

CITY OF UNALASKA  
UNALASKA, ALASKA

ORDINANCE 2023-11

CREATING BUDGET AMENDMENT #2 TO THE FISCAL YEAR 2024 BUDGET, APPROPRIATING \$10,000 FROM THE GENERAL FUND FOR AN INCREASE TO THE PARKS & RECREATION STUDY PROJECT (PR23A).

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 FY24 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. 2 to Ordinance 2023-03**

	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
<b>I. OPERATING BUDGETS</b>			
<b>A. General Fund</b>			
Sources:			
Appropriated Fund Balance	\$ 252,224	\$ 10,000	\$ 262,224
Uses:			
Transfer to Govt Capital Projects	\$ 1,503,330	\$ 10,000	\$ 1,513,330
<b>II. CAPITAL BUDGETS</b>			
<b>A. Governmental Project Budget</b>			
Parks & Recreation Study			
Sources:			
Transfers from General Fund	\$ 150,000	\$ 10,000	\$ 160,000
Uses:			
Parks & Recreation Study	\$ 150,000	\$ 10,000	\$ 160,000

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on November 28, 2023.

  
\_\_\_\_\_  
Alejandro Tungul  
Vice Mayor

Attest:  
  
\_\_\_\_\_  
Estkarien P. Magdaong  
City Clerk



**City of Unalaska**  
**Summary of Budget Amendment and Schedule of Proposed Accounts**  
**FY24 Budget Amendment 2**

- 1) General Fund - Operating Budget
  - Add \$10,000 to Appropriated Fund Balance
  - Add \$10,000 to Transfers to Govt Capital Projects for Parks & Rec Study
  
- 2) Governmental Fund Capital Projects Budget
  - Add \$10,000 to Transfers from General Fund
  - Add \$10,000 to Parks & Rec Study budget

	<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Current</u>	<u>Requested</u>	<u>Revised</u>
<b>1) <u>General Fund - Operating Budget</u></b>						
<b>Sources:</b>						
Appropriated Fund Balance	01010049	49900		\$ 252,224	\$ 10,000	\$ 262,224
<b>Uses:</b>						
Transfer to Govt Capital Projects	01029854	59920		\$ 1,503,330	\$ 10,000	\$ 1,513,330
<b>2) <u>Govt Fund - Capital Project Budgets</u></b>						
Parks & Recreation Study						
<b>Sources:</b>						
Transfer from General Fund	31019848	49100	PR23A	\$ 150,000	\$ 10,000	\$ 160,000
<b>Uses:</b>						
Other Professional Svcs	31022053	53300	PR23A	\$ 150,000	\$ 10,000	\$ 160,000

---

---

## MEMORANDUM TO COUNCIL

---

---

To: Mayor and City Council Members  
From: Roger Blakeley, PCR Director  
Through: Patricia Soule, Finance Director  
William Homka, City Manager  
Date: 11/14/2023  
Re: Ordinance 2023-11: Creating budget amendment #2 to the fiscal year 2024 budget, providing \$10,000 in additional monies to fully fund the Park & Recreation Study.

---

---

**SUMMARY:** This budget amendment request seeks Council's approval to transfer \$10,000 in General Fund Revenue into MUNIS Project PR23A, the Parks and Recreation Study.

**PREVIOUS COUNCIL ACTION:** Council funded the Parks and Recreation Study in the FY23-032 CMMP Plan. It was funded at \$150,000. After doing a RFP Berry Dunn was selected as the vendor but the amount of the Study proposed is \$156,992 requiring a Budget Amendment before the contract can be signed.

**BACKGROUND:** The project was included in the 2023 CMMP with the intent of commencing it in 2024. The Parks and Recreation Advisory Board has thoroughly assessed the project, and our staff has meticulously prepared all the bid documents, guiding this project to its current stage. A scoring committee was established to evaluate the submitted bids, using a predetermined scoring matrix that had been made available to all bidding firms before the bids were publicly submitted. Staff recommends that the City enter into a contract with Berry Dunn for Master Planning Services for the Parks, Culture and Recreation Department that will become part of the City's overall Comprehensive 20 year planning process.

**DISCUSSION:** If Council approved the Budget Amendment it will allow the City to enter into a contract with Berry Dunn.

**ALTERNATIVES:** Council could decide not to approve the requested budget amendment in its entirety which would preclude entering into a contract to do the Park & Recreation Plan.

**FINANCIAL IMPLICATIONS:** The project budget was \$150,000. Staff requests an additional \$10,000 to increase the budget to \$160,000 to cover the increased cost of the project.

		Org	Object	Project	Current	Requested	Revised
1)	<b><u>General Fund - Operating Budget</u></b>						
	<b>Sources:</b>						
	Appropriated Fund Balance	01010049	49900		\$ 252,224	\$ 10,000	\$ 262,224
	<b>Uses:</b>						
	Transfer to Govt Capital Projects	01029854	59920		\$ 1,503,330	\$ 10,000	\$ 1,513,330
2)	<b><u>Govt Fund - Capital Project Budgets</u></b>						
	Parks & Recreation Study						
	<b>Sources:</b>						
	Transfer from General Fund	31019848	49100	PR23A	\$ 150,000	\$ 10,000	\$ 160,000
	<b>Uses:</b>						
	Other Professional Svcs	31022053	53300	PR23A	\$ 150,000	\$ 10,000	\$ 160,000

**LEGAL:** Not applicable

**STAFF RECOMMENDATION:** Staff recommends Council adopt Ordinance 2023-11 so the contract can be signed.

**PROPOSED MOTION:** I move to schedule Ordinance 2023-11 for a second reading and public hearing on November 28, 2023.

**CITY MANAGER COMMENTS:** I am pleased the study is progressing and the bids came in as close to the budget as they did. I support staff's recommendation.