

CITY OF VALDEZ, ALASKA

RESOLUTION #23-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING THE VALDEZ CONVENTION AND CIVIC CENTER OPERATING POLICY BY UPDATING FACILITY RATES AND FEES AND REPEALING RESOLUTION NO. 04-111 FORMERLY SETTING RATES AND FEES

WHEREAS, the Valdez Convention and Civic Center is a multi-purpose public facility intended to encourage a variety of uses to meet the economic, social, cultural, convention, and certain recreational needs of Valdez; and

WHEREAS, the Valdez Convention and Civic Center is governed by operating policies adopted by the City Council to ensure fair and consistent use of the facility; and

WHEREAS, the last update to Valdez Convention and Civic Center operating policies, which included updates to facility rates and fees, was made by Resolution No. 19-39; and

WHEREAS, the City of Valdez must make amendments to the current fee schedule to more appropriately reflect value of offered facilities and services while still keeping fees low for users; and

WHEREAS, Resolution No. 04-111 formerly setting Valdez Convention and Civic Center rates and fees was never properly repealed when the facility's operating policy was updated.

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

Section 1. Resolution No. 19-39 is hereby repealed.

Section 2. The amended Valdez Convention and Civic Center Facility Rates and Fees Schedule is attached and incorporated herein as Attachment A and shall replace the Rates and Fees Schedule currently incorporated in the Valdez Convention and Civic Center Facility Operating Policy.

Section 3. This resolution and the fees named herein shall take effect upon adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this _____ day of _____, 2023.

CITY OF VALDEZ, ALASKA

Alan Sorum, Mayor Pro Tempore

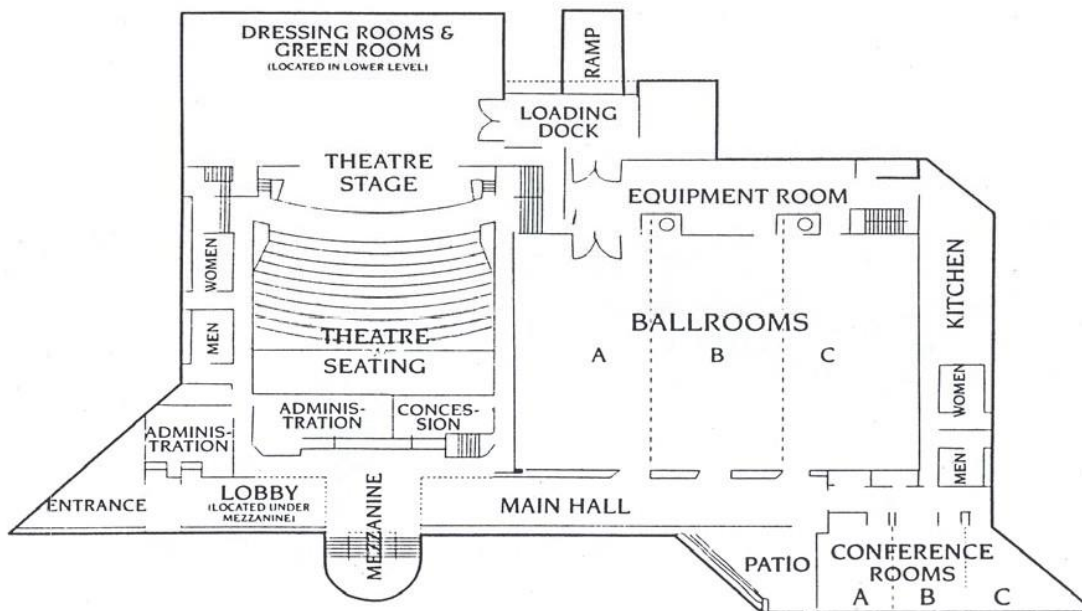
ATTEST:

Elise Sorum-Birk, Deputy City Clerk

VALDEZ CONVENTION AND CIVIC CENTER

ROOM RATES, ROOM DIMENSIONS AND SEATING STYLE CAPACITIES

	Daily Rates				Room Dimensions				Seating Styles					
Room	Commercial	Local Resident	Non Profit	Hourly	Length (Ft.)	Width (Ft.)	Area (Sq. Ft.)	Ceiling Ht. (Ft.)	Banquet Style	Seminar Style U-Shaped	Shaped Style	Conference Style	Reception Style	Theatre Style
Entire Facility	\$ 1,380.00	\$ 1105.00	\$ 690.00	NA	NA	NA		NA	NA	NA	NA	NA	NA	NA
3 Ballrooms	\$ 690.00	\$ 555.00	\$ 345.00	NA	101	64	6,464	24	400	325	NA	NA	903	450
2 Ballrooms	\$ 460.00	\$ 370.00	\$ 230.00	NA	68	64	4,352	24	250	200	96	120	602	325
1 Ballroom	\$ 230.00	\$ 185.00	\$ 115.00	\$ 46.00	34	64	2,176	24	120	100	48	60	301	150
Conference Room	\$ 150.00	\$ 120.00	\$ 75.00	\$ 30.00	53	22	1,166	12	56	40	42	48	100	100
Theatre Complex	\$ 520.00	\$ 415.00	\$ 260.00	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	450
Theatre/Mezzanine	\$345.00	\$ 280.00	\$ 175.00	\$ 40.00	60	60	3,600	24	NA	NA	NA	NA	NA	420
Green Room	\$ 70.00	\$ 55.00	\$ 35.00	\$ 15.00	32	17	544	8	NA	24	20	24	32	24
Dressing Rooms	\$ 25.00	\$ 20.00	\$ 15.00	NA	32	16	512	8	NA	NA	NA	NA	NA	NA
Lobby	\$ 45.00	\$ 40.00	\$ 25.00	\$ 10.00	44	21	924	8	NA	NA	NA	NA	NA	NA
Main Hall	\$ 45.00	\$ 40.00	\$ 25.00	\$ 10.00	93	13	1,209	17	NA	NA	NA	NA	NA	NA
Parking Lots	\$ 45.00	\$ 40.00	\$ 25.00	\$ 10.00	Parking Spaces = 180				Accessible Parking = 6					



Valdez Convention and Civic Center

Daily / Hourly Room Rental Rates

A regular “DAY” is 8 a.m. to Midnight

Room rental includes all tables, chairs and table drapes

	Daily Rates			Hourly Rates
	Commercial	Local Resident	Non-Profit	All
Entire Facility	\$1380	\$1105	\$690	NA
3 Ballrooms	\$690	\$555	\$345	NA
2 Ballrooms	\$460	\$370	\$230	NA
1 Ballroom	\$230	\$185	\$115	\$46
Conference Room	\$150	\$120	\$75	\$30
Theatre Complex	\$520	\$415	\$260	NA
Theatre Mezzanine	\$345	\$280	\$175	\$40
Green Room	\$70	\$55	\$35	\$15
Dressing Room	\$25	\$20	\$15	NA
Lobby Main Hall	\$45	\$40	\$25	\$10
Parking Lots	\$45	\$40	\$25	\$10
Kitchen w/ Inventory	\$400	NA	NA	NA
Kitchen w/o Inventory	\$75	NA	NA	NA
Overtime	\$30	\$30	\$30	
Late Cancellation Fee	\$25	\$25	\$25	

DAILY EQUIPMENT RATES AND FEES

Audio Visual Equipment

Dry Erase Board w/ Easel and Markers.....	10.00
Flip Chart w/ Easel and Markers.....	15.00
AV Cart/Table.....	2.00
Overhead Projection.....	15.00
Overhead Ballroom A.....	35.00
Multi Media.....	30.00
Line in for sound/Music.....	10.00
DVD with A/V.....	15.00
DVD Player Only.....	10.00
Portable Screen.....	10.00
Teleconference Unit.....	20.00
Local Access phone line in	10.00

Coffee/Tea Service

100 Cup.....	85.00
55 Cup.....	60.00
30 Cup.....	35.00
12 Cup.....	15.00
Additional pots 50% off original cost	

Sound Reinforcement

Line into Sound Board.....	12.00
Ipad Music.....	12.00
Mic with Stand	15.00
Wireless Mic.....	15.00
Mini Mixer.....	25.00
Direct Box.....	12.00
Speakers JBL.....	22.00
Community Speakers.....	28.00
Use of Yamaha T1 or T3 by clients.....	75.00
Subwoofer.....	35.00

