

**Regular Meeting**  
**Tuesday, May 10, 2022**  
**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](http://www.ci.unalaska.ak.us)

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

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### **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

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## **BOARD OF EQUALIZATION AGENDA**

1. **Call to order**
2. **2022 Real Property Tax Appeals**
3. **Adjournment**

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## **AGENDA**

1. **Call to order**
2. **Roll call**
3. **Pledge of Allegiance**
4. **Recognition of Visitors**

5. **Awards and Presentations**

Badge Presentation by DPS to Honorary Sgt. Bereskin

6. **Adoption of Agenda**

7. **Approve Minutes of Previous Meeting** [April 26, 2022](#)

8. **Reports**

- a. [Financials – March](#)
- b. [City Manager](#)

9. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community. Three-minute time limit per person.*

10. **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 per person.*

11. **Public Hearing**

- a. [Ordinance 2022-06 2<sup>nd</sup> Reading Creating Budget Amendment No. 4 to the FY2022 Budget; recognizing ARPA grant revenue of \\$897,566.36, increasing the ARPA expenditures budget by \\$97,566.36 and the Water Capital Projects Budget by \\$800,000; increasing the general fund operating budget by \\$50,539, increasing the electric operating budget by \\$1,100,000; and decreasing the budget for the Makushin Geothermal Project by \\$1,850,000.](#)

12. **Regular Agenda** *Persons wishing to speak on regular agenda items must sign up with the City Clerk. Three-minute time limit per person.*

- a. [Ordinance 2022-06 2<sup>nd</sup> Reading Creating Budget Amendment No. 4 to the FY2022 Budget; recognizing ARPA grant revenue of \\$897,566.36, increasing the ARPA expenditures budget by \\$97,566.36 and the Water Capital Projects Budget by \\$800,000; increasing the general fund operating budget by \\$50,539, increasing the electric operating budget by \\$1,100,000; and decreasing the budget for the Makushin Geothermal Project by \\$1,850,000.](#)
- b. [Resolution 2022-19: Authorizing the City Manager to enter into an agreement with BDO, LLP for the FY2022 to FY 2024 Audit Services.](#)
- c. [Resolution 2022-20: Authorizing the Mayor to sign an agreement between the City of Unalaska and Chris Hladick appointing Chris Hladick to serve as Interim City Manager.](#)

13. **Council Directives to City Manager**

14. **Community Input & Announcements** *Members of the public may provide information to council; and make announcements of interest to the community. Three-minute time limit per person.*

15. **Adjournment**

**Regular Meeting**  
**Tuesday, April 26, 2022**  
**6:00 p.m.**



**Unalaska City Hall**  
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**43 Raven Way**

**Council Members**  
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**Mayor:** Vincent M. Tutiakoff Sr. **City Manager:** Erin Reinders  
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1. **Call to order.** The Mayor called the regular meeting of the Unalaska City Council to order on April 26, 2022 at 6:01 p.m.
2. **Roll call.** The Acting City Clerk called the roll. The Mayor and Council Members Bell, Nicholson, Robinson, Tungul and Coleman were in person, while Looby attended remotely. Mayor announced a quorum was established.  
  
Mayor read the City's Mission Statement: To provide a sustainable quality of life through excellent stewardship of government.
3. **Pledge of Allegiance.** Tungul led the Pledge of Allegiance.
4. **Recognition of Visitors.** No particular recognitions made.
5. **Mayoral Proclamations.** Mayor read into record the proclamations declaring May 1-7, 2022 as Public Service Recognition and Professional Municipal Clerks Week.
6. **Adoption of Agenda.** Robinson made a motion to adopt the agenda with a second by Nicholson; there being no objection the agenda was adopted by consensus.
7. **Approve Minutes of Previous Meetings.** Tungul moved to approve the proposed minutes of the council meetings held April 11, and April 12, 2022, as presented, with second by Nicholson. There being no objection, the minutes were approved by consensus.
8. **City Manager Report.** Acting City Manager JR Pearson presented the City Manager's report, followed by questions and comments from Council.
9. **Community Input & Announcements.** The Mayor provided an opportunity for community input and announcements, which were provided as follows: PCR Director Roger Blakeley announced Missoula's Children Theater presents Johnny Appleseed on April 30, 2022; Community Clean-Up Program May 1-14, 2022; Associate Planner Thomas Roufos announced U.S. Corps of Engineers' Restoration Advisory Board (RAB) Meeting on May 4, 2022; Anfesia Tutiakoff Camp Director for Camp Qungaayux and Laurice Bourie provided comment in support of Q-Tribe Culture Camp.
10. **Public Comment on Agenda Items.** The Mayor provided opportunity for public comment on agenda items; no comment offered.
11. **Consent Agenda.** Coleman moved to adopt the Consent Agenda; second by Robinson. Roll call vote: all council members voted in the affirmative. Motion passed unanimously 6-0 adopting the following items:

- a. Resolution 2022-12: Approving Scholarships to be Awarded to Graduating Seniors at Unalaska High School
- b. Resolution 2022-17: Approving the Mayor's Appointment of Jill Spetz to the Parks, Culture and Recreation Committee
- c. Resolution 2022-18: Authorizing the City Manager to Approve an Amendment to TelAlaska's Existing Lease on Lear Road

## 12. Regular Agenda

- a. Ordinance 2022-06: (1<sup>st</sup> Reading) Creating Budget Amendment #4 to the Fiscal Year 2022 Budget

Robinson moved to introduce Ordinance 2022-06 and schedule it for public hearing and second reading on May 10, 2022; second by Nicholson.

The Assistant City Manager provided an overview followed by Council discussion. Department of Public Works Director Tom Cohenour answered Council questions.

Roll call vote: Nicholson – yes; Looby – yes; Coleman – yes; Tungul – yes; Robinson – yes; Bell – yes Motion passed 6-0

- b. Resolution 2022-13: Establishing the Rate of Levy on Assessed Property within the City of Unalaska For Fiscal Year 2023

Coleman moved to adopt Resolution 2022-13; second by Robinson.

The Assistant City Manager provided an overview of the Resolution. Council discussion.

Robinson made a motion to postpone Resolution 2022-13 to a Special Meeting on May 17, 2022; second by Tungul.

Roll call vote: Bell – yes; Looby – yes; Nicholson – yes; Robinson – yes; Coleman – yes; Tungul – yes Motion passed 6-0.

- c. Resolution 2022-14: Establishing the Sums to be made available for Community Support and Capital Grants from the City of Unalaska to the applicants for Community Support for Fiscal Year 2022

Robinson moved to adopt Resolution 2022-14; second by Nicholson.

Planning Director William Homka provided an overview followed by Council discussion.

Chris Price, CEO of Qawalangin Tribe provided comment regarding their non-profit status. Anfesia Tutiakoff provided comment for Council consideration.

Robinson made a motion to award APIA, Iliuliuk Family Health Services, Museum of the Aleutians, Unalaska Community Broadcasting, Unalaska Senior Citizens, Unalaska Visitors Bureau, Unalaskans Against Sexual Assault & Family Violence, Alaska State Firefighters Association (Unalaska Chapter) for the amount they have requested and to fund Q-Tribe Culture Camp for an amount of \$35,152; second by Coleman.

Council discussion

Roll call vote: Coleman – yes; Bell – no; Looby – yes; Nicholson – yes; Tungul – yes; Robinson – yes Motion passed 5-1

Robinson made a motion to amend Resolution 2022-14 to include the amount of \$88,000 Tobacco Tax for a total funding amount of \$1,314,422 for the Community Support Program;

Roll call vote on the amended motion: Looby – yes; Coleman – yes; Nicholson – yes; Robinson – yes; Tungul – yes; Bell – no Motion passed 5-1

Coleman made a motion to amend Resolution 2022-14 to include Fishermen’s Memorial for \$250,000; second by Tungul.

Council discussion

Roll call vote on the amendment to the main motion: Bell – no; Nicholson – no; Tungul – yes; Looby – yes; Robinson – no; Coleman – yes; Tie vote 3-3 Mayor broke the tie by voting no. Motion failed.

Roll call vote for the main motion as amended: Robinson – yes; Coleman – yes; Nicholson – yes; Bell – no; Tungul – yes; Looby – yes

Motion passed 5-1

7:45 p.m. – Mayor called for a short break

7:53 p.m. – back from recess

- d. Resolution 2022-15: Adopting the FY23-FY32 Capital and Major Maintenance Plan

Tungul moved to adopt Resolution 2022-15; second by Nicholson.

Assistant City Manager provided an introduction while William Homka and Tom Cohenour answered Council questions. Council discussion.

Roll call vote: Tungul – yes; Robinson – yes; Coleman – no; Looby – yes; Bell – no; Nicholson – yes Motion passed 4-2

- e. Resolution 2022-16: Establishing the Sum to be made available from the City of Unalaska to the Unalaska City School District for Fiscal Year 2023

Coleman made a motion to adopt Resolution 2022-16; second by Robinson.

Assistant City Manager provided an overview. Council discussion.

Peggy McLaughlin provided comment in support of the resolution.

Roll call vote: Nicholson – yes; Robinson – yes; Looby – yes; Coleman – yes; Bell – yes; Tungul – yes Motion passed 6-0

- f. Travel approval for Mayor and Council

- i. Alaska Sustainable Energy Conference, Anchorage, May 24-26, 2022

Robinson made a motion to have the Mayor and up to three Council Members to attend the Alaska Sustainable Energy Conference in Anchorage on May 24-26, 2022; second by Coleman.

Robinson made a motion to amend the motion to insert the names of Darin Nicholson and Dennis Robinson to attend the meeting; second by Tungul. Roll call vote: all Council Members voted in the affirmative. Motion passed as amended.

ii. North Pacific Fishery Management Council Meeting, Sitka, June 6-14, 2022

Robinson made a motion to approve the Mayor and three Council members to attend the North Pacific Fishery Management Council Meeting in Sitka on June 6-14, 2022; second by Nicholson.

Tungul made a motion to amend to insert the name of Dennis Robinson to attend the NPFMC Meeting in Sitka; second by Nicholson.

Roll call vote on the main motion as amended: all Council members voted in the affirmative.

13. **Council Directives to City Manager.** None.

14. **Community Input & Announcements.** None

15. **Adjournment.** Having completed all items on the agenda, the Mayor adjourned the meeting at 8:35 p.m.

These minutes were approved by the Unalaska City Council on May 10, 2022.

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Marjie Veeder, CMC  
City Clerk

