



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

City Council

Tuesday, April 17, 2018

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

1. [City Council Regular Meeting Minutes of February 20, 2018](#)

Attachments: [DRAFT City Council Regular Meeting Minutes 022018](#)

V. PUBLIC APPEARANCES

VI. PUBLIC BUSINESS FROM THE FLOOR

VII. CONSENT AGENDA

1. [Approval To Go Into Executive Session Regarding Pending Litigation](#)

VIII. NEW BUSINESS

1. [Discussion Item: Recap of 2018 Budget Process](#)

Sponsors: City Council

IX. ORDINANCES

1. [#18-03 - Amending Chapter 2.80 of the Valdez Municipal Code Titled Procurement Policy. First Reading. Second Reading. Adoption.](#)

Attachments: [18-03 Valdez Municipal Code Procurement 2018-04-05 JWS Post Work Sessio](#)

X. RESOLUTIONS

1. [#18-13 - Appointing the Judges and Clerks for the Regular Municipal Election to be Held on May 1, 2018, and Setting the Hourly Rate of Compensation](#)

Attachments: [18-13 Appointing Election Judges and Clerks.doc](#)

XI. REPORTS

1. [February - March 2018 New Boat Harbor Report](#)

Attachments: [February - March 2018 New Boat Harbor Report](#)

XII. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS

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

1. [Mayor Report April 17, 2018](#)

Attachments: [Mayors Report April 17 2018.pdf](#)

XIII. COUNCIL BUSINESS FROM THE FLOOR

XIV. EXECUTIVE SESSION

XV. RETURN FROM EXECUTIVE SESSION

XVI. ADJOURNMENT



Legislation Text

File #: 18-0170, **Version:** 1

ITEM TITLE:

City Council Regular Meeting Minutes of February 20, 2018

SUBMITTED BY: Allie Ferko, CMC, Deputy City Clerk

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

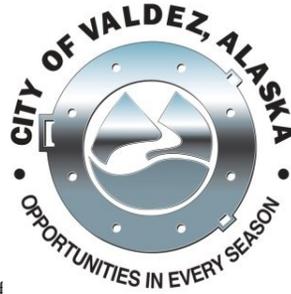
Receive and file

SUMMARY STATEMENT:

City Council regular meeting minutes of February 20, 2018 are attached for Council review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Tuesday, February 20, 2018
5:30 PM

Work Session (Valdez Senior Center) & Regular Meeting
Council Chambers

City Council

WORK SESSION AGENDA - 5:30 pm
Minutes not transcribed for work sessions. Audio available online and by request.
Work Session: Valdez Senior Center

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

Mayor Knight called the meeting to order at 7:04 p.m. in Valdez City Council Chambers.

II. PLEDGE OF ALLEGIANCE

The Valdez City Council led the Pledge of Allegiance to the American Flag.

III. ROLL CALL

Present: 5 - Mayor Ruth E. Knight
Council Member Christopher Moulton
Council Member Lon Needles
Council Member Jim Shirrell
Council Member Darren Reese

Excused: 2 - Council Member Nate Smith
Council Member Dennis Fleming

Also Present: 4 - City Manager Elke Doom
City Clerk Sheri Pierce
Records Manager Shelley McMillen
City Attorney Jake Staser

IV. PUBLIC BUSINESS FROM THE FLOOR

V. CONSENT AGENDA

1. **Approval to Purchase a 2018 Chevy 2500 Double Cab 4x4 Truck with a Reading Service Body, Including Accessories in the Amount of \$49,955.84**
2. **Approval to Purchase a 2018 Chevy 2500 Crew Cab 4x4 Truck with a Monroe Service Body Including Accessories in the Amount of \$44,905.58**
3. **Approval to Purchase a 2018 Chevy 2500 Crew Cab 4x4 Truck with a Monroe Service Body Including Accessories in the Amount of \$44,797.58**
4. **Approval of Liquor License Renewals: Fraternal Order of Eagles #1971, Mikes Palace #892 and Mountain Sky Hotel and Restaurant #5310.**
5. **Approval To Go Into Executive Session Regarding: (1.) City Manager Evaluation and (2.) Update from City Attorney Regarding Pending Litigation**
6. **Approval of 2018 Community Purpose Property Tax Exemption Program Applications**

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to approve the Consent Agenda. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2 - Council Member Fleming and Council Member Smith

VI. NEW BUSINESS

1. Appointment to the Economic Diversification Commission

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to appoint Laurine Regan, to serve a one year, seven month term on the Economic Diversification Commission. The motion carried by the following vote after the following discussion occurred.

Following a brief discussion about commission eligibility requirements in municipal code, Council Member Shirrell stated in the future he wanted to encourage applicants to select multiple industry sectors on their application. That way, if a well qualified applicant applied and a particular industry was already represented on the commission they would still be eligible for appointment.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2 - Council Member Fleming and Council Member Smith

2. Approval of Contract Award to Wolverine Supply, Inc. for Valdez City School ADA Restroom Upgrades in the Amount of \$785,000

MOTION: Council Member Moulton moved, seconded by Council Member Needles, to approve contract with Wolverine Supply, Inc. in the amount of \$785,000 for Valdez City Schools ADA Restroom Upgrades. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked if the project was due for completion in October 2018. Mr. Nathan Duval, Capital Facilities Director, replied the completion date listed in the contract was August 6th, 2018. Council Member Shirrell asked if the Valdez High School Swimming pool renovation project was related to this upgrade.

Mr. Duval replied that it was not.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2 - Council Member Fleming and Council Member Smith

3. Approval of Contract Amendment #1 with McCool-Carlson-Green, Inc. for Valdez Schools ADA Restroom Renovations in the Amount of \$43,868.

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to approve Contract Amendment #1 with McCool-Carlson-Green, Inc. for Valdez Schools ADA Restroom Renovations in the amount of \$43,868. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2 - Council Member Fleming and Council Member Smith

4. Discussion Item: Information Technology Department Strategic Plan

Ms. Doom introduced Interim IT department director and consultant, Mr. John Lynch, to present on the IT Department Strategic Plan he developed. She also announced that Mr. Ben Barrio, the new City IT Director, would begin work on March 19th. Mr. Barrio called into the meeting to introduce himself and participate in the discussion.

Mr. Lynch has been working on a review of the City IT department network and telecommunications and developed a 2018 operational strategy recommendation based on his assessment. His plan focuses on reducing security vulnerabilities and improving efficiency. He explained there are a number of aging network devices currently employed by the City which pose security risks. He explained patching on those devices had not been maintained. He said the overall network strategy was outdated, creating utilization inefficiencies for staff, and increasing cost for less bandwidth. He also identified departmental redundancy which also increases costs. Much of the hardware and software used by the City is no longer being supported by their respective hardware and software manufacturers. The City's

servers were close to reaching their lifespan and were not being patched consistently. He explained the City server room was also at maximum capacity and required emergency ventilation.

Mr. Lynch explained the City is currently using Microsoft Office 2007, an operating system no longer supported by Microsoft. He warned against phishing attempts as a potential vulnerability. He recommended standardizing desktop software and ensuring the City's operating system licenses are up to standard. He hoped to see the IT department focus on improving security, replacing aging devices, and implementing best practices for safety and security in 2018. He urged the City to lay a City owned fiber optic network to build independence and increase security and recommended constructing a new server center. He also said he hoped that Valdez would consider building strong IT personnel resources in the community, possibly partnering with Prince William Sound College to build a local IT workforce.

Council Member Needles expressed disappointment that the City was behind on IT services and asked the approximate cost of completing the recommended updates. Mr. Lynch said he was working with the City Manager and Copper Valley Telecommunications to develop a comprehensive estimate. Council Member Shirrell asked if Mr. Lynch's recommendations could be funded within the 2018 budget. Mr. Lynch replied there would likely be unique ways to manage the update costs. Council member Shirrell asked if staff training costs would be included in the IT budget. Mr. Lynch replied that phased staff training could reduce costs. Mayor Knight asked Finance Director, Mr. Brian Carlson to provide a 2018 IT budget update. Mr. Carlson stated the 2018 Technology Reserve Fund would cover some software, hardware, server changes, and other needed work. He added he felt there would be enough money in the reserve fund to carry the IT department through updates in 2018.

Mayor Knight stated maintenance costs after the updates would be much less significant than the upfront costs of bringing the IT system updates online. Mr. Lynch agreed, emphasizing proper maintenance would reduce costs. Mayor Knight asked if the personnel requirements for the department were adequately filled. Mr. Lynch said there was the potential for a position with the exclusive role of maintaining the network, which had been previously done by the IT Director. He stated, otherwise, the department was adequately staffed. Council Member Moulton requested a copy of the IT Strategic Plan.

5. Discussion Item: 2018 Legislative Priorities

Mayor Knight announced that from March 12-14th members of City Council and City administration would be in Juneau, Alaska for the Alaska Municipal League legislative session. She clarified the City's state legislative priority items had been previously voted on or determined through the Alaska Municipal League legislative priorities list. Council Member Shirrell said he supported the stated priorities and added he would like a formal agenda for the Juneau trip devised. Mayor Knight agreed and said she had been working with the City Manager and City Clerk to accomplish an agenda. Council Member Shirrell said he would like to see a collective communication strategy developed to ensure City representatives communicate with key advocacy contacts while in Juneau.

Mayor Knight stated it was important to bear in mind conflicts of interest while in Juneau, especially surrounding the recent C-Plan adjudication case to protect the Prince William Sound in the event of an oil spill. Mayor Knight said when the Regional Citizen's Advisory Council (RCAC) met with Mr. Larry Hartig, Department of Environmental Conservation Commissioner, and Governor Walker, Mr. Hartig requested to leave the meeting when the discussion turned to the recent C-Plan adjudication case due to conflict of interest. She cautioned against Council using the same strategy as the RCAC when approaching the Alaska Department of Environmental Conservation in Juneau. She said she hoped to meet with City Lobbyist Mr. Hutchinson before the session as well.

The City Council collectively agreed they would like to communicate with the Alaska Department of Transportation, meet the new Alaska State Senator, and express the Council's positions to the Alaska Department of Health and Social Services representative during the lobbying trip. Council Member Needles said he would like to see senior center advocacy. Council Member Moulton said he would like to discuss a Copper River Controlled Use Plan with the Department of Natural Resources during the sessions. Mayor Knight mentioned early education funding was a priority for the Valdez City School Board. Ms. Pierce stated Mr. Mike Wells, Director of the Valdez Fisheries Development Association, sent her the hatchery's list of priorities to incorporate into the session. She said she would follow up and create a draft of Council's priorities for the next meeting.

