



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda

### City Council

---

Tuesday, September 3, 2024

7:00 PM

Council Chambers

---

#### Regular Meeting

#### WORK SESSION AGENDA - 5:30 pm

*Transcribed minutes are not taken for Work Sessions. Audio is available upon request.*

1. [Work Session: Child Care Site Analysis Final Report](#)

#### REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

1. [Approval of City Council Minutes from August 21, 2024](#)

V. PUBLIC APPEARANCES

VI. PUBLIC BUSINESS FROM THE FLOOR

VII. CONSENT AGENDA

1. [Proclamation: Recognizing Karen Feero Retirement](#)
2. [Proclamation: Suicide Prevention Awareness Month](#)
3. [Acceptance of Resignation Letter from Deborah Plant - PVMC Community Advisory Council- Effective July 11, 2024](#)
4. [Appointment to the Providence Valdez Medical Center Community Advisory Council, Applicant: Dennis Humphrey](#)
5. [Acceptance of Resignation Letter for Economic Diversification Commissioner Mercedes Blancaflor](#)

6. [Approval To Go Into Executive Session Re: Alderwood Litigation Strategy and Settlement Discussions](#)

## VIII. ORDINANCES

1. [#24-11 - Amending Chapter 1.08 of the Valdez Municipal Code Titled General Penalty. Second Reading. Adoption.](#)

## IX. RESOLUTIONS

1. [#24-36 - Establishing Physician Recruitment Program and Rescinding Resolution No. 18-20](#)

## X. REPORTS

1. [Report: Issuance of Temporary Land Use Permit #24-09 for Wilson Brothers Distributing for Six Months, for a 1.44-acre portion of 226 S Harbor Drive, Tract G, Harbor Subdivision](#)

## XI. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS

1. City Manager Report
2. City Clerk Report
3. City Attorney Report
4. City Mayor Report

## XII. COUNCIL BUSINESS FROM THE FLOOR

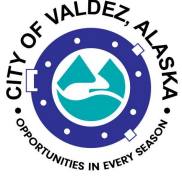
## XIII. EXECUTIVE SESSION

## XIV. RETURN FROM EXECUTIVE SESSION

## XV. ADJOURNMENT

## XVI. APPENDIX

1. [September 2024 City Council Calendar](#)
2. [Legal Billing Summary - July 2024](#)



## Legislation Text

---

**File #:** 24-0354, **Version:** 1

---

**ITEM TITLE:**

Work Session: Child Care Site Analysis Final Report

**SUBMITTED BY:** Nate Duval, Capital Facilities Director/Assistant City Manager/ Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a  
Unencumbered Balance: n/a  
Funding Source: n/a

**RECOMMENDATION:**

Receive and file.

**SUMMARY STATEMENT:**

In April 2024, the City of Valdez retained the services of Bettisworth North to create a feasibility analysis for developing four existing sites into a future childcare facility and an equivalent new construction facility at an undetermined site.

The program of work for the facility included the following demographics:

- Infants (0-18 month): 10 each
- 18 months to 3 years old: 12 each
- 3-5 years old: 30 each
- Teachers & Staff: 7-10 each

The project tasks included the following:

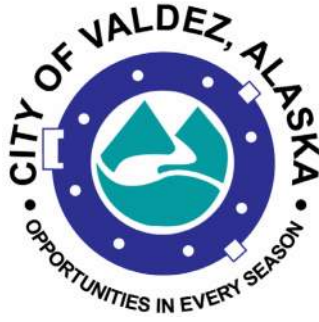
- Regulatory Review: Outline State and Federal Requirements for a child care facility including all relevant building and fire code requirements.
- Programming & Test Fits: Provide information detailing the number of children and staff that each facility can accommodate.
- Operation & Maintenance: Detailing building cost of ownership information, i.e. range of anticipated yearly energy costs and maintenance needs for the life of the facility.

- ROM Pricing: Provide rough order of magnitude (ROM) cost estimates for construction at the four (4) sites

The proposed sites included the following:

- Hermon Hutchens Elementary School: West Wing
- Ike 'Woody Woodman' Recreation Center
- National Guard Armory
- Royal Center

David Popiel Senior Architect with Bettisworth North's consulting team will be present to present the findings. Final report is attached for review.



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

CITY OF VALDEZ

SEPTEMBER 3, 2024

BETTISWORTH  
NORTH

# CONTENTS

01

## **Acknowledgments**

02

## **Executive Summary**

- » Project Overview
- » Project Location Map

03

## **Regulatory Analysis**

- » State of Alaska Childcare Regulations
- » Building Code Requirements

04

## **Childcare Analysis & Design Options**

- » Space Requirements & Design Considerations
- » Hermon Hutchens Elementary School
- » City of Valdez Recreation Center
- » National Guard Armory
- » Royal Center
- » New Construction

05

## **Concept Cost Estimate**

06

## **Appendices**

- » Appendix A: Concept Design Drawings
- » Appendix B: Valdez City Council Presentation Boards

# ACKNOWLEDGMENTS

## Client

### City of Valdez

Nathan Duval, Assistant City Manager, Capital Facilities Director  
nduval@ValdezAK.gov

## Consultant Team

### Bettisworth North Architects and Planners, Inc. **Architecture & Planning**

David Popiel, AIA, LEED AP  
dpopiel@bettisworthnorth.com

Heather Kapala, AIA  
hkapala@bettisworthnorth.com

### **Landscape Architecture**

Mark Kimerer, Principal, Landscape Architect  
mkimerer@bettisworthnorth.com

### Triad Engineering

#### **Civil**

Brandon Marcott, PE  
brandonmarcott@triadak.com

### Reid Middleton

#### **Structural**

Ellen Hamel, PE  
ehamel@reidmiddleton.com

### RSA Engineering

#### **Mechanical**

Brian Pekar, PE  
bpekar@rsa-ak.com

#### **Electrical**

Kaylyn Boydston, PE  
kboydston@rsa-ak.com

# EXECUTIVE SUMMARY

## Project Overview

In April 2024, the City of Valdez (CoV) retained the services of Bettisworth North, along with their sub-consultants; RSA Engineers, Reid Middleton, Triad Engineering, and JMB Group, to create a feasibility analysis for developing four (4) existing sites into a future childcare facility and an equivalent new construction facility at an undetermined site.

The program of work for the facility included the following demographics:

- Infants (0-18 month): 10 each
- 3-5 years old: 30 each
- 18 months to 3 years old: 12 each
- Teachers & Staff: 7-10 each

The project tasks included the following:

- Regulatory Review: Outline State and Federal Requirements for a child care facility including all relevant building and fire code requirements.
- Programming & Test Fits: Provide information detailing the number of children and staff that each facility can accommodate.
- Operation & Maintenance: Detailing building cost of ownership information, i.e. range of anticipated yearly energy costs and maintenance needs for the life of the facility.
- ROM Pricing: Provide rough order of magnitude (ROM) cost estimates for construction at the four (4) sites

The proposed sites included the following:

- Hermon Hutchens Elementary School: West Wing
- Ike 'Woody Woodman' Recreation Center
- National Guard Armory
- Royal Center

The Bettisworth team began the project with a period of critical information gathering including regulatory analysis, review of as-built of the proposed project sites, childcare programming review, and recent design precedents. The design team visited Valdez and the proposed sites, met with the City's project management team and presented the project and process to the City of Valdez Childcare Taskforce.

Over the summer, the design team developed conceptual designs for each facility, quantifying the number of children and staff that could be accommodated at each site, outlining the extents of renovations required, and identifying any critical issues. The design team met regularly with the City's project management team to discuss, review, and refine the design concepts. As part of the design and review process, the design team in coordination with the City team, critically evaluated each site and design option. The existing facilities were reviewed by the design team to assess potential for renovation as a new childcare facility. The building systems, structure, mechanical systems, utility service, and interior construction, were assessed against the renovation plans for each site to determine how the existing construction could remain, how much could be re-purposed, and how much had to be demolished.

The design looked at the following elements in their review of each site

- Property Ownership
- Facility Location
- Displacement of Existing Program
- Construction Sequencing
- Utility Service
- Snow Removal
- Parking
- Program Fit/Ability to Expand
- Outdoor Play Area
- Exterior Enclosure
- Mechanical Systems
- Fire sprinklers
- Fire Alarm
- Telecom
- Access Control
- Maintenance Costs
- ROM Construction Cost



Each facility and site had positive and challenging attributes but the renovation of the west wing of Hermon Hutchens Elementary School (HHES) offered a larger number of positive attributes than the other options, including additional supporting context that wasn't present anywhere else.

The space available to the childcare facility is flexible to a degree beyond the other options. Depending on staffing levels, the childcare could occupy a smaller portion of the west wing until the full capacity was reaching with limited impact to the building at large. Expansion is also more easily achievable with larger classrooms spaces that can be subdivided to add more children to meet demand.

The facility is owned, operated, and maintained by the City of Valdez and Valdez School District. Developing and operating a childcare in the building would have the advantage of building services and maintenance already organized and in practice. This arrangement is a cost savings during both construction and operation.

The building has recently undergone renovations to exterior siding, roof, and building mechanical systems.

In the graphic below, the positive and challenges of each site are shown with a simple valuation assigned to each. Additional information is provided for each site on the following pages of the report.

**Table Graphic Key**

**+** Site/Building Positive    **-** Site/Building Challenge    **o** Site/Building Neutral

		Childcare Facility Sites			
		Hermon Hutchens Elementary School	Recreation Center	National Guard Armory	Royal Center
Site & Building Elements	Property Ownership	+	+	-	-
	Facility Location	+	+	+	+
	Displacement of Existing Program	-	-	+	+
	Construction Sequencing	-	+	+	+
	Utilities	+	+	-	+
	Snow Removal	+	o	+	-
	Parking	+	o	+	o
	Program Fit/Expansion	+	-	-	+
	Outdoor Play Area	+	+	+	-
	Exterior Enclosure	o	+	-	o
	Building Systems	+	-	-	-
	Fire Sprinklers	+	+	-	+
	Fire Alarm	+	-	-	-
	Telecom	+	-	-	-
	Access Control	+	+	+	o
	Maintenance Costs	+	+	o	o
Construction Cost ROM	+	o	-	o	
<b>Total</b>		<b>14 +</b>	<b>9 +</b>	<b>7 +</b>	<b>6 +</b>

# City of Valdez Childcare Site Analysis & Design Option Locations Overview



Project Location Map

# REGULATORY ANALYSIS

## General

Building codes and amendments are updated regularly by both State and local jurisdictions. The analysis completed in this study is based upon the currently adopted codes by the State of Alaska as of August 2024. All future analysis should be reviewed to conform to current local and statewide adopted codes and amendments by the authorities having jurisdiction.

## State of Alaska Childcare Licensing Laws

State of Alaska Childcare Licensing Laws are governed by Alaska Administrative Code 7 AAC 57 Childcare Facility Licensing.

### Indoor Space Requirements

7 AAC 57.620 (a) Childcare center shall provide at least 35 square feet of usable space per child, exclusive of hallways, bathrooms, storage areas, office space, furnace and laundry rooms, crib space, and any area children are prevented from using.

7 AAC 57.505 (c) (1) During all hours of operation, the following child-to-caregiver ratio and maximum group size shall be maintained:

0-18 months 10:2 child to caregiver ratio

19-36 months 12:2 child to caregiver ratio

3-4 years 20:2 child to caregiver ratio

5-6 years 28:2 child to caregiver ratio

7 AAC 57.505 (c) (4) Child-to-caregiver ratios for the youngest child apply when infants, toddlers, and preschoolers are in a mixed age group.

7 AAC 57.510 (e) Maximum group size at any one time during the day may not exceed twice the maximum number of children allowed per caregiver as required by the child-to-caregiver ratio.

7 AAC 57.510 (f) If a group of children contains a combination of age groups, or if age groups are combined, the maximum group size at any one time during the day may not exceed twice the maximum number of children allowed under the child-to-caregiver ratio in 7 AAC 57.505(c) for the youngest child within the group.

7 AAC 57.510 (g) Maximum group size limitations do not apply during nap times, lunch times, outdoor play periods, field trips, or the length of a special occasion, including a holiday party and a visit from a special guest.

Outdoor Space: Play yards must be located on-site and the passageway from each classroom to the play yard must be safe. Minimum play yard space is based on the license capacity as follows: 75 square feet of outdoor recreation space per child for the maximum number of children playing outside at any one time. State Regulations

## State Fire Marshal: Authority Having Jurisdiction

The State of Alaska Fire Marshal is the Authority Having Jurisdiction (AHJ) for building construction in Valdez. The State has adopted the following building codes that will apply to this project.

International Building Code (IBC) 2021 Edition

International Existing Building Code (IEBC) 2021 Edition

International Mechanical Code (IMC) 2021 Edition  
National Electrical Code (NEC) 2017 Edition  
International Fire Code (IFC) 2021 Edition  
State of Alaska Amendments to the above referenced Codes.

## Code Requirements

### International Building Code (IBC)

Occupancy Classification: Educational Group (E), Section 305; Daycare classified at Group (E) Per IBC 308.5.1 – A child day care facility that provides care for more than five but not more than 100 children 2 ½ years or less of age, where the rooms in which the children are cared for are located on a level of exit discharge serving such rooms and each of these childcare care rooms has an exit door directly to the exterior, shall be classified as Group E. BC (State of Alaska is the AHJ)

Automatic Sprinklers – per State of Alaska Amendment of the IBC Chapter 9, Section 903.2.3: Group E. An automatic sprinkler system must be provided throughout all buildings with Group E Occupancies.

### Energy Requirements -Best Practices

For the purposes of this study, the design team utilized ASHRAE 90.1-2022 – Energy Standard for Sites and Buildings to determine required insulation and energy requirements. These requirements are determined by Climate Zone. Valdez is located in Climate Zone 7 and recommendations for insulation and energy requirements reflect this designation.



Wobbler Age Room (18-36 months)

# CHILDCARE ANALYSIS & DESIGN OPTIONS

## Space Requirements & Design Considerations

### Demographics

Infants: 10 each

Under 3 years old: 12 each

3-5 years old: 30 each

Teachers & Staff: 7-10 each

### Space Description & Requirements

**Vestibule:** The main entry vestibule will have walk-off carpeting to remove dirt, snow, and dust upon entrance. Space is provided for outside gear storage and car seats upon entry.

**Lobby:** Space accommodates reception desks, check-in area, waiting, and additional storage. This provides security for entrance to the classrooms. The lobby is adjacent to the public restroom, with a baby-changing station.

**Administration Spaces:** Private or shared offices as required, breakroom with lockable storage and a kitchenette, staff toilet, and general storage.

**Lactation Room:** Adjacent to the main lobby, including casework counter w/ sink, baby changing, room for seating.

**Infant Classroom:** Diaper changing area w/hand-wash and food prep sink, child storage cubbies, teacher storage, crib space, and direct exit to exterior.

**Toddler and Preschool Classrooms:** Diaper changing tables, hand-wash sinks, child-height toilets and sinks, cubbies, teacher storage, sleeping mats, and direct exit to exterior.

**Kitchen:** Commercial kitchen including food storage is recommended but not required. If there are space and/or budget concerns, a warming kitchen with a smaller footprint and less intensive mechanical requirement is recommended.

**Activity Room:** Large interior open area for flexible play, activity wall, drinking fountain/bottle fill station. Direct exit to exterior.

**Teacher Workroom:** Break-out area for teachers includes counters and cabinets, printing equipment areas, office supply storage, and layout space.

**Support Spaces:** Support spaces include Janitor, Laundry, Storage, Mechanical and Electrical Rooms, and a Telecom Room.



3-5 Year Old Classroom

### Architecture & Interior Design Best Practices

#### Safety & Security

**Controlled Access:** Ensure that all entrances and exits can be secured and access controlled.

**Clear Sight-lines:** Interior space layout and exterior play spaces should have clear sight-lines to allow staff to monitor children easily. Blind spots or hidden areas should be eliminated through careful planning during the design of the facility.

**Safe Materials:** Use of durable, safe, and easy to clean materials and furnishings.

## Child-Centered Design

**Age-appropriate spaces:** Areas should be designed to cater to specific age groups, accommodating the unique needs of infants, toddlers, and young children. Each space should be scaled appropriately with furnitures and fixtures designed for the specific age group.

**Flexible Spaces:** Rooms and areas should be easy to reconfigure to accommodate a range of activities and group sizes.

**Comfort and Sensory Considerations:**

The design of the interior spaces should accommodate varying sensory needs including proper acoustics to minimize noise, lighting controls for both electrical (color temperature and dimming) and natural light (shades), and temperature control.



*18-36 Month Classroom*

## Indoor/Outdoor Connection

**Natural Light:** The design should emphasize natural light to create a bright and inviting atmosphere.

**Outdoor Play Areas:** Outdoor play spaces should include a variety of surfaces and play structures to promote physical activity and exploration. Exterior play areas should be scaled to the age groups in the childcare facility.

**Indoor-Outdoor Movement:** The connections between interior and exterior spaces should be noticeable and clear allowing children ready access to fresh air and outdoor environments.

## Functional & Efficient Configuration

**Efficient Layout:** Arrangement of interior and exterior spaces should minimize travel distances for staff and children. Daily routines should be incorporated into space layout to maximize efficient movement. Spaces should be logically arranged with considerations for user group, security, and access.

**Storage:** Ample storage for toys, educational materials, and personal belongings. Built-in cabinets, shelving, and cubbies should be accessible to both children and staff.

## Health & Wellness

**Environmental Controls:** Building ventilation design to ensure constant supply of fresh air and unobtrusive air movement, particularly in spaces where children spend extended periods.

**Hygienic Facilities:** Design bathrooms and changing areas with hygiene in mind, including touch-less fixtures, easy to clean surfaces, and appropriate waste disposal systems.

**Thermal Comfort:** Ensure facility is well-insulated and the building heating and cooling systems provide consistent and comfortable temperatures throughout the year.

## Inclusive & Accessible Design

**Universal Design:** Incorporate principles of universal design to ensure that the facility is accessible to all children with all levels of ability. Specific items include ADA-compliant entrances, ramps, and accessible restrooms.

**Inclusive Play Area:** Design play areas; interior and exterior, that are inclusive of children with varying abilities with diverse equipment and activities that cater to different needs.

## Site & Landscape Design Best Practices

### Accessibility and Connectivity

**Vehicular Access and Parking:** Site design should include clearly defined drop-off and pick-up zones that are safe and efficient. The parking lot should conform with local zoning and building code requirements for size and quantity of stalls. Layout should allow for easy access for parents and staff. Site should have clear, unobstructed routes for emergency vehicles and easy access for first responders.



*Childcare Facility - Exterior Playground*

**Pedestrian Safety:** Design pedestrian pathways that are separated from vehicle traffic and provide safe, direct routes to the building entrance. Pathways should be wide enough to accommodate strollers, well lit, and maintained to prevent slipping.

### Climate and Weather Resilience

**Snow Management:** Parking lot and site design should consider snow removal and storage operations during the winter. The areas designated for snow storage should not impede visibility or access. In general, plan for additional area dedicated to snow storage equal to approximately 40% of plowed area.

**Drainage and Grading:** Proper site grading is crucial to ensure effective drainage, particularly during snow-melt and heavy rainfall. The site should be designed to prevent water pooling near the building with drainage designed to direct water away from the facility.

### Site Orientation and Sunlight

**Maximizing Sunlight:** Where possible, orient the building to take full advantage of natural sunlight from a southern exposure. Orient parking and site areas with southern exposure to maximize natural light and warmth and minimize shaded areas and associated prolonged snow build-up.

**Wind Protection:** Review prevailing wind patterns on a macro and micro level for the project site. Add windbreaks as needed to shield staff and children from windy conditions.

### Outdoor Play Areas

**Year-Round Usability:** Design play areas to be utilized year-round with particular attention paid to winter conditions. This may include covered or semi-enclosed spaces that provide protection from inclement weather.

**Surface Materials:** Utilize materials that are safe and resilient in varying weather conditions.

## Electrical Standards

**Power:** All receptacles to be tamper resistant in areas where children have access. Provide receptacles on a minimum of 30ft spacing in the Hallways. Receptacles to be placed on 15ft centers in the Classrooms and Activity Room. A minimum of one (1) receptacle to be placed on each wall in Work Room, Break Room, Offices, Lactation, and Reception. One (1) duplex receptacle to be provided at each computer location. Provide dedicated 20A circuits for copiers located in the Lobby/Reception and Teacher Workroom. Teacher Breakroom to have dedicated 20A circuits for dishwasher, microwave, refrigerator, coffee maker, and toaster. Warming Kitchen to have dedicated 20A circuits for freezer, refrigerator, microwave, dishwasher,

and two (2) warming cabinets. One (1) receptacle to be provided in each Restroom, Janitor Closet, and Storage room. GFCI receptacles to be provided in all bathrooms and counter-top surfaces in Breakroom and Kitchen.

Lighting: Lighting to be LED fixtures. 2'x4' and 2'x2' troffers to be utilized in Classrooms, Hallways, Breakroom, Kitchen, and Offices. Restrooms to have one (1) down-light and one (1) vanity light over the mirror. Storage, Janitor Closet, and Elec/Mech rooms to have 4ft strip lights. Lighting to be controlled via ceiling and wall mounted occupancy sensors in all areas except for the Electrical Rooms. All lighting to be dimmable. Exterior lighting to consist of building mounted fixtures to illuminate the Play Area to the extent possible.

Telecom: A telecommunication outlet to be provided in each Classroom and at dedicated equipment locations such as copiers. Wireless access points to be provided throughout the building on approximately 50ft centers.

Cameras/CCTV: Cameras are not anticipated at this time.

Fire Alarm: Fire alarm system to consist of smoke detector in storage rooms, heat detectors in janitor closets, kitchens, pull stations at each exit door, and horn/strobes in each normally occupied spaces such as classrooms and hallways.

## Fixtures, Furnishings, and Equipment

For the purposes of this study, we estimate an approximate budget of \$500,000 should be considered for fixtures, furnishings, and equipment. This includes factor increases for both freight and installation. This budget includes items such as toys and manipulatives, but excludes supplies. Note that this budget is not included in the overall cost estimates.

## Existing Building Renovation

Potential renovation requirements:

Upgrading from B to E occupancy per IBC: Three of the four available tenant spaces are likely to be to be Type B (Business) occupancy. A change of use will likely be required through the Authority Having Jurisdiction.

The facility will need to be sprinklered.

Service upgrades to utilities: The childcare facility will require additional toilets and sinks. An assessment of existing utilities should occur to determine service capacity.

Ventilation upgrades.

Seismic upgrades.

Exterior Envelope Considerations: Per the International Building Code (IBC), in order to be considered E occupancy, each classroom will need to have an exterior door. Additionally, the rooms in which the children are cared for must be located on a level of exit discharge.

Acoustical Upgrades: Per IBC, acoustic separations are required between classrooms.

Exterior play yard: Featuring fence and gates, seating, level and accessible impact attenuating safety surfacing, age appropriate inclusive and interactive play equipment, and site lighting.

Site upgrades: Required parking for staff and visitors to include appurtenant drives and additional area for refuse collection and snow storage, site lighting, and parent drop-off.



# HERMON HUTCHENS ELEMENTARY

## Architectural Narrative

Hermon Hutchens Elementary School was constructed in 1980 and is the only public elementary school in Valdez. The west wing of the building is being considered as a possible location for a future childcare facility in Valdez. Currently, this area serves as elementary classrooms, teacher workrooms, and general storage. If the childcare facility is established here, the existing functions will need to be relocated within the school. Of note, the building had previously housed a childcare facility; Harborview Center, until it closed in 1997, so there is precedent for childcare programming at the site.



*Hermon Hutchens West Wing - Exterior Entry*

The existing layout of the west wing includes classrooms that are approximately sized for childcare classrooms and as such, the existing demising walls are proposed to remain. The interior and portions of the exterior walls of the existing classroom will need to be reconfigured to meet State requirements for egress and to accommodate the new program. The existing restrooms that are currently shared by the classrooms will need to be demolished to comply with State requirements.

The interior space that is currently made up of teacher workrooms, general storage, and support spaces, will need to be demolished to accommodate the new program. This central area will be redesigned to provide necessary support spaces, an administrative suite, teacher workroom, and interior activity room.

The overall interior space exceeds the required square footage for the given program, allowing for potential expansion of the preschool capacity. The 18-36 months group could grow from 12 children served to 18 and the 3-5 year old group could grow from 30 children served to 40.

The primary entrance for the childcare facility will be located on the west side of the building, with a secondary entrance shared with the main school entry. Use of the secondary entrance would have to be coordinated with the Elementary School. The exterior walls would have to be modified to accommodate required doors to the exterior at each classroom.

The outdoor play area, located just south of the new entry, will be resurfaced with a suitable and safe material for children. This area, partially covered by an existing canopy, meets the State's requirement of 75 square feet per child, allowing all children to be outdoors simultaneously.

## Civil Narrative

The existing site layout supports the needed parking and planned outdoor improvements for the childcare facility. The existing paved area on the west side of the site will need to be re-striped to accommodate parking and drop-off for the childcare program. The available area for parking is sufficient for the expected number of users, with the Valdez Municipal Code requiring 24 parking spaces, including one handicap-accessible stall.

The current asphalt surface at proposed outdoor play area, will need to be replaced or resurfaced with a playground-appropriate material.

## Landscape Narrative

Surrounded by residential areas, Hermon Hutchens Elementary School is ideally located for parents with children attending the school or living nearby. The site offers a large outdoor play area, providing ample opportunities to create a versatile and engaging space for the children. The views from the renovated wing and outdoor play area look to the mountains to the north and west, adding a scenic element to the facility.

The spacious outdoor area allows for a variety of play equipment, with the existing covered area serving as the designated shaded zone. In line with best practices for playground safety, the playground will be divided into two sections: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years). The current hardscape provides a stable base for installing the necessary safety surfacing.

## Structural Narrative

The proposed renovations will utilize approximately 68 feet by 140 feet of the west wing, a single-story section of the school framed with steel wide flange beams and columns and a metal roof deck. The lateral support system consists of precast panels, some of which are located within the proposed childcare space.

The renovations include partial demolition of one interior north-south precast panel. Provided less than 10 percent of this wall is removed, no additional shear walls will be required. However, structural connections between the precast panel and the metal roof will be reinforced near the new door opening. The remaining walls to be demolished are non-structural.

## Mechanical Narrative

The fire sprinkler system in the renovated area will be reconfigured to provide appropriate coverage, including a dry sprinkler system for any exterior covered areas and canopies. Existing plumbing fixtures and branch piping will be demolished and replaced with new fixtures and piping connected to existing mains in the hallways. The slab will be cut as necessary to install new underfloor waste piping.

The heating system will be reconfigured to allow individual zone control for each space. The existing system, which provides heated air through floor grilles and fan-powered VAV boxes with heating coils, will be augmented by perimeter fin tube heaters and hydronic unit heaters for storage areas. Heating piping will be routed to connect with the existing mains in the building.

Ventilation will be managed by new fan-powered variable air volume units with heating coils, ensuring proper air circulation and temperature control in each zone. The existing central AHU serving the building will remain in place. Exhaust systems for toilet rooms and the warming kitchen will be updated with a new common exhaust fan, connected to the existing exhaust louver.

All controls will be integrated into the existing building control system using direct digital controls.

## Electrical Narrative

A new electrical setup will be required, including the demolition of the existing panel in the renovation area. A new 75kVA, 120/208V, 3-phase transformer, and a new 225A, 120/208V, 3-phase, 4-wire panel will be installed to serve the new area loads.

In addition to adhering to general standards, specific updates include the removal and salvage of all receptacles, data, lighting, and fire alarm devices in the existing space. A new 48-port patch panel will be installed in the nearest telecom closet. Exterior vestibule doors will be equipped with access controls linked to the existing building system, with an additional access control panel likely required.

New lighting will be 277V where feasible to reuse existing circuits, and new exterior fixtures will be tied into existing photocell controls. Fire alarm devices will be integrated into the existing Fire Alarm Control Panel (FACP).

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of children accommodated: 52  
(with capacity up to 68)

0-18 Months: 10 children

19-36 Months: 12 children (capacity for up to 18)

3-5 Years: 30 children (capacity for up to 40)

### Flexibility & Growth

The space provided by the school exceeds the program's area requirements, allowing for future expansion.

### Displacement of Existing Program

The space that the Childcare program will occupy is currently used by the elementary school. The existing program will have to be relocated to another area within the school building.

### Building Code

Occupancy Type: Childcare facilities are

Type E. The elementary school is classified as Type E (Educational). No change of occupancy needed.

Fire Sprinklers: Childcare facilities are required to be sprinklered. The elementary school is sprinklered.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Positive** - City of Valdez owns and Valdez owns and operates the facility

Facility Location: **Positive** - Location is central to in-town parents and connected to elementary school and proximate to middle school and high school.