General Fund Operating Monthly Summary - Month Ending March 2022

	FY2022 Budget	March	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
<b>REVENUES</b>						
Raw Seafood Tax	4,200,000	901,236	4,352,003	104%	3,448,050	903,954
AK Fisheries Business	3,300,000	197,645	3,973,545	120%	3,747,582	225,963
AK Fisheries Resource Landing	3,900,000	422,084	4,971,744	127%	4,386,842	584,903
Property Taxes	7,100,000	0	7,680,043	108%	7,118,137	561,906
Sales Tax	6,000,000	17,960	6,112,398	102%	4,476,324	1,636,074
Investment Earnings	1,800,000	(1,209,829)	(2,805,802)	-156%	370,628	(3,176,430)
Other Revenues	2,812,749	329,971	2,172,873	77%	1,946,828	226,045
Appropriated Fund Balance	5,845,265	0	0	0%	0	0
<b>Total General Fund Revenues</b>	<b>34,958,014</b>	<b>659,066</b>	<b>26,456,805</b>	<b>76%</b>	<b>25,494,391</b>	<b>962,414</b>
<b>EXPENDITURES</b>						
Mayor & Council	473,640	31,847	265,917	56%	186,638	79,280
City Administration						
City Manager's Office	449,980	37,650	349,202	78%	266,088	83,114
Administration	1,523,473	65,727	1,134,386	74%	1,036,000	98,387
<b>Total City Administration</b>	<b>1,973,453</b>	<b>103,377</b>	<b>1,483,589</b>	<b>75%</b>	<b>1,302,088</b>	<b>181,501</b>
City Clerk	582,081	44,895	397,859	68%	342,735	55,125
Finance						
Finance	1,130,466	93,921	763,056	67%	792,641	(29,584)
Information Systems	1,046,170	53,976	782,506	75%	603,789	178,717
<b>Total Finance</b>	<b>2,176,636</b>	<b>147,897</b>	<b>1,545,563</b>	<b>71%</b>	<b>1,396,430</b>	<b>149,133</b>
Planning	766,085	43,103	469,898	61%	396,803	73,095
Public Safety						
Police and Admin	4,213,318	262,298	2,216,483	53%	2,009,581	206,902
Police Communications	905,615	59,688	605,204	67%	589,446	15,758
Police Corrections	1,113,288	71,012	710,567	64%	617,492	93,075
<b>Total Public Safety</b>	<b>6,232,221</b>	<b>392,998</b>	<b>3,532,254</b>	<b>57%</b>	<b>3,216,520</b>	<b>315,734</b>
Fire & EMS						
Fire and Emergency Services	1,722,680	113,101	996,794	58%	909,445	87,349
<b>Total Fire &amp; EMS</b>	<b>1,722,680</b>	<b>113,101</b>	<b>996,794</b>	<b>58%</b>	<b>909,445</b>	<b>87,349</b>
Public Works						
DPW Admin & Engineering	829,126	60,692	532,748	64%	461,346	71,403
Streets and Roads	2,787,973	116,394	1,614,870	58%	1,550,163	64,707
Receiving and Supply	309,214	22,927	219,197	71%	183,965	35,232
Veh & Equip Maintenance	1,217,520	78,162	788,034	65%	845,704	(57,671)
Facilities Maintenance	1,304,914	105,465	950,729	73%	917,874	32,854
<b>Total Public Works</b>	<b>6,448,747</b>	<b>383,640</b>	<b>4,105,578</b>	<b>64%</b>	<b>3,959,052</b>	<b>146,525</b>
Parks, Culture & Recreation						
PCR Administration	265,679	17,512	180,284	68%	154,238	26,045
Recreation Programs	819,983	49,942	484,525	59%	438,422	46,103
Community Center Operations	1,029,881	70,687	646,959	63%	643,954	3,004
Library	991,614	65,145	651,539	66%	577,205	74,334
Aquatics Center	505,232	45,566	362,768	72%	352,471	10,296
Parks	42,500	342	47,160	111%	40,639	6,521
<b>Total Parks, Culture &amp; Recreation</b>	<b>3,654,889</b>	<b>249,193</b>	<b>2,373,235</b>	<b>65%</b>	<b>2,206,930</b>	<b>166,304</b>
Other Expenses	5,833,557	477,880	4,399,917	75%	4,142,346	257,571
XXXXXXXX	0	0	0	0%	0	0
<b>Total Operating Expenditures</b>	<b>29,863,989</b>	<b>1,987,931</b>	<b>19,570,604</b>	<b>66%</b>	<b>18,058,988</b>	<b>1,511,616</b>
Transfers To General Fund	0	0	0	0%	0	0
Transfers To Special Revenue	0	0	0	0%	0	0
Transfers To Capital Projects	1,848,936	0	1,811,740	98%	1,604,658	207,082
Transfers To Enterprise Funds	0	0	0	0%	0	0
Transfers To Enterprise Capital	3,494,500	0	3,356,100	96%	0	3,356,100
	5,343,436	0	5,167,840	97%	1,604,658	3,563,182
	35,207,425	1,987,931	24,738,445	70%	19,663,646	5,074,799
<b>Surplus/(Deficit)</b>	<b>(249,411)</b>	<b>(1,328,866)</b>	<b>1,718,360</b>	<b>73%</b>	<b>5,830,745</b>	<b>(4,112,385)</b>



	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Electric Proprietary Fund</b>						
REVENUES	11,653,995	1,665,415	12,829,600	110%	9,370,069	3,459,531
Electric Line Repair & Maint	1,373,785	66,972	564,725	41%	551,331	13,394
Electric Production	11,253,615	1,061,699	7,961,940	71%	5,140,235	2,821,705
Facilities Maintenance	133,699	4,241	51,067	38%	45,389	5,678
Utility Administration	5,859,086	742,636	4,545,938	78%	4,359,757	186,181
Veh & Equip Maintenance	66,220	2,963	31,772	48%	20,740	11,032
Transfers Out	715,000	0	31,073	4%	2,052,338	(2,021,265)
EXPENSES	19,401,404	1,878,510	13,186,514	68%	12,169,790	1,016,724
NET EARNINGS/(LOSS)	(7,747,410)	(213,096)	(356,914)		(2,799,721)	2,442,807
<b>Water Proprietary Fund</b>						
REVENUES	2,563,057	323,649	2,159,686	84%	2,229,665	(69,979)
Transfers Out	1,915,500	0	1,723,750	90%	259,735	1,464,015
Facilities Maintenance	61,556	1,478	25,555	42%	52,939	(27,384)
Utility Administration	1,853,406	122,728	1,323,987	71%	1,332,532	(8,546)
Veh & Equip Maintenance	41,016	1,178	22,844	56%	18,202	4,643
Water Operations	1,765,308	73,229	931,792	53%	895,664	36,129
EXPENSES	5,636,786	198,613	4,027,928	71%	2,559,071	1,468,857
NET EARNINGS/(LOSS)	(3,073,729)	125,036	(1,868,242)		(329,407)	(1,538,836)
<b>Wastewater Proprietary Fund</b>						
REVENUES	2,452,806	255,555	1,956,007	80%	1,985,517	(29,511)
Transfers Out	43,000	0	43,000	100%	0	43,000
Facilities Maintenance	65,492	2,921	45,070	69%	28,464	16,606
Utility Administration	2,058,375	131,820	1,436,455	70%	1,412,580	23,876
Veh & Equip Maintenance	30,921	1,692	18,295	59%	12,315	5,980
Wastewater Operations	2,633,406	99,316	1,720,522	65%	1,138,275	582,247
EXPENSES	4,831,194	235,749	3,263,342	68%	2,591,634	671,708
NET EARNINGS/(LOSS)	(2,378,388)	19,806	(1,307,336)		(606,117)	(701,219)
Transfers In	0	0	0	0%	1,009,265	(1,009,265)
<b>Solid Waste Proprietary Fund</b>						
REVENUES	2,385,699	300,560	2,125,099	89%	2,022,719	102,380
Facilities Maintenance	103,795	4,562	67,641	65%	52,400	15,241
Solid Waste Operations	2,268,263	77,807	955,834	42%	760,238	195,595
Utility Administration	1,701,420	154,490	1,202,179	71%	1,246,176	(43,997)
Veh & Equip Maintenance	147,476	14,387	62,018	42%	39,628	22,391
Transfers Out	1,171,100	0	200,000	17%	100,000	100,000
EXPENSES	5,392,054	251,247	2,487,672	46%	2,198,442	289,230
NET EARNINGS/(LOSS)	(3,006,355)	49,313	(362,573)		(175,723)	(186,850)



	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Ports &amp; Harbors Proprietary Fund</b>						
REVENUES	8,651,862	912,892	6,151,904	71%	4,902,143	1,249,761
Bobby Storrs Small Boat Harbor	196,004	12,444	90,485	46%	93,325	(2,841)
CEM Small Boat Harbor	701,825	64,488	663,296	95%	543,550	119,746
Facilities Maintenance	52,415	1,960	25,878	49%	44,160	(18,282)
Harbor Office	7,299,689	560,160	5,185,557	71%	5,052,726	132,830
Ports Security	68,855	2,558	5,507	8%	6,007	(501)
Spit & Light Cargo Docks	545,262	44,308	460,598	84%	410,303	50,295
Unalaska Marine Center	1,087,287	88,407	761,964	70%	752,003	9,961
Veh & Equip Maintenance	64,512	3,869	31,646	49%	38,885	(7,239)
Transfers Out	4,623,218	0	4,623,218	100%	0	4,623,218
EXPENSES	14,639,067	778,194	11,848,148	81%	6,940,960	4,907,188
NET EARNINGS/(LOSS)	(5,987,205)	134,698	(5,696,244)		(2,038,817)	(3,657,426)
<b>Airport Proprietary Fund</b>						
REVENUES	560,341	35,904	349,942	62%	365,394	(15,453)
Airport Admin/Operations	617,801	48,805	480,085	78%	441,782	38,304
Facilities Maintenance	205,764	15,475	80,271	39%	66,735	13,535
EXPENSES	823,565	64,280	560,356	68%	508,517	51,839
NET EARNINGS/(LOSS)	(263,224)	(28,376)	(210,414)		(143,122)	(67,292)
<b>Housing Proprietary Fund</b>						
REVENUES	254,168	30,354	203,288	80%	188,068	15,221
Facilities Maintenance	222,936	10,401	84,139	38%	130,225	(46,086)
Housing Admin & Operating	379,702	28,112	275,979	73%	254,766	21,213
EXPENSES	602,638	38,513	360,118	60%	384,992	(24,873)
NET EARNINGS/(LOSS)	(348,470)	(8,159)	(156,830)		(196,924)	40,094

General Fund Operating Monthly Summary - Month Ending March 2022

	FY2022 Budget	March	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
<b>REVENUES</b>						
Raw Seafood Tax	4,200,000	901,236	4,352,003	104%	3,448,050	903,954
AK Fisheries Business	3,300,000	197,645	3,973,545	120%	3,747,582	225,963
AK Fisheries Resource Landing	3,900,000	422,084	4,971,744	127%	4,386,842	584,903
Property Taxes	7,100,000	-	7,680,043	108%	7,118,137	561,906
Sales Tax	6,000,000	17,960	6,112,398	102%	4,476,324	1,636,074
Investment Earnings	1,800,000	(1,209,829)	(2,805,802)	-156%	370,628	(3,176,430)
Other Revenues	2,812,749	329,971	2,172,873	77%	1,946,828	226,045
<b>Total General Fund Revenues</b>	<b>29,112,749</b>	<b>659,066</b>	<b>26,456,805</b>	<b>91%</b>	<b>25,494,391</b>	<b>962,414</b>
<b>EXPENDITURES</b>						
Mayor & Council	473,640	31,847	265,917	56%	186,638	79,280
City Administration	1,973,453	103,377	1,483,589	75%	1,302,088	181,501
City Clerk	582,081	44,895	397,859	68%	342,735	55,125
Finance	2,176,636	147,897	1,545,563	71%	1,396,430	149,133
Planning	766,085	43,103	469,898	61%	396,803	73,095
Public Safety	6,169,621	392,998	3,528,142	57%	3,216,520	311,622
Fire, EMS	1,709,617	113,101	986,213	58%	885,948	100,265
Public Works	5,988,703	383,640	3,959,218	66%	3,932,209	27,010
Parks, Culture & Recreation	3,588,889	249,193	2,373,235	66%	2,163,032	210,203
Community Grants	1,134,368	86,281	875,526	77%	884,138	(8,612)
School Support	4,699,189	391,599	3,524,392	75%	3,258,208	266,183
<b>Total Operating Expenditures</b>	<b>29,262,283</b>	<b>1,987,931</b>	<b>19,409,552</b>	<b>66%</b>	<b>17,964,748</b>	<b>1,444,804</b>
<b>Net Operating Surplus</b>	<b>(149,534)</b>	<b>(1,328,866)</b>	<b>7,047,253</b>		<b>7,529,643</b>	<b>(482,390)</b>
<b>Capital Outlay and Transfers</b>						
Capital Outlay	601,706	-	161,052	27%	94,240	66,813
Transfers To Capital Projects	1,848,936	-	1,811,740	98%	1,604,658	207,082
Transfers To Enterprise Capital	3,494,500	-	3,356,100	96%	-	3,356,100
<b>Total Capital Outlay and Transfers</b>	<b>5,945,142</b>	<b>-</b>	<b>5,328,893</b>	<b>90%</b>	<b>1,698,898</b>	<b>3,629,995</b>
<b>Net Surplus (Deficit)</b>	<b>(6,094,676)</b>	<b>(1,328,866)</b>	<b>1,718,360</b>		<b>5,830,745</b>	<b>(4,112,385)</b>
Appropriated Fund Balance	5,845,265	-	-		-	-
	<u><b>\$(249,411)</b></u>	<u><b>\$(1,328,866)</b></u>	<u><b>\$ 1,718,360</b></u>		<u><b>\$ 5,830,745</b></u>	<u><b>\$(4,112,385)</b></u>

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>1% Sales Tax Special Revenue Fund</b>						
REVENUE						
Sales Tax	\$3,000,000	\$8,980	\$3,056,199	102%	\$2,238,162	\$818,037
TRANSFERS						
Govt Capital Projects	1,000,000	0	1,000,000	100%	862,135	137,865
Proprietary	0	0	0	0%	1,009,265	(1,009,265)
Enterprise Capital	3,860,000	0	3,860,000	100%	0	3,860,000
Total Transfers	4,860,000	-	4,860,000	100%	1,871,400	2,988,600
1% Sales Tax Special Revenue Fund	<u>\$(1,860,000)</u>	<u>\$ 8,980</u>	<u>\$(1,803,801)</u>		<u>\$ 366,762</u>	<u>\$(2,170,563)</u>