Ms. Doom stated the new Assistant City Manager, Mr. Phil Miller, would also be attending the Juneau session and said she would communicate with Mr. Jeremy Talbot, Ports and Harbor Director, and Ms. Martha Barberio, Economic Development Director, to determine if they were also able to attend.

VII. ORDINANCES

1. #18-02 - Amending Title 1 Chapter 1.08 of the Valdez Municipal Code Titled General Penalty - Continuing Violations. First Reading. Public Hearing.

MOTION: Council Member Moulton moved, seconded by Council Member Shirrell, to Approve Ordinance # 18-02, amending Title 1 Chapter 1.08 of the Valdez Municipal Code titled General Penalty - Continuing Violations. First reading. Public hearing. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked how the fee amounts had been determined for the ordinance. Ms. Pierce replied the fees were the same as those which had been previously adopted in the Animal Ordinance #18-01. City Attorney, Mr. Staser, added he, the Police Chief, and Ms. Pierce had discussed what they felt to be a fair fee schedule, bearing in mind the previous fee cap.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2- Council Member Fleming and Council Member Smith

VIII. RESOLUTIONS

1. #18-06 - Authorizing the Purchase of a 120 Acre Tract of USS 697 and USS 698 from the University of Alaska in the Amount of \$186,000

MOTION: Council Member Moulton moved, seconded by Council Member Shirrell, to Approve Resolution # 18-06, authorizing purchase of 120 Acres of UAA owned land located along Mineral Creek Road, identified as USS 697 and USS 698 in the amount of \$186,000. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked Ms. Marcie Robertson, Interim Parks and Recreation Director, if she knew of the University of Alaska threatening to not renew their land use permit with the City. Ms. Robertson replied the permit was extended to 2020 and had been renewed in late 2017. Council Member Moulton asked if there were any zoning stipulations for the parcel. Ms. Pierce replied the majority of the plot was wetlands. Mr. Paul Nylund, Interim Community Development Director, replied there were no use stipulations; however, half of the property was designated wetlands or flood plain. He explained that only part of

the parcel was developable for trail systems and there were currently no other development plans for the lot.

Council Member Shirrell asked if there was an opportunity for residential expansion on the lot. Mr. Nylund replied part of the land was buildable, but it was located a significant distance from the existing infrastructure and also in an avalanche risk zone. Ms. Robertson explained the majority of the lot was marshland, and unless it was filled it was mostly undevelopable. Council Member Shirrell asked if the City had full access to the property. Ms. Robertson replied there was limited accessibility in summer because bringing equipment and vehicles to the lot was restricted by the carrying capacity of the bridge. Council Member Shirrell said he would like to ensure the City could make full use of the property.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Shirrell and Council Member Reese

Absent: 2 - Council Member Fleming and Council Member Smith

2. #18-07 - Amending the 2018 City Budget by Transferring \$50,000 from General Fund Balance to Reserve Funds and Appropriating \$50,000 to the SHARP III Tuition Reimbursement Program

MOTION: Council Member Moulton moved, seconded by Council Member Reese, to approve Resolution # 18-07, amending the 2018 City Budget by transferring \$50,000 from General Fund Balance to Reserve Funds, and appropriating same to the SHARP III tuition reimbursement program. The motion carried by the following vote after the following discussion occurred.

Council Member Reese asked when the SHARP III program was scheduled to begin. Mayor Knight explained the State of Alaska had not taken any action to move forward on the program. Mr. Jeremy O'Neil, Providence Medical Center Director, explained the program was delayed due to state legislation. He said he was in contact with the SHARP administrator from Juneau and would have more information going forward. The SHARP III funds were in trust with the City. This resolution was to move those dollars out of the General Fund.

Mayor Knight asked if the SHARP III program included tuition reimbursement for all healthcare professionals, not just primary care physicians. Mr. O'Neil replied that it did. Council Member Reese asked what the cost of maintaining the funds was to the City. Mr. Carlson replied the effort to maintain the fund was negligible,

only requiring he communicate with the SHARP administrator to determine the status of the program.

Council Member Shirrell asked if City Council would have the ability to decide how to allocate the funds if SHARP III was created. Mr. O'Neil explained SHARP III was designed as a private-public incentive program to provide student debt relief to physicians practicing in rural communities. Council Member Shirrell asked again if City Council would decide how the Providence funds were spent. Mr. O'Neil stated he did not know.

Council Member Shirrell asked where the 2018 Providence Regional donation was allocated. Mayor Knight replied it was distributed to local community organizations working to improve the health of Valdez. Council Member Shirrell voiced his disapproval that the 2017 Providence Regional donation of \$50,000 was allocated towards a program intended to provide debt relief to physicians working for a private enterprise. He said he would much rather see the funds distributed to local non-profits. Mayor Knight pointed out she had personally witnessed a number of primary care providers leave Valdez in search of work place opportunities that provided debt relief. Mayor Knight said the SHARP III program would make Valdez a more competitive location for physicians.

Council Member Shirrell said he supported the resolution if City Council was able to decide how to distribute the funds. Council Member Moulton clarified the funds were not City money, but were bestowed from the Providence Regional Board. Mr. O'Neil explained the 2018 Valdez Community Health Needs Assessment identified primary care provider choice as the number one health priority in Valdez. He stated Valdez would not be able to attract a diversity of doctors if they could not offer a competitive compensation package. He said he hoped any qualified provider could receive debt relief through the program. Council Member Shirrell reiterated his belief that the money was intended to recruit and promote a private enterprise.

Council Member Moulton asked what would happen if the funds were not voted upon. Mr. Carlson said the money would be held in the City's General Fund. Council Member Shirrell asked if the money would have to go through the budget process should the SHARP III program be created. Council Member Reese asked if it was possible to return the funds to Providence. Mr. O'Neil replied Providence was not interested in having the funds returned and wanted to see them allocated to SHARP III. Council Member Reese asked if the funds could be reallocated and remain local. Mr. O'Neil said he could certainly find something to spend \$50,000 on. Mayor Knight reminded Council this vote was simply on whether or not to

keep the money in the Sharp III fund or move it to the City General Fund.

Council Member Shirrell moved to postpone the decision to the next Council meeting to give Providence time to determine how to use the fund locally. The motion to post pone failed.

MOTION TO AMEND: Council Member Shirrell moved, seconded by Council Member Needles to postpone approval of Resolution # 18-07 until the next regular City Council Meeting.

VOTE ON THE MOTION TO AMEND (MOTION FAILS)

Yays: 3 - Council Member Needles, Council Member Shirrell and Council Member Reese

Nays: 2 - Mayor Knight and Council Member Moulton

Absent: 2- Council Member Fleming and Council Member Smith

VOTE ON THE MAIN MOTION (MOTION FAILS):

Yays: 3 - Mayor Knight, Council Member Moulton and Council Member Reese

Nays: 2 - Council Member Needles and Council Member Shirrell

Absent: 2- Council Member Fleming and Council Member Smith

IX. REPORTS

1. Report: Update Northstar's Branding Initiative

Mayor Knight said the Northstar project website had not been updated recently and asked if the company planned on doing so in the near future. Ms. Barberio said she would reach out to them to ensure it was updated.

2. 2017 Valdez Parks, Recreation and Cultural Services Year End Report

Mayor Knight invited the listening public to view the many programs and services offered by Parks and Recreation on the City website. Council Member Needles thanked Ms. Robertson for her leadership of the Parks, Recreation, and Cultural Services Department.

3. Alaskan Greenery Commercial Marijuana Inspection Report/Herbal Outfitters Commercial Marijuana Inspection Report/DKW Farms LLC Commercial Marijuana Inspection Report

Council Member Moulton remarked he was pleased to see the business utilizing good communication and maintaining compliance. Council Member Shirrell said all the local commercial marijuana license holders had passed inspections with flying colors. Chief of Police Bart Hinkle seconded Council Member Shirrell's sentiment.

X. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS

1. City Manager Report

Ms. Doom said she met with Northstar, Kimley-Horne, Mr. Talbot, Ms. Laurine Regan, and Ms. Barberio to discuss creative branding options. She explained they were working on styles, colors, and logos for the City and the final options would come before Council for review. Ms. Doom said she also met with the 103 Weapons of Mass Destruction Civil Support Team and Chief Hinkle as part of the Arctic Eagle Response Drill. The Civil Support Team offered their services should Valdez ever need them. Ms. Barberio and Ms. Doom also met with a construction company interested in developing senior housing in Valdez. She said the team was continuing to review potential sites for the project.

Ms. Doom announced that a Chainsaw Carving Competition would be held during Gold Rush Days in August this year, featuring a number of talented artists. She said once the competition was complete, the finished carvings would belong to the City. Ms. Doom also remarked the recent Valdez Ice Climbing Festival and the Valentine's Day College Fundraiser dinner had both been a success.

2. City Clerk Report

Ms. Pierce said she had been in touch with Major Candis Olmstead, Director of Public Affairs at Joint Base Elmendorf-Richardson to share public information resources and coordinate messaging for the upcoming Arctic Eagle exercise in Valdez.

Ms. Pierce reminded Council of the upcoming Procurement work session on February 22nd. She said there would be a written draft of the updates to procurement code prepared for review soon. She hoped to have the procurement ordinance ready for first reading at the next regular Council agenda. She explained she was also working on the abatement, nuisance, and appeals sections of municipal code. As drafts were complete, they would be forwarded to

Council for review. Council Member Moulton asked if the materials from the Code Revision Task force would be considered. Ms. Pierce asked Council Member Moulton to send the material to her so it could be included in the revision process, as input from the Task Force had not been forwarded to her from the previous Community Development Director.

Ms. Pierce announced there were openings for the Mayor, City Council and School Board seats in the upcoming May 1st municipal election and encouraged the listening public to obtain nominating petitions from the City Clerk's Office if they were interested in running for office.

3. City Attorney Report

Mr. Staser stated he submitted a final letter of City legal services memorandum and was open to suggestions and questions from Council. He said he would present the majority of his report in Executive Session.