Displacement of Existing Program: **Challenge** - Space taken over by childcare is currently in use and would

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/ Lobby	400	389
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	75
<b>Childcare Classrooms</b>		
Infant/Young Toddler Classroom (0-18 months)	550	726
Toddler Classroom (19-36 months)	550	1100
Preschool Classroom (3-5 years)	700	1114
Preschool Classroom (3-5 years)	700	1114
Activity Room	600	834
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	305
<b>Support Spaces</b>		
Break Room	175	204
Restrooms	200	200
Teacher Work Room	300	306
Storage	100	339
<b>Service Spaces</b>		
Warming Kitchen	300	301
Janitor/ Laundry	120	122
<b>Building and Maintenance</b>		
Mech/Elec	650	0
Telecomm Room	70	71
Net Area	6045	7490
Grossing Factor	35%	24%
<b>Total Program Area</b>	<b>8161</b>	<b>9240</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

*Hermon Hutchens: Childcare Program*

need to be accommodated elsewhere in the school

Construction Sequencing: **Challenge** - Renovation work on-site will have to coordinate with school calendar

Utilities: **Positive** - Existing utility service is adequate for childcare program. Existing emergency generator is on-site and can support childcare program.

Snow Removal: **Positive** - Facility is maintained by City of Valdez/Valdez School District with adequate snow storage on-site.

Parking: **Positive** - Existing parking available, quantity adequate for childcare program. Drop-off location should be separated from current HHES student drop-off to minimize congestion.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program if oversized. Expansion can be accommodated within the existing footprint.

Supporting Program: **Positive** - Childcare shares space with elementary school and access to library. VCS Child Find programs may have access to daycare attendees to and identify interventions sooner. Integration with HHES staff by providing on-site childcare.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements. Existing covered area at childcare entry provides cover from inclement weather.

Exterior Enclosure/Building Envelope: **Neutral** - Existing wall construction is pre-cast concrete panels, adding new openings for additional daylight is challenging. Existing exterior windows will have to be remodeled to accommodate exterior egress from each classroom. Roof was recently replaced.

Building Systems: **Positive** - Existing system is adequate for childcare program, reconfiguration required at renovation area.

Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area.

Fire Alarm: **Positive** - Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.

Telecom: **Positive** - Existing system is adequate for childcare program, reconfiguration required at renovation area.

Access Control: **Positive** - New childcare program access to be integrated into existing elementary school access control system. Secondary point of entry on east side of childcare program needs to be reviewed to control access to and from elementary school.

Operations & Maintenance Costs: **Positive** - Childcare program is not a change of use intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

# IKE 'WOODY' WOODMAN RECREATION CENTER

## Architectural Narrative

The proposed renovation focuses on transforming the Woody Woodman Recreation Center into a childcare facility. Currently, the building serves as the City's public recreation center, hosting various community events and programs. If the childcare facility is established in this location, these activities will need to be relocated.

To support the new childcare program, most of the existing interior construction will be demolished. The north side of the building will be dedicated to administrative and support functions, including reception, mechanical and electrical rooms, administrative offices, restrooms, and a warming kitchen. The southern side will house the classrooms. The facility's overall size is insufficient for the full building program and a portion of the childcare program, the interior playroom and associated storage, cannot be accommodated.



*Recreation Center Main Entry and Pull-Through*

The childcare facility will reuse the existing entrance and drop-off configuration, with additional exits on the east and west ends of the building. Modifications to the exterior walls will be necessary to provide required doors for each classroom.

There is a large vacant lot to the east of the facility that could serve as an outdoor play area. This space meets the State's requirement of 75 square feet per child, allowing all children to be outside simultaneously. Since part of this lot is currently used for snow storage, clear demarcation between the snow storage and the play area will be essential. The facility also has an existing covered area on the south side that could be used for outdoor play during inclement weather, though it is not large enough to house play equipment and is therefore not included in the outdoor play area calculations.

## Civil Narrative

The current site appears to offer adequate space for the proposed outdoor play area. The existing parking lot meets the current Municipal Code requiring 24 parking spaces and one handicap-accessible stall. However, during busy times such as drop-off and pick-up, the lot may not be sufficient to accommodate both staff and parents

As-built drawings indicate a possible 10-foot T&E easement along the south boundary, which could affect the covered play area and proposed storage plans.

## Landscape Narrative

Located in the northern part of town near the high school and middle school, the site is surrounded by residential neighborhoods, making it a convenient location for parents. The surrounding area has urban street trees and green spaces, offering good views of the surrounding mountains from both the building and the outdoor play area.

The outdoor area is large enough to accommodate a variety of playground designs and equipment, with excellent

sun exposure. The small covered area north of the existing building can provide cover from inclement weather and shade from sun when needed. Given the playground's proximity to an intersection, a perimeter fence should be included in the project. To ensure safety, the playground will be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), in accordance with best practices for playground safety.

## Structural Narrative

The Valdez Rec Center is a single-story building, approximately 112 feet by 56 feet, constructed in 1982. The roof is supported by glue-laminated girders and TJI wood joists with plywood sheathing. The lateral system consists of wood stud walls along the perimeter, with a foundation that combines concrete spread footings and CMU foundation walls.

The proposed interior wall demolition is non-structural, but any demolition of exterior walls for doors or windows will require structural detailing.

## Mechanical Narrative

The fire sprinkler system will be reconfigured to ensure proper coverage of the renovated area, in accordance with NFPA 13 standards.

All existing plumbing fixtures and above-floor piping will be demolished, as they are near the end of their useful life and cannot support the proposed renovations. New fixtures will be installed, with new piping routed back to the water service in the mechanical room. Significant slab demolition will be required to install new underfloor waste piping, as the existing piping is not located where new fixtures are needed. The depth of the existing sewer service piping will need to be verified to ensure adequate connection for the new fixtures.

The existing boiler system will remain, but the heating distribution piping and equipment will be replaced to provide zone control for each space. The new heating system will include perimeter fin tubes for general heating, hydronic unit heaters for storage areas, and fin tube heating for office spaces.

The current air handling unit, which is past its useful life, will be demolished and replaced with a new ventilation system that provides code-compliant ventilation and economizer cooling. A new common exhaust fan will serve the toilet rooms, with a dedicated exhaust fan for the kitchen.

A new direct digital controls system will be specified to manage the HVAC systems in the building.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, with fire alarm devices removed and salvaged for reuse. The electrical panels located in the existing mechanical/electrical room will remain and will serve the new loads.

Additional provisions include the installation of a pole-mounted fixture on the east side of the building to assist in illuminating the play area. A new telecom rack with patch panels will be provided in the communication room, along with space for additional owner-provided equipment. An access control system is not anticipated at this time. The fire alarm control panel (FACP) will be removed and salvaged for relocation.

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of children accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The available space can not accommodate the entire childcare program. The interior activity room and associated storage are not included.

The facility does not have capacity to expand.

### Displacement of Existing Program

The facility is currently in use as the community recreation center. Existing programming and events will have to be accommodated elsewhere.

### Building Code

Occupancy: Existing facility is likely classified as Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered, existing facility is sprinklered.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Positive** - City of Valdez owns the building and Valdez City Schools operates the facility

Facility Location: **Positive** - Location is central to in-town parents and near to elementary school, middle school, and high school.

Displacement of Existing Program: **Challenge** - Existing facility is utilized as a community center with a schedule of programs. Existing activities and programming would have to be moved and accommodated in other facilities/locations.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Positive** - Existing utility service is adequate for childcare program. Depth of sewer service should be verified to confirm it can accommodate new plumbing fixtures.

Snow Removal: **Challenge** - Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.

Parking: **Positive** - Existing parking meets City requirements, however, snow storage during the winter

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/ Lobby	400	383
Lactation	120	119
Car Seat Storage Alcove	30	47
Outdoor Gear Storage	40	100
<b>Childcare Classrooms</b>		
Infant/Young Toddler Classroom (0-18 months)	550	584
Toddler Classroom (19-36 months)	550	574
Preschool Classroom (3-5 years)	700	700
Preschool Classroom (3-5 years)	700	700
Activity Room	600	0
Activity Room Storage	80	0
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	186
<b>Support Spaces</b>		
Break Room/Teacher Work Room	175	288
Restrooms	200	180
Teacher Work Room	300	196
Storage	100	200
<b>Service Spaces</b>		
Warming Kitchen	300	418
Janitor/ Laundry	120	146
<b>Building and Maintenance</b>		
Mech/Elec	650	357
Telecomm Room	70	60
Net Area	6045	5298
Grossing Factor	35%	19%
<b>Total Program Area</b>	<b>8161</b>	<b>6217</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

*Recreation Center: Childcare Program*

reduces parking capacity.

Program Fit/Expansions: **Challenge** - Existing building is too small to fit childcare program; the indoor activity area is not included. This is not a required space but is recommended as a best practice and particularly in a place with extended inclement weather.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements. Small existing covered area along southern edge of building provides sheltered exterior place space.

Exterior Enclosure/Building Envelope: **Positive** - Existing wall construction is wood stud framed construction making the additions of windows and exterior egress doors easily achievable. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.

Building Systems: **Challenge** - Existing air handler unit is at the end of its' useful life and should be replaced. Existing boiler is adequate for the childcare program and will remain.

Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area.

Fire Alarm: **Positive** - Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.

Telecom: **Challenge** - Existing system rack to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with one tenant.

Operations & Maintenance Costs: **Positive** - Childcare program is not a change of use intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

## NATIONAL GUARD ARMORY

### Architectural Narrative

The National Guard Armory building is a single story building off Salcha Way near the Valdez Airport. The existing facility and land is currently lightly used and would need to be purchased by the City of Valdez to be redeveloped as a childcare facility.

To renovate the facility to meet the program needs and State requirements, the majority of the building interior will need to be demolished. The existing mechanical system will need to be replaced and structural upgrades will likely be required to accommodate new egress doors and window openings.



*Armory Exterior Overall*

The new layout will divide the building into two program areas: the northern half will house supporting spaces, including the main entry, reception, administrative suite, and mechanical and electrical rooms, while the southern half will be dedicated to classrooms.

The main entry will remain in its current location, with additional exits added along the south and east sides of the building. Exterior walls will be modified to provide the necessary doors for each classroom and to allow natural light into the space.

The site surrounding the Armory is mostly undeveloped, offering open spaces and panoramic views of the mountains.



The flat area to the south will be utilized as an outdoor play area, meeting the State’s requirement of 75 square feet per child, allowing all children to play outside simultaneously. A fence or other boundary will be necessary to secure the play area.

## Civil Narrative

The current site conditions are favorable for the development of playgrounds, parking, and access to the building. Per Valdez Municipal Code, the childcare facility will require 24 parking spaces, including one handicap-accessible stall. There is ample space available for constructing drive aisles, parking areas, and pedestrian connections to the building, as well as for the planned outdoor play area. According to available as-built plans, the building is connected to public water and gravity sewer systems. The existing 4-inch sewer service should be reviewed to ensure it can handle the increased demand from the new use.

## Landscape Narrative

The site offers ample space for various outdoor play opportunities, abundant sun exposure, and stunning mountain views. Currently, the site is zoned as light industrial so a conditional use permit will be required to develop a childcare facility on the site.

This location offers significant potential for outdoor play design and equipment, with the largest available area among the site options. The addition of trees or shade structures is recommended, as the site currently lacks natural shade. To ensure safety, the playground will be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), following best practices for playground safety.

## Structural Narrative

The Valdez National Guard Armory is a rectangular, single-story building approximately 112 feet by 64 feet, constructed in 1987. It features a high and low roof, both framed with glue-laminated girders and TJI wood joists with CDX roof sheathing. The girders are supported by interior and exterior CMU pilasters, and the lateral system consists of a combination of wood and CMU shear walls.

The proposed demolition will involve both wood and CMU shear walls, which will require the design and construction of new shear walls to maintain the building’s structural integrity.

## Mechanical Narrative

The existing building is not equipped with a fire sprinkler system, and the current 2-inch water service is insufficient to support an NFPA 13-compliant sprinkler system. A new 6-inch water service will be required to provide adequate fire protection for the renovated building.

All existing plumbing fixtures and above-floor piping will be demolished, as they are nearing the end of their useful life and are not suitable for the proposed renovations. New fixtures will be installed, with new piping routed back to the mechanical room. Significant slab demolition will be necessary to install new underfloor waste piping, as the existing piping is not located where the new fixtures are needed.

The condition of the existing boiler system is unknown, as the room was inaccessible during the site visit. Depending

on its age and condition, the boiler system may need to be upgraded or replaced. The heating distribution piping and equipment will be demolished and replaced with new systems that provide zone control for each space. The new heating system will include perimeter fin tubes, with hydronic unit heaters for storage areas and fin tube heating for office spaces.

The existing ventilation system, which is outdated and not configured to support a childcare facility, will be demolished. A new ventilation system will be installed to provide code-compliant ventilation and economizer cooling. The toilet rooms will be equipped with a common exhaust fan, and the kitchen will have a dedicated exhaust fan.

A new direct digital controls system will be specified to manage the building’s HVAC systems.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, with fire alarm devices removed and salvaged for reuse. The electrical panels located in the mechanical/electrical room will remain in place to serve the new loads.

Additional provisions include a pole-mounted fixture on the east side of the building to enhance illumination of the play area. The existing telecom system is currently unknown, so a new telecom terminal block (TTB) and telecom rack will be provided in the communication room, along with patch panels and space for additional owner-provided equipment. An access control system is not anticipated at this time.

Given the building’s age, it is assumed that the existing fire alarm system is beyond its useful life and will need to be replaced. A new Class B Addressable Fire Detection and Alarm System will be installed to meet applicable codes and standards.

## Facility Description

### Program description:

Facility Program and Square Footage: Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The available space accommodates the childcare program but does not have capacity for expansion.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: The existing facility is likely

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/ Lobby	400	376
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40
<b>Childcare Classrooms</b>		
Infant/Young Toddler Classroom (0-18 months)	550	592
Toddler Classroom (19-36 months)	550	670
Preschool Classroom (3-5 years)	700	825
Preschool Classroom (3-5 years)	700	825
Activity Room	600	603
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	282
<b>Support Spaces</b>		
Break Room	175	226
Restrooms	200	200
Teacher Work Room	300	386
Storage	100	102
<b>Service Spaces</b>		
Warming Kitchen	300	331
Janitor/ Laundry	120	145
<b>Building and Maintenance</b>		
Mech/Elec*	650	650
Telecomm Room	70	133
Net Area	6045	6676
Grossing Factor	35%	17%
<b>Total Program Area</b>	<b>8161</b>	<b>7736</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

\*note = additional space as needed in double height bay

Armory: Childcare Program

a Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered. Existing facility is not sprinklered; a new sprinkler system will have to be installed.

Accessibility: Existing facility complies with current accessibility regulations. New renovation construction will be designed and built to meet current accessibility requirements.

### Site and Concept Design Summary

Property Ownership: **Challenge** - City of Valdez would need to purchase the building.

Facility Location: **Positive** - Location is between in-town and out-of-town neighborhoods and within walking distance of the mobile home parks.

Displacement of Existing Program: **Positive** - No existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Challenge** - Existing water service line is too small to accommodate addition of building sprinkler system. Line size needs to increase from 2" to 6" diameter.

Snow Removal: **Positive** - Ample space available on-site for snow storage without reducing parking capacity or impeding view triangles. New snow removal service would have to be arranged through childcare provider.

Parking: **Positive** - Existing parking meets City requirements with ample room for expansion if needed.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion would require new construction.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements with ample room for expansion. No covered area available for shelter during inclement weather.

Exterior Enclosure/Building Envelope: **Challenge** - Existing wall construction is CMU and adding new openings for exterior egress additional daylight is challenging and could require structural upgrades. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.

Building Systems: **Challenge** - Existing ventilation system should be replaced to accommodate childcare programming. Existing boiler was not reviewed but due to building age is likely near the end of its' useful life.

Fire Sprinkler: **Challenge** - Building is not sprinklered and requires water line upgrade to accommodate addition of building sprinklers.

Fire Alarm: **Challenge** - Existing fire alarm system is nearing end of useful life and should be replaced.

Telecom: **Challenge** - Existing system rack and wiring to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with one tenant.

Operations & Maintenance Costs: **Positive** - Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

# ROYAL CENTER

## Architectural Narrative

The Royal Center was the location of the most recent childcare facility in Valdez until it closed in 2022. The previous childcare facility occupied the eastern portion of the first floor. A similar footprint albeit expanded modestly to the west is being considered for redevelopment as a new childcare facility. The existing facility and land is currently privately owned and would need to be purchased by the City to be redeveloped as a childcare facility.

To accommodate the new childcare program, the interior construction will be demolished and redesigned. The previous childcare facility layout cannot be re-used as it does not comply with State requirements for accessibility. The new layout will focus

on meeting State requirements for accessibility, improving security, enhancing movement and flow for teachers, administrators, parents, and children, and optimizing the adjacencies between spaces.



*Royal Center Exterior*

Classrooms will primarily be located in the eastern half of the facility, while support spaces and play areas will be grouped on the western half. The existing main entry will be retained, with additional exits added along the south and north facades. Modifications to the building exterior will be made to increase natural light in the classrooms and workspaces. Additionally, the exit stair from the second floor will be relocated and extended to avoid conflicts with the play area on the south facade. Although the proportions of the play area are somewhat constrained, squeezed between a utility easement and the building, there is sufficient space for all students to be outside simultaneously.

## Civil Narrative

Site modifications will be minimal, primarily involving the fencing of a play area on the building's south side. The adequacy of the parking lot should be reviewed, as the building is shared with other businesses. According to Valdez Municipal Code, the childcare facility will require 24 parking spaces, including one handicap-accessible stall.

The proximity of the play area to the building's existing electrical meter is a concern, as is its adjacency to an access easement that appears to be in use. Ideally, a buffer beyond just a fence should be provided between the play area and vehicle movements to enhance safety.

## Landscape Narrative

The site is adjacent to commercial and industrial zones, so providing screening along the property lines next to these areas would be beneficial for the outdoor play area. This screening would enhance safety by reducing visibility from outside the property. The small size of the site may limit landscaping opportunities and the overall size of the outdoor play area.

The narrow shape of the outdoor play space will limit the use of certain play equipment and require careful planning to ensure proper circulation and clear sight lines for supervisors, following best practices for playground safety. The surrounding buildings limit sun exposure, and there are no existing trees to provide shade. It is recommended to

install a shade structure or plant shade trees. The playground will need to be divided into two distinct areas: one for toddlers (aged 6-23 months) and another for preschoolers (aged 2-5 years), as advised by playground safety standards.

## Structural Narrative

The Royal Center on Egan Street is a two-story building, approximately 205 feet by 63 feet in size. While existing structural drawings are not available, photos and on-site observations indicate that the shorter east and west perimeter walls are two-story CMU. The longer north and south walls are CMU on the first level, though the construction of the second-level walls is unknown. The second level floor framing consists of glue-laminated beams and wood planks. It is also unclear whether the interior walls function as structural shear walls. If a portion of the north/south wood-framed mechanical chase wall is removed, a new wood-framed wall along the same north/south line may be necessary. However, if less than 10 percent of the original wood wall is removed, no structural alterations will be required.

## Mechanical Narrative

The fire sprinkler system will be reconfigured to provide protection for the renovated area, in accordance with NFPA 13 standards.

All existing plumbing fixtures and above-floor piping will be demolished, and new fixtures will be installed with piping routed back to the mechanical room. The slab will need to be cut as required to install new underfloor waste piping for the added plumbing fixtures, as the existing underfloor piping is not located where the new fixtures are required.

The existing boiler system is nearing the end of its useful life. If the City of Valdez purchases the building, upgrading the boiler system will be part of the renovation project. If the childcare facility is a tenant space, it is recommended that the building owner upgrade the boiler system to ensure reliable heating for the facility. The existing heating distribution piping and equipment in the renovated area will be demolished and replaced with new systems that provide zone control for each space. The new heating system will include perimeter fin tubes, with hydronic unit heaters for storage areas and fin tube heating for office spaces.

The existing building lacks mechanical ventilation, so a new system will be installed to provide code-compliant ventilation and economizer cooling. Toilet room exhaust will be ducted to a new common exhaust fan, and the kitchen will include a dedicated exhaust fan. A new direct digital controls system will be specified to manage the building's HVAC systems.

## Electrical Narrative

All existing receptacles, data, and lighting in the space will be demolished, and fire alarm devices will be removed and salvaged for reuse. The electrical panels in the remodel space will also be demolished. The building is currently individually metered by the utility via 14 separate meters, though it is unclear how these meters are divided. It is assumed that several spaces will be combined. All meters and disconnects serving the remodel area will be demolished and replaced with a single new meter/disconnect for a 225A, 120/208V, 3-phase service. A new 225A, 120/208V 3-phase panel will be centrally located to serve all new loads.

The existing telecom system is unknown. A new telecom terminal block (TTB) and telecom rack will be provided in the communication room, along with patch panels and space for additional owner-provided equipment. An access

control system is not anticipated at this time.

Given the age of the building, it is assumed that the existing fire alarm system is past its useful life and will need to be replaced. A new Class B Addressable Fire Detection and Alarm System will be installed to meet applicable codes and standards.

## Facility Description

### Program description:

Facility Program and Square Footage: Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The availability of additional space to expand the childcare facility will be dependent on the lease agreements on the remaining space in the building. For the purposes of this report, we assumed no expansion of the childcare facility due to the unknowns surrounding the development of the entire building and leasing agreements.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: The existing facility is likely a Type B (Business) occupancy. A change of use will be required to change to a Type E (Educational) occupancy.

Fire Sprinkler: Childcare facilities are required to be sprinklered, existing facility is sprinklered.

Accessibility: Existing facility will need accessibility upgrades at the main entry and exterior entries due to differences in height from grade to finish floor.

### Site and Concept Design Summary

Property Ownership: **Challenge** - City of Valdez would need to purchase the building.

Facility Location: **Positive** - Location is central to in-town parents and near to elementary school, middle school, and high school..

Displacement of Existing Program: **Positive** - No existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: **Positive** - Existing utility service is adequate for childcare program.

Snow Removal: **Challenge** - Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	538
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40
<b>Childcare Classrooms</b>		
Infant/Young Toddler Classroom (0-18 months)	550	655
Toddler Classroom (19-36 months)	550	651
Preschool Classroom (3-5 years)	700	761
Preschool Classroom (3-5 years)	700	776
Activity Room	700	700
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	445
<b>Support Spaces</b>		
Break Room	175	263
Restrooms	200	200
Teacher Work Room	300	280
Storage	100	419
<b>Service Spaces</b>		
Warming Kitchen	300	291
Janitor/ Laundry	120	160
<b>Building and Maintenance</b>		
Mech/Elec	650	0
Telecomm Room	70	70
Net Area	6145	6400
Grossing Factor	35%	22%
<b>Total Program Area</b>	<b>8296</b>	<b>7976</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>2296</b>

*Royal Center: Childcare Program*

Parking: **Positive** - Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion can be accommodated by expanding into first floor footprint but would require leasing arrangements.

Outdoor Play Space: **Challenge** - Play space is adjacent to utility easement. Proportions of play space are not conducive to good sight lines for supervision. There are overhead height limitations due to 2nd floor exit stairs crossing over play area. Electrical meters are within play area boundary creating access challenges and additional fencing. There is no effective covered area to accommodate inclement weather.

Exterior Enclosure/Building Envelope: **Positive** - Existing exterior doors accommodate exterior egress requirements and existing windows provide adequate daylighting. Wood stud construction on north and south walls will accommodate window openings easily.

Building Systems: **Challenge** - Recommend replacing existing boilers as they are beyond their usable life. Replacement is complicated by multiple tenants and disruption to services. Currently the building is not ventilated and a new ventilation system would have to be installed to meet State requirements for a childcare facility.

Fire Sprinkler: Fire Sprinkler: **Positive** - Building is sprinklered, reconfiguration required at renovation area

Fire Alarm: **Challenge** - Existing fire alarm system is nearing end of useful life and should be replaced.

Telecom: **Challenge** - Existing system rack and wiring to be demolished and replaced. .

Access Control: **Positive** - Stand alone facility with multiple tenants.

Operations & Maintenance Costs: **Positive** - Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

Construction Cost: Refer to construction cost section of report.

## NEW CHILDCARE FACILITY

### Architectural Narrative

The new construction childcare option is included in this report as a comparison to renovating an existing structure. The grant funding that has been acquired for childcare project is specific to renovation of an existing building. If the new construction is desirable, a new funding source would have to be found to make the option feasible.

The childcare facility will be a single-story, wood-framed structure with exterior durable exterior cladding, likely a combination of stone, metal, and wood. The building will be oriented towards the south with large windows to capture views and to let light into the spaces.

The building interior spaces are arranged with the classroom facing south and building support spaces along the north side. The administrative suite is grouped around the main entry with the indoor play area separated from the classroom areas for sound control.



3-5 year old classroom

## Civil Narrative

Working with a generic site, the civil concept design has been developed with a series of considerations.

**Site size and configuration:** The concept plan lot is shown at 1.3 acres. The configuration of the facility and supporting site amenities will need to be confirmed for fit once an actual site is selected.

**Access to water and sewer utilities:** Concept design locates the building far from the public right of way. If public utilities are only available within the ROW/access road, service extensions will be required.

**Setback requirements:** The concept design shows the building set back from the adjacent property lines. When an actual site is selected, the building location will have to meet the setback requirements.

**Snow storage:** An area equal to 40% of the parking area is provided for snow storage. Once a site is selected, area of snow storage should be confirmed along with maintaining view/sight triangles at parking lot entrance/exit locations.

**Parking:** 2 accessible spaces and 21 standard parking spaces are provided on the concept plan. 2 bike parking spaces could be located at the main entry canopy.

**Site Lighting:** Provide adequate site lighting at parking area and sidewalks.

**Drainage:** At selected site, review grading to ensure drainage is possible away from the building and manageable for parking area.

## Landscape Narrative

Similar to the civil narrative, the landscape design for the new facility will be developed using the following considerations.

**Plantings:** Low-maintenance, durable Native Alaska plants will be used.

**Outdoor Play Areas:** Outdoor play spaces will be composed of a variety of designated areas with safe surfaces and integrated play structures to encourage imaginative play and connection to nature. Design to include covered areas for protection from snow, rain, and a few days a year, shade from the sun.

**Site drainage and water management:** Landscape design to coordinate with civil to ensure good drainage at outdoor play area, and appropriate drainage at planting areas around the project site.

## Structural Narrative

The new childcare facility will be a single-story wood-framed building. The roof framing will be wood sawn lumber and glue-laminated beams supported by wood bearing walls. The lateral system will be wood shear walls. The foundation system will be slab-on-grade concrete with conventional concrete frost wall footings. Wood walls can be placed in coordination with the architectural layout to allow for window and door openings. The front entry will be seismically separated from the main structure and supported by steel cantilever columns/piles.

Structural design will be in accordance with the 2021 International Building Code.

## Mechanical Narrative

**Fire Sprinkler System:** A wet-pipe sprinkler system in accordance with NFPA 13 with a minimum 4" water service will be specified for this building.



**Plumbing:** The service will split at the building entrance to supply the sprinkler system and the domestic water system separately. The domestic water system will be separated from the sprinkler system by a double check back flow prevention device in accordance with requirements of the UPC. An oil-fired water heater with expansion tank, ASSE 1017 tempering valve and hot water circulation pump will provide domestic hot water to plumbing fixtures in the building. All domestic water piping would be Polypropylene, PP-RCT. Storm Drain and Waste piping would be cast iron or ABS. All fixtures will be commercial grade.

**Heating:** The heating systems will be in-floor radiant heating for childcare rooms, fin tube for office areas, heating coils in ventilation equipment, hydronic unit heaters for storage rooms and cabinet unit heaters for entry vestibules. Heating will be provided by two oil-fired boilers. The heating fluid in the boiler system will be water. Each boiler will be sized for approximately 60% of the total heating load. Boiler flues will be routed out the roof with a combustion air opening in the mechanical room exterior wall. The boiler system will include circulation pumps for each boiler and two variable speed lead/lag system pumps to circulate to building heating equipment. The in-floor heating will include injection pump to low temperature lead/lag variable speed circulation pumps. The boiler system will include an air separator, expansion tank, fuel oil day tank, and fuel piping to an exterior double wall fuel oil storage tank. Heating piping will be PEX, copper or Polypropylene, PP-RCT.

**Ventilation:** The ventilation system will include a variable air volume air handling unit to provide code compliant ventilation and economizer cooling. A variable air volume terminal unit with heating coil will be located in each zone to control airflow volume and temperature. The toilet room exhaust will be ducted to a common exhaust fan. The Kitchen will include a dedicated exhaust fan.

**Air Conditioning:** No air conditioning system are planned for this building.

**Controls:** A direct digital controls system will be specified to control system the HVAC systems in the building.

## Electrical Narrative

**Power Distribution System:** A 400A, 120/208V, 3-phase, 4-wire service from Copper Valley Electric Association (CVEA) is anticipated for the new building. The service equipment will consist of an exterior mounted Current Transformer (CT) enclosure, meter base, and service disconnect. The service disconnect will feed inside to a 400A, 120/208V, 3-phase, 4-wire Panel 'A' located in the main Electrical Room. Panel 'A' will feed all loads on one half of the building. An additional 225A, 120/208V, 3-phase, 4-wire Panel 'B' will be located on the opposite end of the building, fed from Panel 'A', to feed the loads on the other half of the facility.

