

October 11, 2016

For October 19, 2016 Council Meeting

To: Mayor Knight & Valdez City Council Members

From: Lisa Von Bargen, CED Director

Re: Aleutian Village Trailer Park Update

Record of Improvements Survey

- The RFP was issued on October 4th.
- A pre-proposal meeting was held on October 10th. Four firms attended the meeting either in person or by telephone.
- Two addenda were issued on October 11th.
- Proposals are due back at 4pm on October 12th at 4pm.
- The proposals will be rated based on the qualifications listed in the RFP to determine the most qualified responding firm.
- A professional services agreement will be negotiated with the successful firm.
- There will be an action item before Council at this meeting to approve a professional service agreement for this project with a surveying company.
- The survey is required to be completed by November 15th with the final deliverables due November 30th.
- A copy of the RFP and Addenda will be included with the RFP award under new business.
- The purpose of this survey is to identify the location of all improvements on the property allowing for existing separation distance violations to be identified.
- Once identified a reasonable plan for corrective action will be developed.
- The City has confirmed permission from the Aleut Corporation is granted to conduct this survey.

Electrical Code Violation Enforcement

- In June the City contracted with an electrical engineer from Electrical Power Systems to conduct an evaluation of the new (but not yet in use) electrical system. In addition, the electrical engineer conducted an evaluation of the existing electrical system noting deficiencies and violations.
- Staff reviewed the evaluation with the electrical engineer who provided specific references within the National Electric Code so staff could prepare an enforcement letter. The electrical engineer is standing by to review the enforcement letter when written.
- The electrical engineer confirmed the only way for the violations to be fully corrected is to hook into the new system and abandon the old system in conformance with code.
- This information was brought to the Aleutian Village Sub-Committee who shared staff's concerns that enforcement action to require hooking into the new system would likely lead to

quid pro quo action by the Aleut Corporation up to and including issuance of a new eviction notice.

- The decision was made to immediately address re-labeling the electric shut-offs.
- Jim Parkman is a local electrician who accompanied the electrical engineer during the evaluation of the electrical systems in June. He has been contacted and asked to re-do the labeling on the electrical shut-offs. As of October 11th Mr. Parkman was preparing to check with CVEA to see if they had enough information he could label the shut-offs without physically shutting off the power. He will report back to staff and that information will be provided to Council.
- This electrical system shut-off labeling is expected to cost less than \$5,000.
- The Fire Chief has confirmed a live electrical system does not keep the fire department from fighting a fire. It is certainly more desirable to have power shut off, but it does not deter responders.
- The City has received permission from the Aleut Corporation to conduct this labeling effort.

DOT Communication

- At the time this report was written there was no update from DOT on narrowing down the land selection, an appraisal or an environmental study.

Third Party Operator

- Following the Aleutian Village Sub-Committee meeting on October 6th staff was contacted by a legitimate, potential third party operator.
- Staff has met with this potential operator who is currently going through due diligence with all parties. It is staff's understanding this party would like to schedule a meeting with Council at some point in the near future.