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Bed Tax Special Revenue Fund</b>						
REVENUE						
Bed Tax	\$125,000	\$-	\$192,162	154%	\$58,394	\$133,769
EXPENSES						
Unalaska CVB	210,000	17,500	157,500	75%	157,500	-
Bed Tax Special Revenue Fund	<u>\$(85,000)</u>	<u>\$(17,500)</u>	<u>\$ 34,662</u>		<u>\$(99,106)</u>	<u>\$ 133,769</u>

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>E911 Enhancement Special Revenue Fund</b>						
REVENUE						
E911 Enhancement Tax	\$55,000	\$6,947	\$28,056	51%	\$-	\$28,056
EXPENSES						
Public Safety Admin	55,000	-	-	-%	-	-
E911 Enhancement Special Revenue Fund	<u>\$ 0</u>	<u>\$ 6,947</u>	<u>\$ 28,056</u>		<u>\$ 0</u>	<u>\$ 28,056</u>

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Tobacco Tax Special Revenue Fund</b>						
REVENUE						
Tobacco Tax	\$-	\$-	\$91,306	-%	\$-	\$91,306
EXPENSES						
Community Support	-	-	-	-%	-	-
Tobacco Tax Special Revenue Fund	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 91,306</u>		<u>\$ 0</u>	<u>\$ 91,306</u>

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Electric Proprietary Fund</b>						
REVENUES	11,653,995	1,665,415	12,829,600	110%	9,370,069	3,459,531
EXPENSES - Cash Basis						
Electric Line Repair & Maint	1,308,805	66,972	499,745	38%	380,306	119,439
Electric Production	11,253,615	1,061,699	7,961,940	71%	5,140,235	2,821,705
Facilities Maintenance	133,699	4,241	51,067	38%	45,389	5,678
Utility Administration	2,236,220	432,881	1,757,635	79%	1,811,107	(53,472)
Veh & Equip Maintenance	66,220	2,963	31,772	48%	20,740	11,032
Total operating expenses - cash basis	<u>14,998,558</u>	<u>1,568,755</u>	<u>10,302,159</u>	<u>69%</u>	<u>7,397,778</u>	<u>2,904,381</u>
Net Profit (loss) from operations - cash basis	(3,344,564)	96,659	2,527,442		1,972,292	555,150
Depreciation	<u>3,622,866</u>	<u>309,755</u>	<u>2,788,303</u>	<u>77%</u>	<u>2,548,650</u>	<u>239,653</u>
Net Profit (loss) from operations - accrual basis	(6,967,430)	(213,096)	(260,861)		(576,358)	315,497
TRANSFERS and CAPITAL OUTLAY						
Capital Outlay	64,980	-	64,980	100%	171,025	(106,045)
Transfers Out	<u>715,000</u>	<u>-</u>	<u>31,073</u>	<u>4%</u>	<u>2,052,338</u>	<u>(2,021,265)</u>
Total Transfers and Capital Outlay	<u>779,980</u>	<u>-</u>	<u>96,053</u>	<u>12%</u>	<u>2,223,363</u>	<u>(2,127,310)</u>
Net earnings (loss)	(7,747,410)	(213,096)	(356,914)		(2,799,721)	2,442,807
<b>Water Proprietary Fund</b>						
REVENUES	2,563,057	323,649	2,159,686	84%	2,229,665	(69,979)
EXPENSES - Cash Basis						
Facilities Maintenance	61,556	1,478	25,555	42%	52,939	(27,384)
Utility Administration	718,725	37,021	508,628	71%	495,158	13,470
Veh & Equip Maintenance	41,016	1,178	22,844	56%	18,202	4,643
Water Operations	1,621,392	73,229	852,540	53%	895,401	(42,860)
Total operating expenses - cash basis	<u>2,442,689</u>	<u>112,906</u>	<u>1,409,567</u>	<u>58%</u>	<u>1,461,699</u>	<u>(52,132)</u>
Net Profit (loss) from operations - cash basis	120,368	210,743	750,118		767,966	(17,847)
Depreciation	<u>1,134,681</u>	<u>85,707</u>	<u>815,359</u>	<u>72%</u>	<u>837,374</u>	<u>(22,016)</u>
Net Profit (loss) from operations - accrual basis	(1,014,313)	125,036	(65,240)		(69,409)	4,168
TRANSFERS and CAPITAL OUTLAY						
Transfers Out	1,915,500	-	1,723,750	90%	259,735	1,464,015
Capital Outlay	<u>143,916</u>	<u>-</u>	<u>79,252</u>	<u>55%</u>	<u>263</u>	<u>78,989</u>
Total Transfers and Capital Outlay	<u>2,059,416</u>	<u>-</u>	<u>1,803,002</u>	<u>88%</u>	<u>259,998</u>	<u>1,543,004</u>
	(3,073,729)	125,036	(1,868,242)		(329,407)	(1,538,836)

	<b>FY2022 Budget</b>	<b>March</b>	<b>FY2022 YTD</b>	<b>% OF BUD</b>	<b>FY2021 YTD</b>	<b>INC/(DEC) Last Year</b>
<b>Wastewater Proprietary Fund</b>						
REVENUES	2,452,806	255,555	1,956,007	80%	1,985,517	(29,511)
EXPENSES - Cash Basis						
Facilities Maintenance	65,492	2,921	45,070	69%	28,464	16,606
Utility Administration	685,939	30,098	519,170	76%	481,445	37,725
Veh & Equip Maintenance	30,921	1,692	18,295	59%	12,315	5,980
Wastewater Operations	2,076,007	99,316	1,241,067	60%	1,137,820	103,247
Total operating expenses - cash basis	2,858,359	134,027	1,823,602	64%	1,660,044	163,558
Transfers In	-	-	-	-%	1,009,265	(1,009,265)
Net Profit (loss) from operations - cash basis	(405,553)	121,528	132,405		1,334,738	(1,202,334)
Depreciation	1,372,436	101,722	917,286	67%	931,134	(13,849)
Net Profit (loss) from operations - accrual basis	(1,777,989)	19,806	(784,881)		403,604	(1,188,485)
TRANSFERS and CAPITAL OUTLAY						
Transfers Out	43,000	-	43,000	100%	-	43,000
Capital Outlay	557,399	-	479,455	86%	456	478,999
Total Transfers and Capital Outlay	600,399	-	522,455	87%	456	521,999
	(2,378,388)	19,806	(1,307,336)		403,148	(1,710,484)
<b>Solid Waste Proprietary Fund</b>						
REVENUES	2,385,699	300,560	2,125,099	89%	2,022,719	102,380
EXPENSES - Cash Basis						
Facilities Maintenance	103,795	4,562	67,641	65%	52,400	15,241
Solid Waste Operations	2,136,711	77,807	824,282	39%	760,238	64,043
Utility Administration	787,476	81,289	543,366	69%	564,644	(21,277)
Veh & Equip Maintenance	147,476	14,387	62,018	42%	39,628	22,391
Total operating expenses - cash basis	3,175,458	178,045	1,497,308	47%	1,416,910	80,397
Net Profit (loss) from operations - cash basis	(789,759)	122,514	627,792		605,809	21,983
Depreciation	913,944	73,201	658,813	72%	681,532	(22,719)
Net Profit (loss) from operations - accrual basis	(1,703,703)	49,313	(31,021)		(75,723)	44,702
TRANSFERS and CAPITAL OUTLAY						
Capital Outlay	131,552	-	131,552	100%	-	131,552
Transfers Out	1,171,100	-	200,000	17%	100,000	100,000
Total Transfers and Capital Outlay	1,302,652	-	331,552	25%	100,000	231,552
Net earnings (loss)	(3,006,355)	49,313	(362,573)		(175,723)	(186,850)

	FY2022 Budget	March	FY2022 YTD	% OF BUD	FY2021 YTD	INC/(DEC) Last Year
<b>Ports &amp; Harbors Proprietary Fund</b>						
REVENUES	8,651,862	912,892	6,151,904	71%	4,902,143	1,249,761
EXPENSES - Cash Basis						
Bobby Storrs Small Boat Harbor	196,004	12,444	90,485	46%	93,325	(2,841)
CEM Small Boat Harbor	701,825	64,488	663,296	95%	543,550	119,746
Facilities Maintenance	52,415	1,960	25,878	49%	44,160	(18,282)
Harbor Office	2,739,127	202,109	1,963,096	72%	1,799,748	163,348
Ports Security	68,855	2,558	5,507	8%	6,007	(501)
Spit & Light Cargo Docks	545,262	44,308	460,598	84%	410,303	50,295
Unalaska Marine Center	1,087,287	88,407	761,964	70%	752,003	9,961
Veh & Equip Maintenance	64,512	3,869	31,646	49%	38,885	(7,239)
Total operating expenses - cash basis	5,455,287	420,143	4,002,470	73%	3,687,982	314,488
Net Profit (loss) from operations - cash basis	3,196,575	492,749	2,149,435		1,214,161	935,274
Depreciation	4,343,293	358,051	3,222,461	74%	3,242,534	(20,073)
Net Profit (loss) from operations - accrual basis	(1,146,718)	134,698	(1,073,026)		(2,028,373)	955,347
<b>TRANSFERS and CAPITAL OUTLAY</b>						
Capital Outlay	217,269	-	-	-%	10,444	(10,444)
Transfers Out	4,623,218	-	4,623,218	100%	-	4,623,218
Total Transfers and Capital Outlay	4,840,487	-	4,623,218	96%	10,444	4,612,773
Net earnings (loss)	(5,987,205)	134,698	(5,696,244)		(2,038,817)	(3,657,426)
<b>Airport Proprietary Fund</b>						
REVENUES	560,341	35,904	349,942	62%	365,394	(15,453)
EXPENSES - Cash Basis						
Airport Admin/Operations	335,815	25,666	271,832	81%	234,024	37,808
Facilities Maintenance	205,764	15,475	80,271	39%	66,735	13,535
Total operating expenses - cash basis	541,579	41,141	352,103	65%	300,760	51,343
Net Profit (loss) from operations - cash basis	18,762	(5,237)	(2,161)		64,635	(66,796)
Depreciation	281,986	23,139	208,253	74%	207,757	496
Net Profit (loss) from operations - accrual basis	(263,224)	(28,376)	(210,414)		(143,122)	(67,292)
<b>TRANSFERS and CAPITAL OUTLAY</b>						
Net earnings (loss)	(263,224)	(28,376)	(210,414)		(143,122)	(67,292)

	<u>FY2022 Budget</u>	<u>March</u>	<u>FY2022 YTD</u>	<u>% OF BUD</u>	<u>FY2021 YTD</u>	<u>INC/(DEC) Last Year</u>
<b>Housing Proprietary Fund</b>						
REVENUES	254,168	30,354	203,288	80%	188,068	15,221
EXPENSES - Cash Basis						
Facilities Maintenance	222,936	10,401	84,139	38%	130,225	(46,086)
Housing Admin & Operating	196,080	11,842	134,995	69%	118,142	16,853
Total operating expenses - cash basis	<u>419,016</u>	<u>22,243</u>	<u>219,134</u>	52%	<u>248,368</u>	<u>(29,233)</u>
Net Profit (loss) from operations - cash basis	(164,848)	8,111	(15,846)		(60,300)	44,454
Depreciation	<u>183,622</u>	<u>16,270</u>	<u>140,984</u>	77%	<u>136,624</u>	<u>4,360</u>
Net Profit (loss) from operations - accrual basis	(348,470)	(8,159)	(156,830)		(196,924)	40,094
TRANSFERS and CAPITAL OUTLAY						
Net earnings (loss)	(348,470)	(8,159)	(156,830)		(196,924)	40,094



City of Unalaska  
Utility Revenue Report  
Summary

03/31/22

FY22 Budget Month	Electric	Water	Waste Water	Solid Waste	Monthly Revenue	FY22 Revenue	FY21YTD Revenue	YTD Inc/(Dec)
Jul-21	1,399,334	359,168	211,269	276,036	2,245,807	2,245,807	1,513,394	732,413
Aug-21	1,669,291	389,462	243,763	265,382	2,567,898	4,813,705	3,269,482	1,544,223
Sep-21	1,676,496	241,332	256,838	259,655	2,434,322	7,248,026	5,074,336	2,173,690
Oct-21	1,531,980	87,748	159,747	156,145	1,935,620	9,183,646	6,801,353	2,382,293
Nov-21	1,294,550	101,049	177,075	158,914	1,731,589	10,915,235	8,185,405	2,729,830
Dec-21	1,078,133	91,284	178,308	198,846	1,546,571	12,461,805	9,593,115	2,868,690
Jan-22	1,091,956	162,939	214,097	199,582	1,668,573	14,130,379	11,138,514	2,991,865
Feb-22	1,422,444	403,055	259,355	309,981	2,394,835	16,525,214	13,078,475	3,446,739
Mar-22	1,665,415	323,649	255,555	300,560	2,545,178	19,070,392	15,607,971	3,462,421
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	12,829,600	2,159,686	1,956,007	2,125,099	19,070,392			
FY22 Budget	11,487,017	2,482,312	2,412,344	2,347,730	18,729,403			
% to budget	111.7	87.0	81.1	90.5	101.8			