All receptacles to be tamper resistant in areas where children have access. Provide receptacles on a minimum of 30ft spacing in the Hallways. Receptacles to be placed on 15ft centers in the Classrooms and Activity Room. A minimum of one (1) receptacle to be placed on each wall in Work Room, Break Room, Offices, Lactation, and Reception. One (1) duplex receptacle to be provided at each computer location. Provide dedicated 20A circuits for copiers located in the Lobby/Reception and Teacher Workroom. Teacher Breakroom to have dedicated 20A circuits for dishwasher, microwave, refrigerator, coffee maker, and toaster. Warming Kitchen to have dedicated 20A circuits for freezer, refrigerator, microwave, dishwasher, and two (2) warming cabinets. One (1) receptacle to be provided in each Restroom, Janitor Closet, and Storage room. GFCI receptacles to be provided in all bathrooms and counter-top surfaces in Breakroom and Kitchen.

**Lighting System:** All light fixtures will be energy efficiency Light Emitting Diode (LED) type luminaries. 2'x4' and 2'x2' troffers to be utilized in Classrooms, Hallways, Breakroom, Kitchen, and Offices. Restrooms to have one (1) downlight and one (1) vanity light over the mirror. Storage, Janitor Closet, and Elec/Mech rooms to have 4ft strip lights. Lighting to be controlled via ceiling and wall mounted occupancy sensors in all areas except for the Electrical and Mechanical Rooms. Lighting controls in Classrooms, Breakroom, Kitchen and Offices will also utilize wall-mounted dimming

controls.

Exterior lighting to consist of building mounted fixtures for the entries and Playground area, and 25ft tall pole mounted lighting for the Parking Lot. All exterior lighting will be controlled via photocell and hand/off/auto controller connected to a lighting contactor.

Telecommunication System: A fiber optic data/phone service from the local utility provider is anticipated for the building. The telecommunications head-end equipment will consist of the Telephone Terminal Board (TTB) and (1) two-post rack for housing patch panels, servers, etc. The TTB and data rack will be located in the main Electrical Room.

A telecommunication outlet to be provided in each Classroom and at dedicated equipment locations such as copiers. Wireless access points to be provided throughout the building on approximately 50ft centers.

Fire Detection and Alarm Systems: A Class B, addressable automatic fire detection and alarm system is anticipated for this building. The fire alarm control panel will be located in the main entrance vestibule. No additional Notification Appliance Circuit (NAC) booster panels are anticipated.

Fire alarm system to consist of smoke detectors in storage rooms, heat detectors in janitor closets/kitchen/mechanical room, pull stations at each exit door, and horn/strobes in each normally occupied spaces such as classrooms and hallways.

Access Control and Security Systems: Access Control (card readers/electronic locks) and Security Systems (video surveillance) are not anticipated for this building at this time.

## Facility Description

### Program description:

Facility Program and Square Footage:  
Refer to chart at right.

Number of kids accommodated: 52

0-18 Months: 10 children

19-36 Months: 12 children

3-5 Years: 30 children

### Flexibility & Growth

The availability of additional space to expand the childcare facility will be dependent on the site selection.

### Displacement of Existing Program

Not applicable at this site.

### Building Code

Occupancy: Building will be classified as Type E (Educational) occupancy.

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/ Lobby	400	450
Lactation	120	120
Car Seat Storage Alcove	30	30
Outdoor Gear Storage	40	40
<b>Childcare Classrooms</b>		
Infant/Young Toddler Classroom (0-18 months)	550	585
Toddler Classroom (19-36 months)	550	576
Preschool Classroom (3-5 years)	700	729
Preschool Classroom (3-5 years)	700	729
Activity Room	600	637
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	302
<b>Support Spaces</b>		
Break Room/Teacher Work Room	175	175
Restrooms	200	200
Teacher Work Room	300	300
Storage	100	100
<b>Service Spaces</b>		
Warming Kitchen	300	300
Janitor/ Laundry	120	130
<b>Building and Maintenance</b>		
Mech/Elec	650	674
Telecomm Room	70	95
Net Area	6045	6312
Grossing Factor	35%	26%
<b>Total Program Area</b>	<b>8161</b>	<b>8000</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

*New Facility Program*

Fire Sprinkler: Childcare facilities are required to be sprinklered, new facility will be sprinklered.

Accessibility: New facility will be designed meet accessibility requirements.

### **Site and Concept Design Summary**

Property Ownership: *To be determined* - Dependent upon selection of site.

Facility Location: *To be determined* - Dependent upon selection of site.

Displacement of Existing Program: **Positive** - New construction, no existing program to accommodate.

Construction Sequencing: **Positive** - Standalone building with no restrictions on construction timing.

Utilities: *To be determined* - Dependent upon selection of site.

Snow Removal: *To be determined* - Dependent upon selection of site. Design needs to accommodate snow removal area unique to Valdez.

Parking: *To be determined* - Dependent upon selection of site. Design to meet City parking requirements.

Program Fit/Expansions: **Positive** - Space area is adequate for childcare program. Expansion would require a new building addition.

Outdoor Play Space: **Positive** - Adequate space to accommodate outdoor play area per State requirements.

Exterior Enclosure/Building Envelope: **Positive** - New construction would be designed per childcare program.

Building Systems: **Positive** - New construction would be designed per childcare program.

Fire Sprinkler: Fire Sprinkler: **Positive** - Building will be sprinklered

Fire Alarm: **Positive** - New construction.

Telecom: **Positive** - New construction.

Access Control: **Positive** - Stand alone facility with multiple tenants.

Operations & Maintenance Costs: **Positive** - New construction will be designed for building energy use efficiency. .

Construction Cost: Refer to construction cost section of report.

## DESIGN CONCEPT COST ESTIMATE

To develop construction cost estimates for each design option, Bettisworth looked to three sources of pricing information;

Bettisworth’s recent experience with childcare center design and construction

General contractor specializing in tenant improvement pricing concept design drawings.

Review of construction cost estimate prepared by contractor and BNAP by professional cost estimator.

The resulting price is a rough order of magnitude cost estimate and is intended as a budgetary guide. The pricing is based on the conceptual designs included in this report. It is not a guaranteed or fixed price and the actual cost of the project may vary depending on the development of the design, market conditions, and other unforeseen circumstances.

The construction cost estimates below include the following assumptions & exclusions

### Assumptions

Based on 2025 procurement and 2025 construction. Assume 3-5% construction cost escalation per year beyond 2025.

Project delivery method to be competitive bid procurement

Work performed during normal business hours and under typical working conditions.

### Exclusions

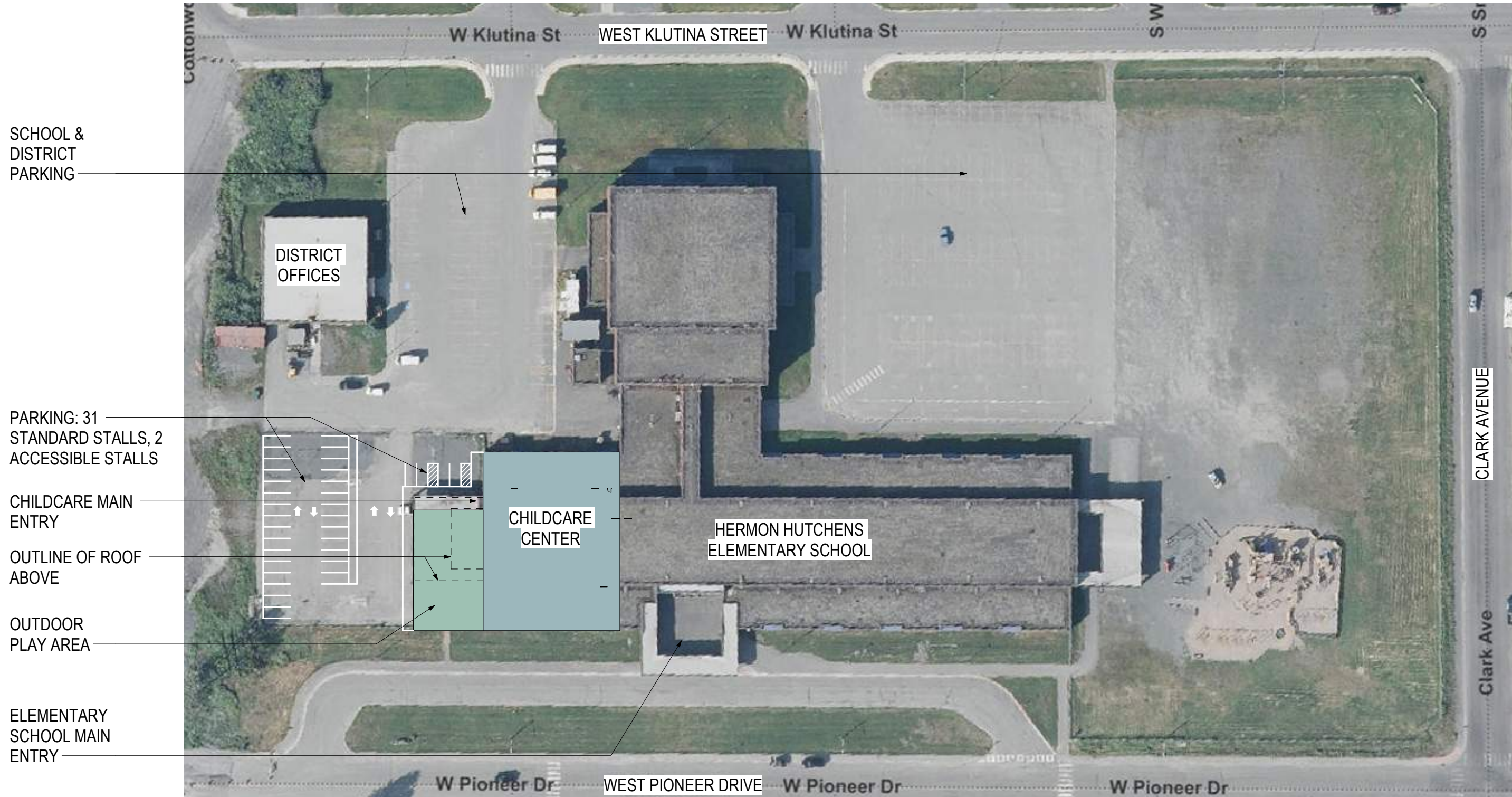
Purchase of land or building is excluded from cost information. Purchase amount is denoted graphically.

Unforeseen site conditions including hazardous material removal and abatement.

Design services including engineering, architectural design, and environmental studies.

Owner supplied items including supply, delivery and installation.

	<i>Hermon Hutchens Elementary School</i>	<i>Recreation Center</i>	<i>National Guard Armory</i>	<i>Royal Center</i>	<i>New Construction</i>
<i>General Conditions, Fees, &amp; Mark-Ups</i>	\$536,000	\$468,000	\$560,000	\$594,000	\$1,300,000
<i>Site Construction</i>	\$93,000	\$65,000	\$58,000	\$41,000	\$667,000
<i>Exterior Construction</i>	\$299,000	\$253,000	\$286,000	\$240,000	\$2,700,000
<i>Interior Construction</i>	\$2,800,000	\$2,000,000	\$2,900,000	\$2,500,000	\$2,000,000
<b>Construction Cost Total</b>	<b>\$3,728,000</b>	<b>\$2,786,000</b>	<b>\$3,804,000</b>	<b>\$3,375,000</b>	<b>\$6,667,000</b>
<i>Property Purchase</i>	N/A	N/A	\$\$	\$\$\$	\$\$\$
<i>Displacement Cost</i>	\$\$\$	\$\$\$	N/A	N/A	N/A



SCHOOL &  
DISTRICT  
PARKING

DISTRICT  
OFFICES

PARKING: 31  
STANDARD STALLS, 2  
ACCESSIBLE STALLS

CHILDCARE MAIN  
ENTRY

OUTLINE OF ROOF  
ABOVE

OUTDOOR  
PLAY AREA

ELEMENTARY  
SCHOOL MAIN  
ENTRY

WEST KLUTINA STREET

WEST PIONEER DRIVE

CLARK AVENUE

Clark Ave

1  
A-1 HERMON HUTCHENS ELEM SCHOOL CHILDCARE - CONCEPT SITE PLAN  
1" = 40'-0"

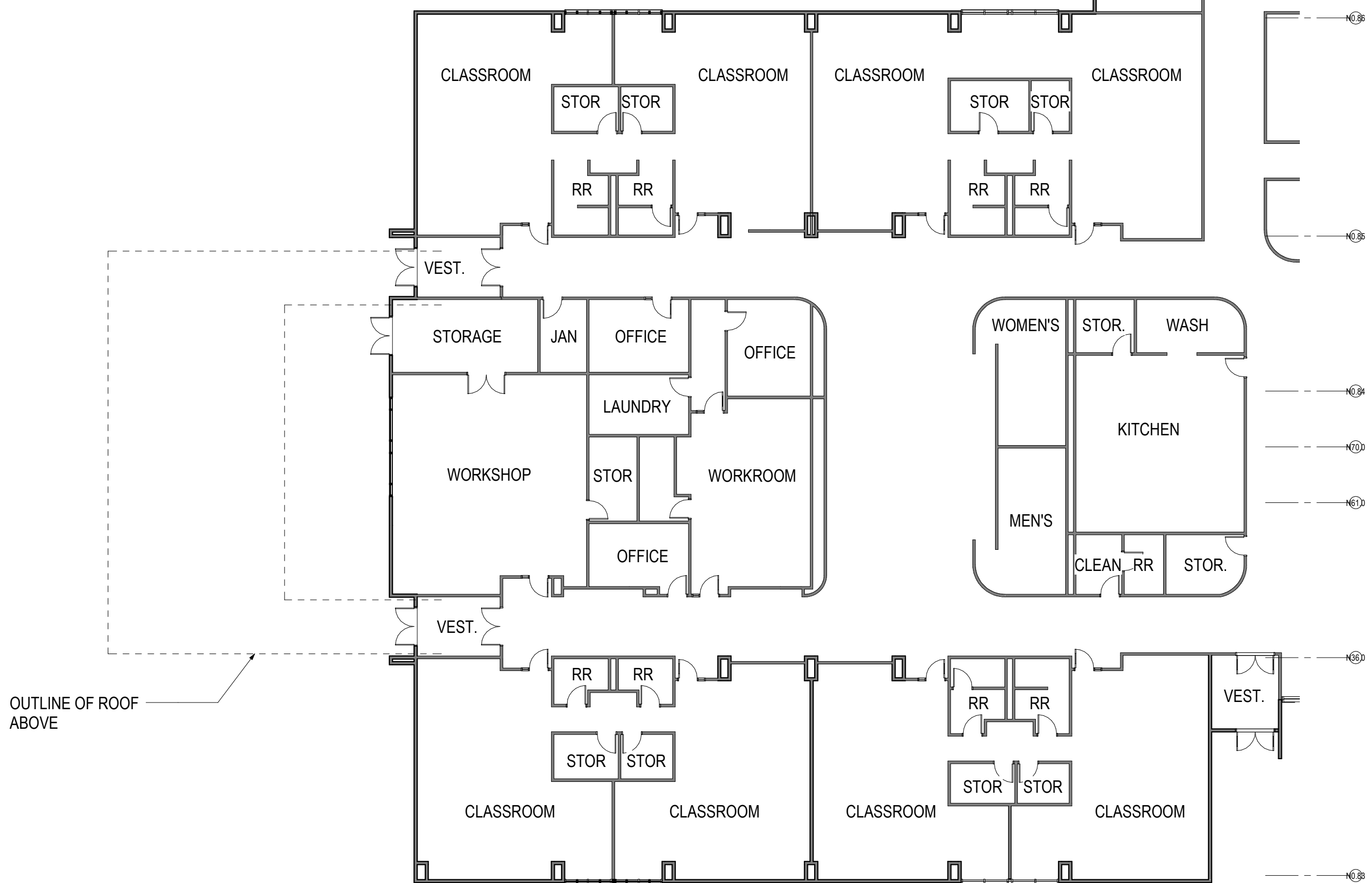


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## HERMON HUTCHENS ELEMENTARY SCHOOL

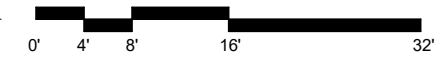
SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-1

**BETTISWORTH  
NORTH**



OUTLINE OF ROOF ABOVE

1 HERMON HUTCHENS ELEM SCHOOL - EXISTING FLOOR PLAN  
A-2 1/8" = 1'-0"



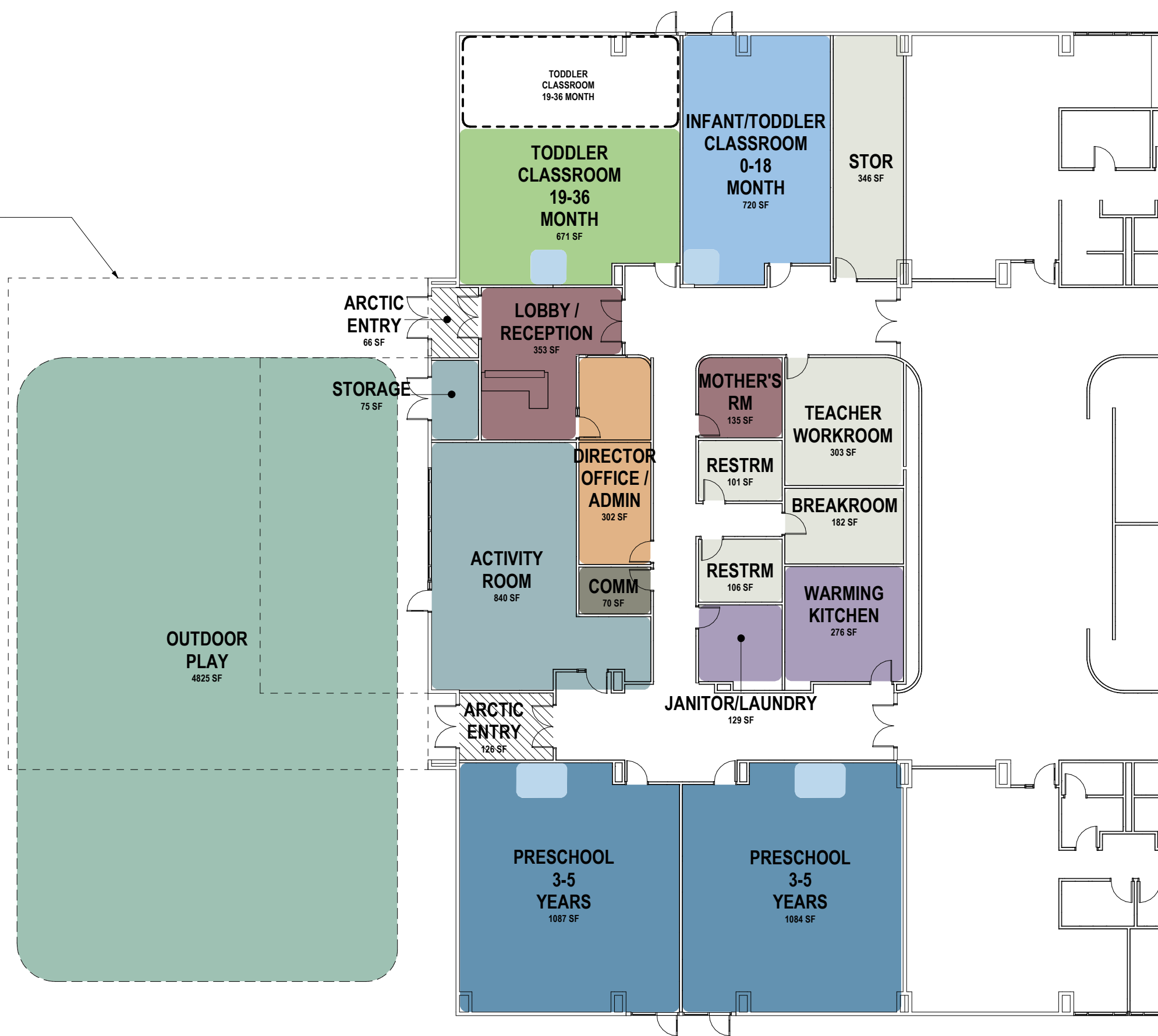
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## HERMON HUTCHENS ELEMENTARY SCHOOL

SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-2

**BETTISWORTH**  
**NORTH**

OUTLINE OF ROOF ABOVE



1 HERMON HUTCHENS ELEM SCHOOL - CONCEPT FLOOR PLAN  
A-3 1/8" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

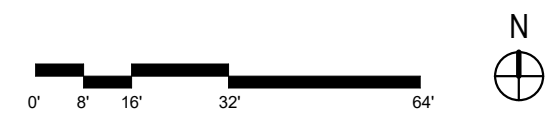
## HERMON HUTCHENS ELEMENTARY SCHOOL

SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-3

**BETTISWORTH  
NORTH**



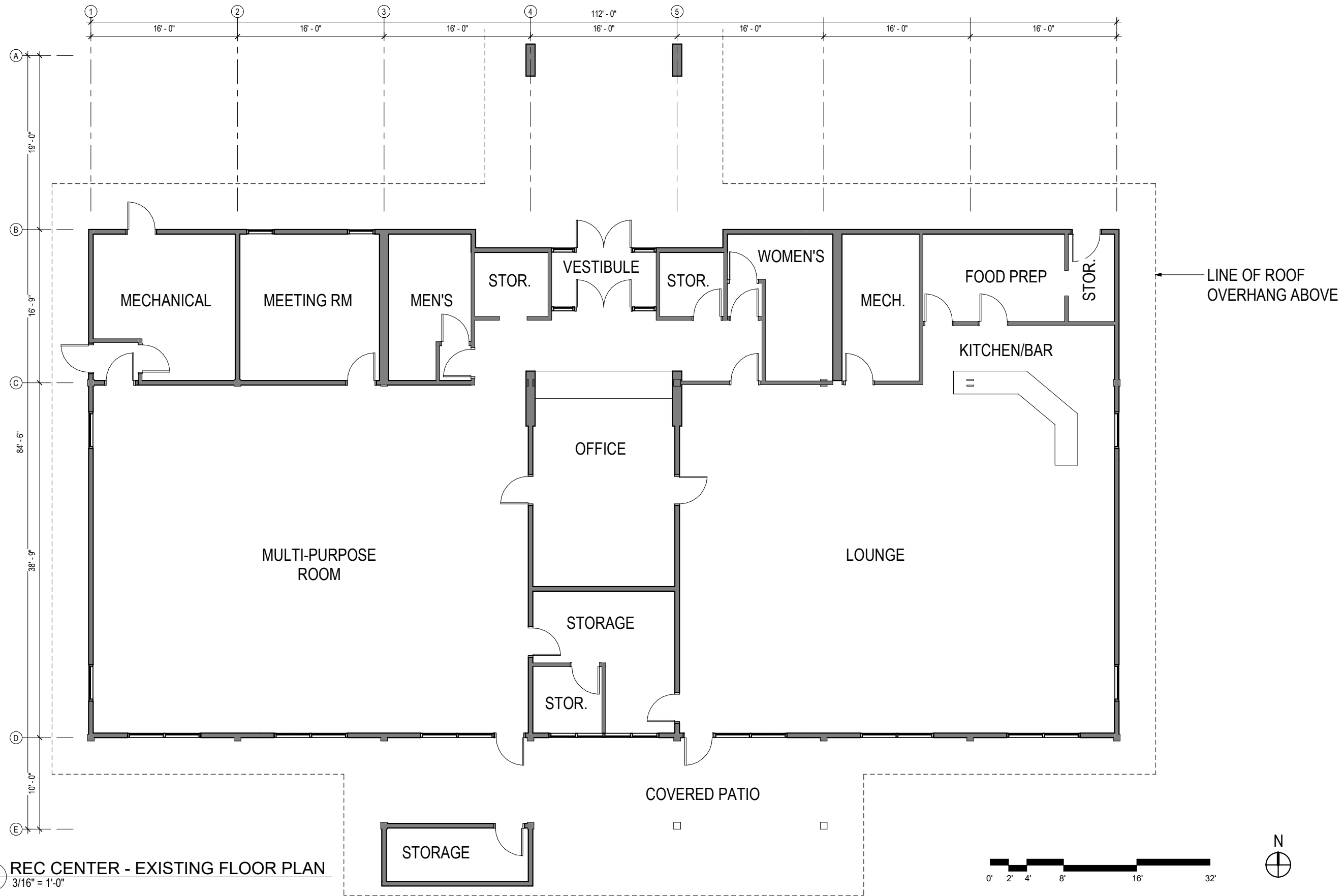
1 RECREATION CENTER CHILDCARE FACILITY - CONCEPT SITE PLAN  
 A-4 1/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## RECREATION CENTER





1 REC CENTER - EXISTING FLOOR PLAN  
 A-5 3/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

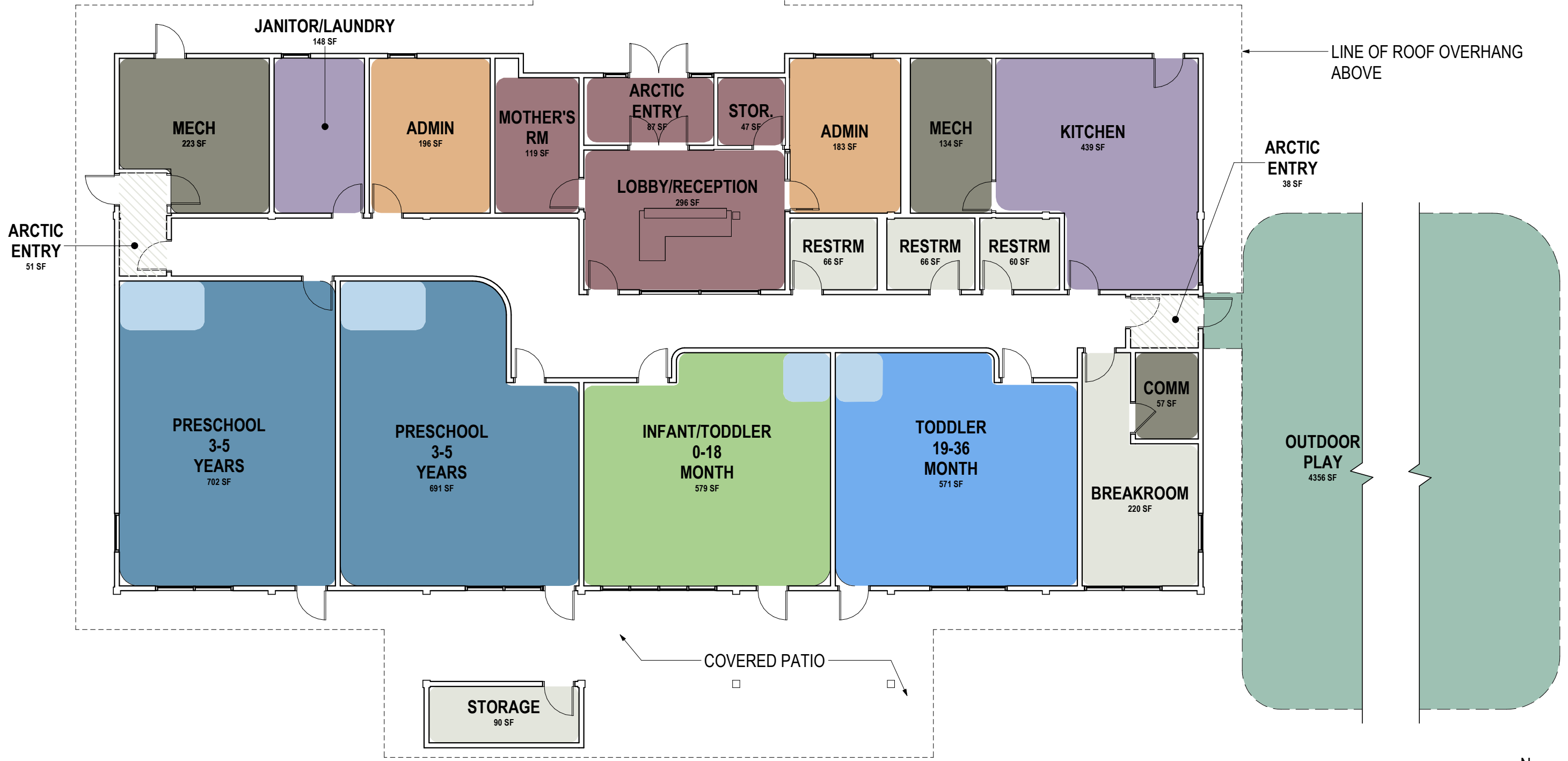
## RECREATION CENTER

SEPTEMBER 3, 2024  
 CONCEPT STUDY  
 A-5

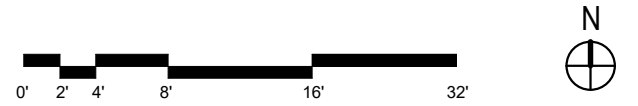
**BETTISWORTH  
 NORTH**

← PORTE COCHERE / DRIVE-THU LANE →

← LINE OF ROOF OVERHANG ABOVE



1 REC CENTER CHILDCARE FACILITY - CONCEPT FLOOR PLAN  
A-6 3/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

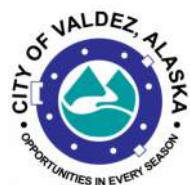
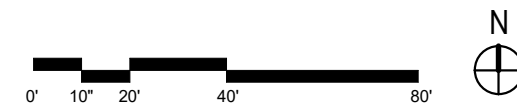
## RECREATION CENTER

