

## CITY MANAGER'S REPORT

TO: Mayor Tutiakoff and City Council Members

FROM: William Homka, City Manager

DATE: May 14, 2024

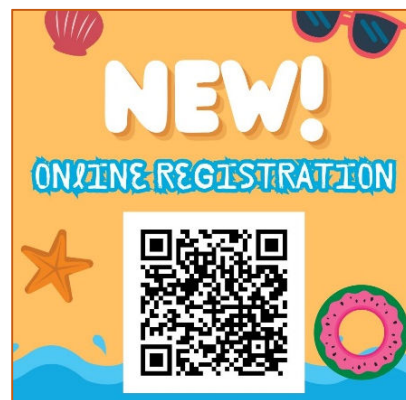
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- **USACE CHANNEL DREDGING PROJECT:** The bidding process has begun for the USACE Entrance Channel Dredging project, with final bids due May 8, 2024. Evaluation for source selection and review will begin May 9 and the initial evaluation is anticipated to be completed May 15. Votes for the selected contractor will be cast on May 16 and the winning bidder will proceed through the next phase of the review process including congressional approval. The target award date is no later than July 29, 2024. The USACE has extended the construction completion date by 425 days, the new completion date is now September 27, 2025. This extension is to allow reasonable time to develop preconstruction plans and mobilize equipment to Alaska during optimum weather months. This was at the request of the bidders and granted by the USACE. The USACE Project Manager stated that he is confident the bid process is competitive.
- **PROPERTY TAX:** There will be no Board of Equalization meeting this year as the two appeals received were settled to the satisfaction of the taxpayer and the assessor. The Council will be asked to certify the tax roll at the May 28<sup>th</sup> Council meeting. Property tax bills will be mailed on June 28, 2024.
- **LEPC FUNDING REQUEST:** Unalaska's Local Emergency Planning Committee submitted a sponsorship request to City Council seeking \$15,000 to advance the committee's initiatives. The letter is [attached](#).
- **GIRL SCOUT TOURS OF UTILITY DIVISIONS:** On May 1<sup>st</sup> and 3<sup>rd</sup> the Unalaska Girl Scouts visited the City Powerhouse and Pyramid Water Treatment Plant. Tours were administered by Water Supervisor McKenzie Berry and Powerhouse Operator Marichu Miller. Girl Scouts learned about the City's water treatment process, reservoirs, and power production in efforts of earning a badge.



- **MATSON / CITY GRANT APPLICATION:** Ports & Harbors and Matson successfully negotiated an MOU for the application for funding from the Department of Transportation Maritime Administration Port Infrastructure Program (PIDP). Matson and the Port Department teamed up to jointly prepare the grant application for the City, and the grant was successfully submitted May 9. The total project cost is estimated at \$47M, the funding request is for \$25,211,000 for construction and upgrades to the dock, crane stowage system and the back reach. The total project costs includes \$22 Million matching funds contributed by Matson through the purchase of their new crane. The crane purchase will serve as the match to the grant request and is no cost to the City and the purchase is not supported by the requested grant funds.

- **PCR ROLLS OUT ONLINE REGISTRATION FOR PROGRAMS:** PCR is excited to announce the launch of their online registration platform for programs and events, officially made available to the community on May 1, just in time for summer programming. Patrons with existing PCR accounts can effortlessly access the online registration portal via a QR code or links shared across social media platforms and the PCR website. This convenient portal allows individuals to register for upcoming activities from the comfort of their own computer or smart device, removing barriers to participation and enhancing accessibility for our community. For new patrons, please contact the Community Center at 581-1297 to get started. Patrons can also utilize the platform to explore PCR's rental facilities.



