

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2022-36

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE UNALASKA SENIOR CITIZENS TO RETAIN AND REALLOCATE UNEXPENDED FY22 COMMUNITY SUPPORT GRANT FUNDS FOR THE PURCHASE OF A VEHICLE IN FISCAL YEAR 2023

WHEREAS, the City provides Community Support Grants to nonprofit organizations each fiscal year; and

WHEREAS, the Unalaska Senior Citizens (USC) is a nonprofit organization that receives funding from the Community Support Grant program and is in good standing with the city; and

WHEREAS, City Council adopted Resolution 2021-23 awarding USC \$65,000 in grant funding for FY22; and

WHEREAS, USC has excess funds in the amount of \$9,100; and

WHEREAS, USC would like to reallocate \$9,100 from its FY22 Community Support Grant award to purchase a passenger vehicle that will handle trips with 1-2 passengers on trips around town instead of using the 12 passenger van it currently owns.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to approve the Unalaska Senior Citizens to retain \$9,100 in unspent funds awarded as a FY22 Community Support Grant for the purchase of a new passenger vehicle.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on August 9, 2022.



Alejandro "Bong" Tungul  
Mayor Pro Tem

ATTEST:



Estkarlen P. Magdaong  
Deputy City Clerk



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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: William Homka, Planning Director  
Through: Chris Hladick, City Manager  
Date: August 9, 2022  
Re: Resolution 2022-36: Approving the Unalaska Senior Citizens to retain and reallocate unexpended FY22 Community Support Grant funds for the purchase of a vehicle in FY23

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**SUMMARY:** The Unalaska Senior Citizens (USC) receives Community Support Grant Funds from the City of Unalaska. In 2022 USC was awarded \$65,000 for its FY22 programs. The organization seeks to retain \$9,100 in excess funds to purchase a vehicle to provide easier maneuverability and fuel efficiency. USC currently relies on a twelve (12) passenger van which often exceeds the requirements of the trip. Staff recommends approval.

**PREVIOUS COUNCIL ACTION:** Resolution 2021-23 was adopted on April 26, 2021, and established the sums to be made available for Community Support and Capital Grants from the City of Unalaska for Fiscal Year 2022 and awarded Unalaska Senior Center \$65,000.

**BACKGROUND:** Each year the City of Unalaska awards grant funds to various nonprofit organizations in the city. USC receives Community Support Grant Funds to support the Congregate Lunch Program five (5) days a week. The program is a good source of nutrition as well as provides socialization opportunities for a better quality of life. A Home Delivered Meals program to homebound senior citizens is also provided through the nutrition program.

**DISCUSSION:** The Community Support Grant program's rules require all unexpended funding to be returned to the City. Requests to retain/re-appropriate funds from the grant program are usually received toward the end of each fiscal year. USC is requesting City Council's approval to use \$9,100 in granting funding to assist with the purchase of a new vehicle.

USC has a twelve passenger van but many trips often have 1-2 passengers. The smaller vehicle will be easier and less costly to operate on those occasions. USC anticipates additional funding from the State of Alaska to help pay for most of the vehicle's price.

**ALTERNATIVES:** City Council can deny the request and the money will be returned to the City's General Fund.

**FINANCIAL IMPLICATIONS:** The request is to allow USC to repurpose \$9,100 of its FY22 Community Grant. The City already awarded the funds and was not anticipating another use for the funds at this time.

**STAFF RECOMMENDATION:** Approve Resolution 2022-36 so USC can purchase a new vehicle to support its nutrition and home delivery program.

