

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



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members
Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members
Dennis M. Robinson
Alejandro R. Tungul
Shari Coleman

*To Provide a Sustainable Quality of Life
Through Excellent Stewardship of Government*

UNALASKA CITY COUNCIL

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

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

COUNCIL MEETING ATTENDANCE

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

- In person at City Hall
- Online via ZOOM (link, meeting ID & password below)
- By telephone (toll and toll free numbers, meeting ID & password below)
- Listen on KUCB TV Channel 8 or Radio Station 89.7

PUBLIC COMMENT

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

- In person
- By telephone or ZOOM - notify the City Clerk if you'd like to provide comment using ZOOM features (chat message or raise your hand); or *9 by telephone to raise your hand; or you may notify the City Clerk during regular business hours in advance of the meeting
- Written comment is accepted up to one hour before the meeting begins by email, regular mail, fax or hand delivery to the City Clerk, and will be read during the meeting; include your name

ZOOM MEETING LINK: <https://us02web.zoom.us/j/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. **Recognition of Visitors**
5. **Legislative**
 - a. [Oath of Office Council Seats CC-D \(Looby\), CC-F \(Tungul\) and CC-G \(Coleman\)](#)
 - b. [Appointment of Vice Mayor](#)
 - c. [Oath of Office Police Officer John David Squires](#)

6. **Approve Minutes of Previous Meetings**
 - a. [October 12, 2021 Regular Meeting; and](#)
 - b. [October 19, 2021 Special Meeting](#)
7. **Reports**
 - a. [City Manager](#)
 - b. [Financials August 2021](#)
8. **Mayoral Proclamation** [November 1, 2021, Extra Mile Day in Unalaska](#)
9. **Awards**
 - a. Community Extra Mile Awards
10. **Adoption of Agenda**
11. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community. Three-minute time limit.*
12. **Public Comment on Agenda Items** *Time for members of the public to provide information to Council regarding items on the agenda. Members of the public may also speak when the issue comes up on the regular agenda by signing up with the City Clerk. Three-minute time limit.*
13. **Work Session** *Work sessions are for planning purposes, or studying and discussing issues before the Council.*
 - a. [Review options for Permanent Fund with Alaska Permanent Capital Management](#)
 - b. [Review and comment CMMP Schedule, FY23 Budget Schedule and Project Ranking Criteria – Bil Homka, Planning Director](#)
14. **Regular Agenda** *Persons wishing to speak on regular agenda items must sign up with the City Clerk. Three-minute time limit.*
 - a. [Resolution 2021-70: Establishing community wide COVID-19 protective measures](#)
15. **Council Directives to City Manager**
16. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community. Three-minute time limit.*
17. **Executive Session**
 - a. Haystack Antenna Site
18. **Adjournment**

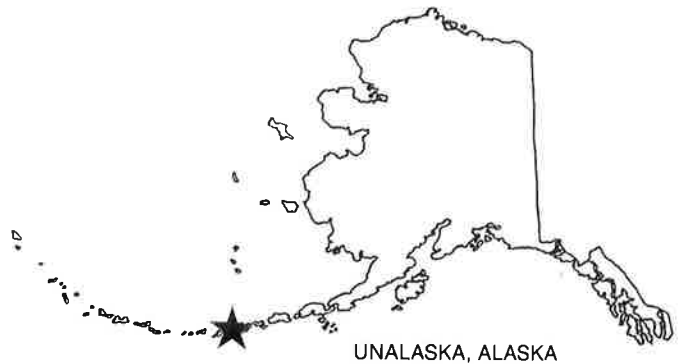
CITY OF UNALASKA

P.O. BOX 610

UNALASKA, ALASKA 99685-0610

(907) 581-1251

FAX (907) 581-1417



**CITY OF UNALASKA
OATH OF OFFICE**

I, Daneen Looby, do solemnly swear that I will honestly, faithfully and impartially perform the duties of a member of the City Council of the City of Unalaska in true accord with the Constitution of the United States of America, the laws of the State of Alaska, and the Code of Ordinances of the City of Unalaska.

I take this oath freely, without the least equivocation, mental reservation or self-evasion of mind whatsoever.

Daneen Looby

SUBSCRIBED AND SWORN to before me this 26th day of October 2021.

Acting City Clerk

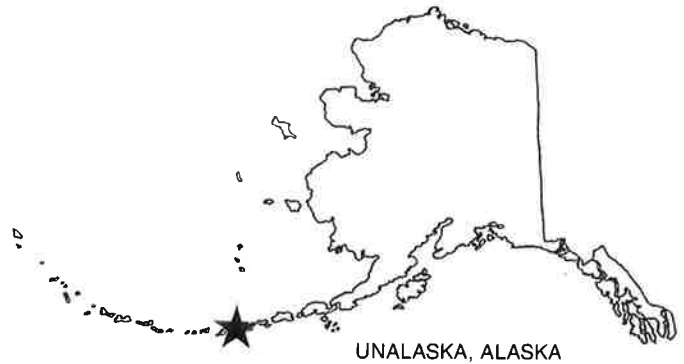
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**CITY OF UNALASKA
OATH OF OFFICE**

I, Alejandro R. Tungul, do solemnly swear that I will honestly, faithfully and impartially perform the duties of a member of the City Council of the City of Unalaska in true accord with the Constitution of the United States of America, the laws of the State of Alaska, and the Code of Ordinances of the City of Unalaska. I take this oath freely, without the least equivocation, mental reservation or self-evasion of mind whatsoever.

Alejandro R. Tungul

SUBSCRIBED AND SWORN to before me this _____ day of October 2021.

City Clerk

CITY OF UNALASKA

P.O. BOX 610

UNALASKA, ALASKA 99685-0610

(907) 581-1251

FAX (907) 581-1417



**CITY OF UNALASKA
OATH OF OFFICE**

I, Shari Coleman, do solemnly swear that I will honestly, faithfully and impartially perform the duties of a member of the City Council of the City of Unalaska in true accord with the Constitution of the United States of America, the laws of the State of Alaska, and the Code of Ordinances of the City of Unalaska.

I take this oath freely, without the least equivocation, mental reservation or self-evasion of mind whatsoever.

Shari Coleman

SUBSCRIBED AND SWORN to before me this 26th day of October 2021.

Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Marjie Veeder, City Clerk
Date: October 26, 2021
Re: Appointment of Vice Mayor

In 2017, UCO 2.08.050 was adopted, providing for the appointment of a Vice Mayor each year at the first meeting following certification of the regular municipal election. Council certified election results on October 12.

A Vice Mayor has been appointed each year since then.

The Vice Mayor serves a term of one year.

The relevant code section states as follows:

UCO § 2.08.050 VICE MAYOR AND MAYOR PRO TEM

- (A) The City Council, at the first meeting immediately following certification of a regular municipal election, shall appoint, from among its members, a Vice Mayor.
The Vice Mayor shall serve for a term of one year.
- (B) Should the office of Mayor become vacant, or if the Mayor is temporarily absent or disabled, or is unable to act, the Vice Mayor shall fulfill the duties of the Mayor until the Mayor resumes his or her official duties or until a new Mayor is qualified under this chapter.
- (C) Should the office of Mayor and Vice Mayor become vacant, or if the existing Mayor and Vice Mayor are temporarily absent or disabled, or are unable to act, the City Council may appoint, from among its members, a Mayor pro tem, to serve until the Mayor or Vice Mayor resumes his or her official duties or until a new Mayor is qualified under this chapter.
- (D) A member of the City Council shall not receive additional compensation for serving as Vice Mayor or Mayor pro tem.

PROPOSED MOTION: I move to appoint _____ as Vice Mayor.

CITY OF UNALASKA
43 Raven Way - P.O. Box 610
Unalaska, Alaska 99685
Tel (907) 581-1251 FAX (907) 581-1417



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.

JOHN DAVID SQUIRES

DATE

ATTEST:

ACTING CITY CLERK

Regular Meeting
Tuesday - October 12, 2021
6:00 p.m.



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members
Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members
Dennis M. Robinson
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Mayor: Vincent M. Tutiakoff Sr. **City Manager:** Erin Reinders
City Clerk: Marjie Veeder, mveeder@ci.unalaska.ak.us

MINUTES

1. **Call to order**
Mayor Tutiakoff called the October 12 regular meeting of the Unalaska City Council to order at 6:00 p.m. in Council Chambers, City Hall, Unalaska.
2. **Roll call**
The City Clerk called the roll. Mayor Tutiakoff and all council members were present, with Council Member Tungul attending via ZOOM. Quorum established.
3. **Pledge of Allegiance**
Council Member Looby led the Pledge of Allegiance.
4. **Recognition of Visitors** – none.
5. **Approve Minutes of Previous Meeting** - September 28, 2021
The City Clerk pointed out that the September 28 Council minutes and Unalaska Crab, Inc., minutes were inadvertently combined in the same document. This has now been corrected. Nicholson moved to approve the minutes of the September 28 regular meeting as corrected; second by Looby. There being no objection, the September 28 minutes were adopted by consensus.
6. **City Manager Report**
City Manager Erin Reinders presented her report. The Mayor and Council Members Robinson and Coleman commented on declining revenue due to closure and reduction of crab fishing seasons.
7. **Presentations**
 - a. Christine Krysinski of KPMG presented a report regarding the Fiscal Year 2020 Audit Report.
 - b. Federal Lobbyists Sebastian O’Kelley and Rick Marks reported regarding the City’s federal lobbying trip; the City’s federal legislative priorities; and federal lobbying efforts, issues, funding programs.
8. **Adoption of Agenda**
Robinson moved to adopt the agenda; second by Nicholson. There being no objection, the agenda adopted by consensus.

9. Community Input & Announcements

Mayor Tutiakoff provided an opportunity for community input and announcements. PCR Director made announcements regarding upcoming programs (Pumpkin Plunge, Halloween, Trunk or Treat); City Clerk announced that second half property tax payments are due Oct. 20; and Council Member Robinson made an announcement regarding Aleutian Arts Council "Rock-O-Lantern".

10. Public Comment on Agenda Items

Mayor Tutiakoff provided an opportunity for public comment on agenda items. No comment provided.

11. Consent Agenda (two items)

- a. Resolution 2021-66: Authorizing the City Manager to enter into an Off-Cycle Community Support Program Grant Agreement with the Unalaska Chapter of the Alaska State Firefighters Association
- b. Resolution 2021-67: Identifying the City of Unalaska's Federal Priorities

Robinson moved to adopt the Consent Agenda; second by Coleman. Roll call vote: all council members voted in the affirmative. Motion passed 6-0.

12. Regular Agenda

- a. Resolution 2021-68: Establishing Community Wide COVID-19 Protective Measures

Coleman moved to adopt Resolution 2021-68; second by Coleman.

The City Manager introduced the resolution and provided current statistics as to the local active cases, local risk factor and wastewater viral load. IFHS Clinic Director Melanee Tiura responded to a question from Robinson about new cases. Robinson commented. No public comment.

Roll call vote; all council members voted in the affirmative; motion passed 6-0.

- b. Resolution 2021-69: Adopting the City of Unalaska's Primary Focus Areas

Coleman moved to adopt Resolution 2021-69; second by Robinson.

The City Manager introduced the resolution. Comments offered by all Council Members. No public comment.

Roll call vote; all council members voted in the affirmative; motion passed 6-0.

- c. Approve Travel for Mayor and Council – Federal Lobbying Efforts, Washington, DC

Robinson moved to approve travel for the Mayor and up to three council members to Washington, DC for federal lobbying efforts; second by Lobby.

Council discussion.

Robinson moved to amend the motion to add names of persons approved to travel being Tutiakoff, Robinson and Bell. Second by Coleman. Roll call vote on the motion to amend: all council members voted in the affirmative. Motion to amend passed 6-0.

No public comment offered.

Roll call vote on the main motion: all council members voted in the affirmative; motion passed 6-0.

- d. Approve Travel for Mayor and Council – Annual Meeting of the Alaska Municipal League and affiliate organizations, Anchorage

Coleman moved to approve travel for the Mayor and up to three council members to Anchorage to attend the Annual Meeting of the Alaska Municipal League and affiliate organizations; second by Nicholson.

Council discussion. Tutiakoff and Robinson indicated their desire to attend these meetings.

No public comment offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

- e. Canvass Committee Report, October 5, 2021 General Election and Certification of Election Results

The City Clerk presented the report of the Election Board and Canvass Committee regarding the October 5 General Election.

Robinson moved to approve the Certificate of Election as presented; second by Looby. No council discussion. No public comment offered.

Roll call vote: all council members voted in the affirmative; motion passed 6-0.

The City Clerk read the Certificate of Election into the record.

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

14. **Community Input & Announcements**

Mayor Tutiakoff provided an opportunity for community input and announcements. The Mayor congratulated newly elected council members. Robinson thanked the community for voting down Ballot Questions 1 and 2.

15. **Adjournment**

Having completed all items on the agenda, Mayor Tutiakoff adjourned the meeting at 7:30 p.m.

These minutes were approved by the Unalaska City Council on October 26, 2021.

Estkarlen P. Magdaong
Acting City Clerk

SPECIAL MEETING
Tuesday, October 19, 2021
6:00 p.m.



Unalaska City Hall
Council Chambers
43 Raven Way

Council Members
Thomas D. Bell
Darin Nicholson
Daneen Looby

Council Members
Dennis M. Robinson
Alejandro R. Tungul
Shari Coleman

UNALASKA CITY COUNCIL

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

MINUTES

1. Call to order

Mayor Tutiakoff called the meeting to order at 6:01 p.m. in Council Chambers, City Hall, Unalaska.

2. Roll call

The Clerk called the roll. The Mayor and all council members were present, with Mr. Tungul participating telephonically.

3. Executive Session

- a. Discussion with Legal Counsel regarding Robinson v. City of Unalaska, et al
- b. Discuss personnel issue regarding City Manager

Nicholson moved to adjourn into an Execution Session to discuss and receive advice from the city attorney, about matters which may have serious legal implications and which the immediate public discussion of which may adversely affect the legal positions of the city and to discuss personnel issue regarding City Manager. Second by Bell. Roll call vote: all council members voted in the affirmative; motion passes 6-0.

6:05 p.m. Council adjourned to Executive Session.

7:35 p.m. Robinson moved to return to Regular Session; second by Nicholson; motion adopted by consensus.

4. Adjournment

Having completed all items on the agenda, the Mayor adjourned the meeting at 7:36 p.m.

These minutes were approved by the Unalaska City Council on October 26, 2021.

Estkarlen P. Magdaong
Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Erin Reinders, City Manager
Date: October 26, 2021
Re: City Manager Report

Upcoming Deadlines: Monday, November 1 is when the: 3rd Quarter Sales Tax reports and payments due.

Crab Closures and Reductions: We are still estimating about a \$2.7 million annual impact from to the crab fisheries closures and reductions. This includes our estimate for a loss in sales tax related to fuel sales. We are digging in now to define when we might actually see these impacts. The Local Raw 2% Seafood Land Tax task will hit us this year, we estimate \$230,000 impact for King Crab closure and \$841,500 for Snow Crab. The Fishers Business Tax impact will impact FY23, we estimate \$172,500 impact for King Crab and \$631,125 for Snow Crab. We are still waiting to know what we will bring in this Fiscal Year for last year's catch. Again, these are only estimates. On a positive note we brought in nearly \$600,000 more than the budgeted estimate for FY22 Fisheries Resource Landing Tax. During the Annual Crab Meeting on Tuesday October 19 it was discussed that this was likely a mass mortality event and if that event were over than it would be at least 6 years to recover. There are plans in the works for the Regional Landing Relief Coordinating Committee to meet next week. We are working to bring some status update to Council for the November 9 meeting.

Airport Master Plan: State DOT and their consultants held a stakeholder meeting on the Airport Master Plan on Thursday, September 16. The public meeting planned for September 30 was cancelled and has been rescheduled for **October 28 (5:30 –7:30pm) on Zoom**. This will also be on KUCB. Again, the plan focuses on a 150 foot by 150 foot EMAS on both sides of the runway. This includes access along the sides of the EMAS and allows for 4,350 feet of useable runway. Additional information on this plan can be found at <https://dot.alaska.gov/sereg/projects/unalaska/>

NTSB Investigation Update: The NTSB is holding a virtual public meeting on **Tuesday, November 2, 9:00am** (1:00pm EST) on its investigation into the 2019 airport accident. The only item will be *Investigation Report—Runway Overrun During Landing, Peninsula Aviation Services Inc., d.b.a. PenAir flight 3296, Saab 2000, N686PA, Unalaska, Alaska, October 17, 2019*. The public may view it through a live or archived webcast by accessing a link under “Webcast of Events” on the NTSB home page at www.nts.gov .

Capital Project Update: As a reminder, the new Capital Projects Update is uploaded monthly onto the City's website (<https://www.ci.unalaska.ak.us/publicworks/page/capital-projects-update-0>). Public Works Director, Tom Cohenour, coordinates the development of this document and is available if there are any follow up questions on this report. This compliments his formal presentations to City Council two times a year.

State Lobby Efforts: Council will receive a State Legislative update from Dianne Blumer on November 9. We will also consider the next round of State Legislative Priorities. Final priorities will be set via resolution in a following meeting, based on the discussion that evening. I met with Dianne, and our Federal Lobbyists team Friday, October 22, 2022 to discuss how the priorities would be best coordinated. We also touched on some of the planning details for the December Federal Lobby trip. We are beginning

to discuss the State Lobby Trip, and planning for contingencies with COVID-19. **Dates for the trip will be March 2-4, 2022.**

Qawalangin Tribe EDA Application: The Qawalangin Tribe of Unalaska has applied for phase 1 of the United States Department of Commerce's Economic Development Administration (EDA) American Rescue Plan Act Build Back Better Regional Challenge. The application notes that the Tribe (the prime entity), the OC, and the City of Unalaska have formed a comprehensive partnership, "The Trilateral Commission," to engage in the planning and development of growth clusters that ensure the health, wellbeing, and economic prosperity of the island for generations to come. The Tribe is seeking funding for the planning (including feasibility and economic studies), development, and construction of the island's most critical infrastructure needs. The City provided a letter of support as this clearly helps to support Council focus areas and priorities. We will likely add at visit to the EDA during our DC lobby trip to help support this effort.

Directives to the City Manager: There are two outstanding directives, both progressing as outlined below.

- *Cost Benefit Analysis for Captains Bay Road Project (March 30, 2021). Progressing.* The directive reads, "Implement a cost-benefit analysis for the proposed road improvements and utility expansion for Captains Bay Road." The Public Works Director has provided the following update on this analysis. HDR Engineering conducted on-site stakeholder interviews and a meeting with Public Works staff between October 6th and October 9th. The stakeholders who were interviewed include representatives from Matson, Westward Seafoods, APL, Kloosterboer, Alaska Chadux Network, North Pacific Fuel, Pacific Stevedoring, Offshore Systems, Inc., Trident, and Roger Rowland. Maintenance and operating costs as well as potential benefits were discussed with each stakeholder. Accident locations, rockfall locations, and pedestrian safety issues were reviewed. HDR is in contact with DPS about getting more detail on Captains Bay Road traffic incidents. Since returning to Anchorage, HDR began the analysis by developing an initial list of project benefits that could be potentially realized including reduced road maintenance costs, reduced vehicle maintenance costs, improved safety, travel time savings, reduced emissions, residual value of assets, and avoided road closures. HDR Economists are reviewing the input from the stakeholder meetings to assess the degree to which the data available will support the quantification of benefits. The cost-benefit model template is under development which incorporates information and data obtained through the initial interview with stakeholders. A review of potential funding sources for non-transportation projects was also reviewed to identify possible funding sources for the utilities component of the roadway improvements. Economists are also assessing potential for quantification of the utilities benefits.
- *Haystack Communications Site (July 27, 2021). Progressing.* The directive reads, "Start the process to terminate leases on Haystack for communications and work to upgrade and allow equal access to facilities for communications on Haystack with new leases." This directive was issued after Public Comment by OptimERA representatives at the City Council Meeting. Available space (that is not leased or has an easement across it) is limited on Haystack, and OptimERA had previously requested a lease agreement in a place that was leased to another entity. Staff presented an update of the current complex situation on Haystack at the September 14 Council work session. We requested information about the perpetual easement from Western Alaska Title Company and received a report on Tuesday October 19, 2021. OptimERA's attorney requested a meeting with City representatives to discuss Haystack and on Friday September 24, 2021 our City Attorney, Planning Director and I met with OptimERA representatives and their attorney to discuss the present status of our work and invited their continued interest in locating a tower on Haystack. Staff is working with City Attorney to prepare for an Executive Session at the City Council meeting on October 26, 2021.