SEPTEMBER 3, 2024  
CONCEPT STUDY  
A-6





1 ARMORY CHILDCARE FACILITY - CONCEPT SITE PLAN  
 A-7 1" = 20'-0"

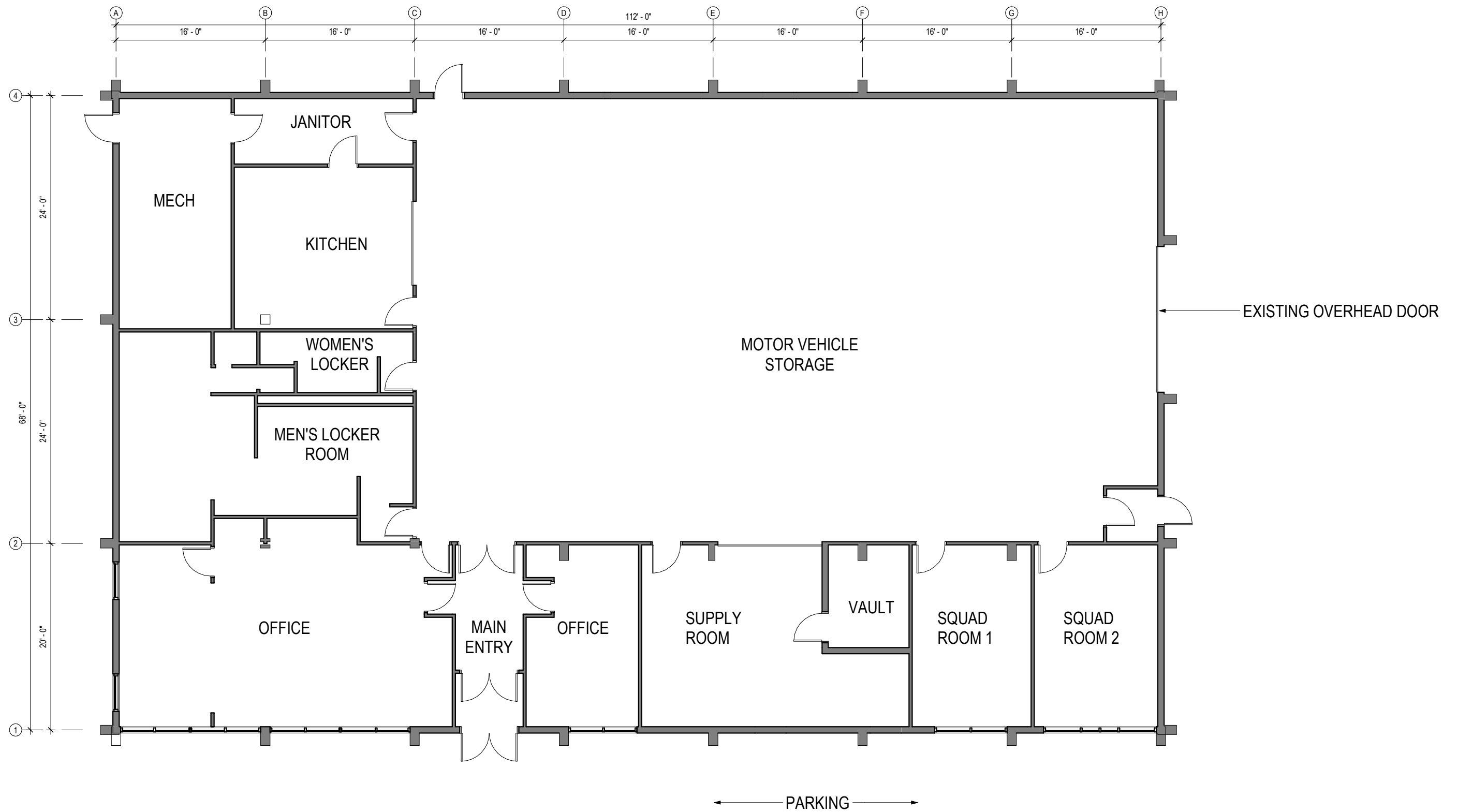


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

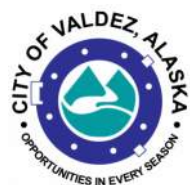
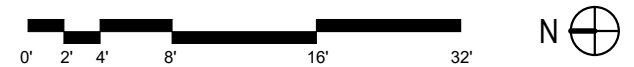
## NATIONAL GUARD ARMORY

SEPTEMBER 3, 2024  
 CONCEPT STUDY  
 A-7

**BETTISWORTH**  
**NORTH**



1 ARMORY - EXISTING FLOOR PLAN  
 A-8 3/16" = 1'-0"

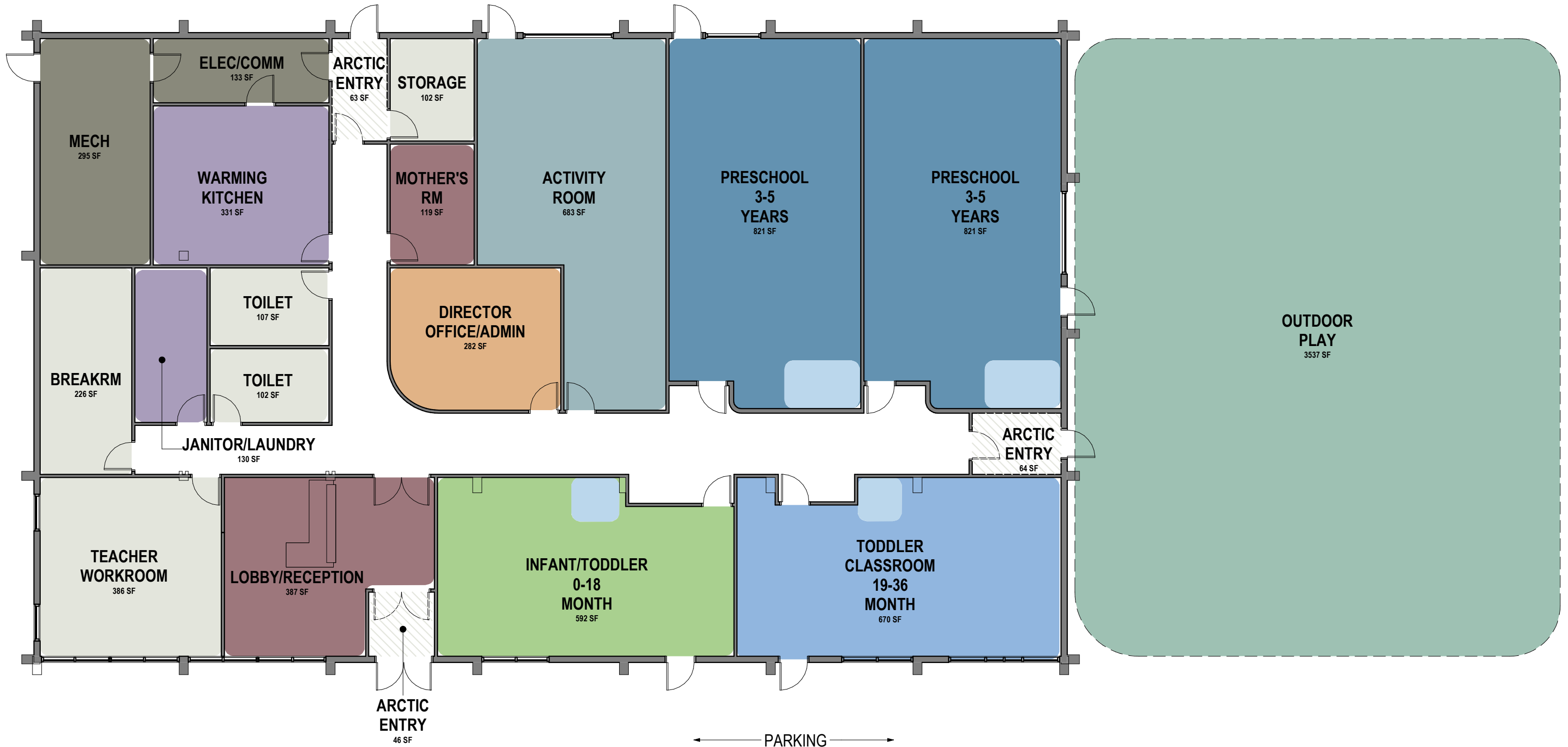


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

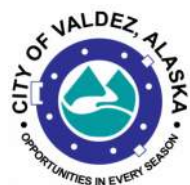
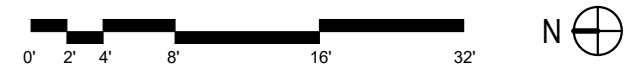
## NATIONAL GUARD ARMORY

SEPTEMBER 3, 2024  
 CONCEPT STUDY  
 A-8

# BETTISWORTH NORTH



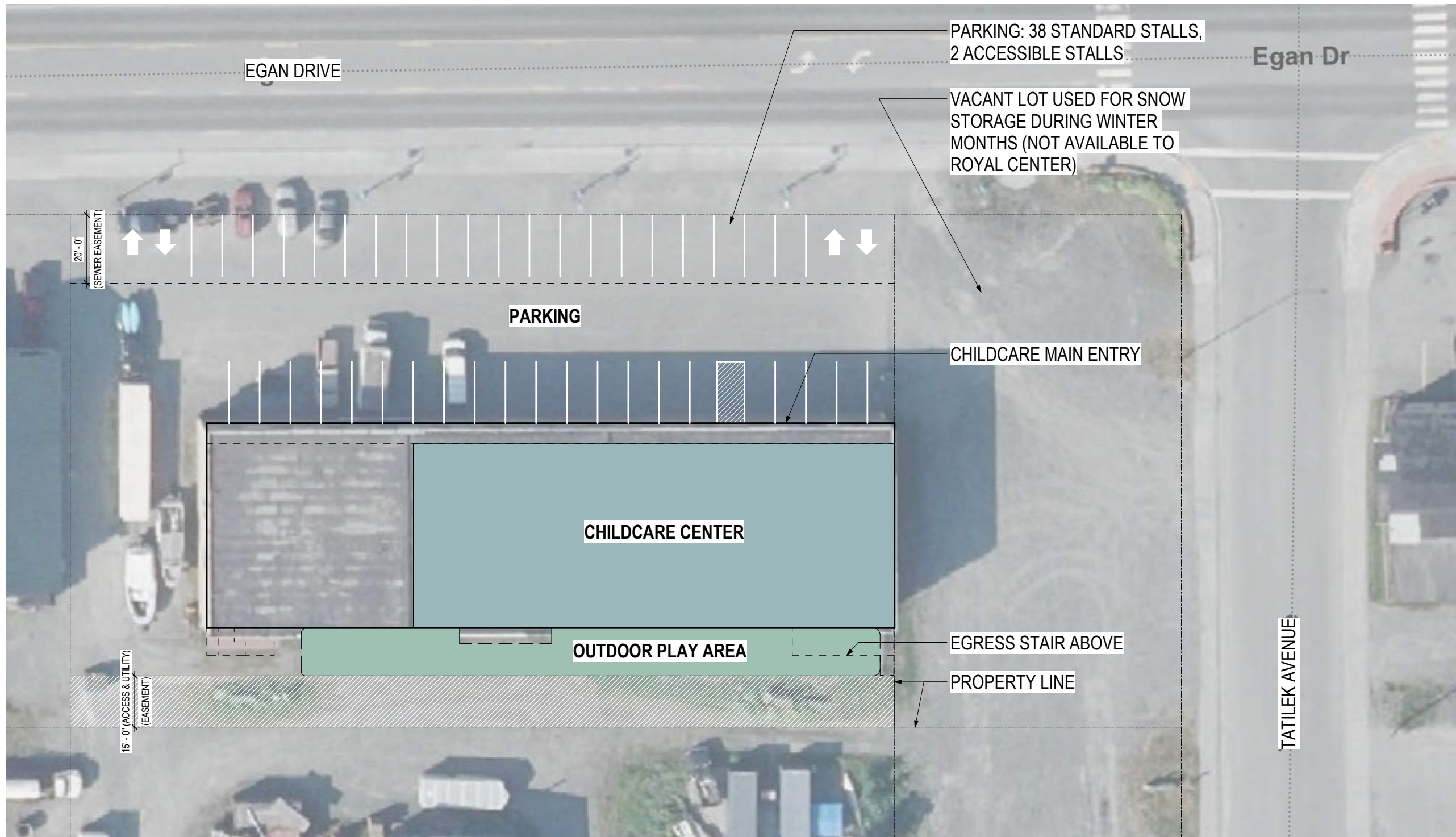
1 ARMORY CHILDCARE FACILITY - CONCEPT FLOOR PLAN  
 A-9 3/16" = 1'-0"



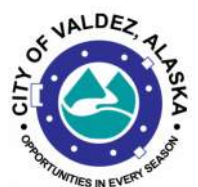
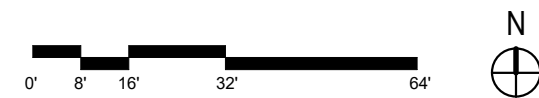
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## NATIONAL GUARD ARMORY

SEPTEMBER 3, 2024  
 CONCEPT STUDY  
 A-9



1 ROYAL CENTER CHILDCARE FACILITY - CONCEPT SITE PLAN  
 A-10 1/16" = 1'-0"

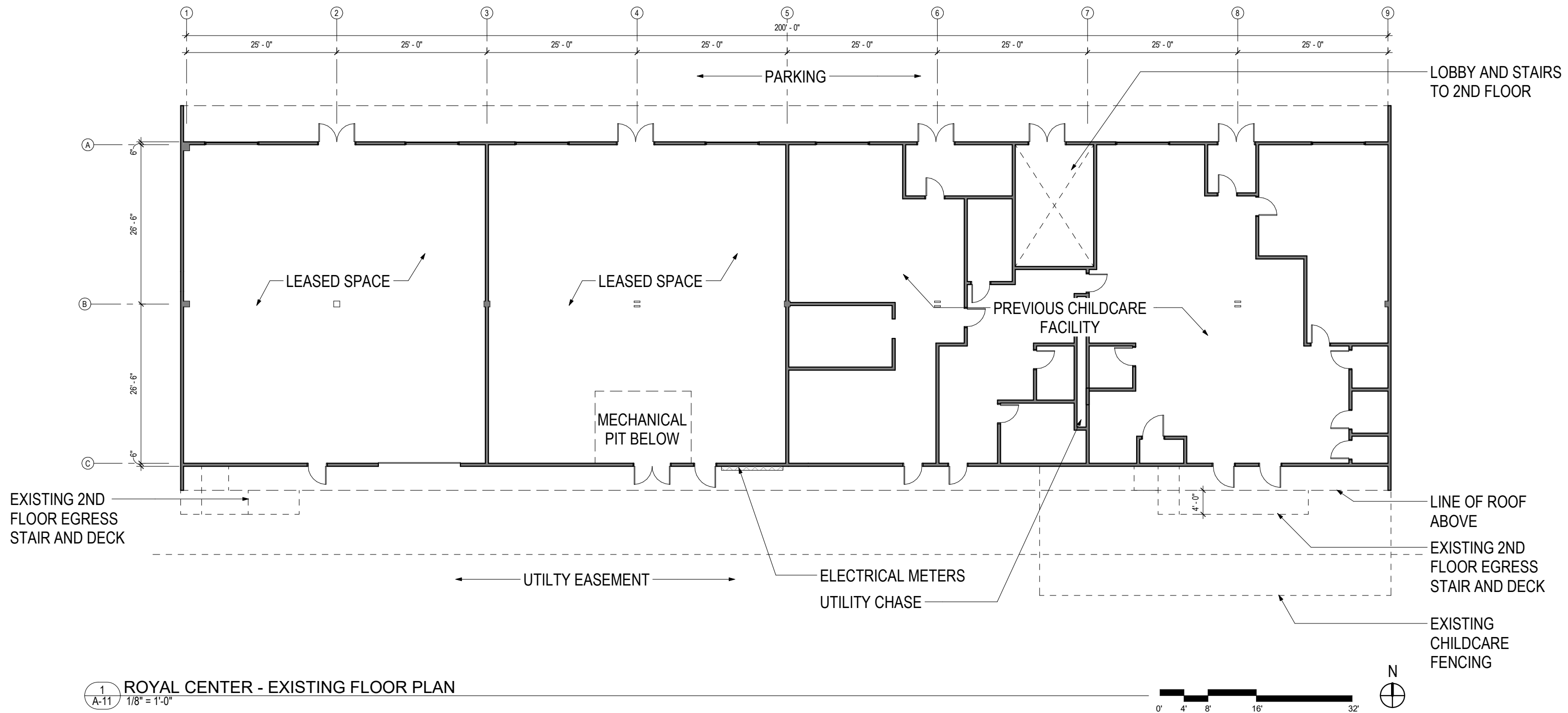


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

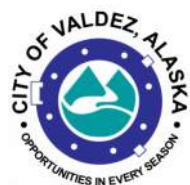
## ROYAL CENTER

SEPTEMBER 3, 2024  
 CONCEPT DESIGN  
 A-10

**BETTISWORTH  
 NORTH**



1 ROYAL CENTER - EXISTING FLOOR PLAN  
A-11 1/8" = 1'-0"

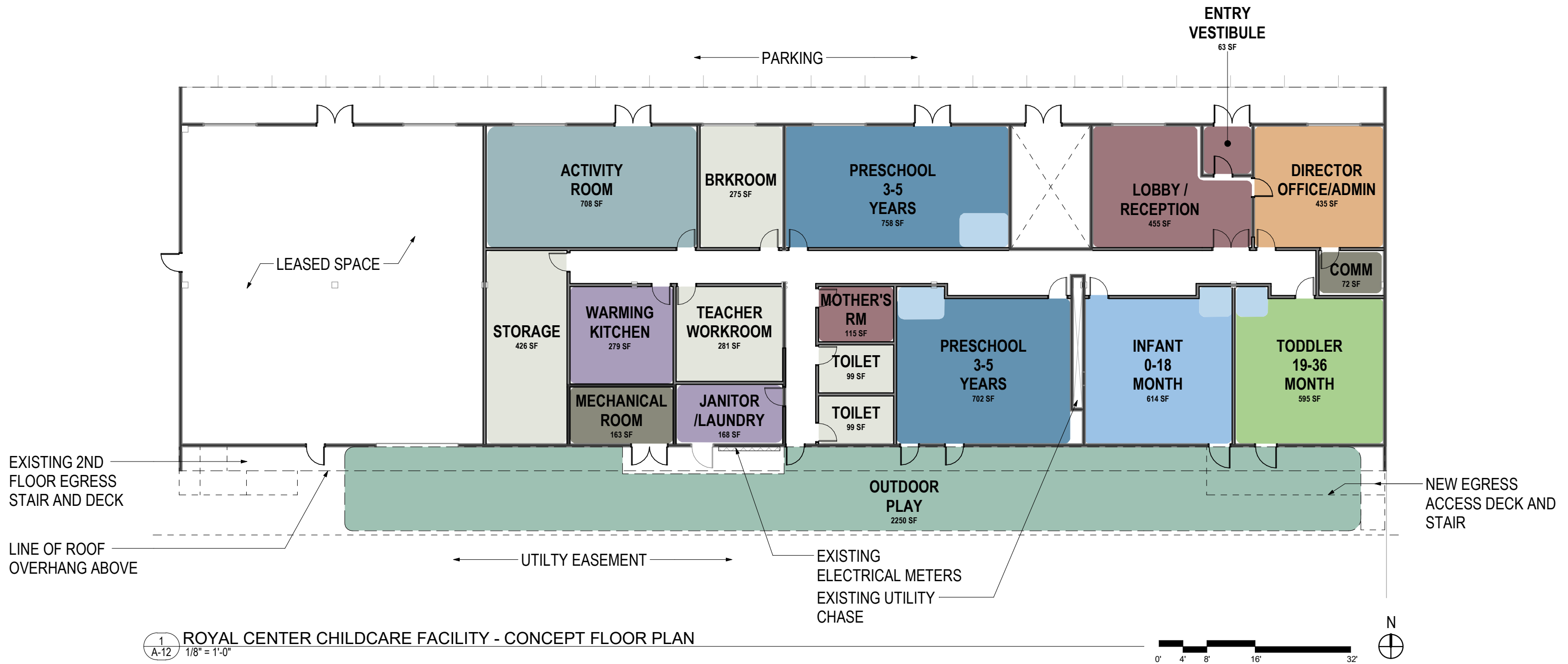


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## ROYAL CENTER

SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-11

**BETTISWORTH**  
**NORTH**



1  
A-12 ROYAL CENTER CHILDCARE FACILITY - CONCEPT FLOOR PLAN  
1/8" = 1'-0"



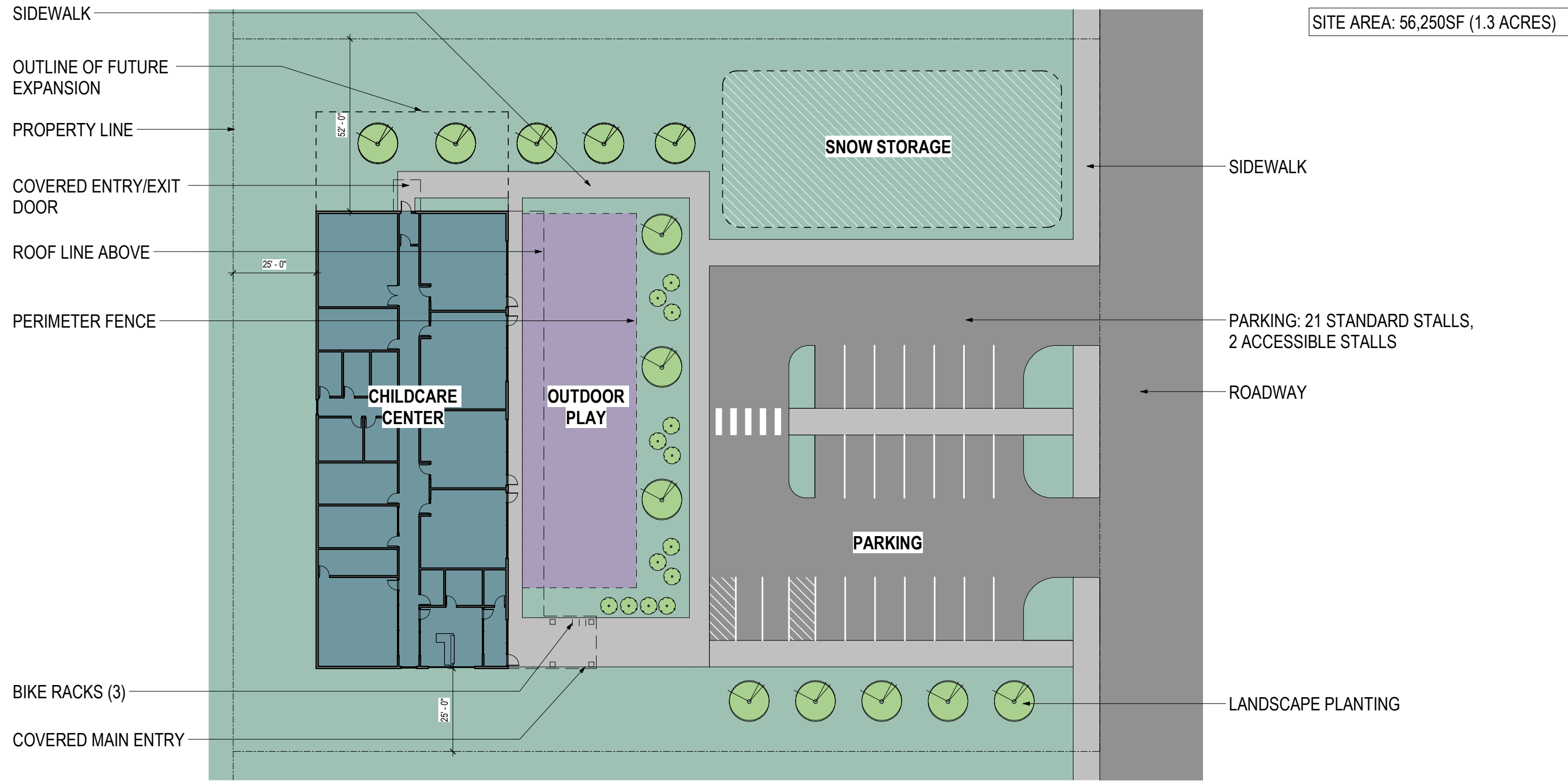
# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

## ROYAL CENTER

SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-12







SITE AREA: 56,250SF (1.3 ACRES)

1  
A-13 NEW CHILDCARE FACILITY - CONCEPT DESIGN  
1/16" = 1'-0"

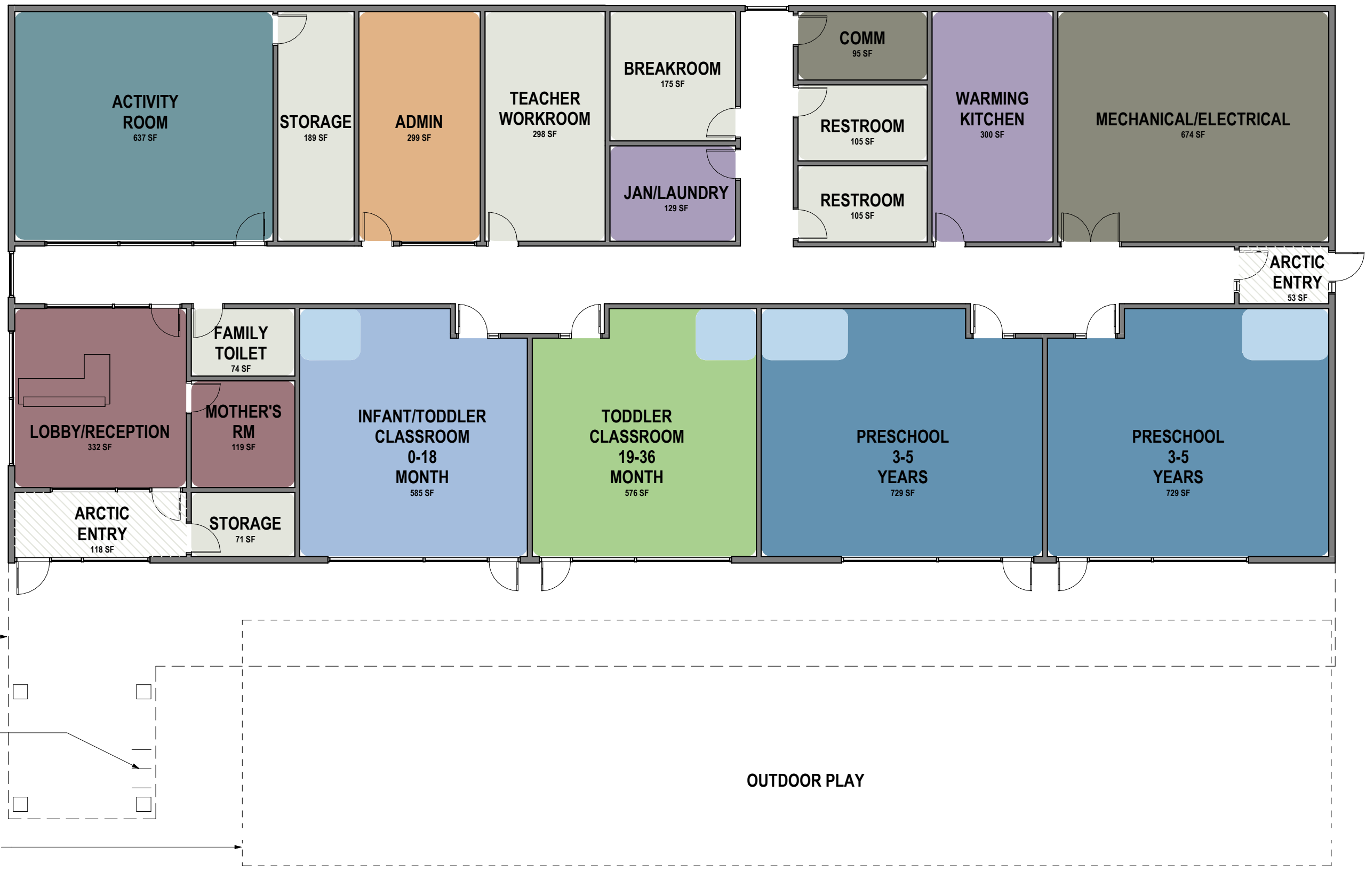


# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

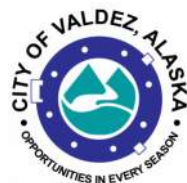
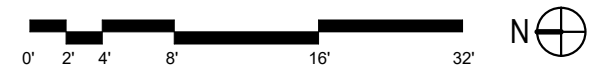
## NEW CONSTRUCTION

SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-13

**BETTISWORTH  
NORTH**



1 FIRST FLOOR - OVERALL  
A-14 3/16" = 1'-0"



# CHILDCARE SITE ANALYSIS & CONCEPT DESIGN

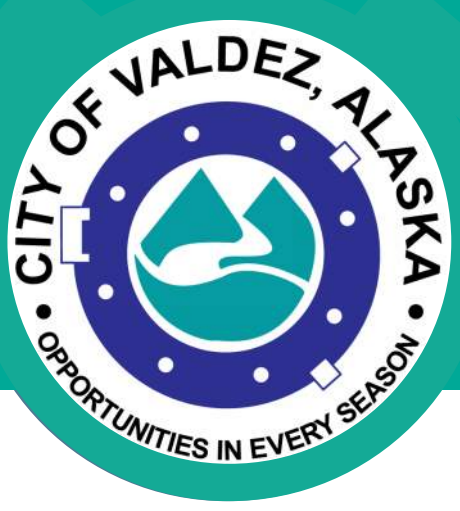
## NEW CONSTRUCTION

SEPTEMBER 3, 2024  
CONCEPT DESIGN  
A-14

# BETTISWORTH NORTH

# Hermon Hutchens Renovation

1009 W Klutina St, Valdez, AK 99686



## Summary

Hermon Hutchens Elementary School was constructed in 1980 and is the only public elementary school in Valdez. The west wing of the building is being considered as a possible location for a future childcare facility in Valdez. Currently, this area serves as elementary classrooms, teacher workrooms, and general storage. If the childcare facility is established here, the existing functions will need to be relocated within the school. Of note, the building had previously housed a childcare facility; Harborview Center, until it closed in 1997, so there is precedent for childcare programming at the site.

