
51024351 - 52300	PERS Employer Contribution	24,919	(54,771)	152,563	152,563	88,085	171,557	12.45%
51024351 - 52400	Unemployment Insurance	1,800	2,756	2,968	2,968	1,770	2,903	(2.19%)
51024351 - 52500	Workers Compensation	7,348	13,226	18,569	18,569	9,283	19,734	6.27%
51024351 - 52900	Other Employee Benefits	2,460	2,931	4,200	4,200	2,173	3,867	(7.93%)
Personnel Expenses		621,566	684,193	1,010,007	1,010,007	662,139	1,039,927	2.96%
51024352 - 53240	Engineering/Architectural Svcs	0	0	28,000	28,000	0	28,000	0.00%
51024352 - 53260	Training Services	19,325	14,596	6,500	6,500	168	6,500	0.00%
51024352 - 53300	Other Professional Svcs	59,138	70,077	104,700	143,781	25,168	82,200	(21.49%)
51024352 - 53410	Software / Hardware Support	5,676	4,565	4,500	4,500	5,425	10,360	130.22%
51024352 - 53420	Sampling / Testing	24,556	3,225	7,960	7,960	1,316	6,000	(24.62%)
51024352 - 53490	Other Technical Services	0	0	1,400	1,400	0	1,400	0.00%
51024352 - 54210	Solid Waste	3,277	3,649	3,700	3,700	3,142	3,700	0.00%
51024352 - 54300	Repair/Maintenance Services	39,030	74,652	65,000	65,000	4,975	65,000	0.00%
51024352 - 54500	Construction Services	0	0	18,000	18,000	0	18,000	0.00%
51024352 - 55310	Telephone / Fax/TV	4,508	6,598	5,500	5,500	5,377	5,500	0.00%
51024352 - 55320	Network / Internet	0	0	500	500	0	500	0.00%
51024352 - 55330	Radio	7,731	0	16,900	16,900	0	6,500	(61.54%)
51024352 - 55903	Travel and Related Costs	1,833	3,187	9,000	9,000	930	9,000	0.00%
51024352 - 55906	Membership Dues	976	1,233	900	900	675	900	0.00%
51024352 - 55907	Permit Fees	1,638	400	550	550	1,171	550	0.00%
51024352 - 56100	General Supplies	55,714	76,329	106,100	109,680	136,969	106,100	0.00%
51024352 - 56101	Safety Related Items	7,365	11,347	12,000	12,990	6,036	12,000	0.00%
51024352 - 56108	Lab Supplies	6,988	3,961	11,000	11,000	0	11,000	0.00%
51024352 - 56110	Sand / Gravel / Rock	3,000	3,000	3,000	3,000	0	3,000	0.00%
51024352 - 56115	Chemicals	17,774	22,812	13,000	13,000	9,010	13,000	0.00%
51024352 - 56120	Office Supplies	506	0	1,200	1,200	1,567	1,200	0.00%
51024352 - 56150	Computer Hardware / Software	2,245	7,014	1,500	1,500	270	1,500	0.00%
51024352 - 56220	Electricity	123,620	136,011	148,000	148,000	96,579	148,000	0.00%
51024352 - 56230	Propane	2,340	539	2,200	2,200	224	2,200	0.00%
51024352 - 56240	Heating Oil	11,903	11,848	24,000	24,000	9,774	24,000	0.00%
51024352 - 56260	Gasoline for Vehicles	5,862	5,723	6,000	6,000	3,607	6,000	0.00%
51024352 - 56270	Diesel for Equipment	822	1,114	800	800	845	800	0.00%
51024352 - 56330	Food/Bev/Related Emp Apprctn	135	881	2,000	2,000	650	2,000	0.00%
51024352 - 56400	Books and Periodicals	841	790	900	900	0	900	0.00%
Operating Expenses		406,800	463,550	604,810	648,461	313,878	575,810	(4.79%)
51024353 - 57400	Machinery and Equipment	0	0	45,000	52,295	263	77,369	71.93%
Capital Outlay		0	0	45,000	52,295	263	77,369	71.93%
Total Water Operations		1,028,367	1,147,743	1,659,817	1,710,763	976,280	1,693,106	2.01%

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Water Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
51029854 - 59940 Transfers To Enterpr Capt Proj	200,000	2,947,031	100,000	259,735	259,735	1,915,500	1,815.50%
Other Expenses	200,000	2,947,031	100,000	259,735	259,735	1,915,500	1815.50%
Total Transfers Out	200,000	2,947,031	100,000	259,735	259,735	1,915,500	1815.50%

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Water Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Veh & Equip Maintenance								
51022851 - 51100	Salaries and Wages	7,284	12,668	15,601	15,601	10,148	15,669	0.44%
51022851 - 51300	Overtime	0	0	465	465	382	558	20.00%
51022851 - 52100	Health Insurance Benefit	2,769	2,269	4,966	4,966	2,921	5,251	5.74%
51022851 - 52200	FICA & Medicare Emplr Match	557	969	1,228	1,228	805	1,241	1.06%
51022851 - 52300	PERS Employer Contribution	520	4,554	4,365	4,365	2,144	4,798	9.92%
51022851 - 52400	Unemployment Insurance	35	37	66	66	36	74	12.12%
51022851 - 52500	Workers Compensation	169	389	565	565	281	600	6.19%
51022851 - 52900	Other Employee Benefits	29	61	94	94	40	95	1.06%
	Personnel Expenses	11,364	20,949	27,350	27,350	16,756	28,286	3.42%
51022852 - 54300	Repair/Maintenance Services	112	1,651	0	0	0	300	0.00%
51022852 - 56100	General Supplies	0	40	0	0	8	0	0.00%
51022852 - 56130	Machinery / Vehicle Parts	14,764	3,586	12,500	12,500	3,303	12,200	(2.40%)
	Operating Expenses	14,876	5,278	12,500	12,500	3,311	12,500	0.00%
	Total Veh & Equip Maintenance	26,240	26,226	39,850	39,850	20,067	40,786	2.35%

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Water Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
51022951 - 51100 Salaries and Wages	16,488	19,638	12,747	12,747	14,848	12,902	1.22%
51022951 - 51200 Temporary Employees	797	20	0	0	247	0	0.00%
51022951 - 51300 Overtime	252	72	133	133	25	274	106.02%
51022951 - 52100 Health Insurance Benefit	5,884	4,143	4,056	4,056	3,672	4,239	4.51%
51022951 - 52200 FICA & Medicare Emplr Match	1,342	1,509	982	982	1,156	1,004	2.24%
51022951 - 52300 PERS Employer Contribution	964	6,950	3,515	3,515	3,025	3,901	10.98%
51022951 - 52400 Unemployment Insurance	96	76	55	55	43	57	3.64%
51022951 - 52500 Workers Compensation	595	772	523	523	588	556	6.31%
51022951 - 52900 Other Employee Benefits	105	106	74	74	75	73	(1.35%)
Personnel Expenses	26,523	33,287	22,085	22,085	23,680	23,006	4.17%
51022952 - 53300 Other Professional	125	11,075	0	0	0	6,000	0.00%
51022952 - 54300 Repair/Maintenance Services	26,854	8,646	28,550	29,049	25,923	22,600	(20.84%)
51022952 - 54500 Construction Services	0	0	1,000	1,000	0	1,000	0.00%
51022952 - 56100 General Supplies	290	524	1,500	1,500	136	1,950	30.00%
51022952 - 56101 Safety Related Items	895	22	0	0	26	0	0.00%
51022952 - 56140 Facility Maintenance Supplies	3,645	13,744	7,500	7,500	5,926	7,000	(6.67%)
Operating Expenses	31,810	34,010	38,550	39,049	32,011	38,550	0.00%
Total Facilities Maintenance	58,332	67,297	60,635	61,134	55,691	61,556	1.52%

City of Unalaska
FY2022 Wastewater Budget Summary
Draft as of 3/31/2021

Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	12,080	53,818	40,462	40,462	0	40,462	0.00%
Charges for Services Assessments	2,441,712	2,465,585	2,607,950	2,607,950	1,980,590	2,412,344	(7.50%)
Non-recurring Revenues	63	0	0	0	0	0	0.00%
	0	0	1,090,941	1,151,767	0	1,892,018	73.43%
Total Revenues	2,453,855	2,519,404	3,739,353	3,800,179	1,980,590	4,344,824	13.94%
EXPENDITURES							
Utility Administration	1,931,220	1,907,226	2,031,168	2,031,204	1,452,313	2,056,035	1.22%
Wastewater Operations	1,510,856	1,578,097	2,626,295	2,733,167	1,251,965	2,149,606	(18.15%)
Transfers Out	669,477	0	0	0	0	43,000	0.00%
Veh & Equip Maintenance	16,760	22,878	29,960	29,960	12,470	30,691	2.44%
Facilities Maintenance	59,068	84,929	61,195	61,694	29,427	65,492	7.02%
Total Expenditures	4,187,381	3,593,130	4,748,618	4,856,025	2,746,174	4,344,824	(9.29%)
Transfers In	1,032,021	998,248	1,009,265	1,009,265	1,009,265	0	(100.00%)
Wastewater Proprietary Fund Net	(701,506)	(75,478)	0	(46,581)	243,680	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Utility Administration	381,310	184,062	0	1,490,663	2,056,035	47.32%
Wastewater Operations	1,004,437	1,067,800	77,369	0	2,149,606	49.48%
Veh & Equip Maintenance	22,216	8,475	0	0	30,691	0.71%
Facilities Maintenance	37,412	28,080	0	0	65,492	1.51%
Total Operating Expenditures	1,445,375	1,288,417	77,369	1,490,663	4,301,824	
Transfers Out	0	0	0	43,000	43,000	0.99%
	0	0	0	43,000	43,000	

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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
52016041 - 42355 PERS Nonemployer Contributions	12,080	53,818	40,462	40,462	0	40,462	0.00%
Total Intergovernmental	12,080	53,818	40,462	40,462	0	40,462	0.00%
Charges for Services							
52016042 - 44310 Unmetered Wastewater Sales	453,320	460,446	482,570	482,570	349,441	455,848	(5.54%)
52016042 - 44320 Metered Commercial Sales	1,837,630	1,871,646	2,020,704	2,020,704	1,516,399	1,797,311	(11.06%)
52016042 - 44330 Metered Industrial Sales	83,831	85,421	46,025	46,025	69,425	80,457	74.81%
52016042 - 44340 Vactor Services	8,113	17,208	49,053	49,053	12,839	41,007	(16.40%)
52016042 - 44370 Other Services	57,563	28,761	7,935	7,935	31,621	36,380	358.48%
52016042 - 44380 Late Fees	1,255	2,104	1,663	1,663	865	1,341	(19.36%)
Total Charges for Services	2,441,712	2,465,585	2,607,950	2,607,950	1,980,590	2,412,344	(7.50%)
Assessments							
52016044 - 46513 Special Assess Pen & Int	63	0	0	0	0	0	0.00%
Total Assessments	63	0	0	0	0	0	0.00%
Other Financing Sources							
52019848 - 49110 Transfers From Spec Rev Fnd	1,032,021	998,248	1,009,265	1,009,265	1,009,265	0	(100.00%)
Total Other Financing Sources	1,032,021	998,248	1,009,265	1,009,265	1,009,265	0	(100.00%)
Non-recurring Revenues							
52016049 - 49910 Bdgtd Use of Unrest. Net Asset	0	0	1,090,941	1,151,767	0	1,892,018	73.43%
Total Non-recurring Revenues	0	0	1,090,941	1,151,767	0	1,892,018	73.43%
Wastewater Fund Total Revenues	3,485,876	3,517,652	4,748,618	4,809,444	2,989,855	4,344,824	(8.50%)

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Expenditures
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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Utility Administration							
52024051 - 51100 Salaries and Wages	194,794	179,268	214,003	214,003	170,334	216,612	1.22%
52024051 - 51200 Temporary Employees	1,023	539	2,594	2,594	68	2,861	10.29%
52024051 - 51300 Overtime	258	424	749	749	1,369	813	8.54%
52024051 - 52100 Health Insurance Benefit	59,685	46,553	70,189	70,189	41,458	73,706	5.01%
52024051 - 52200 FICA & Medicare Emplr Match	14,875	13,563	16,192	16,192	12,872	16,557	2.25%
52024051 - 52300 PERS Employer Contribution	14,090	64,395	58,528	58,528	34,050	64,095	9.51%
52024051 - 52400 Unemployment Insurance	944	901	968	968	739	1,055	8.99%
52024051 - 52500 Workers Compensation	2,914	3,194	4,925	4,925	2,601	5,224	6.07%
52024051 - 52900 Other Employee Benefits	629	275	392	392	226	387	(1.15%)
Personnel Expenses	289,214	309,112	368,540	368,540	263,716	381,310	3.47%
52024052 - 53230 Legal Services	653	28,281	10,000	10,000	1,445	10,000	0.00%
52024052 - 53240 Engineering/Architectural Svs	2,596	4,382	6,200	6,200	934	6,200	0.00%
52024052 - 53260 Training Services	350	0	1,000	1,000	733	1,000	0.00%
52024052 - 53264 Education Reimbursement	0	0	5,656	5,656	0	5,656	0.00%
52024052 - 53300 Other Professional Svs	936	3,195	3,600	3,600	18,794	3,600	0.00%
52024052 - 53410 Software / Hardware Support	19,939	15,413	26,905	26,905	26,411	16,442	(38.89%)
52024052 - 54110 Water / Sewerage	470	472	455	455	392	455	0.00%
52024052 - 54210 Solid Waste	730	879	1,215	1,215	778	1,215	0.00%
52024052 - 54230 Custodial Services/Supplies	2,426	2,524	4,509	4,509	1,997	4,509	0.00%
52024052 - 54300 Repair/Maintenance Services	460	344	1,000	1,000	568	1,000	0.00%
52024052 - 55200 General Insurance	39,995	46,496	62,336	62,336	56,387	72,300	15.98%
52024052 - 55310 Telephone / Fax/TV	3,089	3,486	1,321	1,321	2,769	1,321	0.00%
52024052 - 55320 Network / Internet	8,444	8,442	16,100	16,100	6,860	16,415	1.96%
52024052 - 55903 Travel and Related Costs	2,976	603	1,500	1,500	0	1,500	0.00%
52024052 - 55904 Banking / Credit Card Fees	5,322	4,700	2,000	2,000	2,313	2,000	0.00%
52024052 - 55905 Postal Services	(2,043)	950	1,710	1,710	1,040	1,710	0.00%
52024052 - 55908 Employee Moving Costs	4,766	0	0	0	0	0	0.00%
52024052 - 56100 General Supplies	250	251	500	500	88	500	0.00%
52024052 - 56101 Safety Related Items	785	611	0	0	0	0	0.00%
52024052 - 56120 Office Supplies	1,255	747	2,186	2,186	928	2,186	0.00%
52024052 - 56150 Computer Hardware / Software	16,751	12,756	6,629	6,665	1,594	14,770	122.81%
52024052 - 56220 Electricity	8,389	5,961	9,518	9,518	5,713	9,518	0.00%
52024052 - 56240 Heating Oil	10,688	9,455	8,102	8,102	5,122	8,102	0.00%
52024052 - 56260 Gasoline for Vehicles	674	409	1,963	1,963	258	1,963	0.00%
52024052 - 56320 Business Meals	48	0	200	200	0	200	0.00%
52024052 - 56330 Food/Bev/Related Emp Apprctn	1,513	1,441	1,000	1,000	713	1,000	0.00%
52024052 - 56400 Books and Periodicals	272	247	500	500	197	500	0.00%
Operating Expenses	131,733	152,048	176,105	176,141	136,033	184,062	4.52%
52024054 - 58100 Depreciation	1,375,845	1,314,265	1,361,872	1,361,872	931,134	1,372,436	0.78%
52024054 - 58500 Bad Debt Expense	907	18	0	0	0	0	0.00%
52024054 - 58910 Allocations IN-Debit	21,852	21,852	21,852	21,852	18,210	21,852	0.00%
52024054 - 59100 Interest Expense	111,670	109,932	102,799	102,799	103,220	96,375	(6.25%)
Other Expenses	1,510,274	1,446,067	1,486,523	1,486,523	1,052,564	1,490,663	0.28%
Total Utility Administration	1,931,220	1,907,226	2,031,168	2,031,204	1,452,313	2,056,035	1.22%

City of Unalaska
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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Wastewater Operations							
52024551 - 51100 Salaries and Wages	342,749	436,951	505,140	505,140	405,518	510,179	1.00%
52024551 - 51200 Temporary Employees	26,714	16,021	57,428	57,428	0	28,714	(50.00%)
52024551 - 51300 Overtime	24,923	22,704	40,000	40,000	17,396	40,000	0.00%
52024551 - 52100 Health Insurance Benefit	115,460	116,798	178,638	178,638	110,932	187,560	4.99%
52024551 - 52200 FICA & Medicare Emplr Match	30,298	36,491	46,097	46,097	32,353	44,284	(3.93%)
52024551 - 52300 PERS Employer Contribution	22,254	(46,294)	150,293	150,293	89,741	165,102	9.85%
52024551 - 52400 Unemployment Insurance	2,837	2,860	2,968	2,968	2,117	2,903	(2.19%)
52024551 - 52500 Workers Compensation	8,241	12,736	21,064	21,064	10,122	22,386	6.28%
52024551 - 52900 Other Employee Benefits	2,013	2,325	3,642	3,642	2,063	3,309	(9.14%)
Personnel Expenses	575,490	600,593	1,005,270	1,005,270	670,241	1,004,437	(0.08%)
52024552 - 53240 Engineering/Architectural Svs	0	0	2,000	2,000	0	2,000	0.00%
52024552 - 53260 Training Services	3,624	4,976	5,500	5,500	750	5,500	0.00%
52024552 - 53300 Other Professional Svs	135,917	178,832	213,500	253,964	89,648	113,500	(46.84%)
52024552 - 53410 Software / Hardware Support	1,790	1,930	12,000	12,000	2,130	12,000	0.00%
52024552 - 53420 Sampling / Testing	13,760	6,173	14,400	14,400	6,890	15,400	6.94%
52024552 - 53490 Other Technical Services	125	0	250	250	0	250	0.00%
52024552 - 54110 Water / Sewerage	11,787	15,413	13,000	13,000	12,626	13,000	0.00%
52024552 - 54210 Solid Waste	138,255	166,034	130,000	130,000	119,854	130,000	0.00%
52024552 - 54300 Repair/Maintenance Services	28,255	6,939	65,000	65,000	4,760	65,000	0.00%
52024552 - 54500 Construction Services	0	0	6,500	6,500	0	6,500	0.00%
52024552 - 55310 Telephone / Fax/TV	6,799	7,923	8,000	8,000	8,322	8,000	0.00%
52024552 - 55330 Radio	7,731	0	1,500	1,500	0	1,500	0.00%
52024552 - 55901 Advertising	75	0	250	250	0	250	0.00%
52024552 - 55903 Travel and Related Costs	8,667	0	7,200	7,200	0	7,200	0.00%
52024552 - 55906 Membership Dues	0	0	600	600	0	600	0.00%
52024552 - 55907 Permit Fees	9,606	8,763	9,000	9,000	7,960	9,000	0.00%
52024552 - 55908 Employee Moving Costs	1,513	0	0	0	0	0	0.00%
52024552 - 56100 General Supplies	64,775	76,631	111,225	114,441	23,862	100,000	(10.09%)
52024552 - 56101 Safety Related Items	7,366	32,886	9,500	11,288	4,288	9,500	0.00%
52024552 - 56108 Lab Supplies	7,654	16,914	14,200	14,778	1,459	14,200	0.00%
52024552 - 56115 Chemicals	245,583	272,551	330,000	330,000	159,469	317,000	(3.94%)
52024552 - 56120 Office Supplies	342	233	450	450	857	450	0.00%
52024552 - 56150 Computer Hardware / Software	283	2,053	1,000	1,000	299	1,000	0.00%
52024552 - 56220 Electricity	134,581	100,675	122,500	122,500	93,164	122,500	0.00%
52024552 - 56230 Propane	991	735	4,500	4,500	1,028	4,500	0.00%
52024552 - 56240 Heating Oil	96,658	75,010	103,000	103,000	42,035	103,000	0.00%
52024552 - 56260 Gasoline for Vehicles	1,837	1,372	3,500	3,500	879	3,500	0.00%
52024552 - 56270 Diesel for Equipment	883	1,367	1,400	1,400	691	1,400	0.00%
52024552 - 56330 Food/Bev/Related Emp Apprctn	0	96	800	800	297	800	0.00%
52024552 - 56400 Books and Periodicals	414	0	250	250	0	250	0.00%
Operating Expenses	929,270	977,504	1,191,025	1,237,071	581,268	1,067,800	(10.35%)
52024553 - 57300 Improvements & Infrastructure	6,097	0	0	0	0	0	0.00%
52024553 - 57400 Machinery and Equipment	0	0	430,000	490,826	456	77,369	(82.01%)
Capital Outlay	6,097	0	430,000	490,826	456	77,369	(82.01%)
Total Wastewater Operations	1,510,856	1,578,097	2,626,295	2,733,167	1,251,965	2,149,606	(18.15%)

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Expenditures
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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
52029854 - 59940 Transfers To Enterpr Capt Proj	669,477	0	0	0	0	43,000	0.00%
Other Expenses	669,477	0	0	0	0	43,000	0.00%
Total Transfers Out	669,477	0	0	0	0	43,000	0.00%

