



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

City Council

Tuesday, June 3, 2025

7:00 PM

Council Chambers

Regular Meeting

WORK SESSION AGENDA - 5:30 pm

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

1. [Board of Equalization Complex Appeals Procedures](#)

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

1. [Approval of Minutes for Regular Council Meeting of April 15, 2025](#)

V. PUBLIC BUSINESS FROM THE FLOOR

VI. CONSENT AGENDA

1. [Proclamation: National Trails Day 2025](#)
2. [Approval To Go Into Executive Session Regarding TAPS Ad Valorem Tax Litigation and Settlement Strategy](#)

VII. NEW BUSINESS

1. [Approval of Certificate of Public Convenience and Necessity \(For Hire Vehicle License\) for Valdez Trolley Tours](#)
2. [Discussion Item: Property Insurance Renewal](#)

VIII. ORDINANCES

1. [#25-04 - Amending Chapter 10.20 of the Valdez Municipal Code Titled Recreational Vehicle Parks and Tent Camping. First Reading. Public Hearing. POSTPONED: 4/15/25, 4/30/25, 5/7/25. AMENDED: 3/18/25, 5/20/25.](#)

IX. RESOLUTIONS

1. [#25-28 - Authorizing the Valdez Fire Department to Submit a Grant Application for the FEMA Staffing for Adequate Fire and Emergency Response \(SAFER\) Grant](#)

X. REPORTS

1. [Housing Needs Assessment Update: Short Term Rentals Report](#)
2. [Community Clean Up Day & Bulk Item Pickup Week - 2025 Report](#)

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

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

XII. COUNCIL BUSINESS FROM THE FLOOR

XIII. EXECUTIVE SESSION

XIV. RETURN FROM EXECUTIVE SESSION

XV. ADJOURNMENT

XVI. APPENDIX

1. [June 2025 Council Calendar](#)
2. [Legal Billing Summary - March and April 2025](#)



Legislation Text

File #: 25-0245, **Version:** 1

ITEM TITLE:

Board of Equalization Complex Appeals Procedures

SUBMITTED BY: Jake Staser, City Attorney

FISCAL NOTES:

Expenditure Required: na
Unencumbered Balance: na
Funding Source: na

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

The City Attorney will conduct training on the Board of Equalization complex tax appeals procedures.



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Legislation Text

File #: 25-0217, **Version:** 1

ITEM TITLE:

Approval of Minutes for Regular Council Meeting of April 15, 2025

SUBMITTED BY: Elise Sorum-Birk, Deputy City Clerk

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

Review and approve minutes.

SUMMARY STATEMENT:

The minutes from the Regular Meeting held on April 15, 2025 are attached for review and approval.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - DRAFT

Tuesday, April 15, 2025

7:00 PM

Regular Meeting

Council Chambers

City Council

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: 4 - Mayor Pro Tem Austin Love
Council Member Sharon Scheidt
Council Member Jimmy Devens
Council Member Joseph Lally

Excused:3 - Mayor Dennis Fleming
Council Member Alan Sorum
Council Member Olivia Foster

Also Present: 4 - City Clerk Sheri Pierce
Deputy City Clerk Elise Sorum-Birk
Assistant City Manager Bart Hinkle
Assistant City Manager Nathan Duval

IV. APPROVAL OF MINUTES

- 1. Approval of Minutes of Special Meeting March 18, 2025, and Special Meeting March 20, 2025**

V. PUBLIC APPEARANCES

- 1. Public Appearance: Allie Steed, SWAN**

Ms. Steed invited those listening to attend the Break-Up Break-Down, the SWAN sponsored sober safe dance.

- 2. Public Appearance: Allie Steed, Valdez Senior Center**

Ms. Steed provided a brief update on programs provided by the Valdez Senior Center, including Meals on Wheels, congregate meals, and the ride program.

VI. PUBLIC BUSINESS FROM THE FLOOR

Jessica Vincent, 6th Grade teacher, thanked the Clerk’s Office and former Mayor Scheidt for participating in the "If I were Mayor" event.

Jeff Saxe, Valdez Resident, requested an update on lawn maintenance along the Meals/ Richardson Highway. He shared his desire for inclusion of the local campgrounds and RV parks in conversations regarding camping and RV Parks.

VII. CITY BOARDS & COMMISSIONS: REPORTS & REFERRALS

VIII. CONSENT AGENDA

- 1. Approval of Senior Citizen Hardship Property Tax Exemption for Barbara Ezell**
- 2. Proclamation: Child Abuse Awareness Month**
- 3. Proclamation: Sexual Assault Awareness Month**
- 4. Proclamation: Public Safety Telecommunicators Week 2025**
- 5. Proclamation: Animal Care and Control Officer Appreciation Week 2025**
- 6. Proclamation Recognizing the Valdez Dance Company**
- 7. Approval of 1-year Extension and Modification of Contract with X-DLX Investments for Maintenance of Turf, Landscape and Pond Water**
- 8. Approval To Go Into Executive Session Re: City Manager Applications**

MOTION: Council Member Scheidt moved, seconded by Council Member Lally, to approve the Consent Agenda.

