

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2025-04

A RESOLUTION OF THE UNALASKA CITY COUNCIL ADOPTING PRIORITY RANKINGS FOR THE FY26 - FY35 CAPITAL AND MAJOR MAINTENANCE PLAN PROCESS GUIDE

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

WHEREAS, the CMMP Process Guide has eight (8) priority areas that serve as a tool to help City staff review, analyze and assign values to projects based on direction from City Council to effectively address the City's needs; and

WHEREAS, the eight (8) priority areas are: Plans/Comprehensive Plan; Regulatory Compliance; Infrastructure/Public Safety; Quality of Life/Health and Wellness; Impact on Operational Budget; External Funding; Timing/Location; and Innovation; and

WHEREAS, on November 26, 2024 the City Council was invited to individually rank the eight (8) priority areas and submit them to the Planning Department for summary analysis; and

WHEREAS, the Planning Department entered the values into a matrix to produce the priority weights for this year's CMMP Process Guide. In order of priority, they are:

1. Regulatory Compliance, Infrastructure/Public Safety, and Impact on Operational Budget
2. External Funding, Plans/Comprehensive Plan, and Quality of Life/Health and Wellness
3. Timing/Location, and Innovation

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council approves and adopts the above priority rankings for this year's CMMP Process Guide.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on January 14, 2025.


Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:


Alicia Aguilar
Acting City Clerk



MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Cameron Dean, Planning Director
Through: William Homka, City Manager
Date: January 14, 2025
Re: Resolution 2025-04: Adopting priority rankings for the FY26 - FY35 Capital and Major Maintenance Plan Process Guide

SUMMARY: This memorandum supplements the last City Council work session regarding the Capital and Major Maintenance Plan (CMMP) Process Guide, which proposes a schedule of deadlines and meeting dates involving the CMMP and its preparation and adoption. In addition to the schedule, the guide also maintains eight project categories for evaluating and ranking projects according to city priorities, projects that match adopted legislative priorities and projects that are planned well in advance.

PREVIOUS COUNCIL ACTION: City Council reviews the 10-year CMMP annually each winter and typically adopts it in April. In 2020 the Planning Department introduced the ranking exercise to City Council to provide each councilmember the opportunity to weigh each criterion. At the last CMMP worksession, Staff briefed City Council on this year's changes and introduced this year's ranking exercise.

BACKGROUND: Title 6 of the Unalaska City Code requires the City Manager to submit a five-year capital improvement plan and budget of the proposed projects each year in conjunction with the City's operating budget. City Council adopts the CMMP annually to help identify needs and set spending priorities for the coming period. This is the fifth year Unalaska will prepare a 10-year CMMP. All prior plans were only for 5-year periods.

DISCUSSION: Following the November 12 City Council meeting, the Planning Department received ranking sheets from the councilmembers in the attached table. The provided resolution is based on their combined responses.

Additionally, Council adopts legislative priorities annually. Staff also amended the CMMP Process Guide to reflect the work City Council does with identifying said priorities and focus areas. Staff assigns point values of ten (10) to be added to projects which address Federal and State priorities, and five (5) points added to those that address Focus Areas. This inclusion provides deference to City Council's work and better assists Staff with sorting and prioritizing the CMMP projects.

ALTERNATIVES: The worksheet and summary of Council responses are provided to aid discussion. Council may choose to change the priorities in the resolution as it sees fit.

FINANCIAL IMPLICATIONS: None. This is a guide for a planning document.

LEGAL: Not Applicable.

STAFF RECOMMENDATION: Approval of Resolution 2025-04

PROPOSED MOTION: I move to adopt Resolution 2025-04.

CITY MANAGER COMMENTS: I support Staff's recommendation.

ATTACHMENTS: FY26 Priorities Table

Council Ranking Priorities**FY 26-35 CMMP**

Category	Bell	Coleman	Longo	Looby	Mean	Final
Plans/Comprehensive Plan	3	2	2	2	2.3	2
Regulatory Compliance	1	1	3	1	1.5	1
Infrastructure/Public Safety	1	2	1	2	1.5	1
Quality of Life/Health and Wellness	3	2	2	2	2.3	2
Impact on Operational Budget	2	1	1	1	1.3	1
External Funding	2	3	1	1	1.8	2
Timing/Location	1	3	3	3	2.5	3
Innovation	3	1	3	3	2.5	3