City of Unalaska  
Electric Revenue Report  
Electric Fund

03/31/22

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	2,863	1,399,334	1,399,334	820,666	578,668
Aug-21	117,811	94,945	159,679	1,242,862	49,679	4,315	1,669,291	3,068,626	1,857,995	1,210,631
Sep-21	116,974	90,412	144,982	1,266,591	53,231	4,307	1,676,496	4,745,122	2,863,886	1,881,236
Oct-21	119,428	93,251	146,061	1,112,352	56,367	4,521	1,531,980	6,277,102	3,815,764	2,461,338
Nov-21	143,408	109,989	159,592	810,261	61,714	9,586	1,294,550	7,571,652	4,747,815	2,823,837
Dec-21	125,656	106,968	135,368	631,800	72,856	5,485	1,078,133	8,649,785	5,678,415	2,971,370
Jan-22	145,885	118,124	167,594	592,579	62,368	5,407	1,091,956	9,741,741	6,667,464	3,074,277
Feb-22	149,655	120,487	167,738	933,274	45,538	5,753	1,422,444	11,164,186	7,788,058	3,376,128
Mar-22	171,348	138,763	184,997	1,086,950	75,673	7,683	1,665,415	12,829,600	9,370,070	3,459,530
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	1,212,597	967,054	1,417,550	8,659,832	522,648	49,919	12,829,600			
FY22 Budget	1,141,528	1,002,442	1,489,361	7,441,686	361,411	50,589	11,487,017			
% of Budget	106.2	96.5	95.2	116.4	144.6	98.7	111.7			

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	296,853	246,007	394,738	3,534,785	4,472,383	3,511,899	960,484
October	316,258	266,448	420,065	3,270,185	4,272,956	3,250,734	1,022,222
November	369,277	306,354	451,639	2,336,458	3,463,728	3,116,502	347,226
December	366,136	296,641	421,170	1,838,480	2,922,427	2,874,320	48,107
January *	365,401	314,544	450,596	1,628,875	2,759,416	2,882,053	(122,637)
February	349,698	297,156	413,355	2,213,815	3,274,024	3,772,724	(498,700)
March	401,864	334,590	454,449	2,680,100	3,871,003	5,036,041	(1,165,038)
April					0	4,346,897	0
May					0	3,100,815	0
June					0	2,923,161	0
Total	3,025,985	2,560,457	3,819,980	23,657,968	33,064,390	41,545,564	1,889,699
Percent Sold	9.2%	7.7%	11.6%	71.6%	100.0%		

Generator Fuel	
FY22 Average Price Fuel	FY21 Average Price Fuel
2.6143	1.5393
2.7156	1.5469
2.5013	1.4965
2.7635	1.4744
2.9311	1.7177
2.8861	1.8533
3.1072	1.8318
3.3337	1.9500
3.7527	2.2590
	2.2295
	2.3518
	2.5393
2.9561	1.8991

FY22 Cumulative kwh Sold	FY21 Cumulative kwh Sold
3,609,461	3,018,921
8,028,453	6,730,418
12,500,836	10,242,317
16,773,792	13,493,051
20,237,520	16,609,553
23,159,947	19,483,873
25,919,363	22,365,926
29,193,387	26,138,650
33,064,390	31,174,691
33,064,390	35,521,588
33,064,390	38,622,403
33,064,390	41,545,564

% Change from Prior Year

City of Unalaska  
Water Revenue Report  
Water Fund

03/31/22

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	12,646	228,712	(27)	241,332	989,962	863,801	126,161
Oct-21	12,655	75,124	(31)	87,748	1,077,710	1,168,166	(90,456)
Nov-21	12,648	85,846	2,555	101,049	1,178,759	1,262,602	(83,843)
Dec-21	12,688	78,625	(29)	91,284	1,270,043	1,352,364	(82,321)
Jan-22	12,610	149,124	1,205	162,939	1,432,982	1,492,203	(59,221)
Feb-22	11,750	391,336	(31)	403,055	1,836,037	1,786,891	49,146
Mar-22	12,538	311,112	(1)	323,649	2,159,686	2,229,665	(69,979)
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	113,002	2,036,913	9,771	2,159,686			
FY22 Budget	139,081	2,335,813	7,418	2,482,312			
% of Budget	81.2	87.2	131.7	87.0			

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	104.305	140.934	(36.629)
October	45.402	131.744	(86.342)
November	50.688	42.052	8.636
December	45.300	47.001	(1.701)
January	73.309	66.272	7.037
February	169.312	127.428	41.884
March	139.668	175.672	(36.004)
April		154.863	0.000
May		51.271	0.000
June		104.922	0.000
Total	938.693	1274.285	(24.536)

FY22 Water Cumulative	FY21 Water Cumulative
147.336	112.799
310.709	232.126
415.014	373.060
460.416	504.804
511.104	546.856
556.404	593.857
629.713	660.129
799.025	787.557
938.693	963.229
0.000	1118.092
0.000	1169.363
0.000	1274.285



City of Unalaska  
Wastewater Revenue Report  
Wastewater Fund

03/31/22

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	41,476	199,244	15,997	121	256,838	711,870	663,037	48,833
Oct-21	41,504	105,207	9,359	3,677	159,747	871,617	888,063	(16,446)
Nov-21	41,480	127,718	4,564	3,314	177,075	1,048,692	1,077,778	(29,086)
Dec-21	41,614	129,940	3,987	2,766	178,308	1,227,000	1,306,337	(79,337)
Jan-22	41,111	153,008	13,016	6,962	214,097	1,441,097	1,535,032	(93,935)
Feb-22	38,551	186,987	33,352	465	259,355	1,700,452	1,754,795	(54,343)
Mar-22	40,876	188,109	24,171	2,399	255,555	1,956,007	1,985,517	(29,510)
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	370,135	1,410,997	140,588	34,286	1,956,007			
FY22 Budget	455,848	1,797,311	80,457	78,728	2,412,344			
% of Budget	81.2	78.5	174.7	43.6	81.1			

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	11,063,000	12,188,000	(1,125,000)
October	12,963,000	13,078,000	(115,000)
November	10,952,000	13,433,000	(2,481,000)
December	10,736,000	16,204,000	(5,468,000)
January	16,093,000	15,231,000	862,000
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	84,460,000	157,655,000	(7,757,000)

FY22 Cumulative	FY21 Cumulative
12,412,000	10,512,000
22,653,000	22,083,000
33,716,000	34,271,000
46,679,000	47,349,000
57,631,000	60,782,000
68,367,000	76,986,000
84,460,000	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

03/31/22

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	31,961	166,678	61,017	259,655	801,072	683,613	117,459
Oct-21	31,997	92,658	31,490	156,145	957,217	929,360	27,857
Nov-21	31,980	93,751	33,183	158,914	1,116,131	1,097,210	18,921
Dec-21	32,087	104,309	62,450	198,846	1,314,977	1,255,999	58,978
Jan-22	32,112	112,087	55,382	199,582	1,514,559	1,443,815	70,744
Feb-22	30,698	191,675	87,608	309,981	1,824,540	1,748,731	75,809
Mar-22	32,160	205,803	62,597	300,560	2,125,099	2,022,719	102,380
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	286,962	1,337,524	500,613	2,125,099			
FY22 Budget	325,165	1,548,679	473,886	2,347,730			
% of Budget	88.3	86.4	105.6	90.5			

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	739.81	534.39	205.42
October	417.18	763.70	(346.52)
November	336.84	431.17	(94.33)
December	405.23	399.72	5.51
January	438.77	501.65	(62.88)
February	707.24	788.69	(81.45)
March	815.41	770.95	44.46
April		640.15	0.00
May		390.34	0.00
June		634.64	0.00
Total	5023.98	7119.52	(430.41)

Cummulative	
FY22 Tons of Waste	FY21 Tons of Waste
643.54	615.03
1163.50	1264.12
1903.31	1798.51
2320.49	2562.21
2657.33	2993.38
3062.56	3393.10
3501.33	3894.75
4208.57	4683.44
5023.98	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	10,239	6,668	19,204	2,207	743,312	1,255,232	14.6%	973,869	281,363	
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	2,088,870	24.3%	1,479,412	609,458	
Oct	2021	204,891	322,353	76,742	28,339	46,021	9,853	7,930	481	1,888	15,872	75,523	27,908	1,963	819,760	2,908,630	33.9%	2,077,498	831,132	
Nov	2021	86,666	134,039	76,445	7,589	45,134	24,320	4,312	534	1,117	10,249	60,251	66,110	4,319	521,086	3,429,716	39.9%	2,506,202	923,514	
Dec	2021	85,723	73,061	76,514	19,433	42,005	62,997	10,708	2,504	10,732	1,941	267,964	73,314	1,113	728,009	4,157,725	48.4%	3,112,613	1,045,111	
Jan	2022	94,516	36,146	76,888	16,245	58,564	24,541	9,804	2,128	9,933	13,483	38,273	63,200	977	444,699	4,602,424	53.6%	3,470,860	1,131,564	
Feb	2022	144,771	252,506	76,514	18,874	38,937	11,032	3,798	1,573	6,342	22,846	18,272	38,608	2,067	636,140	5,238,563	61.0%	4,061,281	1,177,283	
Mar	2022	217,855	376,905	78,274	38,933	63,511	8,059	6,608	1,745	4,790	26,156	56,016	28,344	5,628	912,824	6,151,388	71.6%	4,902,143	1,249,245	
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		1,285,110	2,162,162	692,677	194,916	448,862	148,288	66,421	10,216	44,448	120,560	613,139	342,528	22,061	6,151,388					
Loc total		4,334,865				597,150		76,636		165,008		955,667								
Loc percent		70.5%				9.7%		1.2%		2.7%		15.5%								
FY22 Budget		1,770,006	3,188,469	1,210,000	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		72.6%	67.8%	57.2%	41.7%	104.3%	118.6%	76.3%	170.3%	37.0%	96.4%	94.7%	109.4%	22.5%	71.6%					

**PORTS RECEIVABLES**

Month	Year	Current	Over 30 Days	Over 60 Days	Over 90 Days	Total Due	% Past Due 90 Days +	Cash
								Received
Jul	2021	511,574	81,785	18,291	68,988	680,638	10.1%	536,097
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%	645,747
Oct	2021	818,448	218,864	26,419	87,135	1,150,865	7.6%	775,452
Nov	2021	501,600	217,457	71,076	91,033	881,166	10.3%	808,384
Dec	2021	707,496	153,063	57,925	47,649	966,133	4.9%	642,569
Jan	2022	441,981	171,627	9,421	43,610	666,640	6.5%	735,561
Feb	2022	628,849	113,796	76,059	35,455	854,159	4.2%	448,549
Mar	2022	912,726	88,745	51,739	88,014	1,141,223	7.7%	624,759
Apr	2022					0	0.0%	
May	2022					0	0.0%	
Jun	2022					0	0.0%	
YTD Cash Received								5,811,661

**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	38,956	14	2	38,972	115,999	21.0%	116,882	(883)
OCT	2021	38,023	18	6	38,048	154,047	27.8%	156,971	(2,924)
NOV	2021	36,122	12	4	36,138	190,185	34.4%	195,487	(5,302)
DEC	2021	41,973	13	0	41,986	232,170	41.9%	237,074	(4,903)
JAN	2022	37,982	7	3	37,992	270,162	48.8%	279,840	(9,678)
FEB	2022	34,132	0	0	34,132	304,294	55.0%	325,065	(20,771)
MAR	2022	35,087	817	0	35,904	340,198	61.5%	365,394	(25,195)
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
<b>TOTAL</b>		<b>339,241</b>	<b>890</b>	<b>67</b>	<b>340,198</b>		<b>0.0%</b>		
<b>FY22 BUDGET</b>		<b>544,000</b>	<b>3,500</b>	<b>6,000</b>	<b>553,500</b>				
<b>% TO BUDGET</b>		<b>62.4%</b>	<b>25.4%</b>	<b>1.1%</b>	<b>61.5%</b>				