The existing layout of the west wing includes classrooms that are approximately sized for childcare classrooms and as such, the existing demising walls are proposed to remain. The interior and portions of the exterior walls of the existing classroom will need to be reconfigured to meet State requirements for egress and to accommodate the new program. The existing restrooms that are currently shared by the classrooms will need to be demolished to comply with State requirements.

The interior space that is currently made up of teacher workrooms, general storage, and support spaces, will need to be demolished to accommodate the new program. This central area will be redesigned to provide necessary support spaces, an administrative suite, teacher workroom, and interior activity room.



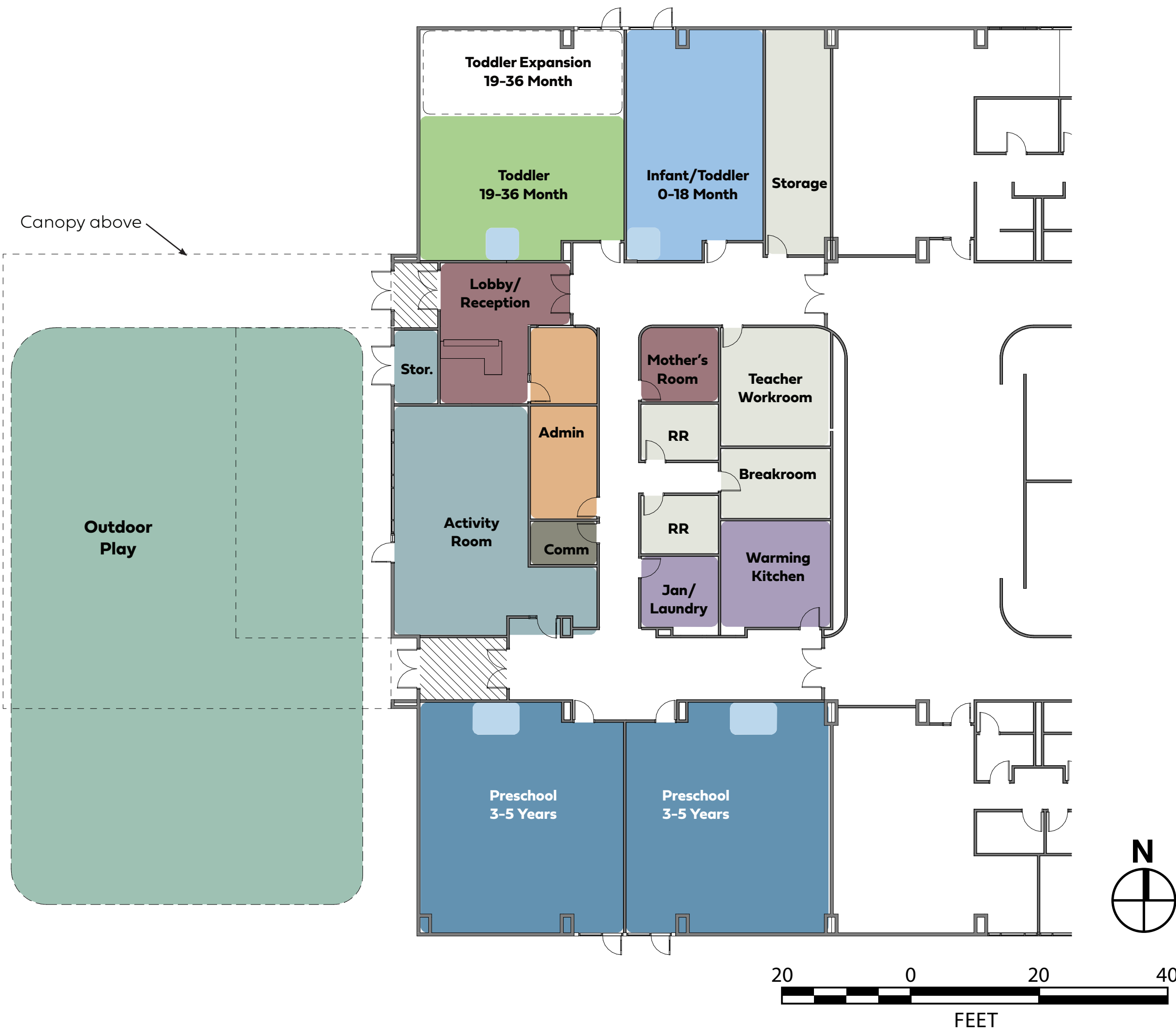
Existing covered area at west end of Hermon Hutchens Elementary

The overall interior space exceeds the required square footage for the given program, allowing for potential expansion of the preschool capacity. The 18-36 months group could grow from 12 children served to 18 and the 3-5 year old group could grow from 30 children served to 40.

## Site Plan



## Conceptual Plan Diagram



## Building Program

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	389
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	75
<b>Infant/Young Toddler Classroom</b>		
Infant/Young Toddler Classroom (0-18 months)	550	726
<b>Toddler Classroom</b>		
Toddler Classroom (19-36 months)	550	1100
<b>Preschool Classroom</b>		
Preschool Classroom (3-5 years)	700	1114
Preschool Classroom (3-5 years)	700	1114
<b>Activity Room</b>		
Activity Room	600	834
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	305
<b>Support Spaces</b>		
Break Room	175	204
Restrooms	200	200
Teacher Work Room	300	306
Storage	100	339
<b>Service Spaces</b>		
Warming Kitchen	300	301
Janitor/Laundry	120	122
<b>Building and Maintenance</b>		
Mech/Elec	650	0
Telecomm Room	70	71
Net Area	6045	7490
Grossing Factor	35%	24%
<b>Total Program Area</b>	<b>8161</b>	<b>9240</b>
Outdoor Play Area	3900	3900

## Facility Capacity

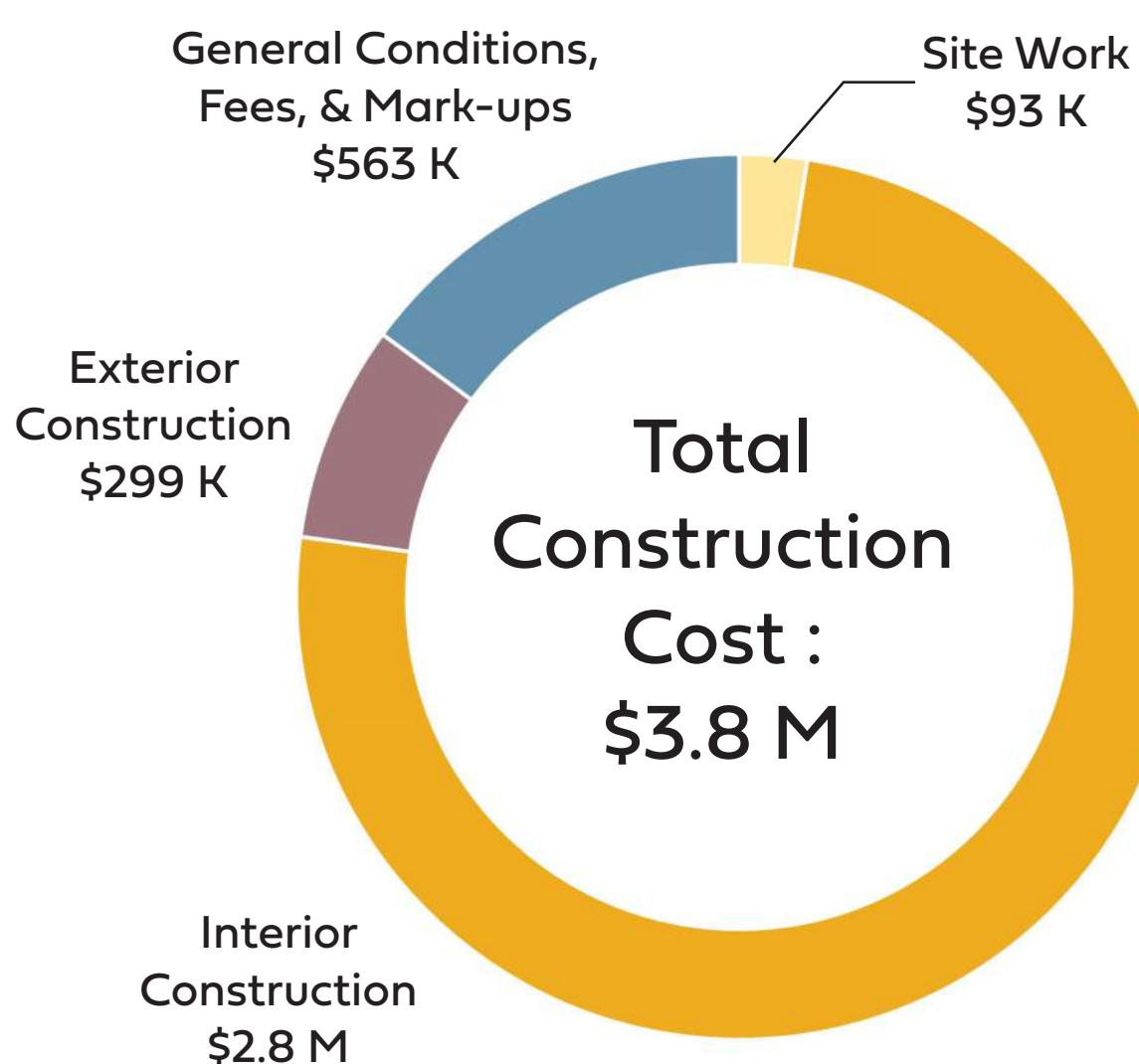
9 Required teaching staff

10 children  
0-18 month

12 children  
(up to 18)  
19-36 month

30 children  
(up to 40)  
3-5 years

## Cost



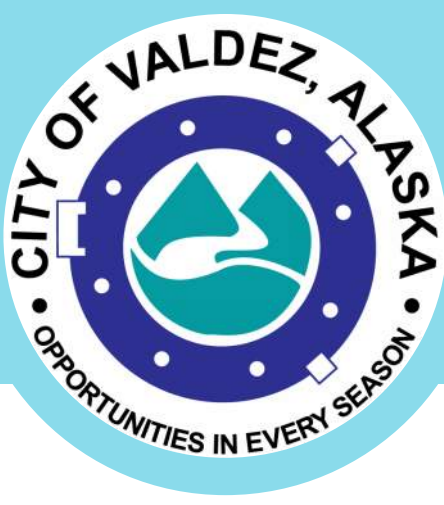
Building Purchase N/A  
Displacement Cost (\$)

## Positives

- Property Ownership: City of Valdez owns and operates the facility
- Facility Location: Location is central to in-town parents and connected to elementary school.
- Utilities: Existing utility service is adequate for childcare program. Existing emergency generator is on-site.
- Snow Removal: Facility is maintained by City of Valdez/Valdez School District with adequate snow storage on-site.
- Parking: Existing parking available, quantity adequate for childcare program.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion can be accommodated within the existing footprint.
- Supporting Program: Childcare shares space with elementary school. VCS Child Find programs may have access to daycare attendees to and identify interventions sooner. Integration with HHES staff by providing on-site childcare.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements. Existing covered area at childcare entry provides cover from inclement weather.
- Building Systems: Existing system is adequate for childcare program, reconfiguration required at renovation area.
- Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area.
- Operations & Maintenance Costs: Childcare program is not a change of use intensity for fuel and electricity.

## Challenges

- Displacement of Existing Program: Space taken over by childcare is currently in use and would need to be accommodated elsewhere in the school
- Construction Sequencing: Renovation work on-site will have to coordinate with school calendar
- Exterior Enclosure/Building Envelope: Existing wall construction is pre-cast concrete panels, adding new openings for additional daylight is challenging. Existing exterior windows will have to be remodeled to accommodate exterior egress from each classroom. Roof was recently replaced.



## Summary

The proposed renovation focuses on transforming the Woody Woodman Recreation Center into a childcare facility. Currently, the building serves as the City's public recreation center, hosting various community events and programs. If the childcare facility is established in this location, these activities will need to be relocated to another existing facility or a newly constructed recreation center.

To support the new childcare program, most of the existing interior construction will be demolished. The north side of the building will be dedicated to administrative and support functions, including reception, mechanical and electrical rooms, administrative offices, restrooms, and a warming kitchen. The southern side will house the classrooms. The facility's overall size is insufficient for the full building program and a portion of the childcare program, the interior playground and associated storage, cannot be accommodated.

The childcare facility will reuse the existing entrance and drop-off configuration, with additional exits on the east and west ends of the building. Modifications to the exterior walls will be necessary to provide required doors for each classroom.



Recreation center covered drop off and main entry.

## Site Plan



## Conceptual Plan Diagram

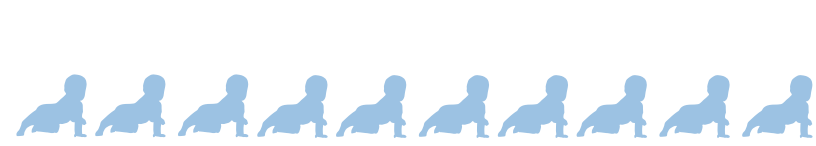


## Building Program

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	383
Lactation	120	119
Car Seat Storage	30	47
Outdoor Gear Storage	40	100
<b>Infant/Young Toddler Classroom</b>		
Infant/Young Toddler Classroom (0-18 months)	550	584
<b>Toddler Classroom</b>		
Toddler Classroom (19-36 months)	550	574
<b>Preschool Classroom</b>		
Preschool Classroom (3-5 years)	700	700
Preschool Classroom (3-5 years)	700	700
<b>Activity Room</b>		
Activity Room	600	0
Activity Room Storage	80	0
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	186
<b>Support Spaces</b>		
Break Room	175	288
Restrooms	200	180
Teacher Work Room	300	196
Storage	100	200
<b>Service Spaces</b>		
Warming Kitchen	300	418
Janitor/Laundry	120	146
<b>Building and Maintenance</b>		
Mech/Elec	650	357
Telecomm Room	70	60
Net Area	6045	6676
Grossing Factor	35%	19%
<b>Total Program Area</b>	<b>8161</b>	<b>6217</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

## Facility Capacity

### 8 Required teaching staff



**10 children**  
0-18 month

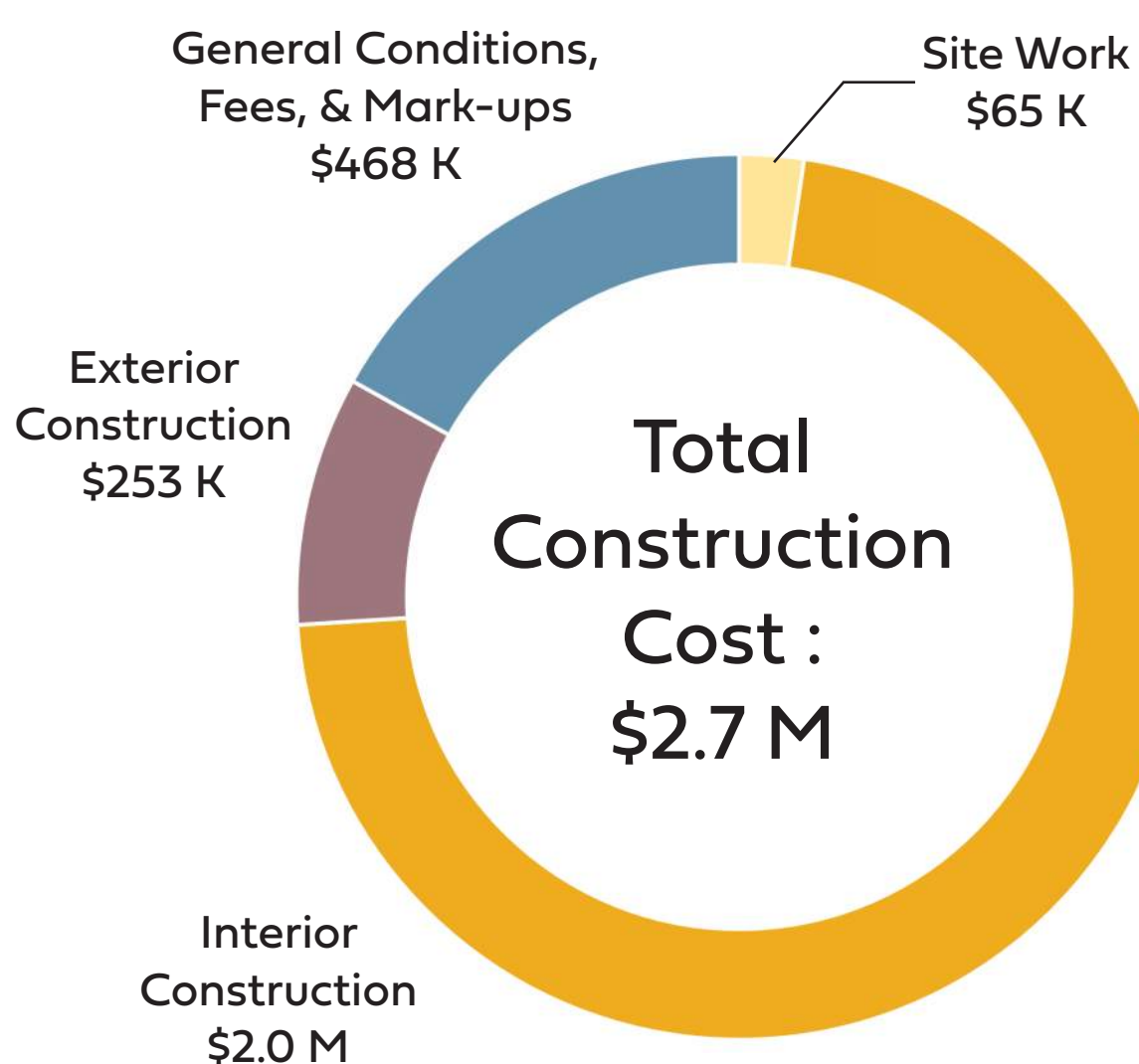


**12 children**  
19-36 month



**30 children**  
3-5 years

## Cost



Building Purchase N/A

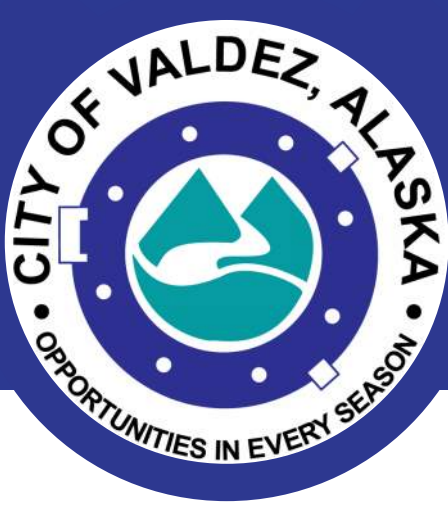
Displacement Cost \$\$\$

## Positives

- Property Ownership: City of Valdez owns and operates the facility
- Facility Location: Location is central to in-town parents and near to elementary school, middle school, and high school.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Utilities: Existing utility service is adequate for childcare program. Depth of sewer service should be verified to confirm it can accommodate new plumbing fixtures.
- Parking: Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements. Small existing covered area along southern edge of building provides sheltered exterior place space.
- Exterior Enclosure/Building Envelope: Existing wall construction is wood stud framed construction making the additions of windows and exterior egress doors easily achievable. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.
- Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area.
- Fire Alarm: Existing fire alarm system is adequate for childcare program, reconfiguration required at renovation area.
- Access Control: Stand alone facility with one tenant.
- Operations & Maintenance Costs: Childcare program is not a change of use intensity for fuel and electricity.

## Challenges

- Displacement of Existing Program: Existing facility is utilized as a community center with a schedule of programs. Existing activities and programming would have to be moved and accommodated in other facilities/locations.
- Snow Removal: Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.
- Program Fit/Expansions: Existing building is too small to fit childcare program; the indoor activity area is not included. This is not a required space but is recommended as a best practice and particularly in a place with extended inclement weather.
- Building Systems: Existing air handler unit is at the end of its' useful life and should be replaced. Existing boiler is adequate for the childcare program and will remain.
- Telecom: Existing system rack to be demolished and replaced.



## Summary

The National Guard Armory building is a single story building off Salcha Way near the Valdez Airport. The existing facility and land is currently lightly used and would need to be purchased by the City of Valdez to be redeveloped as a childcare facility.

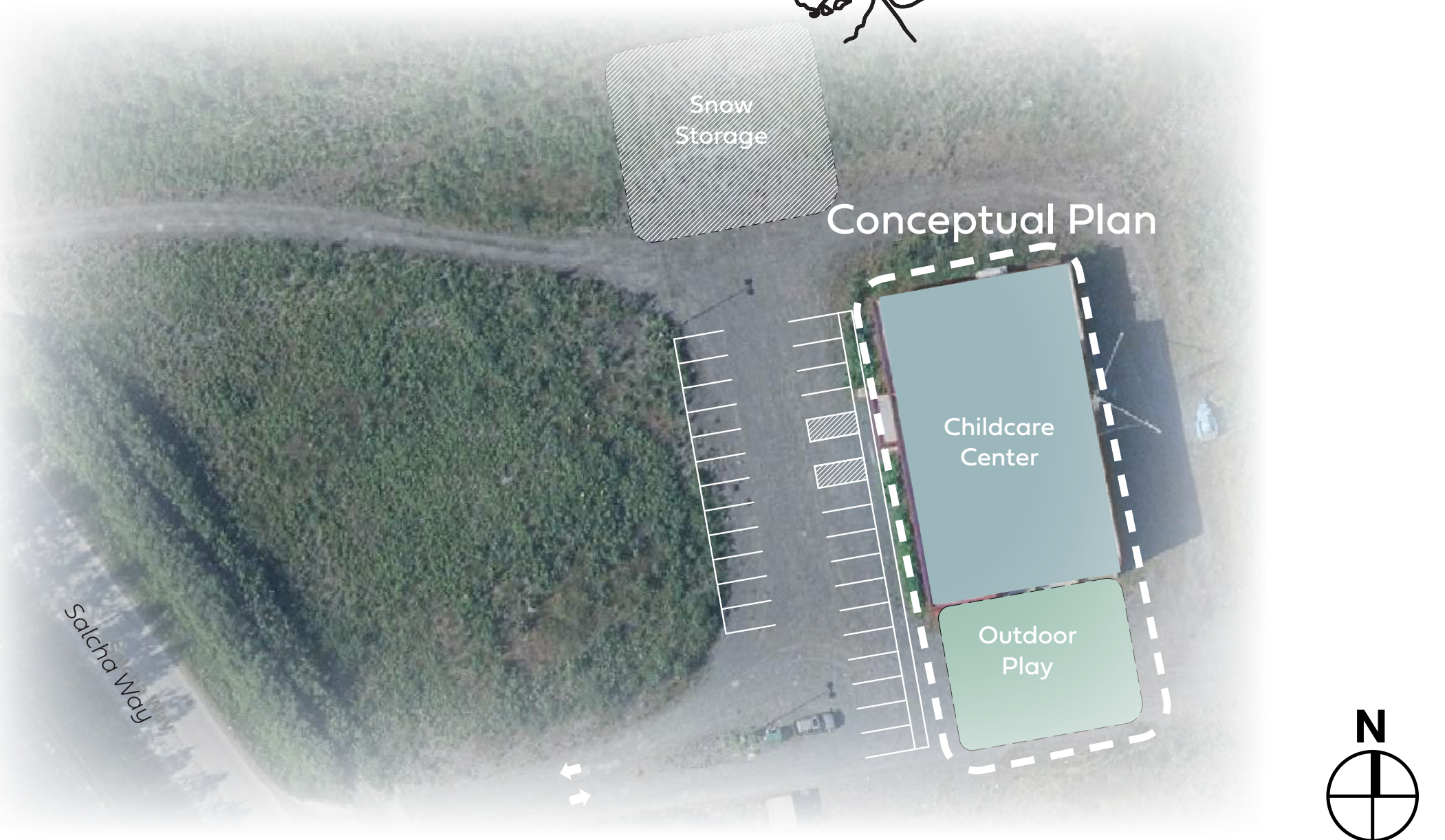
To renovate the facility to meet the program needs and State requirements, the majority of the building interior will need to be demolished. The existing mechanical system will need to be replaced and structural upgrades will likely be required to accommodate new egress doors and window openings.

The new layout will divide the building into two program areas: the northern half will house supporting spaces, including the main entry, reception, administrative suite, and mechanical and electrical rooms, while the southern half will be dedicated to classrooms.