General Fund Operating Monthly Summary - Month Ending August 2021

	FY2022 Budget	August	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
REVENUES						
Raw Seafood Tax	4,200,000	597,835	1,353,647	32%	846,789	506,858
AK Fisheries Business	3,300,000	0	0	0%	0	0
AK Fisheries Resource Landing	3,900,000	0	0	0%	0	0
Property Taxes	7,100,000	3,392,751	4,077,185	57%	3,650,377	426,808
Sales Tax	6,000,000	775,278	1,931,799	32%	1,116,513	815,286
Investment Earnings	1,800,000	17,255	218,615	12%	213,118	5,497
Other Revenues	2,806,749	102,322	1,100,031	39%	1,027,498	72,533
Appropriated Fund Balance	5,892,342	0	0	0%	0	0
Total General Fund Revenues	34,999,091	4,885,441	8,681,276	25%	6,854,295	1,826,982
EXPENDITURES						
Mayor & Council	473,898	25,265	76,699	16%	44,029	32,670
City Administration						
City Manager's Office	449,980	33,565	65,579	15%	64,302	1,277
Administration	1,524,493	72,778	578,737	38%	529,397	49,340
Total City Administration	1,974,473	106,343	644,315	33%	593,699	50,617
City Clerk	582,081	37,682	74,901	13%	75,503	(602)
Finance						
Finance	1,130,466	83,284	164,073	15%	119,982	44,091
Information Systems	1,046,565	59,595	165,751	16%	249,925	(84,174)
Total Finance	2,177,031	142,880	329,824	15%	369,907	(40,083)
Planning	766,085	53,771	105,330	14%	83,056	22,274
Public Safety						
Police and Admin	4,218,285	240,012	459,130	11%	438,066	21,064
Police Communications	905,615	68,370	127,232	14%	118,678	8,554
Police Corrections	1,113,288	77,153	153,107	14%	127,213	25,894
Total Public Safety	6,237,188	385,534	739,469	12%	683,958	55,511
Fire & EMS						
Fire and Emergency Services	1,734,623	117,771	228,127	13%	174,961	53,165
Total Fire & EMS	1,734,623	117,771	228,127	13%	174,961	53,165
Public Works						
DPW Admin & Engineering	829,483	52,607	109,983	13%	117,585	(7,602)
Streets and Roads	2,789,694	148,528	284,594	10%	260,278	24,316
Receiving and Supply	309,214	22,379	47,810	15%	39,522	8,288
Veh & Equip Maintenance	1,225,006	69,435	173,046	14%	174,046	(1,000)
Facilities Maintenance	1,313,423	103,608	184,181	14%	224,965	(40,785)
Total Public Works	6,466,819	396,557	799,614	12%	816,396	(16,782)
Parks, Culture & Recreation						
PCR Administration	265,679	17,421	42,033	16%	34,964	7,069
Recreation Programs	831,443	58,826	99,484	12%	81,793	17,691
Community Center Operations	1,056,979	63,830	139,691	13%	158,386	(18,695)
Library	966,877	66,220	145,158	15%	131,615	13,543
Aquatics Center	505,232	43,501	81,032	16%	96,656	(15,624)
Parks	42,500	4,690	38,755	91%	31,197	7,558
Total Parks, Culture & Recreation	3,668,710	254,489	546,154	15%	534,611	11,543
Other Expenses	5,833,557	568,630	1,054,759	18%	952,421	102,339
Total Operating Expenditures	29,914,466	2,088,922	4,599,192	15%	4,328,541	270,651
Transfers To General Fund	0	0	0	0%	0	0
Transfers To Special Revenue	0	0	0	0%	0	0
Transfers To Capital Projects	1,896,013	0	1,896,013	100%	1,104,658	791,355
Transfers To Enterprise Funds	0	0	0	0%	0	0
Transfers To Enterprise Capital	3,494,500	0	3,494,500	100%	0	3,494,500
	5,390,513	0	5,390,513	100%	1,104,658	4,285,855
	35,304,979	2,088,922	9,989,705	28%	5,433,199	4,556,506
Surplus/(Deficit)	(305,888)	2,796,519	(1,308,429)	27%	1,421,095	(2,729,524)

	FY2022 Budget	August	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
Electric Proprietary Fund						
REVENUES	11,653,995	1,669,241	3,068,532	26%	1,857,995	1,210,537
Electric Line Repair & Maint	1,379,092	40,760	89,234	6%	115,923	(26,689)
Electric Production	8,309,188	1,077,917	1,821,396	22%	1,017,371	804,025
Facilities Maintenance	133,699	3,189	8,956	7%	9,487	(531)
Utility Administration	5,859,086	379,793	977,772	17%	967,039	10,733
Veh & Equip Maintenance	66,220	4,481	8,052	12%	3,416	4,636
Transfers Out	715,000	0	715,000	100%	2,052,338	(1,337,338)
EXPENSES	16,462,284	1,506,140	3,620,411	22%	4,165,575	(545,164)
NET EARNINGS/(LOSS)	(4,808,290)	163,102	(551,878)		(2,307,580)	1,755,702
Water Proprietary Fund						
REVENUES	2,563,057	389,462	748,631	29%	536,701	211,929
Transfers Out	1,915,500	0	1,915,500	100%	259,735	1,655,765
Facilities Maintenance	61,556	1,520	4,896	8%	8,527	(3,631)
Utility Administration	1,853,406	176,477	386,127	21%	395,167	(9,040)
Veh & Equip Maintenance	41,016	5,255	6,037	15%	4,006	2,030
Water Operations	1,792,161	89,360	178,891	10%	206,641	(27,751)
EXPENSES	5,663,639	272,612	2,491,451	44%	874,077	1,617,374
NET EARNINGS/(LOSS)	(3,100,583)	116,850	(1,742,821)		(337,376)	(1,405,445)
Wastewater Proprietary Fund						
REVENUES	2,452,806	243,763	455,031	19%	421,792	33,239
Transfers Out	43,000	0	43,000	100%	0	43,000
Facilities Maintenance	65,492	7,629	10,774	16%	10,142	632
Utility Administration	2,058,375	134,896	340,047	17%	346,188	(6,141)
Veh & Equip Maintenance	30,921	2,049	4,380	14%	5,579	(1,199)
Wastewater Operations	2,655,679	125,694	239,377	9%	202,468	36,909
EXPENSES	4,853,467	270,268	637,579	13%	564,376	73,202
NET EARNINGS/(LOSS)	(2,400,661)	(26,506)	(182,547)		(142,584)	(39,963)
Solid Waste Proprietary Fund						
REVENUES	2,385,699	265,382	541,417	23%	452,994	88,423
Facilities Maintenance	103,885	3,228	7,088	7%	6,490	598
Solid Waste Operations	2,308,957	86,273	173,238	8%	160,620	12,618
Utility Administration	1,701,420	99,026	235,470	14%	289,374	(53,904)
Veh & Equip Maintenance	147,476	4,649	7,460	5%	5,127	2,333
Transfers Out	1,171,100	0	1,171,100	100%	100,000	1,071,100
EXPENSES	5,432,838	193,176	1,594,356	29%	561,611	1,032,745
NET EARNINGS/(LOSS)	(3,047,139)	72,206	(1,052,939)		(108,617)	(944,322)

	<u>FY2022 Budget</u>	<u>August</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
Ports & Harbors Proprietary Fund						
REVENUES	8,651,862	743,312	1,255,232	15%	973,869	281,363
Bobby Storrs Small Boat Harbor	196,004	7,617	25,513	13%	30,323	(4,810)
CEM Small Boat Harbor	701,825	37,384	147,773	21%	131,058	16,715
Facilities Maintenance	52,415	5,195	8,888	17%	2,139	6,749
Harbor Office	7,299,689	543,962	1,111,802	15%	1,164,235	(52,433)
Ports Security	68,855	985	1,748	3%	1,107	641
Spit & Light Cargo Docks	545,262	17,147	138,921	25%	143,052	(4,130)
Unalaska Marine Center	1,087,467	52,894	311,625	29%	310,439	1,186
Veh & Equip Maintenance	64,512	2,675	7,202	11%	9,781	(2,579)
Transfers Out	6,045,000	0	6,045,000	100%	0	6,045,000
EXPENSES	16,061,030	667,859	7,798,472	49%	1,792,133	6,006,339
NET EARNINGS/(LOSS)	(7,409,168)	75,454	(6,543,240)		(818,264)	(5,724,975)
Airport Proprietary Fund						
REVENUES	560,341	38,944	77,895	14%	77,821	74
Airport Admin/Operations	617,801	48,604	137,632	22%	125,931	11,701
Facilities Maintenance	208,429	6,938	14,099	7%	15,223	(1,125)
EXPENSES	826,230	55,542	151,730	18%	141,154	10,576
NET EARNINGS/(LOSS)	(265,889)	(16,599)	(73,835)		(63,333)	(10,501)
Housing Proprietary Fund						
REVENUES	254,168	20,814	35,618	14%	40,950	(5,332)
Facilities Maintenance	223,475	10,680	24,212	11%	23,662	549
Housing Admin & Operating	379,702	26,762	78,300	21%	74,505	3,794
EXPENSES	603,177	37,441	102,511	17%	98,168	4,344
NET EARNINGS/(LOSS)	(349,009)	(16,628)	(66,894)		(57,218)	(9,676)

City of Unalaska
Utility Revenue Report
Summary

REVISED

08/31/21

FY22 Budget Month	Electric	Water	Waste Water	Solid Waste	Monthly Revenue	FY22 Revenue	FY21YTD Revenue	YTD Inc/(Dec)
Jul-21	1,399,291	359,168	211,269	276,036	2,245,764	2,245,764	1,513,394	732,370
Aug-21	1,669,241	389,462	243,763	265,382	2,567,848	4,813,611	3,269,482	1,544,129
Sep-21	0	0	0	0	0	0	5,074,336	0
Oct-21	0	0	0	0	0	0	6,801,353	0
Nov-21	0	0	0	0	0	0	8,185,405	0
Dec-21	0	0	0	0	0	0	9,593,115	0
Jan-22	0	0	0	0	0	0	11,138,514	0
Feb-22	0	0	0	0	0	0	13,078,475	0
Mar-22	0	0	0	0	0	0	15,607,971	0
Apr-22	0	0	0	0	0	0	17,800,715	0
May-22	0	0	0	0	0	0	19,246,941	0
Jun-22	0	0	0	0	0	0	20,929,290	0
YTD Totals	3,068,532	748,631	455,031	541,417	4,813,611			
FY22 Budget	11,487,017	2,482,312	2,412,344	2,347,730	18,729,403			
% to budget	26.7	30.2	18.9	23.1	25.7			

City of Unalaska
Electric Revenue Report
Electric Fund

08/31/21

FY21 Budget Month	Residential	Small General	Large General	Industrial	P.C.E. Assist	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	122,433	94,115	151,539	983,163	45,222	2,820	1,399,291	1,399,291	820,666	578,625
Aug-21	117,811	94,945	159,679	1,242,862	49,679	4,265	1,669,241	3,068,532	1,857,995	1,210,537
Sep-21							0	0	2,863,886	0
Oct-21							0	0	3,815,764	0
Nov-21							0	0	4,747,815	0
Dec-21							0	0	5,678,415	0
Jan-22							0	0	6,667,464	0
Feb-22							0	0	7,788,058	0
Mar-22							0	0	9,370,070	0
Apr-22							0	0	10,761,377	0
May-22							0	0	11,788,336	0
Jun-22							0	0	12,807,598	0
YTD Totals	240,243	189,060	311,219	2,226,025	94,901	7,084	3,068,532			
FY22 Budget	1,141,528	1,002,442	1,489,361	7,441,686	361,411	50,589	11,487,017			
% of Budget	21.0	18.9	20.9	29.9	26.3	14.0	26.7			

Kwh Sold

FY 22 Month	Residential	SM. Gen (Includes Street lights)	Large General	Industrial	Total FY22 Kwh Sold	Total FY21 Kwh Sold	Increase (Decrease)
July	267,515	244,069	383,322	2,714,555	3,609,461	3,018,921	590,540
August	292,983	254,648	430,646	3,440,715	4,418,992	3,711,497	707,495
September					0	3,511,899	0
October					0	3,250,734	0
November					0	3,116,502	0
December					0	2,874,320	0
January *					0	2,882,053	0
February					0	3,772,724	0
March					0	5,036,041	0
April					0	4,346,897	0
May					0	3,100,815	0
June					0	2,923,161	0
Total	560,498	498,717	813,968	6,155,270	8,028,453	41,545,564	1,298,035
Percent Sold	7.0%	6.2%	10.1%	76.7%	100.0%		

Generator Fuel	
FY22 Average Price Fuel	FY21 Average Price Fuel
2.6143	1.5393
2.7156	1.5469
	1.4965
	1.4744
	1.7177
	1.8533
	1.8318
	1.9500
	2.2590
	2.2295
	2.3518
	2.5393
2.6650	1.8991

FY22 Cumulative kwh Sold	FY21 Cumulative kwh Sold
3,609,461	3,018,921
8,028,453	6,730,418
8,028,453	10,242,317
8,028,453	13,493,051
8,028,453	16,609,553
8,028,453	19,483,873
8,028,453	22,365,926
8,028,453	26,138,650
8,028,453	31,174,691
8,028,453	35,521,588
8,028,453	38,622,403
8,028,453	41,545,564

% Change from Prior Year

City of Unalaska
Water Revenue Report
Water Fund

08/31/21

FY22 Month	Unmetered Sales	Metered Sales	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	12,767	340,267	6,135	359,168	359,168	258,832	100,336
Aug-21	12,699	376,767	(4)	389,462	748,631	536,701	211,930
Sep-21				0	0	863,801	0
Oct-21				0	0	1,168,166	0
Nov-21				0	0	1,262,602	0
Dec-21				0	0	1,352,364	0
Jan-22				0	0	1,492,203	0
Feb-22				0	0	1,786,891	0
Mar-22				0	0	2,229,665	0
Apr-22				0	0	2,589,578	0
May-22				0	0	2,697,429	0
Jun-22				0	0	2,933,144	0
YTD Totals	25,466	717,034	6,131	748,631			
FY22 Budget	139,081	2,335,813	7,418	2,482,312			
% of Budget	18.3	30.7	82.7	30.2			

Million Gallons Produced

FY22 Month	FY 22 Produced	FY 21 Produced	Increase (Decrease)
July	147.336	112.799	34.537
August	163.373	119.327	44.046
September		140.934	0.000
October		131.744	0.000
November		42.052	0.000
December		47.001	0.000
January		66.272	0.000
February		127.428	0.000
March		175.672	0.000
April		154.863	0.000
May		51.271	0.000
June		104.922	0.000
Total	310.709	1274.285	78.583

FY22 Water Cumulative	FY21 Water Cumulative
147.336	112.799
310.709	232.126
0.000	373.060
0.000	504.804
0.000	546.856
0.000	593.857
0.000	660.129
0.000	787.557
0.000	963.229
0.000	1118.092
0.000	1169.363
0.000	1274.285

City of Unalaska
Wastewater Revenue Report
Wastewater Fund

08/31/21

FY22 Budget Month	Unmetered Sales	Metered Commercial	Metered Industrial	Other Revenues	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	41,873	151,880	16,786	730	211,269	211,269	206,365	4,904
Aug-21	41,650	168,905	19,355	13,852	243,763	455,031	421,792	33,239
Sep-21					0	0	663,037	0
Oct-21					0	0	888,063	0
Nov-21					0	0	1,077,778	0
Dec-21					0	0	1,306,337	0
Jan-22					0	0	1,535,032	0
Feb-22					0	0	1,754,795	0
Mar-22					0	0	1,985,517	0
Apr-22					0	0	2,189,323	0
May-22					0	0	2,351,839	0
Jun-22					0	0	2,537,519	0
YTD Totals	83,523	320,784	36,141	14,582	455,031			
FY22 Budget	455,848	1,797,311	80,457	78,728	2,412,344			
% of Budget	18.3	17.8	44.9	18.5	18.9			

FY22 Month	FY22 Effluent (Gal)	FY21 Effluent (Gal)	Increase (Decrease)
July	12,412,000	10,512,000	1,900,000
August	10,241,000	11,571,000	(1,330,000)
September		12,188,000	0
October		13,078,000	0
November		13,433,000	0
December		16,204,000	0
January		15,231,000	0
February		16,331,000	0
March		13,890,000	0
April		12,309,000	0
May		12,008,000	0
June		10,900,000	0
Total	22,653,000	157,655,000	570,000

FY22 Cumulative	FY21 Cumulative
12,412,000	10,512,000
22,653,000	22,083,000
0	34,271,000
0	47,349,000
0	60,782,000
0	76,986,000
0	92,217,000
0	108,548,000
0	122,438,000
0	134,747,000
0	146,755,000
0	157,655,000

City of Unalaska
Solid Waste Revenue Report
Solid Waste Fund

08/31/21

FY22 Month	Residential Fees	Tipping Fees	Other Revenue	Monthly Revenue	FY22 YTD Revenue	FY21 YTD Revenue	YTD Inc/(Dec)
Jul-21	31,976	188,881	55,178	276,036	276,036	227,531	48,505
Aug-21	31,992	181,682	51,708	265,382	541,417	452,994	88,423
Sep-21				0	0	683,613	0
Oct-21				0	0	929,360	0
Nov-21				0	0	1,097,210	0
Dec-21				0	0	1,255,999	0
Jan-22				0	0	1,443,815	0
Feb-22				0	0	1,748,731	0
Mar-22				0	0	2,022,719	0
Apr-22				0	0	2,260,438	0
May-22				0	0	2,409,337	0
Jun-22				0	0	2,651,029	0
YTD Totals	63,968	370,563	106,887	541,417			
FY22 Budget	325,165	1,548,679	473,886	2,347,730			
% of Budget	19.7	23.9	22.6	23.1			

FY22 Month	FY22 Tons of Waste	FY21 Tons of Waste	Increase (Decrease)
July	643.54	615.03	28.51
August	519.96	649.09	(129.13)
September		534.39	0.00
October		763.70	0.00
November		431.17	0.00
December		399.72	0.00
January		501.65	0.00
February		788.69	0.00
March		770.95	0.00
April		640.15	0.00
May		390.34	0.00
June		634.64	0.00
Total	1163.50	7119.52	(100.62)

Cummulative	
FY22 Tons of Waste	FY21 Tons of Waste
643.54	615.03
1163.50	1264.12
0.00	1798.51
0.00	2562.21
0.00	2993.38
0.00	3393.10
0.00	3894.75
0.00	4683.44
0.00	5454.39
0.00	6094.54
0.00	6484.88
0.00	7119.52

**CITY OF UNALASKA
FY22 PORTS REVENUE**

Month	Year	UMC Dock				Spit Dock		Small Boat Harbor		Cargo Dock		CEM		Other Rev&Fees	Monthly Revenue	FY22 YTD Revenue	% of Budget	FY21 YTD Revenue	YTD Inc(Dec)	
		Docking/ Moorage	Wharfage Fees	Rental Fees	Utility Fees	Docking / Moorage	Utility Fees	Docking / Moorage	Utility Fees	Dockage / Moorage	Wharfage Rental/Util	Docking/ Moorage	Utility Fees							
Jul	2021	105,056	232,499	77,130	15,998	18,991	(1,682)	13,319	412	383	10,341	21,899	16,233	1,343	511,920	511,920	6.0%	412,959	98,960	
Aug	2021	180,089	326,226	77,130	30,170	77,548	4,857	3,461	524	4,989	10,128	6,668	19,204	2,207	743,201	1,255,121	14.6%	973,869	281,252	
Sept	2021	165,544	408,428	77,040	19,335	58,151	4,310	6,481	314	4,275	9,433	68,274	9,609	2,445	833,638	2,088,758	24.3%	1,479,412	609,346	
Oct	2021														0	0	0.0%	2,077,498	0	
Nov	2021														0	0	0.0%	2,506,202	0	
Dec	2021														0	0	0.0%	3,112,613	0	
Jan	2022														0	0	0.0%	3,470,860	0	
Feb	2022														0	0	0.0%	4,061,281	0	
Mar	2022														0	0	0.0%	4,902,143	0	
Apr	2022														0	0	0.0%	5,552,430	0	
May	2022														0	0	0.0%	6,145,016	0	
Jun	2022														0	0	0.0%	6,649,714	0	
Totals		450,689	967,153	231,299	65,503	154,689	7,485	23,260	1,250	9,646	29,902	96,841	45,045	5,995	2,088,758					
Loc total		1,714,644				162,174		24,511		39,549		141,887								
Loc percent		82.1%				7.8%		1.2%		1.9%		6.8%								
FY22 Budget		1,770,006	3,188,469	#####	467,127	430,520	125,000	87,000	6,000	120,000	125,069	647,700	313,000	98,000	8,587,891					
% to Budget		25.5%	30.3%	19.1%	14.0%	35.9%	6.0%	26.7%	20.8%	8.0%	23.9%	15.0%	14.4%	6.1%	24.3%					

PORTS RECEIVABLES

Month	Year	Current	Over 30 Days	Over 60 Days	Over 90 Days	Total Due	% Past Due 90 Days +	Cash Received
Aug	2021	650,927	62,209	45,069	99,822	858,027	11.6%	594,543
Sept	2021	892,785	96,157	13,433	43,543	1,045,917	4.2%	
Oct	2021					0	0.0%	
Nov	2021					0	0.0%	
Dec	2021					0	0.0%	
Jan	2022					0	0.0%	
Feb	2022					0	0.0%	
Mar	2022					0	0.0%	
Apr	2022					0	0.0%	
May	2022					0	0.0%	
Jun	2022					0	0.0%	
YTD Cash Received								1,130,640

**CITY OF UNALASKA
FY22 AIRPORT REVENUE**

MONTH	YEAR	MONTHLY LEASES	MISC INCOME	LATE FEES	MONTHLY REVENUE	FY22 YTD REVENUE	% OF BUDGET	FY21 YTD REVENUE	YTD INC/(DEC)
JUL	2021	38,023	9	26	38,057	38,057	6.9%	38,949	(891)
AUG	2021	38,944	0	26	38,970	77,027	13.9%	77,821	(794)
SEP	2021	38,023	14	2	38,039	115,066	20.8%	116,882	(1,816)
OCT	2021				0	0	0.0%	156,971	0
NOV	2021				0	0	0.0%	195,487	0
DEC	2021				0	0	0.0%	237,074	0
JAN	2022				0	0	0.0%	279,840	0
FEB	2022				0	0	0.0%	325,065	0
MAR	2022				0	0	0.0%	365,394	0
APR	2022				0	0	0.0%	404,335	0
MAY	2022				0	0	0.0%	443,267	0
JUN	2022				0	0	0.0%	481,450	0
TOTAL		114,990	23	54	115,066		0.0%		
FY22 BUDGET		544,000	3,500	6,000	553,500				
% TO BUDGET		21.1%	0.7%	0.9%	20.8%				

RECEIVABLE BALANCES

MONTH	YEAR	CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL DUE	% PAST DUE 90 DAYS +	CASH RECEIVED
JUL	2021	34,470	2,997	2,914	(29,080)	11,302	0.0%	53,655
AUG	2021	34,189	3,184	100	(20,821)	16,652	0.0%	37,065
SEP	2021	30,902	3,090	100	(23,535)	10,557	0.0%	
OCT	2021					0	0.0%	
NOV	2021					0	0.0%	
DEC	2021					0	0.0%	
JAN	2022					0	0.0%	
FEB	2022					0	0.0%	
MAR	2022					0	0.0%	
APR	2022					0	0.0%	
MAY	2022					0	0.0%	
JUN	2022					0	0.0%	
YTD TOTAL								90,720

FY 22 HOUSING RENTAL REVENUE

MONTH	YEAR	HOUSING RENTALS	MISC. REVENUE	MONTHLY REVENUE	FY22 YTD REVENUE	% OF BUDGET	FY21 YTD REVENUE	YTD INC/(DEC)
JUL	2021	14,804	0	14,804	14,804	6.0%	20,475	(5,671)
AUG	2021	20,814		20,814	35,618	14.3%	40,950	(5,332)
SEP	2021	20,451		20,451	56,069	22.6%	71,253	(15,185)
OCT	2021			0	0	0.0%	87,087	0
NOV	2021			0	0	0.0%	106,872	0
DEC	2021			0	0	0.0%	125,096	0
JAN	2022			0	0	0.0%	144,920	0
FEB	2022			0	0	0.0%	167,056	0
MAR	2022			0	0	0.0%	188,067	0
APR	2022			0	0	0.0%	208,571	0
MAY	2022			0	0	0.0%	229,183	0
JUN	2022			0	0	0.0%	257,616	0
TOTAL		56,069	0	56,069				
FY22 Budget		248,500	0	248,500				
% TO BUDGET		22.6%		22.6%				



PROCLAMATION

Declaring November 1, 2021 *Extra Mile Day* in Unalaska

WHEREAS, Unalaska, Alaska, is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism and service; and

WHEREAS, Unalaska, Alaska, is a community which encourages its citizens to maximize their personal contributions to the community by giving of themselves wholeheartedly and with total effort, commitment and conviction to their individual ambitions, family, friends and community; and

WHEREAS, Unalaska, Alaska, is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow community members; and

WHEREAS, Unalaska, Alaska, acknowledges the mission of Extra Mile America to create more than 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2021.