4. City Mayor Report

Mayor Knight summarized her written report. She said the adjudicatory law judge had made a motion to approve the City's hearing request regarding the C-Plan. Mr. Staser added the City would know if the judge agrees with the request on February 23rd.

Mayor Knight said Anchorage Daily News (ADN) had contacted her about the Federal Energy Regulatory Commission (FERC) matter and thanked the City Attorney for working with her to communicate with them. She said she forwarded the Northstar Borough and North Pole commentary on the issue to ADN.

Mr. Staser said he was encouraged to see FERC hold the Alaska Department of Environmental Conservation accountable. Mayor Knight suggested that the Council representatives on the Alaska Gasline Port Authority should coordinate a meeting to discuss the updates.

Mayor Knight announced the Valdez City School Board would be meeting on February 22nd to discuss their selection for Superintendent.

XI. COUNCIL BUSINESS FROM THE FLOOR

Council Member Moulton stated the airport public restroom was much improved. He added while he was excited to see interest in constructing more senior housing options, he did not want to see affordable housing for young professionals become de-prioritized.

Council Member Needles said he would like regular reports from the various boards the City

Council oversees and have them phased into the regular Council agendas. He added because City Council manages the contract with Providence Valdez Medical Center, he would like to go over the contract with Council members and the City Attorney to fully understand its scope. Mayor Knight asked if there were other entities that fall under the same category, such as the Museum and Senior Center. She suggested that those contracts be visited during that time as well. Council Member Needles replied that he would like to see those contracts reviewed. Ms. Pierce clarified the only contract that Council manages for the Valdez Senior Center was the lease agreement. Council Member Needles reiterated he would like to better understand the agreements and management responsibilities of City Council.

Council Member Shirrell remarked the Valentine's Day Prince William Sound College fundraising dinner had been a success. He hoped the College would consider making it a regular event. He added he would like to see discussion of the State of Alaska Sharp III program and Providence funds put on the agenda for the next Council meeting.

XII. EXECUTIVE SESSION

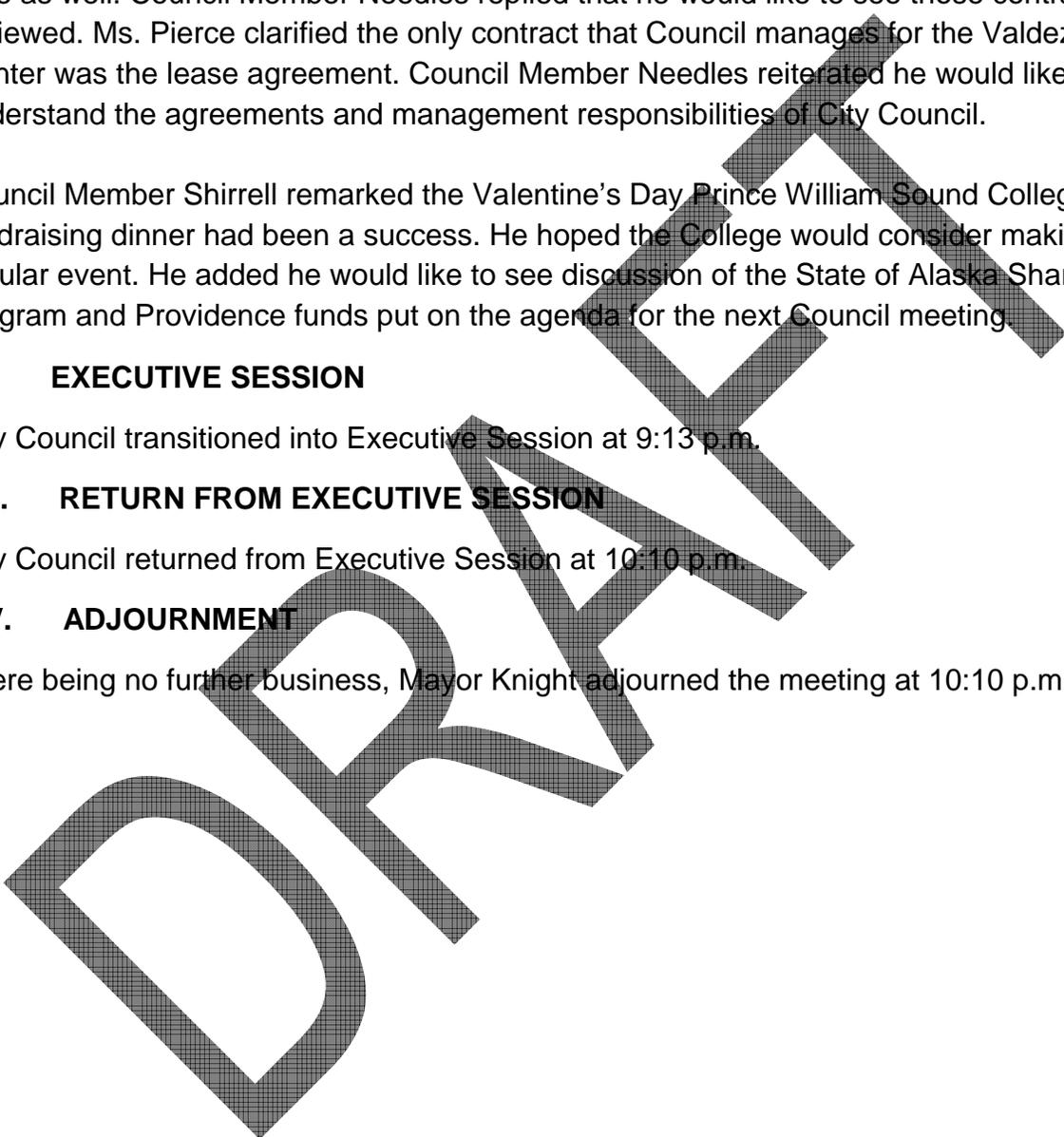
City Council transitioned into Executive Session at 9:13 p.m.

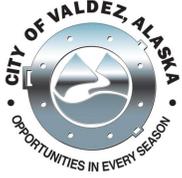
XIII. RETURN FROM EXECUTIVE SESSION

City Council returned from Executive Session at 10:10 p.m.

XIV. ADJOURNMENT

There being no further business, Mayor Knight adjourned the meeting at 10:10 p.m.





Legislation Text

File #: 18-0171, **Version:** 1

ITEM TITLE:

Approval to Go Into Executive Session Regarding Pending Litigation

SUBMITTED BY: Sheri Pierce, MMC, City Clerk

FISCAL NOTES:

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

RECOMMENDATION:

Approve executive session.

SUMMARY STATEMENT:

The City Attorney has requested an executive session to discuss pending litigation strategy with the city council.

Under AS 44.62.310 the governing body may consider the following subjects in executive session:

- (1) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity;
- (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
- (3) matters which by law, municipal charter, or ordinance are required to be confidential;
- (4) matters involving consideration of government records that by law are not subject to public disclosure.

The subjects of discussion with the city attorney regarding pending litigation against the city are matters for which the immediate knowledge would clearly have an adverse effect upon the finances of the city. (AS 44.62.310 (1))



Legislation Text

File #: 18-0172, **Version:** 1

ITEM TITLE

Discussion Item: Recap of 2018 Budget Process

SUBMITTED BY: Brian Carlson, Finance Director

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

receive and file

SUMMARY STATEMENT:

This agenda topic is a Council discussion item regarding the 2018 budget process. The agenda statement includes staff and stakeholder feedback, as well as a preview of procedural proposals for the 2019 budget.

FINANCE DIRECTOR OBSERVATIONS:

The 2018 Budget process included the following procedural changes:

- **High-Level Summaries:** staff sought to rescue Council from “the weeds” by creating intuitive expense and revenue categories which span departments, rather than continuing the department-by-department, line-by-line approach.
- **Branding of terminology and concepts:** Staff established consistent terminology and related concepts to help clarify the ongoing conversations.
- **Precise itemization and reconciliation of Council Priorities:** staff created a map that captured explicit Council priorities, and tracked their inclusion, impact, and location in the 2018 budget.
- **Technical efficiencies:** staff created numerous tools to streamline historical data, summaries, analysis, ongoing reconciliation, and preparation of the final document.
- **Workshop efficiencies:** the number of budget workshops was reduced from ten or more to

five.

STAFF AND STAKEHOLDER FEEDBACK:

The following list is compiled from director and other staff comments. These comments mostly pertain to internal/departmental budgeting.

Strengths

- Ease of Process; Clear reconciliation of Council priorities
- High altitude discussion about City scope
- Big-Picture emphasis, rather than departmental silos
- Transparency and clarity for taxpayers and stakeholders
- Data-driven approach reveals opportunities for improvement
- Improved tools for departmental budgeting; clear instructions, deadlines, directories
- Intuitive deadlines that helped Directors think about flow; Timelines for deadlines were conducive to thoughtful submissions

Weaknesses

- Communication with stakeholders during the process
- Timely distribution of Council packet materials to the Clerk's Office
- Confusion during workshops when attempting to follow/track printed packet materials vs. projected "slides"
- More intuitive (i.e. alphabetical) organization of materials such as CSOs
- Improved historical review of CSO spending relative to stated intentions
- Insufficient review and discussion between Directors and City Manager prior to Council presentations
- Some attempts at technical standardization failed to incorporate departmental anomalies, particularly with Police and Fire personnel
- For numerous directors, the 2018 budget process necessitated attendance at multiple workshops

PROPOSED CHANGES FOR 2019:

- **Increased emphasis on service level objectives:** staff observes that the budget review in the fall can be further simplified by spending more time in the early summer establishing Council priorities, and orienting Council to operational details to establish service level objectives and related metrics. This would result in more explicit direction to department heads as they prepare their operating budgets and personnel requests. The resulting fall workshops would then be largely a matter of reconciliation, summarizing, and forecasting. This would also eliminate surprises and needed course-corrections late in the process.
- **Capital Projects:** staff is already working toward establishing a set schedule including
 - Prioritization in the late Spring
 - Two-year budgeting comprised of design in year one, construction in year two, based on engineered estimates.
- **Increased use of Variance Reserve:** this efficiency will enable staff to budget to historic averages, rather than historic maximums, while ensuring that resources will be available if/when actual expenditures exceed historic averages. This will result in a reduced “carry-forward” from prior years, and will push the forecasted operating deficit to a later date.
- **Policies:** staff recognizes the need to establish and/or amend numerous policies. Fund Balance policies are the most urgent, as they will establish high level parameters.
- **Two-year Budgeting:** Staff is exploring the possibility of setting operating budgets bi-annually, rather than annually.