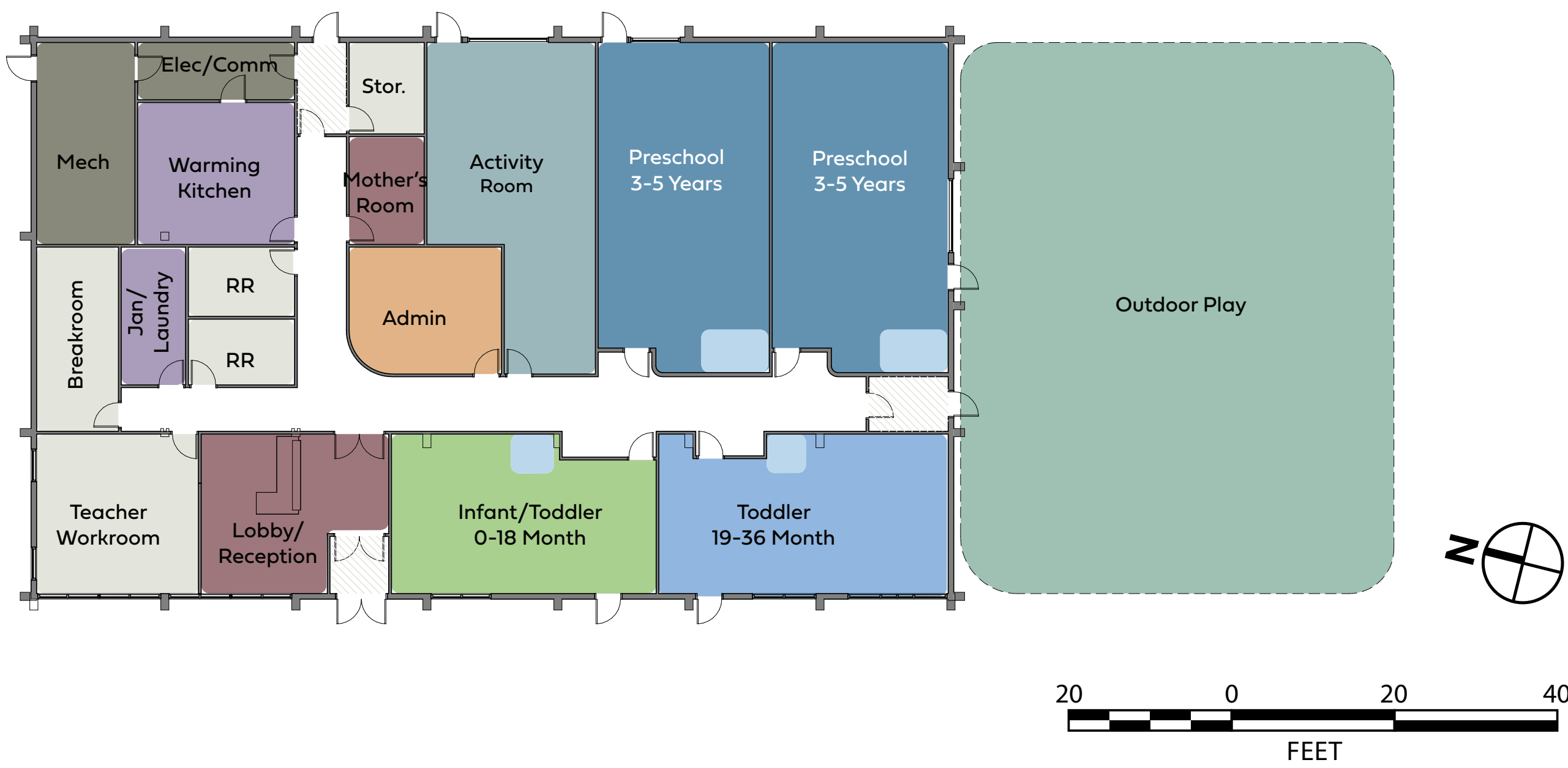


Armory building exterior, southwest corner

## Site Plan



## Conceptual Plan Diagram

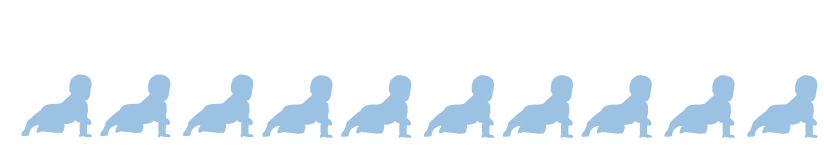


## Building Program

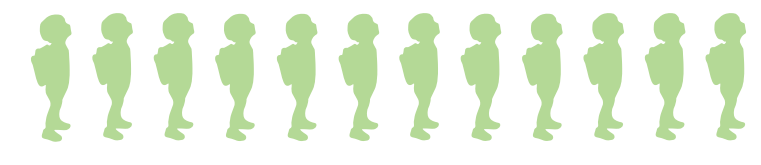
Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	376
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	40
<b>Infant/Young Toddler Classroom</b>		
Infant/Young Toddler Classroom (0-18 months)	550	592
<b>Toddler Classroom</b>		
Toddler Classroom (19-36 months)	550	670
<b>Preschool Classroom</b>		
Preschool Classroom (3-5 years)	700	825
Preschool Classroom (3-5 years)	700	825
<b>Activity Room</b>		
Activity Room	600	603
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	282
<b>Support Spaces</b>		
Break Room	175	226
Restrooms	200	200
Teacher Work Room	300	386
Storage	100	102
<b>Service Spaces</b>		
Warming Kitchen	300	331
Janitor/Laundry	120	145
<b>Building and Maintenance</b>		
Mech/Elec	650	650
Telecomm Room	70	133
Net Area	6045	6676
Grossing Factor	35%	17%
<b>Total Program Area</b>	<b>8161</b>	<b>7736</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>3900</b>

## Facility Capacity

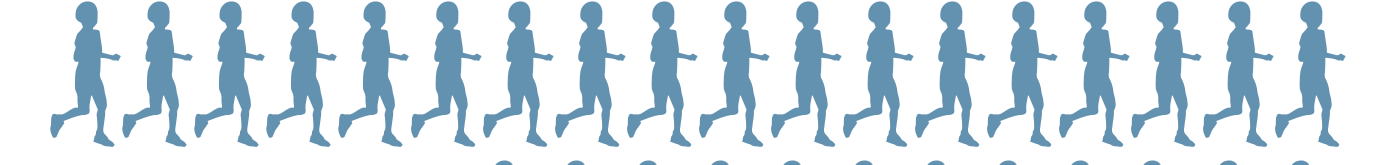
### 8 Required teaching staff



10 children  
0-18 month

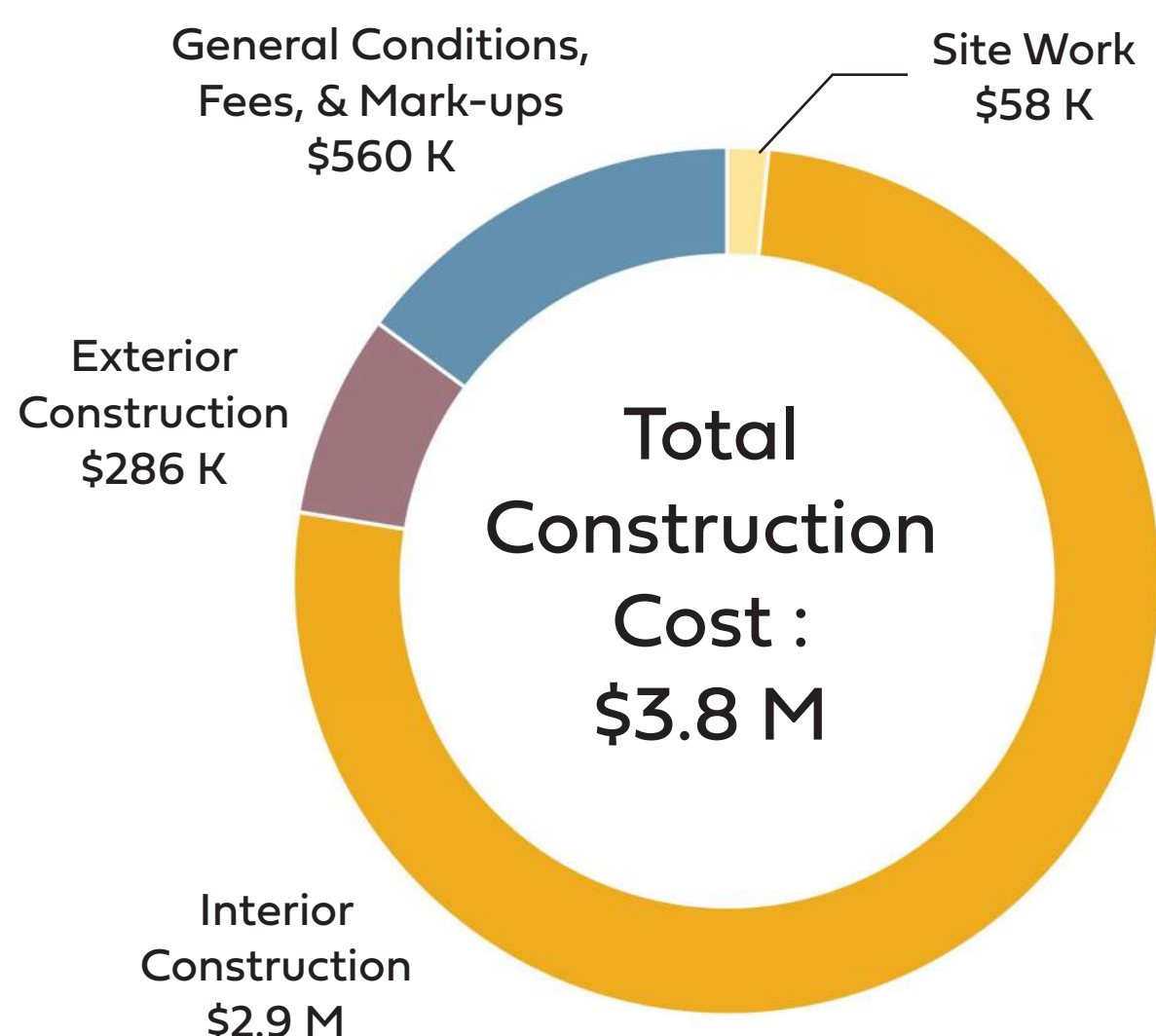


12 children  
19-36 month



30 children  
3-5 years

## Cost



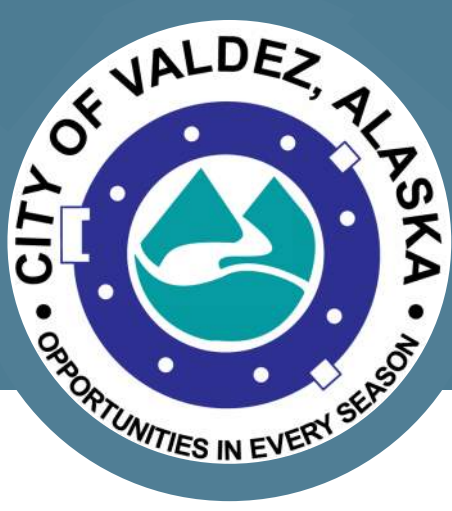
Building Purchase   
Displacement Cost N/A

## Positives

- **Facility Location:** Location is between in-town and out-of-town neighborhoods and within walking distance of the mobile home parks.
- **Displacement of Existing Program:** No existing program to accommodate.
- **Construction Sequencing:** Standalone building with no restrictions on construction timing.
- **Snow Removal:** Ample space available on-site for snow storage without reducing parking capacity or impeding view triangles. New snow removal service would have to be arranged through childcare provider.
- **Parking:** Existing parking meets City requirements with ample room for expansion if needed.
- **Program Fit/Expansions:** Space area is adequate for childcare program. Expansion would require new construction.
- **Outdoor Play Space:** Adequate space to accommodate outdoor play area per State requirements with ample room for expansion. No covered area available for shelter during inclement weather.
- **Access Control:** Stand alone facility with one tenant.
- **Operations & Maintenance Costs:** Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

## Challenges

- **Property Ownership:** City of Valdez would need to purchase the building.
- **Utilities:** Existing water service line is too small to accommodate addition of building sprinkler system. Line size needs to increase from 2" to 6" diameter.
- **Exterior Enclosure/Building Envelope:** Existing wall construction is CMU and adding new openings for exterior egress additional daylight is challenging and could require structural upgrades. Roof does not have any known issues however due to the age of the building, is likely nearing the end of its' useful life.
- **Building Systems:** Existing ventilation system should be replaced to accommodate childcare programming. Existing boiler was not reviewed but due to building age is likely near the end of its' useful life.
- **Fire Sprinkler:** Building is not sprinklered and requires water line upgrade to accommodate addition of building sprinklers.
- **Fire Alarm:** Existing fire alarm system is nearing end of useful life and should be replaced.
- **Telecom:** Existing system rack and wiring to be demolished and replaced.



**Summary**

The Royal Center is the location of the most recent childcare facility in Valdez until it closed in 2022. The previous childcare facility occupied the eastern portion of the first floor. A similar footprint albeit expanded modestly to the west is being considered for redevelopment as a new childcare facility. The existing facility and land is currently privately owned and would need to be purchased by the City to be redeveloped as a childcare facility.

To accommodate the new childcare program, the interior construction will be demolished and redesigned. The previous childcare facility layout cannot be re-used as it does not comply with State requirements for accessibility, improving security, enhancing movement and flow for teachers, administrators, parents, and children, and optimizing the adjacencies between spaces.



Royal Center building exterior, northeast corner.

**Site Plan**



**Conceptual Plan Diagram**

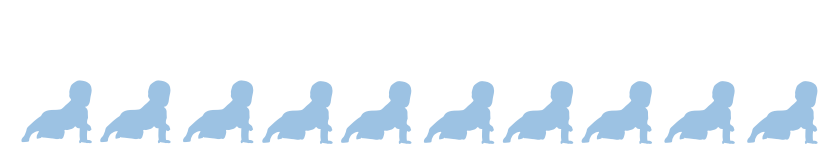


**Building Program**

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	538
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	40
<b>Infant/Young Toddler Classroom</b>		
Infant/Young Toddler Classroom (0-18 months)	550	655
<b>Toddler Classroom</b>		
Toddler Classroom (19-36 months)	550	651
<b>Preschool Classroom</b>		
Preschool Classroom (3-5 years)	700	761
Preschool Classroom (3-5 years)	700	776
<b>Activity Room</b>		
Activity Room	600	700
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	445
<b>Support Spaces</b>		
Break Room	175	263
Restrooms	200	200
Teacher Work Room	300	280
Storage	100	419
<b>Service Spaces</b>		
Warming Kitchen	300	291
Janitor/Laundry	120	160
<b>Building and Maintenance</b>		
Mech/Elec	650	0
Telecomm Room	70	70
Net Area	6045	6400
Grossing Factor	35%	17%
<b>Total Program Area</b>	<b>8296</b>	<b>7976</b>
<b>Outdoor Play Area</b>	<b>3900</b>	<b>2296</b>

**Facility Capacity**

**8 Required teaching staff**



**10 children**  
0-18 month

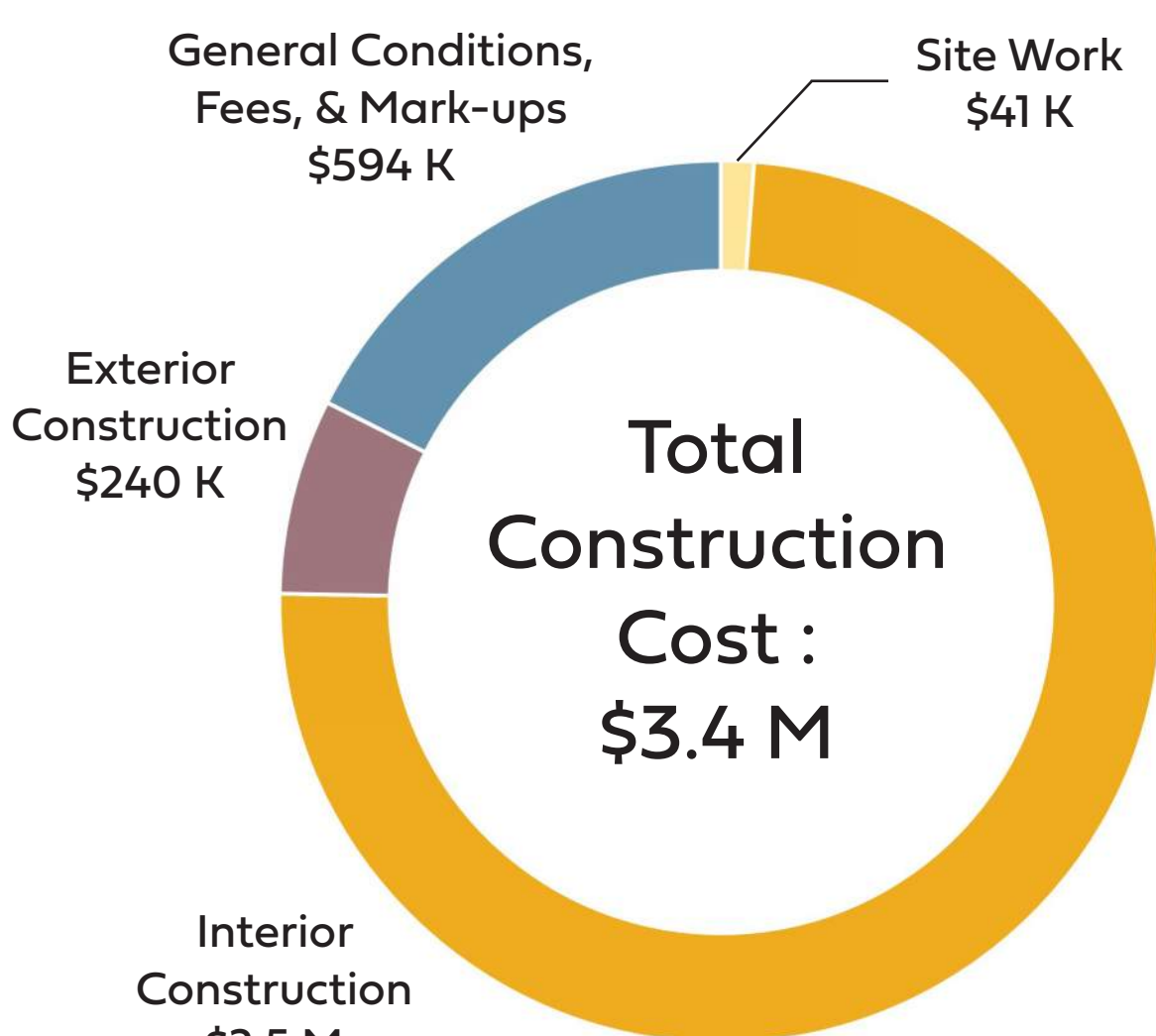


**12 children**  
19-36 month



**30 children**  
3-5 years

**Cost**



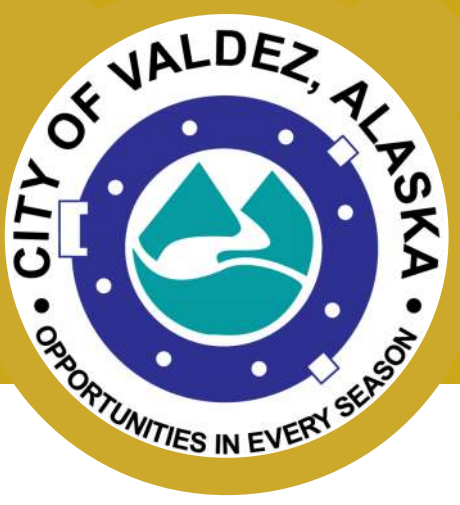
Building Purchase \$\$\$  
 Displacement Cost N/A

**Positives**

- Facility Location: Location is central to in-town parents and near to elementary school, middle school, and high school.
- Displacement of Existing Program: No existing program to accommodate.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Utilities: Existing utility service is adequate for childcare program.
- Parking: Existing parking meets City requirements, however, snow storage during the winter reduces parking capacity.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion can be accommodated by expanding into first floor footprint but would require leasing arrangements.
- Exterior Enclosure/Building Envelope: Existing exterior doors accommodate exterior egress requirements and existing windows provide adequate daylighting. Wood stud construction on north and south walls will accommodate window openings easily.
- Fire Sprinkler: Fire Sprinkler: Building is sprinklered, reconfiguration required at renovation area
- Access Control: Stand alone facility with multiple tenants.
- Operations & Maintenance Costs: Historical data not available for energy use but childcare program will likely not represent a significant change in intensity for fuel and electricity.

**Challenges**

- Property Ownership: City of Valdez would need to purchase the building.
- Snow Removal: Currently snow removal is stored on-site and reduces parking capacity during winter months. New snow removal service would have to be arranged through childcare provider.
- Outdoor Play Space: Playspace is adjacent to utility easement. Proportions of play space are not conducive to good sight lines for supervision. There are overhead height limitations due to 2nd floor exit stairs crossing over play area. Electrical meters are within play area boundary creating access challenges and additional fencing. There is no effective covered area to accommodate inclement weather.
- Building Systems: Recommend replacing existing boilers as they are beyond their usable life. Replacement is complicated by multiple tenants and disruption to services. Currently the building is not ventilated and a new ventilation system would have to be installed to meet State requirements for a childcare facility.
- Fire Alarm: Existing fire alarm system is nearing end of useful life and should be replaced.
- Telecom: Existing system rack and wiring to be demolished and replaced.



The new construction childcare option is included in this report as a comparison to renovating an existing structure. The grant funding that has been acquired for childcare project is specific to renovation of an existing building. If the new construction is desirable, a new funding source would have to be found to make the option feasible.

The childcare facility will be a single-story, wood-framed structure with exterior durable exterior cladding, likely a combination of stone, metal, and wood. The building will be oriented towards the south with large windows to capture views and to let light into the spaces.

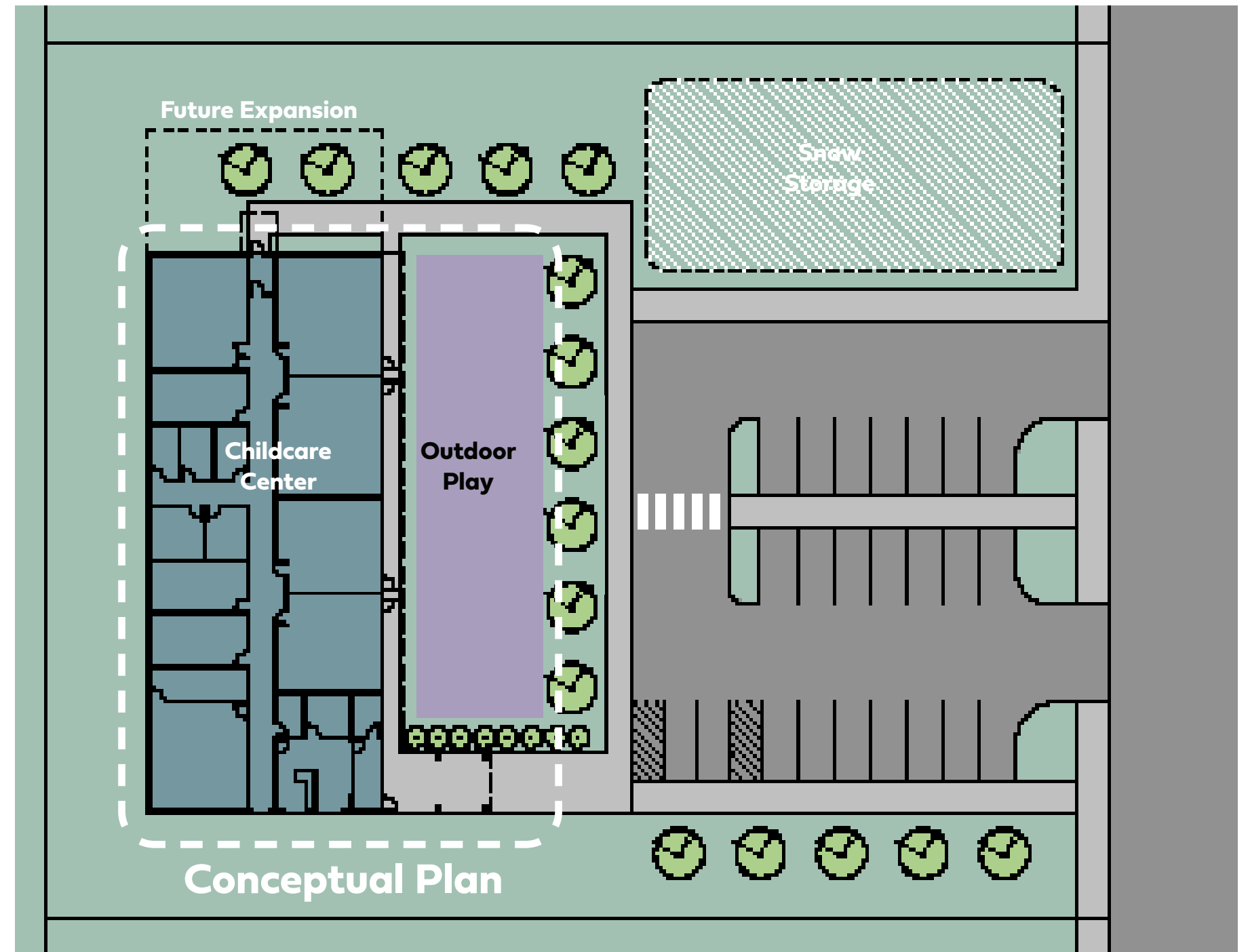
The building interior spaces are arranged with the classroom facing south and building support spaces along the north side. The administrative suite is grouped around the main entry with the indoor play area separated from the classroom areas for sound control.



Classroom concept rendering.

## Conceptual Pl

## Site Plan

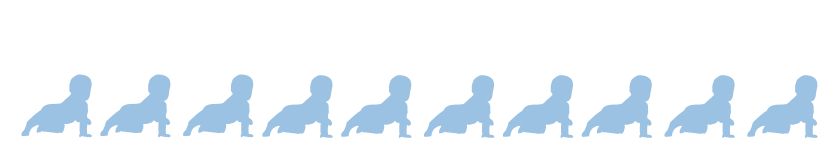


## Building Program

Room Name	Target SF	Actual SF
<b>Public Areas</b>		
Main Entry Vestibule/Lobby	400	450
Lactation	120	120
Car Seat Storage	30	30
Outdoor Gear Storage	40	40
<b>Infant/Young Toddler Classroom</b>		
Infant/Young Toddler Classroom (0-18 months)	550	585
<b>Toddler Classroom</b>		
Toddler Classroom (19-36 months)	550	576
<b>Preschool Classroom</b>		
Preschool Classroom (3-5 years)	700	729
Preschool Classroom (3-5 years)	700	729
<b>Activity Room</b>		
Activity Room	600	637
Activity Room Storage	80	80
<b>Admin Office</b>		
Main Reception Desk	60	60
Director/Administrative Offices	300	302
<b>Support Spaces</b>		
Break Room	175	175
Restrooms	200	200
Teacher Work Room	300	300
Storage	100	100
<b>Service Spaces</b>		
Warming Kitchen	300	300
Janitor/Laundry	120	130
<b>Building and Maintenance</b>		
Mech/Elec	650	674
Telecomm Room	70	95
Net Area	6045	6312
Grossing Factor	35%	26%
<b>Total Program Area</b>	<b>8161</b>	<b>8000</b>
Outdoor Play Area	3900	3900

## Facility Capacity

### 8 Required teaching staff



10 children  
0-18 month

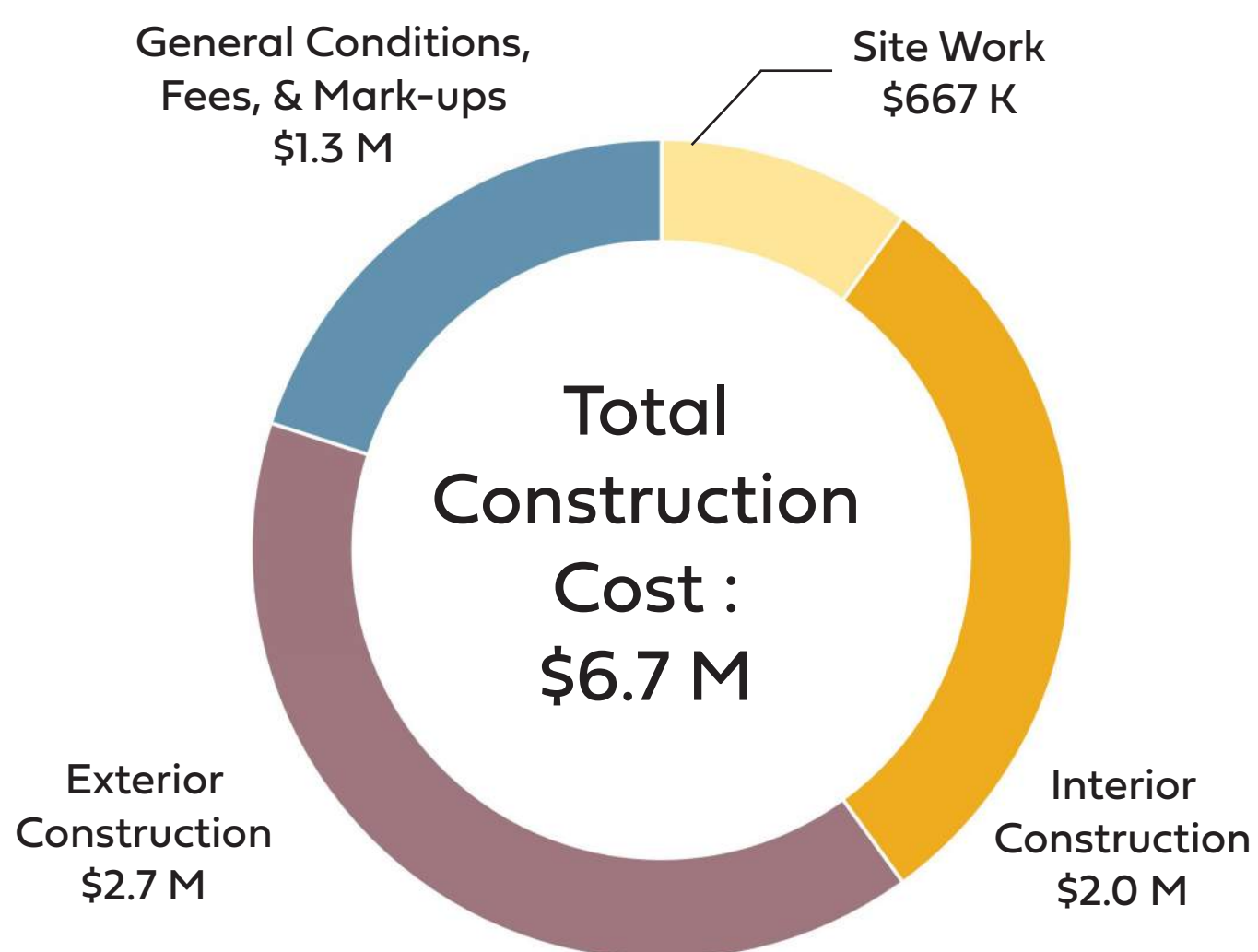


12 children  
19-36 month



30 children  
3-5 years

## Cost



Property Purchase \$\$\$

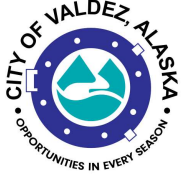
Displacement Cost N/A

## Positives

- Displacement of Existing Program: New construction, no existing program to accommodate.
- Construction Sequencing: Standalone building with no restrictions on construction timing.
- Program Fit/Expansions: Space area is adequate for childcare program. Expansion would require a new building addition.
- Outdoor Play Space: Adequate space to accommodate outdoor play area per State requirements.
- Exterior Enclosure/Building Envelope: New construction would be designed per childcare program.
- Building Systems: New construction would be designed per childcare program.
- Fire Sprinkler: Fire Sprinkler: Building will be sprinklered
- Fire Alarm: New construction.
- Telecom: New construction.
- Access Control: Stand alone facility with multiple tenants.
- Operations & Maintenance Costs: New construction will be designed for building energy use efficiency.