NOW THEREFORE, as the Mayor of Unalaska, Alaska, I do hereby proclaim November 1, 2021, to be Extra Mile Day. I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country and world a better place.

SO PROCLAIMED on October 26, 2021.

Vincent M. Tutiakoff, Sr.
Mayor

Attest:

Estkarlen P. Magdaong
Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Jim Sharpe, Interim Finance Director
Through: Erin Reinders, City Manager
Date: October 26, 2021
Re: Fiscal Sustainability – Permanent Fund Discussion

SUMMARY: The City's Fiscal Sustainability discussion continues. Tonight, you will hear from APCM and have a discussion focused on a Permanent Fund. This memo provides additional information regarding how the City's cash and investment balances are allocated to the various funds, placing into context what is truly available for establishing a Permanent Fund. Fiscal Sustainability is a complex topic with many components, so additional discussions will follow.

PREVIOUS COUNCIL ACTION: On October 12, 2021, City Council passed Resolution 2021-69 formally identifying promoting organizational efficiencies and Fiscal Sustainability as a primary focus area. This is supported by effort to create a standalone Emergency Fund and a new Permanent Fund, each with individual purposes, specific investment policy statement, and disbursement strategies/criteria.

Council has taken no specific formal action related to a permanent fund yet, but has supported the concept during the September 13 and 14, 2021 Council work sessions. Tonight's meeting focuses on the Permanent Fund and there will need to be follow up discussions on this topic.

Council has taken formal action two times related to identify funds for emergency operations. At a future time, we will have separate meetings on the amount set aside for Emergency Operations, within the General Fund in the future.

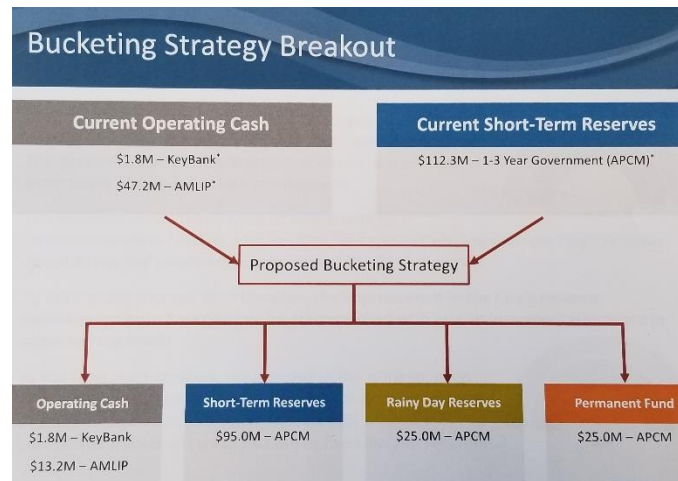
- On March 22, 2011, City Council passed Resolution 2011-19 reclassifying \$13,000,000 of General Fund unassigned fund balance to General Fund committed fund balance for emergency operations.
- On January 26, 2021, City Council passed Resolution 2021-06 reclassifying an additional \$12,000,000 of General Fund unassigned fund balance to General Fund committed fund balance for emergency operations. This resulted in a total of \$25,000,000 earmarked for emergency operations.

BACKGROUND: In December 2019, the current Council was introduced to the concept of fiscal sustainability. This introduction included a work session PowerPoint presentation followed up with a copy of the Government Finance Officers Association publication *Long-term Financial Planning for Local Government* for Council members to read.

This discussion was revisited at the January 13, 2021 City Council meeting, where more specific topics were presented, including the need to increase the amount set aside for emergency operations. As a result of this discussion, Council passed Resolution 2021-06 reclassifying \$12,000,000 unassigned fund balance to General Fund committed fund balance for emergency operations.

On September 13 and 14, 2021, staff and Alaska Permanent Capital Management (APCM) presented a concept to Council for restructuring the City’s cash and investment portfolios, which included the initial proposal of a permanent fund. During the course of those meetings, it became clear that Council wishes to establish a separate investment account to for Emergency Operations in the amount of \$25,000,000, while also contemplating a Permanent Fund in a yet to be determined amount, up to \$40,000,000.

The picture below provided an overview of the bucketing strategy we are currently developing, and was shared during the September 13 and 14, 2021 work sessions. Reference to Rainy Day Reserves is another term for Emergency Operations. The focus of tonight’s discussion is the Permanent Fund.



DISCUSSION: The ultimate goal of those discussions is to develop an approach to prudently manage City funds into the future. When determining the initial amount of money to establish a Permanent fund there are many factors to consider, as such funds would no longer be available for use to support capital projects or operations.

As of June 30, 2021, the City had cash and investment balances as follows:

Key Bank Operating account	\$1,810,934
AMLIP short-term investment account	47,238,275
APCM long-term investment account	<u>112,299,325</u>
Total	\$161,348,534

The City utilizes a centralized treasury concept; therefore, all cash and investments held by the City are recorded in the General Fund and each of the other non-General Fund departments’ cash balance is recorded and reported in the City’s accounting system as Due from General Fund. As of June 30, 2021, \$84,822,272 of the City’s combined cash and investment balances were allocated to the General Fund, with the remaining \$76,526,262 allocated to the City’s other funds as follows:

Non-general Fund funds:	
Coronavirus Relief Fund	\$647,087
Capital Projects Fund	\$11,453,635

1% Sales Tax Fund	\$12,792,350
Bed Tax Fund	\$16,950
Street Paving Fund	<u>\$528,135</u>
Total non-general Fund funds:	\$25,438,157
Proprietary Funds:	
Electric Utility	\$15,242,746
Water Utility	\$10,263,791
Wastewater Utility	\$5,632,491
Solid Waste Utility	\$8,426,513
Ports and Harbors	\$9,355,976
Airport	\$1,792,598
Housing	<u>\$373,990</u>
Total Proprietary Funds	\$51,088,105

Based on staff discussions with APCM and Council, the proposed use of the General Fund cash and investment balance (\$84,822,272) would be as follows;

Emergency Operations	\$25,000,000	Separate investment account
Permanent Fund	\$40,000,000	Separate investment account
Anticipated City Operations	\$19,822,272	Key Bank and AMLIP

Prudent fiscal management states that the City should have approximately 6-months General Fund expenditures in cash (Key Bank) and short-term investments (AMLIP). Utilizing that methodology, the City should have approximately \$11,800,000 for operating purposes (FY 2022 budgeted operating expenditures are \$23,569,937). The City would then have approximately \$8,000,000 available for other uses or any unplanned expenditures if City Council established a \$40,000,000 Permanent Fund. This would increase incrementally if Council selected one of the \$35,000,000, \$30,000,000, or \$25,000,000 options discussed this evening.

ALTERNATIVES: Council can elect to establish a Permanent Fund or determine that now is not the right time for that commitment. Should Council determine that a Permanent Fund is an appropriate course of action, amounts between \$25,000,000 and \$40,000,000 have been discussed. APCM will lead you through other key decision points and alternatives related to the Permanent Fund tonight as well.

FINANCIAL IMPLICATIONS: The goal is to establish a perpetual revenue source to best meet the fiscal needs of the City in future years while also having sufficient funds available for day-to-day and emergency operations, when necessary. The higher the amount set aside in a permanent fund, the greater the potential revenue may be but the amount of readily available fund for additional expenses would be reduced.

LEGAL: City attorneys will be consulted as we move forward with the development of the Permanent Fund.

STAFF RECOMMENDATION: Staff continues to recommend moving forward with establishing a Permanent Fund. APCM and City staff remain available to provide information, additional feedback and guidance as Council determines the Permanent Fund starting values and distribution options, and, in the future, related policy and account creation.

CITY OF UNALASKA

PERMANENT FUND OPTIONS

October 26, 2021



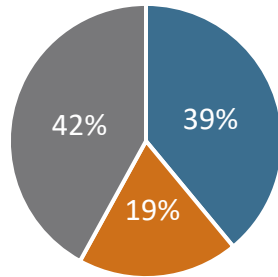
Agenda & Next Steps

- This slide deck focuses on **identifying the optimal size, distribution start time, and strategic asset allocation for the Permanent Fund.**
- Once the Council chooses to pursue one of the options, APCM can provide an updated bucketing strategy and total portfolio risk and return characteristics for the Council's review.
- Upon selection of the corresponding bucketing strategy, APCM will assist the City to implement the new strategy, including:
 - Policy drafting assistance
 - Account creation
 - Funds transfers
- Once all of the new accounts, policies, and necessary Code changes are in place, APCM will implement the new strategic plan.



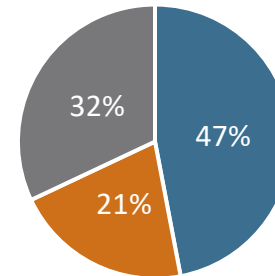
Permanent Fund Characteristics

Moderate Allocation



■ Equity ■ Alternatives ■ Fixed Income

Moderate Growth Allocation



■ Equity ■ Alternatives ■ Fixed Income

Characteristics	Moderate Allocation		Moderate Growth Allocation	
	Expected	Range*	Expected	Range*
Annual Return	5.8%	-11.3% to 22.9%	6.6%	-13.7% to 26.8%
Long-Term Return	5.5%	5.2% to 5.7%	6.1%	5.8% to 6.4%
Net Earnings <i>Long-Term Return Less 2% Expected Inflation</i>	3.5%	3.2% to 3.7%	4.1%	3.8% to 4.4%
Average Loss in Extreme Conditions <i>Within a 1-Year Horizon</i>	-21.0%	–	-24.3%	–

* Range denotes the 95% confidence interval. Risk and return data from Windham Portfolio Advisor. Graphic is for illustrative purposes only.

Starting Value and Distribution Options 10-Year Horizon

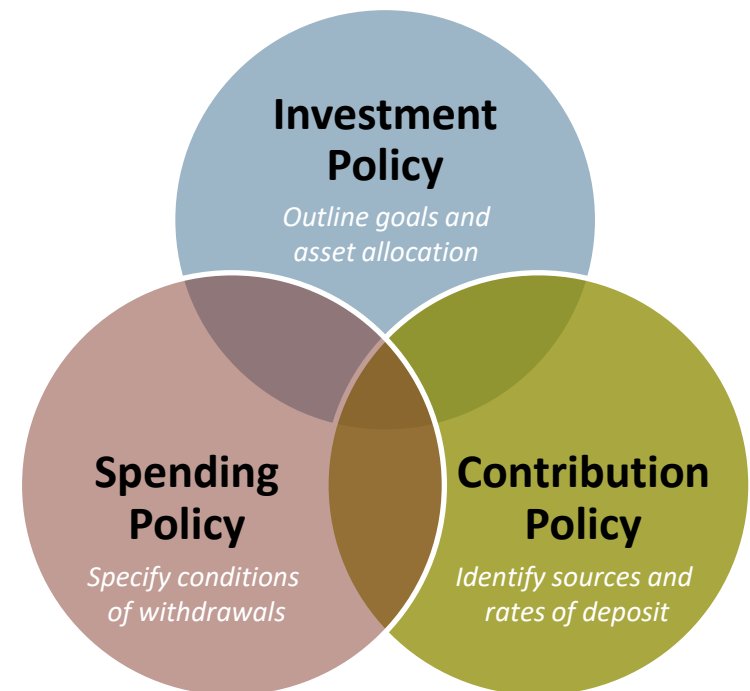
Options (\$ millions)		Distribution Starting July 2022 (Next Fiscal Year)			Distribution Starting July 2024 (in 3 Years)			Distribution Starting July 2026 (in 5 Years)		
Starting Value	Portfolio	Expected Ending Value	Avg. Distributions	Cumulative Distributions	Expected Ending Value	Avg. Distributions	Cumulative Distributions	Expected Ending Value	Avg. Distributions	Cumulative Distributions
\$25M	Moderate	30.28	0.97	9.70	32.59	1.05	8.37	34.96	1.13	6.80
	Moderate Growth	30.52	1.12	11.17	33.20	1.22	9.74	35.96	1.33	7.99
\$30M	Moderate	36.34	1.16	11.64	39.10	1.26	10.05	41.95	1.36	8.16
	Moderate Growth	36.62	1.34	13.40	39.84	1.46	11.69	43.15	1.60	9.59
\$35M	Moderate	42.39	1.36	13.58	45.62	1.47	11.72	48.94	1.59	9.52
	Moderate Growth	42.73	1.56	15.64	46.48	1.70	13.64	50.34	1.86	11.18
\$40M	Moderate	48.45	1.55	15.51	52.14	1.67	13.40	55.93	1.81	10.88
	Moderate Growth	48.83	1.79	17.87	53.11	1.95	15.59	57.53	2.13	12.78

Simulation data from Windham Portfolio Advisor. All data items reported at the 50% confidence level.

Align Investments with Goals

- **Comprehensive Set of Policies:** Policies designed to work together, within the backdrop of the City's priorities, improve the likelihood of meeting goals.
- **Modeled Spending Policy:** The simulations presented here utilized a percent of 5-year average market value spending structure.
- **Benefits of Smoothed Percent of Market Value (POMV) Structure:** The smoothed POMV structure equally prioritizes asset preservation and budgetary stability:
 - Asset preservation is enhanced by using a POMV structure which automatically adjusts distributions to the effects of returns and prior distributions;
 - While the 5-year smoothing provides enhanced budgetary stability by dampening the effect of a single high-volatility year.

Likelihood of Meeting Goals Increases
When Policies are in Alignment



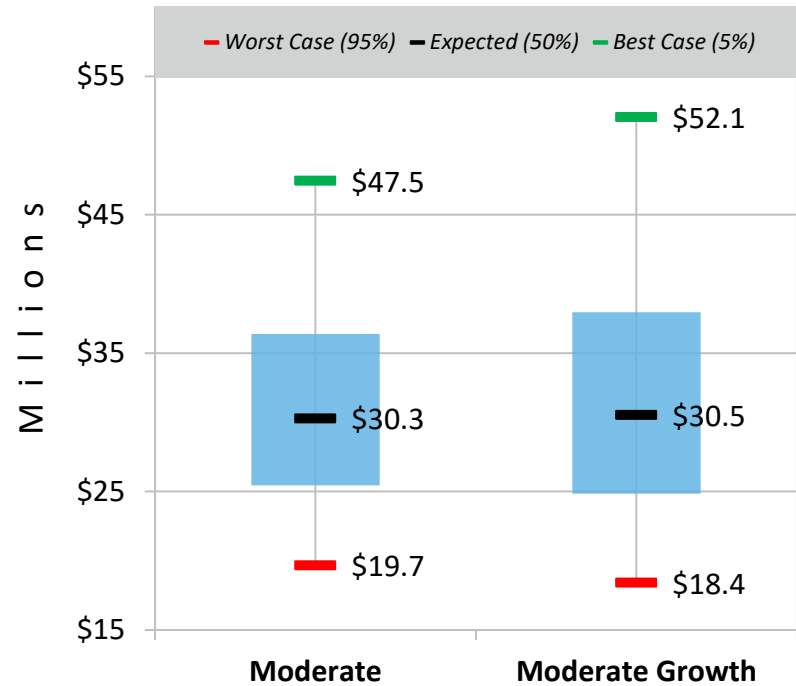
Appendix

\$25M Starting Value 10-Year Horizon

Distributions begin next fiscal year

- The simulations depicted on the right were based upon a starting value of \$25M and no contributions.
- Annual withdrawals begin starting with the next fiscal year (July 1, 2022).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	0.90	0.91	0.92	0.93	0.96	0.98	0.99	1.02	1.04	1.06
Moderate Growth	1.03	1.04	1.06	1.07	1.10	1.12	1.15	1.17	1.20	1.23

Risk and return data from Windham Portfolio Advisor.

\$30M Starting Value 10-Year Horizon

Distributions begin next fiscal year

- The simulations depicted on the right were based upon a starting value of \$30M and no contributions.
- Annual withdrawals begin starting with the next fiscal year (July 1, 2022).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	1.08	1.09	1.11	1.12	1.15	1.17	1.19	1.22	1.25	1.27
Moderate Growth	1.23	1.25	1.27	1.28	1.32	1.35	1.38	1.41	1.44	1.47

Risk and return data from Windham Portfolio Advisor.

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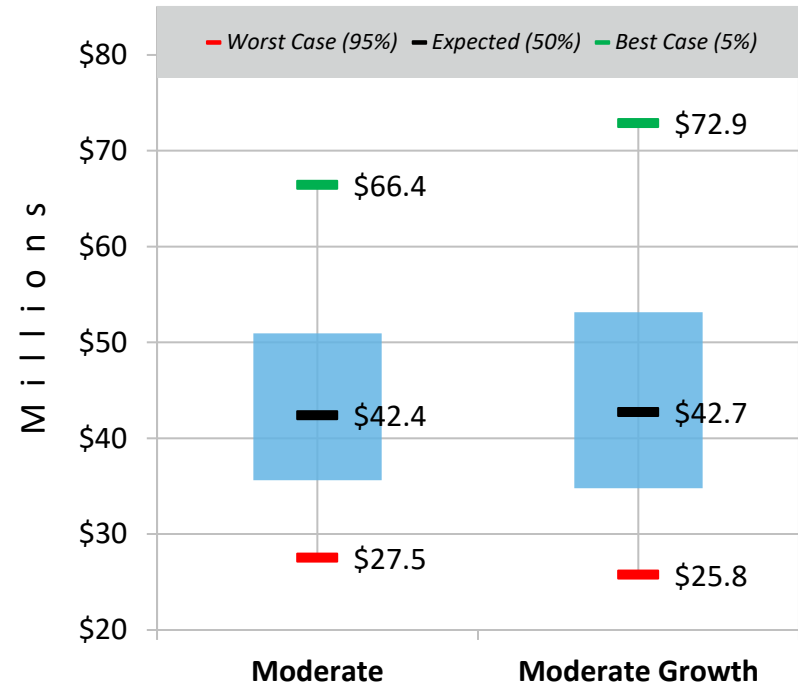


\$35M Starting Value 10-Year Horizon

Distributions begin next fiscal year

- The simulations depicted on the right were based upon a starting value of \$35M and no contributions.
- Annual withdrawals begin starting with the next fiscal year (July 1, 2022).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	1.25	1.27	1.29	1.30	1.34	1.37	1.39	1.42	1.45	1.48
Moderate Growth	1.44	1.46	1.48	1.50	1.54	1.57	1.61	1.64	1.68	1.71

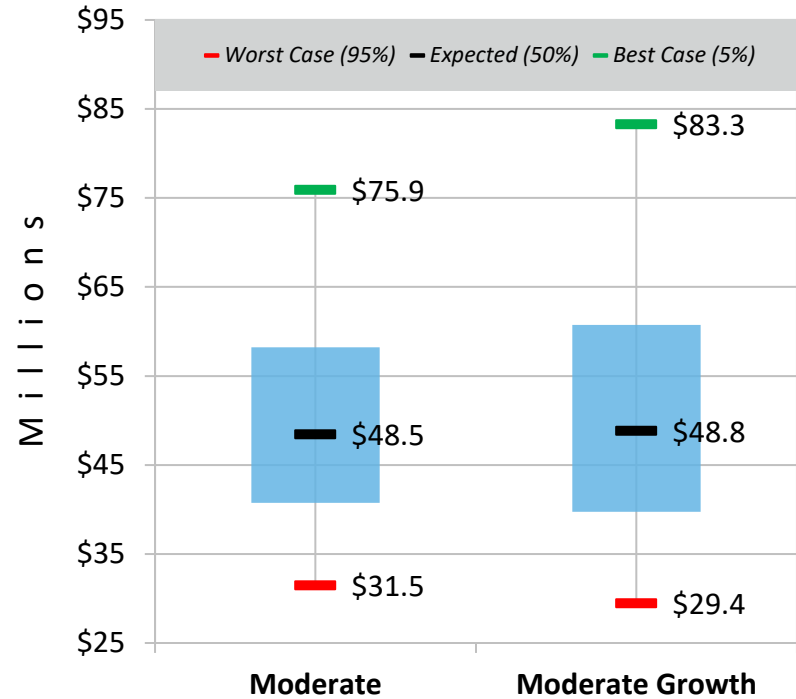
Risk and return data from Windham Portfolio Advisor.