Legislation Text

File #: ORD 18-0003, **Version:** 1

ITEM TITLE:

#18-03 - Amending Chapter 2.80 of the Valdez Municipal Code Titled Procurement Policy. Second Reading. Adoption.

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

FISCAL NOTES:

Expenditure Required: [Click here to enter text.](#)
Unencumbered Balance: [Click here to enter text.](#)
Funding Source: [Click here to enter text.](#)

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

Ordinance #18-03 amends Title 1, Chapter 1.08, for the purpose of modernizing the procurement code, implementing best procurement practices, improving flexibility and efficiency in administering the procurement code, and to maximize the value City of Valdez funds used for procurement. Several meetings were held with department heads and city staff on the procurement process and proposed revisions to the code. Multiple work sessions were conducted with city council to solicit input.

In undertaking a review and revision of the procurement code, the City Attorney, City Clerk, Staff, and Council worked together to create a modernized procurement code that incorporates best practices for municipal procurement policies nationwide. A survey of municipal and state procurement codes along with the model procurement code, which is produced by the American Bar Association and widely used, was conducted in order to identify areas in need of improvement in the existing procurement code.

The addition of specific provisions regarding the procedure by which procurements shall be made will encourage consistency in procurements while the addition of additional procurement methodologies will allow the City the flexibility necessary to achieve best value. Other additions including a section regarding ethics, maintenance of records, and contract review by the City Attorney, which will ensure that the code is administered in a manner that limits the City's liability.

CITY OF VALDEZ, ALASKA

ORDINANCE #18-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING CHAPTER 2.80 OF THE VALDEZ MUNICIPAL CODE TITLED PROCUREMENT POLICY

WHEREAS, the following amendments to Chapter 2.80 of the Valdez Municipal Code hereby establish the procurement policy for the City of Valdez.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA THAT the following amendments are made to Chapter 2.80 of the Valdez Municipal Code:

Section 1. Chapter 2.80 of the Valdez Municipal Code is hereby amended to read as follows:

Chapter 2.80

PROCUREMENT POLICY

Sections:

- 2.80.010 Purpose.
- 2.80.020 Definitions.
- 2.80.025 Ethics.
- 2.80.030 Manner of making procurements generally.
- 2.80.035 Limit on duration of city contracts.
- 2.80.040 Approval of city council required—Procurements.
- 2.80.045 Emergency procurements.
- 2.80.050 Approval of city council required— Modifications and Change orders.
- 2.80.055 Specifications.
- 2.80.060 Competitive procurement procedure.
- 2.80.065 Competitive bidding.
- 2.80.070 Competitive proposals. ~~Open market purchases/procurements.~~
- 2.80.075 Open market purchases/procurements. ~~Professional services.~~
- 2.80.080 Professional services. ~~Contractor bonding requirements.~~
- 2.80.085 Hybrid contracts.
- 2.80.090 Construction manager /general contractor contracts. ~~Award of contract for competitively bid procurements.~~
- 2.80.095 Contractor bonding requirements.
- 2.80.100 Records.
- 2.80.110 Review of contracts by City Attorney.

2.80.010 Purpose.

The purpose of this chapter is to:

- A. Establish consistent procurement principles for all agencies of the city;
- B. Maximize to the fullest extent practicable the purchasing value of city funds;
- C. Clearly define authority for the purchasing function within the city organization; and
- D. Encourage local procurement ~~local industry~~, strengthen and stabilize the local economy, decrease local unemployment, and strengthen the tax and revenue base of the city, and assist small and disadvantaged businesses in learning how to do business with the city. (Ord. 12-09 § 1 (part): Ord. 09-05 § 1 (part): Ord. 93-19 § 1: prior code § 20-1)

2.80.020 Definitions.

As used in this chapter:

~~“Architectural and engineering services” means those professional services within the scope of the practice of architecture, engineering or land surveying, as defined by the law of the state.~~

“Bid” means any response to a public solicitation for the purpose of acquiring goods or services that provides an opportunity for qualified vendors to compete, either monetarily or based on other predetermined criteria.

“Construction” means the on-site erection, alteration, extension, repair, improvement or demolition of any public structure, building, facility, road or highway, or other improvements of any kind to any public real property. This includes painting and redecorating of structures, buildings or real property, but does not include routine operation, minor repair or maintenance. Construction is a contractual service. ~~of existing buildings, improvements, or roads and highways which are recurring services normally performed in connection with the ownership, occupancy or use of the building or improvements.~~

“Contract” means all types of city agreements, regardless of what they may be called, for the procurement or disposal of supplies, or contractual services. ~~services, professional services or construction.~~

“Contract amendment” means any change or modification in the terms of a contract accomplished by agreement of the parties, including change orders.

“Contractor” means the person or firm who has entered into a binding contract or agreement with the city to provide supplies, services, professional services, construction or disposal of surplus supplies.

“Contractual services” means services performed for the city by persons not in the employment of the city and may include the use of equipment or the furnishing of commodities in connection with such services under express or implied contract. Contractual services shall include travel; freight; express; parcel post; postage; telephone; telegraph; utilities; rents; printing and binding; repairs; alterations and maintenance of buildings, equipment, streets, bridges and other physical facilities of the city; and other services performed for the city by persons not in the employment of the city. Contractual services include professional services and construction.

“Crisis,” “emergency,” or “disaster” means an unanticipated event or set of circumstances that requires immediate action to avoid threats to life or property or to avoid an immediate, significant liability to the city, or to otherwise respond to such threats or damage resulting therefrom as declared in accordance with the city charter and code.

“Department director” means the director or manager of a city department established by the city code or by the city manager as provided in city code section 2.08.050.

“Financial interest” means a direct or indirect pecuniary or material benefit accruing to a city official or employee as a result of a contract or transaction by or with the city except for such contracts or transactions which by their terms and by substance of their provisions confer the opportunity and right to realize the accrual of similar benefits to all other persons and/or property similarly situated. A financial interest does not include city paid remuneration for official duties or city employment. A person has a financial interest in a decision if a substantial possibility exists that a financial interest of that person might vary with the outcome of the decision. A financial interest of an employee or official includes:

A. Any financial interest of a member of that person’s immediate family, which is defined as a person’s parents, spouses, siblings, and children;

B. Any financial interest in an entity in which that person or a member of his immediate family has an ownership interest, or is a director, officer or employee;

C. Any financial interest of a person or entity with whom the employee or official or a member of his immediate family or an entity described in subparagraph B of this subsection has or is likely to acquire a contractual relationship relating to the transaction in question.

“Immediate family” means a person's parents, spouse, siblings, and children.

“Invitation to bid” means all documents, whether attached or incorporated by reference, utilized for soliciting bids.

“Local bidder” means ~~a business who:~~ a bidder that is not delinquent in the payment of any taxes, fees, assessments, or other charges owing the city and satisfies one of the requirements set forth in A through C below for a period of eighteen consecutive months immediately prior to the opening of a competitive city bid for which the bidder wishes to utilize the local bidder preference:

A. If the bidder is a corporation or limited liability company, the bidder's primary business address has a City of Valdez postal zip code, as reflected on the bidder's State of Alaska business license or the records of the State of Alaska Department of Commerce, Community and Economic Development, Division of Corporations;

B. If the bidder is an individual, the bidder's primary business or residential address has a City of Valdez postal zip code, as reflected on the bidder's State of Alaska business license.

C. If the bidder is a general partnership, a limited partnership, or a joint venture, at least one of the general partners has a postal zip code compliant with subsection A or B above.

~~1. For a period of eighteen consecutive months immediately prior to the opening of a competitive city bid for which the bidder wishes to utilize the local bidder preference:~~

~~a. Has owned, rented or leased real property within the city limits from which the business operates as verified by appropriate documentation;~~

~~b. Has advertised a local mailing or street address and local phone number for the business in a manner reasonably accessible to city residents;~~

~~c. Has current state business licenses and city business registrations;~~

~~d. Has maintained year-round employment of one or more city resident(s);~~

~~2. Is not delinquent in the payment of any taxes, fees, assessments, or other charges owing the city.~~

"Person" means an individual, group of individuals, business, entity, non-business association, other governmental entity, or advisory board created by the city.

"Procurement" means buying, purchasing, renting, leasing or otherwise acquiring supplies, services, professional services or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.

"Procurement agent" means a department director, department manager, or designee with procurement authority.

"Professional services" means all advisory, consulting, technical, research or other services, such as architectural, engineering, land surveying, legal and financial, which involve the exercise of discretion and independent judgment together with an advanced or specialized knowledge, expertise or training gained by formal studies or experience.

"Purchase order" means a document authorizing a seller to deliver supplies, materials, or equipment with payment to be made at a later date. A purchase order sets forth the descriptions, quantities, prices, discounts, payment terms, date of performance or shipment, other associated terms and conditions, and identifies a specific seller.

“Request for proposals” means all documents, whether attached or incorporated by reference, utilized for soliciting proposals.

“Request for qualifications” means all documents, whether attached or incorporated by reference, utilized for soliciting qualifications.

“Responsible bidder” or “Responsible offeror” means a person who has the capability in all respects to perform fully the contract requirements, and the integrity and reliability, which will assure good faith performance.

“Responsive bidder” means a person who has submitted a bid that conforms in all material respects to the Invitation for Bids.

"Standard specification" means a description of generally applicable requirements for a specific type of procurement including but not limited to requirements for performance, licensing, inspecting, testing and delivery.

“Supplies” means any tangible personal property or consumables. (Ord. 12-09 § 1 (part): Ord. 10-04 § 1 (part): Ord. 09-05 § 1 (part): Ord. 93-19 § 2; prior code § 20-2)

2.80.025 Ethics.

A. It shall be a conflict of interest for any employee to participate directly or indirectly in a procurement when the employee knows that:

1. The employee or any member of the employee’s immediate family has a financial interest pertaining to the procurement;

2. A business or organization in which the employee, or any member of the employee’s immediate family, has a financial interest pertaining to the procurement; or

3. Any other person, business, or organization with whom the employee or any member of the employee’s immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement.