**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%	45,491
OCT	2021	28,515	18,919	772	(23,333)	24,873	0.0%	28,362
NOV	2021	34,304	0	86	(23,316)	11,074	0.0%	57,516
DEC	2021	27,658	397	3	(23,231)	4,827	0.0%	48,235
JAN	2022	38,740	(4,910)	0	(23,308)	10,522	0.0%	46,415
FEB	2022	32,247	3,057	(5,096)	(23,068)	7,140	0.0%	45,622
MAR	2022	32,818	2,392	0	(28,501)	6,709	0.0%	39,364
APR	2022					0	0.0%	
MAY	2022					0	0.0%	
JUN	2022					0	0.0%	
<b>YTD TOTAL</b>								<b>401,726</b>



## 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	28,363		28,363	84,431	34.0%	87,087	(2,656)
NOV	2021	16,714		16,714	101,145	40.7%	106,872	(5,727)
DEC	2021	23,930		23,930	125,075	50.3%	125,096	(21)
JAN	2022	23,930		23,930	149,004	60.0%	144,920	4,085
FEB	2022	23,930		23,930	172,934	69.6%	167,056	5,878
MAR	2022	30,354		30,354	203,288	81.8%	188,067	15,221
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		203,288	0	203,288				
FY22 Budget		248,500	0	248,500				
% TO BUDGET		81.8%		81.8%				

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Erin Reinders, City Manager  
Date: May 10, 2022  
Re: City Manager Report

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**BUDGET RELATED COUNCIL MEETINGS:** Staff continues to work to improve the budget process and to present Council with a budget that addresses Council's Budget goals. Upcoming key dates to keep in mind are the following, but are still subject to change:

- May 10, 2022: BOE Hearings
- May 17, 2022: Special meeting for Establishing the Rate of Levy on Assessed Property
- May 24, 2022: Certify Tax Roll; 1<sup>st</sup> reading FY23 Budget Ordinance (*if mil rate remains*)
- June 14, 2022: 2<sup>nd</sup> reading FY23 Budget Ordinance (*1<sup>st</sup> reading FY23 Budget Ordinance if mil rate is changed on May 17<sup>th</sup>*)
- June 28, 2022: (*2<sup>nd</sup> reading FY23 Budget Ordinance if mil rate is changed on May 17<sup>th</sup>*)

**SALMON DRONE SURVEY:** Andy Dietrick with Aleutian Aerial, has provided the attached results from the **2021 Unalaska Salmon Survey**, which the City helped to support along with the Unalaska Native Fishermen's Association, the Ounalashka Corporation, and the Qawalangin Tribe. Continued support for this effort has been included in Council's draft budget for the coming fiscal year. Coincidentally, Andy Dietrick is looking for funding commitment for the 2022 salmon surveys. You will also see **ADFG's support memo** for Aleutian Aerial's continued work. You will likely see a formal request for consideration later this month.

**GCI FIBER PROJECT:** As you may recall, City Council approved a Joint Trench Agreement with Unicom Inc. (GCI) through Resolution 2021-33 on May 25, 2021. That resolution stated that the City would enter in a public private partnership and GCI via the Joint Trench Agreement and associated Scope of Work. Staff across numerous departments as well as our attorney team have worked diligently since that time with GCI and internally on a wide variety of permitting and review for this project as a whole. I thank them for their continued efforts in this complex project that helps to both meet a long standing need for the community and long term priority of City Council in improved internet. I have received a couple specific questions recently regarding this project and Staff has provided the following response.

I have received some questions regarding GCI's work, specifically over the South Channel Bridge and using the City's conduit. The Planning Director highlighted the relevant to the question, the Scope of Work section: "*City will make available to GCI existing excess conduit in its network, conduit along Ballyhoo Road, and, subject to permitting, will authorize new conduit on any City controlled bridges. GCI's contractor will open the shared trenches, and install the conduit, associated and vaults, and GCI fiber pursuant to the GCI-Unalaska Fiber Optic Project, as well as install the conduit on the mainline routes (and some associated vaults) on behalf of the City.*" Although the State of Alaska owns the South Channel Bridge we maintain the bridge and have excess conduit in this location. The bridge was also part of the council discussion when Staff presented this item to City Council.

I have also received a specific question regarding GCI doing work outside of the ROW near the City dock. The City Engineer provided the following information. *This work was approved through a request process that GCI initiated with the City back in January. The City had agreed that if GCI would like to change the*

alignment from what was proposed in the permit drawings that they would submit a request to the City which would then be reviewed for approval. In this specific instance, GCI requested that they trench on City property at UMC to avoid having to trenching through approximately 600 feet of Ballyhoo Road asphalt. There was not enough room between the edge of pavement and the existing security fence to trench in gravel through this stretch. In addition, Matson had requested service drops in two locations within City property at the UMC which would require trenching in this location regardless. For these reasons the proposed alignment change was seen as advantageous to the City and thus approved.

**FEDERAL APPROPRIATIONS:** I have fielded several questions from Senator Murkowski's office as they work through the appropriations process. There were several follow up questions about the Solid Waste Gasifier, so hopefully that picks up some traction. It also sounds like the Corp's Entrance Channel Dredging project is progressing nicely. The Cruise Ship Terminal did not move forward this time, which is not a surprise based on what I was hearing from our lobbyists.

**COVID-19 UPDATE:** Updates on cases and vaccinations have decreased with a significant percentage of Unalaska residents fully vaccinated and known clinic tested local cases at or near zero for some time. We have not been notified by IFHS Clinic of any positive test results. The increased use of at home test kits create the reality that there may be local cases which have not been reported. Local information can be found on the City's COVID-19 Data Hub at <https://covid19-response-unalaska.hub.arcgis.com/>. This was last updated on April 8, 2022. Aleutian West Census Area information can be found on the Alaska DHSS Coronavirus Response Hub at <https://alaska-coronavirus-vaccine-outreach-alaska-dhss.hub.arcgis.com/>.

**PORTS BUDGET:** Ports will be putting one last budget amendment forward later this fiscal year, likely at the May 24<sup>th</sup> meeting. Year to date, the cost of fuel has driven Port electricity costs to exceed the electrical budgets in the harbors by \$240,000. Ports has shifted expenses within their overall budget to keep business moving, but plan to amend the budget to include the overages and end the fiscal year without exceeding the overall budget. Harbors are full and electrical use is up, the pass through charges for electricity vessel owners will offset those expenses in revenue.

**DIRECTIVES TO THE CITY MANAGER:** Listed below are three directives in process.

- **City Manager Recruitment (March 22, 2022). Progressing.** Management was directed to proceed with City Manager recruitment, begin looking for an executive search firm and provide a draft job description to Council.
  - March 23 - Draft job description was emailed to Council for review.
  - April 4 - RFP for executive search services was posted. One firm responded, Government Professional Solutions. Another executive search firm contacted The Assistant City Manager to explain that they were too swamped with work to submit a proposal and could not take on more work. Due to the limited response to the RFP, this may be the same for others search firms.
  - April 7 - Council met in executive session to further discuss recruitment of an interim City Manager and a permanent City Manager. A resolution authorizing the Mayor to sign an agreement to hire Chris Hladick as interim City Manager is included in the packet for Council's consideration this evening.
  - April 11 - the City Manager position was posted. The Assistant City Manager reports that as of May 5, 2022, six applications have been received.
- **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." We will use this report to not only objectively define the benefit, but also define the project phases and scope for those phases. This has allowed for a deeper dive into updated construction cost estimates, a rerun of the Cost Benefit model, and an

adjustment to the findings. A draft was presented before Council at the March 8, 2022 Council Meeting. The refined information has proven to be very beneficial and directly applicable to our project phasing as well as CAPSIS and CMMP requests as it clearly indicates the most cost effective approach. Furthermore, the analysis and findings are already serving us as we seek other funding opportunities. HDR assisted the City with the RAISE grant application that was submitted on April 14. HDR is actively working on a grant application to the Denali Commission as well as the RURAL grant opportunity. While mainly applicable to roadway improvements, the draft Cost Benefit Analysis has been used to support each of these grant opportunities. Council requested a deeper evaluation of utilities within the Cost Benefit Analysis. This deeper evaluation is presently underway with an anticipated completion date in early June.

- **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 already 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.

To comply with the directive, below is an overview of related activities over the past several months:

- Optimera Lease
  - November 26, 2021 – Planning emailed draft lease to Optimera for tower space on Haystack
  - December 2, 2021 – Planning emailed Optimera to confirm they received the lease. Optimera responded affirmative.
  - December 27, 2021 – Optimera returned a draft lease with proposed edits
  - January 20, 2022 – Discussed Optimera’s proposed lease / City response with City Attorney
  - January 24, 2022 – Discussed City position on Optimera draft with Optimera attorney
  - January 27, 2022 – Discussed draft with City Attorney
  - January 28, 2022 – Emailed new draft to Optimera
  - February 17, 2022 – Optimera accepted lease
  - March 8, 2022 – Resolution 2022-08, Council approved 20-year lease with Optimera.
  - April 27, 2022 – Planning received signed contract from Optimera
  - May 2, 2022 – City Manager Signed lease.
  - May 6, 2022 – Planning sends executed lease to Aleutian Records Office.
- Staff will be looking at renegotiating the existing TelAlaska lease on Haystack, which currently leases a significant portion of the property on Haystack. TelAlaska will be seeking permission to build a new tower on Haystack in 2022 so we will be discussing the situation as we lead up to their application, which is not scheduled. No further communication to report.

CITY OF UNALASKA  
UNALASKA, ALASKA

ORDINANCE NO. 2022-06

CREATING BUDGET AMENDMENT #4 TO THE FISCAL YEAR 2022 BUDGET, RECOGNIZING ARPA GRANT REVENUE OF \$897,566.36, INCREASING THE ARPA EXPENDITURES BUDGET BY \$97,566.36 AND THE WATER CAPITAL PROJECT BUDGET BY \$800,000; INCREASING THE GENERAL FUND OPERATING BUDGET BY \$50,539; INCREASING THE ELECTRIC OPERATING BUDGET BY \$1,100,000; AND DECREASING THE BUDGET FOR THE MAKUSHIN GEOTHERMAL PROJECT BY \$1,850,000;

BE IT ENACTED BY THE UNALASKA CITY COUNCIL

Section 1. Classification: This is a non-code ordinance.  
Section 2. Effective Date: This ordinance becomes effective upon adoption.  
Section 3. Content: The City of Unalaska FY22 Budget is amended as follows:

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

**Amendment No. 4 to Ordinance #2021-07**

	Current	Requested	Revised
<b>I. OPERATING BUDGETS</b>			
<b>A. General Fund</b>			
Sources:			
Appropriated Fund Balance	\$ 5,845,265	\$ 50,539	\$ 5,895,804
Uses:			
City Clerk Computer Equipment	\$ -	\$ 5,539	\$ 5,539
Facilities Maintenance R&M	\$ 123,850	\$ 45,000	\$ 168,850
<b>B. Proprietary Funds</b>			
Electric Fund			
Sources:			
Budgeted Use of Unrestricted Net Position	\$ 7,577,717	\$ 1,100,000	\$ 8,677,717
Uses:			
Generator Fuel	\$ 9,000,000	\$ 1,100,000	\$ 10,100,000
<b>C. Special Revenue Funds</b>			
ARPA Fund			
Sources			
Federal Operating Grant	\$ 1,069,850.42	\$ 97,566.36	\$ 1,167,416.78
Uses			
Other Professional Services	\$ 95,534.28	\$ 97,566.36	\$ 193,100.64
<b>II. CAPITAL BUDGETS</b>			
<b>A. Public Utilities - Project Budgets</b>			
Electric Projects - Makushin Geothermal			
Sources			
Contributions & Donations - Private Sources	\$ 2,000,000	\$ (1,850,000)	\$ 150,000
Uses			
Makushin Geothermal Project	\$ 3,325,000	\$ (1,850,000)	\$ 1,475,000
Water Projects - NPF Water Line			
Sources			
Federal Capital Grant	\$ -	\$ 800,000	\$ 800,000
Uses			
NPF Water Line Project	\$ -	\$ 800,000	\$ 800,000

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE UNALASKA CITY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_ 2022.

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

ATTEST:

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

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Jim Sharpe, Interim Finance Director  
Through: JR Pearson, Acting City Manager  
Date: April 26, 2022  
Re: Creating budget amendment #4 to the fiscal year 2022 budget; recognizing ARPA grant revenue of \$897,566.36, increasing the ARPA expenditures budget by \$97,566.36 and the Water Capital Projects Budget by \$800,000; increasing the general fund operating budget by \$50,539, increasing the electric operating budget by \$1,100,000; and decreasing the budget for the Makushin Geothermal Project by \$1,850,000.