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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Veh & Equip Maintenance							
52022851 - 51100 Salaries and Wages	10,023	10,451	12,255	12,255	4,943	12,307	0.42%
52022851 - 51300 Overtime	0	34	365	365	132	438	20.00%
52022851 - 52100 Health Insurance Benefit	3,287	2,302	3,902	3,902	1,151	4,125	5.72%
52022851 - 52200 FICA & Medicare Emplr Match	767	802	968	968	388	977	0.93%
52022851 - 52300 PERS Employer Contribution	761	3,681	3,429	3,429	903	3,769	9.92%
52022851 - 52400 Unemployment Insurance	52	26	49	49	26	54	10.20%
52022851 - 52500 Workers Compensation	175	316	444	444	140	472	6.31%
52022851 - 52900 Other Employee Benefits	52	51	73	73	17	74	1.37%
Personnel Expenses	15,116	17,664	21,485	21,485	7,702	22,216	3.40%
52022852 - 54300 Repair/Maintenance Services	112	190	300	300	0	300	0.00%
52022852 - 56100 General Supplies	0	30	675	675	6	675	0.00%
52022852 - 56130 Machinery / Vehicle Parts	1,533	4,993	7,500	7,500	4,762	7,500	0.00%
Operating Expenses	1,645	5,214	8,475	8,475	4,768	8,475	0.00%
Total Veh & Equip Maintenance	16,760	22,878	29,960	29,960	12,470	30,691	2.44%

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Expenditures
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Wastewater Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
52022951 - 51100 Salaries and Wages	22,799	18,543	13,913	13,913	12,492	14,083	1.22%
52022951 - 51200 Temporary Employees	368	77	0	0	514	0	0.00%
52022951 - 51300 Overtime	3,547	2,850	5,264	5,264	986	7,314	38.94%
52022951 - 52100 Health Insurance Benefit	10,054	5,255	6,082	6,082	3,727	6,789	11.62%
52022951 - 52200 FICA & Medicare Emplr Match	2,044	1,642	1,470	1,470	1,070	1,634	11.16%
52022951 - 52300 PERS Employer Contribution	1,803	7,396	5,303	5,303	2,524	6,426	21.18%
52022951 - 52400 Unemployment Insurance	160	63	78	78	33	96	23.08%
52022951 - 52500 Workers Compensation	875	783	893	893	543	949	6.27%
52022951 - 52900 Other Employee Benefits	160	111	112	112	72	121	8.04%
Personnel Expenses	41,809	36,719	33,115	33,115	21,961	37,412	12.98%
52022952 - 53300 Other Professional	610	11,290	0	0	0	0	0.00%
52022952 - 54300 Repair/Maintenance Services	5,788	14,455	15,780	16,279	3,886	11,780	(25.35%)
52022952 - 54500 Construction Services	0	16,050	5,000	5,000	0	5,000	0.00%
52022952 - 56100 General Supplies	166	138	2,500	2,500	136	2,500	0.00%
52022952 - 56101 Safety Related Items	1,041	22	0	0	26	1,000	0.00%
52022952 - 56140 Facility Maintenance Supplies	9,654	6,255	4,800	4,800	3,417	7,800	62.50%
Operating Expenses	17,259	48,209	28,080	28,579	7,465	28,080	0.00%
Total Facilities Maintenance	59,068	84,929	61,195	61,694	29,427	65,492	7.02%

City of Unalaska
FY2022 Solid Waste Budget Summary
Draft as of 3/31/2021

Solid Waste Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	13,072	48,708	37,969	37,969	0	37,969	0.00%
Charges for Services	2,357,326	2,470,460	2,562,531	2,562,531	2,024,857	2,347,730	(8.38%)
Non-recurring Revenues	200	(7,375)	1,540,288	1,540,288	0	2,980,221	93.48%
Total Revenues	2,370,598	2,511,793	4,140,788	4,140,788	2,024,857	5,365,920	22.83%
EXPENDITURES							
Utility Administration	1,553,003	1,805,287	1,707,049	1,707,085	1,303,805	1,699,080	(0.47%)
Solid Waste Operations	1,458,419	1,462,471	2,102,980	2,156,345	827,242	2,244,539	6.73%
Transfers Out	0	(209,914)	100,000	100,000	100,000	1,171,100	1071.10%
Veh & Equip Maintenance	54,888	53,441	142,935	142,935	45,057	147,407	3.13%
Facilities Maintenance	90,502	46,611	87,824	88,323	55,808	103,795	18.19%
Total Expenditures	3,156,812	3,157,896	4,140,788	4,194,687	2,331,912	5,365,921	22.83%
Transfers In	116,612	44,622	0	0	0	0	0.00%
Solid Waste Proprietary Fund Net	(669,602)	(601,481)	0	(53,899)	(307,056)	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Utility Administration	306,546	109,931	0	1,282,603	1,699,080	31.66%
Solid Waste Operations	963,987	1,149,000	131,552	0	2,244,539	41.83%
Veh & Equip Maintenance	89,907	57,500	0	0	147,407	2.75%
Facilities Maintenance	77,495	26,300	0	0	103,795	1.93%
Total Operating Expenditures	1,437,935	1,342,731	131,552	1,282,603	4,194,821	
Transfers Out	0	0	0	1,171,100	1,171,100	21.82%
	0	0	0	1,171,100	1,171,100	

City of Unalaska
FY2022 Solid Waste Budget Detail
Revenues
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Solid Waste Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
53016541 - 42355 PERS Nonemployer Contributions	13,072	48,708	37,969	37,969	0	37,969	0.00%
Total Intergovernmental	13,072	48,708	37,969	37,969	0	37,969	0.00%
Charges for Services							
53016542 - 44410 Tipping Fees	1,660,562	1,689,415	1,966,240	1,966,240	1,302,784	1,548,679	(21.24%)
53016542 - 44420 Vehicle Disposal Fees	7,615	50	0	0	3,161	4,051	0.00%
53016542 - 44421 Motor Vehicle Tax - Landfill	57,100	44,150	50,000	50,000	23,900	39,714	(20.57%)
53016542 - 44470 Other Fees	299,425	384,051	270,450	270,450	429,919	428,967	58.61%
53016542 - 44480 Late Fees	996	1,566	2,071	2,071	865	1,154	(44.28%)
53016542 - 44490 Landfill Maintenance Fees	331,628	351,228	273,770	273,770	264,227	325,165	18.77%
Total Charges for Services	2,357,326	2,470,460	2,562,531	2,562,531	2,024,857	2,347,730	(8.38%)
Other Financing Sources							
53019848 - 49110 Transfers From Spec Rev Fnd	116,612	44,622	0	0	0	0	0.00%
Total Other Financing Sources	116,612	44,622	0	0	0	0	0.00%
Non-recurring Revenues							
53016549 - 49400 Gain-loss on Sale of Fixed Ass	200	(7,375)	0	0	0	0	0.00%
53016549 - 49910 Bdgt'd Use of Unrest. Net Asset	0	0	1,540,288	1,540,288	0	2,980,221	93.48%
Total Non-recurring Revenues	200	(7,375)	1,540,288	1,540,288	0	2,980,221	93.48%
Solid Waste Fund Total Revenues	2,487,210	2,556,415	4,140,788	4,140,788	2,024,857	5,365,920	29.59%

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Solid Waste Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Utility Administration							
53024051 - 51100 Salaries and Wages	159,218	144,669	174,711	174,711	139,902	177,142	1.39%
53024051 - 51200 Temporary Employees	545	269	1,297	1,297	34	1,431	10.33%
53024051 - 51300 Overtime	243	381	494	494	1,339	575	16.40%
53024051 - 52100 Health Insurance Benefit	45,038	35,103	53,405	53,405	31,672	56,076	5.00%
53024051 - 52200 FICA & Medicare Emplr Match	12,115	10,893	13,064	13,064	10,539	13,416	2.69%
53024051 - 52300 PERS Employer Contribution	1,484	52,010	47,655	47,655	27,846	52,239	9.62%
53024051 - 52400 Unemployment Insurance	707	692	730	730	572	797	9.18%
53024051 - 52500 Workers Compensation	2,642	2,872	4,367	4,367	2,370	4,632	6.07%
53024051 - 52900 Other Employee Benefits	524	144	244	244	115	238	(2.26%)
Personnel Expenses	222,516	247,035	295,967	295,967	214,390	306,546	3.57%
53024052 - 53230 Legal Services	0	0	1,000	1,000	0	1,000	0.00%
53024052 - 53240 Engineering/Architectural Svcs	2,596	4,382	2,500	2,500	934	2,500	0.00%
53024052 - 53260 Training Services	62	0	1,000	1,000	733	1,000	0.00%
53024052 - 53264 Education Reimbursement	0	0	1,450	1,450	0	1,450	0.00%
53024052 - 53300 Other Professional Svcs	401	1,379	1,900	1,900	18,860	900	(52.63%)
53024052 - 53410 Software / Hardware Support	8,545	6,606	11,546	11,546	11,296	7,064	(38.82%)
53024052 - 54110 Water / Sewerage	470	472	456	456	392	456	0.00%
53024052 - 54210 Solid Waste	674	879	1,215	1,215	778	1,215	0.00%
53024052 - 54230 Custodial Services/Supplies	1,213	1,304	4,509	4,509	1,000	4,509	0.00%
53024052 - 54300 Repair/Maintenance Services	460	344	500	500	568	500	0.00%
53024052 - 55200 General Insurance	22,641	25,459	42,712	42,712	29,677	43,286	1.34%
53024052 - 55310 Telephone / Fax/TV	2,387	2,788	1,321	1,321	2,112	1,321	0.00%
53024052 - 55320 Network / Internet	3,619	3,618	6,900	6,900	2,940	7,035	1.96%
53024052 - 55903 Travel and Related Costs	487	603	1,000	1,000	0	0	(100.00%)
53024052 - 55904 Banking / Credit Card Fees	5,854	5,170	1,800	1,800	2,544	1,800	0.00%
53024052 - 55905 Postal Services	(1,758)	1,905	2,565	2,565	1,250	2,565	0.00%
53024052 - 55906 Membership Dues	0	791	0	0	641	0	0.00%
53024052 - 55908 Employee Moving Costs	0	0	5,000	5,000	0	5,000	0.00%
53024052 - 56100 General Supplies	250	138	200	200	59	200	0.00%
53024052 - 56101 Safety Related Items	785	611	0	0	0	0	0.00%
53024052 - 56120 Office Supplies	1,354	747	2,186	2,186	928	2,186	0.00%
53024052 - 56150 Computer Hardware / Software	7,179	5,475	2,841	2,877	1,263	7,930	179.13%
53024052 - 56220 Electricity	8,389	5,961	7,000	7,000	5,713	7,000	0.00%
53024052 - 56240 Heating Oil	10,687	9,455	8,102	8,102	5,122	8,102	0.00%
53024052 - 56260 Gasoline for Vehicles	674	409	1,962	1,962	258	1,962	0.00%
53024052 - 56320 Business Meals	0	0	200	200	0	200	0.00%
53024052 - 56330 Food/Bev/Related Emp Apprctn	1,833	1,422	750	750	563	750	0.00%
53024052 - 56400 Books and Periodicals	272	247	0	0	197	0	0.00%
Operating Expenses	79,074	80,166	110,615	110,650	87,828	109,931	(0.62%)
53024054 - 58100 Depreciation	907,244	911,102	955,996	955,996	681,532	913,944	(4.40%)
53024054 - 58200 Landfill Closure/Post Closure	255,026	501,774	262,000	262,000	241,160	290,000	10.69%
53024054 - 58500 Bad Debt Expense	120	417	0	0	0	0	0.00%
53024054 - 58910 Allocations IN-Debit	21,456	21,456	21,456	21,456	17,880	21,456	0.00%
53024054 - 59100 Interest Expense	67,566	43,338	61,016	61,016	61,016	57,203	(6.25%)
Other Expenses	1,251,413	1,478,087	1,300,468	1,300,468	1,001,588	1,282,603	(1.37%)
Total Utility Administration	1,553,003	1,805,287	1,707,049	1,707,085	1,303,805	1,699,080	(0.47%)

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Solid Waste Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Solid Waste Operations								
53024751 - 51100	Salaries and Wages	380,808	404,900	474,730	474,730	289,099	473,653	(0.23%)
53024751 - 51200	Temporary Employees	24,774	8,357	27,903	27,903	12,207	27,903	0.00%
53024751 - 51300	Overtime	45,931	21,966	46,000	46,000	20,608	46,000	0.00%
53024751 - 52100	Health Insurance Benefit	125,306	113,040	178,638	178,638	88,484	187,560	4.99%
53024751 - 52200	FICA & Medicare Emplr Match	34,541	33,281	41,970	41,970	24,627	41,890	(0.19%)
53024751 - 52300	PERS Employer Contribution	24,659	(38,503)	142,737	142,737	63,420	153,217	7.34%
53024751 - 52400	Unemployment Insurance	2,420	2,096	2,673	2,673	1,643	2,895	8.31%
53024751 - 52500	Workers Compensation	11,978	15,857	25,408	25,408	10,795	27,002	6.27%
53024751 - 52900	Other Employee Benefits	2,697	2,639	3,921	3,921	1,652	3,867	(1.38%)
Personnel Expenses		653,114	563,633	943,980	943,980	512,536	963,987	2.12%
53024752 - 53240	Engineering/Architectural Svcs	0	0	2,000	2,000	0	2,000	0.00%
53024752 - 53260	Training Services	1,020	1,190	4,000	4,000	0	4,000	0.00%
53024752 - 53300	Other Professional Svcs	98,191	35,819	46,500	77,430	24,536	100,000	115.05%
53024752 - 53410	Software / Hardware Support	0	0	1,200	1,200	1,122	1,200	0.00%
53024752 - 53420	Sampling / Testing	23,138	6,543	48,000	48,000	2,838	15,000	(68.75%)
53024752 - 53490	Other Technical Services	210	1,540	36,500	36,500	0	25,000	(31.51%)
53024752 - 54110	Water / Sewerage	192,263	109,269	150,000	150,000	73,168	150,000	0.00%
53024752 - 54210	Solid Waste	26,834	336,580	572,000	572,000	502	562,000	(1.75%)
53024752 - 54220	Snow Plowing	0	12,600	0	0	0	0	0.00%
53024752 - 54300	Repair/Maintenance Services	125,088	69,462	11,000	32,948	28,234	11,000	0.00%
53024752 - 55310	Telephone / Fax/TV	4,001	4,045	4,600	4,600	3,363	4,600	0.00%
53024752 - 55330	Radio	6,325	0	2,750	2,750	0	0	(100.00%)
53024752 - 55901	Advertising	650	450	500	500	1,275	0	(100.00%)
53024752 - 55903	Travel and Related Costs	5,458	(1,067)	8,000	8,000	0	8,000	0.00%
53024752 - 55906	Membership Dues	418	223	1,000	1,000	100	500	(50.00%)
53024752 - 55907	Permit Fees	9,735	10,155	10,000	10,000	9,210	10,000	0.00%
53024752 - 55908	Employee Moving Costs	1,067	0	0	0	0	5,000	0.00%
53024752 - 56100	General Supplies	102,592	118,415	53,500	53,916	41,888	53,500	0.00%
53024752 - 56101	Safety Related Items	6,518	5,874	16,500	16,571	5,035	7,250	(56.06%)
53024752 - 56108	Lab Supplies	3,858	0	5,000	5,000	0	3,500	(30.00%)
53024752 - 56110	Sand / Gravel / Rock	50,040	49,994	50,000	50,000	0	50,000	0.00%
53024752 - 56115	Chemicals	0	0	250	250	0	250	0.00%
53024752 - 56120	Office Supplies	0	1,018	700	700	0	700	0.00%
53024752 - 56150	Computer Hardware / Software	0	843	1,700	1,700	782	1,700	0.00%
53024752 - 56220	Electricity	82,584	84,081	70,000	70,000	93,706	70,000	0.00%
53024752 - 56230	Propane	1,618	1,405	2,000	2,000	793	2,500	25.00%
53024752 - 56240	Heating Oil	52,887	42,784	50,000	50,000	24,314	50,000	0.00%
53024752 - 56260	Gasoline for Vehicles	1,162	1,276	800	800	403	800	0.00%
53024752 - 56270	Diesel for Equipment	9,196	5,892	10,000	10,000	3,309	10,000	0.00%
53024752 - 56330	Food/Bev/Related Emp Apprctn	397	448	400	400	130	400	0.00%
53024752 - 56400	Books and Periodicals	55	0	100	100	0	100	0.00%
Operating Expenses		805,304	898,839	1,159,000	1,212,365	314,706	1,149,000	(0.86%)
53024753 - 57400	Machinery and Equipment	0	0	0	0	0	131,552	0.00%
Capital Outlay		0	0	0	0	0	131,552	0.00%
Total Solid Waste Operations		1,458,419	1,462,471	2,102,980	2,156,345	827,242	2,244,539	6.73%

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Solid Waste Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
53029854 - 59940 Transfers To Prop Capt Proj	0	(209,914)	100,000	100,000	100,000	1,171,100	1,071.10%
Other Expenses	0	(209,914)	100,000	100,000	100,000	1,171,100	1071.10%
Total Transfers Out	0	(209,914)	100,000	100,000	100,000	1,171,100	1071.10%

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Solid Waste Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Veh & Equip Maintenance								
53022851 - 51100	Salaries and Wages	23,235	18,919	49,583	49,583	20,843	49,802	0.44%
53022851 - 51200	Temporary Employees	0	0	0	0	160	0	0.00%
53022851 - 51300	Overtime	2,289	287	1,485	1,485	57	1,782	20.00%
53022851 - 52100	Health Insurance Benefit	6,977	3,780	15,788	15,788	6,541	16,693	5.73%
53022851 - 52200	FICA & Medicare Emplr Match	1,953	1,469	3,904	3,904	1,611	3,941	0.95%
53022851 - 52300	PERS Employer Contribution	5,739	6,410	13,872	13,872	4,019	15,248	9.92%
53022851 - 52400	Unemployment Insurance	137	77	209	209	107	234	11.96%
53022851 - 52500	Workers Compensation	588	610	1,796	1,796	560	1,909	6.29%
53022851 - 52900	Other Employee Benefits	111	70	298	298	54	298	0.00%
	Personnel Expenses	41,028	31,622	86,935	86,935	33,952	89,907	3.42%
53022852 - 54300	Repair/Maintenance Services	112	1,666	2,500	2,500	2,582	2,500	0.00%
53022852 - 56100	General Supplies	0	61	2,000	2,000	12	3,000	50.00%
53022852 - 56130	Machinery / Vehicle Parts	13,748	20,092	51,500	51,500	8,512	52,000	0.97%
	Operating Expenses	13,860	21,819	56,000	56,000	11,106	57,500	2.68%
	Total Veh & Equip Maintenance	54,888	53,441	142,935	142,935	45,057	147,407	3.13%

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Solid Waste Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
53022951 - 51100 Salaries and Wages	34,295	20,064	42,764	42,764	25,939	43,283	1.21%
53022951 - 51200 Temporary Employees	196	0	0	0	164	0	0.00%
53022951 - 51300 Overtime	2,378	446	574	574	438	1,081	88.33%
53022951 - 52100 Health Insurance Benefit	12,307	5,935	13,641	13,641	6,702	14,267	4.59%
53022951 - 52200 FICA & Medicare Emplr Match	2,820	1,569	3,312	3,312	2,030	3,392	2.42%
53022951 - 52300 PERS Employer Contribution	8,577	6,489	11,832	11,832	5,159	13,142	11.07%
53022951 - 52400 Unemployment Insurance	209	105	181	181	142	201	11.05%
53022951 - 52500 Workers Compensation	1,176	914	1,762	1,762	1,025	1,873	6.30%
53022951 - 52900 Other Employee Benefits	191	80	258	258	107	256	(0.78%)
Personnel Expenses	62,148	35,601	74,324	74,324	41,708	77,495	4.27%
53022952 - 53300 Other Professional	5,125	716	0	0	966	0	0.00%
53022952 - 54300 Repair/Maintenance Services	14,876	3,409	5,500	5,999	9,981	7,800	41.82%
53022952 - 54500 Construction Services	0	0	1,000	1,000	0	1,000	0.00%
53022952 - 56100 General Supplies	152	60	1,500	1,500	166	1,500	0.00%
53022952 - 56101 Safety Related Items	2,018	22	0	0	26	500	0.00%
53022952 - 56140 Facility Maintenance Supplies	6,182	6,803	5,500	5,500	2,961	15,500	181.82%
Operating Expenses	28,353	11,010	13,500	13,999	14,100	26,300	94.81%
Total Facilities Maintenance	90,502	46,611	87,824	88,323	55,808	103,795	18.19%