B. All employees shall file and maintain a statement of potential conflicts of interest with the City Clerk. The statement of potential conflicts of interests shall identify all persons that would present a conflict of interest if the employee were to procure supplies or contractual services from them and describe the nature of the conflict. The City Manager may preclude or otherwise limit an employee’s authority to procure from persons that present a potential conflict of interest.

C. Upon discovery of an actual conflict of interest, an employee shall promptly file a written statement describing the conflict of interest with the City Manager. The City Manager may require the employee to withdraw from further participation or otherwise limit the employee’s participation in the procurement involved.

D. Every officer and employee of the city is expressly prohibited from accepting directly or indirectly from any person to which any such contract is or might be awarded

any rebate, gift, money or anything of pecuniary value, except where given for the use and benefit of the city or where accepted with the express consent of the city council.

E. No person shall offer, give or agree to give any employee or former employee, nor shall any employee or former employee solicit, demand, accept or agree to accept from another person a gratuity, kickback or offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a procurement.

F. No employee shall be retained nor retain another person to solicit or secure a city contract upon an agreement of understanding for a commission, percentage, brokerage or other contingent fee.

G. No payment, gratuity or offer of employment shall be made by or on behalf of a subcontractor under a contract to a prime contractor or higher tier subcontractor or any person associated with a contract as an inducement for award of a subcontract or order.

2.80.030 Manner of making procurements generally.

A. The procurement of all supplies, materials, equipment and contractual services for the offices, departments and agencies of the city government shall be made by the city manager or by other city personnel in accordance with purchase authorizations provided under this chapter or in accordance with the Purchase Card Manual established by the city. ~~issued by the city manager.~~

B. All procurements for contractual services estimated by the procurement agent to be over \$10,000 in value shall be memorialized in a formal written contract to be executed by the parties bound to its terms and setting out the specific terms of performance. Procurements for contractual services to be conducted off of city property and estimated by the procurement agent to be under \$10,000 in value may be completed by purchase order. All procurements for supplies, materials, and equipment may be completed by purchase order. All contracts and purchase orders shall include standard terms and conditions approved by the city attorney.

C. Subject to the limitations of this section, any type of contract, which will promote the best interests of the city may be used; provided that the use of a cost-plus-a-percentage-of-cost contract is prohibited. A cost-reimbursement contract may be used only when a determination is made in writing that such contract is likely to be less costly to the city than any other type or that it is impracticable to obtain the supplies or contractual services required except under such a contract.

~~D.~~ All provisions of this chapter are subject to, and subordinate to, procurement requirements of the state or federal government where required by law including but not limited to contracts where ~~when~~ state or federal grant revenues are used. (Ord. 12-09 § 1 (part): Ord. 09-05 § 1 (part): prior code § 20-3)

E. Where applicable, all city contracts must comply with the public contract requirements provided by state statute and regulation including but not limited to:

1. Wage and hour requirements under AS 36.05;
 2. Local hire and employee preference requirements under AS 36.10;
 3. Contractor bonding requirements under AS 36.25;
 4. Public construction contract payment requirements under AS 36.90; and
 5. Mandatory contractual provision requirements under AS 36.90.
- F. City department directors shall establish and maintain lists of persons who desire to provide supplies, services, professional services or construction services to the city.
1. A person who desires to be on a bidder's list shall submit to the city department directors' evidence of a valid state business license and a description of the supplies or services the person desires to provide. A construction contractor shall also submit a valid certificate of registration issued under AS 08.18. The department director may require submission of additional information.
 2. The list may be used by the city department director responsible for the procurement when issuing invitations to bid or requests for proposals.
- G. The city shall make reasonable efforts to solicit bids and proposals from local suppliers and contractors.

2.80.035 Limitation on duration of city contracts.

- A. All contracts must, by the terms thereof, be fully executed within a period of five years unless a majority of the qualified electors of the city who vote thereon have approved the contract prior to execution.
- B. This requirement does not apply to contracts concerning interests in real property, franchises, contracts for services with a public utility or with other governmental units, or to contracts for debt secured by the bonds or notes of the city.

2.80.040 Approval of city council required—Procurements.

Every ~~contract for~~, or procurement of budgeted supplies, budgeted materials, budgeted equipment or budgeted contractual services for more than ~~forty~~ one hundred thousand dollars shall require the approval of the city council. Procurements over forty thousand dollars for supplies, materials, equipment, or contractual services that (1) are not specifically in budget for the year of procurement or (2) exceed the budgeted amount require council approval. For each budgeted procurement between forty thousand dollars and one hundred thousand dollars that does not require council approval, the city council shall be notified by written report detailing such procurement at the next regular city council meeting following such procurement. Such notification shall include:

1. The dollar amount of the procurement;

2. Whether the procurement was completed by competitive bid or proposal;
3. What other bids or offers were received;
4. If not completed by competitive bid or proposal, the basis for not seeking competitive bids or proposals;
5. A statement regarding why the chosen bid or offer was most advantageous to the city.

(Ord. 12-09 § 1 (part): Ord. 09-05 § 1 (part): prior code § 20-4)

2.80.045 Emergency procurements.

The provisions of this chapter may be waived during times of crisis, emergency or disaster when operating under a declaration of emergency issued by the mayor for no longer than seven days. The city manager or authorized successor shall have the responsibility to protect the interest of the city consistent with prudent and appropriate emergency responses. All provisions of this chapter waived while operating under a declaration of emergency shall be reported to the city council via electronic mail within 24 hours following any such waiver. ~~as soon as practicable.~~ (Ord. 12-09 § 1 (part): Ord. 09-05 § 1 (part))

2.80.050 Approval of city council required—Modifications and Change orders.

A. A proposed modification or change order to an ~~Change orders~~ in existing city contracts shall require the approval of the city council when the proposed modification or change order increases the contract amount by forty thousand dollars or more. No work may proceed under a modification or change order requiring city council approval prior to approval by the city council.

B. The council shall be notified by written report ~~advised~~ at its next regular meeting of all any ~~or~~ modifications or change orders in excess of fifteen thousand dollars. ~~or twenty-five percent of the price specified in the contract which do not require council approval and which were made by the city.~~ Such notification shall include:

1. The dollar amount of the original contract;
2. The number of previous modifications or change orders;
3. The dollar amount of each previous modification or change order and the total aggregated dollar amount of the previous modifications and change orders;
5. The total dollar amount of the contract as modified or changed; and
6. A statement explaining the justification or need for the modification or change order

C. Modifications and change orders shall not be arbitrarily divided into smaller amounts to avoid council approval thereof.

D. Notwithstanding any of the foregoing provisions of this section, the city may make modifications or change orders in any city contract without council approval where in the judgment of the city manager a crisis, emergency or disaster as defined in Section 2.80.020 exists which requires immediate action to remedy and where there is insufficient time or it is impractical to obtain council approval. Notice of Ssuch crisis, emergency or disaster modifications or change orders containing the information set forth in subsection B of this section shall be presented to the council no later than its next regular meeting. (Ord. 12-09 § 1 (part); Ord. 09-05 § 1 (part); Ord. 03-02 § 1; Ord. 99-18 § 1; prior code § 20-4.1)

2.80.055 Specifications.

A. The city manager shall adopt policies governing the preparation, revision and content of standard specifications for supplies, services, professional services and construction required by a department. The city manager shall monitor the use of these standard specifications.

B. The city manager may obtain expert advice and assistance from department personnel in the development of standard specifications. Standard specifications must promote overall economy for the purposes intended and encourage competition in satisfying the city's needs, and may not be unduly restrictive.

2.80.060 Competitive procurement procedure.

A. Before the procurement of, or contract for, supplies, materials, equipment or contractual services in an amount of forty thousand dollars or less is made, except as otherwise provided in this chapter, the city ~~procurement authority shall attempt to submit~~ to at least three persons dealing in and able to supply the same an invitation to bid or request for proposal ~~quotation (or invitation to bid)~~ and specifications to give them opportunity to submit a proposal or bid. In the event that three ~~suppliers~~ persons cannot reasonably be found, fewer may be used when it is deemed to be in the best interest of the city.

B. For procurement of, or contract for, supplies, materials, equipment or contractual services in an amount greater than forty thousand dollars, an invitation to bid or request for proposal will be published in a newspaper of general circulation within the city. ~~Requests for bids, quotations, qualifications, and/or proposals shall be made both inside and outside the city when this may be necessary to create competitive conditions, or when a savings can be made for the city. The city may repeatedly reject all solicitations, and again may submit to the same or other persons the request for solicitation, or again publish notice of the proposed purchase.~~ posted on the city website, and the city shall employ such other forms of notice of such invitation to bid or request for proposal as may be determined in the city's discretion to adequately reach prospective bidders or offerors. The city shall provide adequate notice of the invitation to bid or request for proposal for at least 14 days unless otherwise required by state or federal law. Among the forms of notice employed by the city, the city may in its discretion:

1. Publish such invitation, request, or notice thereof in such newspapers or other publications circulated to reach prospective bidders;

2. Post notices in public places thought likely to reach prospective bidders.

C. Invitations to bid ~~Requests for bids, quotations, qualifications and/or requests for proposals shall be made both inside and outside the city when this may be necessary to create competitive conditions, or when a savings can be made for the city. The city may repeatedly reject all solicitations, and again may submit to the same or other persons the request for solicitation, or again publish notice of the proposed purchase.~~

~~C.—The city shall procure from the supplier or contractor whose offer is most advantageous to the city. This determination does not have to only consider price, but may also account for quality, date of delivery, or any other factor(s) deemed relevant by the city manager to the particular procurement.~~

~~D.—Except where prohibited by state or federal grant requirements, a local bidder, as defined in Section 2.80.020, may be given consideration as low bidder where the offer is the lesser of ten percent or fifty thousand dollars in excess of the lowest offer received from a bidder having its place of business located outside the city. The city may split the award between two or more suppliers in any manner the city deems to be in its best interest.~~

~~E.—Procurement of, or contract for, supplies, materials, equipment, contractual services, or capital projects that could be subject to potential future grant reimbursements may be restricted to the procurement requirements of such grants as understood at the time of procurement.~~

2.80.065 Competitive bidding.

A. Procurements shall be made by competitive sealed bidding except as otherwise provided in this chapter. When competitive sealed bidding is used, the procurement agent shall issue an invitation to bid. The invitation to bid must include a time, place and date by which the bid must be received, a description of all essential contractual terms and conditions, and a description of all requirements and selection criteria.