Lighting

Band Stage w/ gels.....	50.00
Follow spot.....	30.00
Gobo and Gel.....	15.00
Mirror ball.....	20.00
Orbits.....	15.00
Complex Lighting Surcharge.....	60.00
Par Uplight.....	10.00

Furniture

Dance Floor Portable (4x4 section).....	5.00
Vinyl Marley Full Floor.....	300.00
Lectern – Table Top	5.00
Lectern – Standing.....	5.00

Decorations

Christmas Tree.....	15.00
Chandelier.....	25.00
Slit Drape Change (1/2).....	60.00
Slit Drape Change (Whole).....	120.00

Pianos & Other Event Support

Steinway Grand.....	50.00
Upright Yamaha.....	25.00
Staging (4x8 per section).....	7.00
Coat Rack set-up (Client Serviced).....	25.00

Miscellaneous

Administrative Fee.....	25.00
Gaffer's Tape (per roll).....	35.00
Storage Fee (per week).....	15.00
Cash Register / Cash Box.....	10.00

Food / Cleaning Surcharge

Minor.....	15.00
Basic.....	25.00
Major.....	60.00

Office Services

(Per Sheet)	
Copies.....	0.25
Color Copies.....	0.50
Legal-Sized Copies.....	0.75
Tabloid-Sized Copies.....	0.75
Client Supplied Paper.....	0.10
Laminating per sheet.....	5.00

VALDEZ CONVENTION AND CIVIC CENTER

DAILY PACKAGES AND SERVICES FEES

PACKAGES

COMMERCIAL **RESIDENT - 10%** **NON-PROFIT - 25%**

AUDIO VISUAL

Limited AV Package

*Combination of any 3 item : Dry Erase Board, Flip Chart, Screen
TV/DVD (multimedia projectors priced separately)*

35.00 31.50 26.25

Unlimited AV Package

*Unlimited use of: Dry Erase Board, Flip Chart, Screen, TV/DVD (as
available - multimedia projectors priced separately)*

92.00 82.80 69.00

SOUND REINFORCEMENT

Limited Sound Package

10 to 15 items Including Microphones, Speakers, Mixer / Amplifier, Direct

Boxes, etc. Also includes speaker stands, cables, and personnel for
setup and tear down - operator for sound checks/performance billed as
additional Staff Time

165.00 148.50 123.75

Unlimited Sound Package

All Civic Center Sound Equipment as available. Please call for complete
list. Also includes speaker stands, cables and personnel for setup and tear
down - operator for sound checks/performance billed as additional Staff
Time

345.00 310.50 258.75

THEATRICAL LIGHTING

Per Light Fee (Theatre or Ballroom)

12.00 NA NA

Theatre Lighting

1-21 Lights with Gels (each)

12.00 NA NA

22-59 Lights with Gels

253.00 228.00 190.00

60+ Lights with Gels

518.00 466.00 401.50

Ballroom Lighting

1-60 Lights with Gels (each)

12.00 NA NA

Complex Light Surcharge (Ballroom)

58.00 NA NA

Additional charge for complicated light set-ups - more than 15 light

House Plot in Theatre (maximum 2 hours)

12.00 NA NA

Electric Fee (per hour for second, third,... day)

12.00 NA NA

MISCELLANEOUS PACKAGES

One Ballroom Party Package

*Choice of 4: 2 Decorative Lights, Small Stage, Small Dance Floor, C
Player or Audio Line for Media Device, Coffee/Tea Setup, 1 Hr. Staff Time,
1 Hr. Overtime (Microphone included)*

230.00 207.00 172.50

Two Ballroom Party Package (same options as above)

345.00 310.50 258.75

Trade Booth

*Includes: 8' x 18" or 6' x 30" Table and Table Drape
One time charge / 3 day maximum*

40.00 N/A 30.00

Bounce House

\$100 an hour (minimum of 1 hour), over 4 hours switch to daily room rate
plus staff time. All safety & sanitary rules must be followed.

1 hour: 2 Hours: 3 Hours:
146.00 292.00 417.00

Included: One ballroom at hourly room rate & staff time up to 2 hours.

More than 4 hours: Daily room rate, staff time, hourly bounce
house rate & cleaning fee.

SERVICES

Staff Time: No Discounts are given for Staff Time

Technical per hour	30.00	30.00	30.00
Lift Time per hour	30.00	30.00	30.00
General per hour	25.00	25.00	25.00