- **TRILATERAL:** The Trilateral met on Monday May 6, 2024. Topics discussed include the EPA's CPRG grant and related follow up work, and project updates of interest to the group.
- **HEALTH INSURANCE RENEWAL:** The annual health insurance renewal process has been concluded for the upcoming fiscal year. The initial renewal from Cigna was an increase of 8.4%. The City's broker then negotiated the renewal to 5.5%. The Administration team reviewed various plan design options to further reduce the impact of increased healthcare costs to the City. An area of focus was increasing the deductible and out-of-pocket maximums to be paid by employees. Ultimately, the cost-benefit analysis showed that the savings were not sufficient to make changes and reduce the overall health insurance benefit at this time.
- **BROWNFIELDS UPDATE:** Phase 1 environmental assessments for Strawberry Hill and Pyramid Valley have been submitted to the EPA for review and approval. The next work includes selecting specific sites within those areas for Phase II assessments. Eligibility is being considered for Unalaska Lake bathymetry and testing for contaminants. If approved, that work will proceed this summer. The Planning Department meets every two weeks with OC's and the Tribe's brownfields teams to coordinate efforts together.
- **CITY MANAGER TRAVEL:** I will be attending the Alaska Sustainable Energy Conference in Anchorage from starting Monday May 20, 2024 and will return Saturday May 25, 2024. I have meetings with consultants scheduled for Friday the 24<sup>th</sup>.

- **DPU DIRECTOR RECRUITMENT:** The Director of Public Utilities Candidate chose not to accept the City's offer of employment. We are working to update the recruitment brochure with the new salary information. I believe there is some work to be done before we move forward.
- **STAFFING UPDATE:** The tables below summarize HR actions and position openings. I'm please to point out the number of open positions is down to 12 at this time.

**Semi-Monthly HR Statistics  
April 16, 2024 – May 7, 2024**

Type of Action	Number Of	Internal	External
Hires	6	1	5
Pending Hires	0	0	0
Pending Offers	1	NA	NA
Resignations	1	NA	NA
Separations	0	NA	NA

**Position Openings**

Department	# Of Openings	Notes
DPS	4	Police Sergeant (3), Corrections Officer
DPU	6	Director of Public Utilities, Water Operator, Util Lineman (2), Util Lineman Chief, Apprentice Lineman
Finance	1	Controller
PCR	1	PT Rec Assistant
<b>TOTAL</b>	<b>12</b>	



Dear Members of the Unalaska City Council,

I am writing to request the sponsorship of the Unalaska City Council for the Aleutian and Pribilof Islands Local Emergency Planning Committee (LEPC). Our committee comprises 30 emergency preparedness stakeholders from our area, dedicated to fostering a partnership between local government and industries to enhance all-hazards preparedness. The LEPC is a requirement by [Federal Law](#) and [Alaska Statute](#) due to an industrial accident that took place in [Bhopal, India](#) in 1984.

Currently, our LEPC operates without funding and faces limitations in obtaining resources to effectively achieve our objectives. With your support, we aim to bolster our community outreach efforts and strengthen our contribution to our areas emergency preparedness framework.

The proposed sponsorship in the form of \$15,000 would be instrumental in advancing various initiatives within our committee. Specifically, we intend to utilize any funding received for the following purposes:

- Enhancing our recently built [Ready, Set, Go! LEPC website](#) by expanding its features and usability. This website is designed to be a one stop shop for emergency preparedness information in our area.
- Developing a mobile application to complement our website, providing residents with accessible emergency preparedness resources.
- Implementing a house numbering project to improve emergency response efficiency.
- Developing a Community Emergency Response Team (CERT) certified through FEMA to respond to disaster events within our community. This is particularly important due to the isolation of our area.
- Providing emergency kits to students at local schools as part of our school outreach program.
- Coordinating training sessions in collaboration with the State of Alaska Division of Homeland Security and Emergency Management, US National Oceanic and Atmospheric Administration/National Weather Service (NOAA/NWS), State of Alaska Department of Environmental Conservation (DEC), and other relevant entities.
- Successfully completing a hazardous materials emergency plan for Unalaska involving local industry, local government, and all necessary stakeholders.

These initiatives represent critical steps in fortifying our community's resilience against various hazards and disasters. By investing in these efforts, we aim to enhance public safety and preparedness across Unalaska.

We sincerely appreciate your consideration of our request and believe that the sponsorship of our committee aligns with the city's interests in bolstering emergency preparedness efforts. If you were to sponsor the Aleutian and Pribilof Islands LEPC we would proudly list you as a sponsor on our website, social media, and other platforms.

Thank you for your attention to this matter. We look forward to the opportunity to collaborate with Unalaska City Council in enhancing emergency preparedness within our community.

Sincerely,

Peter Gurney  
Aleutian and Pribilof Islands LEPC  
[chairperson@api-lepc.org](mailto:chairperson@api-lepc.org)