B. When responding to the invitation to bid, the bidder shall supply evidence of the bidder's valid state business license. A bidder for a construction contract shall also submit evidence of the bidder's registration under AS 08.18.

C. Late bids; withdrawals; cancellation.

1. Bids received after the bid date and time indicated on the invitation to bid may not be considered unless the delay was due to an error of the city.

2. Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on bid mistakes may be permitted in accordance with policies adopted by the city. After bid opening, changes in bid prices or other provisions of bids prejudicial to the interest of the city or fair competition may not be permitted. A decision to permit the correction or withdrawal of a bid, or to cancel an award or contract based on a bid mistake, shall be supported by a written determination made by the city attorney. If a bidder is permitted to withdraw a bid before award, an action may not be maintained against the bidder or the bid security.

D. Competitive bid opening.

1. The procurement agent responsible for the procurement shall open bids at the time and place designated in the invitation to bid. All bid openings are open to the public. The amount of each bid and other essential information required by this article, together with the name of each bidder, shall be recorded.

2. The information recorded under subsection 1 of this section is open to public inspection as soon as practicable following bid opening. To the extent the bidder designates and the city attorney concurs, trade secrets and other proprietary data contained in a bid document may be deemed confidential.

E. The city may repeatedly reject all bids, and again may submit to the same or other persons invitation to bid or again publish notice of the proposed purchase.

F. Evaluation and-award. Bids shall be evaluated based on the requirements set forth in the invitation to bid, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The contract shall be awarded with reasonable promptness by written notice to the lowest responsible and responsive bidder whose bid meets the criteria set forth in the invitation to bid. In determining whether a bidder is responsible the city may consider:

1. The qualifications, ability, capacity and skill of the bidder to perform the contract;

2. The availability of the bidder to perform the contract within the time specified, without delay or interference;

3. The character, integrity, reputation, judgment, experience and efficiency of the bidder;

4. The quality of performance by the bidder of previous contracts;

5. The previous and existing compliance by the bidder with laws and ordinances relating to the contract;

6. The sufficiency of the financial resources and ability of the bidder to perform the contract;

When the award is made to other than the lowest bidder, a full and complete written statement of the reasons therefor shall be mailed or delivered to the unsuccessful low bidder and filed with the other documents relating to the procurement.

G. Multi-step bidding.

When it is considered impractical to initially prepare a purchase description to support an award based on price, an Invitation for Bids may be issued requesting the submission of unpriced offers to be followed by an Invitation for Bids limited to those bidders whose offers have been qualified under the criteria set forth in the first solicitation.

H. Except where prohibited by state or federal grant requirements, a local bidder, as defined in Section 2.80.020, may be given consideration as low bidder where the offer is the lesser of ten percent or fifty thousand dollars in excess of the lowest offer received from a bidder not qualified as a local bidder. The city may split the award between two or more suppliers in any manner the city deems to be in its best interest.

I. Procurement of, or contract for, supplies, materials, equipment, contractual services, or capital projects that could be subject to potential future grant reimbursements may be restricted to the procurement requirements of such grants as understood at the time of procurement. (Ord. 14-01 § 1: Ord. 12-09 § 1 (part): Ord. 10-04 § 1 (part): Ord. 09-05 § 1 (part): Ord. 05-04 § 1: Ord. 93-19 § 3; prior code § 20-5)

2.80.070 Competitive proposals. ~~Open market purchases/procurements.~~

A. A contract not awarded by competitive sealed bidding shall be awarded by competitive sealed proposals, unless otherwise provided for in this chapter.

B. The city may determine in writing that it is either impracticable or disadvantageous for the city to procure specified types of supplies or contractual services by competitive sealed bidding that would otherwise be procured by that method. When the city determines in writing that the use of competitive sealed bidding is either impracticable or disadvantageous to the city, a contract may be entered into by competitive sealed proposals in accordance with this section. The city shall specify with particularity the basis for the determination.

C. A request for proposals must contain the essential information necessary for an offeror to submit a proposal including a time, place and date by which the proposal must be received or contain references to any information that cannot reasonably be included with the request. The request must provide a description of the factors that will be

considered when evaluating the proposals received, including the relative importance of price and other evaluation factors.

D. Notice of request for proposals shall be given in accordance with procedures set out under city code section 2.80.060(B). The department may use additional means considered appropriate to notify prospective offerors of the intent to enter into a contract through competitive sealed proposals.

E. The procurement agent shall open proposals so as to avoid disclosure of contents to competing offerors during the process of negotiation. A register of proposals containing the name and address of each offeror shall be prepared in accordance with policies adopted by the procurement agent. The register and the proposals, except as otherwise noted in this section, are open for public inspection after the award is issued. To the extent that the offeror designates and the city attorney concurs, trade secrets and other proprietary data contained in the proposal documents shall be confidential.

F. Discussion with responsible offerors and revisions to proposals.

As provided in the request for proposals, and under policies adopted by the city, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of and responsiveness to the solicitation requirements. Offerors reasonably susceptible of being selected for award shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and revisions may be permitted after submissions and before the award of the contract for the purpose of obtaining best and final offers. In conducting discussions, the city shall not disclose information derived from proposals submitted by competing offerors.

G. A contract may be awarded under competitive sealed proposals to the responsible offeror whose proposal is determined in writing to be the most advantageous to the city taking into consideration price and the evaluation factors set out in the request for proposals. The contract file must contain the basis upon which the award is made.

2.80.075 Open market purchases/procurements. ~~Professional Services~~

The following may be purchased without competitive bidding:

- A. Supplies, materials, equipment or contractual services when combined cost does not exceed five thousand dollars in a single transaction;
- B. Supplies, materials, equipment or contractual services which can only be furnished by a single dealer, or which has a uniform price wherever bought;
- C. Supplies, materials, equipment or contractual services procured from another unit of government at a price deemed below that obtainable from private dealers, including war surplus;

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- D. Contractual services procured from a public utility corporation at a price or rate determined by state or other government authority;
- E. Contractual services of a professional nature, such as medical services, or insurance policies whose nature demands immediate action;
- F. Supplies, materials or equipment which cannot be procured locally and which can be procured from a source selected by another unit of government ~~within the state~~ pursuant to competitive bidding procedures to provide the same or similar supplies, materials or equipment if:
1. The award was made by the governmental unit ~~within the past six months~~; and
 2. The item(s) can be procured at the same price plus additional freight or delivery charges if applicable;
- G. The city encourages local procurement whenever practicable. Procurements made under this section shall only be made after a reasonable attempt to evaluate procurement options from a local source. ~~local supplier preference set forth in Section 2.80.060(C) may be applied by the city to purchases made under this section;~~
- H. Professional services, provided that the procedures set out in Section 2.80.080 are followed. (Ord. 12-09 § 1 (part): Ord. 09-05 § 1 (part): Ord. 96-03 § 1: prior code § 20-6)

2.80.080 Professional services. ~~Contractor bonding requirements~~

- A. Due to the nature of professional services, it is in the best interest of the city to use a qualitative selection process, with or without consideration for price, in the city's discretion, when in need of these services.
1. For professional services estimated by the city ~~manager~~ to be one hundred thousand dollars or less, direct solicitation of contractors or consultants may be made from a roster maintained by the city, or to such other vendors who may be known to the city as possessing the required expertise. These solicitations will seek to evaluate the qualifications, experience, and availability of particular vendors. When more than one vendor is considered, the procurement agent ~~city manager~~ will appoint a selection panel to evaluate the potential vendors and offer a recommendation for selection.
 2. For professional services estimated by the city ~~manager~~ to be more than one hundred thousand dollars, a formal request for qualifications ~~proposals~~ will be solicited. Public notice of requests for qualifications ~~proposals~~ will be given in accordance with the same procedures set forth in section 2.80.060(B). The procurement agent ~~city manager~~ will develop and publish qualitative selection criteria for evaluating all responses to requests for qualifications ~~proposals~~ received. In multi-phase projects the city may contract with a professional services provider that has provided professional services in an earlier phase of the same project, without the solicitation of formal request for

qualifications, in order to maintain project continuity or to otherwise promote the best interest of the city.

B. The provisions of Sections 2.80.040 and 2.80.050 apply to all professional services contracts. (Ord. 12-09 § 1 (part); Ord. 09-05 § 1 (part))

C. The duration of professional services contracts may not exceed two years, except for completion of work in progress under architectural or engineering contracts.

2.80.085 Hybrid Procurements

A. When contracting for procurement of supplies, materials, equipment or contractual services, as contemplated under Section 2.80.065, and professional services, as contemplated under Section 2.80.080, within the same contract, the city shall utilize the procedures set forth in Section 2.80.070.

2.80.090 Construction Manager / General Contractor Contracts. ~~Award of contract for competitively bid procurements.~~

The city may award a two-phase construction manager / general contractor contract for preconstruction services and construction services on a single project.

A. In the preconstruction services phase of a contract under this section, the contractor shall provide the city with advice for scheduling, work sequencing, cost engineering, constructability, cost estimating, and risk identification.

B. Prior to the start of the construction services phase, the city and the contractor may agree to a price and other factors for the construction of the project or a portion of the project.

C. If an agreement is reached under subsection B, the contractor shall be responsible for the construction of the project or portion of the project at the negotiated price and in compliance with the other factors specified in the agreement.

D. A contract shall be awarded under this section using the competitive selection process set out in section 2.80.070 and based on qualifications, experience, best value, or any other combination of factors deemed relevant to the procurement.

~~Contracts awarded through a competitive bid process shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder," in addition to price, there shall be considered:~~

~~A. The ability, capacity and skill of the bidder to perform the contract;~~

~~B. Whether the bidder can perform the contract within the time specified, without delay or interference;~~

~~C. The character, integrity, reputation, judgment, experience and efficiency of the bidder;~~

~~D. The quality of performance by the bidder of previous contracts;~~

Ordinance No. 18-03

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~~E. The previous and existing compliance by the bidder with laws and ordinances relating to the contract;~~

~~F. The sufficiency of the financial resources and ability of the bidder to perform the contract;~~

~~G. The number and scope of conditions attached to the bid. (Ord. 12-09 § 1 (part); Ord. 09-05 § 1 (part); Ord. 05-04 § 2; Ord. 93-19 §§ 4, 5; prior code § 20-8)~~

2.80.095 Contractor bonding requirements.

A. Before a contract exceeding one hundred thousand dollars for the construction, alteration, or repair of a public building or public work is awarded to a general or specialty contractor, the contractor shall furnish to the city the following bonds, which become binding upon the award of the contract to that contractor:

1. A performance bond with a corporate surety qualified to do business in the state, or at least two individual sureties who shall each justify in a sum equal to the amount of the bond; the amount of the performance bond shall be equivalent to the amount of the payment bond.