## Challenges

- Property Ownership: *To be determined* - Dependent upon selection of site.
- Facility Location: *To be determined* - Dependent upon selection of site.
- Utilities: *To be determined* - Dependent upon selection of site.
- Snow Removal: *To be determined* - Dependent upon selection of site. Design needs to accommodate snow removal area unique to Valdez.
- Parking: *To be determined* - Dependent upon selection of site. Design to meet City parking requirements.



Legislation Text

---

**File #:** 24-0351, **Version:** 1

---

**ITEM TITLE:**

Approval of City Council Minutes from August 21, 2024

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

n/a

**SUMMARY STATEMENT:**

City Council Minutes from August 21, 2024 are attached for review.



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686



## Meeting Minutes - DRAFT

Wednesday, August 21, 2024

7:00 PM

Regular Meeting (note date change due to state primary election)

Council Chambers

**City Council**

**WORK SESSION AGENDA - 6:00 pm**

**1. Work Session: Ravn Alaska Essential Air Program Proposal**

**REGULAR AGENDA - 7:00 PM**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Present: 7 - Mayor Dennis Fleming  
Mayor Pro Tem Austin Love  
Council Member Alan Sorum  
Council Member Jimmy Devens  
Council Member Joseph Lally  
Council Member Sharon Scheidt  
Council Member Olivia Foster

Also Present: 4 - City Clerk Sheri Pierce  
City Manager John Douglas  
Deputy City Clerk Elise Sorum-Birk  
City Attorney Jake Staser

**IV. APPROVAL OF MINUTES**

**1. Approval of City Council Minutes from August 6, 2024**

Minutes were approved by consent.

**V. PUBLIC HEARINGS**

**1. Public Hearing: 2024 City of Valdez Hazard Mitigation Plan**

**VI. PUBLIC APPEARANCES**

**1. Public Appearance: Capitol Hill Consulting Group**

Jack Victory and Eric Kros of Capital Hill consulting Group gave City Council an update on federal lobbying efforts.

**VII. PUBLIC BUSINESS FROM THE FLOOR**

**VIII. CONSENT AGENDA**

**1. Approval To Go Into Executive Session Re: 1) Discussion Regarding Escaped Property Litigation Strategy, 2) Discussion Regarding TAPS**

**Settlement Strategy and Coordination, 3) Discussion Regarding 2023 Valdez Marine Terminal Contingency Plan Renewal Comments and Legal Implications**

**2. Approval of Renewal of Marijuana Dispensary License: Herbal Outfitters LLC, #10173**

MOTION: Council Member Devens moved, seconded by Mayor Pro Tem Love, to approve all items on the consent agenda.

VOTE ON THE MOTION

Yays: 7 - Fleming, Love, Sorum, Devens, Lally, Scheidt and Foster  
MOTION CARRIED.

**IX. NEW BUSINESS**

**1. Approval of the 2023 Financial Audit**

MOTION: Council Member Sorum moved, seconded by Council Member Devens, to approve the 2023 Financial Audit.

Council Members expressed gratitude for the work of the Finance Department on ensuring a clean audit.

VOTE ON THE MOTION

Yays: 7 - Fleming, Love, Sorum, Devens, Lally, Scheidt and Foster  
MOTION CARRIED.

**X. ORDINANCES**

**1. #24-11 - Amending Chapter 1.08 of the Valdez Municipal Code Titled General Penalty. First Reading. Public Hearing.**

MOTION: Council Member Foster moved, seconded by Council Member Lally, to approve Ordinance 24-11 on first reading for public hearing.

Council Members asked about the need for the ordinance. Police Chief Hinkle and City Attorney Staser explained that the fine schedule in Chapter 1.08 encompassed all adopted fines from other parts of code and explained court system filing requirements.

VOTE ON THE MOTION

Yays: 7 - Fleming, Love, Sorum, Devens, Lally, Scheidt and Foster  
MOTION CARRIED.

**XI. RESOLUTIONS**

**1. #24-33 - Adopting the City of Valdez 2024 Natural Hazard Mitigation**

**Plan**

MOTION: Council Member Devens moved, seconded by Council Member Lally, to approve Resolution 24-33.

Mayor Fleming requested additional information be added on mitigation during an earthquake for the tank farms in subsequent updates.

**VOTE ON THE MOTION**

Yays: 7 - Fleming, Love, Sorum, Devens, Lally, Scheidt and Foster  
MOTION CARRIED.

**XII. REPORTS****1. Report: Annual Landfill Inspection Results for Solid Waste Department**

Council Members commended Public Works staff for a high rating on the annual landfill inspection.

**2. Report: Flood Insurance Assessment Report****3. Monthly Treasury Report: May 2024****4. Monthly Treasury Report: June 2024****5. Monthly Treasury Report: July 2024****XIII. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS****1. City Manager Report**

City Manager Douglas reviewed of his attendance at the AML Summer summit. He highlighted the upcoming work sessions on childcare and Alderwood, as well as the current status of the senior housing project.

**2. City Clerk Report**

City Clerk Pierce shared her gratitude for how far ahead of other municipalities within the state Valdez was in regard to emergency preparedness. She reviewed the upcoming council calendar.

**3. City Attorney Report**

City Attorney Staser provided updates on cases his firm is working on behalf of the City, including Alderwood, escaped property, C-Plan renewal, and the TAPS settlement agreement.

**4. City Mayor Report**

Mayor Fleming thanked those who attended the meeting with Senator Sullivan. He updated Council on the meeting, highlighting his interest in the HUD program, the PRICE program, and the SAFER grant. He reviewed his lunch with the state health nurse, the meeting with Alderwood residents, and meeting with the City Clerk to lay out the plan for an upcoming trip to Washington, DC.

#### **XIV. COUNCIL BUSINESS FROM THE FLOOR**

Council Member Sorum noted that a 3.9 magnitude earthquake had occurred nearby during the work session.

Council Member Devens stated he was not surprised to see Valdez outperforming other communities in disaster preparedness. He asked if it was possible to include nonprofits seeking volunteer support in public communications.

Council Member Foster updated Council on the Sound Wellness Alliance Network's upcoming wellness symposium.

Council Member Lally thanked the city for the opportunity to represent at the Coast Guard Foundation dinner. He thanked those involved in the hazard mitigation plan, and the landfill inspection.

Council Member Love expressed excitement about the new roof on the elementary school and shared his appreciation for the school year not being interrupted by the project.

#### **XV. EXECUTIVE SESSION**

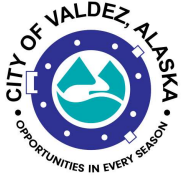
Mayor Fleming excused himself for executive session and passed the gavel to Mayor Pro Tem Love.

#### **XVI. RETURN FROM EXECUTIVE SESSION**

Mayor Pro Tem Love summarized the topics discussed in executive session: Escaped Property Litigation Strategy, TAPS Settlement Strategy and Coordination and potential legal implications of Valdez Marine Terminal Contingency Plan Renewal.

He noted that Council had directed the City Attorney to provide comment on the Valdez Marine Terminal Contingency Plan Renewal during an upcoming comment period.

#### **XVII. ADJOURNMENT**



Legislation Text

---

**File #:** 24-0356, **Version:** 1

---

**ITEM TITLE:**

Proclamation Recognizing Karen Feero Retirement

**SUBMITTED BY:** Tracy Raynor, Fire Chief/ Sheri Pierce, City Clerk

**FISCAL NOTES:**

Expenditure Required: NA

Unencumbered Balance: NA

Funding Source: NA

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

This proclamation recognizes the retirement of city employee Karen Feero and thanks her for 24 years of service to the City and citizens of Valdez.



# PROCLAMATION

WHEREAS, Karen Feero began her career with the City of Valdez as a temporary worker in 1998 working at the teen center; and

WHEREAS, Karen became a permanent full-time employee on January 3, 2000, serving as administrative assistant to the city manager; and

WHEREAS, in May of 2009 Karen moved to the Port Department taking on the position of Port Manager until December 2012; and

WHEREAS on August 5, 2013, Karen rejoined the city as the Administrative Assistant to the fire department until her retirement on August 31, 2024; and

WHEREAS, Karen received her certification as an EMT- 1 in 2017 to serve as a Valdez Fire Department volunteer; and

WHEREAS, along with her many roles with the city, Karen served as city representative to the Valdez Youth Court for eight years; and

WHEREAS, Karen has provided exceptional public service to the city and the community, supporting several city departments over the course of her career.

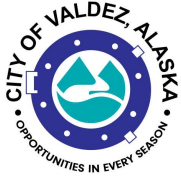
NOW THEREFORE I, Dennis Fleming, Mayor of the City of Valdez, do hereby congratulate Karen Feero on her retirement and ask the citizens of Valdez to join the City Council and her fellow city employees in recognition of Karen's 24 years of outstanding service to the community.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Dennis Fleming, Mayor

ATTEST:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk



Legislation Text

---

**File #:** 24-0350, **Version:** 1

---

**ITEM TITLE:**

Proclamation: Suicide Prevention Awareness Month

**SUBMITTED BY:** Rhea Cragun, Human Resources Director

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Approve proclamation

**SUMMARY STATEMENT:**

Proclaiming September as Suicide Prevention Awareness Month and encouraging all citizens to take the time to inquire as to the wellbeing of their family, friends, and neighbors and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. If you or someone you know needs support now, call or text the Suicide Crisis Lifeline 988 or chat 988lifeline.org.

Please see attached proclamation.





# PROCLAMATION

WHEREAS, September is recognized as National Suicide Prevention Month, and September 10, is World Suicide Prevention Day, this is a time when millions of people around the world join their voices to raise awareness of suicide prevention, treatment and recovery; and

WHEREAS, this is a time that is dedicated to bringing visibility to the role everyone in the community can play in preventing suicide and to encourage all community members to know the signs, find the words, and reach out to someone they are concerned about; and

WHEREAS, the stigma associated with mental illness and suicide continues to work against suicide prevention efforts by discouraging our friends, family and neighbors at risk for suicide from seeking life-saving assistance and further traumatizes survivors of suicide; and

WHEREAS, education about the warning signs of suicide, the value of preventative measures and the best methods to support those in need is essential to our community; and

WHEREAS, suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

WHEREAS, according to the American Foundation for Suicide Prevention (A.F.S.P.), suicide is the second leading cause of death among individuals between the ages 10 and 34 with more than 48,000 people dying by suicide annually in the United States; and

WHEREAS, every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

WHEREAS, we can all help prevent suicide, if you or someone you know needs support now, call or text the Suicide Crisis Lifeline 988 or chat 988lifeline.org.

NOW, THEREFORE, I, Dennis Fleming, Mayor of the City of Valdez, do hereby announce and proclaim, that the Month of September is designated as

## **Suicide Prevention Awareness Month**

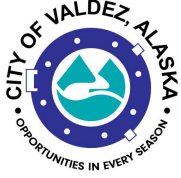
And encourage all citizens to take the time to inquire as to the wellbeing of their family, friends, and neighbors and to genuinely convey their appreciation for their existence by any gesture they deem appropriate.

CITY OF VALDEZ, ALASKA

ATTEST:

\_\_\_\_\_  
Dennis Fleming, Mayor

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk



Legislation Text

---

**File #:** 24-0346, **Version:** 1

---

**ITEM TITLE:**

Acceptance of Resignation Letter from Deborah Plant - PVMC Community Advisory Council-  
Effective July 11, 2024

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A  
Unencumbered Balance: N/A  
Funding Source: N/A

**RECOMMENDATION:**

Accept resignation of Deborah Plant.

**SUMMARY STATEMENT:**

Section XIII.E.19 of Council Policies and Procedures (re: citizens advisory groups) states *“Any member wishing to resign from a citizen advisory group prior to the completion of their full term shall provide written notice to their staff liaison who will forward such notice to the City Clerk’s Office for processing and formal acceptance by City Council”*.

Deborah Plant served as a member of the Providence Valdez Medical Center Community (PVMC) Community Advisory Council and submitted her resignation to Providence staff, effective July 11, 2024. Her term was scheduled to end October 31, 2025.

Fw: [EXTERNAL] Resignation

Tiura, Melanee L <Melanee.Tiura@providence.org>

Tue 7/23/2024 12:10 PM

To:Stec, Catherine E <Catherine.Stec@providence.org>

Just so you have it... though I've asked her to reconsider:)

**Melanee Tiura, DHA, FACHE**

**Administrator, Providence Valdez Medical Center**

911 Meals Ave | PO Box 550 | Valdez, AK 99686

t: 907.834.1833 | c: 907.359.1659 | [melanee.tiura@providence.org](mailto:melanee.tiura@providence.org)



[REDACTED]

**Sent:** Thursday, July 11, 2024 8:36 PM

**To:** Tiura, Melanee L <Melanee.Tiura@providence.org>

**Subject:** [EXTERNAL] Resignation

---

**This Message Is From an External Sender**

This message came from outside your organization. If you suspect this email is phishing or a scam, use the "Report a Phish!" button in the Outlook toolbar to report it to Providence Cybersecurity.

Report Suspicious

Hi Melanee,

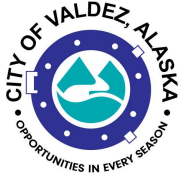
Since I am no longer serving in the role of Executive Director for the Valdez Senior Center, I think it is in the best interest of the Health Advisory Committee to submit my resignation at this time.

Allie Steed is now in my former position at the senior center and she would be the obvious person to fill this role on the advisory committee and represent this population.

Thank you for the opportunity to serve on this committee and I wish you the best of luck in the future.

Sincerely,

Deborah Plant  
Sent from my iPhone



Legislation Text

---

**File #:** 24-0347, **Version:** 1

---

**ITEM TITLE:**

Appointment to the Providence Valdez Medical Center Community Advisory Council, Applicant:  
Dennis Humphrey

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a  
Unencumbered Balance: n/a  
Funding Source: n/a

**RECOMMENDATION:**

Appoint applicant.

**SUMMARY STATEMENT:**

Dennis Humphrey has applied to fill a vacancy on the PVMC Community Advisory Council.

If appointed Humphrey will fill the vacancy created by the resignation of Deborah Plant and serve a partial term expiring in October 2025.

Application materials are attached.

**PROVIDENCE VALDEZ**  
**COMMUNITY ADVISORY COUNCIL**  
*Applicant Profile*

FIRST NAME:     Dennis    

LAST NAME:     Humphrey    

EMAIL ADDRESS:     [REDACTED]    

MAILING ADDRESS:     [REDACTED] Valdez, AK 99686    

PHONE:     [REDACTED]    

EMPLOYER:     Prince William Sound College    

OCCUPATION:     PWSC Campus Director    

Why are you interested in serving on the Providence Valdez Health Advisory Council?

Prince William Sound College collaborates with PVMC in providing several medical-related programs to the Valdez community, including nursing, CNA, EMT, ETT, CPR, and first aid courses. Close coordination between PVMC and PWSC is vital to our community's healthcare workforce development. Participation on this board will allow me to assist PVMC's support of the community, and it will enable me to improve PWSC's support of the community as well.

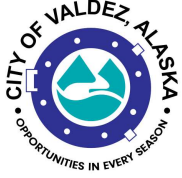
Please outline your education, work, and volunteer experience which will assist you in serving on the Providence Valdez Health Advisory Council.

I have a PhD in English and master's degrees in Strategic Studies and in English. I have 24 years of college teaching experience and 14 years of college administration experience. I am a retired colonel (O6) with over 29 years of experience serving as an officer in the US Army and the Arkansas National Guard, including two combat tours in Iraq. I also have FEMA ICS training and experience in ICS planning both in preparation for and during emergencies. This education and experience give me a broad grounding in leadership, strategic planning, decision-making, personnel and fiscal management, and community service.

Please attach a resume or letter of interest and return this application to:

**Melanee Tiura, DHA, FACHE**  
**Administrator, Providence Valdez Medical Center**  
911 Meals Ave | PO Box 550 | Valdez, AK 99686  
t: 907.834.1833 | c: 907.359.1659 | [melanee.tiura@providence.org](mailto:melanee.tiura@providence.org)





Legislation Text

---

**File #:** 24-0348, **Version:** 1

---

**ITEM TITLE:**

Acceptance of Resignation Letter for Economic Diversification Commissioner Mercedes Blancaflor

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Accept resignation.

**SUMMARY STATEMENT:**

Section XIII.E.19 of Council Policies and Procedures (re: citizens advisory groups) states “*Any member wishing to resign from a citizen advisory group prior to the completion of their full term shall provide written notice to their staff liaison who will forward such notice to the City Clerk’s Office for processing and formal acceptance by City Council*”.

Economic Diversification Commissioner Mercedes Blancaflor submitted her resignation to the EDC Staff Liaison and Clerk’s Office by email.

Blancaflor’s term was set to expire in September 2024. Due to the timing of the resignation the Clerk’s Office will advertise this vacancy as part of the normal annual appointment cycle.

**Sadie Blancaflor**



---

Dear Martha Barberio and the Valdez Economic Diversification Commission:

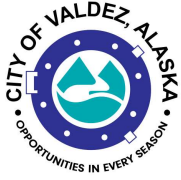
Please accept this letter as formal notification of my resignation as a Commissioner for the Valdez Economic Diversification Commission.

Thank you for the opportunity to serve as a Commissioner over the past year. I've appreciated the opportunity to contribute to the important work the Commission is doing and weigh in on new initiatives to diversify Valdez's economy.

However, due to my upcoming work commitments, I am unable to contribute to the degree I would like to on the Commission going forward. I hope my resignation will allow another community member with greater current capacity to step in my place.

I wish the Economic Diversification Commission continued success in our mission and hope to stay in touch about current efforts.

Best,  
  
Sadie Blancaflor



Legislation Text

---

**File #:** 24-0352, **Version:** 1

---

**ITEM TITLE:**

Approval To Go Into Executive Session Re: Alderwood Litigation Strategy and Settlement Discussions

**SUBMITTED BY:** Jake Staser, City Attorney

**FISCAL NOTES:**

Expenditure Required: n/a  
Unencumbered Balance: n/a  
Funding Source: n/a

**RECOMMENDATION:**

Approve.

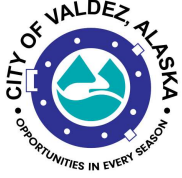
**SUMMARY STATEMENT:**

Alaska Statute AS 44.62.310 provides an exception to the Alaska Open Meetings law (AS 44.62.310) which allows the City Council to meet in executive session for the purpose of discussion related to:

1. Matters which involve litigation and where matters of which the immediate knowledge would clearly have an adverse effect upon the finances of the City.
2. Matters which by law, municipal charter, or ordinance are required to be confidential.

Any formal action related to the discussion requiring a motion and vote of the governing body must be done in open session.





Legislation Text

---

**File #:** ORD 24-0011, **Version:** 1

---

**ITEM TITLE:**

#24-11 - Amending Chapter 1.08 of the Valdez Municipal Code Titled General Penalty. Second Reading. Adoption.

**SUBMITTED BY:** Sheri Pierce, City Clerk, MMC & Jake Staser, City Attorney

**FISCAL NOTES:**

Expenditure Required: n/a  
Unencumbered Balance: n/a  
Funding Source: n/a

**RECOMMENDATION:**

Approve Ordinance 24-11 in second reading for adoption.

**SUMMARY STATEMENT:**

Ordinance 24-11 adds already codified penalties from chapters 8 and 10 municipal code to the general penalty schedule found in VMC 1.08.

Ordinance is attached for review.

CITY OF VALDEZ, ALASKA

ORDINANCE #24-11

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA AMENDING CHAPTER 1.08 OF THE VALDEZ MUNICIPAL CODE TITLED GENERAL PENALTY

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA that:

Section 1: Chapter 1.08, Section 1.08.030 of the Valdez Municipal Code is hereby amended to read as follows:

**GENERAL PENALTY**

**Sections:**

**1.08.030 Minor offense fine schedule.**

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195 through 12.25.230, without a court appearance, upon payment of the fine amounts listed below to the court within thirty days of the date of the citation, plus the state surcharge required by AS 12.55.039 and 29.25.074. The Rules of Minor Offense Procedure in the Alaska Rules of Court apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rules. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below. If an offense is not listed on this fine schedule or another fine schedule, the defendant must appear in court to answer to the charges. These fines may not be judicially reduced.

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
6.08.010	Cleanup and disposal of animal litter or excrement required—first offense	Optional	\$25.00
6.08.010	Cleanup and disposal of animal litter or excrement required—second offense	Optional	\$50.00

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
6.08.010	Cleanup and disposal of animal litter or excrement required—third offense	Optional	\$100.00
6.08.010	Cleanup and disposal of animal litter or excrement required—fourth and subsequent	Optional	\$300.00
6.08.020	Animal running at large prohibited—first offense	Optional	\$25.00
6.08.020	Animal running at large prohibited—second offense	Optional	\$50.00
6.08.020	Animal running at large prohibited—third offense	Optional	\$100.00
6.08.020	Animal running at large prohibited—fourth and subsequent	Optional	\$300.00
6.08.040(A)(1)	Negligent feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—first offense	Optional	\$25.00
6.08.040(A)(1)	Negligent feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—second offense	Optional	\$50.00
6.08.040(A)(1)	Negligent feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—third offense	Optional	\$100.00
6.08.040(A)(1)	Negligent feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—fourth and subsequent	Optional	\$300.00
6.08.040(A)(2)	Intentional feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—first offense	Optional	\$50.00
6.08.040(A)(2)	Intentional feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—second offense	Optional	\$100.00
6.08.040(A)(2)	Intentional feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—third offense	Optional	\$200.00
6.08.040(A)(2)	Intentional feeding of wild animals, birds of prey, or deleterious exotic wildlife prohibited—fourth and subsequent offense	Optional	\$400.00

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
6.08.050	Keeping of wild animals within the city prohibited—first offense	Optional	\$50.00
6.08.050	Keeping of wild animals within the city prohibited—second offense	Optional	\$100.00
6.08.050	Keeping of wild animals within the city prohibited—third offense	Optional	\$200.00
6.08.050	Keeping of wild animals within the city prohibited—fourth and subsequent offense	Optional	\$400.00
6.08.090	Continuous noise by animal prohibited—first offense	Optional	\$25.00
6.08.090	Continuous noise by animal prohibited—second offense	Optional	\$50.00
6.08.090	Continuous noise by animal prohibited—third offense	Optional	\$100.00
6.08.090	Continuous noise by animal prohibited—fourth and subsequent offense	Optional	\$300.00
6.08.100	Failure to confine female dog or cat in heat—first offense	Optional	\$25.00
6.08.100	Failure to confine female dog or cat in heat—second offense	Optional	\$50.00
6.08.100	Failure to confine female dog or cat in heat—third offense	Optional	\$100.00
6.08.100	Failure to confine female dog or cat in heat—fourth and subsequent offense	Optional	\$300.00
6.08.110	Tethering/chaining/crating of animals restricted—first offense	Optional	\$50.00
6.12.010	Dog license required—first offense	Optional	\$25.00
6.12.010	Dog license required—second offense	Optional	\$50.00
6.12.010	Dog license required—third offense	Optional	\$100.00
6.12.010	Dog license required—fourth and subsequent offense	Optional	\$300.00
6.12.020	Display of license tag on dog required	Optional	\$25.00

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
6.12.030	Vaccination of dogs required—first offense	Optional	\$25.00
6.12.030	Vaccination of dogs required—second offense	Optional	\$50.00
6.12.030	Vaccination of dogs required—third offense	Optional	\$100.00
6.12.030	Vaccination of dogs required—fourth and subsequent offense	Optional	\$300.00
6.12.040	Kennel licenses required—first offense	Optional	\$50.00
6.12.040	Kennel licenses required—second offense	Optional	\$100.00
6.12.040	Kennel licenses required—third offense	Optional	\$200.00
6.12.040	Kennel licenses required—fourth and subsequent offense	Optional	\$400.00
6.13.010	Excessive number of cats prohibited—first offense	Optional	\$25.00
6.13.010	Excessive number of cats prohibited—second offense	Optional	\$50.00
6.13.010	Excessive number of cats prohibited—third offense	Optional	\$100.00
6.13.010	Excessive number of cats prohibited—fourth and subsequent offense	Optional	\$300.00
6.13.020	Cattery license required—first offense	Optional	\$50.00
6.13.020	Cattery license required—second offense	Optional	\$100.00
6.13.020	Cattery license required—third offense	Optional	\$200.00
6.13.020	Cattery license required—fourth and subsequent offense	Optional	\$400.00
<u>8.20.020</u>	<u>Nuisances designated—Acts prohibited —first offense</u>	Optional	<u>\$100.00</u>
<u>8.20.020</u>	<u>Nuisances designated—Acts prohibited —second offense</u>	Optional	<u>\$250.00</u>
<u>8.20.020</u>	<u>Nuisances designated—Acts prohibited—third and subsequent</u>	Optional	<u>\$500.00</u>

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
<u>8.20.030</u>	<u>Enumerated—Acts prohibited in all zones—first offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>8.20.030</u>	<u>Enumerated—Acts prohibited in all zones—second offense</u>	<u>Optional</u>	<u>\$250.00</u>
<u>8.20.030</u>	<u>Enumerated—Acts prohibited in all zones—third and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
<u>8.20.040</u>	<u>Enumerated—Acts prohibited in all zones except heavy and special industrial—first offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>8.20.040</u>	<u>Enumerated—Acts prohibited in all zones except heavy and special industrial—second offense</u>	<u>Optional</u>	<u>\$250.00</u>
<u>8.20.040</u>	<u>Enumerated—Acts prohibited in all zones except heavy and special industrial—third and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
<u>8.20.050</u>	<u>Junk vehicles—first and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
<u>8.20.060</u>	<u>Noise—first offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>8.20.060</u>	<u>Noise—second offense</u>	<u>Optional</u>	<u>\$250.00</u>
<u>8.20.060</u>	<u>Noise—third and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
<u>8.20.070</u>	<u>Emission of smoke—first offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>8.20.070</u>	<u>Emission of smoke—second offense</u>	<u>Optional</u>	<u>\$250.00</u>
<u>8.20.070</u>	<u>Emission of smoke—third and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
<u>8.20.080</u>	<u>Escape of soot, cinders, etc.—first offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>8.20.080</u>	<u>Escape of soot, cinders, etc.—second offense</u>	<u>Optional</u>	<u>\$250.00</u>
<u>8.20.080</u>	<u>Escape of soot, cinders, etc.—third and subsequent</u>	<u>Optional</u>	<u>\$500.00</u>
9.12.010	Disorderly conduct—first offense	Optional	\$50.00
9.12.010	Disorderly conduct—second offense	Optional	\$100.00
9.12.010	Disorderly conduct—third offense	Optional	\$200.00
9.12.010	Disorderly conduct—fourth and subsequent	Optional	\$400.00

<b>MUNICIPAL CODE SECTION</b>	<b>OFFENSE DESCRIPTION</b>	<b>COURT APPEARANCE</b>	<b>PENALTY/FINE</b>
9.12.030	Loitering on school grounds—first offense	Optional	\$50.00
9.12.030	Loitering on school grounds—second offense	Optional	\$100.00
9.12.030	Loitering on school grounds—third offense	Optional	\$200.00
9.12.030	Loitering on school grounds—fourth and subsequent	Optional	\$400.00
9.12.070(A) and (B)	Use of fireworks outside of permitted times prohibited	Optional	\$100.00
9.12.070(C) and (D)	Negligent use of fireworks or use while under influence prohibited	Optional	\$300.00
9.20.010(H) and (I)	Harvesting of trees without permit prohibited—first offense	Optional	\$50.00
9.20.010(H) and (I)	Harvesting of trees without permit prohibited—second and subsequent	Optional	\$100.00
9.24.070	Sale of tobacco to children under nineteen years of age prohibited—first offense	Optional	\$300.00
9.24.070	Sale of tobacco to children under nineteen years of age prohibited—second offense	Optional	\$400.00
9.24.070	Sale of tobacco to children under nineteen years of age prohibited—third and subsequent	Optional	\$500.00
9.32.010	Discharge of firearms—first offense	Optional	\$100.00
9.32.010	Discharge of firearms—second offense	Optional	\$200.00
9.32.010	Discharge of firearms—third offense	Optional	\$300.00
9.32.010	Discharge of firearms—fourth and subsequent offense	Optional	\$500.00
10.12.020	Parking prohibited in specific areas	Optional	\$50.00
10.12.030	Temporary prohibitions on parking	Optional	\$80.00
<u>10.16.020</u>	<u>Special rules for snowmobiles—first offense</u>	<u>Optional</u>	<u>\$50.00</u>

MUNICIPAL CODE SECTION	OFFENSE DESCRIPTION	COURT APPEARANCE	PENALTY/FINE
<u>10.16.020</u>	<u>Special rules for snowmobiles— second offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>10.16.020</u>	<u>Special rules for snowmobiles—third and subsequent offense</u>	<u>Optional</u>	<u>\$150.00</u>
<u>10.16.030</u>	<u>Special rules for all-purpose vehicles— second offense</u>	<u>Optional</u>	<u>\$50.00</u>
<u>10.16.030</u>	<u>Special rules for all-purpose vehicles— second offense</u>	<u>Optional</u>	<u>\$100.00</u>
<u>10.16.030</u>	<u>Special rules for all-purpose vehicles— third and subsequent offense</u>	<u>Optional</u>	<u>\$150.00</u>

Section 2: This ordinance shall take effect immediately following final approval and adoption by the Valdez City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA  
this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Dennis Fleming, Mayor

ATTEST:

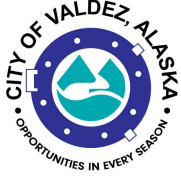
\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jake Staser, City Attorney  
Brena, Bell, & Walker, P.C.