\$40M Starting Value 10-Year Horizon

Distributions begin next fiscal year

- The simulations depicted on the right were based upon a starting value of \$40M and no contributions.
- Annual withdrawals begin starting with the next fiscal year (July 1, 2022).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	1.43	1.45	1.47	1.49	1.53	1.56	1.59	1.63	1.66	1.69
Moderate Growth	1.64	1.67	1.69	1.71	1.76	1.80	1.84	1.88	1.92	1.96

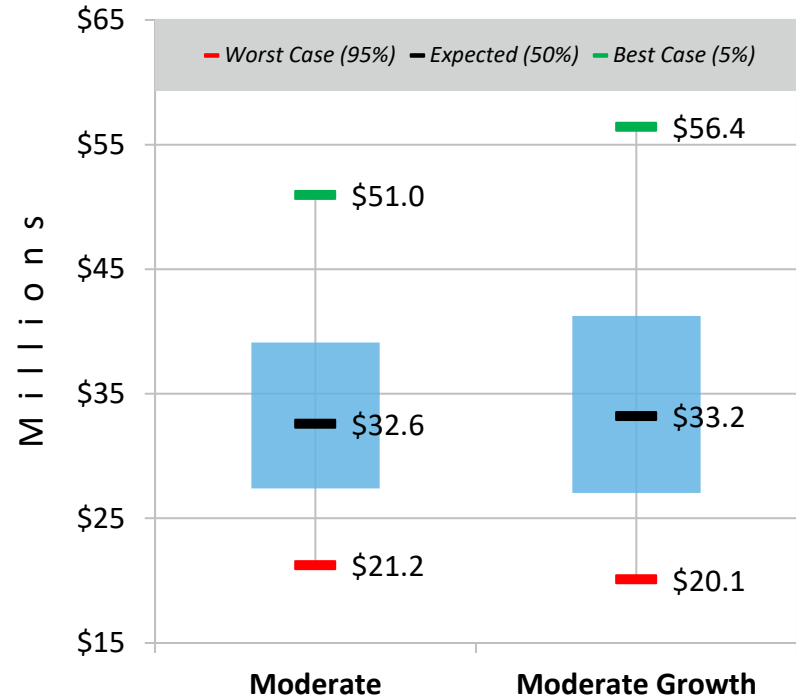
Risk and return data from Windham Portfolio Advisor.

\$25M Starting Value 10-Year Horizon

Distributions begin in 3rd fiscal year

- The simulations depicted on the right were based upon a starting value of \$25M and no contributions.
- Annual withdrawals begin in year three (July 1, 2024).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	0.95	0.97	1.00	1.04	1.07	1.09	1.12	1.14
Moderate Growth	–	–	1.09	1.12	1.17	1.21	1.26	1.27	1.30	1.33

Risk and return data from Windham Portfolio Advisor.

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\$30M Starting Value 10-Year Horizon

Distributions begin in 3rd fiscal year

- The simulations depicted on the right were based upon a starting value of \$30M and no contributions.
- Annual withdrawals begin in year three (July 1, 2024).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	1.14	1.16	1.21	1.25	1.28	1.31	1.34	1.37
Moderate Growth	–	–	1.31	1.34	1.40	1.45	1.49	1.53	1.56	1.60

Risk and return data from Windham Portfolio Advisor.

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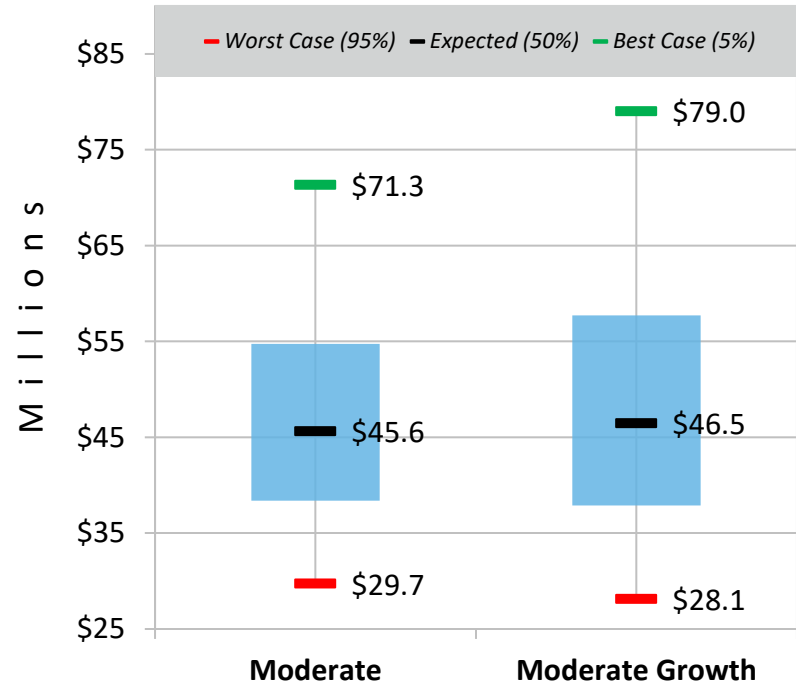


\$35M Starting Value 10-Year Horizon

Distributions begin in 3rd fiscal year

- The simulations depicted on the right were based upon a starting value of \$35M and no contributions.
- Annual withdrawals begin in year three (July 1, 2024).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	1.33	1.35	1.41	1.46	1.49	1.53	1.56	1.59
Moderate Growth	–	–	1.53	1.56	1.63	1.69	1.74	1.78	1.83	1.87

Risk and return data from Windham Portfolio Advisor.

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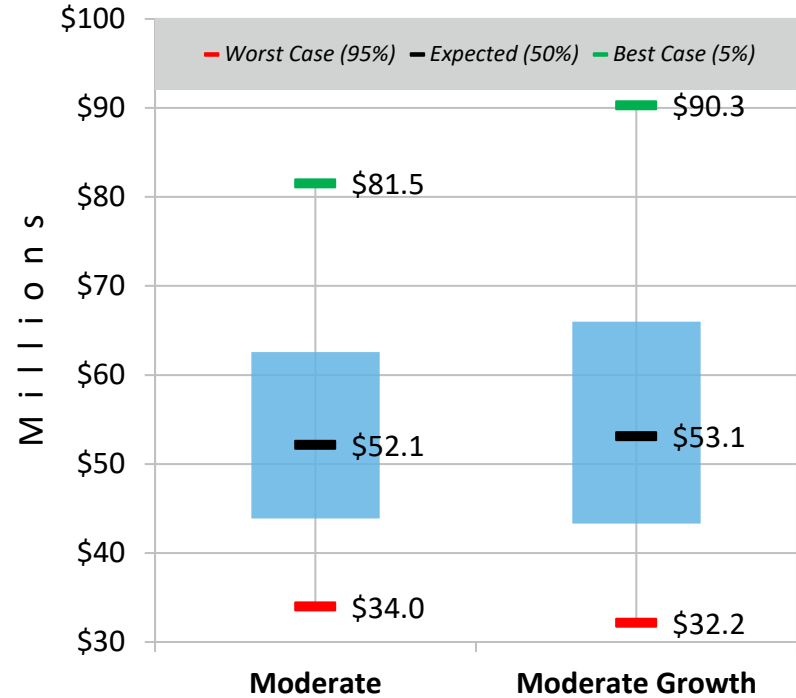


\$40M Starting Value 10-Year Horizon

Distributions begin in 3rd fiscal year

- The simulations depicted on the right were based upon a starting value of \$40M and no contributions.
- Annual withdrawals begin in year three (July 1, 2024).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	1.52	1.55	1.61	1.67	1.71	1.75	1.78	1.82
Moderate Growth	–	–	1.75	1.79	1.87	1.94	1.99	2.04	2.09	2.13

Risk and return data from Windham Portfolio Advisor.

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\$25M Starting Value 10-Year Horizon

Distributions begin in 5th fiscal year

- The simulations depicted on the right were based upon a starting value of \$25M and no contributions.
- Annual withdrawals begin in year five (July 1, 2026).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	–	–	1.03	1.08	1.12	1.16	1.19	1.22
Moderate Growth	–	–	–	–	1.19	1.26	1.32	1.37	1.41	1.44

Risk and return data from Windham Portfolio Advisor.

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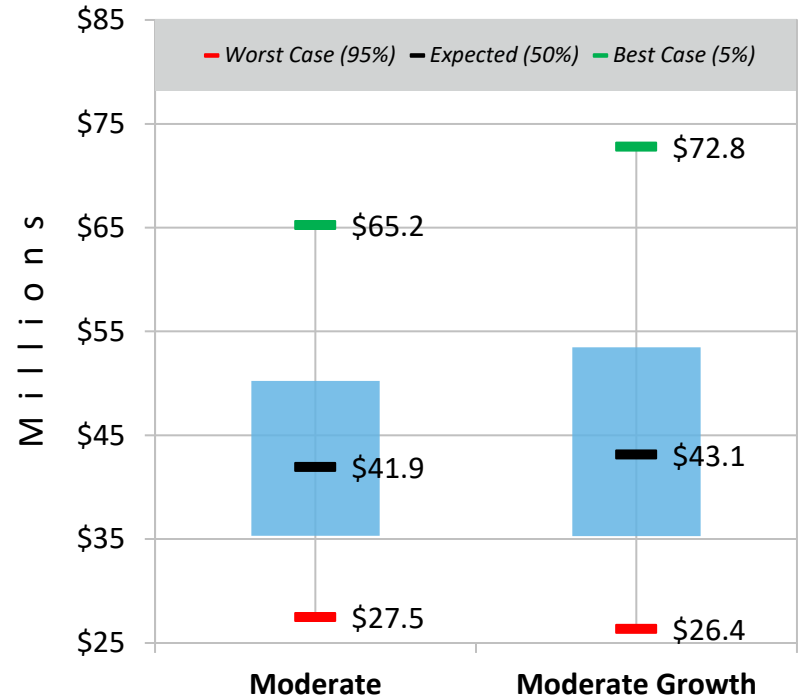


\$30M Starting Value 10-Year Horizon

Distributions begin in 5th fiscal year

- The simulations depicted on the right were based upon a starting value of \$30M and no contributions.
- Annual withdrawals begin in year five (July 1, 2026).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	–	–	1.23	1.29	1.34	1.39	1.43	1.47
Moderate Growth	–	–	–	–	1.43	1.51	1.58	1.64	1.69	1.73

Risk and return data from Windham Portfolio Advisor.

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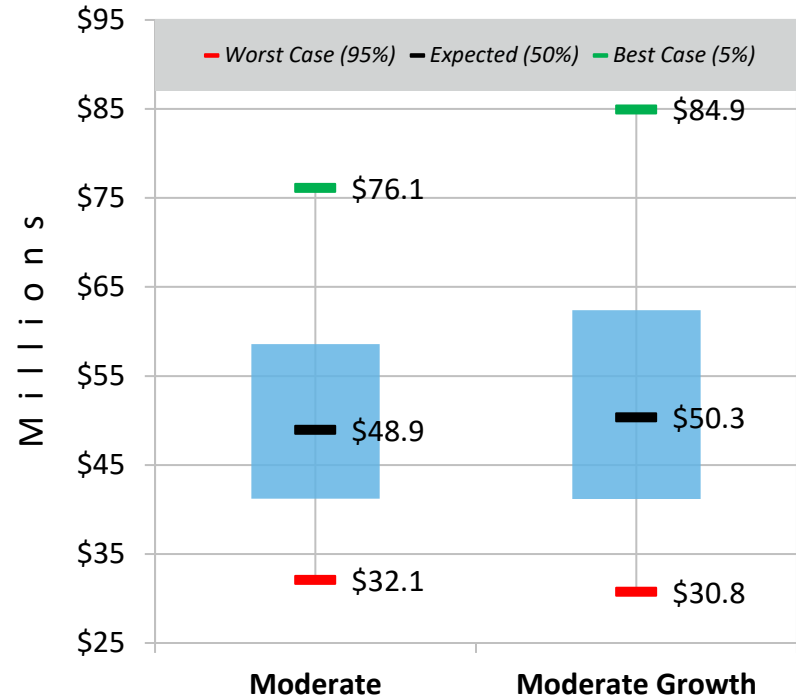


\$35M Starting Value 10-Year Horizon

Distributions begin in 5th fiscal year

- The simulations depicted on the right were based upon a starting value of \$35M and no contributions.
- Annual withdrawals begin in year five (July 1, 2026).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	–	–	1.44	1.51	1.57	1.63	1.67	1.71
Moderate Growth	–	–	–	–	1.67	1.76	1.84	1.91	1.97	2.02

Risk and return data from Windham Portfolio Advisor.

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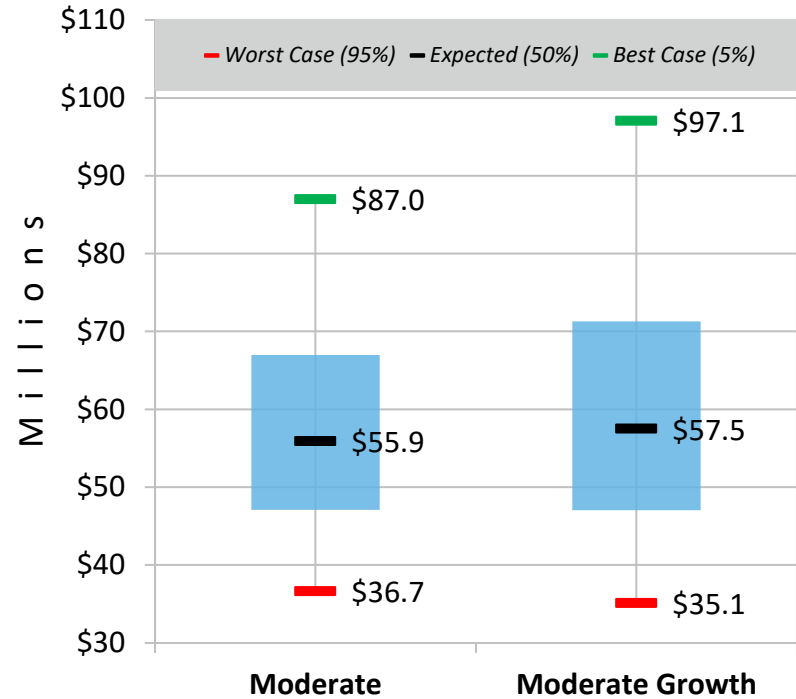


\$40M Starting Value 10-Year Horizon

Distributions begin in 5th fiscal year

- The simulations depicted on the right were based upon a starting value of \$40M and no contributions.
- Annual withdrawals begin in year five (July 1, 2026).
- Withdrawals are based upon the sustainable rate for each option:
 - Moderate: 3.5%
 - Moderate Growth: 4.0%

Monte Carlo Simulation



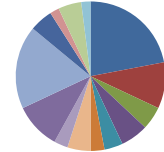
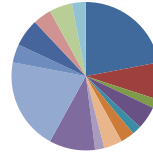
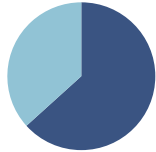
Distributions (\$ millions)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Moderate	–	–	–	–	1.64	1.72	1.79	1.86	1.91	1.95
Moderate Growth	–	–	–	–	1.91	2.01	2.11	2.19	2.26	2.31

Risk and return data from Windham Portfolio Advisor.

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Permanent Fund Portfolio Options



Asset Class	Current Total Portfolio	Moderate	Moderate Growth
Total Equity	0.0%	39.0%	47.0%
Large Cap Equity	0.0%	22.0%	22.0%
Mid Cap Equity	0.0%	8.0%	10.0%
Small Cap Equity	0.0%	2.0%	5.0%
International Equity	0.0%	5.0%	6.0%
Emerging Markets Equity	0.0%	2.0%	4.0%
Total Alternatives	0.0%	19.0%	21.0%
REITs	0.0%	3.0%	3.0%
Infrastructure	0.0%	4.0%	5.0%
Commodities	0.0%	2.0%	3.0%
Alternative Beta	0.0%	10.0%	10.0%
Total Fixed Income	100.0%	42.0%	32.0%
U.S. Fixed Income	0.0%	20.0%	18.0%
U.S. 1-5 Year Gov/Credit	0.0%	4.0%	0.0%
U.S. Corporate High Yield	0.0%	6.0%	5.0%
U.S. 1-3 Year Government	63.3%	0.0%	0.0%
TIPS	0.0%	4.0%	2.0%
International Fixed Income	0.0%	5.0%	5.0%
Cash	36.7%	3.0%	2.0%
Expected Annual Return	1.5%	5.8%	6.6%
Long Term Expected Return	1.5%	5.5%	6.1%
Net Earnings (less inflation)	-0.5%	3.5%	4.1%

Risk and return data from Windham Portfolio Advisor. Inflation expectation 2%.

Disclosures

Important Assumptions

IMPORTANT: The projections or other information generated by Alaska Permanent Capital Management Company (APCM) regarding the likelihood of various outcomes are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. There can be no assurance that the projected or simulated results will be achieved or sustained. The charts and data only present a range of possible outcomes. Actual results will vary over time, and such results may be better or worse than the simulated scenarios. Clients should be aware that the potential for loss (or gain) may be greater than that demonstrated in the simulations. Please note that the analysis does not take into consideration all asset classes, and other asset classes not considered may have characteristics similar or superior to those being analyzed.

Important Legal Information

These calculations are designed to be informational and educational only, and when used alone, do not constitute investment advice. APCM encourages investors to review their investment strategy periodically as financial circumstances do change.

Model results are provided as a rough approximation of future financial performance. Actual results could produce different outcomes (either better or worse) than those illustrated by the model, since it is not possible to anticipate every possible combination of financial market returns. APCM is not responsible for the consequences of any decisions or actions taken in reliance upon or as a result of the information provided by the results of the model.

Other Influences on Rates of Return

Investment management fees: Returns are presented gross of management fees and include the reinvestment of all income. Actual returns will be reduced by investment advisory fees and other expenses that may be incurred in the management of the account. The collection of fees produces a compounding effect on the total rate of return net of management fees. As an example, the effect of investment management fees on the total value of a client's portfolio assuming (a) quarterly fee assessment, (b) \$1,000,000 investment, (c) portfolio return of 8% a year, and (d) 1.00% annual investment advisory fee would be \$10,416 in the first year, and cumulative effects of \$59,816 over five years and \$143,430 over ten years. Actual investment advisory fees incurred by clients may vary.

Taxes: Unless noted otherwise, model results have not been adjusted for any state or federal taxes or penalties.

Inflation: Unless noted otherwise, model results do not adjust any inputs or outcomes for inflation. Inflation is assumed to be constant over the investment horizon.

Limitations Inherent in Model Results

Limitations include but are not restricted to the following:

Model results do not represent actual trading and may not reflect the impact that material economic and market factors might have had on APCM's decision making if the actual client money were being managed.

Extreme market movements may occur more frequently than represented in the model.

Some asset classes have relatively limited histories. While future results for all asset classes in the model may materially differ from those assumed in APCM's calculations, the future results for asset classes with limited histories may diverge to a greater extent than the future results of asset classes with longer track records.

Market crises can cause asset classes to perform similarly over time; reducing the accuracy of the projected portfolio volatility and returns. The model is based on the long-term behavior of the asset classes and therefore is less reliable for short-term periods. This means that the model does not reflect the average periods of "bull" and "bear" markets, which can be longer than those modeled.

The model represent APCM's best view of the next 7-10 years, but is unlikely to reflect actual investment returns worldwide over this period.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: William Homka, Planning Director
Through: Erin Reinders, City Manager
Date: October 26, 2021
Re: FY2023 - 2032 CMMP & Budget Year Calendar

SUMMARY: Each year City Council reviews the Capital and Major Maintenance Plan (CMMP) Process Guide, which proposes a schedule of deadlines and meeting dates necessary for the plan's preparation and adoption. The schedule is developed alongside the City's overall budget development and adoption schedule, so certain dates for that process are also included in the CMMP calendar.

In addition to the schedule, the CMMP guide also maintains eight (8) categories for evaluating and ranking projects according to city priorities. The point system awards projects additional 'points' as an incentive for using the CMMP process to plan up to 10 years in advance.

PREVIOUS COUNCIL ACTION: City Council reviews the 10 year CMMP annually in the month of March and typically adopts it in April. Planning introduced the ranking exercise to City Council in FY20 to provide councilmembers the opportunity to weigh each criterion.