City of Unalaska
FY2022 Ports & Harbors Budget Summary
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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	80,574	162,936	485,831	485,831	0	63,971	(86.83%)
Charges for Services	6,557,217	6,921,195	8,227,891	8,227,891	5,131,329	8,587,891	4.38%
Investment Income	51,807	29,728	0	0	0	0	0.00%
Non-recurring Revenues	0	0	2,086,149	2,111,149	0	7,402,629	254.85%
Total Revenues	6,689,598	7,113,859	10,799,871	10,824,871	5,131,329	16,054,491	32.73%
EXPENDITURES							
Harbor Office	6,194,870	6,584,090	8,124,639	8,124,639	5,223,571	7,299,689	(10.15%)
Unalaska Marine Center	1,001,789	1,026,380	1,095,318	1,095,321	801,422	1,087,207	(0.74%)
Spit & Light Cargo Docks	520,849	511,423	527,369	527,369	442,199	545,262	3.39%
Ports Security	27,617	24,621	73,339	73,339	6,007	68,855	(6.11%)
CEM Small Boat Harbor	677,712	664,836	689,532	689,532	565,938	701,825	1.78%
Bobby Storrs Small Boat Harbor	106,761	110,851	185,660	190,910	101,995	189,808	2.23%
Transfers Out	4,856,640	618,442	0	0	0	6,045,000	0.00%
Veh & Equip Maintenance	45,246	50,587	63,025	63,025	43,014	64,429	2.23%
Facilities Maintenance	34,913	29,371	40,989	66,488	46,958	52,415	27.88%
Total Expenditures	13,466,397	9,620,601	10,799,870	10,830,622	7,231,104	16,054,491	32.73%
Ports & Harbors Proprietary Fund N	(6,776,799)	(2,506,742)	0	(5,751)	(2,099,775)	0	

EXPENDITURES	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
Harbor Office	1,064,551	242,655	217,269	5,775,214	7,299,689	45.47%
Unalaska Marine Center	484,176	603,031	0	0	1,087,207	6.77%
Spit & Light Cargo Docks	143,457	401,805	0	0	545,262	3.40%
Ports Security	62,355	6,500	0	0	68,855	0.43%
CEM Small Boat Harbor	256,230	445,595	0	0	701,825	4.37%
Bobby Storrs Small Boat Harbor	107,603	82,205	0	0	189,808	1.18%
Veh & Equip Maintenance	42,429	22,000	0	0	64,429	0.40%
Facilities Maintenance	31,157	21,258	0	0	52,415	0.33%
Total Operating Expenditures	2,191,958	1,825,050	217,269	5,775,214	10,009,491	
Transfers Out	0	0	0	6,045,000	6,045,000	37.65%
	0	0	0	6,045,000	6,045,000	

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
54017041 - 42152 Debt Reimbursements Grants	0	0	366,694	366,694	0	0	(100.00%)
54017041 - 42195 Misc. Fed Operating Grants	55,682	55,399	55,166	55,166	0	0	(100.00%)
54017041 - 42355 PERS Nonemployer Contributions	21,687	78,917	63,971	63,971	0	63,971	0.00%
54017041 - 42359 Other State Revenue	3,205	28,620	0	0	0	0	0.00%
Total Intergovernmental	80,574	162,936	485,831	485,831	0	63,971	(86.83%)
Charges for Services							
54017042 - 44511 UMC Docking / Moorage	1,360,938	1,391,764	1,770,006	1,770,006	973,518	1,770,006	0.00%
54017042 - 44512 UMC Wharfage	2,220,775	2,480,640	3,188,469	3,188,469	1,684,313	3,188,469	0.00%
54017042 - 44513 UMC Rental Fees	541,487	575,533	850,000	850,000	466,509	1,210,000	42.35%
54017042 - 44514 UMC Utilities	428,845	478,581	467,127	467,127	246,777	467,127	0.00%
54017042 - 44521 Spit Docking / Moorage	497,208	529,271	430,520	430,520	443,340	430,520	0.00%
54017042 - 44524 Spit Utilities	148,741	153,469	125,000	125,000	127,047	125,000	0.00%
54017042 - 44531 SBH Docking / Moorage	76,249	72,781	87,000	87,000	66,460	87,000	0.00%
54017042 - 44534 SBH Utilities	7,705	7,859	6,000	6,000	10,854	6,000	0.00%
54017042 - 44541 Cargo Docking / Moorage	93,061	56,966	120,000	120,000	52,415	120,000	0.00%
54017042 - 44542 Cargo Wharfage	156,900	141,437	94,500	94,500	120,613	94,500	0.00%
54017042 - 44543 Cargo Rental Fees	0	0	8,000	8,000	0	8,000	0.00%
54017042 - 44544 Cargo Utilities	35,350	23,474	22,569	22,569	14,536	22,569	0.00%
54017042 - 44551 CEM Docking/Moorage	617,208	622,330	647,700	647,700	601,644	647,700	0.00%
54017042 - 44554 CEM Utilities	308,875	331,914	313,000	313,000	296,411	313,000	0.00%
54017042 - 44555 CEM Others Services	750	369	500	500	959	500	0.00%
54017042 - 44560 Security Fees	52,445	45,596	85,000	85,000	7,029	85,000	0.00%
54017042 - 44580 Late Fees	5,266	6,709	2,500	2,500	2,288	2,500	0.00%
54017042 - 44599 Other Revenue	5,415	2,502	10,000	10,000	16,616	10,000	0.00%
Total Charges for Services	6,557,217	6,921,195	8,227,891	8,227,891	5,131,329	8,587,891	4.38%
Investment Income							
54017043 - 47110 Interest Revenue	51,807	29,728	0	0	0	0	0.00%
Total Investment Income	51,807	29,728	0	0	0	0	0.00%
Non-recurring Revenues							
54017049 - 49910 Bdgtd Use of Unrest. Net Asset	0	0	2,086,149	2,111,149	0	7,402,629	254.85%
Total Non-recurring Revenues	0	0	2,086,149	2,111,149	0	7,402,629	254.85%
Ports & Harbors Fund Total Revenues	6,689,598	7,113,859	10,799,871	10,824,871	5,131,329	16,054,491	48.65%

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Harbor Office							
54025051 - 51100 Salaries and Wages	565,421	529,896	639,761	639,761	405,145	608,009	(4.96%)
54025051 - 51200 Temporary Employees	1,657	539	2,594	2,594	8,179	2,861	10.29%
54025051 - 51300 Overtime	2,688	1,571	13,477	13,477	1,199	12,581	(6.65%)
54025051 - 52100 Health Insurance Benefit	168,784	128,372	196,905	196,905	101,653	206,731	4.99%
54025051 - 52200 FICA & Medicare Emplr Match	43,496	40,255	48,920	48,920	31,328	47,022	(3.88%)
54025051 - 52300 PERS Employer Contribution	28,265	(127,053)	174,090	174,090	82,402	179,450	3.08%
54025051 - 52400 Unemployment Insurance	2,527	2,403	2,663	2,663	1,991	2,910	9.28%
54025051 - 52500 Workers Compensation	4,676	5,033	4,203	4,203	2,096	4,458	6.07%
54025051 - 52900 Other Employee Benefits	2,396	404	627	627	290	529	(15.63%)
Personnel Expenses	819,911	581,420	1,083,240	1,083,240	634,283	1,064,551	(1.73%)
54025052 - 53230 Legal Services	2,672	3,059	5,000	5,000	2,588	5,000	0.00%
54025052 - 53260 Training Services	1,931	0	6,000	6,000	0	6,000	0.00%
54025052 - 53264 Education Reimbursement	0	390	0	0	0	0	0.00%
54025052 - 53300 Other Professional Svcs	23,296	7,931	4,900	4,900	2,450	4,900	0.00%
54025052 - 53410 Software / Hardware Support	22,887	17,615	30,771	30,771	30,219	18,817	(38.85%)
54025052 - 54110 Water / Sewerage	0	0	0	0	536	0	0.00%
54025052 - 54230 Custodial Services/Supplies	0	0	12,000	12,000	0	12,000	0.00%
54025052 - 54300 Repair/Maintenance Services	3,768	0	4,000	4,000	531	4,000	0.00%
54025052 - 54410 Buildings / Land Rental	50,051	50,367	50,000	50,000	44,852	50,000	0.00%
54025052 - 55200 General Insurance	11,215	14,918	21,371	21,371	15,790	25,698	20.25%
54025052 - 55310 Telephone / Fax/ TV	8,343	10,500	24,900	24,900	9,050	24,900	0.00%
54025052 - 55320 Network / Internet	9,650	9,648	18,400	18,400	7,980	18,760	1.96%
54025052 - 55330 Radio	1,198	0	8,000	8,000	340	8,000	0.00%
54025052 - 55390 Other Communications	877	880	1,500	1,500	922	1,500	0.00%
54025052 - 55901 Advertising	125	978	2,000	2,000	0	2,000	0.00%
54025052 - 55902 Printing and Binding	0	0	750	750	0	750	0.00%
54025052 - 55903 Travel and Related Costs	13,247	9,832	15,000	15,000	0	15,000	0.00%
54025052 - 55904 Banking / Credit Card Fees	28,745	30,067	0	0	16,293	0	0.00%
54025052 - 55905 Postal Services	(5,471)	1,900	3,600	3,600	2,600	3,600	0.00%
54025052 - 55906 Membership Dues	1,573	1,795	2,000	2,000	670	2,000	0.00%
54025052 - 55907 Permit Fees	0	0	1,500	1,500	0	1,500	0.00%
54025052 - 56100 General Supplies	1,520	667	3,000	3,000	2,231	3,000	0.00%
54025052 - 56120 Office Supplies	3,330	4,899	4,500	4,500	2,967	4,500	0.00%
54025052 - 56150 Computer Hardware / Software	19,275	14,562	7,576	7,576	3,692	20,480	170.33%
54025052 - 56160 Uniforms	2,671	1,277	5,500	5,500	0	5,500	0.00%
54025052 - 56240 Heating Oil	914	861	0	0	568	0	0.00%
54025052 - 56260 Gasoline for Vehicles	1,398	608	1,800	1,800	531	1,800	0.00%
54025052 - 56320 Business Meals	323	0	500	500	0	500	0.00%
54025052 - 56330 Food/Bev/Related Emp Apprctn	1,867	1,393	2,300	2,300	1,275	2,300	0.00%
54025052 - 56400 Books and Periodicals	0	0	150	150	0	150	0.00%
Operating Expenses	205,405	184,147	237,018	237,018	146,083	242,655	2.38%
54025053 - 57400 Machinery and Equipment	0	0	10,500	10,500	10,444	217,269	1,969.23%
Capital Outlay	0	0	10,500	10,500	10,444	217,269	1969.23%
54025054 - 58100 Depreciation	3,640,849	4,276,173	4,336,120	4,336,120	3,242,534	4,343,293	0.17%
54025054 - 58500 Bad Debt Expense	11,910	2,889	0	0	0	0	0.00%
54025054 - 58910 Allocations IN-Debit	68,112	68,112	68,112	68,112	59,910	68,112	0.00%
54025054 - 59100 Interest Expense	1,448,682	1,471,349	1,469,649	1,469,649	1,130,317	1,363,809	(7.20%)
54025054 - 59200 Principal Payment	0	0	920,000	920,000	0	0	(100.00%)
Other Expenses	5,169,554	5,818,523	6,793,881	6,793,881	4,432,761	5,775,214	(14.99%)

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Total Harbor Office	6,194,870	6,584,090	8,124,639	8,124,639	5,223,571	7,299,689	(10.15%)

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Unalaska Marine Center							
54025151 - 51100 Salaries and Wages	203,086	184,060	236,828	236,828	189,341	241,582	2.01%
54025151 - 51300 Overtime	17,685	14,251	34,399	34,399	10,949	33,396	(2.92%)
54025151 - 52100 Health Insurance Benefit	80,442	68,894	89,152	89,152	61,467	94,684	6.21%
54025151 - 52200 FICA & Medicare Emplr Match	16,889	15,171	20,748	20,748	15,322	21,039	1.40%
54025151 - 52300 PERS Employer Contribution	16,797	73,459	74,373	74,373	39,924	80,166	7.79%
54025151 - 52400 Unemployment Insurance	1,382	1,253	1,191	1,191	1,074	1,319	10.75%
54025151 - 52500 Workers Compensation	4,597	6,225	11,281	11,281	5,144	11,990	6.28%
54025151 - 52900 Other Employee Benefits	2	0	0	0	0	0	0.00%
Personnel Expenses	340,878	363,311	467,972	467,972	323,221	484,176	3.46%
54025152 - 53240 Engineering/Architectural Svcs	0	0	1,300	1,300	0	1,300	0.00%
54025152 - 53260 Training Services	700	0	0	0	0	0	0.00%
54025152 - 53300 Other Professional Svcs	3,074	17,500	0	0	0	0	0.00%
54025152 - 53410 Software / Hardware Support	0	0	150	150	0	150	0.00%
54025152 - 54110 Water / Sewerage	15,277	23,545	26,000	26,000	13,923	15,000	(42.31%)
54025152 - 54210 Solid Waste	111,527	140,003	145,000	145,000	115,016	145,000	0.00%
54025152 - 54220 Snow Plowing	0	0	5,000	5,000	0	5,000	0.00%
54025152 - 54300 Repair/Maintenance Services	1,969	1,591	10,000	10,000	9,305	10,000	0.00%
54025152 - 54410 Buildings / Land Rental	1,200	1,200	0	0	900	0	0.00%
54025152 - 54420 Equipment Rental	0	0	1,200	1,200	0	1,200	0.00%
54025152 - 55200 General Insurance	153,055	170,890	200,696	200,696	190,135	219,381	9.31%
54025152 - 55310 Telephone / Fax/ TV	362	648	0	0	403	0	0.00%
54025152 - 55320 Network / Internet	2,340	195	0	0	0	0	0.00%
54025152 - 55330 Radio	0	0	2,000	2,000	0	0	(100.00%)
54025152 - 55903 Travel and Related Costs	493	0	0	0	0	0	0.00%
54025152 - 55906 Membership Dues	0	0	500	500	0	500	0.00%
54025152 - 55907 Permit Fees	70	0	0	0	0	0	0.00%
54025152 - 56100 General Supplies	20,962	11,581	10,000	10,003	2,258	10,000	0.00%
54025152 - 56101 Safety Related Items	1,959	2,239	0	0	437	0	0.00%
54025152 - 56110 Sand / Gravel / Rock	0	0	5,000	5,000	0	5,000	0.00%
54025152 - 56120 Office Supplies	0	95	250	250	0	250	0.00%
54025152 - 56220 Electricity	327,929	280,936	205,000	205,000	138,458	175,000	(14.63%)
54025152 - 56230 Propane	215	79	150	150	49	150	0.00%
54025152 - 56260 Gasoline for Vehicles	15,580	12,068	14,000	14,000	6,916	14,000	0.00%
54025152 - 56270 Diesel for Equipment	357	499	600	600	400	600	0.00%
54025152 - 56330 Food/Bev/Related Emp Apprctn	3,842	0	500	500	0	500	0.00%
Operating Expenses	660,911	663,069	627,346	627,349	478,200	603,031	(3.88%)
Total Unalaska Marine Center	1,001,789	1,026,380	1,095,318	1,095,321	801,422	1,087,207	(0.74%)

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Spit & Light Cargo Docks							
54025251 - 51100 Salaries and Wages	60,141	57,759	70,172	70,172	56,101	71,579	2.01%
54025251 - 51300 Overtime	5,240	4,223	10,194	10,194	3,244	9,894	(2.94%)
54025251 - 52100 Health Insurance Benefit	23,835	20,413	26,415	26,415	18,213	28,053	6.20%
54025251 - 52200 FICA/Medicare Employer Match	5,002	4,742	6,148	6,148	4,540	6,232	1.37%
54025251 - 52300 PERS Employer Benefit	4,786	22,670	22,039	22,039	11,756	23,754	7.78%
54025251 - 52400 Unemployment Ins Benefit	408	371	355	355	318	391	10.14%
54025251 - 52500 Workers Compensation Ins	1,369	1,853	3,343	3,343	1,524	3,554	6.31%
54025251 - 52900 Other Employee Benefits	1	0	0	0	0	0	0.00%
Personnel Expenses	100,781	112,030	138,666	138,666	95,697	143,457	3.46%
54025252 - 54110 Water / Sewerage	26,310	27,380	39,000	39,000	21,672	39,000	0.00%
54025252 - 54210 Solid Waste	6,792	7,552	26,000	26,000	6,510	26,000	0.00%
54025252 - 54300 Repair/Maintenance Services	21,731	1,668	25,000	25,000	151	25,000	0.00%
54025252 - 54410 Buildings/Land Rental	114,846	115,429	125,500	125,500	108,481	125,500	0.00%
54025252 - 55200 General Insurance	52,282	56,831	75,703	75,703	76,386	88,805	17.31%
54025252 - 56100 General Supplies	5,867	5,883	10,000	10,000	366	10,000	0.00%
54025252 - 56110 Sand / Gravel / Rock	720	720	5,000	5,000	0	5,000	0.00%
54025252 - 56220 Electricity	191,522	183,929	75,000	75,000	132,936	75,000	0.00%
54025252 - 56260 Gasoline for Vehicles	0	0	7,500	7,500	0	7,500	0.00%
Operating Expenses	420,068	399,393	388,703	388,703	346,503	401,805	3.37%
Total Spit & Light Cargo Docks	520,849	511,423	527,369	527,369	442,199	545,262	3.39%

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Ports Security							
54025351 - 51100 Salaries and Wages	4,148	3,121	6,638	6,638	730	5,950	(10.36%)
54025351 - 51300 Overtime	9,307	8,593	32,410	32,410	0	29,050	(10.37%)
54025351 - 52100 Health Insurance Benefit	5,703	2,419	13,543	13,543	367	12,222	(9.75%)
54025351 - 52200 FICA/Medicare Employer Match	1,029	896	2,988	2,988	56	2,674	(10.51%)
54025351 - 52300 PERS Employer Benefit	951	4,493	11,178	11,178	161	10,798	(3.40%)
54025351 - 52400 Unemployment Ins Benefit	85	42	182	182	3	172	(5.49%)
54025351 - 52500 Workers Compensation Ins	212	259	1,400	1,400	23	1,489	6.36%
Personnel Expenses	21,435	19,823	68,339	68,339	1,339	62,355	(8.76%)
54025352 - 56100 General Supplies	5,494	4,199	3,500	3,500	4,668	5,000	42.86%
54025352 - 56120 Office Supplies	263	0	500	500	0	500	0.00%
54025352 - 56330 Food/Bev/Related Emp Apprctn	425	600	1,000	1,000	0	1,000	0.00%
Operating Expenses	6,182	4,798	5,000	5,000	4,668	6,500	30.00%
Total Ports Security	27,617	24,621	73,339	73,339	6,007	68,855	(6.11%)

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
CEM Small Boat Harbor							
54025451 - 51100 Salaries and Wages	114,269	109,156	135,842	135,842	96,360	134,052	(1.32%)
54025451 - 51300 Overtime	6,325	4,976	13,742	13,742	3,695	13,230	(3.73%)
54025451 - 52100 Health Insurance Benefit	42,250	34,637	47,580	47,580	29,362	50,317	5.75%
54025451 - 52200 FICA/Medicare Employer Match	9,240	8,746	11,386	11,386	7,665	11,261	(1.10%)
54025451 - 52300 PERS Employer Benefit	9,298	41,553	40,136	40,136	20,213	42,545	6.00%
54025451 - 52400 Unemployment Ins Benefit	695	628	640	640	537	702	9.69%
54025451 - 52500 Workers Compensation Ins	1,852	2,443	3,879	3,879	1,791	4,123	6.29%
54025451 - 52900 Other Employee Benefits	1	0	0	0	0	0	0.00%
Personnel Expenses	183,930	202,139	253,205	253,205	159,622	256,230	1.19%
54025452 - 53230 Legal	0	0	850	850	0	850	0.00%
54025452 - 54110 Water / Sewerage	26,470	8,691	12,000	12,000	9,981	12,000	0.00%
54025452 - 54210 Solid Waste	22,310	29,426	25,000	25,000	34,926	25,000	0.00%
54025452 - 54230 Custodial Services/Supplies	8,400	8,400	11,500	11,500	7,000	11,500	0.00%
54025452 - 54300 Repair/Maintenance Services	3,277	5,557	10,000	10,000	6,887	10,000	0.00%
54025452 - 55200 General Insurance	50,770	55,036	67,627	67,627	67,736	76,895	13.71%
54025452 - 55310 Telephone / Fax / TV	1,646	1,599	0	0	1,340	0	0.00%
54025452 - 56100 General Supplies	44,438	2,095	5,000	5,000	71	5,000	0.00%
54025452 - 56110 Sand / Gravel / Rock	0	0	5,000	5,000	0	5,000	0.00%
54025452 - 56120 Office Supplies	0	0	350	350	0	350	0.00%
54025452 - 56220 Electricity	333,555	348,933	292,000	292,000	275,714	292,000	0.00%
54025452 - 56240 Heating Oil	2,916	2,959	4,500	4,500	2,660	4,500	0.00%
54025452 - 56260 Gasoline for Vehicles	0	0	2,500	2,500	0	2,500	0.00%
Operating Expenses	493,783	462,697	436,327	436,327	406,316	445,595	2.12%
Total CEM Small Boat Harbor	677,712	664,836	689,532	689,532	565,938	701,825	1.78%