Adoption:  
Yeas:  
Noes:  
Absent:  
Abstaining:





## Legislation Text

---

**File #:** RES 24-0037, **Version:** 1

---

**ITEM TITLE:**

#24-36 - Establishing Physician Recruitment Program and Rescinding Resolution No. 18-20

**SUBMITTED BY:** Sheri Pierce, MMC, City Clerk/Jake Staser City Attorney

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Following the work session on March 5<sup>th</sup> the City Council requested a resolution be brought forth to continue the physician retention and recruitment program. Minor amendments to the physician agreement (attachment A) have been incorporated based on direction received at the work session. There was discussion, but no resolve regarding the question of maintaining the 5-year extension option in the physician agreement. The agreement as presented includes the extension. Should council wish to remove this renewal option an amendment will be necessary.

All Physician Recruitment and Retention Agreements are subject to City Council approval on an individual basis.

Attached are the:

- Enabling resolution for continuation of the program.
- Physician contract.

Resolution #18-20 formerly establishing the program and physician agreements will be rescinded and replaced by Resolution #24-36 and Attachment "A".

CITY OF VALDEZ, ALASKA

RESOLUTION #24-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA ESTABLISHING A PHYSICIAN RECRUITMENT AND RETENTION PROGRAM AND RESCINDING RESOLUTION NO. 18-20

WHEREAS, the provision of reliable high-quality medical services is of great importance to the health and wellbeing of City of Valdez's citizens; and

WHEREAS, the City of Valdez ("City") has determined that the program established hereunder will aid in maintaining an adequate number of physicians to serve the community and reduce the high turnover rate of physicians practicing within the City; and

WHEREAS, recruiting and retaining highly-capable physicians to practice in the City requires competitive pay and benefits; and

WHEREAS, the City desires to aid in the recruitment and retention of highly-capable physicians by offering compensation in addition to regular pay and benefits in order to increase the competitiveness of compensation provided for practicing medicine within the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that:

Section 1. The foregoing recitals are incorporated in this resolution as if fully set forth herein.

Section 2. The City hereby establishes a Physician Recruitment and Retention Program.

Section 3. The City shall appropriate no more than \$300,000 on an annual basis as an incentive to recruit and retain up to five physicians practicing medicine on a full-time basis within the City. The incentive shall be in addition to any compensation paid to physicians in the ordinary course of business and shall not serve to offset any such compensation that would otherwise be provided.

Section 4. The attached Physician Recruitment and Retention Agreement (Attachment A) shall serve as an example of the type of agreement the City shall utilize to implement the Recruitment and Retention Program and may be revised as the City Council deems appropriate for the purposes of implementing the Program.

Section 5. All Physician Recruitment and Retention Agreements are subject to City Council approval on an individual basis.

Section 6. This resolution shall become effective upon approval.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this \_\_\_ of \_\_\_\_\_ 2024.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Dennis Fleming, Mayor

ATTEST:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

**RESOLUTION NO. 24-36**

**“ATTACHMENT A”**

**CITY OF VALDEZ**

**PHYSICIAN RECRUITMENT AND RETENTION AGREEMENT**

THIS PHYSICIAN RECRUITMENT AND RETENTION AGREEMENT (hereinafter “Agreement”) is made by and between \_\_\_\_\_ (hereinafter “Physician”) and the City of Valdez, Alaska (hereinafter the “City”) and is entered into on the \_\_\_\_ day of \_\_\_\_\_, 20xx. Physician and City are each individually referred to herein as a “Party” and collectively as the “Parties.”

WHEREAS, the provision of reliable high-quality medical services is of great importance to the health and wellbeing of the City’s citizens; and

WHEREAS, the City has determined that an insufficient number of physicians presently serve the community, and the high turnover rate of physicians practicing within the City is detrimental to the health and wellbeing of the City’s citizens; and

WHEREAS, recruiting and retaining highly capable physicians to practice in the City requires competitive pay and benefits; and

WHEREAS, the City desires to aid in the recruitment and retention of physicians by offering a financial incentive in addition to regular pay and benefits; and

WHEREAS, offering a financial incentive is necessary to compete in the marketplace for the purpose of recruiting and retaining skilled physicians to practice medicine in the City; and

WHEREAS, Physician has accepted employment to practice medicine on a full-time basis in the City and intends to continue practice within the City in accord with Physician’s employment contract.

NOW, THEREFORE, in consideration of the mutual covenants set out in this Agreement and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged), the Parties agree as follows:

**1. TERMS AND CONDITIONS**

a. Physician shall maintain full-time employment practicing medicine within the City for the term of this Agreement. Full-time employment is defined as an average of forty (40) paid working hours per week. Periodic time spent practicing medicine outside

the City for the purposes of gaining/maintaining competency is allowable as long as the Physician maintains full-time employment within the City.

b. Physician shall provide coverage at Providence Valdez Medical Center within the scope of Physician's hospital privileges and for services upon terms agreed upon between Physician and Providence Valdez Medical Center.

c. Physician shall at all times comply with the terms of any agreement(s) with his or her employer. The City shall have the right to review any such agreement(s) with the understanding that the contents of any such agreement will be kept confidential from the public as required by such agreements or by law.

d. Nothing in this Agreement shall be interpreted as preventing Physician from acquiring an ownership interest in a medical practice.

e. This Agreement does not entitle Physician to any compensation for employment prior to the execution of this Agreement.

f. Execution of a Memorandum of Agreement with Physician's employer to facilitate administration of the program is a prerequisite to execution of this Agreement.

## **2. COMPENSATION**

The City will compensate Physician as follows:

a. Within sixty (60) days of execution of this Agreement the City will provide Physician with a Sixty Thousand Dollar (\$60,000) recruitment and transition payment. The \$60,000 recruitment and transition payment is compensation for Physician working as a full-time employee practicing medicine in the City for a twelve (12)-month period after execution of this Agreement. If Physician voluntarily or as the result of termination for cause fails to work as a full-time employee practicing medicine in the City for a period of twelve (12) months after execution of this Agreement, the \$60,000 recruitment and transition payment shall be repaid to the City on a prorated basis at a daily rate of \$164.38.

b. The City shall pay Physician up to sixteen (16) quarterly retention payments in the amount of Fifteen Thousand Dollars (\$15,000) within forty five (45) days of Physician's completion of the initial twelve (12) months of full-time employment and at the beginning of every three (3) months thereafter until the Physician reaches sixty (60) months of full-time employment from the date of execution of this Agreement. In the event Physician fails to work as a full-time employee practicing medicine in the City for the entire quarter after receiving a quarterly payment, the quarterly payment shall be repaid on a prorated basis at a daily rate equal to quarterly compensation divided by the number of days in the quarter.

c. Compensation under this Agreement is subject to appropriation of funds by the City Council.

### **3. TERM**

This Agreement shall become effective on the date it is executed and shall remain in effect for a period of five (5) years with an option, upon consent of both parties, to extend the Agreement for one (1) additional five (5) year term.

### **4. TERMINATION**

a. If either Party fails to perform any provisions herein, that Party shall be in default. The Party not in default may, by written notice, provide notice of the default. If the default is not cured within thirty (30) days or as otherwise agreed to in writing by the parties, then the non-defaulting party may terminate this Agreement in whole or in part for failure to perform. In such event, the defaulting Party shall be liable for damages, as well attorney's fees arising out of or related to the default.

b. If Physician discontinues work as a full-time employee practicing medicine within the City for any reason, this Agreement may be terminated by the City.

c. The City may at its sole discretion terminate this Agreement upon the occurrence of any of the following events:

i. the denial, suspension, revocation, termination, restriction, or voluntary relinquishment of the professional license or privileges of Physician at Providence Valdez Medical Center;

ii. the death or inability of Physician to perform normal and ordinary duties as a physician due to sickness or accident for ninety (90) consecutive days;

iii. the termination or revocation of Physician's drug enforcement agency number; or

iv. the exclusion of Physician from participation in the Medicare, Medicaid, or other government health program.

### **5. SOLE BENEFIT OF PARTIES**

This Agreement is for the sole benefit of the Physician and the City. Nothing in this Agreement is intended to confer any rights or remedies on any third party.

### **6. LIABILITY**

In no event, whether as a result of breach of contract, tort liability, or otherwise, shall either party or its agents or employees be liable to the other party for indirect, economic, or consequential damages of any nature.

## **7. NOTICES**

Notice under this agreement shall be given in writing and may be hand delivered, sent by U.S. Mail, or faxed as follows:

**If to Physician:**

**If to City:**

City of Valdez  
P.O. Box 307  
Valdez, Alaska 99686  
ATTN: City Manager

A party may change the address to which or official to whom notice is to be given by giving notice of such change to the other party.

## **8. GOVERNING LAW/JURISDICTION**

This Agreement shall be governed by, interpreted, and enforced in accordance with the laws of the State of Alaska and the laws of the United States, as applicable. The venue for all litigation arising out of or relating to this Agreement shall be Valdez, Alaska. The parties hereto irrevocably agree to submit to the exclusive jurisdiction of such courts in the State of Alaska and waive any defense of *forum non conveniens*.

## **9. NO WAIVER OF IMMUNITIES**

In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either Party's rights or defenses with regard to each Party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitutions or laws.

## **10. SEVERABILITY**

In the event any provision of this Agreement is held to be unenforceable or invalid for any reason, this Agreement shall remain in full force and effect and enforceable in accordance with its terms disregarding such unenforceable or invalid provision.

## **11. ASSIGNMENT**

Physician may not assign or transfer any of Physician's rights, duties, or obligations

under this Agreement, in whole or in part, without the prior written consent of the City.

**12. ENTIRE AGREEMENT**

This Agreement represents the entire agreement and understanding between the Parties relative to the recruitment and retention of physicians. All previous or contemporaneous contracts, representations, promises, and conditions relating thereto are superseded.

**13. MODIFICATION, AMENDMENT, WAIVER**

No modification, amendment, or waiver of any of the provisions of this Agreement shall be effective unless in writing specifically referring hereto, and authorized by both parties.

**14. FEES AND EXPENSES CAUSED BY BREACH**

The City is entitled to receive actual reasonable attorneys' fees and other expenses incurred by the City by reason of the breach of this Agreement by Physician.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, on the date first above mentioned.

[SIGNATURES TO FOLLOW]



**Physician**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip Code

**City of Valdez, Alaska, Authorized**

\_\_\_\_\_  
Dennis Fleming, Mayor

\_\_\_\_\_  
Date

Attested:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

\_\_\_\_\_  
Date

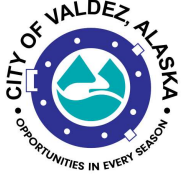
**Recommended:**

\_\_\_\_\_  
John Douglas, City Manager

\_\_\_\_\_  
Date

**Approved as to Form:**

\_\_\_\_\_  
Brena, Bell & Walker, P.C.  
Jake. W. Staser



## Legislation Text

---

**File #:** 24-0355, **Version:** 1

---

**ITEM TITLE:**

Report: Issuance of Temporary Land Use Permit #24-09 for Wilson Brothers Distributing for Six Months, for a 1.44-acre portion of 226 S Harbor Drive, Tract G, Harbor Subdivision

**SUBMITTED BY:** Nicole Chase, Planner

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

N/A - report only

**SUMMARY STATEMENT:**

Community Development Department staff received a temporary land use permit application from Wilson Brother's Distributing Company for use of an approximately 1.44-foot portion of 226 South Harbor Drive, Tract G, Harbor Subdivision owned by the City of Valdez.

Wilson Brother's has requested use of the property for parking of refrigeration trailers for fish processing, and a truck to move the trailers. They requested to use the property May 1- October 31, 2024. Wilson Brother's obtained at temporary land use permit for use of this property in 2022 and 2023. This year's permit request was for the same use and area as 2023.

Pursuant to Valdez Municipal Code 17.12.120 (F)(2) Long-term permits may be approved by the Planning and Zoning Commission pursuant to Table 17.12.030-1. Long-term permit activities that reoccur on an annual basis may be renewed annually, with approval by the Planning Director, if the duration of the use exceeds one year, and may be renewed for a maximum of four years. After four years the reoccurring use must go through the full application and approval process. Minor changes to the original permit may be reviewed and approved by the Planning Director during the renewal process if the changes do not change the extent, intensity, or use approved in the original permit.

Public Works Director, Capital Facilities Director, and Ports and Harbors Director were solicited for comments on the application and expressed no objection to the use requested.

Temporary land use permit 24-09 was administratively authorized under this provision since the Planning and Zoning Commission previously authorized this use under temporary land use permit 23-04.

Fees for temporary land use permits of this type were established by City Council with Resolution

#23-43 which states that “For temporary land use permits for areas that are less than two acres in size, the fee shall be a flat monthly rate of \$311.00, or a pro-rated daily rate of \$11 per day for those periods less than one month.” For the term requested the permit fee is \$1,866.00.



**CITY OF VALDEZ**  
**TEMPORARY LAND USE PERMIT AGREEMENT**

**Permit No. 24-09**

This Temporary Land Use Permit Agreement (hereinafter referred to as Permit) is entered into this 21<sup>st</sup> day of August, 2024 by and between the **CITY OF VALDEZ**, an Alaska municipal corporation (hereinafter referred to as "Valdez"), whose address is P.O. Box 307, Valdez, Alaska, 99686, and **WILSON BROTHERS DISTRIBUTING COMPANY**, (hereinafter referred to as "Permittee"), whose address is **PO Box 3625, Valdez, Alaska 99686**.

**WITNESSETH:**

1. Permit. Valdez hereby grants to Permittee the right and privilege to be present upon the following described real property belonging to Valdez pursuant to the terms of this Permit Agreement:

1.44 Acre Portion of 226 South Harbor Drive Tract G, Harbor Subdivision (See Exhibit "A")

2. Term and Termination. Permittee may use the Property for the purposes set forth herein beginning on the **1st day of May, 2024 and continuing until the 31st day of October, 2024**. In no circumstance shall this Permit exceed six months in duration. The City of Valdez, may at its sole discretion terminate this Permit at any time for any reason with 30 days' written notice to Permittee. Permittee shall vacate the property within thirty days from receiving written notification from the City of Valdez.

3. Use. Permittee shall use the Property for parking and staging of refrigeration trailers and a generator for supplying power to the units and for no other purpose whatsoever without the prior written consent of the City of Valdez. Wilson Brother's Distributing Company shall maintain a free and clear access aisle for Port access to the rear of the property. Use of the Property under this Permit shall conform with existing City of Valdez zoning requirements and the City of Valdez comprehensive plan. Use of the Property under this Permit shall not adversely impact public access or Valdez operations. **No permanent structures shall be erected on the property; and no**

**permanent alteration of the land shall occur.**

4. Permittee Not a Lessee. No legal title or leasehold interest in the Property shall be deemed or construed to have been created or vested in Permittee by anything contained herein. The purpose of this permit is to convey a non-possession interest by the City of Valdez to Permittee in that certain property (not to exceed two acres) described in paragraph 1 above. The City of Valdez shall maintain all right, title, and interest in that Property as fee simple owner thereof, and Permittee by virtue of this Permit has only the right and privilege to be present upon the Property and to make use of it for the purpose set forth in paragraph 3 above.

5. Fee. In consideration for use of land owned by the City of Valdez, Permittee agrees to pay in advance a lump sum equal to a flat monthly fee of three hundred fifty dollars (\$311.00) per month of occupancy plus a pro-rated daily rate of eleven dollars (\$11.00) per day for the number of days this permit is in effect other than a full month.

6. Insurance Requirement. The Permittee shall, at its own expense, purchase, maintain and otherwise keep in force the following insurance for the duration of this Agreement. The City shall be notified immediately prior to any termination, cancellation, or any other material change in such insurance. The Permittee shall provide the City a Certificate of Insurance prior to the commencement of any activity undertaken in connection with this Temporary Land Use Permit Agreement. Failure to provide adequate proof of insurance prior to the occupation of the Property will result in revocation of the Permit.

Event Liability Insurance: Covering the Permittee and the City for any and all claims for personal injury, bodily injury (including death) and property damage (including environmental degradation or contamination) arising from any activity occurring as a result of this Temporary Land Use Permit Agreement.

Minimum limits:        \$1,000,000 Each Occurrence  
                              \$100,000 Damage to Rented Premises  
                              \$5,000 Medical Payments  
                              \$1,000,000 Personal & Adv Injury  
                              \$2,000,000 General Aggregate  
                              \$2,000,000 Products and Completed Operations Aggregate

The City of Valdez shall be included as an Additional Insured.

Workers' Compensation: Permittee shall maintain Workers' Compensation and Employer's Liability Insurance.

Minimum Limits:        1. Workers' compensation – statutory limit  
                              2. Employer's liability:  
                                      \$100,000 bodily injury for each accident

\$100,000 bodily injury by disease for each employee  
\$500,000 bodily injury disease policy limit

Waiver of Subrogation. For the purpose of waiver of subrogation, Permittee releases and waives all rights to claim or recover damages, costs or expenses against Valdez for any casualty of any type whatsoever in, on or about the Premises if the amount of such damage, cost or expense has been paid to such damaged party under the terms of any policy of insurance required herein.

7. Maintenance. Permittee agrees to maintain the property in a neat and orderly fashion. Upon termination of this Permit, Permittee agrees to leave the premises in a neat and clean condition.

8. Mechanic's Liens. Permittee shall pay all costs for construction done by it or caused to be done by it on the Property as permitted by this Permit. Permittee agrees not to construct any permanent structures on the property.

9. Utilities. Permittee shall be solely liable for and shall timely pay when due all expenses and fees for all utilities used or consumed with respect to the Property. The Permittee shall be required to provide and maintain sanitary facilities to include, but not be limited to, port-a-potties and garbage dumpsters.

10. Exculpation of Valdez. Valdez shall not be liable to Permittee for any damage to Permittee or Permittee's property from any cause. Permittee waives all claims against Valdez for damage to persons or property arising from any reason.

11. Indemnity. Permittee shall hold the City of Valdez harmless from and against any and all damages arising out of any damage to any persons or property occurring in, on, or about the Property.

12. Condemnation. If during the term of this Permit there is any taking by condemnation of the Property or any interest in this Permit, this Permit shall terminate on the date of taking. Any condemnation award shall belong to and be paid to The City of Valdez, and Permittee hereby assigns to the City of Valdez Permittee's interest therein.

13. No Encumbrance or Assignment Permitted. Permittee shall not voluntarily encumber its interest in this Permit or in the Property or attempt to assign all or any part of the Property, or allow any other person or entity, except its authorized representatives, to occupy or use all or any part of the Property.

14. Default. The occurrence of any of the following shall constitute a default under this Permit by Permittee:

- (a) Failure to pay fees when due, if the failure continues for fifteen (15) days after written

notice for payment;

(b) Any default in or failure to perform any term, covenant, or condition of this Permit;

(c) The cessation by Permittee of the operation of the Permittee's business located on the Property for a period of thirty (30) days;

(d) The making of any assignments for the benefit of creditors of Permittee, the appointment of a receiver for Permittee's business, the entry of an Order for Relief as to Permittee under the United States Bankruptcy Code as now in effect or hereafter amended, the insolvency of Permittee, or any similar situation.

15. Remedies. In the event of any default by Permittee under the provisions of paragraph 14 of this Permit, all of Permittee's rights hereunder shall immediately terminate; and the City of Valdez may, in addition to any rights and remedies that it may be given by statute, common law, express agreement, or otherwise, enter and take sole possession and control of the Property.

16. Valdez' Entry on Premises. The City of Valdez shall have the right to enter the Property at any time and, in view of the fact this Permit constitutes a license on real property rather than a lease, shall at all times remain in possession of the Property.

17. Notices. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by certified mail, return receipt requested, and shall be addressed to the other party at the address set forth in the introductory paragraph of this Permit. Either party may change its address by notifying the other party of the change of address. Such notices shall be deemed given when mailed irrespective of whether or not they are received.

18. Modification, Amendment, Waiver. No delay or omission in the exercise of any right or remedy of the City of Valdez on any default by Permittee shall impair such a right or remedy or be construed as a waiver. No modification, amendment, or waiver of any of the provisions of this Agreement shall be effective unless in writing, specifically referring hereto, and authorized by both parties.

19. Governing Law/Jurisdiction. This Permit shall be governed by, interpreted, and enforced in accordance with the laws of the State of Alaska and the laws of the United States, as applicable. The venue for all litigation arising out of or relating to this Agreement shall be Valdez, Alaska. The parties hereto irrevocably agree to submit to the exclusive jurisdiction of such courts in the State of Alaska and waive any defense of *forum non conveniens*.

20. Miscellaneous. Time is of the essence with respect to each provision of the Permit, and it shall be binding upon and inure to the benefit of the parties, their heirs, assigns, and successors in interest. The enforceability, invalidity, or illegality of any provisions of this Permit shall not

render the other provisions of this Permit unenforceable, invalid, or illegal.

21. Environmental Contamination. All fuel petroleum and other toxic products maintained, stored or used at the Property shall be stored no less than 100 feet away from the nearest surface waterbody, and contained and confined in a manner which prevents any spillage from entering the Property, including without limitation any surface waters. In the event of a fuel or other toxic product spill, Permittee shall immediately notify the Valdez office of the Department of Environmental Conservation of the same. Permittee shall be responsible for all costs associated with remediation in the event of spillage of toxic product on the property.

IN WITNESS WHEREOF the parties have caused this Permit to be executed by their duly authorized officers the day and year first above written.

CITY OF VALDEZ, ALASKA

PERMITTEE: WILSON BROTHERS DISTRIBUTING CO

Signed by:  
By: Kate Huber  
Kate Huber, Community Development Director

DocuSigned by:  
By: Curt Wilson  
Curt Wilson, Owner

Date: 8/21/2024 | 3:03 PM AKDT

Date: 8/21/2024 | 1:35 PM AKDT

Approved as to Form:  
BRENA, BELL & WALKER, P.C.  
Attorneys for the City of Valdez

By: Jon S. Wakeland

ATTEST  
By: Sheri L. Pierce  
Sheri L. Pierce, MMC, City Clerk



Exhibit "A"

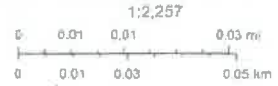


### 226 S Harbor Drive



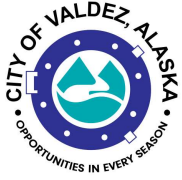
1/24/2022, 4:31:22 PM

- COV parcels
- Valdez City Limits



Source: Esri, Maxar, GeoEye, Earthstar, OpenStreetMap, CNES/Airbus DS

COV Planning DE  
This map is provided as a reference only. The City of Valdez makes no warranties, expressed or implied, as to the accuracy or reliability of the information herein.



Legislation Text

---

**File #:** 24-0349, **Version:** 1

---

**ITEM TITLE:**

September 2024 City Council Calendar

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

n/a

**SUMMARY STATEMENT:**

Attached is the city council calendar for September 2024.

# September 2024

## Valdez City Council Calendar

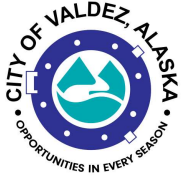


1	2 <b>LABOR DAY HOLIDAY – CITY OFFICES CLOSED</b>	3 5:30 p.m. – City Council – Work Session: Child Care Site Analysis 7 p.m. – City Council Regular Meeting	4 5 p.m. – Beautification Commission	5	6	7
8	9 6 p.m. – School Board - Work Session 7 p.m. – School Board – Regular Meeting	10 6:30 p.m. – Parks & Rec Commission	11 7 p.m. – Planning & Zoning Commission	12	13	14
15	16 7 p.m. – Ports and Harbors Commission	17 6 p.m. – City Council – Work Session: Clerk’s Department Report 7 p.m. – City Council Regular Meeting	18 7 p.m. – Economic Diversification Commission	19 Noon – VMHA Board	20	21
22	23 6 p.m. – School Board - Work Session 7 p.m. – School Board – Regular Meeting	24	25 7 p.m. – Planning & Zoning Commission	26	27	28
29	30					

Note 1: This calendar is subject to change. Contact the Clerk’s Office for the most up-to-date information. Strike-thru indicates cancellation of standing meeting.

Note 2: Unless otherwise indicated, all meetings occur in Valdez Council Chambers.

Updated 8.26.24



Legislation Text

---

**File #:** 24-0353, **Version:** 1

---

**ITEM TITLE:**

Legal Billing Summary - July 2024

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and file.

**SUMMARY STATEMENT:**

Attorney billing summary for July 2024 is attached for City Council review.

# BRENA, BELL & WALKER, P.C.

ROBIN O. BRENA, MANAGING ATTORNEY  
 JESSE C. BELL  
 WILLIAM M. WALKER  
 DAVID W. WENSEL  
 ANTHONY S. GUERRIERO  
 JON S. WAKELAND  
 KELLY M. MOGHADAM  
 JAKE W. STASER

ATTORNEYS AT LAW

810 N STREET, SUITE 100  
 ANCHORAGE, ALASKA 99501  
 TELEPHONE: (907) 258-2000  
 FACSIMILE: (907) 258-2001  
 WEB SITE: BRENALAW.COM

[trupe@brenalaw.com](mailto:trupe@brenalaw.com)

August 14, 2024

City of Valdez  
 Attn: John Douglas, City Manager  
 P.O. Box 307  
 Valdez, AK 99686

## July 2024 Billing Summary Sheet

File No.	Description	Amount
1374-007	City Council	\$1,722.50
1374-008	Capital Facilities	\$130.00
1374-009	Ports & Harbors	\$1,495.50
1374-010	Finance	\$0.00
1374-011	Administration	\$0.00
1374-012	Community Development	\$130.00
1374-014	Escaped Property	\$0.00
1374-014B	Escaped Property Appeal	\$34.05
1374-014C	Escaped Property 2017-2022 Superior Court Appeal Case No. 3AN-22-06115CI Fees \$732,817.27 Experts \$426,726.69 Additional Costs \$ 73,739.60 Courtesy Credit (\$100,000.00)	\$1,133,283.56
1374-014D	Escaped Property Original Assessments	\$0.00
1374-014F	Super Ct. 2024 Appeal	\$551.15
1374-016	Parks and Recreation	\$0.00
1374-017	Police Department	\$168.90
1374-018	Human Resources CONFIDENTIAL	\$331.80
1374-019	Public Works	\$292.50
1374-032	Economic Development	\$0.00
1374-036	Code Enforcement	\$0.00
1374-039	Boundary Change Issues	\$0.00
1374-042	Redistricting	\$0.00
1374-044A	AK Trappers Association Appeal	\$0.00
1374-044B	AK Trappers (Attorneys' Fee Appeal)	\$509.55
1374-046	Foreclosures	\$0.00
1374-049	Alderwood	\$114.00
	<b>TOTAL</b>	<b>\$1,138,763.51</b>

### Contributed-Hour Summary

**DO NOT PAY** - Fees will be paid from any attorneys' fees award.

File No.	Description	Fees Over Cap
1374-043A	City of Valdez/RCA/Appeal of Order 6 Superior Ct. No. 3AN-20-05915 CI Work began March 2020 Initial Fee Cap of \$45,000 has been met.	\$78,562.56
1374-043B	City of Valdez/RCA/Consolidated Appeals of Orders 6 & 17 Superior Ct. Nos. 3AN-20-05915 CI/3AN-21-04104 CI (Consolidated) Work began December 2020 Initial Fee Cap of \$25,000 has been met.	\$276,587.50
1374-043C	City of Valdez/BP-Hilcorp/Dismissal Appeal Supreme Ct. No. S-18178 Work began August 2021	\$310,623.19
1374-043D	City of Valdez/BP-Hilcorp/Constitutional Claimant Fees Appeal, Supreme Ct. No. S-18347 Work began February 2022	\$109,014.39
<b>TOTAL</b>		<b>\$774,787.64</b>