BACKGROUND: Title 6 of the Unalaska City Code requires the City Manager to submit a five-year capital improvement plan and budget of the proposed projects each year in conjunction with the City's operating budget. Each year, the City Council adopts this plan, called the Capital and Major Maintenance Plan (CMMP), to help identify needs and set spending priorities for the coming five-year period. This is the second year Unalaska will prepare a 10 year CMMP. Prior plans were only for five (5) year time periods.

DISCUSSION: There are a lot of steps and departments involved in the CMMP, which is part of the city's overall budget. The proposed schedule reflects the Planning Department's consultation with the Finance Department on its budget calendar to marry the two processes. Key City budget dates are included on the CMMP and City Budget Schedule which is attached for review.

Dates most important to City Council are indicated in blue, such as tonight's presentation and the Project Ranking exercise scheduled for November 9, 2021. City Council will visit the CMMP again on January 11, 2022 to review new projects proposed for the CMMP. Although City Council typically reviews new project nominations at its first meeting in January, key financial indicators point to potential revenue decreases for next several years. This will affect the CMMP as well as other city functions and budgets.

Also, City Council is working on a fiscal sustainability plan which includes establishing a permanent fund and putting additional parameters around an emergency operations fund. This can affect the CMMP planning process and budget because funds that might have made up a budget shortfall are being placed into a 'savings' account of sorts. CMMP projects that propose using General Fund money as all or part of the financial proforma will be impacted.

In response to the above mentioned financial issues, City Manager Reinders issued a stay on new General Fund project nominations for FY23. Projects already underway, such as the Entrance Channel Dredging and Communications Infrastructure Project should continue due to contractual and/or matching fund obligations. We will also be taking a close look at Proprietary Fund projects to ensure that they too

are focused on needs and in further addressing Council's recently approved legislative priorities and focus areas, including the Makushin Geothermal Project.

Staff is compelled to draw attention to the imbalance of the City's existing 10 year CMMP as we move into a new budget cycle. The FY22-31 CMMP plan proposed a 10 year capital project budget of \$231,225,491. General Funds comprised the most significant amount of the financial resources in the amount of \$158,209,619, which is 68.4% of the 10 year plan's cost.

Paying attention to all the factors City Council must weigh in determining financial priorities, this year's CMMP and budget processes will involve some added layers of discussion about how City Council priorities meld with its capital needs. City Council members said numerous times the City needs to be able to pay for projects with income it brings in that same fiscal year. The past five CMMP budgets (FY18, 19, 20, 21 & 22) average \$4,802,159 in General Funds. FY20 includes about \$5 million for the Library Expansion project.

**ANNUAL CMMP GENERAL FUND BUDGET
5 YEAR HISTORY**

	FY18	FY19	FY20	FY21	FY22	Total	Average
General Fund	1,748,374	2,482,952	11,900,789	1,966,793	5,911,887	24,010,795	4,802,159

The 10 Year CMMP currently has several projects that cannot be financed solely with General Fund money in any given year if we use the five year average of \$4.8 million as a gauge. Examples include the new public safety building (\$22 million), fire station improvements (\$11 million), and various segments of the Captains Bay Road project. The channel dredging project is already funded with \$27 million in federal money that will require a \$4.5 million match from the FY23 general fund, which is more than 75% of the General Fund money approved in the FY22 CMMP.

Staff continuously tries to balance projects using General Fund monies across several years. FY22 changed the CMMP from a five to a ten year plan to assist with this effort and provide more lead time for project development. Merely moving projects out several years however is not an answer, and keeping large projects on the CMMP could possibly impact the City's bond ratings, complicate rate studies, and display a false impression of reality. Thus, this year's CMMP process and calendar for meetings, presentations, etc. may be amended as we move forward.

The City needs a plan that more clearly represents the city's needs, obligations, and budget realities. Staff intends to focus on projects and purchases that support City Council Priorities it adopted by Resolution 2021-67 and their Primary Focus areas as adopted by Resolution 2021-69. Both resolutions were adopted in August, 2021 and are attached to this memo. The resolutions will assist staff with reviewing proposed projects and, as such it is imperative to receive City Council's feedback on the ranking criteria.

Other initiatives staff is undertaking to address city priorities and budget issues include work to identify possible grants to apply for in connection with CMMP projects. Only so much can be done with present staffing, but grantsmanship typically pays for itself when there is a grant administrator who is able to fully dedicate their time to preparing and tracking grants and award requirements.

The City continues to explore what more can be achieved through partnerships with the Onalashka Corporation and the Qawalangin Tribe (Q-Tribe). We're also considering what projects are feasible to approach local industry for some support investment. The One Percent (1%) fund for capital projects is also a dedicated source of revenue for capital projects. Lastly, proceeds from the City's new Permanent Fund can be used to pay bond payments for projects when we cannot pay cash.

FINANCIAL IMPLICATIONS: None. This is a guide for the CMMP process.

LEGAL: Not Applicable.

STAFF RECOMMENDATION: Review the CMMP Calendar and Ranking Criteria.

PROPOSED MOTION: This is for discussion purposes only; no motion is required. Staff is looking for feedback.

CITY MANAGER COMMENTS: As the Planning Director outlines, this year is unlike others in recent history. Council is in the process of making key decisions regarding a Permanent Fund and an Emergency Fund. Staff and consultants are currently working diligently to estimate and project revenue impacts from with the Crab fisheries closure. Attention is also focused in on economic development for the community, which requires investment of staff time and infrastructure upgrades. We also have already begun some key projects that need to continue. Council has recently approved federal priorities, primary focus areas, and is about to consider state priorities. All these factors are interrelated and have direct impacts to future CMMPs and budgets.

Together, we need to be strategic in what is included in the CMMP, ensuring that items support our current infrastructure and help to address Council's established priorities in a cost effective way. This is not an easy task but City Staff remains committed to bringing ideas to the table, helping Council to determine solutions they feel is best for the community, and then working to implement that direction. To assist with this effort at this point in the process, I have asked the Planning Director to revise the Process Guide and Ranking Sheet to include a standalone Ranking Criteria item focused on *Established Council Priorities and Focus Areas*. We appreciate your additional input on the calendar and ranking criteria.

ATTACHMENTS:

- FY23 Budget Calendar
- Process Guide
- Council Priority Ranking Sheets
- Resolution 2021-67: A Resolution of the Unalaska City Council Identifying the City of Unalaska's Federal Priorities
- Resolution 2021-69: A Resolution of the Unalaska City Council Adopting the City of Unalaska's Primary Focus Areas

FY 2023 Budget Calendar
CMMP, City Budget, UCSD Budget, Community Support Grants
September to December

9/24/21	Directors	Discussion	Distribute Schedule
	Directors	Discussion	All Project Nominations, Rolling Stock Open
10/15-16/21	Directors	Training	*As Needed * Additional Training By Appointment
10/19/21	Schoolboard	Committee	Assign 2 School board members to UCSD Budget Committee. Send request to City Council to invite one member to participate
10/21/21	Planning Commission	Discussion	CMMP Presentation to Planning Commission & Request for Project Ideas
10/26/21	City Council	Discussion	Review & Comment on CMMP and Budget Schedule, and Project Ranking Criteria
11/3/21	Directors	Discussion	Check in meeting regarding nominations. Directors present their drafts and are offered suggestions for revisions.
11/9/21	City Council	Directive	Decide CMMP Project Ranking Criteria & Weights
11/10/21	Directors	Discussion	Review update to CMMP Process Based on Council Meeting
11/12/21	Planning	Distribution	Distribute Updated Process Guide With Ranking Values (inter-office mail)
11/18/21	Planning Commission	Discussion	Collect Planning Commission Project Ideas
11/22/21	Planning	Distribution	Planning Compile PC Ideas and Distribute to Directors
11/30/21	Directors	Deadlines	All Project and Rolling Stock First Drafts and Ranking Info Due into Planning
12/1/21	Directors	Distribution	MUNIS Budget Entry Opens for All City Departments
12/3/21	Nonprofits	Distribution	Community Grant Application Packets to Nonprofit Organizations
12/6/21	Planning	Deadline	Planning Deadline for First Draft Ranking Information
12/10/21	Directors & Technical Review Committee	Discussion	CMMP 1st Draft and ranking review Friday afternoon
12/22/21	Directors	Deadline	CMMP 2nd director draft review after Wednesday morning Director's meeting
12/29/21	Directors	Deadline	CMMP nominations, as well as supporting documentation, are due for final compilation

Planning Commission Meeting

City Council Meeting

UCSD School Board Meeting

FY 2023 Budget Calendar
CMMP, City Budget, UCSD Budget, Community Support Grants
January to May

1/11/22	City Council	Discussion	Review CMMP Nominations and Prioritize Projects (Planning Dir)
1/20/22	Planning Commission	Discussion	DRAFT CMMP Presentation to Planning Commission
1/25/22	City Council	Discussion	Budget Goals & Revenue Projections
1/26/22	Directors	Discussion	Review Planning Commission comments and any needed revisions to the CMMP
1/26/22	UCSD	Discussion	UCSD Budget Committee Meeting (@ High School)
2/2/22	UCSD	Discussion	UCSD Budget Committee Meeting (@ High School)
2/4/22	Directors	Deadline	Final submission of Rolling Stock and Facilities Maintenance Plans to Planning Department
	Planning	Deadline	Community Support Grant Applications Due to Planning
2/8/22	City Council	Discussion	Adopt Budget Goals
2/18/22	Directors	Deadline	Final Deadline for ALL submissions to CMMP. From here, only final editing for commentary and context.
	Directors	Deadline	MUNIS Closes for Department Budget Entries
3/2/22	Directors	Deadline	Final Deadline CMMP Access Closed Until City Council Makes Changes
3/18/22	Directors	Dry Run	CMMP Participants and CM: Practice Presentation to Council
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Planning
Commission
Meeting

City Council
Meeting

UCSD
School
Board
Meeting

TERMS	
Planning Staff	Planning Department
CMMP Staff	Planning Department, City Manager, Finance Director
Technical Review Committee	Planning Director, City Manager, Finance Director, Public Works Director, City Engineer, & Project Management/ Fixed Asset Accountant
UCSD	Unalaska City School District
CM	City Manager

Draft CMMP Process Guide



2023 To 2032

CMMP Overview, CMMP Process at a Glance, CMMP & Budget Schedule, Sample Evaluation Form

City of Unalaska, Alaska

CMMP Process Overview	October	November	December	January	February	March	April
Kick Off Meetings							
Training							
Nominations							
Internal Review							
Planning Commission Review							
Presentation to Council							
Council Adoption							

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Capital and Major Maintenance Plan Overview

Purpose of the CMMP

Title 6 of the Unalaska City Code requires the City Manager to submit a five-year capital improvement plan and budget of the proposed projects each year in conjunction with the City’s operating budget. Each year, the City Council adopts this plan, called the Capital and Major Maintenance Plan (CMMP), to help identify needs and set spending priorities for the coming five-year period.

As of 2022, however, the CMMP shifted to a 10-year planning process. The CMMP budget has grown significantly in recent years and the need to spread out the improvement costs requires increased planning. Other planning impediments have developed too, and include response plans to the COVID Crisis and the national economic trends than could affect Unalaska’s tax base. Adding five more years to the timeline will enable the City Council and the Directors better manage the future purchasing, maintenance, and capital projects of the City, while keeping an eye on the overall budget and its impacts on each year of spending.

CMMP Components

The components of the CMMP are Capital Projects, Major Maintenance, Major Purchases, and Rolling Stock. Capital Projects are major projects involving extensive planning, design, and construction. These are usually new buildings, roads, utility extensions, and other major infrastructure. Major Maintenance projects are those surrounding existing infrastructure, such as repairing roads, culverts, building maintenance, etc. Major Purchases are purchases of major equipment, such as copiers, generators, and large bulk orders (ex. Tasers). Rolling Stock purchases are all vehicles, trailers and machinery on wheels/treads. This master list is compiled and maintained by the Public Works Director. Some major rolling stock purchases, such as fire trucks, are of a high value which case they are left on the CMMP as a separate project. These tend to be the exception.

Financial Details

Each component of the CMMP is designed to identify and prioritize various needs and expected expenditure levels. The capital asset threshold for General Fund Projects is \$50,000, while Proprietary Fund Projects remains at \$10,000, but we have continued to list capital items like vehicles and copiers under \$50,000 on the CMMP for consistency. The Major Maintenance Schedule was added to the CMMP in FY03. The Facilities Maintenance Supervisor developed a maintenance plan to look at major facility assets and projects replacement and repair needs over 20 years. The plan is updated annually after inspection of facilities, and items are scheduled through the CMMP and operating budget to ensure our investments in infrastructure and assets are well maintained.

As you will see in the table below, project nominations will have costs projected into the appropriate funds for all ten years of the plan. Each year the costs are expected to become more accurate, starting with a best guess 10 years out to an accurate cost from known bids. It is expected that projects will go from a best guess number based on current cost extrapolated 7 to 10 years out, to a cost within 2x the value in years 4 to 7, to numbers within 50% of the value in year 3, and accurate numbers based on engineering and design expectations in years 1 and 2. This will aid in projecting an overall budget, and preventing years with stacked funding resulting in requests of hundreds of millions.

Each project is subject to a mandatory 30% contingency. A project may be exempted from the 30% contingency on a case-by-case determination in the current year of funding. The City Manager is the final authority on for a waiver of the contingency requirement.

Annual Roadmap

The first year of the plan supports the capital budget, and the following four years show proposed costs for capital improvement projects and projected infrastructure and equipment maintenance and replacement needs. Years five through ten are a roadmap to identify major costs coming in future years. This will be especially important when planning the most expensive of new infrastructure, roads, and buildings. It is expected that projects nominated in years 1-7 will exist in planning documents either approved by City Administration and Directors, or City Council. This will cut down on the number of projects that are nominated in the immediate short term.

Exceptions may be made for emergency needs, such as the previous Slip-Lining project, where a sewer line rupture resulted in a focused emergency fix by budget amendment, but more funding was sought through the CMMP to complete a more comprehensive repair. Exceptions will be reviewed on a case-by-case basis by the City Manager, as normal in the budget amendment cycle.

CMMP 10-Year Progression Model					
Next Fiscal Year Budget	2 Years Out	3 Years Out	4 Years Out	5 -7 Years Out	7-10 Years Out
Nominations that have final engineering and design, are ready to construct or purchase	Nominations have preliminary engineering and design numbers	Nominations have ROM numbers	Nominations have WAG numbers	Project should exist in an adopted plan. Should have WAG Number	Project Inception. Nominations have "ballpark" numbers

ROM = Rough Order of Magnitude (number within 50% accuracy)

WAG = Wild-Approximate Guess (up to 200% projected cost)

Ballpark = Best guess up to 10 years out

CMMP Process at a Glance



Budget Schedule

FY 2023 Budget Calendar CMMP, City Budget, UCSD Budget, Community Support Grants September to December			
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CM	City Manager

Nomination Processes, Pointers & Checklist

New This Year:

- ◇ **Projects with funding in 2023 MUST include a quote or bid document.**
- ◇ **NO NEW PROJECTS FOR 2023:**
 - ◇ Projects that are already committed and signed from past years will continue.
 - ◇ Projects that were PROPOSED to start 2023 but have no commitment/contracts will move to future years.
 - ◇ NO projects will be accepted as first-time proposals for 2023.

Nominations

- ◇ Like last year, the CMMP will be processed using the city's GIS system. This should streamline processing of the projects.
- ◇ The deadline for new nominations and past nomination updates is the same
- ◇ Rolling Stock will now be due at the same time as nominations.
- ◇ Any nominations not selected as part of prior CMMP program years, or 'prior nominations' may be resubmitted as a 'new' project for consideration.
- ◇ Never before seen nominations should be discussed with the City Manager in the weekly individual meetings before addition to the CMMP
- ◇ Answer all evaluation questions "Yes" or "No" unless otherwise indicated by the Evaluation Form.
- ◇ Answer all questions or you may lose points for your project. Keep in mind that the more questions answered, the more accurate and transparent the scoring measure, better prioritization of projects. Please review the evaluation form to answer detail questions when entering projects. This will maximize your points for ranking.
- ◇ Be prepared to discuss the importance of each project at the All Staff meetings to justify the project.
- ◇ These must be received by the end of December and will be presented to Council in January.

Nomination Reviews

- ◇ All New Nominations will be reviewed and evaluated by directors, the Technical Review Committee, Planning Commission, and City Council.
- ◇ Planning will send you all of your existing summary sheets. We will use the previous year's nominations to practice input for this year's CMMP. Once entered, you must edit them for any new information obtained since last year, i.e. Schematics, quotes, etc.
- ◇ The ranking system will be based on weighted categories for each project. The section entitled "Evaluation Form" contains all the necessary information for ranking projects.
- ◇ Category weights were decided by the City Council.
- ◇ Remember when editing to update the Cost Assumptions table

Pointers...

As you gather project information and complete the nominations consider the following:

- ◇ Remember a 30% contingency for ALL projects.
- ◇ Budget for consultant help with scoping and pricing for upcoming projects.
- ◇ A good rule of thumb for thresholds is \$10,000 for propriety funds and \$50,000 for general funds to be considered a CMMP project.
- ◇ Be realistic with timelines and consider funding availability.
- ◇ Be realistic about the number of projects that can be done in one year.
- ◇ Have a picture or graphic that is a good representation of your project. Pictures that are not accurate or clear only serve to add confusion.
- ◇ Consider how projects are going to be evaluated (see the evaluation criteria section of this document).
- ◇ Remember, projects will be also rated on the amount of time they have spent on the CMMP. Projects new in FY23 will be at a distinct disadvantage to those added in FY26. If a project is proposed 5 years out, it receives the entire benefit. There is no additional benefit for budgeting 6+ years out.
- ◇ Be sure to include all attachments.

Checklist:

Copy and print as needed to track your project's completeness

- GIS Data Entry for Each Project
 - Project Title
 - Project Active or Not?
 - Project Description
 - Project Need
 - Project Plans and Funding Sources List
 - Design Stages
 - Evaluations
- Attach supporting Documents for Nominations:
 - Regulatory agency documentation
 - Commission or Board Resolutions
 - Pictures
 - Relevant section of Plans in which the project may have originated
 - Cost Assumptions block from Excel
- CMMP Shared Drive: city files (\\file-server) (N:) > Shared > CMMP > 2023

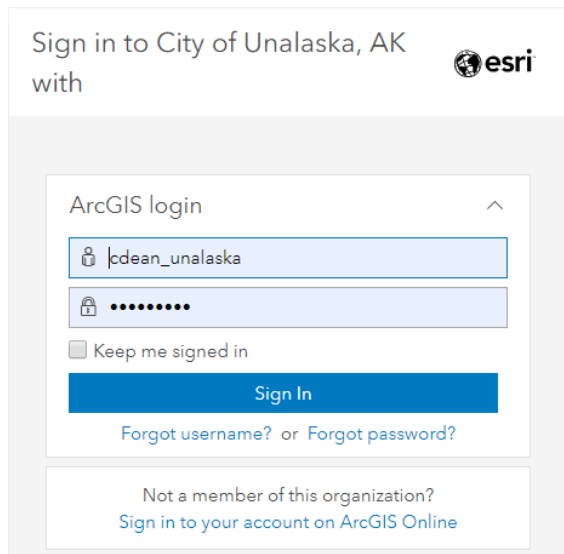
GIS Nomination Entry Guide

CMMP Project Nominations

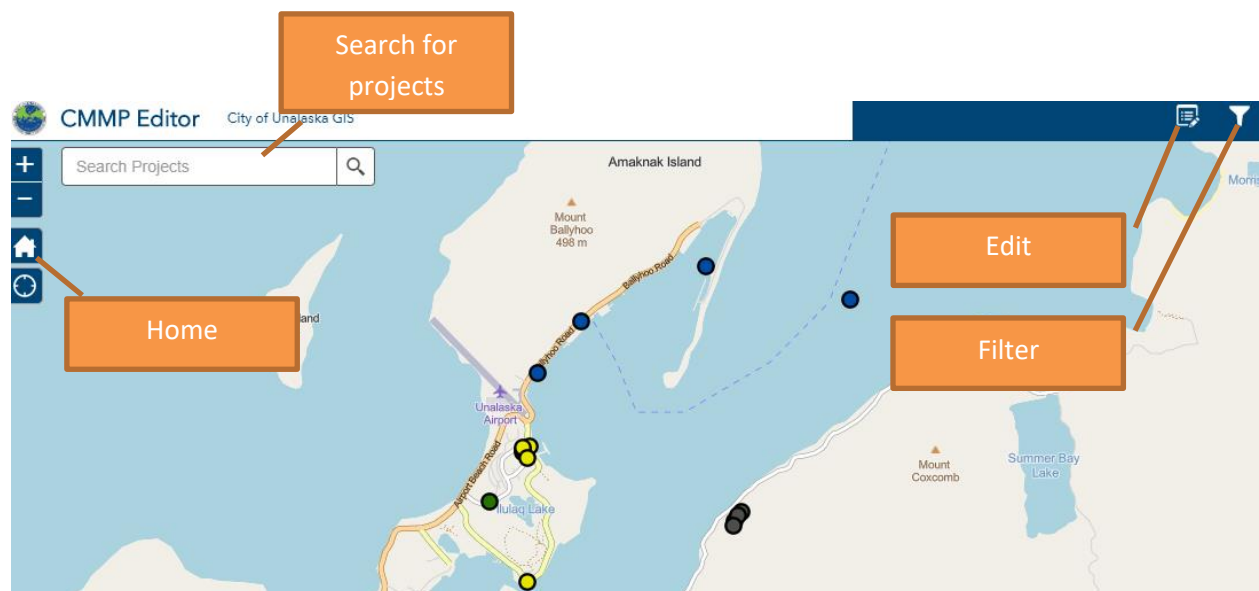
1. Open the CMMP application at:

<https://unalaska.maps.arcgis.com/apps/webappviewer/index.html?id=2a43e070b80c4825a84b308397d7b61b>

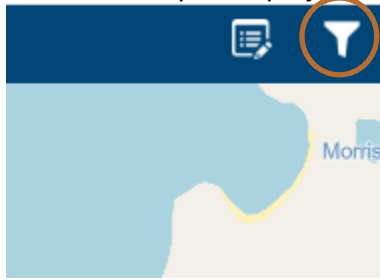
2. Login with your ArcGIS Online username and password.