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Bobby Storrs Small Boat Harbor							
54025551 - 51100 Salaries and Wages	45,105	43,319	52,630	52,630	42,076	53,687	2.01%
54025551 - 51300 Overtime	3,930	3,167	7,644	7,644	2,433	7,422	(2.90%)
54025551 - 52100 Health Insurance Benefit	17,876	15,310	19,811	19,811	13,659	21,040	6.20%
54025551 - 52200 FICA/Medicare Employer Match	3,751	3,556	4,609	4,609	3,405	4,676	1.45%
54025551 - 52300 PERS Employer Benefit	3,675	17,065	16,532	16,532	8,853	17,818	7.78%
54025551 - 52400 Unemployment Ins Benefit	306	278	266	266	239	295	10.90%
54025551 - 52500 Workers Compensation Ins	1,027	1,390	2,507	2,507	1,143	2,665	6.30%
54025551 - 52900 Other Employee Benefits	0	0	0	0	0	0	0.00%
Personnel Expenses	75,671	84,086	103,999	103,999	71,808	107,603	3.47%
54025552 - 53300 Other Professional	0	0	30,000	30,000	0	30,000	0.00%
54025552 - 54110 Water / Sewerage	1,827	4,682	5,000	5,000	2,438	5,000	0.00%
54025552 - 54210 Solid Waste	3,098	1,007	1,000	1,000	752	1,000	0.00%
54025552 - 54300 Repair/Maintenance Services	4,321	1,339	15,000	20,250	7,324	15,000	0.00%
54025552 - 55200 General Insurance	10,531	11,093	10,161	10,161	9,382	10,705	5.36%
54025552 - 56100 General Supplies	806	332	9,000	9,000	0	9,000	0.00%
54025552 - 56220 Electricity	10,507	8,312	10,000	10,000	10,292	10,000	0.00%
54025552 - 56260 Gasoline for Vehicles	0	0	1,500	1,500	0	1,500	0.00%
Operating Expenses	31,091	26,765	81,661	86,911	30,187	82,205	0.67%
Total Bobby Storrs Small Boat Harbo	106,761	110,851	185,660	190,910	101,995	189,808	2.23%

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
54029854 - 59940 Transfers To Enterpr Capt Proj	4,856,640	618,442	0	0	0	6,045,000	0.00%
Other Expenses	4,856,640	618,442	0	0	0	6,045,000	0.00%
Total Transfers Out	4,856,640	618,442	0	0	0	6,045,000	0.00%

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Veh & Equip Maintenance							
54022851 - 51100 Salaries and Wages	19,409	19,627	23,396	23,396	22,000	23,498	0.44%
54022851 - 51300 Overtime	146	0	700	700	236	840	20.00%
54022851 - 52100 Health Insurance Benefit	6,715	5,276	7,451	7,451	5,620	7,877	5.72%
54022851 - 52200 FICA & Medicare Emplr Match	1,496	1,501	1,844	1,844	1,701	1,864	1.08%
54022851 - 52300 PERS Employer Contribution	1,476	7,010	6,546	6,546	4,551	7,193	9.88%
54022851 - 52400 Unemployment Insurance	98	77	100	100	102	114	14.00%
54022851 - 52500 Workers Compensation	437	583	847	847	601	901	6.38%
54022851 - 52900 Other Employee Benefits	99	96	141	141	97	142	0.71%
Personnel Expenses	29,877	34,171	41,025	41,025	34,908	42,429	3.42%
54022852 - 53300 Other Professional	489	0	0	0	285	0	0.00%
54022852 - 54300 Repair/Maintenance Services	112	190	2,000	2,000	538	2,000	0.00%
54022852 - 56100 General Supplies	0	111	0	0	15	1,400	0.00%
54022852 - 56130 Machinery / Vehicle Parts	14,768	16,115	20,000	20,000	7,268	18,600	(7.00%)
Operating Expenses	15,369	16,416	22,000	22,000	8,105	22,000	0.00%
Total Veh & Equip Maintenance	45,246	50,587	63,025	63,025	43,014	64,429	2.23%

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Ports & Harbors Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
54022951 - 51100 Salaries and Wages	19,700	11,280	17,336	17,336	11,699	17,544	1.20%
54022951 - 51200 Temporary Employees	245	0	0	0	247	0	0.00%
54022951 - 51300 Overtime	80	68	126	126	364	294	133.33%
54022951 - 52100 Health Insurance Benefit	6,575	2,786	5,494	5,494	2,879	5,737	4.42%
54022951 - 52200 FICA & Medicare Emplr Match	1,532	868	1,332	1,332	942	1,364	2.40%
54022951 - 52300 PERS Employer Contribution	653	3,588	4,763	4,763	2,290	5,282	10.90%
54022951 - 52400 Unemployment Insurance	132	44	72	72	56	80	11.11%
54022951 - 52500 Workers Compensation	681	456	707	707	450	752	6.36%
54022951 - 52900 Other Employee Benefits	115	50	104	104	54	104	0.00%
Personnel Expenses	29,712	19,141	29,934	29,934	18,980	31,157	4.09%
54022952 - 53300 Other Professional	555	0	0	0	0	0	0.00%
54022952 - 54300 Repair/Maintenance Services	844	7,066	4,125	29,624	26,605	14,758	257.77%
54022952 - 54500 Construction Services	0	0	1,030	1,030	0	1,100	6.80%
54022952 - 56100 General Supplies	160	60	750	750	136	250	(66.67%)
54022952 - 56101 Safety Related Items	924	22	0	0	26	0	0.00%
54022952 - 56140 Facility Maintenance Supplies	2,718	3,082	5,150	5,150	1,212	5,150	0.00%
Operating Expenses	5,201	10,230	11,055	36,554	27,979	21,258	92.29%
Total Facilities Maintenance	34,913	29,371	40,989	66,488	46,958	52,415	27.88%

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Airport Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	1,932	8,481	6,841	6,841	0	6,841	0.00%
Charges for Services	489,482	485,446	553,500	553,500	365,394	553,500	0.00%
Non-recurring Revenues	0	0	200,838	200,838	0	263,224	31.06%
Total Revenues	491,414	493,927	761,179	761,179	365,394	823,565	7.58%
EXPENDITURES							
Airport Admin/Operations	601,590	549,852	592,175	592,175	464,624	617,801	4.33%
Facilities Maintenance	76,270	83,360	169,004	171,669	71,011	205,764	21.75%
Total Expenditures	677,860	633,212	761,179	763,843	535,636	823,565	7.58%
Transfers In	0	158,000	0	0	0	0	0.00%
Airport Proprietary Fund Net	(186,446)	18,715	0	(2,665)	(170,241)	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Airport Admin/Operations	107,715	223,492	0	286,594	617,801	75.02%
Facilities Maintenance	142,329	63,435	0	0	205,764	24.98%
Total Operating Expenditures	250,044	286,927	0	286,594	823,565	

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Airport Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
55017541 - 42355 PERS Nonemployer Contributions	1,932	8,481	6,841	6,841	0	6,841	0.00%
Total Intergovernmental	1,932	8,481	6,841	6,841	0	6,841	0.00%
Charges for Services							
55017542 - 44580 Late Fees	9,918	5,839	6,000	6,000	(427)	6,000	0.00%
55017542 - 44670 Airport Other Services	275	236	3,500	3,500	13,180	3,500	0.00%
55017542 - 47240 Airport Rent	479,289	479,371	544,000	544,000	352,641	544,000	0.00%
Total Charges for Services	489,482	485,446	553,500	553,500	365,394	553,500	0.00%
Other Financing Sources							
55019848 - 49100 Transfers From General Fund	0	158,000	0	0	0	0	0.00%
Total Other Financing Sources	0	158,000	0	0	0	0	0.00%
Non-recurring Revenues							
55017549 - 49910 Bdgtd Use of Unrest. Net Asset	0	0	200,838	200,838	0	263,224	31.06%
Total Non-recurring Revenues	0	0	200,838	200,838	0	263,224	31.06%
Airport Fund Total Revenues	491,414	651,927	761,179	761,179	365,394	823,565	8.20%

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Airport Proprietary		FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Airport Admin/Operations								
55025651 - 51100	Salaries and Wages	54,427	52,674	64,296	64,296	47,615	64,145	(0.23%)
55025651 - 51200	Temporary Employees	195	0	0	0	1,499	0	0.00%
55025651 - 51300	Overtime	14	6	34	34	13	58	70.59%
55025651 - 52100	Health Insurance Benefit	15,500	12,458	18,367	18,367	11,118	19,289	5.02%
55025651 - 52200	FICA & Medicare Emplr Match	4,186	4,023	4,792	4,792	3,757	4,871	1.65%
55025651 - 52300	PERS Employer Contribution	3,440	19,510	17,259	17,259	9,971	18,761	8.70%
55025651 - 52400	Unemployment Insurance	241	217	247	247	217	266	7.69%
55025651 - 52500	Workers Compensation	127	182	305	305	114	325	6.56%
55025651 - 52900	Other Employee Benefits	85	0	0	0	0	0	0.00%
Personnel Expenses		78,217	89,068	105,300	105,300	74,304	107,715	2.29%
55025652 - 53230	Legal Services	3,026	0	1,000	1,000	0	1,000	0.00%
55025652 - 53300	Other Professional Svcs	4,963	0	1,500	1,500	0	1,500	0.00%
55025652 - 54110	Water / Sewerage	9,574	7,964	8,622	8,622	3,494	8,000	(7.21%)
55025652 - 54210	Solid Waste	25,285	24,336	22,000	22,000	22,195	22,000	0.00%
55025652 - 54220	Snow Plowing	0	0	1,200	1,200	0	1,200	0.00%
55025652 - 54230	Custodial Services/Supplies	60,000	60,000	60,000	60,000	53,475	60,000	0.00%
55025652 - 54300	Repair/Maintenance Services	175	185	1,500	1,500	1,853	1,500	0.00%
55025652 - 54410	Buildings / Land Rental	12,088	11,836	13,500	13,500	17,493	18,000	33.33%
55025652 - 55200	General Insurance	20,859	27,096	30,280	30,280	28,916	33,027	9.07%
55025652 - 55310	Telephone / Fax / TV	3,679	3,613	3,895	3,895	3,032	3,895	0.00%
55025652 - 55904	Banking / Credit Card Fees	3,763	2,908	3,200	3,200	5,845	3,200	0.00%
55025652 - 55905	Postal Services	(456)	200	300	300	200	300	0.00%
55025652 - 55907	Permit Fees	0	0	120	120	0	120	0.00%
55025652 - 56100	General Supplies	451	0	2,500	2,500	128	2,500	0.00%
55025652 - 56120	Office Supplies	75	0	250	250	0	250	0.00%
55025652 - 56220	Electricity	55,493	34,281	45,000	45,000	28,602	45,000	0.00%
55025652 - 56240	Heating Oil	15,964	19,480	22,000	22,000	13,481	22,000	0.00%
Operating Expenses		214,938	191,898	216,867	216,867	178,712	223,492	3.05%
55025654 - 58100	Depreciation	285,266	264,278	265,400	265,400	207,757	281,986	6.25%
55025654 - 58500	Bad Debt Expense	18,562	0	0	0	0	0	0.00%
55025654 - 58910	Allocations IN-Debit	4,608	4,608	4,608	4,608	3,850	4,608	0.00%
Other Expenses		308,436	268,886	270,008	270,008	211,607	286,594	6.14%
Total Airport Admin/Operations		601,590	549,852	592,175	592,175	464,624	617,801	4.33%

City of Unalaska
FY2022 Airport Budget Detail
Expenditures
Draft as of 3/31/2021

Airport Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
Total Transfers Out	0	0	0	0	0	0	0.00%

City of Unalaska
FY2022 Airport Budget Detail
Expenditures
Draft as of 3/31/2021

Airport Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
55022951 - 51100 Salaries and Wages	37,987	53,564	77,846	77,846	34,685	79,823	2.54%
55022951 - 51200 Temporary Employees	782	791	1,037	1,037	1,428	0	(100.00%)
55022951 - 51300 Overtime	1,024	992	1,029	1,029	973	1,953	89.80%
55022951 - 52100 Health Insurance Benefit	11,511	12,080	24,828	24,828	7,199	25,965	4.58%
55022951 - 52200 FICA & Medicare Emplr Match	3,044	4,234	6,110	6,110	2,837	6,256	2.39%
55022951 - 52300 PERS Employer Contribution	2,216	(14,911)	21,541	21,541	7,070	23,921	11.05%
55022951 - 52400 Unemployment Insurance	196	238	345	345	130	372	7.83%
55022951 - 52500 Workers Compensation	1,315	2,160	3,349	3,349	1,407	3,560	6.30%
55022951 - 52900 Other Employee Benefits	174	262	484	484	156	479	(1.03%)
Personnel Expenses	58,250	59,412	136,569	136,569	55,884	142,329	4.22%
55022952 - 53300 Other Professional	125	9,774	0	0	0	0	0.00%
55022952 - 54230 Custodial Services/Supplies	3,600	5,259	13,000	13,000	0	13,000	0.00%
55022952 - 54300 Repair/Maintenance Services	11,472	2,216	6,800	9,465	10,656	37,800	455.88%
55022952 - 54500 Construction Services	0	0	1,000	1,000	0	1,000	0.00%
55022952 - 56100 General Supplies	51	96	7,000	7,000	298	7,000	0.00%
55022952 - 56101 Safety Related Items	166	22	0	0	26	0	0.00%
55022952 - 56140 Facility Maintenance Supplies	2,606	6,582	4,635	4,635	4,147	4,635	0.00%
Operating Expenses	18,020	23,948	32,435	35,100	15,127	63,435	95.58%
Total Facilities Maintenance	76,270	83,360	169,004	171,669	71,011	205,764	21.75%

City of Unalaska
FY2022 Housing Budget Summary
Draft as of 3/31/2021

Housing Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
REVENUES							
Intergovernmental	2,042	6,444	5,668	5,668	0	5,668	0.00%
Charges for Services	250,292	234,735	248,500	248,500	208,724	248,500	0.00%
Non-recurring Revenues	0	0	322,766	322,766	0	341,198	5.71%
Total Revenues	252,334	241,179	576,933	576,933	208,724	595,366	3.10%
EXPENDITURES							
Housing Admin & Operating	318,660	342,331	369,685	369,685	264,986	379,702	2.71%
Facilities Maintenance	144,129	97,047	207,248	209,652	146,765	215,664	4.06%
Total Expenditures	462,789	439,378	576,933	579,337	411,751	595,366	3.10%
Housing Proprietary Fund Net	(210,455)	(198,199)	0	(2,404)	(203,027)	0	

	Personnel Expenses	Operating Expenses	Capital Outlay	Other Expenses	Proposed Budget	% of Fund
EXPENDITURES						
Housing Admin & Operating	83,975	110,005	0	185,722	379,702	63.78%
Facilities Maintenance	124,209	91,455	0	0	215,664	36.22%
Total Operating Expenditures	208,184	201,460	0	185,722	595,366	

City of Unalaska
FY2022 Housing Budget Detail
Revenues
Draft as of 3/31/2021

Housing Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Intergovernmental							
56018041 - 42355 PERS Nonemployer Contributions	2,042	6,444	5,668	5,668	0	5,668	0.00%
Total Intergovernmental	2,042	6,444	5,668	5,668	0	5,668	0.00%
Charges for Services							
56018042 - 44770 Housing Other Services	4,135	0	0	0	0	0	0.00%
56018042 - 47230 Housing Rent	246,157	234,735	248,500	248,500	208,724	248,500	0.00%
Total Charges for Services	250,292	234,735	248,500	248,500	208,724	248,500	0.00%
Non-recurring Revenues							
56018049 - 49910 Bdgtd Use of Unrest. Net Asset	0	0	322,766	322,766	0	341,198	5.71%
Total Non-recurring Revenues	0	0	322,766	322,766	0	341,198	5.71%
Housing Fund Total Revenues	252,334	241,179	576,933	576,933	208,724	595,366	3.19%

City of Unalaska
FY2022 Housing Budget Detail
Expenditures
Draft as of 3/31/2021

Housing Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Housing Admin & Operating							
56025851 - 51100 Salaries and Wages	37,426	39,940	47,074	47,074	32,481	47,859	1.67%
56025851 - 51200 Temporary Employees	1,223	0	0	0	1,788	0	0.00%
56025851 - 51300 Overtime	25	57	111	111	6	111	0.00%
56025851 - 52100 Health Insurance Benefit	12,454	11,171	16,941	16,941	7,911	17,786	4.99%
56025851 - 52200 FICA & Medicare Emplr Match	2,924	3,061	3,603	3,603	2,624	3,647	1.22%
56025851 - 52300 PERS Employer Contribution	2,332	14,406	13,152	13,152	6,475	14,135	7.47%
56025851 - 52400 Unemployment Insurance	229	194	228	228	160	248	8.77%
56025851 - 52500 Workers Compensation	86	103	177	177	77	189	6.78%
Personnel Expenses	56,701	68,933	81,286	81,286	51,521	83,975	3.31%
56025852 - 53230 Legal Services	0	0	500	500	0	500	0.00%
56025852 - 53240 Engineering/Architectural Svcs	0	0	500	500	0	500	0.00%
56025852 - 53300 Other Professional Svcs	1,190	2,375	4,500	4,500	3,680	5,000	11.11%
56025852 - 54110 Water / Sewerage	7,919	13,045	11,500	11,500	8,847	11,500	0.00%
56025852 - 54210 Solid Waste	8,095	9,932	13,370	13,370	9,619	14,430	7.93%
56025852 - 54230 Custodial Services/Supplies	6,675	6,600	6,600	6,600	5,500	6,600	0.00%
56025852 - 54410 Buildings / Land Rental	749	749	749	749	562	828	10.55%
56025852 - 55200 General Insurance	19,086	20,869	25,915	25,915	25,193	28,647	10.54%
56025852 - 55310 Telephone / Fax / TV	0	0	0	0	897	0	0.00%
56025852 - 56100 General Supplies	621	0	1,000	1,000	67	2,000	100.00%
56025852 - 56220 Electricity	13,581	14,952	16,500	16,500	8,880	17,500	6.06%
56025852 - 56240 Heating Oil	19,598	20,611	23,000	23,000	11,846	22,500	(2.17%)
Operating Expenses	77,514	89,133	104,134	104,134	75,092	110,005	5.64%
56025854 - 58100 Depreciation	182,165	182,165	182,165	182,165	136,624	183,622	0.80%
56025854 - 58910 Allocations IN-Debit	2,280	2,100	2,100	2,100	1,750	2,100	0.00%
Other Expenses	184,445	184,265	184,265	184,265	138,374	185,722	0.79%
Total Housing Admin & Operating	318,660	342,331	369,685	369,685	264,986	379,702	2.71%

City of Unalaska
FY2022 Housing Budget Detail
Expenditures
Draft as of 3/31/2021

Housing Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Transfers Out							
Total Transfers Out	0	0	0	0	0	0	0.00%

City of Unalaska
FY2022 Housing Budget Detail
Expenditures
Draft as of 3/31/2021

Housing Proprietary	FY2019 Actual	FY2020 Actual	FY2021 Original Budget	FY2021 Revised Budget	FY2021 YTD	Adopted Budget	% Chg Original Budget
Facilities Maintenance							
56022951 - 51100 Salaries and Wages	57,657	40,318	64,910	64,910	51,161	65,693	1.21%
56022951 - 51200 Temporary Employees	2,922	925	0	0	2,826	0	0.00%
56022951 - 51300 Overtime	4,156	2,551	3,612	3,612	1,298	5,398	49.45%
56022951 - 52100 Health Insurance Benefit	17,616	7,898	21,594	21,594	11,716	22,815	5.65%
56022951 - 52200 FICA & Medicare Emplr Match	4,952	3,350	5,237	5,237	4,229	5,438	3.84%
56022951 - 52300 PERS Employer Contribution	3,863	(10,911)	18,752	18,752	10,954	21,112	12.59%
56022951 - 52400 Unemployment Insurance	312	182	290	290	244	317	9.31%
56022951 - 52500 Workers Compensation	2,151	1,681	2,847	2,847	2,008	3,027	6.32%
56022951 - 52900 Other Employee Benefits	369	201	406	406	277	409	0.74%
Personnel Expenses	93,998	46,194	117,648	117,648	84,713	124,209	5.58%
56022952 - 53300 Other Professional Svs	16,978	11,314	500	500	0	0	(100.00%)
56022952 - 54210 Solid Waste	0	28	500	500	0	0	(100.00%)
56022952 - 54300 Repair/Maintenance Services	13,758	3,258	49,550	49,550	23,611	45,755	(7.66%)
56022952 - 54500 Construction Services	0	0	14,000	14,000	0	20,000	42.86%
56022952 - 56100 General Supplies	437	64	6,200	6,200	472	6,200	0.00%
56022952 - 56101 Safety Related Items	846	22	0	0	26	1,000	0.00%
56022952 - 56110 Sand / Gravel / Rock	0	0	500	500	0	500	0.00%
56022952 - 56140 Facility Maintenance Supplies	18,111	36,167	18,000	20,404	37,943	18,000	0.00%
56022952 - 56240 Heating Oil	0	0	350	350	0	0	(100.00%)
Operating Expenses	50,131	50,853	89,600	92,004	62,052	91,455	2.07%
Total Facilities Maintenance	144,129	97,047	207,248	209,652	146,765	215,664	4.06%

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-17

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF UNALASKA AND THE PUBLIC SAFETY EMPLOYEES ASSOCIATION FOR REPRESENTED EMPLOYEES.