VOTE ON THE MOTION.

Yays: 4 - Love, Scheidt, Devens, Lally

Absent: 3 - Fleming, Sorum, Foster

MOTION CARRIED.

IX. NEW BUSINESS

- 1. Approval to Sell Surplus 2003 Ford E450 on GovDeals.com**

MOTION: Council Member Scheidt moved, seconded by Council Member Lally, to Approve the sale of the surplus 2003 Ford E450 vehicle on GovDeals.com, with a reserve price of \$17,000.50, as recommended by the City Manager.

VOTE ON THE MOTION.

Yays: 4 - Love, Scheidt, Devens and Lally

Absent: 3 - Fleming, Sorum and Foster

MOTION CARRIED.

- 2. Approval of Contract Award with PTP Construction Services LLC for the Senior Center Siding Repair Project in the Amount of \$145,775.00**

MOTION: Council Member Lally moved, seconded by Council Member Scheidt, to Approve the Contract Award with PTP Construction Services LLC for the Senior Center Siding Repair project in the amount of \$145,775.00.

Council Member Scheidt asked why one bid was so much lower. Capital Facilities Director Nate Duval reviewed conversation had with the company and noted their confidence.

VOTE ON THE MOTION.

Yays: 4 - Love, Scheidt, Devens and Lally

Absent: 3 - Fleming, Sorum and Foster

MOTION CARRIED.

X. ORDINANCES

Council Member Foster joined the meeting virtually.

2. #25-05 - Amending Chapter 3.12 of the Valdez Municipal Code Entitled Property Taxes. First Reading. Public Hearing.

MOTION: Council Member Scheidt moved, seconded by Council Member Lally to approve Ordinance #25-05.

Attorney Staser recommended postponing indefinitely.

MOTION: Council Member Devens moved, seconded by Council Member Lally, to postpone indefinitely.

VOTE ON THE MOTION.

Yays: 5 - Love, Scheidt, Devens, Foster, and Lally

Absent: 2 - Fleming and Sorum

MOTION CARRIED.

1. #25-04 - Amending Chapter 10.20 of the Valdez Municipal Code Titled Recreational Vehicle Parks and Tent Camping. Second Reading. Adoption.

MOTION: Council Member Lally moved, seconded by Council Member Foster, to approve Ordinance 25-04 in second reading for adoption.

Council Member Scheidt stated she intended to not support 25-04. She appreciated the work which had been put into it but felt there needed to be restrictions in place.

Council Member Devens cited concerns regarding a lack of transparency shared in a letter received from a member of the public

MOTION: Council Member Devens moved to postpone indefinitely. Motion died for lack of a second.

Council Member Lally asked if Staff had met with the RV parks yet. City Manager

Hinkle stated Police Chief King was in the process of scheduling the meeting.

Council Member Foster stated the ordinance was needed from a safety perspective, to prevent camping in unsafe locations.

Jeff Saxe, Eagle's Rest RV Park, shared concern over the City being in direct competition with the local campgrounds and RV parks.

Kate Spadafora, Valdez RV Park, shared her opposition to the ordinance outside of extreme scenarios.

John Spadafora, Valdez RV Park, asked if the State had been approached about the issue on State property.

Council Member Lally stated because the meeting with the RV parks and campgrounds had not occurred yet, he would like to see the ordinance postponed.

MOTION: Council Member Lally moved, seconded by Council Member Devens to postpone Ordinance 25-05 to the next regular meeting.

Saxe supported postponing until after the meeting between Staff and the RV parks.

VOTE ON THE MOTION.

Yays: 5 - Love, Scheidt, Devens, Foster, and Lally

Absent: 2 - Fleming and Sorum

MOTION CARRIED.

XI. RESOLUTIONS

1. #25-16 - Waiving the Solid Waste Fees for Certain Items During the 2025 Community Clean-up Event

MOTION: Council Member Devens moved, seconded by Council Member Lally, to approve Resolution 25-16.

VOTE ON THE MOTION.

Yays: 5 - Love, Scheidt, Devens, Foster, and Lally

Absent: 2 - Fleming and Sorum

MOTION CARRIED.

2. #25-17 - Authorizing the Execution of a Cooperative Participation Agreement Among Alaska Municipalities and School Districts Creating Alaska Public Risk Alliance (APRA)

MOTION: Council Member Scheidt moved, seconded by Council Member Devens, to approve Resolution 25-17.

Mayor Pro Tem Love requested additional information on the following:

- What would this insurance cover?
- Would it allow entities such as the City of Valdez to join municipal pools in other states?
- When would we find out if the rates would be reasonable?

Finance Director Nelson addressed each question, and noted he hoped to have insurance figures on the first June Council meeting agenda.

VOTE ON THE MOTION.

Yays: 5 - Love, Scheidt, Devens, Foster, and Lally

Absent: 2 - Fleming and Sorum

MOTION CARRIED.