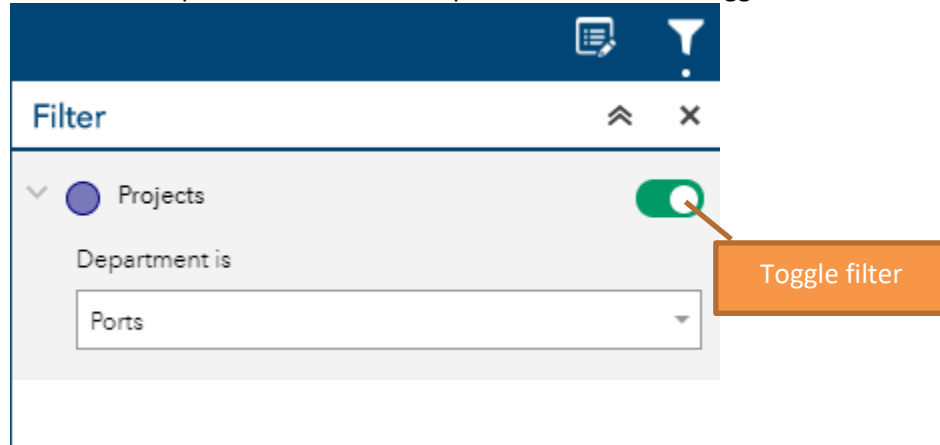
3. Each dot on the map represents a different project, colored by department:



4. To only show projects from a particular department, click the *filter* button in the upper right.

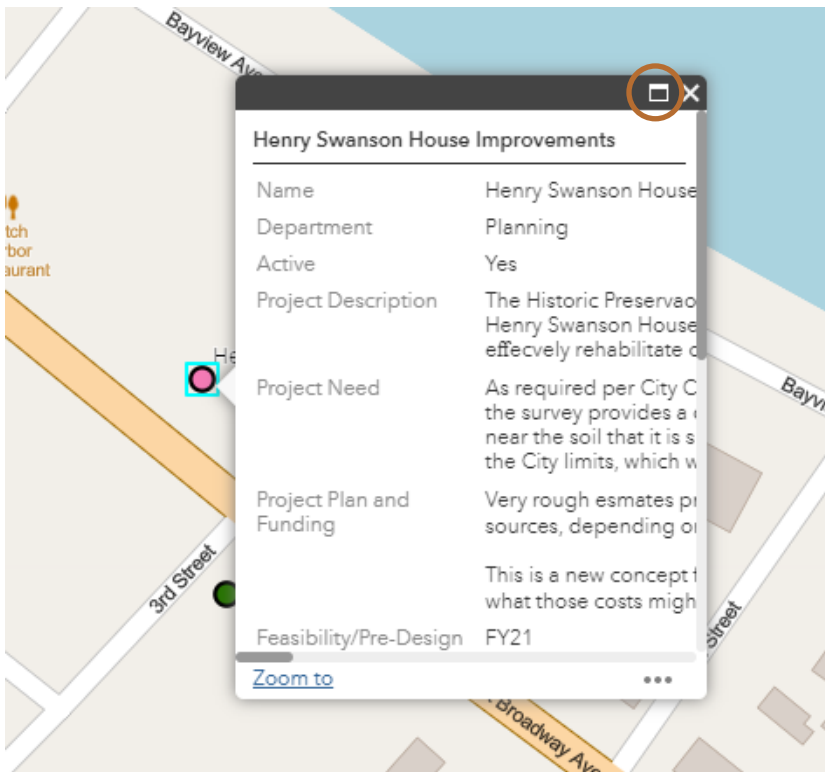


a. Choose the department from the dropdown and click the toggle button to activate the filter.

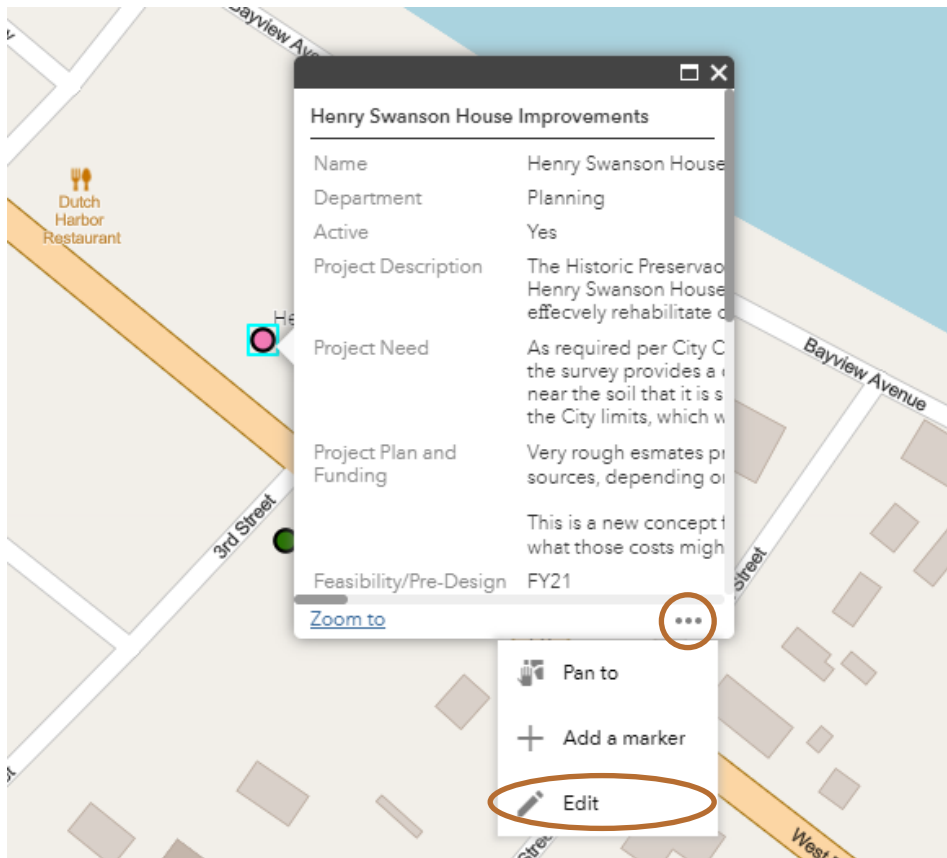


Edit a Project

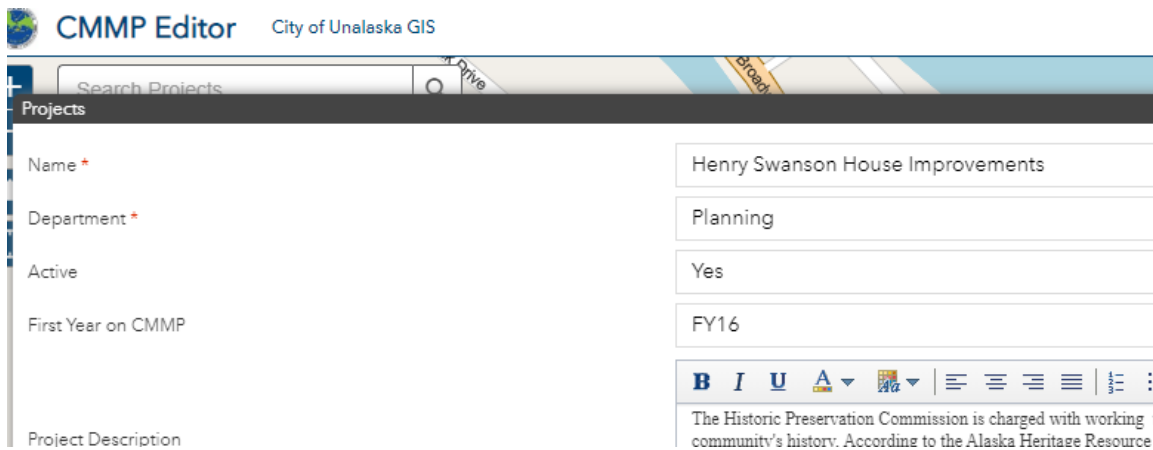
1. Click a project on the map. You can click the *maximize* button of the popup to enlarge it.



- To begin editing, click the ... button in the lower right of the popup and choose *Edit*.



- Once in Edit mode, you can change any attributes about the project



- Attachments:** To add attachments like photos or plans, click *Choose File* to upload your attachment.

Attachments:

None

Add: No file chosen

Edited on 8/8/19 at 10:24 AM

- Funding Requests:** To add or change a funding request, click *Funding* at the bottom of the Edit window

External Funding

Timing/Location

Innovation

Attachments:

None

Add: No file chosen

Edited on 8/8/19 at 10:24 AM

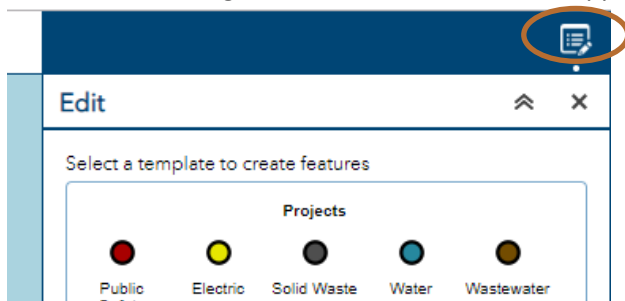
Related tables:

- Funding

- The Funding window shows all the funding requests for the project. Click the + to add a new request to the project, or click an existing request to edit it.



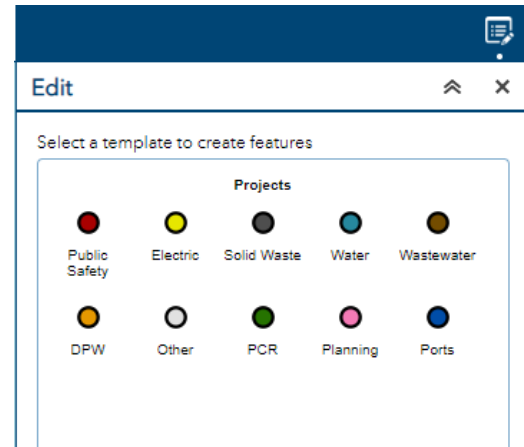
- Unless the request has already been approved by Council, leave *Approved Amount* blank. Remember to include a 30% contingency for all projects.
 - Click *Save* and the left arrow to return.
- When you are done with a project, click *Save*.
 - When done editing, click the *Edit* button in the upper right of the map to return to View mode.



Create a Project

Creating a new project follows a similar process to editing existing ones.

1. Click the *Edit* button in the upper right of the map.
2. Click the department for the project.
3. Click on the map at the desired location for the project.
4. Fill in the project's details. You don't need to fill in everything at once.
5. When complete, click the *Edit* button in the upper right of the map to return to view mode.



Evaluation Form

Instructions

Project Nominators

Proceed through the following Project Categories in order to score each project. Each category has one or more questions designed to generate a point score for that category. For the most part questions are in a Yes/No format unless otherwise noted. When answering questions regarding each sub category pay attention to any questions that would require supporting documentation. This may be in the form of an attached screen shot of a plan, page numbers from the comprehensive plan, or other form of documentation. Make sure to attach those important pieces of information. Remember to answer all questions in all categories. This will ensure more accurate scoring and prioritization of projects.

Reviewers

When it comes time to review each project, open the online evaluation form and fill out the reviewer and project information. Look at the answers provided for each project and evaluate them against attached documentation and project explanations. You are free to disagree with the answers provided in each project write-up. Remember, those are a guide to assist you, not set in stone. Proceed to answer all questions in the online evaluation form. Once completed, all review scores will be compiled and used by City Council as a guide to prioritize projects for the final draft of the CMMP.

Process

In an effort to make evaluations fair and transparent, we have set 9 scoring categories. Within these categories are several questions to generate a total score out of 5. All questions will be allotted a point value. The points for each section will be totaled, to generate a score from 1 to 5 (1 being the lowest score, 5 being the best score). These scores will then be multiplied by a weight for each category, assigned by the council. Finally, all the weighted scores will be totaled for a final composite score.

Example: You answer the Infrastructure/Public Safety section with 4 “Yes” answers, and 3 “No” answers:

$4/7 = 0.57$	Raw Score
$0.57 \times 5 = 2.86$	Scaled Category Score
$2.86 \times 3 = 8.58$	Weighted Score
8.58	
+ <u>Other Categories</u>	
Composite Score	

Project Categories

- 1) **Plans/Comp Plan** – Plans are prepared to provide the City of Unalaska with a valuable aid for continuing efforts to meet and exceed goals set forth by City departments, committees, and the citizens at-large. Plans include those documents that have been prepared internally to assure consistent adherence to industry best practices, as well as those documents that have been created with the assistance of outside consultants. A component of planning includes public discussion and/or citizen engagement. The score could be based on answers to the following questions:
- A. Is the proposed project called for in the City’s Comprehensive Plan which was approved by City Council? If so, which section? (answer No or Yes with relevant page numbers)
 - B. Is the proposed project identified in one or more of the City Master or Departmental Plans that were provided to City Council? If so, which plan? (answer No or Yes with plan title)
 - C. Is the proposed project listed as a high priority, or over time, has it become a high priority of staff, a standing advisory board, or the City Council due to an expressed need?
 - D. Has the proposed project been fully developed and defined in enough detail so that the specifics are known?
 - E. Has there been public discussion about the project or an appropriate level of citizen engagement around the project?
 - F. Does there appear to be broad community support for the project?

Scoring Scale

1	2	3	4	5
The project is not part of any Master Plan.	↔	The project is included in a Master Plan, but may not be a high priority or appropriate citizen engagement on the specific proposal has not yet transpired or is not included in the Master plan but is a high priority and has been well-vetted.	↔	The project is included in a Master Plan, is a high priority, and has been well-vetted.

- 2) **Regulatory Compliance** – This includes compliance with regulatory mandates such as Environmental Protection Agency (EPA) directives, the Americans With Disabilities Act, and other County, State and Federal laws. This also includes compliance with self-imposed City ordinances. The score could be based on answers to the following questions:
- A. Does the project address a current regulatory mandate?
 - B. Will the project proactively address a foreseeable (within the next 5 years) regulatory mandate?
 - C. Does the project have a lasting impact on promoting regulatory compliance over the long term (more than 10 years)?

Scoring Scale

1	2	3	4	5
The project does not address a regulatory compliance issue.	↔	The project provides a short-term fix for an existing regulatory compliance issue or for one anticipated in the near future.	↔	The project resolves a pressing or long-term regulatory compliance issue.

3) **Infrastructure / Public Safety** – This item relates to infrastructure needs for the department’s facilities, as well as improves the overall safety of the community. Projects to address employee safety issues and to proactively manage risk, would also be included. The score could be based on answers to the following questions:

- A. Does the proposed project increase the safety of Unalaska’s residents and/or employees?
- B. How widespread is that potential safety benefit? Answer with: Widespread, Targeted, or Minor
- C. Will the project address an existing facility that is outdated or has exceeded its useful life?
- D. Will the project help the City to respond more effectively and efficiently to emergencies throughout the community?
- E. Is the project supported by a life cycle analysis of repair versus replacement?
- F. Does the project extend service to support/promote new growth?
- G. Does the project foster safe and accessible modes of travel?

Scoring Scale

1	2	3	4	5
The safety or infrastructure need for the project is low; or it addresses new or existing infrastructure.	↔	The safety or infrastructure level of the project is moderate; it address a serious safety issues that has a limited impact or address a less-serious issues that serves the broader community; it addresses either new or existing infra-structure. (Maximum score for a new facility.)	↔	The safety or infrastructure level of the project is high; it addresses a serious health/public safety issues that has a widespread impact; it addresses existing infrastructure; and the ancillary benefits are well-defined.

4) **Quality of Life / Health & Wellness** – Quality of Life / Health & Wellness are a characteristic that makes the City a favorable place to live and work. For example, a large park with amenities to satisfy all community members would greatly impact the quality of life. Bike/jogging trails, new recreation facilities and flood control measures improve the overall health of the community. The score could be based on answers to the following questions:

- A. Does the project enhance the quality of life for a wide range of community members?
- B. Will the proposed project have a positive impact on the health of Unalaska’s residents?
- C. How widespread is that potential impact? Answer with: Widespread, Targeted, or Minor
- D. Will the project attract new residents, businesses or visitors to the City?
- E. Does the project serve to preserve the integrity of the City’s residential neighborhoods?
- F. Does the project help create a beautiful and clean community?
- G. Does the project specifically promote the responsible use of resources?
- H. Does the project encourage participation in recreational and cultural activities accessible to all community members?

Scoring Scale

1	2	3	4	5
The project does not affect the Quality of Life / Health & Wellness for Unalaska community members.	↔	The project has a moderate impact on the Quality of Life / Health & Wellness for Unalaska community members.	↔	The project greatly impacts the Quality of Life / Health & Wellness for a wide range of Unalaska community members.

5) **Impact on Operational Budget** – Some projects may affect the operating budget for the next few years or for the life of the facility. A new facility will need to be staffed and supplied, therefore having an impact on the operational budget for the life of the facility. Replacing a light with a more energy efficient model may actually decrease operational costs. The score could be based on answers to the following questions:

- A. Will the project require additional personnel to operate?
- B. Will the project require additional annual maintenance?
- C. Will the project require additional equipment not included in the project budget?
- D. Will the project reduce staff time and City resources currently being devoted, and thus have a positive effect on the operational budget?
- E. Will the efficiency of the project save money?
- F. Will the project present a revenue generating opportunity?
- G. Will the project help grow a strong, diversified economic base to help offset any additional costs?

Scoring Scale

1	2	3	4	5
The project will have a negative effect on the budget. It will require additional money to operate.	↔	The project will not affect the operating budget as it is cost/revenue neutral	↔	The project will have a positive effect on the budget. It will have significant savings in time, materials and/or maintenance or be revenue generating to more than offset costs.

6) **External Funding** – Capital improvement projects can be funded through sources other than City funds. Developer funding, grants through various agencies, and donations can all be sources of external funding for a project. The percentage of total cost funded by an outside source will determine the score in this category. This is based on expected funding, can be re-evaluated based on actual achieved external funding.

- A. Attach appropriate detailed funding source documentation showing match percentages and maximum per project funding.

Scoring Scale

1	2	3	4	5
0 – 20% External Funding	21% - 40% External Funding	41% - 60% External Funding	61% - 80% External Funding	81% - 100% External Funding

7) **Timing/Location** – The timing and location of the project is an important piece of a project. If the project is not needed for many years, it would score low in this category. If the project is close in proximity to many other projects and/or if a project is urgent or may need to be completed before another one can be started, it would score high in this category. The score could be based on the answers to the following questions:

- A. Do other projects require this one to be completed first?
- B. Does this project require others to be completed first?
- C. Can this project be done in conjunction with other projects? (example: installation of sidewalks, street lighting and rain gardens all within the same block)
- D. Will it be more economical to build multiple projects together, thus reducing construction costs?
- E. Will it help reduce the overall number of neighborhood disruptions from year to year?
- F. Is this an existing facility at or near the end of its functional life?

Scoring Scale

1	2	3	4	5
The project does not have a critical timing/location component.	↔	The project has either a timing or location factor critical to it.	↔	Both timing and location are critical components of the project.

8) **Innovation** – Unalaska is increasingly challenged to produce solutions to solve new problems and meet new challenges that come from a rapidly changing world. Demographic, social, technological, and economic changes are forcing the department to adapt quickly and embrace change.

- A. Is the project a creative and dynamic solution to opportunities and issues within the City of Unalaska?
- B. Does the project meet emerging challenges, reduce costs, and better serve the public?
- C. Does the project achieve higher levels of service for the City of Unalaska?