WHEREAS, the City Council of the City of Unalaska, Alaska is required to approve all collective bargaining agreements; and

WHEREAS, the City Manager negotiated a collective bargaining agreement with the Public Safety Employees Association for the represented employees.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to sign the collective bargaining agreement between the City of Unalaska and the Public Safety Employees Association.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: J. R. Pearson, Assistant City Manager
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Resolution 2021-17 Authorizing the City Manager to Sign a Collective Bargaining Agreement Between the City of Unalaska and the Public Safety Employees Association for Represented Employees

SUMMARY: On March 9, 2021, City Council met with staff in Executive Session for a pre-negotiations meeting to discuss the upcoming CBA negotiations. Following CBA negotiations the week of April 5th, 2021, the tentative agreement between the Public Safety Employees Association (PSEA) and the City was brought before Council on April 12, 2021 in Executive Session for discussion. Following Council's direction, staff discussed Council's requests with PSEA and an updated draft tentative agreement was brought before Council in Executive Session on April 20, 2021 and then again on April 27, 2021. The PSEA Collective Bargaining Agreement (CBA) was ratified by PSEA members on May 7, 2021. Staff recommends approval.

PREVIOUS COUNCIL ACTION: City Council approved the current collective bargaining agreement (CBA) with PSEA on April 10, 2018. City Council has discussed this PSEA CBA with staff in four Executive Sessions since March 9, 2021. March 9, 2021 included an Executive Session to discuss upcoming CBA negotiations. After the CBA negotiations the week of April 5, the tentative agreements were brought to Council for discussion on April 12, 2021. Then, following Council's direction, updated tentative agreements were brought to Council in Executive Session on April 20 and April 27, 2021.

BACKGROUND: PSEA represents the following Public Safety and Fire positions: Police Sergeants, Communication Sergeant, Corrections Sergeant, Fire Captains, Fire Fighters, Corrections Officers, Communications Officers, Police Officers, Animal Control Officer and DMV Agent. Every three (3) years, the City and PSEA enter contract negotiations to agree upon a collective bargaining agreement for a new three (3) year term. The City's CBA with PSEA expires on June 30, 2021; therefore, the proposed CBA would be effective July 1, 2021 through June 30, 2024. PSEA and City Staff negotiated this CBA the week of April 5, 2021, with several discussions since then to address Council feedback and address follow up questions to finalize the CBA.

DISCUSSION: In the attached PSEA CBA, changes were made to comply with Janus law, along with some administrative changes, additional bonuses were included for employee retention, and the wage scale was adjusted. No operational changes were made.

The PSEA CBA brings parity to Police and Fire and Corrections and Communications, adds 6% Public Safety Wage Scale Adjustment to police positions and 3% Public Safety Wage Scale Adjustment to other DPS positions, and includes 2% COLA in the first year with annual merit increases. Years 2 & 3 have 3% Public Safety Wage Scale Adjustment and annual merit increases. An annual \$3,500 bonus was included for long-term employees who have at least 13 years in service.

The final CBA was developed in accordance with Council direction. The PSEA CBA was ratified by PSEA members on May 7, 2021, and signed on May 18, 2021. This ratified and signed document is included in the packet.

ALTERNATIVES: Council can approve or disapprove the resolution. Disapproval would bring negotiations back to the drawing board and create uncertainty in how to proceed into the new fiscal year after the current CBA expires on June 30, 2021.

FINANCIAL IMPLICATIONS: As compared to if there was no COLA or wage scale adjustments in the PSEA CBA, this would increase estimated payroll costs from current FY22 draft budget by \$197,884 in year one and \$540,823 over the three year term of the CBA.

The Operating Budget will be adjusted accordingly when the CBA is signed, but the FY22 budget would still meet Council's Budget goals based on these numbers.

LEGAL: Staff consulted with City Attorney who provided review of the current PSEA CBA with suggested sections and language modifications.

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to adopt Resolution 2021-17.

CITY MANAGER COMMENTS: City Council has discussed this CBA in several Executive Sessions, and Staff has proceeded in accordance with Council's Direction. I support Staff's recommendation.

ATTACHMENTS: Ratified PSEA Collective Bargaining Agreement

COLLECTIVE BARGAINING AGREEMENT

By and between

City of Unalaska

And

Department of Public Safety,

Public Safety Employees Association

July 1, 2021-June 30, 2024

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**Agreement Between the City of Unalaska
And
PSEA-Department of Public Safety**

PREAMBLE

This Agreement is made and entered into by and between the City of Unalaska, Alaska, for its Public Safety operation, hereinafter referred to as the “Employer”, and the Public Safety Employee’s Association, hereinafter referred to as the “Union”. The purpose of this Agreement is to set forth the understanding reached between the Parties with respect to wages, hours of work and conditions of employment.

For purposes of this agreement, references to the Department of Public Safety also includes the Department of Fire & EMS, and Director of Public Safety also includes Fire Chief, unless otherwise specified.

ARTICLE 1 – RECOGNITION AND SCOPE OF AGREEMENT

The City recognizes, during the term of this Agreement, the Union as the sole and exclusive bargaining representative for the Department of Public Safety non-temporary employees performing work covered by the classifications set forth in this Agreement. This Agreement does not apply to temporary employees. A temporary employee is an employee who does not receive retirement, health or personal leave benefits from the City and/or who works 120 or fewer days per year.

ARTICLE 2- ASSOCIATION SECURITY

2.1 – Union Membership

- A. All employees presently holding a position covered by this Agreement may voluntarily become and remain a member of the Association.
- B. Employees shall provide written notice of the employee’s election to join the Union to the Employer within 30 days of becoming a Union member.
- C. Nothing in this Agreement prohibits the Association from charging a nonmember fees for services such as a grievance and/or arbitration filed at the request of the nonmember.
- D. The shop steward will have an opportunity to meet with all new hires during orientation for the positions that comprise the “Bargaining Unit.” See Article 16

2.2 – Association Activities

The Employer agrees that it will not in any manner, directly or indirectly; attempt to interfere between any of its members and the Association. The Employer will not in any manner restrain or attempt to restrain any member from belonging to the Association, or from taking an active part in lawful Association affairs which are not inconsistent with this Agreement.

2.3 – Dues Deductions

- A. The written notice of Union membership provided under Article 2.1 may contain written authorization of the employee to deduct from the payroll check of the Union member monthly dues, PAC donations, fees and other benefits.
- B. The Employer agrees to deduct from each paycheck the specific amount authorized by the member for monthly dues, PAC donations, fees and other benefits of the Association as certified by the President, Secretary, or Executive Secretary of the Association, and/or any such other specific dollar amount as an employee may authorize in the employee's written authorization provided to the Employer. The Employer shall transmit such amounts to the Association on a monthly basis. Such authorization shall be revocable by the employee by submitting a written request to the Employer. Employer will notify the Association upon receipt. Deductions authorized shall be on a form mutually agreeable to the parties. No other employee organization shall be accorded payroll deduction privileges with regard to members of the Bargaining Unit.
- C. The Association agrees to indemnify and hold harmless the Employer from any claim that may be made upon it for or on account of any such deduction from the wages of any employee.
- D. Inquiries from employees about Association monthly dues, PAC donations, fees and other benefits, membership, and dues check-off authorizations will be directed to the Association; provided, however, that the Employer shall not be required to refer to the Association inquiries relating solely to the Employer's administrative responsibilities regarding the written authorization and revocation forms described in this Section.

2.4 – Written Notice

- A. The Employer shall provide the Association with a written notice of all additions to the unit and all separations from the unit.
- B. Such notice shall include the member's name, position, location and the date of such action.
- C. This written notice shall be transmitted to the Association within fifteen (15) days of the action by the appropriate department.

ARTICLE 3 – [RESERVED]

ARTICLE 4 - NONDISCRIMINATION

There shall be no discrimination because of Union membership or lack thereof, race, color, religion, sex, age, national origin, disability, marital status, changes in marital status, pregnancy or parenthood or any other legally protected class in accordance with current state or federal statutes. Where the masculine or feminine gender is used in this Agreement it is used solely for the purpose of illustration and shall not be construed to indicate the gender of any employee or job applicant.

ARTICLE 5 - MANAGEMENT'S RIGHTS

The Employer retains the right to manage the affairs of the City and to direct its work force. Unless otherwise specifically provided in this Agreement, nothing shall limit the Employer in the exercise of rights of Management. The City reserves all rights granted to it by the Alaska Public Employment Relations Act, unless such right has been waived by an express provision or provisions of this Agreement. All of the functions, rights, powers and authority of the City not specifically abridged, delegated or modified by this Agreement are recognized by the Union as being retained by the City. The City's failure to exercise a management right does not preclude the City from exercising it at some time in the future.

ARTICLE 6 - DISCIPLINARY ACTIONS

The Employer retains the right to discipline and/or discharge an employee for just cause. Progressive discipline principles shall be followed where appropriate. The Employer agrees to notify the designated Union representative of the reason of such discipline and/or discharge as outlined in Article 7.3. An employee has the right to participate in a pre-termination conference or hearing prior to a being terminated for cause, if desired. If the Union fails to grieve any disciplinary action within fourteen (14) calendar days of the receipt of the notification by the Union, the right to grieve or arbitrate such action is forfeited. This Article does not apply to probationary or temporary employees. The City may discipline and/or discharge probationary and temporary employees at any time for any reason in compliance with state and federal law.

Documented disciplinary actions will not be considered towards the Progressive Discipline scale after three (3) years from the date of the occurrence.

ARTICLE 7 - GRIEVANCE PROCEDURE AND ARBITRATION

7.1 A grievance is defined as any disagreement between the City and the Union involving an alleged violation, misinterpretation, or misapplication of this Agreement.

7.2 The grievance and arbitration procedures provided for herein shall constitute the sole and exclusive method of adjusting all grievances.

7.3 A. The Employer shall furnish a written copy of disciplinary actions involving suspension, demotion, or termination and the reasons for such disciplinary action to the Union within 48 hours.

B. Upon the Union's request, with the member's written approval, the Employer shall furnish a written copy of disciplinary actions involving warnings, reprimands, or any other permanent record that is included in the employee's personnel file and the reasons for such disciplinary action to the Union.

7.4 A. Individual reprimands or performance evaluations are not subject to the grievance and arbitration procedure. The employee receiving a written reprimand or performance evaluation shall be entitled to submit a rebuttal letter which will be attached to the reprimand or evaluation when placed in the personnel file. An employee receiving a less-than-satisfactory evaluation has the option of meeting with the Department Director provided the employee requests a meeting within fourteen (14) days of receipt of the final evaluation.

B. An employee who receives a less than satisfactory evaluation shall receive a re-evaluation no later than six months after the unsatisfactory evaluation. If the employee then receives a satisfactory re-evaluation, the employee shall be eligible for any merit benefits.

7.5 During the initial probationary period, employees are precluded from grieving any disciplinary action, including termination.

7.6 It is the intent of this grievance procedure to settle all disputes or complaints at the lowest level possible. The Employer and the Union will make every reasonable effort to informally resolve the grievance.

Step 1: In the event that such complaint or dispute cannot be thereby resolved, the grievance shall be reduced to writing within fourteen (14) calendar days of the time that the employee or Union knew or should have known of the alleged violation. If the Union decides to grieve the complaint or dispute, the Union shall present the written grievance to the Public Safety Director.

Step 2: If notification is given, then the Union and the Public Safety Director shall meet within seven (7) calendar days of that notice. The Public Safety Director shall provide the Union with a written response within seven (7) calendar

days of that meeting. If the grievance is not resolved to the Union's satisfaction at step 2, then they shall present a written statement of the grievance to the City Manager.

Step 3: A written statement of the grievance will be submitted to the City Manager within ten (10) calendar days of receipt of the denial of the grievance at Step 2. The City Manager shall schedule a meeting to discuss the grievance within seven (7) calendar days of receipt of the written statement of grievance. The City Manager shall provide a written response to the Union of his/her decision within fourteen (14) calendar days of the meeting.

7.7 In the event that the grievance is not resolved in Step 3 above, the Union shall within fourteen (14) calendar days provide a written request for arbitration to the City. If such grievance is not referred to arbitration within fourteen (14) calendar days of the written answer provided for in Step 3, the grievance shall be considered settled on the basis of the final decision rendered to the aggrieved party.

7.8 At each step, the time requirements may be extended by mutual agreement. Failure of either party to follow the time limits herein shall allow the other party to proceed to the next step, if they so choose.

7.9 If the Employer and the Union fail, after exercise of due diligence, to agree on an arbitrator, a list of eleven (11) arbitrators shall be requested from the American Arbitration Association. The parties shall thereupon alternate in striking a name from the panel until one name remains. The person whose name remains shall be the arbitrator.

7.10 Any decision by the arbitrator shall be final and binding upon the parties. It is understood and agreed that the arbitrator shall not have any power to add to, alter, or amend any of the provisions of this Agreement or issue any award on a matter not raised in the grievance filed by the Union, but shall be authorized only to interpret existing provisions of this Agreement as they may apply to the specific facts of the issue in dispute.

7.11 Each party to any grievance submitted to arbitration shall bear the expense of preparing and presenting its own case, including witnesses.

7.12 The expenses of the arbitrator shall be borne by the non-prevailing party, as determined by the arbitrator, applying Alaska law. In cases where there is no prevailing party the cost of arbitration be shared by both parties.

ARTICLE 8 - SENIORITY AND PROMOTIONS

8.1 Seniority is the length of continuous non-temporary service of an employee with the Department of Public Safety. Seniority will be broken if the employee resigns, retires, becomes unavailable for work because of an unauthorized absence, is discharged for cause, or is not actively employed for a period of 180 calendar days for any reason other

than injury, pregnancy, maternity or illness, where the employee is reasonably expected to return to work.

8.2 Acting appointments, including scope of duties and span of authority, shall be made at the discretion of the Public Safety Director with approval of the City Manager.

8.3 In all cases, promotions shall be made at the discretion of the Public Safety Director with approval of the City Manager.

ARTICLE 9 - PROBATIONARY PERIOD

9.1 The probationary period for all new bargaining unit employees shall be twelve (12) months, and may be extended for a maximum of an additional six (6) months in extraordinary circumstances.

9.2 Employees who accept a promotion out of the bargaining unit are entitled to return to their former position in the unit, where available, if they do not successfully complete probation in the promoted position. If the employee's former position is not available, the promoted employee shall have first preference to occupy any vacant unit position for which the employee is qualified.

9.3 The City may discipline or discharge probationary employees at any time for any reason.

9.4 Each employee shall normally be evaluated midway through the initial probationary period.

9.5 Employees promoted within the unit shall serve a six (6) month probationary period, but shall remain subject to the "just cause" provisions of this Agreement during that period.

9.6 Probationary employees have the right to request a representative from the union present during any meeting with the employer to discuss disciplinary action, including termination.

ARTICLE 10 - LAYOFFS

10.1 The City has the right to lay employees off. The Public Safety Director shall give written notice to all employees and the Union of any proposed layoffs. Such notice shall state the reasons therefore. Employees certified by the Alaska Police Standards Council who are laid off shall be given either 30 days written notice before being laid off or, if such notice is not provided, 160 hours of severance pay. Non-certified employees who are laid off shall be given either 14 days written notice before being laid off or, if such

notice is not provided, 80 hours severance pay.

10.2 All layoffs shall be made on the basis of seniority within each job classification. When the force is increased after layoff, employees will be recalled in inverse order of the layoff. Notice of recall shall be sent by the City to the employee at the last known address by registered mail or certified mail. If the employee fails to report to work within fourteen (14) days from the date of the mailing of the notice of recall, he or she shall be considered to have voluntarily resigned.

ARTICLE 11 - TRAVEL ALLOWANCE

11.1 Upon completion of twelve (12) months of continuous service and once during each fiscal year thereafter through the expiration date of this contract, each regular full-time employee shall receive a travel allowance in the amount of \$2,000, less applicable withholdings. Upon completion of 12 consecutive months of regular part-time service and once during each fiscal year thereafter, each regular part time employee shall receive a travel allowance in the amount of \$1,000, less applicable withholdings. If the status of a regular part-time employee changes to regular full-time within the anniversary year, the employee will receive a travel allowance in proportion to the time spent as a regular full-time employee and the time spent as a regular part-time employee. The travel allowance will be paid on the pay period immediately following the employee's anniversary date. Only regular full and part-time employees are eligible for this bonus.

11.2 To encourage long term, continuous employment with the department, on a regular full time employee's three (3) year anniversary of continuous employment, the employee will receive a \$3,000 bonus; on the employee's four (4) year anniversary, the employee will receive a \$4,000 bonus; on the five (5) year anniversary, the employee will receive a \$5,000 bonus; on the employee's eight (8) year anniversary, the employee will receive an \$8,000 bonus; on the employee's ten (10) year anniversary, the employee will receive a \$10,000 bonus; on the employee's twelve (12) year anniversary, the employee will receive a \$12,000 bonus; and beginning on the employee's thirteen (13) year anniversary, the employee will receive an annual \$3,500 bonus on each anniversary.

NOTE: John Warden, who will have reached his thirteen (13) year anniversary before this contract goes into effect, will receive a retroactive \$3,500 bonus at the beginning of this contract.

ARTICLE 12 - LEAVE

12.1 Personal Leave

- A. Regular full-time employees represented under this bargaining unit who began employment with the City on or after July 1, 2001 shall accrue personal leave commencing with their date of hire in any non-temporary position at the

following rates:

- (1) First and second years of service beginning on the date of hire and ending on the date before the second anniversary date: 16 hours per month.
 - (2) Third and fourth years of service beginning on the second anniversary date and ending on the day before the fourth anniversary date: 20 hours per month.
 - (3) Fifth and sixth years of service beginning on the fourth anniversary date and ending on the date before the sixth anniversary date: 24 hours per month.
 - (4) Seventh and eighth year of service beginning on the sixth anniversary date and ending on the date before the eighth anniversary date: 28 hours per month.
 - (5) Ninth year of service and beyond beginning on the eighth anniversary date and ending on the date of separation from City services: 32 hours per month.
- B. Regular full-time employees of the City who transfer into this bargaining unit shall be placed in the leave accrual tier that the transferred employee was receiving on their date of transfer into this unit and will continue to accrue personal leave at that tier and rate.
- C. Personal leave accrual while employee is on paid leave: Personal leave continues to accrue during the period of time an employee is on paid leave. Personal leave does not accrue during the time an employee is on leave without pay.
- D. Computation of personal leave accrual for regular part time employees: All regular part-time employees who work at least 20 hours per week shall accrue personal leave at a proportion of an equivalent full-time position. The proportion shall be computed by dividing the number of actual hours in pay status, excluding overtime, in the current pay period of a part-time position by the number of normal work hours of an equivalent full-time position. All regular part-time employees who work less than 20 hours per week shall not accrue personal leave.
- E. Personal leave accrual does not apply to temporary employees. Employees hired by temporary appointment shall not accrue personal leave.
- F. If an employee's accrued personal leave exceeds seven hundred sixty-eight (768) hours on December 15 of any given year, personal leave in excess of seven hundred sixty-eight (768) hours shall be cashed out and included in the employee's

paycheck for the period ending December 15. Employees will not lose leave or stop accruing leave under this process. This payment for unused personal leave in excess of seven hundred sixty-eight (768) hours does not affect the twice-yearly leave cash-out provisions outlined in subsection K of this Article.

- G. Use of personal leave for sick leave purposes: Accrued personal leave shall be used when the employee is sick or injured both during and after the employee's probationary period. Any use of personal leave for sick leave purposes may be required to be certified by a licensed medical professional.
- H. Personal leave bank: An employee may voluntarily donate unused personal leave he/she has accrued to another employee of the City who is seriously ill or injured, or has an immediate family member who is seriously ill or injured, or is attending to a death in his/her immediate family requiring absence from work for more than twenty (20) consecutive days and has exhausted all his/her personal leave. Personal leave that is being donated under this Section shall be donated at the donating employee's current rate of pay and that sum of money shall be paid to the City employee to whom the personal leave is being donated. The donated personal leave shall be subject to all taxation and contributions required of all payroll compensation and shall be borne by the employee to whom the personal leave is being donated. Any unused portion of donated leave remains with the employee receiving the donation.
- I. Use of personal leave for purposes other than sick leave: An employee may use accrued personal leave for purposes other than sick leave upon successful completion of six (6) months of continuous employment with the City; however, an employee may be granted early personal leave benefits for purposes other than sick leave due to extraordinary circumstances, as determined by the Public Safety Director and approved by the City Manager. The employee has the right to use accrued personal leave for purposes other than sick leave, but he/she does not have the right to determine when personal leave may be used for those purposes. Regular employees shall be allowed to use any amount of accrued leave for non-sick leave purposes at any time desired that will not be detrimental to department operations, as determined by the Public Safety Director. The longer the period of leave requested for non-sick leave purposes, the longer should be the advance notice to enable scheduling, and in no case shall such notice be provided less than ten (10) days prior to the employee's first day absent on personal leave.
- J. Amount of personal leave that must be taken annually for purpose other than sick leave: At least eighty (80) hours of leave must be used after the first complete fiscal year worked and every fiscal year thereafter. Employees shall be entitled to take up to thirty (30) working days of leave at one time. However, when in the opinion of the Public Safety Director it is not feasible nor in the best interest of the City to grant leave to an employee, the annual personal leave use requirement shall be temporarily suspended in such cases.
- K. Personal leave cash in: After twelve (12) months continuous employment an employee may cash in personal leave two times per fiscal year, with reasonable

notice to the City, provided that the employee shall retain at least eighty (80) hours of leave in his/her account. Cash in lieu of personal leave shall be subject to all taxation and contributions required of all payroll compensation.