**PROPOSED MOTION:** I move to adopt Resolution 2022-36.

**CITY MANAGER COMMENTS:** I support the Staff Recommendation.

**ATTACHMENTS:**

- Request from Unalaska Senior Citizens
- Resolution 2021-23 Awarding FY22 community support grants
- FY22 USC Community Support Agreement



Unalaska Senior Citizens  
PO Box 294  
Unalaska, AK 99685

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06/20/2022

City Council  
PO Box 610  
Unalaska, AK 99685

RE: Reallocation of Grant Funds / Carryover to FY23

Dear Council Members,

The Unalaska Senior Citizens would like to request to reallocate a portion of the City Community Support Grant funding to purchase a vehicle to support our program. Currently we rely upon our twelve passenger van which is beyond what is needed when there are only a few seniors requiring transportation to a community event, airport, clinic, etc. This vehicle would also be beneficial for our staff when they are performing their daily tasks such as picking up the meals for our lunch program and stopping by the bank with the daily bank deposit. A smaller vehicle would provide easier maneuverability and be more fuel efficient.

With the additional funding received from the State of Alaska in the second half of this fiscal year, we have been able to reallocate some of our supply expenses and are requesting to reallocate \$9,100.00 in City funding towards the purchase of a more economical vehicle. We are also requesting to carryover the funds from FY22 to FY23 if we are unable to find a vehicle prior to the end of the fiscal year. I have attached a revision of our proposed budget for FY22 for your review.

Please let me know if you have any questions.

Thank you,

*Kelly Poziombke*

Kelly Poziombke  
Unalaska Senior Citizens – Bookkeeper  
[islandbooks@outlook.com](mailto:islandbooks@outlook.com)  
Cell: (907)707-8711

CITY OF UNALASKA  
UNALASKA, ALASKA

RESOLUTION 2021-23

A RESOLUTION OF THE UNALASKA CITY COUNCIL 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

WHEREAS, the City of Unalaska acknowledges, appreciates and supports the services provided to the community by non-profit agencies; and

WHEREAS, the City of Unalaska wishes to provide financial aid to the qualifying non-profit organizations listed through its Community Support Program; and

WHEREAS, the City of Unalaska has received nine (9) Community Support Grant Requests and zero (0) Non-Profit Capital Grant Request totaling \$1,489,539 for fiscal year 2022; and

WHEREAS, the target funding level for fiscal year 2022 community support, based on 3.5% of the average revenue for the General Fund for the five most recently completed fiscal years, plus the Bed Tax amount for the most recently completed fiscal year, is \$1,344,368; and

WHEREAS, the City Council is recommending a total funding amount of \$1,344,368 for the Community Support Program, distributing accordingly per the next section.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council establishes the following amounts to be included in the fiscal year 2022 operating budget for community support and capital grants to non-profit organizations:

Community Grant Requestor	Amount
APIA	\$142,000
Iliuliuk Family Health Services	\$151,748
Museum of the Aleutians	\$317,813
Unalaska Community Broadcasting	\$106,350
Unalaska Senior Citizens	\$65,000
Unalaska Visitors Bureau	\$210,000
USAFV	\$252,457
Q-Tribe Culture Camp	\$39,000
Q-Tribe Food Bank	\$60,000
<b>Total</b>	<b>\$1,344,368</b>

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on April 26 2021.

  
Vincent M. Tutjakoff, Sr.  
Mayor

ATTEST:

  
Roxanna Winters, CMC  
Acting City Clerk



**CITY OF UNALASKA**  
**FY22 Community Support Program Grant Agreement**

This Agreement is entered into this 1<sup>st</sup> day of June, 2021 by and between the Unalaska Senior Center ("Grantee") and the City of Unalaska ("Grantor").

WHEREAS, Grantor has appropriated funds for community support; and

WHEREAS, the community support application of Grantee for such funds has been approved,

NOW THEREFORE, for and in consideration of the mutual covenants herein contained, the parties hereto acknowledge and agree as follows:

I. Grantor agrees as follows:

- a. Funds approved by the Unalaska City Council in the amount of
- b. \$65,000 will be furnished for the purpose of funding the original budget submitted with the FY22 Community Support Grant Application.
- c. After execution and approval of this Agreement, funding for awards \$25,000 and over will be disbursed in equal monthly payments, beginning in August of 2021 funding for awards \$25,000 and over will be disbursed in equal monthly payments, beginning in July of 2021.