2. A **labor and materials** payment bond with a corporate surety qualified to do business in the state, or at least two individual sureties who shall each justify in a sum equal to the amount of the bond, for the protection of all persons who supply labor and material in the prosecution of the work provided for in the contract. When the total amount payable by the terms of the contract is not more than one million dollars, the **labor and materials** payment bond shall be in a sum of one-half the total amount payable by the terms of the contract; when the total amount payable by the terms of the contract is more than one million dollars and not more than five million dollars, the payment bond shall be in a sum of forty percent of the total amount payable by the terms of the contract; when the total amount payable by the terms of the contract is more than five million dollars, the payment bond shall be in the sum of two million five hundred thousand dollars.

B. The city hereby exercises its option under AS 36.25.025 to exempt contractors from compliance with the provisions of subsection A of this section and AS 36.25.010(a) if the estimated cost of the project does not exceed four hundred thousand dollars and:

1. The contractor is, and for two years immediately preceding the award of the contract has been, a licensed contractor having its principal office in the state;

2. The contractor certifies that it has not defaulted on a contract awarded to the contractor during the period of three years preceding the award of a contract for which a bid is submitted;

3. The contractor submits a financial statement, prepared within a period of nine months preceding the submission of a bid for the contract and certified by a public accountant or a certified public accountant licensed under AS 08.04, demonstrating that the contractor has a net worth of not less than twenty percent of the amount of the contract for which the bid is submitted;

4. The total amount of all contracts that the contractor anticipates performing during the term of performance of the contract for which a bid is submitted does not exceed the net worth of the contractor reported in the certified financial statement prepared and submitted under subsection (B)(3) of this section by more than seven times. (Ord. 12-09 § 1 (part); Ord. 09-05 § 1 (part); prior code § 20-7)

2.80.100 Records

All procurement records shall be retained and disposed of in accordance with city records retention guidelines and schedules approved by the city council, city clerk and city attorney.

2.80.110 Review and approval by the city attorney

All contracts and standard specifications, terms, and conditions are to be reviewed and approved as to form by the City Attorney.

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 _____, 2018.

CITY OF VALDEZ, ALASKA

Ruth E. Knight, Mayor

ATTEST:

Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

Jon Wakeland, City Attorney
Brena, Bell, & Clarkson, P.C

First Reading:
Second Reading:
Adoption:
Ayes:
Noes:
Absent:
Abstain:



Legislation Text

File #: RES 18-0013, **Version:** 1

ITEM TITLE:

#18-13 - Appointing the Judges and Clerks for the Regular Municipal Election to be Held on May 1, 2018, and Setting the Hourly Rate of Compensation

SUBMITTED BY: Sheri Pierce, MMC, City Clerk

FISCAL NOTES:

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

RECOMMENDATION:

Approve Resolution No. 18-13.

SUMMARY STATEMENT:

The Valdez City Code requires the city council to appoint judges and clerks for the regular municipal election and set the hourly rate of compensation. For the past 15 years the rate of compensation has been set at \$12.00 per hour. I am requesting an increase in hourly pay for our election workers to \$14.00 per hour. Our election workers begin their day at 6:30 a.m. and work until close of polls at 8:00 p.m. Our three Election Chair's usually work with the City Clerk until 10:00 pm to tabulate the final election results. The change in hourly compensation would result in an overall increase of \$360.00. I have sufficient funds in the City Clerk election budget to absorb this increase in compensation for the May 1st regular municipal election.

CITY OF VALDEZ, ALASKA

RESOLUTION NO. 18-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, APPOINTING THE JUDGES AND CLERKS FOR THE REGULAR MUNICIPAL ELECTION TO BE HELD MAY 1, 2018, AND SETTING THE HOURLY RATE OF COMPENSATION

WHEREAS, pursuant to the provisions of the Valdez City Code, the following are appointed as judges and clerks for the regular municipal election of May 1, 2018:

PRECINCT NO. 1

Judges

Katie Connell, Chair.
Tonya Goodlataw
Mary Jo Ellen

PRECINCT NO. 2

Judges

Shannon Day, Chair.
Julie Roetman
Pat Von Bargaen

PRECINCT NO. 3

Judges

Lois Gilson, Chair.
Nancy Lethcoe
Nancy Fischer

Clerk

Raife Bowman

Clerk

Dorothy M. Moore

Clerk

Dorothy Taylor

Section 2: Pursuant to the provisions of the Valdez City Code, the following are appointed as judges and clerk on an Absentee and Questioned Ballot Counting Board for the regular municipal election of May 1, 2018:

Judges

Shannon Day, Chairperson
Katie Connell
Lois Gilson

Clerk

Dorothy M. Moore

Section 3: The judges and clerks shall attend the Valdez polling places from 6:30 a.m. on May 1, 2018 after taking the oath required, and serve there until 8:00 p.m. Precinct chairs are authorized to adjust service hours with proper documentation.

Section 4: In the event any of the above election officials shall fail to take office for any reason, the vacancy shall be filled by the Valdez City Clerk as provided in the Alaska Statutes.

Section 5: The judges and clerks appointed to the election board shall be compensated at the rate of \$14.00 per hour, to include election board training.

Resolution No. 18-13
Page 2

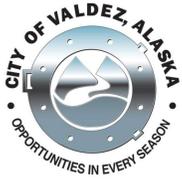
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
VALDEZ, ALASKA, this 17th day of April, 2018.

CITY OF VALDEZ, ALASKA

Ruth E. Knight, Mayor

ATTEST:

Sheri L. Pierce, MMC, City Clerk



Legislation Text

File #: 18-0173, **Version:** 1

ITEM TITLE:

February - March 2018 New Boat Harbor Report

SUBMITTED BY: Codi Allen, Capital Facilities Project Manager

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

See the attached report for the current status of the New Boat Harbor Project through March, 2018.

Feb/March 2018



© Gary Minish

VALDEZ NEW BOAT HARBOR

CONSTRUCTION

Phase 2 Uplands Facilities and Inner Harbor Facilities - Phase 2 contractor, Pacific Pile & Marine (PPM) and subcontractors, continued providing submittals and shop drawings for the R&M design team to review. No uplands facilities site work was performed since December 2017.

The barge with PPM's dredging equipment arrived at the new boat basin on March 26th. The heavy equipment, driven off the barge via ramps to the NW corner of the uplands, consisted of two EX1200 and one EX870 excavators with large rock breaking and dredging attachments, two rubber-tired loaders, one small crawler dozer, one 48-foot tug, and one small survey boat. A crawler crane on the barge assisted with setting anchors in the boat basin and placing the ramps for offloading equipment, and subsequently setting the Flexi-float barge modules into the water for assembly and placement of anchoring spuds. The EX1200 with a long boom and clamshell bucket was driven over ramps onto the Flexi-Float barge.

The tug traveled to Seward and returned with the bottom dump barge "Mud Dog" that will be used for disposing dredged material at the offshore site designated by the Corps of Engineers. On March 30th, the tug departed Valdez to Seattle towing the equipment barge and crawler crane. The Contractor installed a "cattleguard" feature in the West Access to South Harbor Drive. On March 31st, the contractor started hauling shot rock from the Sea Otter parcel to begin the construction of temporary access to the West bedrock area.

PROJECT ACHIEVEMENTS

- Continued fabrication of mooring float and drive-down float components at Seattle area shops
- Inspected mooring and drive-down float sections fabricated at Seattle area shops
- Received PPM's construction updates of the project baseline schedule
- Mobilized and towed dredging equipment from Seattle to Valdez harbor site
- Started constructing temporary access to the West bedrock area



Dredging equipment barge, Flexi-Float barge and tug anchored inside the new basin

FEB/MARCH 2018 PROJECT UPDATE (CONT.)

DESIGN

Phase 2 is a single contract package consisting of Uplands Facilities (warehouse building, east restroom, bilge treatment facility, paving and landscaping) and Inner Harbor components (removal of in-water rock, piling, floats, pedestrian ramps, drive-down bridge and float). R&M continued reviewing material and shop drawing submittals, responding to Requests for Information (RFIs) and clarifications of construction documents, and performed an inspection of floats being fabricated and staged in the Seattle area for subsequent delivery by barge to Valdez.

USACE NAVIGATION IMPROVEMENTS

The USACE is administering the Western Marine Construction (WMC) contract for dredging the navigation channel and float basin and construction of the breakwaters. The USACE notified the City that the dredging and breakwater work has been accepted, the dredge and rock quantities have been reconciled, and the USACE is working toward fiscal closeout of their contract with WMC. It appears to the City, R&M and Arcadis that the hydrographic survey data indicates there might be some high spots along the toe of the breakwaters at the entrance and maneuvering channel inside the entrance. Arcadis is coordinating with the USACE for a meeting to resolve this and several related items. The USACE has provided updated financial information and Arcadis continues to coordinate closeout of the USACE contract with the City.