- L. Emergency personal leave cash in: In addition to the provisions in Section 12.1(K), cash in lieu of accrued personal leave may be obtained under emergency conditions when requested in writing by the employee and approved by the City Manager. "Emergency," as defined in this section, means a critical situation over which neither the employee nor the City has control. Cash in lieu of personal leave shall be subject to all taxation and contributions required of all payroll compensation.
- M. Personal leave payment upon termination: Upon termination, accrued personal leave shall be paid in a lump sum to all employees with twelve (12) months of continuous employment with the City. The hourly rate to be used in computing the cash payment shall be the rate paid to the employee on the date that the separation notice is given to the employee or the effective date of the resignation notice. Cash in lieu of personal leave shall be subject to all taxation and contributions required of all payroll compensation.
- N. Leave Bank: After twelve (12) months continuous employment an employee shall keep at least eighty (80) hours of leave in his/her account unless specifically authorized by the Director of Public Safety. This bank is to serve as a cushion to cover any emergency leave in order to protect the employee from going into a "Leave Without Pay" status.

12.2 Leave Without Pay

- A. Leave without pay may be granted to an employee upon recommendation of the Public Safety Director and approval of the City Manager. Each request for such leave shall be considered in light of the circumstances involved and the needs of the Public Safety Department. Leave without pay shall not be requested nor granted until such time as all accrued personal leave and floating holidays have been exhausted, except when an employee is absent and drawing workers' compensation pay.
- B. Leave without pay for education purposes: Leave without pay may be authorized to include time to complete formal undergraduate or advanced degree requirements. Employees who have demonstrated above average performance with the City for a minimum of two years shall be considered for such leave, providing the work situation permits a temporary absence without serious effect upon the department's schedule of activities. A maximum of one year of college work with an accredited college or university may be granted in such cases. Should an employee voluntarily terminate prior to working one year after completion of an approved training program, other than a mandatory program, the employee shall reimburse to

the City all costs directly related to the training program. No benefits shall accrue while on this type of leave without pay.

- C. Benefits do not accrue while on leave without pay, except insurance, which will continue only through the end of the month in which leave without pay is initiated.
- D. Change of anniversary date because of leave without pay: If an employee uses more than ten (10) calendar days total leave without pay during an anniversary year, his/her anniversary and length of service dates shall be advanced by the number of days such leave without pay exceeds ten (10) days.

12.3 Unauthorized Leave

Any absence not authorized and approved in accordance with this Agreement shall be without pay for the period of absence and may be grounds for disciplinary action.

12.4 Military Leave

Employees shall be granted military leave consistent with UCO 3.52.150, AS 39.20.3350, and Uniform Service Employment and Reemployment Rights Act (USERRA).

12.5 Workers' Compensation Leave

Employees shall be granted workers' compensation leave to the extent required by the Alaska Workers' Compensation Act.

12.6 On The Job Injury Leave

- A. The Union and Employer jointly agree that the intent of this provision is to recognize the unique nature of fire and police work and is meant to protect and support Public Safety employees in the event of a serious or catastrophic injury received in the line of duty during a given year. It is further understood by both parties that all other work-related injuries that qualify a member for Workers' Compensation, will not be covered under this provision and will be handled through the City's standard Workers' Compensation process.
- B. Full-time employees may qualify for injury leave in the event of a serious injury received in the line of duty. Injury leave will be granted for up to twelve (12) consecutive months from the date of initial injury for a full-time Department employee who has suffered a serious injury in the line of duty and which qualifies them for Worker's Compensation. For purposes of this

provision, "an injury in the line of duty" means only:

- 1) An injury received due to the actions by another person to inflict serious injury or death on the employee, or
- 2) While responding to an official call in accordance with Departmental policies and emergency response protocol, or
- 3) While actively fighting a fire.

C. For the purposes of this provision, the definition of "a serious injury" used in the Alaska Statutes 11.81.900(b) relating to the crime of Assault shall apply.

Injury leave will not be available to an employee who has received a serious injury in the line of duty due to their own negligence, or who was not following authorized Departmental policies and procedures.

Six (6) months after the first day of absence as defined by Workers Compensation, all unused personal leave and floating holiday leave will be utilized and run concurrently with on the job injury leave. While on injury leave, any benefits allowed under the Family and Medical Leave Act or the Alaska Family Leave Act must be used and shall run concurrently. All Workers' Compensation payments made to the employee must be turned in to the City prior to receiving injury leave pay from the City.

An employee who qualifies for injury leave as defined by this provision and is eligible to cash in personal leave as outlined in Section 12.1 K-M of this Article, may do so at the start of the injury leave. However, the value of any cashed-in leave will be deducted from the total number of days the City is obligated to provide for the employee over the total twelve (12) month period.

For the duration of injury leave, employees will be paid at their base rate of pay in effect at the start of injury leave and will continue to accrue personal leave and floating holiday leave. The employee's annual travel allowance payment will be prorated based on the actual number of hours worked in the year in which injury leave is granted. The Employer will continue to provide health insurance and make required employer payroll contributions for the duration of on the job injury leave. A maximum of twelve (12) consecutive months of injury leave will be granted under this provision.

During such leave, employees may be assigned work at the discretion of the Department unless such work assignments adversely affects the nature of the injury. If there is a disagreement between the City and the employee as to whether the employee has suffered "a serious injury" or is able to perform work assigned at the discretion of the Department, such dispute shall be submitted to and resolved by a licensed medical professional selected by the Employer. The decision of this licensed medical provider as to whether the employee has suffered "a serious

injury" or whether the employee is able to perform work assigned at the discretion of the Department will be determinative, so long as the decision is not arbitrary, capricious, or made in bad faith. If an employee disagrees with a determination by the licensed medical professional that the employee is capable of performing work assigned at the discretion of the Department, the employee may elect not to accept the assignment, but the employee's entitlement to paid injury leave under this provision shall terminate. Should it be determined that the employee will not be eligible to return to full duty and applies for retirement, and retirement is granted prior to the twelve (12) month expiration of on the job injury leave, the Department's obligation under this provision shall terminate.

12.7 Family Leave

An eligible employee may take family and medical leave consistent with applicable federal and state laws and existing City policies. All unused accrued personal leave and floating holiday leave must be used first. Thereafter, such leave will be without pay.

12.8 Death in Immediate Family

- A. Immediate family, for the purpose of this Section, shall be defined as follows: the employee's spouse, child, father, mother, brother, brother-in-law, sister, sister-in-law, grandparents, father-in-law and mother-in-law, daughter-in-law, son-in-law, grandchild, stepchild, and domestic partner. It also means other family members who reside permanently with the employee.
- B. Recognizing that the make-up of some families do not conform with the standard definition above, an employee may provide the Employer with the names of relatives who acted in a parental capacity in lieu of the natural parents. The Employer shall provide forms for the recording of "immediate family" members for each covered employee, to be placed in his or her personnel file to document the full extent of each employee's "immediate family."
- C. Paid bereavement leave not to exceed seven (7) days may be used upon the death of the employee's family members as defined. Bereavement leave will not be deducted from the chargeable leave account.

12.9 Court Leave

- A. Jury duty: Jury duty shall be treated as jury leave, without loss of seniority, personal leave or pay. In order to be entitled to jury leave, the employee shall provide the Public Safety Director with written proof of the requirement of his/her presence for the hours claimed. Fees paid by the court, other than travel and subsistence allowances, while the employee is on jury leave shall be turned into the City. For jury duty that occurs on the employee's normal non-work days, fees paid by the court may be retained by the employee.

B. Witness service: Service in court when subpoenaed as witness on behalf of the City, or when called by the City as an expert on a matter of City concern or relating to a municipal function, will be treated the same as jury duty. Non-work related expert witness service for purposes other than just described will be covered by personal leave or leave without pay, and any fees received in this connection may be retained by the employee.

12.10 Business Leave Bank

There is hereby created a Business Leave Bank for the sole and exclusive use of the Unalaska Police Department Bargaining Unit. The Bank shall be administered and managed solely by the Unalaska Police Department Chapter of the Union and subject to periodic audits by the employer. Each audit shall be preceded by written notice, at least forty-eight (48) hours prior to the audit. Audits shall not be more frequent than twice each calendar year.

The first eight (8) hours of accrued personal leave of all new Unalaska Police Department Bargaining Unit members shall be transferred to the Unalaska Police Department Chapter Leave Bank. Any additional leave transfers shall be in no less than one-hour increments.

Upon request from the Union Business Manager, the Employer shall transfer from one (1) to eight (8) hours from each bargaining unit member's personal leave account to the Chapter Leave Bank.

The Union agrees that it will not use the Leave Bank for any purposes other than bona fide Chapter business. Requests for absence from duty for Business Leave shall be made by the President of the Unalaska Police Department Chapter or the Union Business Manager and addressed to the appropriate City Administrator as designated in writing by the Employer. Each request will state specifically the purpose of the absence.

Requests for absences for Unalaska Police Department Chapter business shall not be unreasonably denied.

The Union agrees that it will not use the Leave Bank for any purposes other than bona fide Union business. The Union further agrees that the Leave Bank balance is not returnable to the personal leave accounts, not transferable to successor bargaining agents, and has no cash value upon decertification.

ARTICLE 13 – FLOATING HOLIDAY BANK

**13.1 The following holidays shall be recognized as floating holidays:
New Year's Day**

Martin Luther King's Birthday – Third Monday in January
Lincoln's Birthday – February 12
President's Day – Third Monday in February
Seward's Day – Last Monday in March
Memorial Day – Last Monday in May
Independence Day
Labor Day
Alaska Day – Last Monday in October
Veteran's Day – November 11
Thanksgiving Day
Christmas Day

13.2 The City of Unalaska recognizes twelve holidays (nine regular and three floating). All regular full-time employees will receive these twelve holidays as floating holidays. Regular full-time employees will be credited the hours for these days in two increments. The first will be on January 1st, the second on July 1st. On each of those dates, regular full-time employees will receive a credit of forty-eight (48) hours in their floating holiday bank, six holidays at eight (8) straight time hours per holiday.

13.3 All floating holiday hours must be used by December 31st of each year. Hours not used by this date will be cashed out to the employee in the pay period ending December 31st. This cash out will be based on the employee's rate of pay on December 31st and will not be counted as one of the employee's Personal Leave cash outs. Employees must be employed with the City on December 31st to receive the cash out for unused floating holiday hours.

13.4 At a time agreeable to both the employee and the City, the employee may take floating holiday hours as time off with pay on an hour-for-hour basis.

13.5 When an employee is scheduled to work a recognized City holiday, s/he shall receive the applicable regular rate of pay for those hours, not the overtime rate. Under this amendment, overtime shall be paid to employees working a recognized City holiday only when circumstances necessitate the employee to extend work hours past the scheduled end of the shift, where the additional hours would place the employee in overtime status.

13.6 Use of Floating Holiday Prior to Separation

A. Employees who voluntarily terminate employment with the City may be provided the opportunity to use available floating holiday hours prior to their final termination date; at Management's discretion however, the employee must be at work on their last day of service with the City. This opportunity is contingent upon the employee providing thirty (30) days notice of the final separation date. Scheduled floating holiday hours will be coordinated with management to prevent or minimize schedule disruption.

B. Employees who voluntarily terminate employment with the City who are unable to use any accrued floating holidays before their termination date will be permitted to cash out those unused days at a prorated rate.

13.7 New regular full-time employees will be credited with floating holiday hours equal to the number of City recognized regular and floating holidays from the new employee's date of hire until the next regular credit date of January 1st or July 1st. New regular full-time employee will be credited with these hours on their date of hire.

13.8 Employees who are involuntarily terminated or laid off will be paid for any unused floating holiday hours as a cash out, based on their rate of pay on their last day of employment.

13.9 Floating holiday hours taken under this agreement will be counted as part of the minimum 80 hours' time off annually required under the City's existing Personnel Policy.

13.10 Regular part-time employees shall receive floating holiday leave bank hours computed on the proportion of actual hours worked, excluding overtime, during each 6 month period between January 1st through June 30th and July 1st through December 31st to the number of normal duty hours worked by a full-time position.

ARTICLE 14 - EDUCATION AND TRAINING

14.1 Educational Expense Refund

The City recognizes that advanced education and training, is of mutual benefit to the employee and the City. Educational courses qualifying for reimbursement may include courses offered by and certified by the State of Alaska. In the event that work or scheduling needs prohibit more than one or two employees from attending, the employee with the highest seniority, who is not scheduled for work, shall be afforded priority.

A. Education Program - If an employee engages in an educational program which the Public Safety Director determines, in his/her complete discretion, provides benefits to the employee and the City, the employee shall be reimbursed the cost of the tuition in accordance with the City's Tuition Reimbursement policy following his or her successful completion of the course providing:

(a) The Public Safety Director has approved the education or training program prior to participation in the course. The Public Safety Director may set the amount of reimbursement based on the overall cost vs. the amount budgeted for tuition reimbursement.

- (b) The employee signs an agreement with the City that the reimbursed tuition will be returned to the City in the event the employee voluntarily separates his or her employment with the City within twelve months of the date the employee completed the course.

B. Student Loan Repayment – An employee, upon successful completion of one year of employment, and subsequent years of employment, may be eligible for student loan repayment of up to \$2,000 annually providing:

- (a) The repayment is approved by the Director of Public Safety and the City Manager.
- (b) The loan is question was not taken by the employee in conjunction with City tuition assistance.
- (c) The four year degree was obtained from an accredited university and or college.
- (d) The employee signs an agreement with the City that the loan payment will be returned to the City in the event the employee voluntarily separates his or her employment with the City within twelve months of the date the payment.
- (e) The loan payment will be made directly to the loan organization, address and necessary information required for payment to be provided by employee.

14.2 Mandatory Training Programs

There shall be no cost to the employee for any mandatory training program(s).

ARTICLE 15 - UNION MEETINGS

15.1 The City agrees to make a room available to the Employees for the purposes of conducting Union meetings. The Union agrees to cooperate with the city in scheduling such meetings in a fashion, which will result in minimum interference.

15.2 Bulletin Board: The City agrees to provide space on a Department bulletin board for the Union to post notices of its activities. Responsibility for the posting and removal of materials is that of the local Union president.

ARTICLE 16 - RATES OF PAY/CLASSIFICATION

16.1 Position and Wages

16.1 A. All positions covered by this agreement shall be governed by the following wage scale:

Hourly Rates Effective July 1, 2021-June 30, 2022

Position	Wage Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13
Animal Control Officer	A11	\$21.63	\$22.28	\$22.95	\$23.64	\$24.35	\$25.08	\$25.83	\$26.60	\$27.40	\$28.22	\$29.07	\$29.94	\$30.84
DMV/IS Agent	B22	\$29.82	\$30.71	\$31.63	\$32.58	\$33.56	\$34.56	\$35.60	\$36.67	\$37.77	\$38.90	\$40.07	\$41.27	\$42.51
Communication Officer	B22	\$30.09	\$30.99	\$31.92	\$32.88	\$33.87	\$34.88	\$35.93	\$37.01	\$38.12	\$39.26	\$40.44	\$41.65	\$42.90
Communication Sergeant	B31	\$33.78	\$34.79	\$35.83	\$36.91	\$38.02	\$39.16	\$40.33	\$41.54	\$42.79	\$44.07	\$45.39	\$46.75	\$48.16
Fire Fighter	B23	\$35.04	\$36.09	\$37.18	\$38.29	\$39.44	\$40.62	\$41.84	\$43.10	\$44.39	\$45.72	\$47.09	\$48.51	\$49.96
Fire Captain	B32	\$41.33	\$42.57	\$43.85	\$45.17	\$46.52	\$47.92	\$49.36	\$50.84	\$52.36	\$53.93	\$55.55	\$57.22	\$58.93
Corrections Officer	B22	\$30.09	\$30.99	\$31.92	\$32.88	\$33.87	\$34.88	\$35.93	\$37.01	\$38.12	\$39.26	\$40.44	\$41.65	\$42.90
Corrections Sergeant	B31	\$33.78	\$34.79	\$35.83	\$36.91	\$38.02	\$39.16	\$40.33	\$41.54	\$42.79	\$44.07	\$45.39	\$46.75	\$48.16
Public Safety (Police) Officer	B23	\$35.04	\$36.09	\$37.18	\$38.29	\$39.44	\$40.62	\$41.84	\$43.10	\$44.39	\$45.72	\$47.09	\$48.51	\$49.96
Public Safety (Police) Officer/Investigator	B23	\$36.10	\$37.18	\$38.30	\$39.45	\$40.63	\$41.85	\$43.11	\$44.40	\$45.73	\$47.10	\$48.52	\$49.97	\$51.47
Police Sergeant	B32	\$41.33	\$42.57	\$43.85	\$45.17	\$46.52	\$47.92	\$49.36	\$50.84	\$52.36	\$53.93	\$55.55	\$57.22	\$58.93

Hourly Rates Effective July 1, 2022-June 30, 2023

Position	Wage Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13
Animal Control Officer	A11	\$22.28	\$22.95	\$23.64	\$24.34	\$25.07	\$25.83	\$26.60	\$27.40	\$28.22	\$29.07	\$29.94	\$30.84	\$31.76
DMV/IS Agent	B22	\$30.71	\$31.63	\$32.58	\$33.55	\$34.56	\$35.60	\$36.67	\$37.77	\$38.90	\$40.07	\$41.27	\$42.51	\$43.78
Communication Officer	B22	\$30.99	\$31.92	\$32.88	\$33.86	\$34.88	\$35.92	\$37.00	\$38.11	\$39.26	\$40.43	\$41.65	\$42.90	\$44.18
Communication Sergeant	B31	\$34.79	\$35.83	\$36.91	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07	\$45.39	\$46.75	\$48.15	\$49.60
Fire Fighter	B23	\$36.09	\$37.17	\$38.29	\$39.44	\$40.62	\$41.84	\$43.09	\$44.39	\$45.72	\$47.09	\$48.50	\$49.96	\$51.45
Fire Captain	B32	\$42.57	\$43.85	\$45.16	\$46.52	\$47.91	\$49.35	\$50.83	\$52.36	\$53.93	\$55.54	\$57.21	\$58.93	\$60.69
Corrections Officer	B22	\$30.99	\$31.92	\$32.88	\$33.86	\$34.88	\$35.92	\$37.00	\$38.11	\$39.26	\$40.43	\$41.65	\$42.90	\$44.18
Corrections Sergeant	B31	\$34.79	\$35.83	\$36.91	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07	\$45.39	\$46.75	\$48.15	\$49.60
Public Safety (Police) Officer	B23	\$36.09	\$37.17	\$38.29	\$39.44	\$40.62	\$41.84	\$43.09	\$44.39	\$45.72	\$47.09	\$48.50	\$49.96	\$51.45
Public Safety (Police) Officer/Investigator	B23	\$37.18	\$38.30	\$39.45	\$40.63	\$41.85	\$43.10	\$44.40	\$45.73	\$47.10	\$48.51	\$49.97	\$51.47	\$53.01
Police Sergeant	B32	\$42.57	\$43.85	\$45.16	\$46.52	\$47.91	\$49.35	\$50.83	\$52.36	\$53.93	\$55.54	\$57.21	\$58.93	\$60.69

Hourly Rates Effective July 1, 2023-June 30, 2024

Position	Wage Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13
Animal Control Officer	A11	\$22.95	\$23.64	\$24.34	\$25.07	\$25.83	\$26.60	\$27.40	\$28.22	\$29.07	\$29.94	\$30.84	\$31.76	\$32.72
DMV/IS Agent	B22	\$31.63	\$32.58	\$33.55	\$34.56	\$35.60	\$36.67	\$37.77	\$38.90	\$40.07	\$41.27	\$42.51	\$43.78	\$45.10
Communication Officer	B22	\$31.92	\$32.88	\$33.86	\$34.88	\$35.92	\$37.00	\$38.11	\$39.26	\$40.43	\$41.65	\$42.90	\$44.18	\$45.51
Communication Sergeant	B31	\$35.83	\$36.91	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07	\$45.39	\$46.75	\$48.15	\$49.60	\$51.09
Fire Fighter	B23	\$37.17	\$38.29	\$39.44	\$40.62	\$41.84	\$43.09	\$44.39	\$45.72	\$47.09	\$48.50	\$49.96	\$51.45	\$53.00
Fire Captain	B32	\$43.85	\$45.16	\$46.52	\$47.91	\$49.35	\$50.83	\$52.36	\$53.93	\$55.54	\$57.21	\$58.93	\$60.69	\$62.52
Corrections Officer	B22	\$31.92	\$32.88	\$33.86	\$34.88	\$35.92	\$37.00	\$38.11	\$39.26	\$40.43	\$41.65	\$42.90	\$44.18	\$45.51
Corrections Sergeant	B31	\$35.83	\$36.91	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07	\$45.39	\$46.75	\$48.15	\$49.60	\$51.09
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Police Sergeant	B32	\$43.85	\$45.16	\$46.52	\$47.91	\$49.35	\$50.83	\$52.36	\$53.93	\$55.54	\$57.21	\$58.93	\$60.69	\$62.52

NOTE 1: .