XII. REPORTS

- 1. Auction Report: 2008 Ford F150**
- 2. Monthly Treasury Report: February 2025**
- 3. Procurement Report: Contract with Digitize for Emergency Self-Monitoring in the Amount of \$67,940.00.**
- 4. Report: Carry Forward Resolution**
- 5. Emergency Communications System Project Overview**

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

1. City Manager Report

Interim City Manager Hinkle shared his experience with the "If I Were Mayor" program and shared his gratitude for the entire Valdez Dance Company competitive team attending the meeting. He thanked those who traveled to lobby for City efforts in Washington DC. He turned his time over to Community Development Huber to give a brief presentation on new plans management software.

2. City Clerk Report

City Clerk Pierce shared her gratitude for the "If I Were Mayor" program. She reviewed the upcoming Council calendar, including the upcoming decommissioning of the Coast Guard Cutter, the Boards & Commissions dinner, and Strategic Planning.

3. City Attorney Report

City Attorney Staser provided an update on legal matters his office was pursuing on behalf of the city, including Alderwood, escaped property, the Contingency Plan renewal, and Board of Equalization processes.

4. City Mayor Report

Mayor Pro Temp Love thanked Council Members Lally and Devens for going to Washington, D.C. to advocate for the City of Valdez, as well as city staff who also traveled.

XIV. COUNCIL BUSINESS FROM THE FLOOR

Council Member Devens requested staff bring forward a proclamation recognizing the month of May as Foster Care Awareness Month.

Council Member Lally shared his experience traveling to Washington, D.C. and thanked those who offered their support.

Council Member Scheidt echoed gratitude for those advocating on the city's behalf. She thanked those volunteers who partnered in the recent Copper Basin spay, neuter, and vaccination clinic.

Council Member Foster reminded those listening it was Tax Day.

XV. EXECUTIVE SESSION

XVI. RETURN FROM EXECUTIVE SESSION

XVII. ADJOURNMENT

XVIII. APPENDIX

- 1. Legal Billing Summary - January and February 2025**
- 2. APRIL 2025 CALENDAR**



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Legislation Text

File #: 25-0242, **Version:** 1

ITEM TITLE:

Proclamation: National Trails Day 2025

SUBMITTED BY: Elise Sorum-Birk, Deputy City Clerk

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

n/a

SUMMARY STATEMENT:

A proclamation recognizing Saturday, June 7, 2025 as Trails Day in Valdez is attached.



PROCLAMATION

NATIONAL TRAILS DAY – JUNE 7, 2025

WHEREAS, the American Hiking Society's National Trails Day, is a celebration of America's trail system occurring annually on the first Saturday in June dedicating a day of public events when thousands of hikers, bikers, rowers, horseback riders, trail clubs, federal and local agencies, land trusts, and businesses come together in partnership to advocate for, maintain, and clean up trails; and

WHEREAS, our local trail system is an important community resource for promoting tourism and economic development, and contributing to the physical health and mental well-being of Valdez citizens; and

WHEREAS, residents and visitors to Valdez appreciate the hard work and tireless dedication of City Parks maintenance staff, and Valdez Adventure Alliance in their efforts to develop and maintain Valdez area trails; and

WHEREAS, Valdez Adventure Alliance, as a leader in local recreational and stewardship efforts, has registered a community service project for National Trails Day to benefit our local trail system.

NOW, THEREFORE, I, Dennis Fleming, Mayor of the City of Valdez, do hereby proclaim Saturday, June 7, 2025, to be

Trails Day

in Valdez and encourage residents and visitors to support the nationwide movement by committing to take action in 2025 to advocate for development, maintenance, and equitable access to our unparalleled outdoor spaces from Port Valdez to the summits of our spectacular mountains.

Dated this 29th day of April, 2025.

CITY OF VALDEZ, ALASKA

ATTEST:

Dennis Fleming, Mayor

Sheri L. Pierce, MMC, City Clerk



Legislation Text

File #: 25-0246, **Version:** 1

ITEM TITLE:

Approval To Go Into Executive Session Regarding TAPS Ad Valorem Tax Litigation and Settlement Strategy

SUBMITTED BY: Jake Staser, City Attorney

FISCAL NOTES:

Expenditure Required: na
Unencumbered Balance: na
Funding Source: na

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

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

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

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



Legislation Text

File #: 25-0244, **Version:** 1

ITEM TITLE:

Approval of Certificate of Public Convenience and Necessity (For Hire Vehicle License) for Valdez Trolley Tours

SUBMITTED BY: Elise Sorum-Birk, Deputy City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

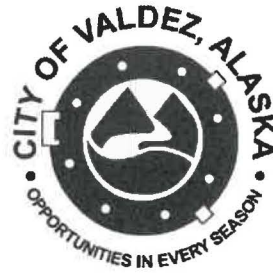
n/a

SUMMARY STATEMENT:

In accordance with Chapter 5.16 of the Valdez Municipal Code, Valdez Trolley Tours (Robe River LLC) has applied for a Certificate of Public Convenience and Necessity (for hire vehicle license) with the City Clerk's Office. This is a renewal application.