Scoring Scale

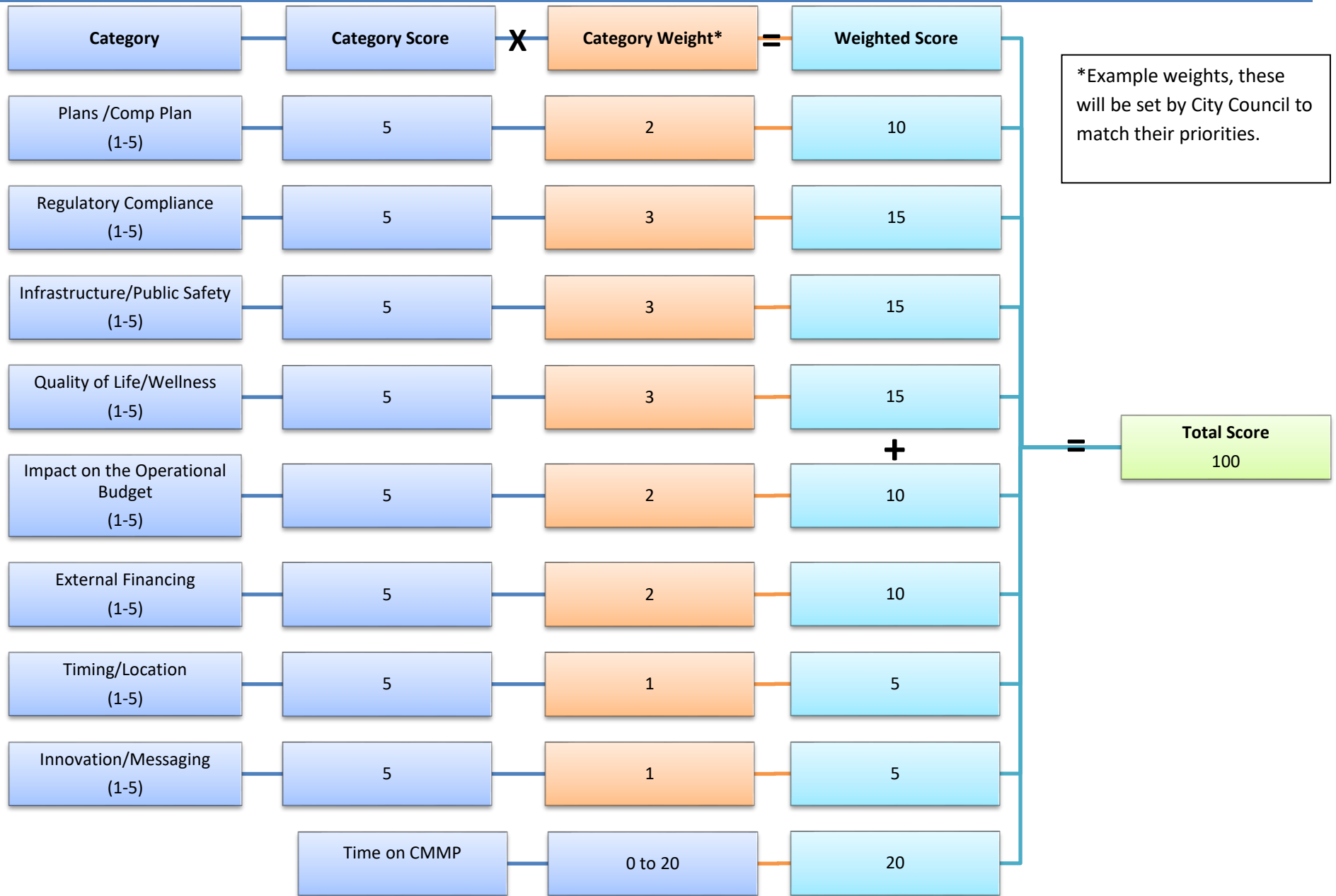
1	2	3	4	5
The project meets industry standard.	↔	While the project may be innovative to Unalaska, there are many applications across the state and country	↔	The project is one of the first examples of its kind in the state and or country.

9) **Time on CMMP** – The CMMP process is a 10-year plan for spending. The amount of time forward that a project is planned for on the CMMP should give weight to projects that have been planned and are now being executed. Projects must be following the 10-year CMMP Progression Model (WAG – WAG – ROM – Engineering Estimate– Final Cost process). If a project is “parked” for an extended amount of time, it may begin to lose points in this category.

Scoring Scale

0	5	10	15	20
First Year Project This Year	On CMMP for 2 Years	On CMMP for 3 Years	On CMMP for 4-5 Years	On CMMP for 6-10 Years

CMMP Evaluation System Diagram



COUNCIL MEMBER FEEDBACK

FY 23-32 CMMP Project Category Priority Ranking

Name: _____ Date: _____

Please refer to the CMMP Process Guide to rank each Project Category. The definitions of each category begin on page 14.

Your top priorities should be marked in the #1 box, and the lowest priority in the #3 box next to each category. You can have a maximum of three 1's, three 2's and/or three 3's. Therefore, you must prioritize the categories according to your opinion of their weight in the CMMP process.

PROJECT CATEGORIES	PRIORITY RANKING		
	1	2	3
Plans / Comprehensive Plan			
Regulatory Compliance			
Infrastructure / Public Safety			
Quality of Life / Health & Wellness			
Impact on Operational Budget			
External Funding			
Timing/Location			
Innovation			

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-67

A RESOLUTION OF THE UNALASKA CITY COUNCIL IDENTIFYING THE CITY OF UNALASKA'S FEDERAL PRIORITIES

WHEREAS, the City of Unalaska calls upon federal delegations and agencies to assist in creating an environment that allows for redundancy in aircraft in order to safely and reliably meet the transportation needs of our island community; and

WHEREAS, the City of Unalaska supports the authorization and funding needed in order for the U. S. Army Corps of Engineers to continue moving forward with removal of Unalaska Bay entrance channel navigational restriction to accommodate deep draft vessels, benefit commerce, and consider best practices of navigation and safety margins; and

WHEREAS, the City of Unalaska continues to support reliable and cost effective alternate energy sources, including geothermal and wind, which decreases our reliance on diesel fuel; and

WHEREAS, the City of Unalaska continues to support programs and activities to bridge the digital divide that impede business growth, medical services, education, and overall quality of life; and

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

WHEREAS, the City of Unalaska encourages the U. S. Coast Guard to allow for Unalaska to become an accompanied duty station or to stagger the rotation schedule of the Marine Safety Division to help maintain continuity needed to effectively perform in Unalaska. As marine transportation increases in our region, the Coast Guard's presence in our community is more valued than ever; and

WHEREAS, the City of Unalaska encourages the United States military presence in Unalaska that will, given our strategic location in the Arctic region, increase the safety of the nation. Such a presence would also assist in the diversification of our local economy and support the Makushin geothermal project; and

WHEREAS, Unalaska is a strategically located and vibrant Artic Port community. Home to the largest commercial fishing port in the nation, Unalaska's International Port of Dutch Harbor is a vital transportation and economic hub that will only become more key as northern shipping routes expand. The Port of Dutch Harbor is the only deep draft and year-round ice-free port from Unimak Pass west to Adak and north to the Bering Strait; is a designated "Port of Refuge"; and is the western most container terminal in the United States; and

WHEREAS, Captains Bay Road is a heavily used commercial corridor vital to the community's economic welfare with has safety concerns and economic development potential which require road improvements, water, sewer and electric utilities; and

WHEREAS, Robert Storrs Boat Harbor Improvements, Unalaska Marine Center Cruise Ship Terminal, Light Cargo Dock and Unalaska Marine Center Dredging are all port related

infrastructure projects that will help meet the needs of a growing Arctic Port and the number one commercial fishing port in the nation; and

WHEREAS, Makushin Geothermal Interconnection Projects support the City of Unalaska's commitment to alternative energy and are utility infrastructure upgrades required for the City's electrical distribution system to accept energy from the Makushin Geothermal Plant; and

WHEREAS, Solid Waste Gasifier is needed because current active landfill cells are reaching capacity. The City of Unalaska has worked with the Department of Energy National Renewable Energy Laboratory to consider the best waste management approach for our remote location. Operating costs for this project will eventually be recovered by extending the landfill lifespan.

NOW THEREFORE BE IT RESOLVED that the City of Unalaska hereby identifies its federal legislative priorities as:

FEDERAL LEGISLATIVE PRIORTIES	
<i>Critical Needs Support</i>	
Stabilization of Commercial Flights at Tom Madsen Airport - Top Critical Need	
Unalaska Bay Entrance Channel Dredging	
Alternative Energy	
Reliable and High Speed Internet	
Environmental Remediation	
United States Coast Guard Presence	
United States Military Presence	
Artic Port Development in Unalaska	
<i>Capital Project Funding Support</i>	
Captains Bay Road and Utility Improvements Project - \$54 Million - Top Project Funding Priority	
Robert Storrs Boat Harbor Improvements - \$9.5 Million	
Unalaska Marine Center Cruise Ship Terminal - \$18.59 Million	
Light Cargo Dock and Unalaska Marine Center Dredging - \$6.65 Million	
Makushin Geothermal Interconnection Projects - \$5.7 Million	
Solid Waste Gasifier - \$8.3 Million	


BE IT FURTHER RESOLVED that the City of Unalaska hereby identifies its Top Critical Need as the support for the stabilization of commercial flights at Tom Madsen Airport.

BE IT FURTHER RESOLVED that the City of Unalaska hereby identifies its top Capital Project Funding Priority the Captains Bay Road and Utility Improvement Project.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on October 12, 2021.


 Vincent M. Tutiakoff, Sr.
 Mayor

ATTEST:


 Marje Veeder, CMC
 City Clerk



MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
 From: Erin Reinders, City Manager
 Date: October 12, 2021
 Re: Resolution 2021-67: Identifying the City of Unalaska's Federal Priorities

SUMMARY: City Council identifies legislative priorities annually. This memo outlines Council's existing federal priorities, draft priorities discussed on September 28, and the final proposed priorities based on Council feedback. These final priorities are outlined in Resolution 2021-67. Staff recommends approval.

PREVIOUS COUNCIL ACTION: Identifying State and Federal legislative priorities is a recurring Council action to express the City's support for certain initiatives; to seek support for capital projects; and in preparation for lobbying trips. Council last approved Federal Legislative Priorities via Resolution 2020-61 on September 22, 2020. Priorities approved at that time were:

CURRENT FEDERAL LEGISLATIVE PRIORTIES
<i>Critical Needs Support</i>
Stabilization of Commercial Flights at Tom Madsen Airport*
Unalaska Bay Entrance Channel Dredging Support
Alternative Energy Support
Reliable and High Speed Internet Support
Environmental Remediation Support
United States Coast Guard Presence
<i>Capital Project Funding Support</i>
Captains Bay Road and Utility Improvements Project - \$52 Million
*Bold indicates that Priority is also identified as a State Priority

That resolution also identified the Stabilization of Commercial Flights at Tom Madsen Airport as the number one key critical support need and the Captains Bay Road and Utility Improvements Project as the number one project funding priority.

Council reviewed DRAFT Federal Legislative Priorities during the September 28, 2020 work session. The DRAFT Priorities are outlined below. No formal action was taken at that time.

DRAFT FEDERAL LEGISLATIVE PRIORTIES
<i>Critical Needs Support</i>
Stabilization of Commercial Flights at Tom Madsen Airport (existing)
Unalaska Bay Entrance Channel Dredging (existing)
Alternative Energy (existing)
Reliable and High Speed Internet (existing)
Environmental Remediation (existing)
United States Coast Guard and Military Presence in Unalaska (expanded)
<i>Capital Project Funding Support</i>
Captains Bay Road and Utility Improvements Project - \$54 Million (existing)

Robert Storrs Boat Harbor Improvements – \$9.5 Million (new)
Unalaska Marine Center Cruise Ship Terminal - \$18.59 Million (new)
LCD and UMC Dredging - \$6.65 Million (new)
Makushin Geothermal Interconnection Projects - \$5.7 Million (new)
Solid Waste Gasifier - \$8.3 Million (new)

BACKGROUND: City Council will discuss and consider State Legislative Priorities separately from the Federal Priorities this year. Tentatively, we are looking to hear from our State Lobbyist in November, and will look to finalize State priorities by January.

Our Federal lobbyists tell us that earmarks may be returning to the Congressional budgeting process and that there seems to be a strong interest in utility and port infrastructure projects. Sebastian O’Kelly suggested we consider adding some of our Capital Projects to the list. Tonight you will also hear a Federal Legislative update from our team of lobbyists and discuss this year’s federal lobby efforts.

City Council has also started to identify goals and focus areas. These include developing an arctic port, air transportation, and natural resources with a geothermal focus.

DISCUSSION: Below is a list and overview of federal legislative priorities for Council’s consideration this evening. This list was originally developed with Council’s existing priorities, lobbyist guidance, and Council’s ideas for goals and focus areas in mind. Much of the information in the overview is from the CMMP with input of City staff.

Changes from the DRAFT list are based on Council feedback. United States Military Presence and Arctic Port Development in Unalaska are now each specifically identified as federal priorities, and added to the list of critical needs support items. The top critical need (stable commercial flights) and number top capital project funding request (Captains Bay Road) have been identified based on Council consensus on September 28th, and remain unchanged from past years.

FINAL FEDERAL LEGISLATIVE PRIORITIES
<i>Critical Needs Support</i>
Stabilization of Commercial Flights at Tom Madsen Airport – top critical need (existing)
Unalaska Bay Entrance Channel Dredging (existing)
Alternative Energy (existing)
Reliable and High Speed Internet (existing)
Environmental Remediation (existing)
United States Coast Guard Presence (existing)
United States Military Presence (new – standalone item based on Council feedback on 9/28)
Arctic Port Development in Unalaska (new – added based on Council feedback on 9/28)
<i>Capital Project Funding Support</i>
Captains Bay Road and Utility Improvements Project - \$54 Million – top project funding priority (existing)
Robert Storrs Boat Harbor Improvements – \$9.5 Million (new)
Unalaska Marine Center Cruise Ship Terminal - \$18.59 Million (new)
LCD and UMC Dredging - \$6.65 Million (new)
Makushin Geothermal Interconnection Projects - \$5.7 Million (new)
Solid Waste Gasifier - \$8.3 Million (new)

Critical Needs Support

1. **Stabilization of Commercial Flights at Tom Madsen Airport.** *This is an existing and unchanged Legislative Priority (both State and Federal) that helps to address Council's recently identified focus on air transportation.* This item is currently identified as Unalaska's top critical need.

Air travel is the only way to reasonably access our island community. Direct, safe, reliable, and affordable flights meeting regular and peak season demands of our community is critical. The airport and runway are owned and managed by the Alaska Department of Transportation. Furthermore, the Alaska Department of Transportation, US Department of Transportation, and the Federal Aviation Administration are responsible for supporting safe and efficient transportation systems and infrastructure.

The grounding of the Saab 2000 for the DUT-ANC route, in the aftermath of the crash of Flight 3296, highlighted the risk of having only one airline with one commercial aircraft authorized to fly passengers directly between Anchorage and Unalaska. This was again recognized when Ravn Air declared bankruptcy and stopped all air service in April of 2020 for a lengthy period of time. We call upon state and Federal delegations and agencies to assist in creating an environment that allows for redundancy in aircraft service in order to meet our island community's transportation needs.

We also support the State of Alaska's efforts as they update and implement their Airport Master Plan for Tom Madsen Airport to address runway improvements. We support the Essential Air Service program, and related programs, as critical tools to ensure the long term viability of air travel to and from Unalaska.

2. **Unalaska Bay Entrance Channel Dredging Support.** *This is an existing and unchanged Legislative Priority that helps to address Council's vision of becoming an arctic port and is currently identified on the CMMP.* The City of Unalaska was a non-Federal sponsor of the cost-shared feasibility study, led by the Army Corps of Engineers, evaluating the effects of the removal of a navigation restriction that severely impacts our ports. We are now the non-Federal sponsor of the design phase of this project. We have a signed Design Agreement; the Corps is authorized and federally funded for the 75/25 Cost Shared effort that will produce plans and specifications ready to advertise for the -58+2 dredging of the outside bar. The removal of this navigational restriction helps us accommodate deep draft vessels, will benefit commerce, and considers best practices for navigation and safety margins. This project is dependent upon the US Army Corps of Engineers continued support of this Federal project and their funding share.
3. **Alternative Energy Support.** *This is an existing and unchanged Legislative Priority that helps to address Council's recently identified focus on geothermal power and natural resources.* The absence of adjoining electrical systems forces the City of Unalaska to cover contingency planning and react to unplanned outages without relying on help from an adjoining utility grid. The City continues to look for support with reliable and cost effective alternate energy sources, including geothermal and wind. The City supports measures that encourage other alternate energy opportunities to become viable options for our community. The city is currently involved in the feasibility study stage of a wind energy project. In August of 2020, City Council approved

a 30 year Power Purchase Agreement with OCCP for geothermal power sourced from Makushin Volcano.

4. **Reliable and High Speed Internet Support.** *This is an existing and unchanged Legislative Priority (both State and Federal).* Unalaska's internet speeds impede business growth, access to medical services, remote post-secondary education, and our community's overall quality of life. Residents are unable to fully utilize cloud-based systems to improve efficiencies and effectiveness in personal, educational, medical, and business processes. Improving internet services has long been a priority and the City supports programs and activities that help to bridge this digital divide.
5. **Environmental Remediation Support.** *This is an existing and unchanged Legislative Priority (both State and Federal).* Unalaska has several sites that are subject to the Department of Defense's Formerly Utilized Defense Sites environmental program due to contamination during WWII activities, as well as WWII related contamination that is discovered during construction projects today. Assistance and support at the state and Federal levels is critical to mitigating these contaminated areas.
6. **United States Coast Guard Presence.** *This is an existing and unchanged Legislative Priority.* Unalaska appreciates the Coast Guard's long time presence in our community. As marine transportation increases in our region, the Guard's presence is valued more than ever. We encourage the USCG to become an accompanied duty station in Unalaska. Short of that, USCG might also consider offsetting the rotation of the Marine Safety Detachment so that half the team rotates in summer and half the team rotates in winter. We believe this rotation will maintain continuity and established relationships needed to best perform in Unalaska.
7. **United States Military Presence.** *This item has been added based on Council feedback at the work session and in response to numerous voices of support calling for an increased Military presence in Unalaska at City Council meetings.* Unalaska's International Port of Dutch Harbor is in a strategic Arctic location. Council supports an increased local presence of all military branches of the United States. Such presence will increase safety of the Nation and our standing as an Arctic port. It would also assist in the diversification of our local economy.
8. **Arctic Port Development in Unalaska.** *This item has been added based on Council feedback at the work session and is in support of Council's vision of becoming an arctic port.* Unalaska's is strategically located and vibrant Arctic Port community. City of Unalaska is home to the International Port of Dutch Harbor, the largest commercial fishing port in the nation. Unalaska/Dutch Harbor is a vital transportation and economic hub that will only become more key as northern shipping routes expand. The Port of Dutch Harbor is the only deep draft, year-round ice-free port from Unimak Pass west to Adak and north to the Bering Strait. Our port has been designated a "Port of Refuge" and provides protection and repair for disabled or distressed vessels as well as ground and warehouse storage and transshipment opportunities for the thousands of vessels that fish or transit the waters surrounding the Aleutian Islands daily. Unalaska is also the home of the western-most container terminal in the United States and is one of the most productive ports for the transshipment of cargo in Alaska. In addition to products shipped domestically to and from this regional hub, the product is shipped to ports around the world with weekly shipments headed to Europe and Asia by container ship and freighter.

Capital Project Funding Support

1. **Captains Bay Road and Utility Improvements Project - \$54 Million.** *This is an existing Legislative Priority (both State and Federal), identified on the CMMP and submitted for the State's CAPSIS in 2021. The dollar amount has changed from \$52 Million to match the CMMP. This item is City Council's number one project funding priority.*

Captains Bay Road is the primary transportation route for Westward Seafoods, Alaska Chadux Network (oil spill response), North Pacific Fuel, Trident Seafoods, Alaska Marine Lines, Offshore Systems Inc., Bering Shai Rock and Gravel, and small businesses and residences. This high traffic area is a corridor for pedestrians as well as heavy trucks in the fishing, shipping, and support industries vital to Unalaska's economy. Future growth and business activity is expected to occur along Captains Bay Road.

This project includes roadway realignment, utility extension and installation, drainage improvements, lighting, walkways and pavement. The current \$54M cost addresses all these components. Staff continues to consider how the project might be divided into phases, ideally as standalone projects. Given the large dollar value for the overall project, the State DOT advised us that smaller stand-alone projects would increase our likelihood of funding support in the STIP. We are currently working to complete a formal cost benefit analysis to help quantify and communicate the overall project value the various components bring. This analysis will help us with better project phasing, improve project ranking during the STIP evaluations at the state level, and can be used to support other funding opportunities.

2. **Robert Storrs Boat Harbor Improvements – \$9.5 Million.** *This is an existing State Legislative Priority, identified on the CMMP and was submitted for the State's CAPSIS in 2021. Consideration may be given to adding this to the Federal priority list because it is port related infrastructure.* The Robert Storrs Boat Harbor was inherited by the City of Unalaska from the State of Alaska and has served the community well for over 30 years. To ensure the safety of those who use the dock and the vessels that moor at the Storrs Boat Harbor, the floats must be replaced and the dock redesigned. Existing Floats A and B will be removed and reconfigured to accommodate a new float system, ADA gangway, and create uplands for parking and a public restroom. This project includes a fire suppression system, electric, and year round water supply for harbor users. This project qualifies to be a part of State of Alaska's Harbor Facility Grant Program for potential funding support. This is a program that the City of Unalaska has long supported. This reconfiguration will add 30 slips.
3. **Unalaska Marine Center Cruise Ship Terminal - \$18.59 Million.** *This project is identified on the CMMP and was submitted to the State's CAPSIS in 2021. Consideration may be given to adding this to the Federal priority list because it is port related infrastructure and could assist in addressing Council's vision of an Arctic port.* This project will provide an open sheet pile dock with mooring dolphins to the south of Unalaska Marine Center Position 7. Prior to the COVID-19 pandemic, cruise ship activity was on the rise in Unalaska and was proving beneficial to local commerce. Cruise ships do not have dedicated dock space to reserve with certainty; the Unalaska Marine Center is designated for industrial cargo and fishing operations. Unalaska has been fortunate to be able to accommodate most of the cruise ship activity, but space will grow more challenging as passenger counts and vessel calls increase. A cruise ship terminal would allow for dedicated cruise ship berthing and eliminate safety issues created from passengers walking through and around cargo operations. During the off season for cruise ships, this facility could be used for fishing vessel offloads. A cruise ship

terminal will provide an additional revenue opportunity and still bolster commerce through committed berthing for the cruise ship industry.