Year 1 – 2% COLA of the entire wage matrix has been established;

Firefighters will move to Police Officer wage scale at their current FY21 wage scale step;

Fire Captain will move to Police Sergeant wage scale at their current FY21 wage scale step;

Communication Officer will move to Corrections Officer wage scale at their current FY21 wage scale step;

Communication Sergeant will move to Corrections Sergeant wage scale at their current FY21 wage scale step;

Police Officer, Police Investigator, & Police Sergeant will receive six percent (6%) Public Safety Wage Scale Adjustment;

Communication Officer, Communications Sergeant, Corrections Officer, Corrections Sergeant, DMV, and Animal Control Office will receive three percent (3%) Public Safety Wage Scale Adjustment;

On the new wage scale, Communications Officer achieves and maintains pay parity with Corrections Officer, and Communications Sergeant achieves and maintains pay parity with Corrections Sergeant.

On the new wage scale, current Firefighters and Fire Captains will be moved back two wage scale steps. When the Year 1 merit increase is applied, they will move up one wage scale step.

Year 2 – three percent (3%) Public Safety Wage Scale Adjustment.

Year 3 – three percent (3%) Public Safety Wage Scale Adjustment.

All current employees eligible for merit increases will receive a three percent (3%) merit based step increase upon obtaining a satisfactory evaluation throughout the duration of this agreement.

NOTE 2: During the first year of employment, an employee may be advanced to a higher pay rate on the July 1 following the date of hire only if his/her date of hire is before April 1. For employees hired after April 1, but before June 30, eligibility for a merit increase shall be October 1 of that year and then July 1 thereafter. During a year when the wage range is increased, employees hired between April 1 and June 30 shall also move up to the new minimum of the wage range on July 1, in which case they will not be eligible for an increase on October 1.

NOTE 3: If an employee is involuntarily transferred to a different position in the bargaining unit, for non-disciplinary reasons, the employee's wages in the new position shall be frozen at the pre-transfer wage rate, or placed at the appropriate step in the schedule, whichever is higher.

NOTE 4: If an employee is promoted to a different classification within the bargaining unit where the placement at Step 1 of the new classification would result in a decrease in pay, the employee shall be placed in the new classification on the wage scale at the nearest step that provides for an increase in wages of at least twelve percent (12%) from wages received prior to the promotion. If the promotion occurs at the same time that a step or longevity increase is due, the step or longevity increase shall be included in the wage before determining the appropriate step placement for the new classification. Subsequent movement up the wage scale from step to step for promoted employees shall occur on July 1 of the year following the date of promotion, provided the employee achieves a satisfactory evaluation during the preceding year.

NOTE 5: Any new employee with verifiable job experience in the field for which they have been hired as determined by the Director of Public Safety may be offered a position at no more than Step 3.

16.1 B. Longevity: Employees whose wage is at or above Step 13 of the wage scale will receive 1.5% merit based increases upon obtaining a satisfactory evaluation throughout the duration of the contract.

16.2 Overtime rates: Overtime rates: The overtime rate shall be one and one-half times the regular rate for work performed after eight (8) hours per day or forty (40) hours per week. All overtime must have the approval of the Public Safety Director prior to its performance. Holidays and leave time are not counted as hours worked. Refer to Letter of Agreement signed on November 7, 2018 for modified work days.

16.3 Shift Differentials

A. Shift differential rates shall be paid in addition to regular rates of pay. Employees assigned by the Public Safety Director to the evening shift shall receive a five (5%) percent shift differential based on the employee's base rate of pay for the hours actually worked. Employees assigned to the night shift shall receive a ten (10%) percent shift differential based on the employee's base rate of pay for the hours actually worked. For employees called back to work, including employees on leave or floating holiday leave, the appropriate shift differential shall apply only to the hours actually worked. Shift hours and shift assignments shall be made by the Public Safety Director.

B. Employees assigned to a shift in which the starting and ending times vary within the work week, (known as Relief Shift), and, if the employee works one

(1) night shift as part of the work week, shall be paid a ten (10%) percent differential based upon the employee's base rate of pay for all hours actually worked, or if employees assigned to a shift which the starting and ending times vary within the work week and, if the employee works one (1) evening shift as part of the work week, shall be paid five (5%) percent differential based upon the employee's base rate of pay for all hours actually worked. If a relief shift is not previously scheduled, and worked during a week that falls between two (2) pay periods, relief shift pay will not be retroactively applied to the days worked during the previous pay period. If relief shift that falls between two (2) pay periods is previously scheduled then relief shift pay will be retroactively applied to days worked during the previous pay period.

C. The application of subsections A and B may not result in payment in a particular week of a differential exceeding ten (10%) percent for that week, and a shift change shall not be presumed to occur because an employee works overtime.

16.4 When an employee is assigned by the Public Safety Director to perform field training duties, the employee shall receive a ten percent (10%) FTO differential based on the employee's base rate of pay for the actual hours worked as a field training officer.

16.5 Education Incentive Pay: Effective July 1, 2018, the following education incentive pays shall apply:

\$200/Month	\$300/Month	\$400/Month
State Certified Instructor**	Advanced Police Certificate	Masters Degree*
Associates Degree*	Bachelors Degree*	
Intermediate Police Certificate	Paramedic	
	Fire Officer 3	

**Degrees must be obtained through an accredited institution.*

***State Certified Instructor incentive pay only applies to non-supervisory employees wishing to obtain that certification.*

NOTE: These incentives will not pyramid and can only be achieved through one certificate or degree. An employee may hold more than one certificate or degree but will only be placed in one bracket based on their highest level of certification.

16.6 When the Public Safety Director requires an employee to carry a cell phone and remain available to answer work related phone calls while off duty; the employee will be paid at a rate of \$1.50 per hour. Specific responsibilities regarding cell phone use are defined in the UDPS Policy and Procedure Manual.

16.7 In an effort to promote fitness within the department, Public Safety employees shall be paid \$25.00 an hour, for a maximum of ten (10) hours per pay period, to exercise at the Public Safety gym or PCR facilities. Employees shall document their fitness hours and requests for fitness pay on their normal timecard.

ARTICLE 17 - JOB CLASSIFICATIONS AND DESCRIPTIONS

17.1 Right to Establish, Change or Abolish Job Classification: The City shall have sole and exclusive authority to establish, decide, determine and designate all occupational classifications it has to offer employees, including the right to establish new classifications, reclassify, change, consolidate or abolish existing classifications at any time, and to determine job content, duties and responsibilities.

The City may establish new classifications and rates for classifications. The City shall notify the Union when any new classification not listed on the wage schedule is established. In the event the Union, within five (5) calendar days thereafter, notifies the City in writing that it disagrees with said rate, the matter shall be subject to negotiations between the parties. The rate shall be effective as of the first date employees were assigned to the classification. An arbitrator shall have no authority to establish, modify or eliminate any classification and shall have no authority to establish, modify or eliminate any wage rate for a classification. The authority of an arbitrator with regard to classifications is limited to determining whether the City satisfied its obligation to provide the Union with the notice specified above when a new classification is created and for determining an appropriated reminder for any such failure not inconsistent with the terms of this Agreement

17.2 Job Descriptions: Job descriptions issued by the City shall be considered only as descriptive guidelines and not as inclusive of each and every duty of a position.

ARTICLE 18 - CALL OUT

18.1 A minimum of three (3) hours at the overtime rate shall be paid when employees are called back to work after the regular shift under the following conditions:

- A. That the employee has physically left the Public Safety premises; and,
- B. If the call out occurs within three (3) hours of the start of the employee's scheduled shift, then the employee will receive pay at the applicable rate only for hours worked.

ARTICLE 19 - RETIREMENT AND BENEFITS

19.1 All regular full-time employees are required to participate in the State of Alaska Public Employees Retirement System. The City will contribute an amount as determined by the State's retirement actuaries. All regular full-time employees and regular part-time employees who work at least thirty (30) hours per week must enroll immediately upon accepting employment with the City (Title 3.48.010).

19.2 All regular full time employees covered under this Agreement, and their eligible

dependents, subject to insurability requirements as defined in the City's existing health insurance summary plan description are eligible to participate in the City's group health insurance program in effect during the life of this Agreement. The employee and eligible dependents shall be governed by the program subject to all terms and conditions of the program then in effect.

- 19.3** Regular part-time employees hired on or after July 1, 2001 in that status and who are hired for a position budgeted for at least twenty (20) hours but less than forty (40) hours per week, subject to insurability requirements as defined by the City's existing health insurance summary plan description and as administered by the trust administrator may, at the employee's option, to the extent allowed by the existing City health insurance plan, be covered by the group policy but shall pay one-half of the premium for said coverage.
- 19.4** Regular part-time employees, who work less than twenty (20) hours a week, are not eligible for health insurance benefits.
- 19.5** Temporary and emergency hire employees who do not exceed a six (6) month employment period, are not eligible for health insurance benefits.
- 19.6** The City reserves the right to amend, modify, suspend, or terminate the City's Group Health Insurance Plan provided the City makes provisions for a reasonable continued Health Insurance Plan, as defined by the Federal government's Affordable Care Act, for employees and their eligible dependents.

It is mutually agreed that either party may give ample written notice to the other party that they desire to renegotiate the Health and Life Insurance Benefits Article of this Agreement if it is confirmed appropriate to do so. If either party gives such notice that they desire to renegotiate the terms of this Article and that notice and renegotiation shall not terminate the remainder of the Agreement. Once a party gives notice of its intent to renegotiate this Article, the parties will meet as soon as reasonably possible to begin renegotiation of this Article. In the even the parties agree on new terms of this Article those terms shall be reduced to writing and shall supersede this Article.

ARTICLE 20 - SIGN ON BONUS AND RELOCATION PAYMENT

Whenever, in the opinion of the City Manager, it is necessary to recruit qualified employees from outside the City, such employee shall receive assistance for actual necessary expenses under the following conditions:

- A. The employee must be appointed to a position for which the City Manager certifies prior to hire and in writing that such an expenditure is necessary to recruit a qualified employee.
- B. The employee will receive a lump sum sign on bonus not to exceed \$5,000, less

applicable withholdings in the second paycheck after start date, and a lump sum relocation payment of \$5,000, less applicable withholdings, in the third paycheck after start date, plus airfare for the employee and one family member.

ARTICLE 21 - HOURS OF WORK

- 21.1** The standard workday is eight hours.
- 21.2** The standard workday will normally be divided into three eight hour shifts.
- 21.3** The standard work week is forty hours.
- 21.4** The standard pay period is semi-monthly.
- 21.5** The Union and the City may mutually agree to establish alternate work weeks to meet the operation needs of separate divisions within the Public Safety Department. Such alternate work weeks may be established by written Letter of Agreement or other written document that is signed and mutually agreed to by both parties.
- 21.6** The Public Safety Director may establish different schedules to meet the Public Safety Department's operating needs. Monthly schedules shall be posted at least ten (10) days before the schedule is to go into effect. Shifting of employee's working hours to meet the needs of the Public Safety Department may be done at the discretion of the Public Safety Director.

ARTICLE 22 - DUTIES OF EMPLOYEES

- 22.1** An employee may be required by the City to perform any of the duties described in his or her job description and any other necessary duties related to public safety.
- 22.2** Union and Employee Responsibility: The Union agrees that this Agreement is binding on each and every employee in the bargaining unit and that all bargaining unit employees, individually and collectively, accept full responsibility for carrying out all the provisions of this Agreement. The Union agrees that it will actively dissuade excessive absenteeism, sexual harassment, and other practices which may hamper the City's operation and that the Union will support the City's efforts to eliminate waste and inefficiency, to improve the quality of work and to promote harmonious relations between the City and employees. The Union agrees to make every effort to see that bargaining unit employees working under this Agreement obey all rules, instructions, and regulations prescribed by the City, which are not inconsistent with the terms of this Agreement.

ARTICLE 23 - WORK RULES

The City shall have the right to establish and post work rules regarding any matter, and to require employees to abide by such rules, so long as such rules are not inconsistent with any express provision of this Agreement. Policies and directives of the Department of Public Safety are to be provided to each employee prior to their implementation.

ARTICLE 24 - MERIT PRINCIPLES AND PERFORMANCE EVALUATIONS

24.1 The parties agree that it is their mutual intent to strengthen merit principles in the bargaining unit, to the end that public employees be selected, appointed, and promoted among the most qualified.

24.2 A. The parties agree that due to the nature of work responsibilities in the Department of Public Safety, more than one supervisor may have significant knowledge of individual employee performance levels. It is further agreed, that in the development of annual performance evaluations, an employee's current supervisor will seek input from other supervisors who may have had direct or indirect supervisory responsibilities for the employee receiving the evaluation.

B. Management will include specific examples which support the performance rating. Anecdotal files and/or notations, if they exist, which have been used to support the performance evaluation shall be destroyed at the end of the evaluation period. However, such anecdotal files or notations shall be retained under the following circumstances:

- (i) The anecdotal files and/or notations are relevant to other matters, such as grievance and/or administrative or criminal investigations, unrelated to the performance rating/evaluation itself; and,
- (ii) The anecdotal files and/or notations are associated with a performance rating which has resulted in a re-imposition or extension of a probationary period, or in a demotion for performance reasons.

ARTICLE 25 – CONCLUSION OF BARGAINING

During the negotiations resulting in this Agreement, the City and the Union each had the unlimited right and opportunity to make demands and proposals with respect to any subject matter as to which the Alaska Public Employment Relations Act imposes an obligation to bargain. Except as specifically set forth elsewhere in this Agreement, the city expressly waives its right to require the Union to bargain collectively, and the Union expressly waives its right to require the City to bargain collectively, over all matters as to which the Public Employment Relations act imposes an obligation to bargain, whether or not: (a) such matters are specifically referred to in this Agreement; (b) such matters were discussed

between the City and the Union during the negotiations which resulted in this Agreement; or (c) such matters were within the contemplation or knowledge of the City or the Union at the time this Agreement was negotiated and executed. As used in this section, the waiver of the right to "bargain collectively" includes the waiver of the right to require the other party to negotiate, and the right to obtain information from the other party. This Agreement contains the entire understanding, undertaking, and agreement of the City and the Union, after exercise of the right and opportunity referred to in the first sentence of this section, and finally determines all matters of collective bargaining for its term. Changes in this Agreement, whether by addition, waiver, deletion, amendment, or modification, must be reduced to writing and executed by both the City and the Union.

ARTICLE 26 - SUBSTANCE ABUSE TESTING

Except for the provisions of random drug testing, all employees covered under this agreement shall conform to the City's current substance abuse testing policies and procedures and any additional state and federal requirements.

ARTICLE 27 – MISCONDUCT INVESTIGATIONS

27.1 The Misconduct Investigations policy is the procedure used by the department to investigate complaints about employees. The Director of Public Safety will give serious consideration to recommendations, comments and suggestions by the Association concerning modifications to the Misconduct Investigations policy.

27.2 Misconduct Investigations may fall into one of three categories:

A. Conduct subject to criminal action only. If a member is under investigation for conduct that may subject the member to criminal prosecution, the investigation shall be handled the same as it would be for a member of the public.

B. Conduct subject to both criminal and administrative actions. If a member is under investigation for alleged conduct that may result in administrative action and criminal prosecution, the city shall not "merge" the criminal investigation and the administrative, but shall instead conduct separate and distinct investigations. Criminal investigations shall be handled the same as it would be for a member of the public.

C. Conduct subject to disciplinary or punitive action. If a member is under administrative investigation for conduct that may subject the member to administrative disciplinary or punitive action, the investigation will be conducted in accordance with the safeguards listed below. Except for Article 27.2 F-3(a), this Article shall not apply to non-disciplinary interviews and conference.

D. An employee under investigation may be placed on Administrative Leave with pay or, after notice and an opportunity to be heard, without pay. The department will make every effort to complete Misconduct Investigations within 90 days of the date of case initiation. Should a Misconduct Investigation take longer than 90 days, the employee under investigation shall be notified in writing of the reasons for the delay and provided with an estimated time of completion.

D. This Article does not compromise or in any way inhibit the Director of Public Safety's authority to add to, delete from or otherwise amend the UDPS Policy & Procedure Manual.

F. The following rights shall be preserved in the Misconduct Investigation policy:

1. Employees are entitled to a prompt notice of investigations into complaints concerning them, unless there is reasonable cause not to. The notice shall contain a synopsis of the complaint; and shall identify the complainant unless there is reasonable cause not to, and the name of the supervisor tasked with the investigation. The notice shall provide sufficient detail for the employee to understand the focus of the investigation.

2. If, during the course of the investigation, additional areas of potential misconduct arise that expand the scope of the initial investigation, the employee shall be notified in writing of the new or revised allegations, unless there is reasonable cause not to. The Director of Public Safety, at his or her discretion, may include the additional allegations in the current Misconduct Investigation, or open a new Misconduct Investigation. If the Association is involved in representing the Member under investigation, the Director or designee will notify the Association of the expanded scope of allegations.

3(a). If requested, members will be given consideration by management to be represented by the Association at non-disciplinary interviews and conference. Non-disciplinary interviews and conferences are defined as counseling, coaching, instruction, and guidance where no disciplinary documents will be placed in the members' personnel file.

(b.) If requested, members are entitled to be represented by the Association at disciplinary interviews and disciplinary conferences. Disciplinary interviews and disciplinary conferences are defined as meetings that could result in disciplinary documents being placed in the members' personnel files.

(c.) Except in exigent circumstances, the Member will have up to twenty-four (24) hours to arrange Association representation if the member requests a local Association representation. Except in exigent circumstances, the Member will have up to seventy-two (72) hours to arrange Association representation if the member request an Association representative from the Anchorage office.

4. Questions asked during the interview of the Member subject to the Misconduct Investigation shall be confined to those matters related to the notice provided by the investigating officer.

5. Interviews with Members during the course of a Misconduct Investigation shall be recorded. An Association representative may ask questions of the subject Member at the conclusion of the interview. An Association representative may ask the investigator clarifying questions during the interview, but may not disrupt the interview process in anyway.

6. Misconduct Investigation files are confidential records maintained by the Director of Public Safety, to the extent consistent with public records laws.

7. Members are presumed innocent of misconduct allegations until evidence establishes proof of guilt.

8. All complaints will be maintained by the Director in confidential files, and only records that are sustained and result in discipline will be forwarded to the employee's personnel file.

9. The Member and/or the Association (with the Member's written approval) may review a completed Misconduct Investigation file by submitting a written request to the Director of Public Safety. In the case of investigations that do not result in discipline, the review will take place in such a manner that no copies of the report or its contents are created or removed from the confidential file.

10. Should the investigation result in discipline, the Member and/or the Association (with the Member's written approval) shall be provided with the entire contents of the completed Misconduct Investigation.

27.3 Disciplinary action shall be taken for cause, after a pre-disciplinary conference or hearing with the employee, except in the case of probationary or temporary employees which will be subject to provisions within Article 6 and Article 9.3.

27.4 This section is not intended to remove any rights guaranteed by law.

ARTICLE 28 - SEPARABILITY AND SAVING CLAUSE

In the event that any portion of this Agreement is found to be in conflict with any federal or state law, the balance of this Agreement shall remain in full force and effect. That portion found to be in conflict shall be subject to negotiation upon demand by either party.

ARTICLE 29 - PERSONNEL RULES

To the extent they are not inconsistent with the terms of this Agreement, the provisions of Title 3 of the Unalaska City Code in effect on the date of execution shall apply to all employees covered by this Agreement.

ARTICLE 30 - DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 2021 and shall remain in force through June 30, 2024. Either party may open the Agreement by written notice given by certified or registered mail at least sixty, but not more than ninety days prior to the expiration. Terms and conditions of this Agreement may be amended or changed at any time during the term of the contract upon mutual written agreement by the parties.

Signed this 18th day of May 2021.

For the Union:

Charles Miller
Executive Director

President

For the City:

City Manager

Public Safety Director

Fire Chief

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-34

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 if gone unmanaged; 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 (modified April 26, 2021), intrastate travel (modified April 26, 2021), and critical infrastructure; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) have issued public health guidance on how to reduce the spread of COVID-19; and

WHEREAS, on May 13, 2021, the CDC updated its mask guidance to no longer require wearing a mask or social distancing in any setting for fully vaccinated people; and

WHEREAS, local health officials have advised that protective measures are beneficial given Unalaska's remoteness, lack of road access to the mainland; and

WHEREAS, the State of Alaska has specifically recommended communities with limited health care infrastructure or high-risk populations may consider more restrictive protective measures than the State;

WHEREAS, as of May 19, 2021, there were 69,756 (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 May 19, 2021, 778 persons have tested positive for the virus in Unalaska; and

WHEREAS, on April 26, 2021, Unalaska's Local Risk Level was changed to Medium in accordance with Unalaska's COVID-19 Response Plan; and

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

WHEREAS, Unalaska has proven successful in stopping community transmission of the virus in the past and will continue to monitor local, state and national trends and events related to COVID-19; and

WHEREAS, as of May 19, 2021, at least 3,982 persons are known to have been fully vaccinated for the virus by IFHS & Eastern Aleutian Tribes and APIA/Oonalaska Wellness in Unalaska; 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, it is important that the community remains 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) is encouraged to follow current Health Advisories issued by the State of Alaska related to COVID-19.

2. Face Coverings. All customers and visitors of businesses and organizations that are open and operating are encouraged to 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 are encouraged to wear face coverings when interacting with customers and visitors. Face coverings may be temporarily removed as necessary and incidental to utilizing the business or service.

A business owner or operator may refuse admission or service to any individual who fails to wear a face covering in violation of the business's policy.