Attached is the completed application packet received by the City Clerk's office. Chauffer's licenses for drivers had not been processed at the time of application, but the Police Department has confirmed issuance.

The company may add or remove vehicles and drivers to their Certificate throughout the year by providing proper required documentation to the City Clerk's office, to include vehicle permits/inspections/insurance and copies of chauffeur's licenses. There is no cost to add vehicles or drivers and a new paper certificate is issued each time a change is made. Additions do not change the expiration date of the Certificate.



Certificate of Public Convenience and Necessity

Application Check List

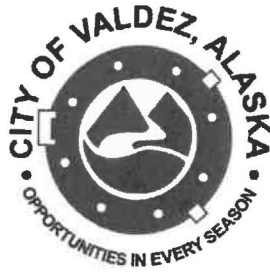
Submit all documents in one package.

Receipt for Renewal Application Fee (\$100) <i>ok</i>	✓
List of rates/fares (taxi only)	<u>NA</u>
Route description/ map (taxi only)	<u>NA</u>
State of Alaska business registration ✓	✓
City of Valdez business registration ✓ <i>APPLIED FOR 2/26/2025 received 4/16/2025 ✓</i>	✓
Copy of Company Liability Insurance Certificate ✓ (with City of Valdez named as additional insured)	✓
List of Current Drivers <i>JAMES G. MCCAY</i>	
Copies of Chauffeur's License for each driver (issued by PD) <i>Pending.</i>	
List of Vehicles on file	2

Make and Model: FORD License Plate:	Vehicle for Hire Permit <small>(issued by PD)</small>	✓
	Hire Vehicle Inspection Form (Must be complete & signed by Inspecting Officer with all issues resolved prior to submittal) <small>(issued by PD)</small>	✓
	Current Vehicle Insurance	✓
Make and Model: MERCEDES VAN License Plate:	Vehicle for Hire Permit <small>(issued by PD)</small>	✓
	Hire Vehicle Inspection Form (Must be complete & signed by Inspecting Officer with all issues resolved prior to submittal) <small>(issued by PD)</small>	✓
	Current Vehicle Insurance	
Make and Model: License Plate:	Vehicle for Hire Permit <small>(issued by PD)</small>	
	Hire Vehicle Inspection Form (Must be complete & signed by Inspecting Officer with all issues resolved prior to submittal) <small>(issued by PD)</small>	
	Current Vehicle Insurance	
Make and Model: License Plate:	Vehicle for Hire Permit <small>(issued by PD)</small>	
	Hire Vehicle Inspection Form (Must be complete & signed by Inspecting Officer with all issues resolved prior to submittal) <small>(issued by PD)</small>	
	Current Vehicle Insurance	

For Clerk's Office Use Only

Date application and supporting documentation submitted: _____
Date application verified as complete, to include policy expiration dates: _____
Meeting date application sent to City Council: _____ Approved/Disapproved (Circle One)
Date Public Convenience and Necessity Certificate Issued: _____
Date Notification of Disapproval Given to Owner (if applicable): _____



**2025 APPLICATION FOR RENEWAL OF
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY**

Please complete the following form and provide the documentation requested on the attached checklist to the City Clerk' Office in a single packet.

Date: 4/15/2025

Legal Name of and Address of Applicant Company:

ROBE RIVER LLC

Name and Address of Owner, Partners or Corporate Officers:

MARGARENA MCCAY [REDACTED] VALDEZ, AK 99686

JAMES MCCAY [REDACTED] VALDEZ, AK 99686

Insurance Carrier and Policy No.

Location of Dispatch Office or Terminal:

455 9th Street

Telephone No: [REDACTED]

Number of Vehicles by Virtue of this Certificate: 2

Are there any changes to your current routes from the previous year (taxi only)?

Yes No N/A

If you answered yes, please describe changes:

Are there any changes to your rate/fare from the previous year (taxi only)?

Yes No N/A

Number of Drivers by Virtue of this Certificate: 2

All employees operating vehicles for hire within the City of Valdez must possess a valid Chauffer's license issued by the City.

Renewal Application Fee: \$100. Please visit the City Hall front office or call (907) 835-4313 to pay your fee for the current permit year. You may also submit a check payable to the City of Valdez with this application.

I, MAGDALENA MCCAY owner/agent for Robe River LLC hereby agree to maintain a written record of all dispatches of vehicles operated under the above company license; including names of all chauffeurs of such vehicles and dates and hours of their employment on each vehicle operated under such license. All such records shall be preserved by the above firm for not less than two years and shall be made available to the City of Valdez upon request. I further agree to comply with all regulations and requirements in Chapter 5.16 of the Valdez Municipal Code.

Magdalena McCay
Signature of Owner/Agent

Subscribed and sworn to before me this 24th day of April, 2025.