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**SUMMARY:** This budget amendment will recognize \$897,566.36 in ARPA grant revenue, increase ARPA expenditures by \$97,556.36 and the Water Capital Projects Budget by \$800,000, appropriate \$50,539 from the General Fund for the purchase of a Vote Tabulator and install a new Fire Alarm System at the Burma Road Chapel, appropriate \$1,100,000 from the Electric Utility Fund's Net Position, and decrease the Makushin Geothermal Project by \$1,850,000.

### **PREVIOUS COUNCIL ACTION:**

On May 25, 2021, City Council adopted the Fiscal Year 2022 Operating and Capital budget through Ordinance 2021-07; this is the third amendment.

On August 10, 2021, City Council approved Ordinance 2021-15 creating Budget Amendment #1 recognizing \$1,069,850 of ARPA revenue and expenditures in the Coronavirus Relief Fund

On November 9, 2021, City Council approved Ordinance 2021-16 creating Budget Amendment #2 recognizing \$2,000,000 of private contributions from OCCP and appropriating \$2,000,000 in the Makushin Geothermal Project.

### **BACKGROUND:**

#### **ARPA Funding**

On March 11, 2021, Congress passed the federal act known as the American Rescue Plan Act of 2021 (Rescue Act). The Act is a \$1.9 trillion coronavirus rescue package designed to facilitate the United States' recovery from the devastating economic and health effects of the COVID-19 pandemic. A portion of the package (\$350,000,000,000) is to be distributed to cities, states tribal governments and U.S. Territories.

Communities receiving these payments will be required to certify compliance with federal guidance regarding expenditures of Rescue Act funds. Communities will be required to reimburse the State for any misspent funds.

The City received notification of additional ARPA funding (\$894,688.44) labeled as Coronavirus Local Fiscal Recovery Fund (CLFRF), and the first tranche of funding, in November 2021. The second tranche will be received at approximately the same time in 2022. The delay in receiving the second tranche does not prohibit the City from committing the entire amount through a spending plan, but will not be reimbursed until the second tranche has been received. In February 2022, the City was notified that it would receive \$2,877,92 in redistributed CLFRF funds; the first tranche in the amount of \$1,436.96 was received March 2, 2022. The second tranche will be received at approximately the same time in 2023.

### **Vote Tabulator**

The State of Alaska Division of Elections (DOE) notified the City that the DOE will no longer loan an electronic vote tabulator to the City for use in local elections. The loan of a vote tabulator from DOE has been a long-standing practice. Unfortunately, notification from the DOE came midway through the fiscal year, so funding is not available in the City Clerk's FY22 budget, necessitating this budget amendment request. The City Clerk recommends purchasing the tabulator before the end of the current fiscal year as the product is presently available from the supplier and to avoid shipping and timing issues. Purchasing before the end of the current fiscal year will also allow adequate time for shipping, testing and training.

### **Burma Road Chapel Fire Alarm System**

The Burma Road Chapel has undergone many transformations during its life as a City of Unalaska Facility. Currently, it is the temporary home of the Unalaska Public Library while that facility is undergoing a renovation project. Because the facility will host more patrons, and because the existing fire alarm system was obsolete and malfunctioning, Staff requested and received approval to sole source an upgrade to the system to C&T Fire Protection for \$45,532.06, paid out of the Operating Budget of the Facilities Maintenance Division of DPW. This Budget Amendment request seeks to recoup that expenditure.

### **Electric Fund - Fuel**

Each budgeting cycle, staff estimates both power sales revenue and fuel expenses. Diesel fuel pricing was quite volatile due to world-wide fluctuating demand brought on by the pandemic. On February 2, 2021, the price of diesel was \$1.83 per gallon, up substantially from \$1.12 in May of 2020. Based on oil pricing projections from the Energy Information Administration (EIA), staff estimated an average diesel price of \$2.25 per gallon for FY22, and power sales of 40 million kWh.

### **Makushin Geothermal Project**

The Power Purchase Agreement states the following: "Purchaser shall commission an engineering study to determine reliability upgrades required for the City Distribution



System to accept Energy from the Facility. The first two million dollars (\$2,000,000) in cost, for the engineering study and resulting reliability upgrades to the City Distribution System identified in the Interconnection/Integration Plan will be borne solely by the seller. The next ten million dollars (\$10,000,000) in cost for reliability upgrades identified in the Interconnection/Integration Plan, will be shared equally by Purchaser and Seller .....

**DISCUSSION:**

**ARPA Funding**

This amendment to the FY22 budget will create a budget for the Coronavirus Relief special revenue fund in the amount of \$97,556.36 to be used for remaining COVID-19 related expenditures and to wrap up certain projects that were initially funded by CARES.

The remaining amount of this ARPA funding (\$800,000) will be used to partially fund a Waterline project as part of the larger Captains Bay Road Project. City Council has designated the Captains Bay Road Paving and Utility Improvements project as the number one funding priority, and staff have sought multiple ways to accomplish this large, multifaceted endeavor. Staff are also seeking additional grant funding, but are prepared to fund the balance of the project from Water Proprietary Unrestricted Retained Earnings if necessary.

**Vote Tabulator**

The Clerk’s Department administers elections, and we have utilized an electronic vote tabulator borrowed from the DOE for many years. The use of a vote tabulator provides increased speed and accuracy in counting ballots and determining the outcome of races and ballot initiatives. Use of an electronic vote tabulator also increases confidence in election results by removing much of the human error element. There were 481 ballots cast on Election Day 2021, for 3 council seats, 3 school board seats and 3 ballot initiatives. It would have taken many hours to count and reconcile the ballots for 6 races and 3 ballot initiatives without the use of an electronic tabulator. Hand counting ballots after a 12-hour day of voting is not ideal. The budget amendment request will pay for a vote tabulator, necessary accessories, memory cards, software license, warranty and shipping:

Tabulator & Accessories	\$4,676
Annual License and Warranty	\$363
<u>Shipping (estimate)</u>	<u>\$500</u>
Total Request	\$5,539

**Burma Road Chapel Fire Alarm System**

Since January 2022, the Fire Alarm System at the Burma Road Chapel has malfunctioned and called out the Fire Department unnecessarily at an average of just over once a week. This critical waste of resources prompted DPW to engage C&T Fire Protection to replace the Fire Alarm System ASAP, and the work was performed in February. The effect on the

Facilities Maintenance Budget was large and unexpected, and Staff is requesting those funds expended be replaced so the level of service is not diminished or work deferred to FY23. Facilities maintained by this Division include City Hall, PCR, Public Safety, and the DPW/DPU Facility, so the impact to the budget is significant and far reaching.

**Electric Fund - Fuel**

Three-quarters through the fiscal year, staff now estimates the Powerhouse will require approximately 750,000 gallons of diesel at an average cost of \$4.15 to finish the fiscal year. The Cost of Power Adjustment (COPA) charge on customer utility bills recoups most of the generator fuel expense, depositing these funds into the Proprietary Fund Balance. This Budget Amendment Request will move some of these funds back into the Operating Budget of the Power Production Division for cover these increased fuel expenses.

**Makushin Geothermal Project**

The original Memorandum of Agreement specified OCCP’s obligation to make payments to the City for the first two million dollars as follows:

On or before September 1, 2021	\$150,000 (paid)
On or before April 1, 2022	\$350,000
On or before May 1, 2022	\$500,000
On or before June 1, 2022	\$500,000
On or before June 30, 2022	\$500,000

The balance of OCCP’s \$7M obligation was to be paid on or before the first day of each succeeding month based on actual City expenditures.

Amendment No. 1 of the MOA amends the payment schedule as follows:

On or before September 1, 2021	\$150,000
On or before December 20, 2023	\$350,000
On or before April 1, 2024	\$750,000
On or before June 30, 2024	\$750,000

The balance of OCCP’s \$7M obligation is to be paid on or before the first day of each succeeding month based on actual City expenditures.

This amended payment schedule necessitates removal of OCCP Contributions and Donations in the FY22 and FY23 Capital Budget as seen below:

<i>Makushin Geothermal</i>					
			<u>Current</u>	<u>Requested</u>	<u>Revised</u>
Contributions & Donations - Private Srcs	50115047-47400-EL22B		2,000,000.00	(1,850,000.00)	150,000.00
Other Professional Svcs	50125053-53300-EL22B		615,000.00	(400,000.00)	215,000.00
Construction Services	50125053-54500-EL22B		1,000,000.00	0.00	1,000,000.00
General Supplies	50125053-56100-EL22B		1,710,000.00	(1,450,000.00)	260,000.00

## **ALTERNATIVES:**

The powerhouse Operating Budget must be able to purchase fuel; staff sees no other acceptable alternative to this Budget Amendment request. The increased fuel expenses will be recovered through COPA, offsetting the additional cost.

The non-project related ARPA funding portion of the budget amendment is designed to cover costs that have largely already been incurred or will be incurred in the next 30 to 60 days. Lack of approval would cause these items to be paid for out of the General Fund budget.

The City's agreement with OCCP/Chena is the driving factor with respect to the reduction in the Makushin Geothermal Project. This request follows the terms of the revised agreement.

City Council can choose to approve, alter or not approve the remaining segments of the budget amendment.

## **FINANCIAL IMPLICATIONS:**

### **ARPA Funding**

Recognizes grant revenue and appropriates \$897,566.36 for use in the Coronavirus Relief Fund and the Westward to North Pacific Fuel Water Line Capital Project (WA22D).

Funding for this Budget Amendment Request will come from the General Fund and be placed into the Repair & Maintenance line item of the Facilities Maintenance Operating Budget.

### **Vote Tabulator**

This Budget Amendment will appropriate \$5,539 of General Fund fund balance for the purchase of the vote tabulator.

### **Burma Road Chapel Fire Alarm System**

Funding for this Budget Amendment Request will come from the General Fund and be placed into the Repair & Maintenance line item of the Facilities Maintenance Operating Budget.

### **Electric Fund**

This Budget Amendment will appropriate \$1,100,000 of Electric Proprietary Fund Net Position into the Operating Budget of the Power Production Division.

### **Makushin Geothermal Project**

City Staff will work to slow down planned distribution upgrades to stay within budgeted City-only contributions until OCCP is able to assist with the project funding in late 2023.

**LEGAL:** None

**STAFF RECOMMENDATION:** Staff recommends approval

**PROPOSED MOTION:** I move to adopt Ordinance 2022-06 and schedule it for second reading and public hearing on May 10, 2022.

**CITY MANAGER COMMENTS:** I support staff's recommendation.

**ATTACHMENTS:** Summary of Budget Amendment and Schedule of Proposed Accounts

**City of Unalaska**  
**Summary of Budget Amendment and Schedule of Proposed Accounts**  
**FY22 Budget Amendment 4**

- 1) General Fund - Operating Budget  
 Add \$50,539 to Appropriated Fund Balance  
 Add \$5,539 to Clerk's computer equipment for vote tabulator  
 Add \$45,000 Facilities Maintenance for fire alarm system at the Burma Road Chapel
- 2) Electric Fund - Operating Budget  
 Add \$1,100,000 to Budgeted Use of Unrestricted Net Position  
 Add \$1,100,000 to Generator Fuel - Diesel
- 3) ARPA Special Revenue Fund Budget  
 Add \$97,566.36 to Federal Operating Grant Revenue  
 Add \$97,566.36 to Other Professional Services for cleaning services at isolation facility
- 4) Electric Fund Capital Projects Budgets - Makushin Geothermal  
 Reduce Contributions from Private Sources and budgeted project costs each by \$1,850,000 to reflect amendment to OCCP agreement
- 5) Water Fund Capital Projects Budgets - NPF Water Line  
 Add \$800,000 to Federal Capital Grants and to budgeted project costs to assign ARPA grant funds to NPF Water Line Project

	Org	Object	Project	Current	Requested	Revised
<b>1) <u>General Fund - Operating Budget</u></b>						
<b>Sources:</b>						
Appropriated Fund Balance	01010049	49900		\$ 5,845,264.92	\$ 50,539.00	\$ 5,895,803.92
<b>Uses:</b>						
<i>City Clerk</i>						
Computer Hardware/Software	01020552	56150		\$ -	\$ 5,539.00	\$ 5,539.00
<i>DPW - Facilities Maintenance</i>						
Repair/Maintenance Services	01022952	54300		\$ 123,850.00	\$ 45,000.00	\$ 168,850.00
<b>2) <u>Electric Fund - Operating Budget</u></b>						
<b>Sources:</b>						
Budgeted Use of Unrestricted Net Position	50015049	49910		\$ 7,577,717.00	\$ 1,100,000.00	\$ 8,677,717.00
<b>Uses:</b>						
Generator Fuel - Diesel	50024152	56500		\$ 9,000,000.00	\$ 1,100,000.00	\$ 10,100,000.00
<b>3) <u>ARPA Special Revenue Fund</u></b>						
<b>Sources:</b>						
Misc Federal Operating Grant	130A2041	42149		\$ 1,069,850.42	\$ 97,566.36	\$ 1,167,416.78
<b>Uses:</b>						
Other Professional Services	130A2052	53300		\$ 95,534.28	\$ 97,566.36	\$ 193,100.64
<b>4) <u>Electric Fund - Capital Project Budgets</u></b>						
<b>Sources:</b>						
<i>Makushin Geothermal</i>						
Contributions & Donations - Private Srcs	50115047	47400	EL22B	\$ 2,000,000.00	\$ (1,850,000.00)	\$ 150,000.00
<b>Uses:</b>						
<i>Makushin Geothermal</i>						
Other Professional Services	50125053	53300	EL22B	\$ 615,000.00	\$ (400,000.00)	\$ 215,000.00
General Supplies	50125053	56100	EL22B	\$ 1,710,000.00	\$ (1,450,000.00)	\$ 260,000.00

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2022-19

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BDO, LLP FOR THE FY 2022 TO FY 2024 AUDIT SERVICES.