3. Reserved.

4. Traveler Quarantine. A person traveling into the City by vessel or airplane, from another community or port, is encouraged to self-quarantine for 10 days upon arriving at their destination. A quarantine period of 7 days is recommended for those travelers with a negative PCR test result obtained on days 6 or 7 of quarantine. No quarantine is necessary 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 necessary for travelers who have been fully vaccinated for at least 14 days prior to the date of travel.

People traveling for critical business purposes should follow their approved plan according to State Health Advisory No. 4.

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 or its appendices should submit COVID-19 plans directly to the City if they are operating in Unalaska. The plans should be in a format substantially similar to that recommended by State Health Advisory No. 4. Such businesses may submit their plans, protocols, or relevant notifications to the City by email to COVID19PLANS@ci.unalaska.ak.us.

6. Business COVID-19 Protection Measures and Protocols. All businesses and organizations which are open to members of the public at a physical location within the City are encouraged to post “COVID-19 Protection Measures and Procedures” on all entrances to and exits from the business. The measures should address sanitation and physical distancing approaches taken by the business or organization and any masking requirements of the business or organization.

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. 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. Reserved.

9. Effective Date; Expiration. This resolution shall be effective at noon on Wednesday, May 26, 2021, and expires at noon on Wednesday, June 8, 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 May 25, 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: May 25, 2021
Re: Resolution 2021-34: Continuing measures to protect public health

SUMMARY: The State Emergency Declaration has officially ended, and the State's Unified Command is stepping down. Locally our numbers are such that patient care can be managed by local health care providers, and the vaccine is widely available. This resolution transitions the previous required community wide protective measures into recommended ones. We will continue to monitor the situation.

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.

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.

On February 23, 2021, Council approved Resolution 2021-11 extending previous protective measures, updating references to State Health Advisories and treating them as requirements, and updating Traveler Self Quarantine requirements to align with CDC guidance.

On March 3, 2021, Council approved Resolution 2021-13 at a Special Meeting extending many of the protective measures, removing limit to public gatherings because in response to the decreased Local Risk level, and updating Traveler Self Quarantine requirements to align with CDC guidance.

On March 23, 2021, Council approved Resolution 2021-15 extending previous protective measures. The resolution removed the three month time limitation for fully vaccinated individuals in the traveler quarantine section, based on updated guidance; and removed the passenger limit in taxis, consistent with the opening up of other business and gatherings.

On April 13, 2021, Council approved Resolution 2021-18 extending previous protective measures. Council chose to keep the measures as they were, even though the local Risk Level increased from Medium to High. The situation continued to be monitored.

On April 27, 2021, Council approved Resolution 2021-20 extending previous protective measures. The Risk Level returned back to Medium on April 26, 2021.

On May 11, 2021, Council approved Resolution 2021-28 extending previous protective measures.

BACKGROUND: The State of Alaska’s COVID-19 disaster declaration was officially ended by Governor Dunleavy on April 30, 2021. Pursuant to HB 76 and the Department of Health and Human Services COVID-19 Declaration of Public Health Emergency dated April 30, 2021, the State will continue to assist with testing, vaccinations, contact tracing, and take other limited, necessary actions. The State has issued four health advisories, listed below, addressing general safety, travel and critical infrastructure, with appendices focusing on the seafood industry.

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 – Other than prohibiting persons who are currently positive with COVID-19, the State no longer has entry or travel testing requirements. The existing airport testing infrastructure will remain in place to protect Alaskans and visitors alike, but testing is voluntary.

Health Advisory 3 – Intrastate Travel – Like Health Advisory 2, the State’s guidance regarding intrastate travel was modified April 26. It continues to permit local travel restrictions, and outlines expectations of communities for allowing travel of Critical Infrastructure personnel, as well as for community members and those traveling for critical personal needs.

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.

We are now learning that the State Unified Command will stand down at the end of the month, transferring everything to State DHSS’s EOC. Plans for what that looks like are currently being developed.

The City’s local declaration is set to expire on June 30, 2021, and we are currently evaluating what that status and the level of necessary response might be after July 1.

DISCUSSION: Locally our numbers are such that patient care can be managed by local health care providers, and the vaccine is widely available. With this adequate support in place, focus can then shift to personal responsibility and education. This resolution transitions the previous required community wide protective measures into recommended ones. We will continue to monitor the situation.

Resolution 2021-34 is set expire June 9, 2021 and will be revisited at the Council Meeting on June 8, 2021. This resolution has been developed with close consultation of local health care providers, after consideration of CDC and State guidance in our local context. An overview is provided below.

- **State Health Advisories** - This section references and now encourages everyone in the City to follow the State’s Health Advisories. This is no longer mandated locally.
- **Face Coverings** - Customers and visitors of businesses and organizations are now encouraged to wear a covering over their nose and mouth. Additionally, employees or volunteers of businesses and organizations are encouraged to wear a face covering when interacting with customers or visitors. This is no longer mandated locally.

- **Traveler Self Quarantine** - Individuals traveling into the City by vessel or airplane are encouraged self-quarantine. This is no longer mandated locally.
- **Essential Services/Critical Infrastructure Safety Plans** - Businesses that are recommended to submit plans to the State as a result of Health Advisory 4, are encouraged to submit those to the City if they are operating in Unalaska. This is no longer mandated locally.
- **Protective Protocols** - All business open to the public are now encouraged post their basic measures to protect the public health on their doors. This is no longer mandated locally.

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 are policy decisions made by Council. The previously approved resolution outlining protective measures is provided as a reference.

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 and consultation with local health officials. Council may wish to alter some of the details based on further discussion.

PROPOSED MOTION: I move to adopt Resolution 2021-34.

ATTACHMENT: Resolution 2021-28 adopted on May 11, 2021.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-28

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 (modified April 26, 2021), intrastate travel (modified April 26, 2021), 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 May 5, 2021, there were 68,666 (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 May 5, 2021, 770 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 April 26, 2021, Unalaska's Local Risk Level was changed to Medium 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, as of May 5, 2021, at least 3,845 persons are known to have been fully vaccinated for the virus by IFHS & Eastern Aleutian Tribes and APIA/Oonalaska Wellness in Unalaska; 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, 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. Reserved.

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 6th 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.

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:

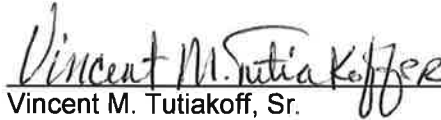
- a. The sanitation measures taken by the business or organization to prevent the spread of COVID-19.
- b. The social distancing measures taken by the business or organization to prevent the spread of COVID-19.
- c. A description of a process for obtaining goods or services from the business or organization 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.

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, May 12, 2021, and expires at noon on Wednesday, May 26, 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 May 11, 2021.



Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:



Marjie Veeder, CMC
City Clerk



CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-35

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO IMPLEMENT A WASTEWATER PROPRIETARY FUND RATE INCREASE OF 40%, PHASED IN OVER A FOUR-YEAR PERIOD

WHEREAS, the City of Unalaska has determined, through a detailed Rate Study for each Utility, that specific Utility rate increases to achieve a Debt Service Coverage Ratio beyond 1.25 for each Utility Proprietary Fund are necessary to continue operations at the current level of service; and

WHEREAS, rate increases necessary to maintain the required Debt Service Coverage Ratio above 1.25 in the Wastewater Proprietary Fund, over the next four fiscal years (FY22-FY25), is 40%; and

WHEREAS, the distribution of the rate increases to the Wastewater Residential Customers is 26.6% over a four year period (FY2022-FY2025); and

WHEREAS, the distribution of the rate increases to the Wastewater Commercial Customers is 26.6% over a four year period (FY2022-FY2025); and

WHEREAS, the distribution of the rate increases to the Wastewater Industrial Customers is 400% over a four year period (FY2022-FY2025).

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to implement a Wastewater Proprietary Fund rate increase to the Residential Customers of 26.6%, phased in over a four-year period, Commercial Customers of 26.6%, phased in over a four-year period, and Industrial Customers of 400% phased in over a four-year period.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 25, 2021

Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:

Marjie Veeder, CMC
City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Dan Winters, Director of Public Utilities
Through: Erin Reinders, City Manager
Date: May 25, 2021
Re: Resolution 2021-35: Authorizing the City Manager to implement a Wastewater Proprietary Fund rate increase of 40%, phased in over a four-year period

SUMMARY: Through Resolution 2021-35, Staff is requesting rate increases for the Wastewater Proprietary Fund that would go into effect in July 2021. The rate increase will be phased in over four years and will result in a 26.6% rate increase to the Wastewater Residential and Commercial customers, and a 400% increase to the Wastewater Industrial Customers. These rate increases will raise the Wastewater Proprietary Fund Debt Services Coverage (DSC) ratio from -.55 to 1.34, which will achieve our established goal of a DSC ratio of 1.25.

If approved, Staff will incorporate these rate adjustments formally into the upcoming Schedule of Fees and Services, which ordinance is scheduled for first reading at the June 8, 2021 Council meeting.

PREVIOUS COUNCIL ACTION: At the February 23, 2021 Council Work Session, James Keen and Amber Miller of Aldrich LLP presented the FY2021 Rate Study to Council.

At the March 9, 2021 Council Work Session, conversations focused on the cost of service and rates for Electric and Water. Council's consensus was for a one-time 6.1% increase in Electrical rates to all customer classes, and a one-time 3.6% increase in Water rates to all customer classifications. Council had general consensus to proceed with an increase to the sales tax by 1%, which will create a Utility Infrastructure Fund, supplementing the Utility Proprietary Funds.

At the April 12, 2021 Council Meeting, Staff presented the FY2022 Departmental Operating Budgets. During the budget presentation, Staff reported an overall budget reduction of \$2.8 million for the Department of Public Utilities (DPU). When only Personnel and Operating expenses are considered, the FY2022 DPU budget is \$2.6 million less than FY2021, a decrease of 14.1%.

At the April 13, 2021 Council Work Session, Council discussed the cost of services and rates for the Wastewater and Solid Waste Proprietary Funds. Council's general consensus for the Wastewater utility rate increase was a 40% across the board, phased in over four years. Although there was some discussion of options to phase in the increase based on the cost of service instead. Council's general consensus for the Solid Waste utility was to increase the solid waste utility rates by 33%, phased in over four years. Again there was some discussion in support of focusing on cost of service rather than across the board increases. Just as with the Electric and Water discussion, Council had general consensus to proceed with an increase to the sales tax by 1%, which will create a Utility Infrastructure Fund, supplementing the Utility Proprietary Funds.

At the April 27, 2021 Council Meeting, Staff brought forward Resolution 2021-25, authorizing the City Manager to implement a one-time rate increase to the Electrical Proprietary Fund of 6.1%; a one-time rate increase to the Water Proprietary Fund of 3.6%; a Wastewater Proprietary Fund

rate increase of 40%, phased in over a four-year period; and a Solid Waste Proprietary Fund rate increase of 33%, phased in over a four year period. Council failed to adopt Resolution 2021-25.

At the May 10, 2021 Council Meeting, Staff brought forward Resolution 2021-26, authorizing the City Manager to implement a one-time rate increase to the Electrical Proprietary Fund of 6.1%; a one-time rate increase to the Water Proprietary Fund of 3.6%; and a Solid Waste Proprietary Fund rate increase of 33%, phased in over a four year period. Council adopted Resolution 2021-26.

At the May 10, 2021 Council meeting, Staff also brought forward Resolution 2021-27, authorizing the City Manager to implement a Wastewater Proprietary Fund rate increase of 40%, phased in over a four-year period. Council failed to adopt Resolution 2021-27.

BACKGROUND: Department of Public Utilities Staff performs a rate study on each of the Utility Proprietary Funds approximately every three years. This is a long-standing City Council goal for the budgeting process. The studies assist in the long-term fiscal sustainability of the utility as they help ensure that rates address the cost of providing the utility service and maintaining its infrastructure.

In 2012, Staff contracted with Mike Hubbard of the Financial Engineering Company to perform a High-Level Rate Study, which indicated a rate increase of 29% for the Water Fund, 68% for the Wastewater Fund, and 75% for the Solid Waste Fund was needed by 2016. Rates increased consecutively for three years starting in FY2013. The sum of these rate increases was 21.3% for Water, 42.3% for Wastewater, and 32.1% for Solid Waste. These rate increases brought the difference between expenses and revenues closer to the budget before the new Water and Wastewater Plants became operational. However, the rate increases did little to make up for the budget shortfall after the new regulatory-mandated plants were online.

Staff performed the last rate study in 2016. A rate increase of 15% for the Wastewater Proprietary Fund over four years, and a rate increase of 13.5% for the Solid Waste Proprietary Fund over three years was initiated on July 1, 2017. During Staff's discussion with Council, there was a clear consensus that another monetary source was necessary to reduce impacts of necessary rate increases. Council decided that using a portion of the 1% Sales Tax Special Revenue Fund was the most logical approach. Council approved using an amount not to exceed \$1,300,000 to supplement the Water, Wastewater, and Solid Waste Proprietary Funds. This supplement from the 1% Special Revenue Fund helped slow the timing of the inevitable rate increases. However, the lack of a rate increase to the full revenue requirements, with increased costs of chemicals, personnel, and inflation, we are again looking at extreme rate increases for the Utility Proprietary Funds.

In July 2020, Staff contracted through Aldrich CPAs + Advisors LLP to conduct the FY2021 Utility Rate Study. This is now the seventh meeting with City Council focused on this study and how utility rates might be impacted.

DISCUSSION: Council and Staff have discussed utility rate increases since February of this year. During these rate discussions, it was Council's consensus that it is vital to maintain a Debt Service Coverage (DSC) ratio above 1.25. Doing so will qualify the City to sell bonds and receive low-interest loans for future projects.

On May 10, 2021, Council seemed to have concerns with the 40% rate increase for the residential and commercial wastewater customers. Council also had issues with increasing the industrial

wastewater rates by 80% and the other customer classes by 38.5%. There seemed to be interest in increasing the industrial rates more, in order to reduce the impact to residential and commercial customers. In short, something similar to a cost causer/cost payer based rate.

Staff went back to the drawing board. We looked at the impact on the residential rates if we increased the industrial wastewater rate by 100% increments. We did not see a significant decrease in the rate increases for residential and commercial rates until we raised the industrial rate by 400%. Raising the industrial wastewater rate to 400% reduced the residential and commercial customer rate increases to 26.6%. These rate increases will meet our established goal of increasing the Wastewater Proprietary Fund's DSC ratio above 1.25 and have less impact on the residential and commercial customers.

The table below is the “Modified Cost Causer/Cost Payer-Based Rates” and shows the revenue collected per customer class at the end of four years. This scenario applies a 400% increase to the Industrial class and then keeps the Residential and Commercial class increases at the same level (26.6%).

1.34 DSC: Modified Cost Causer/Cost Payer-Based Rates

	Total	Residential	Commercial	Industrial
Current:	\$ 2,468,212	\$ 470,187	\$ 1,909,490	\$ 88,536
Proposed:	\$ 3,455,497	\$ 595,286	\$ 2,417,532	\$ 442,678
Surplus/Deficit:	\$ (987,284)	\$ (125,099)	\$ (508,043)	\$ (354,143)
% Increase/(Decrease):	40.0%	26.6%	26.6%	400.0%
DSC:	1.34			

As a comparison, the table below applies the actual results of the cost of service study, which was originally Option 1A, to the 1.34 DSC revenue requirements. In this table, we see what the rate increases should be to each customer class, based on the Aldrich study. Both scenarios have an overall 40% increase in revenue stream and the DSC ratio to 1.34.

1.34 DSC: Cost-Based Rates

	Total	Residential	Commercial	Industrial
Current:	\$ 2,468,212	\$ 470,187	\$ 1,909,490	\$ 88,536
Proposed:	\$ 3,455,497	\$ 661,723	\$ 2,093,640	\$ 700,134
Surplus/Deficit:	\$ (987,285)	\$ (191,536)	\$ (184,150)	\$ (611,598)
% Increase/(Decrease):	40.0%	40.7%	9.6%	690.8%
DSC:	1.34			

The table below depicts the Modified Cost Causer/Cost Payer-Based Rate Increases for the Industrial Wastewater rates by 400%. The Residential and Commercial Wastewater rate by 26.6% phased in over four years.

1.34 DSC: Modified Cost Causer/Cost Payer-Based Rates

Class	Charge	Unit	Current	FY2022	FY2023	FY2024	FY2025
Residential:	Customer	\$/month	\$ 114.04	\$ 121.63	\$ 129.21	\$ 136.80	\$ 144.38
	Volume	\$/000 Gal	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Rate Increase:			0.0%	6.7%	6.2%	5.9%	5.5%
Rate Increase From FY2021			0.0%	6.7%	13.3%	20.0%	26.6%
Commercial:	Customer	\$/month	\$ 20.87	\$ 22.26	\$ 23.65	\$ 25.03	\$ 26.42
	Volume	\$/000 Gal	\$ 17.79	\$ 18.97	\$ 20.16	\$ 21.34	\$ 22.52
Annual Rate Increase:			0.0%	6.7%	6.2%	5.9%	5.5%
Rate Increase From FY2021			0.0%	6.7%	13.3%	20.0%	26.6%
Industrial:	Customer	\$/month	\$ 20.87	\$ 41.74	\$ 62.61	\$ 83.48	\$ 104.35
	Volume	\$/000 Gal	\$ 1.13	\$ 2.26	\$ 3.39	\$ 4.52	\$ 5.65
Annual Rate Increase:			0.0%	100.0%	50.0%	33.3%	25.0%
Rate Increase From FY2021			0.0%	100.0%	200.0%	300.0%	400.0%

The average residential monthly wastewater bill will rise by \$30.34; the commercial customer bill will increase by \$164.57; and the monthly industrial bill will increase by \$5,902.38, as the table below illustrates.

Average Monthly Bill			
	<u>Current Rates</u>	<u>Proposed Rates</u>	<u>Change</u>
Residential	\$ 114.04	\$ 144.38	\$ 30.34
% Change:	0.0%	26.6%	
Commercial	\$ 611.04	\$ 773.61	\$ 162.57
% Change:	0.0%	26.6%	
Industrial	\$ 1,475.59	\$ 7,377.97	\$ 5,902.38
% Change:	0.0%	400.0%	

ALTERNATIVES: Staff and Aldrich LLP have researched alternatives concerning the needed rate increases and believe the options brought forward to Council are the most logical approach. However, the staff is always willing to research other options that Council may consider are viable. Council could decide to:

- Approve the Resolution as written.
- Amend the Resolution to adjust the increase approach for the wastewater fund.

FINANCIAL IMPLICATIONS: The table below depicts the revenue gains and shortfall of the overall Utility Proprietary Funds, if Council adopts Resolution 2021-35. Even though there is a shortfall after the rate increases, a 1.34 DSC ratio will be realized for the Wastewater Proprietary Fund.

	Wastewater 40% Rate Inc.
Current Revenue Requirement	\$ 4,319,505
Current Revenue	\$ 2,468,212
Current Revenue Shortfall	\$ (1,851,293)
Revenue from Rate Inc.	\$ 987,284
Revenue Shortfall After Rate Inc.	\$ (864,009)

During the preparation of the FY2022 Budget, Staff reduced the utility division’s operating costs by \$2.6 million. Finding ways to save money and reduce the budget is an ongoing plight for the utility divisions. However, cutting the utilities operation’s budget is only one piece of the pie. Due to inflation, personnel cost increases, maintenance cost increases, depreciation and debt -- rates need to be increased to cover the revenue shortfalls. There will be a shortfall of revenue after these rate increases. Staff will conduct another rate study in four years. A rate increase will be needed to cover the next four years of inflationary costs and the leftover revenue shortfall from this rate study.

If Council does not approve this rate increase, payment for Operations, Equipment Maintenance, and Capital Projects would be supplemented from the Wastewater Fund’s Unrestricted Net Assets, services to the public may be reduced, and the City’s ability to sell bonds or receive low-interest loans will be limited.

LEGAL: None

STAFF RECOMMENDATION: Staff recommends Council approve Resolution 2021-35. This would approve a 40% rate increase to the Wastewater Proprietary Fund, and realize a 1.34 DSC ratio. If approved, Staff will incorporate these rate adjustments formally into the upcoming Schedule of Fees and Services, which ordinance is scheduled for first reading on June 8, 2021.

PROPOSED MOTION: I move to adopt Resolution 2021-35.

CITY MANAGER COMMENTS: Staff has worked closely with our consultant team to develop the approach before you tonight and I support staff's recommendation.

City Council budgetary goals have historically called for a rate study every three years to help insure that rates are addressing the cost of providing the utility service and maintaining its infrastructure. However, when Council implements rate increases over the course of four years, a new study is not conducted until the final year of implementation of the prior study.

This year's rate study supports what previous rate studies indicated -- that the City would need to increase rates even further in the future, especially when previous necessary rate increases were not approved. Staff's recommendation still does not meet the full revenue requirement, but does get us closer and allows for us to have a minimum of 1.25 Debt Service Coverage Ratio for each utility.

A special sales tax may help to address the difference. Rates themselves should cover this DSC ratio, not reserves or a potential special sales tax. Staff is open to Council Direction to begin work on materials for consideration of an increase to the sale tax by 1%. Doing so would create a Utility Infrastructure Tax fund that will supplement the Utility Proprietary Funds. An increase in the sales tax will require a vote of the residents of Unalaska and may be addressed at future Council Meetings.