Katherine Carr

Notary Public in and for the State of Alaska

My Commission Expires: March 19, 2027



City of Valdez
 212 Chenega Ave | PO Box 307
 Valdez, AK 99686
 (907) 835-4313
 www.valdezak.gov

XBP Confirmation Number: 229450620

Transaction detail for payment to City of Valdez. Date: 04/23/2025 - 5:14:08 PM MT
 Transaction Number: 241488004
 Mastercard — XXXX-XXXX-XXXX-9926
 Status: Successful

Account #	Item	Receipt Number	Void Receipt Number	Quantity	Item Amount
001000032200	XBP Misc Payments Clearing 001000032200			1	\$10.00
Notes: Chauffer's License					
001000032200	XBP Misc Payments Clearing 001000032200			1	\$100.00
Notes: For-hire License					

TOTAL: \$110.00

Billing Information
 James Glenn McCay
 99686

Transaction taken by: Admin radotich

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

Robe River, LLC

is licensed by the department to do business as

Valdez Trolley Tours

PO Box 1293, Valdez, AK 99686

for the period

February 26, 2025 to December 31, 2026
for the following line(s) of business:

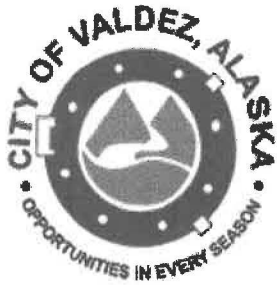
48-49 - Transportation and Warehousing



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner



City Of Valdez 2025 Business Registration

Business Name Valdez Trolley and Bus Tours

Physical Address 455 9th Street
Valdez, AK, 99686

Business Phone Number (907) 834-3401

Owner or Primary Contact Magdalena McCay

Business Description
Transportation rentals: Vehicles, bikes, boats, and a trolley.

ISSUED BY
City of Valdez
Community Development Department
212 Chenega Ave

PO Box 307
Valdez, AK 99686

communitydevelopment@valdezak.gov
Phone: 907-834-3401

Approval Status

Approved

APPROVED BY:
Kate Huber - Community
Development Director

Approval Date 04/16/2025

Expiration Date 12/31/2025

Auto ID COV Business ID: 2025-379

This license is non-transferable and is issued in compliance with the City of Valdez, AK per Valdez Municipal Code 5.04.

Expired
waiting for
PD to
print
new one.

City of
Valdez



Chauffeurs

12/31/2024 12:00:00 AM



JAMES MCCAY

25

City of Valdez, Alaska
2025 FOR HIRE VEHICLE PERMIT

Registered Owner of Vehicle

Name: Robe River LLC
Address: PO, Box [REDACTED] VALDEZ, AK 99686

Owner of Certificate of Public Convenience:

Name: Robe River LLC
Address: 455 9th St or PO, Box [REDACTED] VALDEZ, AK

Vehicle License No: [REDACTED]

VIN#: [REDACTED]

Make: FORD

Model: TROLLEY

Color: RED/GREEN

Insurance Company: ACORD

Policy# [REDACTED]

Vehicle Inspected by: King / 201

Date of Inspection: 4.22.25

Signature of Registered Owner: [Signature]

Signature of Holder of Certificate of Public Convenience: [Signature]

Permit issued on 4.22.25

Authorized By: [Signature]

Bart Hinkle, Chief of Police
Kalin King

**CITY OF VALDEZ
FOR HIRE VEHICLE INSPECTION**

Company: Robe River LLC FOR HIRE VEHICLE ID#: _____

ADDRESS: PO Box [REDACTED] TELEPHONE #: [REDACTED]

REGISTERED OWNER OF VEHICLE: Robe River LLC

VEHICLE MAKE: Ford MODEL: Trolly VEHICLE YEAR: 1996

VEHICLE LICENSE #: 94120C / L6P784 VEHICLE VIN #: [REDACTED]

INSPECTING OFFICER: King / 201 DATE OF INSPECTION: 4.22.25

ITEM	GOOD	FAIR	NEEDS REPAIR	REMARKS OR INSTRUCTIONS
Head Lights	✓			
Tail Lights	✓			
Brake Lights	✓			
Emergency Flashers	✓			
Back Up Lights	✓			
Turn Signals	✓			
Top "Taxi" Light				
Interior Light	✓			
Horn	✓			
Windshied Wipers	✓			
Exhaust System	✓			
Tires	✓			
Vehicle Marked	✓			
Proper Lettering	✓			
License Plate Light	✓			
Steering	✓			
Brakes	✓			
Interior Condition	✓			

City of Valdez, Alaska
2025 FOR HIRE VEHICLE PERMIT

Registered Owner of Vehicle

Name: Robe River LLC
Address: Po. Box 1293 VALDEZ AK 99686

Owner of Certificate of Public Convenience:

Name: Robe River LLC
Address: 455 9th St / Po. Box [REDACTED] VALDEZ AK 99686

Vehicle License No: [REDACTED]

VIN#: [REDACTED]

Make: MERCEDES

Model: VAN

Color: WHITE

Insurance Company: ACORD

Policy# [REDACTED]