WHEREAS, Unalaska City Code Section 6.04.050 states “Audit of City Accounts. Prior to the end of each fiscal year the Council shall designate certified public accountants who should have no personal interest, direct or indirect, in the fiscal affairs of the municipality, who as of the end of the fiscal year, shall make an independent audit of all of the accounts and other evidences of financial transactions...” and

WHEREAS, request for proposals were solicited and submitted for auditing services for fiscal years 2022 to 2022; and

WHEREAS, the City received proposals from two certified public accounting firms and determined that BDO, LLP was the most qualified respondent; and

WHEREAS, staff and the selected accounting firm have discussed the City’s needs and reached an agreement on audit terms;

NOW THEREFORE BE IT RESOLVED that the City Unalaska City Council designates BDO, LLP as the certified public accounting firm to perform the City’s annual audit for fiscal years 2022 through 2024, and authorized the City Manager to enter into an agreement with BDO, LLP for said audit services.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on May 10, 2022.

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Vincent M. Tutiakoff, Sr.  
Mayor

ATTEST:

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Marjie Veeder, CMC  
City Clerk

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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Jim Sharpe, Interim Finance Director  
Through: Erin Reinders, City Manager  
Date: May 10, 2022  
Re: RESOLUTION 2022-19 – Authorizing the City Manager to enter into an agreement with BDO LLP for the FY 2022 to FY 2024 audit services

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**SUMMARY:** In January 2022, the City let out an RFP that yielded two respondents. Based on a review and evaluation of the two proposals it was determined that BDO LLP was the most qualified to provide audit services to the City for the next three fiscal years.

**PREVIOUS COUNCIL ACTION:** N/A

**BACKGROUND:** The City used the same auditors (KPMG) for more than 10 years, but were informed in late 2021 that that KPMG would no longer be able to provide those services to the City.

**DISCUSSION:** The City let out an RFP on January 31, 2022 and received 2 proposals. A committee of staff evaluated each proposal and collectively determined that BDO, LLP was the most qualified respondent.

Staff has worked with outside counsel and BDO to negotiate a satisfactory Professional Services Agreement (PSA) between the City and BDO. In addition to the PSA, BDO is required by professional standards to have the City sign an annual engagement letter. This request would authorize the City Manager to sign both agreements.

**ALTERNATIVES:** Council can approve the resolution as presented, direct staff to accept the other offer or require that the City issue another RFP. If a new RFP is required, the City's audit could be sufficiently delayed placing state and federal submission deadlines in jeopardy.

**FINANCIAL IMPLICATIONS:** Annual audit costs are estimated as follows:

FY 2022 – \$97,000 plus travel costs  
FY 2023 – \$103,900 plus travel costs  
FY 2024 – \$109,000 plus travel costs

**LEGAL:** N/A

**STAFF RECOMMENDATION:** Staff recommends approval.

**PROPOSED MOTION:** I move to approve Resolution 2022-19

**CITY MANAGER COMMENTS:** I support Staff's recommendation.

**ATTACHMENTS:** Proposed Professional Services Agreement



## **AGREEMENT FOR PROFESSIONAL SERVICES**

This agreement is made and entered into by and between the City of Unalaska "City" and BDO USA, LLP "Auditor" in consideration of the mutual promises contained herein.

### **Term of Agreement**

The term of the agreement will cover the three fiscal years ending June 30, 2022, June 30, 2023, and June 30, 2024. The contract may be renewed on a year-to-year basis for two additional years. The renewals will be by mutual agreement, confirmed in writing and approved by the City Council. The maximum length of the contract is five (5) years.

### **Scope of Services**

The Auditor shall perform the following services, as applicable, for each fiscal year under the contract.

- Financial statement audit, including Annual Comprehensive Financial Report (ACFR)
- Single audit reports, including Federal and State of Alaska
- Assistance with preparation of ACFR to meet GFOA Certificate of Excellence in Financial Reporting requirements
- Assistance with recording of GASB 68 and GASB 75 adjustments

The Auditor's Engagement Letters, the first of which is attached as Exhibit A hereto and those issued for future year's audits, form part of this Agreement and describe the specific scope of services and professional standards applicable to each year subject to audit.

### **Timelines and Presentation of Work Product**

An exit conference will be held on the last day of field work with the finance director, city manager and assistant city manager. The purpose of this meeting will be to summarize the results of fieldwork and review significant findings.

The appropriate financial reports and management letter should be presented to the City Council early in the calendar year following the fiscal year end. A senior member of the audit team (partner, senior manager or manager) should lead the presentation to City Council.

### **Compensation of Auditor**

The City shall pay the Auditor no more than is detailed for each fiscal year as outlined in the applicable engagement letter, unless additional services are requested by the City. The specified fees are based on the City's books and records being ready for audit (having account balances reconciled and adjusted for June 30), and the client-prepared items as previously discussed and mutually agreeable. The audit fees are based on the key accounting personnel of the City being available during the course of the audit.

Should any of these conditions change and the scope of the audit or the assistance being provided change, a fee adjustment may be necessary. Any such fee adjustment relating to a change in scope of audit or accounting assistance must be agreed to in writing and signed by the City and the Auditor before performing any additional work. Additional work resulting from

changed conditions will be charged at the following rates:

Partner	\$350
Senior Manager	\$275
Manager	\$200
Senior Staff	\$165-\$185
Staff	\$110-\$145
Office/clerical	\$65-\$80

If the City should request services other than audit related or accounting assistance, they must be agreed to in writing and signed by the City and the Auditor before performing any work. Additional services agreed upon will be charged at the rates above.

At the conclusion of each phase of work for which payment is due, the Auditor shall present a bill to the Finance Department describing the work for which it seeks payment and documenting expenses and fees to the satisfaction of the Finance Department. Any reimbursable costs will be supported by receipts, as appropriate. Amounts due shall be paid by City no later than thirty (30) days from receipt of a properly documented invoice.

The City shall in addition to the monetary compensation agreed to, provide the Auditor with office space, materials and photocopying during the time the Auditor is onsite conducting fieldwork.

This contract is subject to the availability of funds lawfully appropriated for its performance.

The City may deduct from the amount of any payment made to Auditor any sums owed to City by Auditor including, but not limited to, past due sales tax, port and harbor fees, property tax or rent. Before making any such deduction the City shall have provided Auditor written notice of the amount claimed by City to be due and owing from Auditor.

### **Termination of Auditor's Services**

The Auditor's Services may be Terminated:

- By mutual consent
- For the convenience of the City, provided that the City notifies the Auditor in writing of its intent to terminate under this paragraph at least ten (10) days prior to the effective date of the termination.
- For cause, by either party where the other party fails in any material way to perform its obligations under this contract. Termination under this subsection is subject to the condition that the terminating party notifies the other party of its intent to terminate, stating with reasonable specificity the grounds therefore, and the other party fails to cure the default within thirty (30) days after receiving the notice.
- Upon reasonable notice to the City, Auditor may terminate this Agreement if Auditor reasonably determines that it is unable to perform the services described in this Agreement in accordance with applicable professional standards, laws, or regulations due to circumstances beyond the auditor's control.

### **Duties Upon Termination**

If the Auditor's services are terminated (i) by the City, other than for cause or (ii) by the Auditor as a result of the City's acts or omissions, the City shall pay the Auditor for the reasonable value of the services and actual costs reasonably incurred in performing before termination. Payment under this subsection shall not exceed the total compensation as stated in the engagement letter. All reports and letters delivered by the Auditor to the City become the property of the City. The Auditor's work papers remain the exclusive property of the Auditor provided, however, that Auditor shall, upon execution of an access letter, provide City reasonable access to Auditor's work papers to the extent necessary to review or complete any municipal audit.

If the Auditor receives payment exceeding the amount to which it is entitled, they shall remit the excess to the City within thirty (30) days of either receiving notice to do so or discovering the overpayment.

The Auditor shall not be entitled to compensation under this section until the Auditor has delivered to the City of Unalaska Finance Department all documents, records, materials and equipment owned by the City, related to this contract and requested by the City Manager or the Finance Director, except such items that have been incorporated into the Auditor's work papers.

If the Auditor's services are terminated, for whatever reason, the Auditor shall not claim any compensation under this contract, other than that allowed under this section.

**Independent Contractor Status.** In performing under this Agreement, Auditor acts as an independent contractor and shall have responsibility for and control over the details and means for performing the services required hereunder.

### **Assignment**

Auditor shall not assign this Agreement or any of the monies due or to become due hereunder without the prior written consent of City.

### **Compliance with Applicable Laws**

Auditor shall, in the performance of this Agreement, comply with all federal, state and local statutes, ordinances, orders, rules, regulations and AICPA standards applicable to its performance hereunder, including, without limitation, all such legal provisions pertaining to social security, income tax withholding, medical aid, industrial insurance, worker's compensation, and other employee benefit laws. Auditor also agrees to comply with all contract provisions pertaining to grant or other funding assistance which City may choose to utilize to perform work under this Agreement, provided that City shall give Auditor advance written notice of such provisions and the parties agree to use reasonable efforts to resolve any inability of Auditor to comply with such provisions; in the event the parties are unable to resolve such compliance issues, the agreement may be terminated by either party and such termination shall be deemed a termination for convenience.

### **Venue and Applicable Law**

The venue of any legal action between the parties arising as a result of this Agreement shall first be the United States District Court for the District of Alaska, when any dispute, controversy, or

claim arising out of, relating to, or resulting from the deliverables and/or the performance or breach of this Agreement, excluding claims for non-monetary or equitable relief (collectively, the "Dispute") satisfies the jurisdictional requirements necessary for that court to exercise jurisdiction. When the Dispute does not satisfy the jurisdictional requirements for the Dispute to be filed in the United States District Court for the District of Alaska, venue shall be laid in the Third Judicial District of the Superior Court of the State of Alaska, at Unalaska, Alaska unless a non-waivable federal or state law requires otherwise. This Agreement shall be interpreted in accordance with the laws of the State of Alaska. EACH PARTY HERETO IRREVOCABLY WAIVES, TO THE FULL EXTENT PERMITTED BY LAW, ALL RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT OR ANY OF THE TRANSACTIONS CONTEMPLATED HEREBY OR THEREBY.

### **Amendment**

This contract shall only be amended, modified or changed in writing, executed by authorized representatives of the parties, with the same formality as this contract was executed and such document shall be attached to this contract as an appendix. Any attempt to amend, modify or change this contract by an unauthorized means shall be void.

### **Severability**

Any provision of this contract decreed invalid by a court of competent jurisdiction shall not invalidate the remaining portion of the contract.

### **Integration**

This instrument, the accompanying engagement letters and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those stated herein: and this contract shall supersede all previous communications representations, or agreements, either oral or written, between the parties hereto.

### **Liability**

The Auditor shall indemnify, defend, save and hold the City harmless from any claims, lawsuit or liability, including attorney's fees and costs, from third parties for physical damage to real property or personal injury (including death) as a result of the Auditor's negligent performance under this contract. Auditor has no obligation to indemnify the City from any claims resulting from the acts or omissions of the City; and in no event would any indemnification provided under this section be *affected* by the Auditor if doing so would violate the AICPA or other independence obligations. Because of the importance of management of the City's representations to the effective performance of the audit, the City agrees to indemnify and release the Auditor and its personnel from any loss, damage or injury relating to the Auditor's performance under this agreement attributable to any misrepresentations in the engagement letter referred to above.