4. **LCD and UMC Dredging - \$6.65 Million.** *This project is identified on the CMMP. Consideration may be given to adding this to the Federal priority list because it is port related infrastructure and could assist in addressing Council's vision of an Arctic port.* The completion of this dredging will enhance current and future port operations by creating usable industrial dock face that is designed for vessels in varying lengths, draw and tonnage. This project includes the engineering, permitting, and dredging at the faces of the Light Cargo Dock and the Unalaska Marine Center positions 1-7. It will compliment other capital projects in the Port, namely the dredging of the entrance channel. Larger vessels will be able to enter into Dutch Harbor and the depth of the dock face must facilitate the new traffic. The depths at the Unalaska Marine Center vary from -32 and -45 at MLLW. Dredging at the face of the Unalaska Marine Center would create a constant -45 from Positions 1-7. This will accommodate deeper draft vessels throughout the facility. The existing sheet pile is driven to approximately -58 and dredging to -45 will not undermine the existing sheet pile. This project is primarily to accommodate large class vessels. Many of the vessels currently calling the Port must adjust ballast to cross the entrance channel and dock inside the harbor. Dredging in front of the Light Cargo Dock will also make this dock more accessible for current customers. Vessels using the Light Cargo Dock that draw more than 22' must insert another vessel in between the dock face and their vessel in order to get enough water under the keel.

5. **Makushin Geothermal Interconnection Projects - \$5.7 Million.** *This project is directly related to a long time Council priority supporting alternative energy, identified on the CMMP and is required per the PPA with OCCP. Consideration may be given to adding this to the Federal priority list because it is utility related infrastructure and could help address Council's recently identified focus on geothermal power and natural resources.* This project is the City of Unalaska's estimated portion of reliability upgrades for the City's electrical distribution system required to accept energy from the Makushin geothermal plant. It requires connecting multiple self-generating industrial customers to the current distribution system, installs more robust intermediate level protections, replaces the aging submarine cable at Iliuliuk Bay, upgrades numerous feeder connections and substations, and improves the current SCADA system and automated controls. This project includes a set aside for legal and consulting fees associated with implementation. A more accurate budget will be determined upon the completion of the interconnection study and after the implications are fully understood. Based on study findings, there may be a Phase II project to accomplish the required upgrades.

6. **Solid Waste Gasifier - \$8.3 Million.** *This project is identified on the CMMP. Consideration may be given to adding this to the Federal priority list because it is utility related infrastructure, and could help address Council's recently identified focus on natural resources.* Current active landfill cells are projected to reach capacity in five or six years. The City of Unalaska worked with the DOE National Renewable Energy Laboratory (NREL) to consider the best waste minimization technology pathway for our location. Combustion, pyrolysis, hydrothermal liquification, gasification, and anaerobic digestion were all considered, factoring in environmental impacts, complexity, waste reduction potential, initial capital costs, and on-going operating costs. Gasification, anaerobic digestion, or a combination of the two processes was deemed to be the best long-term solution. A solid waste gasifier would work for approximately 86% of Unalaska's total waste stream, and could be used to dispose of bales already buried in the landfill cells, vastly increasing the current location's projected lifespan. In keeping with our commitment to clean geothermal power and an overarching goal of becoming carbon neutral, the City is seeking a technology provider that can offer a plant

design that uses the syngas production from the gasification process to pre-dry the feedstock, reducing the diesel needed to reach a self-sustaining steady-state operation. Assistance and support at the State and Federal level will help minimize possible landfill fee increases required to fund the construction of this capital project. Operating costs will be eventually recovered by extending the landfill lifespan; each year of additional capacity is valued at \$1.1 million dollars.

ALTERNATIVES: Council may choose to edit, add or remove priorities.

FINANCIAL IMPLICATIONS: No direct financial impact is associated with the discussion.

LEGAL: None needed.

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to adopt Resolution 2021-67.

CITY MANAGER COMMENTS: This final list was generated based on Council's feedback. I thank the city team for the assistance in getting this information together.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-69

A RESOLUTION OF THE UNALASKA CITY COUNCIL ADOPTING THE CITY OF UNALASKA'S
PRIMARY FOCUS AREAS

WHEREAS, the Unalaska City Council believes the development of identified focus areas is vital to the effectiveness of the organization and the future of the community; and

WHEREAS, the Unalaska City Council developed a list of ideas for focus areas and goals through a strategic planning session which included input and collaboration from a professional consultant and facilitator, the City Manager and Department Directors; and

WHEREAS, the Unalaska City Council's ideas are set out in Attachment A, and will serve as a constructive framework for staff to explore how they might be incorporated operationally; and

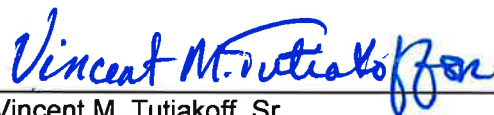
WHEREAS, the Unalaska City Council refined the list into three primary focus areas; and

WHEREAS, with the support of the City of Unalaska's new Mission Statement, the establishment of these primary focus areas will help city staff and officials to better align our activities, time and resources.

NOW THEREFORE BE IT RESOLVED that the City of Unalaska hereby adopts the following Primary Focus Areas:

- Capitalize on Tri-lateral Agreement and Industry Partnerships
- Develop an Arctic Port
- Promote Organizational Efficiencies and Fiscal Sustainability

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on October 12, 2021.



Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:



Marjie Veeder, CMC
City Clerk



ATTACHMENT A
Resolution 2021-69

Outcome of the Focus Area / Goal Discussion on August 13, 2021
(Updated from City of Unalaska – City Council August 2021 Planning Retreat Report)

- (4) **Capitalize on Tri-lateral Agreement** - Look for partnering opportunities (i.e.: Tri members and Clinic work together for Imaging Center); Potential key to unlocking housing challenge.
- (3) **Develop an Artic Port** - Improve / promote standing as an international port. Capitalize on the changing conditions and routes via the Arctic Circle.
- (3) **Identify what City currently does for Housing in City** - And identify what can be done in the future. (i.e.: Cost for utilities; Identify land that could be developed; Identify what we can do to promote more housing development)
- (2) **Identify EMS deficiencies** - And develop a plan/process to address/correct them. (i.e.: Communication and coordination on King Air crash/ Life Med; Tsunami warnings – ensure all residents know where to go; Review capabilities of Fire Dept.)
- (1) **Establish orientation/training workshop for new council members** - (i.e.: Explain Roles and Responsibilities of a council member, what's going on within the City such as major projects planned or underway, or at minimum develop an S.O.P for new council members).
- (1) **Air transportation** - (i.e.: Need more carriers into Dutch Harbor; Expansion of airport).
- (1) **Financial security** – Ensure we maintain principal base and invest. Use interest for: special projects; general fund; endowment, CMMP and matching grant funds.
- Establish annual or biannual **workshop for city management and council to focus on citywide needs assessment**
- **Housing** - Evaluate (within) city owned housing and develop solutions to identify issues/needs.
- **Natural Resources** - Geothermal focus capitalize on project's potential to diversify economy.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Erin Reinders, City Manager
Date: October 12, 2021
Re: Resolution 2021-69: Adopting the City of Unalaska's Primary Focus Areas

SUMMARY: Council is refining its goals and focus areas identified during Strategic Planning in August. These were discussed at the September 14 Council meeting and tonight Council continues their work toward the adoption of primary focus areas.

PREVIOUS COUNCIL ACTION & BACKGROUND: Department Directors, the Mayor and Council Members participated in Strategic Planning Sessions the week of August 9, 2021 with facilitator Karen Kirk. The session for Directors was August 9-11; and the session for Mayor and Council was August 12-13. The Mayor and Council performed a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats); developed an organizational Mission Statement; and identified areas of focus and goals. No formal action was taken at that time. The facilitator provided a final report summarizing the process, outcomes and next steps.

Mayor and Council agreed to the following Mission Statement in the Strategic Planning Session: ***"To provide a sustainable quality of life through excellent stewardship of government."*** Council discussed the next steps for rolling out the Mission Statement at the September 14, 2021 Council Meeting, and adopted the Mission Statement via Resolution 2021-65 on October 4, 2021.

The following is a list of the goals and focus areas identified by Mayor and Council per the final report provided by Ms. Kirk. The report identifies how many individuals identified each goal/focus area as a priority (four or five members were present at any given time).

- (4) **Capitalize on Tri-lateral Agreement** - Look for partnering opportunities (i.e.: Tri members and Clinic work together for Imaging Center); Potential key to unlocking housing challenge.
- (3) **Develop an Artic Port** - Improve / promote standing as an international port. Capitalize on the changing conditions and routes via the Arctic Circle.
- (3) **Identify what City currently does for Housing in City** - And identify what can be done in the future. (i.e.: Cost for utilities; Identify land that could be developed; Identify what we can do to promote more housing development)
- (2) **Identify EMS deficiencies** - And develop a plan/process to address/correct them. (i.e.: Communication and coordination on King Air crash/ Life Med; Tsunami warnings – ensure all residents know where to go; Review capabilities of Fire Dept.)
- (1) **Establish orientation/training workshop for new council members** - (i.e.: Explain Roles and Responsibilities of a council member, what's going on within the City such as major projects planned or underway, or at minimum develop an S.O.P for new council members).
- (1) **Air transportation** - (i.e.: Need more carriers into Dutch Harbor; Expansion of airport).
- (1) **Financial security** – Ensure we maintain principal base and invest. Use interest for: special projects; general fund; endowment, CMMP and matching grant funds.

- Establish annual or biannual **workshop for city management and council to focus on citywide needs assessment**
- **Housing** - Evaluate (within) city owned housing and develop solutions to identify issues/needs.
- **Natural Resources** - Geothermal focus capitalize on project's potential to diversify economy.

Council began discussion about refining and clarifying the goals and focus areas at the September 14, 2021 Council Meeting. The need for continued discussion is what brings us here tonight.

DISCUSSION: This is a long list of important topics. This purpose of Strategic Planning is to identify a few of those important topics that Council sees as the priority areas for the city to prioritize its focus over the coming year, or years. Financial resources and staffing capacity is finite. Identifying primary focus areas helps Council and staff align their efforts on the same target and plan our activities, time and resources.

That being said, this list will serve as a constructive framework for staff to explore how they might be incorporated operationally. This includes improving interdepartmental communications and coordination for emergencies, identifying our capacity and capabilities, organizing training and workshop with council members, inviting Council members stop into some of staff's regularly scheduled meetings to gain additional insight into how we prepare major initiatives such as the CMMP for example, and drafting legislative priorities.

I have reviewed Council's Strategic Planning report, Council's feedback from the September 14th meeting, and identified work we have already begun at Council's direction. With all that in mind, I propose for Council's consideration three primary focus areas with applicable details. They interrelate and support each other as well as compliment efforts we are engaged with presently. Coupled with the recently approved Mission Statement, these focus areas provide the necessary context and synergy necessary for forward momentum.

- **Capitalize on Tri-lateral Agreement and Industry Partnerships**
 - This will enable a more holistic approach to support housing opportunities, healthcare, economic development, and geothermal power.
 - This is already in action with supporting the Geothermal Project, and will continue.
 - Housing was specifically mentioned during Strategic Planning, so City staff should begin with providing Council an overview of what has been done to promote housing in the community (i.e. utility extension assistance, infill development study, tax incentives, and minimum lot size reduction). We can then identify if we might be able partner with the OC, Tribe or other entities in some areas.
- **Develop an Arctic Port**
 - This will be done with our Tri-lateral partners and the community to help diversify our economy. The Tribe has already submitted an IRT request in support of the Arctic Port development.
 - This is supported by pending Federal Legislative Priorities and related capital projects (Arctic Port support, Army Corps dredging, Ports Fund projects, Captain's Bay Road).
 - Council and staff can consider what other actions might help support this as we enter into the next budget cycle, such as a community branding initiative.

- **Promote Organizational Efficiencies and Fiscal Sustainability**
 - This focus highlights the importance of working with partners, economic development, and arctic port development to diversify our economy, expand revenue streams, and utilize geothermal power.
 - This is supported by our current efforts to create a standalone Emergency Fund, a new Permanent Fund each with individual purposes identified, specific investment policies statements, and disbursement strategies/criteria.
 - Staff will continue to increase efficiencies in and the effectiveness of our operations.
 - Staff will begin to identify ways to reduce the City's carbon footprint utilizing geothermal power.
 - Staff is exploring an organizational wide approach to identify, apply for and administer grant opportunities that support capital projects on the CMMP.

I have developed a resolution for Council to consider this evening that identifies these three primary focus areas, and references the original list as well.

ALTERNATIVES: Council could adopt this resolution as is, revise, or defer the item for further discussion.

STAFF RECOMMENDATION: Staff recommends approval.

PROPOSED MOTION: I move to adopt Resolution 2021-69.

CITY MANAGERS COMMENTS: This resolution is based on Council feedback from the September 14, 2021 meeting and Strategic Planning Sessions. Establishing primary focus areas will help city staff and officials to better align our activities, time and resources with Council's vision. I am pleased to be at this point.

ATTACHMENTS:

- City of Unalaska – City Council August 2021 Planning Retreat Report

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2021-70

A RESOLUTION OF THE UNALASKA CITY COUNCIL ESTABLISHING COMMUNITY WIDE
COVID-19 PROTECTIVE MEASURES

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 throughout 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 (modified May 27, 2021); and

WHEREAS, the Commissioner of the State of Alaska, Department of Health and Social Services, Adam Crum, pursuant to and in accordance with the authority granted by the Alaska State Legislature in House Bill 76, Chapter No. 2, SLA 2021, declared a Public Health Emergency effective at 12:02 a.m. on May 1, 2021, which shall remain in effect until rescinded or until the federal public health emergency issued under Section 319 of the Public Health Services Act expires, whichever is sooner; and

WHEREAS, on June 22, 2021, the Unalaska City Council passed Resolution 2021-47, extending the local emergency declaration through December 31, 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, local health officials have advised that protective measures are beneficial given Unalaska's remoteness and 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; and

WHEREAS, as of October 6, 2021, there were 114,708 cumulative known COVID-19 cases statewide; and

WHEREAS, as of October 6, 2021, there are 5 known active community COVID-19 cases in Unalaska and no known active industry-quarantined COVID-10 cases in Unalaska; and

WHEREAS, the City's Emergency Response Plan was modified on September 1, 2021, after careful consideration and consultation with medical professionals and other subject matter experts; and

WHEREAS, on October 6, 2021, Unalaska's Local Risk Level went to Low in accordance with the updated Emergency Response Plan and remains at low as of October 20, 2021; and

WHEREAS, as of October 6, 2021, the Aleutians West Census Area is at 64% of residents 12 and older fully vaccinated and 75% of residents 12 and older have at least one dose of the vaccine; and

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

WHEREAS, the CDC continues to recommend masking in indoor public places to slow the spread of COVID-19; 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.
 - a. For individuals, as outlined in State Health Advisory Nos. 1-3, this includes practicing social distancing and good hygiene, staying at home if sick, isolating if tested positive for COVID-19, testing before and after travel, quarantining after travel if unvaccinated, and not traveling if currently COVID-19 positive.
 - b. People traveling for critical business purposes should follow their employer's plan according to State Health Advisory No. 4.
 - c. Businesses identified as "essential services" or "critical infrastructure" that are recommended to develop plans to mitigate the spread of COVID-19 within their workforce and to their customers under the State of Alaska under Health Advisory No. 4 or its appendices are encouraged to submit COVID-19 plans directly to the City if operating in Unalaska. Such businesses may submit their plans, protocols, or relevant notifications to the City of Unalaska by email to COVID19PLANS@ci.unalaska.ak.us.
2. **Face Coverings.** To help reduce the community spread of COVID-19 and to protect customers, visitors, workers and volunteers of businesses and organizations, individuals are encouraged to wear face coverings when interacting with others. A 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 face covering may be factory-made or sewn by hand. A business owner or operator may refuse admission or service to any individual who fails to wear a face covering as required by their posted organizational protective protocols.

3. **Reserved.**

4. **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.

5. **Reserved.**

6. **Effective Date; Expiration.** This resolution shall be effective at noon on Wednesday, October 27, 2021, and expires at noon on Wednesday, November 10, 2021. The City Council may extend it as necessary, or the City Manager may extend it or amend it pursuant to the emergency management powers under Unalaska Code of Ordinances § 2.96, and Resolutions 2020-71 and 2021-47. 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 October 26, 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: October 26, 2021
Re: Resolution 2021-70: Establishing community wide COVID-19 protective measures

SUMMARY: This resolution was developed based on Unalaska's COVID-19 Emergency Response Plan. We are currently at the Low Risk Level. This resolution is set to expire on November 10, 2021, and continues to focus on recommended actions.

PREVIOUS COUNCIL ACTION: Since originally declaring a local state of emergency in March of 2020, now extended to December 31, 2021, City Council has responded to the local situation in the form of Resolutions setting out community wide protective measures.

BACKGROUND: 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 continues to assist with testing, vaccinations, contact tracing, and taking 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 guidance for Critical Infrastructure businesses operating in Alaska to protect both communities and industries. There is an appendix specifically applicable to Seafood Processing Workers.

On September 1, 2021, Unified Command finalized the update to Unalaska's COVID-19 Emergency Response Plan. Changes were necessary due to the wide availability of vaccines for COVID-19 and new information learned about the virus. There are now four levels outlining thresholds of risk associated with overwhelming medical facilities: Low, Moderate, Substantial and High Risk. Once the risk level is elevated, it will remain for two weeks, at which point the level will be reassessed. The Response Plan also identifies recommended protective measures associated with each risk level. The general purpose of the plan is to provide guidance to

individuals for their personal decision making; to organizations as they make operational decisions; and to the City Council as it considers Community Wide Protective Measures.

Based on the number of current active cases as of October 6, 2021, the community is at Low Risk under the Response Plan. Low Risk is defined as having few COVID-19 cases present in the community. Generally, this is defined as less than 10 cases, which are community acquired, travel acquired, and/or household acquired, with consideration for the inclusion of industry-related cases that are a part of the community or who have traveled commercially and test positive upon arrival.

The CDC continues to recommend masking in indoor public places to slow the spread of COVID-19. CDC has produced a science brief on the community use of masks to help control the spread of the virus. This information can be found on the CDC website at this link:

<https://www.cdc.gov/coronavirus/2019-ncov/science/science-briefs/masking-science-sars-cov2.html>.

DISCUSSION: In accordance with the COVID-19 Emergency Response Plan developed early on in this pandemic, and recently updated, this is the time where Council might consider measures to limit community spread.

As drafted, Resolution 2021-70 is set expire November 10, 2021 and will be revisited at the Council Meeting on November 9, 2021. This date coincides with a regularly scheduled City Council meeting. The key sections of the Resolution are outlined below.

- **State Health Advisories** – *This section has not changed from the previous resolution.* Everyone in the City is encouraged to follow the State’s Health Advisories. These are not mandated locally.
- **Face Coverings** – *This section has not changed from the previous resolution.* Customers, visitors, workers and volunteers of businesses and organizations are encouraged to wear face coverings when interacting with others. A business owner or operator may refuse admission or service to any individual who fails to wear a face covering as required by their organizational protective protocols.
- **Marine Tourism** – *This section has not changed from the previous resolution.* This section provides guidance for those traveling for non-essential purposes on the state ferry, cruise ships or private vessels and clarifies that local safety protocols in this resolution apply.

If the risk level changes prior to the Council meeting, additional measures may be appropriate to consider. If the risk level is increased to Substantial, the Response Plan recommends requiring face coverings. Additionally, if the risk level were to increase to High, the Response Plan recommends requiring limits to indoor public gatherings and building capacities.

ALTERNATIVES: Council may choose to approve, amend or disapprove this resolution. The decisions on what is contained in the resolutions addressing community wide protective measures, including the expiration date, are ultimately policy decisions made by Council.

If City Council wished to require face coverings, as it has with the previous resolution, Council could replace the existing sections 2 and 5 of the resolution with the wording provided below.

2. **Face Covering Requirement.** *To help reduce the community spread of COVID-19 and to protect customers, visitors, workers and volunteers of businesses and organizations, individuals shall wear face coverings in certain situations, with limited exemptions, as outlined below. A 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 face covering may be factory-made or sewn by hand.*
- a. *Individuals are required to wear face coverings in the following situations:*
 - i. *Employees or volunteers interacting in-person with any member of the public, customer or visitor;*
 - ii. *Customers or visitors of any business or organization open to the public;*
 - iii. *While obtaining services in a healthcare facility;*
 - iv. *Working in or walking through indoor common areas, such as hallways, stairways, and elevators;*
 - v. *In any room or enclosed area of a business or organization where other people (except for members of the person's own household or residence) are present and when unable to physically distance; or*
 - vi. *When driving or riding in a taxi or shuttle service.*
 - b. *The following individuals are exempt from wearing a face covering:*
 - i. *Persons younger than two years old;*
 - ii. *Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;*
 - iii. *Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication;*
 - iv. *Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service, such as medical services; or*
 - v. *Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking.*
 - c. *Business owners or operators shall post signage requiring face coverings at building entrances or vehicle doors or windows. 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.*
5. **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.*

FINANCIAL IMPLICATIONS: Unknown at this time.

LEGAL: This resolution's subject matter, like all the other public health measures 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 past Council discussions, consultation with local health officials, our attorney, and with the guidance outlined in our COVID-19 Emergency Response Plan. Council may wish to alter some of the details based on further discussion.

PROPOSED MOTION: I move to adopt Resolution 2021-70.