II. Grantee agrees as follows:

- a. Grantee shall comply with all requirements contained within the **City of Unalaska FY22 Community Support Program Guidelines ("COUCSPG")** adopted by Unalaska City Council on Dec 27, 2016.
- b. Grantee shall manage grant funds in accordance with the COUCSPG.
- c. Grantee shall expend City grant funds only to perform the services, functions and activities described in the FY22 grant application and budget approved by Unalaska City Council.
- d. Grantee shall establish and maintain a financial management system conforming to generally accepted accounting principles.

- e. The financial management system shall do the following:
  - Provide accurate, current, and complete disclosure of all financial transactions relating to the City of Unalaska Community Support Program;
  - Track City grant funds in a separate account in the agency's accounting system;
  - Effectively control and account for all City funds and property and/or equipment purchased with those funds; and
  - Provide accounting records supported by source documentation.
- f. Grantee must immediately notify Grantor of changes in the approved budget as required in the COUCSPG;
- g. Grantee shall submit financial reports, audits, and other reports as required in the COUCSPG;
- h. Failure to submit any required report in a timely manner for this FY22 grant award, and for prior year awards that require reports to be submitted during FY21, may result in cessation of all current grant funding. Future grant applications may not be considered if required reports are not submitted or if they are consistently submitted late.
- i. Any unexpended funds and funds not spent as authorized in the approved grant will be paid back to Grantor by August 15, 2022.
- j. Should Grantee fail to fulfill the terms of this agreement, the requirements of the COUCSPG, or the terms of the approved application, or, should Grantee for any reason, no longer provide the services identified in the approved application, unexpended funds will be returned to Grantor. Additionally, equipment purchased with funds provided through the City of Unalaska Community Support Program will be returned to the Grantor within thirty (30) days of the failure of Grantee to fulfill the terms of the grant awarded by Grantor.

Indemnity. Grantee acknowledges that Grantor is serving only as a funding source for the agency and, as such, is not liable in any manner for any claims or damages arising during or as a result of the services provided by the agency. Grantee shall defend and save harmless Grantor, its employees, elected officials, volunteers, and representatives from and against all losses, damages, liabilities, expenses, and claims demands against Grantee while performing under the terms of this Agreement.

**Insurance. Entities receiving \$25,000 or more from the City must provide the City with a current certificate of insurance per the requirements listed in the COUCSPG .**

Discrimination Prohibited. To the extent consistent with the purpose for which funds are made available under this program, the services and facilities provided by Grantee will be available to the general public, and Grantee shall not discriminate in the administration of these services based on race, religion, color, national origin, age, sex, physical or mental disability, marital status, changes in marital status, pregnancy, or parenthood.

Grant Cancellation. Grantor reserves and may exercise the right to rescind this grant and seek recovery of payments made under the grant if the grant application or other information provided by Grantee relating to the proposed services is found to contain incorrect or misleading information or if this Agreement is violated.

Applicable Laws. Grantee agrees to comply with all local, state, and federal ordinances, statutes, laws, and regulations applicable to the services provided by the agency. Violation of any such ordinance, statute, law, or regulation is a violation of this grant agreement.

Records and Audit. By accepting this award and signing this Agreement, Grantee or designee may become subject to inspection and audit by Grantor at all reasonable times.

As a result, Grantee may be required to permit Grantor or designee to have access to its records and financial statements for a period of one year from the date of receipt of the Final Report.

In WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the respective date indicated below.

CITY OF UNALASKA

GRANTEE

By:  \_\_\_\_\_

By:  \_\_\_\_\_

Its: City Manager

Its: Chair, Board of Directors

Dated: 5/12/21 \_\_\_\_\_

Dated: 5/12/2021 \_\_\_\_\_