Except to the extent finally determined to have resulted from the fraud or intentional misconduct of any member of the Auditor Group, the Auditor Group's liability to the City for any claims arising under this Agreement shall not exceed the aggregate amount of fees paid by the City to BDO during the 12 months preceding the date of the claim for the services giving rise to the claim,

regardless of whether such liability arises in contract, statute, tort (including the negligence of any member of the Auditor Group), or otherwise.

### **Inspection of Records**

The Auditor shall, during normal business hours, upon reasonable notice, and as often as the City reasonably deems necessary, make available to the City for examination all of its timekeeping and expense records directly related to this engagement, except for such records considered proprietary or containing trade secrets, with respect to all matters covered by this contract for a period ending five (5) years after the date the Auditor is to complete performance in accordance with the special provisions

Pursuant to *Government Auditing Standards*, and Alaska law the Auditor may be legally required to make certain records available to regulatory agencies upon request for their reviews of audit quality and use by their auditors or available to the public for inspection and copying as public records under UCO §2.92.050 and AS 40.25.110. Access to the requested records will be provided to the regulators under the supervision of the Auditor's personnel. Access to the requested records will be provided to the public only to the extent specifically required by law. The Auditor, upon request, may provide photocopies of records to regulatory agencies. The regulatory agencies may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies.

In addition, the firm shall respond in accordance with professional standards to the inquiries of successor auditors and allow successor auditors to review working papers relating to matters of accounting significance.

### **Nondiscrimination**

The certified public accounting firm will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, or marital status or mental or physical handicap.

The certified public accounting firm shall state, in all solicitations for employees to work on contract jobs in connection with this Agreement, that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, mental or physical handicap.

### **Permits, Laws and Taxes**

The certified public accounting firm shall acquire and maintain in good standing all permits, licenses and other entitlements necessary to its performance under this contract. All actions taken by the certified public accounting firm under this contract shall comply with all statutes, ordinances, rules and regulations applicable to Auditor's performance under this Agreement. The certified public accounting firm shall pay all taxes pertaining to its performance under this contract.

### **Required Insurance**

The Auditor shall carry and maintain throughout the life of this contract, at its own expense, insurance not less than the amounts and coverage herein specified, and the City of Unalaska, its

employees and agents shall be named as additional insured under the Commercial General Liability and Commercial Automobile Liability insurance coverage so specified and where allowed, with respect to the performance of the work. Under the Commercial General Liability and Commercial Automobile Liability policies, there shall be no right of subrogation against the City or its agents performing work in connection with the work, and this waiver of subrogation shall be endorsed upon such policies. Insurance shall be placed with companies reasonably acceptable to the City of Unalaska; and these policies providing coverage thereunder shall contain provisions that no cancellation or material changes in the policy relative to this project shall become effective except upon 30 days prior written notice thereof to the City of Unalaska.

Prior to commencement of the work, the Auditor shall furnish Certificates of Insurance on a standard Acord insurance form to the City of Unalaska evidencing that the Insurance policy provisions required hereunder are in force. Acceptance by the City of Unalaska of deficient evidence does not constitute a waiver of contract requirements. The minimum coverages and limits required are as follows:

Workers' Compensation insurance in accordance with the statutory coverages required by the State of Alaska and Employer's Liability insurance with limits not less than \$1,000,000.

Commercial General Liability with limits not less than \$1,000,000 per Occurrence and \$1,000,000 Aggregate for Bodily Injury and Property Damage, including coverage for Premises and Operations Liability, Products and Completed Operations Liability, Contractual Liability, Broad Form Property Damage Liability and Personal Injury Liability.

Commercial Automobile Liability on all owned, non-owned, hired and rented vehicles with limits of liability of not less than \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage per each accident or loss.

Professional Liability insurance with limits of not less than \$1,000,000 per claim and \$1,000,000 aggregate.

If the Auditor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverages for the higher limits maintained by the Auditor.

All insurance policies as described above other than the professional liability policy is required to be written on an "occurrence" basis. In the event occurrence coverage is not available, the Auditor agrees to maintain "claims made" coverage for a minimum of two years after project completion.

### **Nonwaiver**

The failure of either party to enforce a provision of this contract shall in no way constitute a waiver of the provision, nor in any way affect the validity of this contract or any part hereof, or the right of such party thereafter to enforce any and every provision hereof.

### **Notice**

All notices shall be deemed delivered by personal delivery, or by depositing in the regular United States

Mail, postage prepaid to the following addresses:

To City:

James D. Sharpe  
Interim Finance Director  
City of Unalaska  
P.O. Box 610  
Unalaska, AK 99685

To Auditor:

Joy Merriner  
BDO USA, LLP  
3601 C Street, Suite 600  
Anchorage, AK 99503

IN WITNESS WHEREOF, the parties have executed this contract on the date and at the place shown below:

CITY OF UNALASKA

\_\_\_\_\_

Erin Reinders  
City Manager

Date: \_\_\_\_\_

BDO USA, LLP

\_\_\_\_\_

Date: \_\_\_\_\_

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2022-20

**A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY OF UNALASKA AND CHRIS HLADICK APPOINTING CHRIS HLADICK TO SERVE AS INTERIM CITY MANAGER**

WHEREAS, the City Code of the City of Unalaska empowers the Council of the City to appoint and remove the Manager; and

WHEREAS, the City is in need of the services of an Interim City Manager; and

WHEREAS, the Council of the City of Unalaska desires to retain the services of Chris Hladick as its Interim City Manager upon the terms set forth in the attached agreement; and

WHEREAS, Chris Hladick desires to serve as Interim City Manager of the City of Unalaska upon the terms set forth in the attached agreement;

NOW, THEREFORE, BE IT RESOLVED THAT THE UNALASKA CITY COUNCIL authorizes the Mayor to sign an agreement between the City of Unalaska and Chris Hladick appointing Chris Hladick to serve as Interim City Manager.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE UNALASKA CITY COUNCIL THIS 10<sup>TH</sup> DAY OF MAY 2022.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: JR Pearson, Assistant City Manager  
Through: Erin Reinders, City Manager  
Date: May 10, 2022  
Re: Resolution 2022-20: A RESOLUTION OF THE UNALASKA CITY COUNCIL  
AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY  
OF UNALASKA AND CHRIS HLADICK APPOINTING CHRIS HLADICK TO  
SERVE AS INTERIM CITY MANAGER

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**SUMMARY:** The City Manager's contract is expiring effective May 31, 2022. Former City Manager, Chris Hladick, provided a proposal in the attached agreement to serve as Interim City Manager.

**PREVIOUS COUNCIL ACTION:** City Council issued a directive to the Assistant City Manager to reach out to potential candidate for Interim City Manager and draft an agreement.

**DISCUSSION:** The City Manager's contract is expiring effective May 31, 2022. J. R. Pearson, Assistant City Manager, reached out to former City Manager, Chris Hladick, to determine if he was interested in serving in an interim City Manager capacity. Mr. Hladick expressed interested and provided a proposal in the attached agreement to serve as Interim City Manager.

**ALTERNATIVES:** Council may decide to approve or not to approve the agreement.

**FINANCIAL IMPLICATIONS:** As described in the agreement, \$5,000 per week, personal leave, holiday leave, cellphone, health insurance, retirement benefits, flights to and from Anchorage as needed, per diem when conducting business outside of Anchorage and Unalaska, and housing.

**LEGAL:** None

**STAFF RECOMMENDATION:** Staff will support Council's decision.

**PROPOSED MOTION:** I move to adopt Resolution 2022-20.

**ATTACHMENTS:** Interim City Manager Agreement

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



## AGREEMENT

### INTERIM CITY MANAGER

THIS AGREEMENT is between the City of Unalaska, a municipal corporation of the State of Alaska, acting through its City Council, and Chris Hladick, hereinafter referred to as "Interim City Manager" or "Employee".

WHEREAS, the City Code of the City of Unalaska empowers the Council of the City to appoint and remove the Manager; and

WHEREAS, the City is in need of the services of an Interim City Manager; and

WHEREAS, the Council of the City of Unalaska desires to retain the services of Chris Hladick as its Interim City Manager upon the terms set forth herein; and

WHEREAS, Chris Hladick desires to serve as Interim City Manager of the City of Unalaska upon the terms set forth herein.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

#### Section 1 Appointment.

(a) The City Council of the City of Unalaska, Alaska appoints Chris Hladick as Interim City Manager of the City of Unalaska, subject to terms and conditions set forth herein. Employee is a temporary at-will Employee who serves at the pleasure of the City Council.

(b) Employee shall perform all duties and functions assigned to the Employee by law or ordinance and such other duties and functions as the City Council shall from time to time prescribe including, but not limited to, aiding in the recruitment of a permanent City Manager and providing transitional assistance to the permanent City Manager for up to ten days after the permanent City Manager starts working in Unalaska.

(c) The parties understand and agree the position of Interim City Manager is an

executive position which routinely involves work in excess of eight (8) hours per day and forty (40) hours per week and is intended to be exempt from the overtime compensation provisions of the Fair Labor Standards Act (“FLSA”).

Section 2 Hours of Accessibility.

The Interim City Manager shall make themselves available and be present in the City of Unalaska's city offices at agreed upon times with advance notice. The Interim Manager shall be accessible to the Mayor, City Council Members and City Department Heads via telephone on a 24-hour basis, seven days per week. The Mayor and Interim Manager, if necessary, may mutually agree to flexibility in this schedule to accommodate the needs of both the Interim Manager and the City.

Section 3 Term.

This agreement shall commence (DATE) and shall terminate on the earlier of (DATE) or at such time as a permanent city manager has been on the job in Unalaska for ten days whichever comes first unless earlier terminated in accordance with this Agreement.

Section 4 Consideration.

(a) In consideration of the services to be rendered by the Interim City Manager, the City shall pay the Interim City Manager five thousand dollars (\$5,000.00) per week. This salary shall be paid with the City's regular semi-monthly payroll.

(b) In addition to the compensation in subsection (a) above:

1. Employee will be credited with forty (40) hours of personal leave at the commencement of the term and will accumulate additional personal leave at the rate of 13.5 hours per month while employed as Interim City Manager.

2. Employee will receive compensation for holidays recognized and outlined in the City of Unalaska Personnel Policy, Title III.

3. Employee will be issued a cellular phone which is to be used for the conduct of city business 7 days per week.

4. Employee will be afforded the same travel and per diem privileges as provided to all city Employees and elected officials when conducting business outside of the cities of Anchorage and Unalaska.

5. Employee shall not be entitled to health insurance and retirement benefits as provided to other City employees.

6. Employee is covered under the City's Liability and Workers' Compensation Insurance.

7. City shall provide plane tickets to and from Anchorage as needed.

Section 5 Housing.

The City of Unalaska shall provide Employee with housing when on site.

Section 6 Termination of Agreement.

(a) The City Council may terminate the Employee at any time, for any reason or for no reason, by delivering to the Employee written notice of termination. Said notice is not required to specify any reasons for the termination. City shall be responsible to pay Employee for the balance of the Employee's accrued annual leave as of the date of termination.

(b) Prior to any termination for cause, Employee shall be entitled to a hearing before the Council, at which Employee may be represented by counsel, present and cross-examine witnesses. Upon termination for cause, City shall not be responsible for making any payment of the balance of the Employee's accrued annual leave to the date of termination.

(c) Employee may terminate this Agreement at any time by delivering to the City Clerk a ten (10) day notice of intent to terminate. If Employee terminates this Agreement Employee shall not be entitled to payment for the balance of the Employee's accrued annual leave as of the date of termination.

Section 7 Compliance with Law.

The Interim City Manager shall comply with the provisions of the City Code of the City of Unalaska, formal actions of the City Council, and any other applicable laws.

Section 8 Indemnification.

City shall defend and save harmless Employee from and against losses, damages, liabilities, expenses, claims and demands arising out of any act or omission of Employee while acting within the scope of Employee's duties under this agreement.

Section 9 Entire Agreement.

The text of this Agreement constitutes the entire agreement between the parties. Any representations, statement, promises or understandings not contained herein shall be of no continued force, effect of validity.

Section 10 Severability.

The invalidity in whole or in part of any provision hereof shall not affect the validity of any other provision hereof and this Agreement shall remain in full force except as to such invalid provision.

**PASSED, APPROVED AND ADOPTED** by the Unalaska City Council on the \_\_\_\_ day of \_\_\_\_\_ 2022.

**CITY OF UNALASKA**

**EMPLOYEE**

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

\_\_\_\_\_  
Chris Hladick, dba Chris Hladick Consulting

**ATTEST:**

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