

Should this item be pulled from the consent agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve Resolution 2017-10 on first and final reading.

MEMORANDUM



To: Mayor Hunter and members of the Assembly

From: Stan Eliason, Harbormaster

Date: June 7th 2017

Subject: Homeland Security/FEMA Grant authorization

Overview:

The City and Borough of Sitka operates the Port of Sitka, a waterfront facility regulated by the Maritime Transportation Security Act (MTSA), and inspected by the U.S. Coast Guard. The Port of Sitka is considered a "Risk Group A" facility as per the recently enacted TWIC reader regulations (33 CFR Part 105), due to frequent visits by large cruise ships in excess of 1000 passengers each. 33 CFR 105 has recently been revised to require all personnel entering the secure area(s) of MTSA-regulated Risk Group A facilities without an escort to have their TWIC credentials biometrically verified using an approved TWIC reader.

This grant request is intended to fund the purchase of two portable TWIC readers, which will be required to ensure the Port of Sitka is in compliance with the TWIC reader portion of 33 CFR 105 when these regulations go into effect in 2018.

Strategic & Program Priorities:

This project consists of the purchase of two portable TWIC readers (intended use of grant funds). There may be additional capital and operating costs involved in the support of these readers, which will be the responsibility of the submitting organization, and are not being requested as part of this grant application.

Impact:

Approval and implementation of this project will have a direct impact on the Port's ability to comply with TWIC access control and biometric verification requirements which go into effect in August 2018.

Funding and Implementation Plan:

TWIC readers (2 units) \$25,000.00. Grant request of \$18,750.00. Matching requirement of 25% or \$6,250.00 on our behalf.

MEMORANDUM

Anticipated Implementation Timeline

Month 0: Grant Approval.

Months 1 – 3: Collect bids for equipment.

Month 4: Award purchase order(s) for equipment.

Months 5-10: Receive equipment, develop procedures, test and train personnel, make necessary revisions to Facility Security Plan (FSP), implement TWIC reader program, grant close-out.

Sponsor: Administration

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2017-10

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA, ALASKA,
AUTHORIZING A 25% MATCHING GRANT APPLICATION TO THE
DEPARTMENT OF HOMELAND SECURITY/FEMA FOR TWO
PORTABLE TWIC CARD READERS**

Whereas, the City and Borough of Sitka Harbor Department seeks to obtain the necessary financial assistance to purchase the required TWIC readers; and

Whereas, the Department of Homeland Security/FEMA has a Federal Matching Grant program; and

Whereas, the Federal Matching Grant program will provide 75% of the funding and CBS Harbor Department would provide 25% of the funding; and

Now therefore be it resolved by the Assembly of the City and Borough of Sitka that the Administrator is authorized to apply to the Department of Homeland Security/FEMA for the required TWIC readers.

Passed and approved by the Assembly of the City and Borough of Sitka, Alaska, on this 13th day of June 2017.

Matthew Hunter, Mayor

ATTEST:

Melissa Henshaw, CMC
Acting Municipal Clerk

1st and final reading 6/13/17