Vehicle Inspected by: King / 201

Date of Inspection: 4.22.25

Signature of Registered Owner: Maydalen Alch

Signature of Holder of Certificate of Public Convenience: Maydalen Alch

Permit issued on 4.22.25

Authorized By: [Signature]

Bart Hinkle, Chief of Police

Kalin King

CITY OF VALDEZ
FOR HIRE VEHICLE INSPECTION

Company: Robe River LLC FOR HIRE VEHICLE ID#: _____

ADDRESS: PO Box 1293 TELEPHONE #: 907 835 5514

REGISTERED OWNER OF VEHICLE: Robe River LLC

VEHICLE MAKE: Mercedes MODEL: Van VEHICLE YEAR: 2017

VEHICLE LICENSE #: 1K1B153 VEHICLE VIN #: [REDACTED]

INSPECTING OFFICER: King / 201 DATE OF INSPECTION: 4.22.25

ITEM	GOOD	FAIR	NEEDS REPAIR	REMARKS OR INSTRUCTIONS
Head Lights	✓			
Tail Lights	✓			
Brake Lights	✓			
Emergency Flashers	✓			
Back Up Lights	✓			
Turn Signals	✓			
Top "Taxi" Light				
Interior Light	✓			
Horn	✓			
Windshied Wipers	✓			
Exhaust System	✓			
Tires	✓			
Vehicle Marked	✓			
Proper Lettering	✓			
License Plate Light	✓			
Steering	✓			
Brakes	✓			
Interior Condition	✓			



Vehicle Insurance Identification Card

UMIALIK
INSURANCE COMPANY

Umialik Insurance Company

Insured

ROBE RIVER LLC
DBA VALDEZ STAY & PLAY

Agency

SILVA INSURANCE SERVICES LLC
234 W EVERGREEN AVE
PALMER, AK 99645-6951

907-746-2990

LAW REQUIRES ID CARD TO BE CARRIED IN VEHICLE AT ALL TIMES

THE COVERAGE PROVIDED BY THIS POLICY MEETS THE MINIMUM LIABILITY LIMITS PRESCRIBED BY LAW

Policy Number

Effective Date

MAY 8, 2025

Expiration Date

MAY 8, 2026

Vehicle Description

Year Make/Model

2017 MERCEDES 3500 PSGR VAN

Vehicle ID Number

(Fold Here)



UMIALIK
INSURANCE COMPANY

IN THE EVENT OF AN ACCIDENT, PLEASE FOLLOW THESE STEPS:

1. Remain Calm. **Protect your family members or passengers and your property.**
2. If someone is injured, obtain first aid by **calling 911.**
3. **Do not leave** the scene of an accident.
4. **Always notify law enforcement.** They will let you know if an officer needs to be present at the scene.
5. **Do not admit fault** or make any comment or statement regarding the accident except to the police or an identified representative of Umialik Insurance.
6. **Complete the back portion of this form.** Get the full names, complete addresses, license numbers and phone numbers of each driver, passenger, and witness as well as license plate numbers of all involved vehicles.
7. **Promptly notify your agent or Umialik Insurance** of all accidents, regardless of fault and even if damage is minor.

TO REPORT A CLAIM:

Call: (800)251-3563

Online: www.umialik.com

**Agent: SILVA INSURANCE SERVICES LLC
(907)746-2990**



Legislation Text

File #: 25-0247, **Version:** 1

ITEM TITLE:

Discussion Item: Insurance Renewal

SUBMITTED BY: Jordan Nelson, Finance Director

FISCAL NOTES:

Expenditure Required: none

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

Provide feedback and/or direction to staff

SUMMARY STATEMENT:

Staff is contemplating a change to the City's property insurance carrier pursuant to a compelling quote received and presented to management by the City's property/casualty insurance broker Hale & Associates. Broker David Hale will be present online to discuss specifics and staff will provide operational implications.



Legislation Text

File #: ORD 25-0004, **Version:** 1

ITEM TITLE:

#25-04 - Amending Chapter 10.20 of the Valdez Municipal Code Titled Recreational Vehicle Parks and Tent Camping. First Reading. Public Hearing. POSTPONED: 4/15/25, 4/30/25, 5/7/25. AMENDED: 3/18/25, 5/20/25.

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

FISCAL NOTES:

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

RECOMMENDATION:

Approve Ordinance 25-04 in first reading for public hearing.

SUMMARY STATEMENT:

Ordinance 25-04 is attached for review.

This ordinance amends Chapter 10.20 of the Valdez Municipal Code relating to Recreational Vehicle and Tent Camping. This section of code has not been updated since 1996. Ordinance 25-04 seeks to outline rules for limited camping and RV parking in areas not designated as RV Parks & Campgrounds under Title 17 and to clarify the process for issuing permits and designating areas. The ordinance brings alignment with the recently adopted Title 17, which now includes more detailed standards for RV Parks & Campgrounds.

