

CITY OF UNALASKA
UNALASKA, ALASKA

ORDINANCE 2025-09

AN ORDINANCE OF THE UNALASKA CITY COUNCIL AMENDING UNALASKA CODE OF ORDINANCES, SECTION 3.60.120 TRAVEL ALLOWANCE, TO INCREASE THE AMOUNT TO \$2,500

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF UNALASKA, as follows:

Section 1: Classification. This Ordinance is a Code Ordinance.

Section 2: Amendment of Section 3.60.120. Section 3.60.120 of the Unalaska Code of Ordinances is hereby amended to read as follows [new language is underlined; and deleted language is ~~overstruck~~].

§ 3.60.120 TRAVEL ALLOWANCE.

Upon completion of 12 consecutive months of regular full-time service and once during each anniversary year thereafter, regular full-time employees shall receive a travel allowance in the amount of \$2,000 \$2,500, less applicable withholdings. Upon completion of 12 consecutive months of regular part-time service and once during each anniversary year thereafter, regular part-time employees shall receive a travel allowance in the amount of \$1,000, less applicable withholdings. The travel allowance is included with the paycheck following the employee's anniversary date. Only regular full and regular part-time employees are eligible for this travel allowance.

Section 3: Effective Date. This ordinance shall take effect retroactively to July 1, 2025.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on July 22, 2025.



Vincent M. Tutiakoff, Sr.
Mayor

ATTEST:



Estkaileen P. Magdaong, CMC
City Clerk



MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Marjie Veeder, Deputy City Manager
Through: William Homka, City Manager
Date: July 8, 2025
Re: Ordinance 2025-09: Amending Unalaska Code of Ordinances, Section 3.60.120, Travel Allowance, to increase the amount to \$2,500

SUMMARY: Ordinance 2025-09 will increase the annual travel allowance for our unrepresented employees from \$2,000 per year to \$2,500. Staff recommends adoption.

PREVIOUS COUNCIL ACTION: There has been no previous Council action related to this ordinance. Previous council actions related to the travel allowance include:

- This section of code was last updated effective September 16, 2019, by Ordinance 2019-10, when the travel allowance was increased from \$1,500 to the present \$2,000
- On June 24, 2025, Council adopted Resolutions 2025-46, 47 and 28 authorizing the City Manager to sign collective bargaining agreements with IUOE 302, which included an increase to the travel allowance to \$2,500;
- On May 12, 2025, Council adopted Resolution 2025-28 authorizing the City Manager to sign a collective bargaining agreement with IAFF, which included an increase to the travel allowance to \$2,500;
- On April 8, 2025, Council adopted Resolution 2025-19 authorizing the City Manager to sign a collective bargaining agreement with PSEA, which included an increase to the travel allowance to \$2,500;

BACKGROUND AND DISCUSSION: The City has long provided a travel allowance to our employees as part of our strong benefit package. Currently, approximately 71% of our workforce is represented by labor unions. Except for eight positions represented by the Inland Boatmen's Union (whose contract will not be renegotiated until next year) all represented employees will receive an annual travel allowance of \$2,500 under the collective bargaining agreements finalized in 2025. In the interest of fairness and equity, it is appropriate that our unrepresented employees, who comprise roughly 29% of the workforce, receive the same benefit. Therefore, it is recommended that the travel allowance be increased and be made retroactively effective to the beginning of the current fiscal year, July 1, 2025.

ALTERNATIVES: Council may choose to do nothing, or to increase, decrease or discontinue the annual travel allowance.

FINANCIAL IMPLICATIONS: The increase of \$500 for each qualified unrepresented employee will cost approximately \$19,500 in FY26 if all positions are filled. This amount is not included in the FY26 personnel budget. There are many factors that impact personnel budgets including vacancies, overtime and personal leave cash-outs. If the cost of the increased travel allowance

cannot be absorbed within the FY26 departmental personnel budgets, a budget amendment before the end of the fiscal year may be needed.

LEGAL: Not necessary.

STAFF RECOMMENDATION: Staff recommends adoption of Ordinance 2025-09.

PROPOSED MOTION: First reading: I move to introduce Ordinance 2025-09 and schedule it for public hearing and second reading on July 22, 2025. Second reading: I move to adopt Ordinance 2025-09.

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

ATTACHMENTS: None.