FUTURE MILESTONES

- Perform pre-dredge marine and uplands survey for R&M to review and approve
- Calibrate and test the large impact hammer and Xcentric® ripper
- Start rock breaking and dredging at the West basin area
- Install Sediment Containment Berm between Duck Flats and drive-down float basin
- Erect Warehouse Building structural steel and install roofing
- Resume Bilge Treatment Building mechanical, electrical and finish work
- Resolve questions with USACE about potential high spots inside the basin entrance
- Closeout City's contract with USACE for the dredging and breakwater work
- Evaluate response to Fuel Facility Request for Proposals



Flexi-Float barge modules and spuds were off-loaded and assembled next to the equipment barge

PROJECT TEAM

Codi Allen, Capital Facilities Project Manager, City of Valdez || 907.835.5478 ext. 6

Ronnie Barcak, Project Manager, USACE || 907.753.5755

Kim Nielsen, Group Manager, Waterfront Engineering, R&M Consultants || 907.646.9602

Andy Romine, Project Manager, Pacific Pile and Marine || 907.360.4580

Ron Rozak, Construction Manager, Arcadis || 907.382.2933





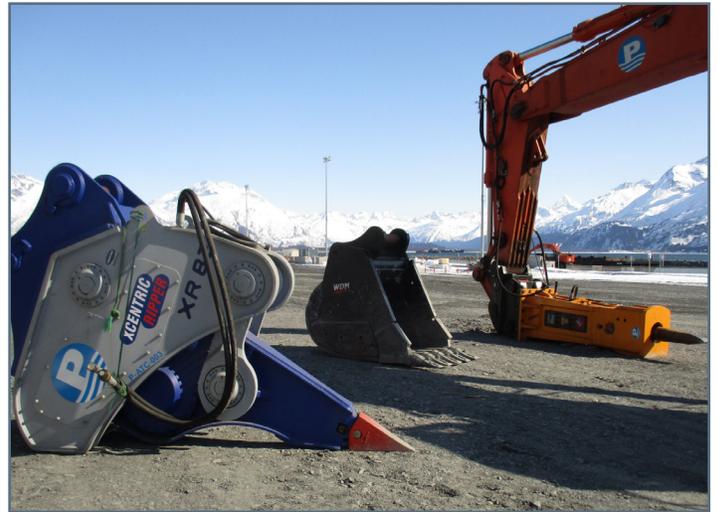
Tug moves barge with dredging equipment to uplands ramp area



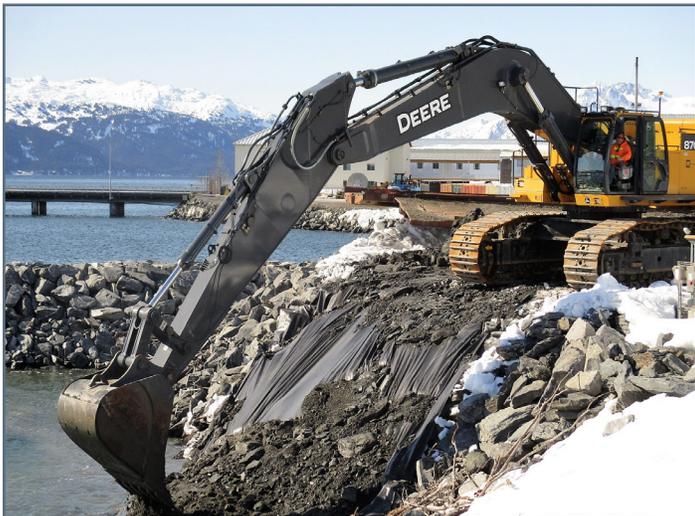
EX1200-5 excavator with Xcentric ripper crossing off-loading ramps



EX1200-6 long-boom excavator with dredging clamshell bucket



Xcentric ripper, heavy duty bucket and impact breaker have disconnect attachment for use with EX1200-5 excavator



EX 870 placing rock on fabric over riprap for temporary ramp to access the bedrock along north side of mooring basin



Backing down ramp with rock fill for temporary access road

PROJECT SCHEDULE

Task	2016	2017				2018				2019			
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
CITY OF VALDEZ WORK													
Phase 1 Uplands (Civil work except paving)	■												
Phase 2 *													***
Design/Bid/Award/NTP	■	■	■										
Mooring Floats													
Fabrication/Delivery			■	■	■	■	■	■	■				
On-site Construction							■	■	■	■	■	■	■
Drive Down Float													
Fabrication/Delivery			■	■	■	■	■	■	■	■	■	■	■
On-site Construction								■	■	■	■	■	■
In-water Rock Removal													
West Rock							■	■	■				
East Rock							■	■	■				
Uplands Facilities (Warehouse, East Restroom, Bilge Water Bldg.)													
Fabrication/Delivery			■	■	■	■	■	■	■				
On-site Construction				■	■	■	■	■	■	■	■	■	■
Paving/Landscaping								■	■	■	■	■	■
Master Waterfront Plan (To be determined)													
Phase 3 Future Facilities (To be determined with Master Plan)													
Launch Ramp, Fish Cleaning Station, Wash-Down Pad, W. Restroom													
CORPS OF ENGINEERS (USACE) WORK													
Harbor Dredging and Breakwater Construction**	■		■	■	■								

* Solid lines show PPM's updated schedule (Uplands Facilities adjusted by Arcadis for Warehouse steel delay). Dotted lines are Contract defined schedule.
 ** WMC finished dredging and breakwater; contract closeout continues. *** Contract requires Phase 2 work to be completed by October 1, 2019

BUDGET SUMMARY

Description	Original Budget	Revised Budget	Committed	Spent as of 2/28/18	% Spent	Estimate at Completion
DESIGN	\$ 2,451,971	\$ 3,659,047	\$ 3,659,047	\$ 2,897,327	79%	\$ 3,683,509
Design	\$ 1,851,971	\$ 2,215,983	\$ 2,215,983	\$ 2,231,917	101%	\$ 2,240,445
Design Team Services During Construction	\$ 600,000	\$ 1,443,064	\$ 1,443,064	\$ 665,410	46%	\$ 1,443,064
PROJECT MANAGEMENT	\$ 2,340,548	\$ 2,922,518	\$ 2,922,518	\$ 2,296,124	79%	\$ 2,919,405
Project Management	\$ 1,740,548	\$ 2,547,868	\$ 2,547,868	\$ 1,924,587	76%	\$ 2,547,868
Inspection/Testing	\$ 600,000	\$ 374,650	\$ 374,650	\$ 371,537	99%	\$ 371,537
USACE CONSTRUCTION - CITY PORTION	\$ 9,345,453	\$ 7,645,453	\$ 7,525,453	\$ 5,141,258	67%	\$ 7,525,453
Initial Basin	\$ 7,145,453	\$ 7,145,453	\$ 7,145,453	\$ 4,761,258	67%	\$ 7,145,453
Other Basin Modifications	\$ 2,200,000	\$ 500,000	\$ 380,000	\$ 380,000	76%	\$ 380,000
CITY CONSTRUCTION	\$ 39,023,904	\$ 44,600,271	\$ 44,523,105	\$ 25,641,092	57%	\$ 44,594,334
Phase 1 Uplands	\$ 19,013,040	\$ 19,191,437	\$ 19,191,437	\$ 19,191,437	100%	\$ 19,191,437
Phase 2 Base/Drivedown Floats, Uplands Fac.	\$ 8,976,100	\$ 24,952,355	\$ 24,952,355	\$ 6,137,343	25%	\$ 24,946,418
Upland Facilities (with Phase 2)	\$ 4,046,643	\$ -	\$ -	\$ -	0%	\$ -
Drive Down Float (with Phase 2)	\$ 4,951,721	\$ -	\$ -	\$ -	0%	\$ -
Drive-Down Float In-water Mods (with Phase 2)	\$ 1,342,500	\$ -	\$ -	\$ -	0%	\$ -
Hotel Hill Clearing	\$ 64,900	\$ 64,900	\$ 64,900	\$ 64,900	100%	\$ 64,900
Fish Cleaning	\$ 324,000	\$ -	\$ -	\$ -	0%	\$ -
Electric Primary	\$ 225,000	\$ 311,579	\$ 311,579	\$ 247,412	79%	\$ 311,579
CCTV/Security/Head End Equipment	\$ 80,000	\$ 80,000	\$ 2,834	\$ -	0%	\$ 80,000
ADMINISTRATION	\$ 60,000	\$ 100,000	\$ 99,245	\$ 88,405	88%	\$ 100,000
FFE	\$ 100,000	\$ 100,000	\$ -	\$ -	0%	\$ 100,000
CONTINGENCY (@ 15% original budget)	\$ 7,998,281	\$ 2,292,868				\$ 2,397,456
TOTAL CITY FUNDED	\$ 61,320,158	\$ 61,320,158	\$ 58,729,368	\$ 36,064,206	59%	\$ 61,320,158
USACE FUNDED**	\$ 21,277,761	\$ 21,277,761	\$ 21,277,761	\$ 19,992,705	94%	\$ 21,277,761
TOTAL CITY/USACE FUNDING	\$ 82,597,919	\$ 82,597,919	\$ 80,007,129	\$ 56,056,912	68%	\$ 82,597,919

* Data includes expenses from 5/22/14 which is the start of Bond eligible costs authorized by COV Resolution 14-33. \$254,321.77 in R&M expenses and other costs are not included.
 ** Reconciliation with USACE is in process; updates are anticipated.



Legislation Text

File #: 18-0174, **Version:** 1

ITEM TITLE:

Mayor Report - April 17, 2018

SUBMITTED BY: Ruth E. Knight, Mayor

FISCAL NOTES:

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

Mayor's report is attached.

Mayor's Report – for the April 17, 2018 Council meeting

Since our last Council meeting on April 3:

- The Work Session on April 5th had very good discussion and direction for administration on all three items: IT Department future plans, Developing a local Medical Professional Incentive Program, and the Procurement Code. Thanks to the staff that have spent many hours and much effort on these items.
- My deepest sympathy goes out to the Hoffman and Curry families. Chellsie will be remembered as a vivacious and loving person and will be sorely missed in our community. We all wish this senseless tragedy had not occurred.
- On April 9th, I attended the School Board meeting. The Board was addressed by several members of the public on varied issues and one was a concern about mold in VHS. They had much discussion on the future of our schools, classes, testing and budget. I was encouraged that they voted to expand the current pre-K program for next year.
- The Health Advisory Council met Tuesday, April 10 and passed the Community Health Incentive Priorities (CHIP) which guide our health care decisions for the next three years.
For 2014 the priorities were: 1. Overweight, Lack of Physical Activity, 2. Access to Primary Care, 3. Mental Health, Substance Abuse
For 2017 the priorities are:
 1. Local Health Provider Workforce
 2. Mental Health, Substance Abuse
 3. Access to Specialty Care
 4. Healthy Lifestyle/Chronic DiseaseThe year-end report was also presented and discussed.
- The State required PEAKS (Performance Evaluation for Alaska's Schools) testing started this week at VCS and will continue through next week.
- The Celebration of Life for Chellsie was moving and overflowing. I pray that strength will be given to the families as they work through their terrible loss and urge everyone to continue supporting them in their way forward.
- The agenda overview meeting with the City Manager, the Clerk, and the City Attorney will happen at 11:30, April 17th before the Council meeting.
- I hope everyone got their federal taxes in on time and can enjoy our beautiful Spring.

Respectfully submitted,



Ruthie Knight, Mayor City of Valdez