In existing code, Section 10.20.030 calls for a permit for RV Parking in designated areas of the city by permit from the City Manager's office. Although RV camping has become more and more popular in recent years, the permit program was not implemented until last summer. Due to concerns about RVs parked in areas that are not appropriate within the City, the Chief of Police/Assistant City Manager formed a committee of department heads to explore solutions to the issue. During the summer of 2024, under the recommendation of the group, City Administration began issuing permits for a handful of designated areas as a temporary solution.

The group, which also includes the Capital Facilities Director, Community Development Director, Parks & Rec Director, Public Works Director, City Clerk, City Attorney, and Lt. Kalin King has developed the draft ordinance.

TIMELINE:

3/18/25: Introduced in First Reading; amend adopted to section 10.20.040(b) by striking language "limited to no more than 2 tents for a period not to exceed 30 days"

4/15/25: Ordinance incorrectly moved to second reading; postponed to next regular meeting pending accompanying resolution

4/30/25: Postponed to next regular meeting pending accompanying resolution

5/7/25: Postponed to next regular meeting pending accompanying resolution

5/20/25: Ordinance returned to first reading to correct process oversight; Rough draft of accompanying resolution put forward as a discussion item; three conceptual amendments adopted to:

- 1) Specify that no camping areas are only from Airport Road into town;
- 2) Incorporate the designated areas named in the draft resolution with the exception of South Harbor (Gold Fields, Airport, Glacier Lake, plus HHES and VHS (for school events only with permission of schools);
- 3) Include a \$50 per night permit fee for approved designated areas.

Due to the additional adopted amendments 5/20/25 and ORD 25-04 will remain in first reading.

Staff note on attached version of Ordinance 25-04:

- Original proposed changes indicted with Red underlined to for new language and ~~strikethrough~~ for deleted language
- 3/18 adopted amendment is indicated in Purple under 10.20.040 (page 5)
- 5/20 adopted amendments are indicated in Blue in the following areas
 - o 10.20.020 Definitions: Under definition of "designated area" (page 2)
 - o 10.20.030 Use and parking of recreational vehicles outside of a recreational vehicle park (pages 2-3)
 - o 10.20.040 Tent Camping Prohibited Exceptions (page 5)

Additional staff note:

There appears to be some conflict between 2 of the 3 amendments from 5/20, since two of the adopted designated areas (Gold Fields and Glacier Lake) are located on the opposite side of Airport Road from the adopted boundary. Further discussion may be needed on the implications of this code language.

CITY OF VALDEZ, ALASKA

ORDINANCE #25-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA AMENDING CHAPTER 10.20 OF THE VALDEZ MUNICIPAL CODE TITLED RECREATIONAL VEHICLE PARKS AND TENT CAMPGROUNDS

WHEREAS, it is the intent of the city to set reasonable standards for recreational vehicles and tent camping within the city in designated areas; and

WHEREAS, this ordinance brings alignment with Title 17 of the Valdez Municipal Code, which includes detailed standards for RV Parks & Campgrounds.

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

Section 1: Chapter 10.20 of the Valdez Municipal Code is hereby amended to read as follows:

Chapter 10.20

RECREATIONAL VEHICLE PARKS AND TENT CAMPING ~~CAMP~~ GROUNDS

Sections:

10.20.010	Purpose.
10.20.020	Definitions.
10.20.030	Use and parking of recreational vehicles outside of a recreational vehicle park
10.20.040	Location. <u>Tent camping prohibited—Exceptions.</u>
10.20.050	Recreational vehicle park standards.
10.20.060- <u>050</u>	Tent camping prohibited—Exceptions. <u>Penalties.</u>
10.20.070	Other requirements for tent camping in public areas.

10.20.010 Purpose.

The purpose of this chapter is to set reasonable standards for recreational vehicle parks and tent camping ~~campgrounds~~ within the city in locations other than established recreational vehicle parks and campgrounds permitted under Title 17 of this code. It is the intent of the city to assure that the public health, safety and welfare of the community is preserved and protected while not creating burdensome and unduly restrictive regulations that would deter recreational vehicle travelers and tent campers from visiting Valdez. (Ord. 96-09 § 1 (part))

10.20.020 Definitions.

As used in this chapter:

“Recreational vehicle” means a vehicular-type unit primarily designed as temporary living quarters for recreational, camping, or travel use, or other temporary occupancy use, which either has its own motive power, or is mounted on or drawn by another vehicle. Examples include the basic entities are: travel trailer, camping trailer, truck camper, and motor home, and other similar vehicles.

“Recreational vehicle park or campground” means a lot or portion of a lot where ~~plot of land upon which~~ two or more recreational vehicles sites or tents are parked, camped, leased or rented for located, established or maintained for occupancy by recreational vehicles of the general public as temporary living quarters occupancy for recreation or vacation purposes. A recreational vehicle park or campground may be improved or unimproved providing remote, rural or nonrural settings that may or may not include improvements and amenities such as water, showers, electricity, a dump station, cable television, internet service or similar services.

~~“Recreational vehicle site” means a plot of ground within a recreational vehicle park intended for the accommodation of a recreational vehicle, at tent, or other individual camping unit on a temporary basis.~~

“Designated area” means any designated area of land owned or controlled by the City other than established recreational vehicle parks or campgrounds permitted under Title 17 identified by the City Manager-city council as suitable for temporary recreational vehicle camping in compliance with this chapter. The following locations within city limits are named as designated areas: Valdez Gold Fields, Glacier Lake Recreation Area, Pioneer Field Airport, Valdez High School, and Hermon Hutchens Elementary School. Permits issued for the Valdez High School and Elementary School will be issued in consultation with the School District Administration for school sponsored events.

“Tent” means a portable, collapsible, enclosed shelter made of canvas or nylon, or comparable material, stretched and sustained by poles, which has been specifically designed and manufactured for temporary use for camping.

“Tent Camper” ~~“Tenter”~~ shall be defined as a person or party or persons camping in a tent or in the open.

~~“Tent campground” shall be defined as an area, lot or portion of a lot where two or more recreational vehicles are parked or camped for temporary occupancy. (Ord. 96-09 § 1 (part))~~

10.20.030 Use and parking of recreational vehicles outside of a recreational vehicle park.

A. No recreational vehicle may be parked and occupied on city streets located north or west of Airport Road or in areas where such prohibition is posted or otherwise prohibited by the code.

B. No recreational vehicles may be parked and occupied in city parking lots, ~~or and on other city controlled property without located north or west of Airport Road except in designated areas as permitted under this section. and after obtaining a permit for that purpose from the city manager or his their designee. A permit may be obtained by submitting an application in the form and manner prescribed by the City Manager. The permits under this section shall not exceed three days, with the option for renewal at the discretion of the City Manager or their designee.~~

C. A recreational vehicle may be parked for temporary occupancy in a designated area defined in this chapter after obtaining a permit for that purpose. A permit may be obtained by submitting an application in the form and manner prescribed by the city manager. A permit issued under this section shall not exceed three days, with the option for renewal at the discretion of the city manager or their designee. A fee of fifty dollars per day applies to permits issued under this section.

~~G.D. One recreational vehicles may be parked for temporary occupancy on a lot in residential zoning districts R1, R2, RR, and NMU for a period of no longer than thirty days. all single-family residential zone districts Such occupancy must be with the owner's permission and in compliance with applicable laws.~~

~~D. E. One recreational vehicle may be parked for temporary occupancy with water and sewer hookups on a lot in all commercial-zoned commercial zoning districts CB and G for a period of no longer than one hundred eighty days. Such occupancy must be with the owner's permission and in compliance with applicable laws.~~

~~E. Except as provided otherwise, it is a violation of this code for a person in charge of a premises within the city to permit or allow camping without a valid permit from the city and if required, a state of Alaska Public Accommodation Permit.~~

~~F. E. F. Up to three recreational vehicles may be parked for overnight camping on property belonging to a local private club or lodge for a period of no longer than three days provided the following conditions are met:~~

1. Sufficient off-street parking remains for patrons of the establishment.
2. The recreational vehicles are fully self-contained.
3. The private club or lodge has granted permission for overnight parking; and
4. The owners of the recreational vehicles must be out-of-town members of the local private club or lodge.

~~F. G. Camping not in conformance with this Chapter may be permitted pursuant to Section 17.12.120 of this code entitled Temporary Land Use Permits.~~

10.20.040 — Location.

~~Recreational vehicle parks are permitted in the public lands zoning district; are allowed as a conditional use in the commercial residential zoning district, the general commercial zoning district, and the light industrial zoning district. (Ord. 96-09 § 1 (part))~~

10.20.050 — Recreational vehicle park standards.

~~A. — Standards Generally. Recreational vehicle parks shall meet the design and performance standards set forth herein as well as those mandated by state and local law. Such standards include but are not limited to those regulating wastewater disposal, drinking water and restrooms. The facilities must be in compliance with all building, plumbing, electrical, fire and other applicable codes.~~

~~B. — Site Plan. The applicant shall provide a site plan drawn at a scale in which all of the requirements of this section are clearly shown. In addition, the following shall be shown:~~

~~1. — Name of the recreational vehicle park or campground, ownership, name of developer, scale, north arrow, date, and location map showing the location of the park or campground;~~

~~2. — Identification of each recreational vehicle site by number.~~

~~C. — Separation Requirements. The following requirements shall apply to all buildings, structures and recreational vehicles within a park or campground.~~

~~1. — Distance Between Structures and Recreational Vehicles. The minimum side-to-side spacing between recreational vehicles and/or other permitted buildings or structures and any subsequent additions thereto shall not be less than ten feet.~~

~~2. — Site Width. Each recreational vehicle site shall not be less than ten feet plus the width of the recreational vehicle.~~

~~D. — Design of Entrances and Exits. Entrances and exits shall be designed for safe and convenient movement of traffic into and out of the park, and to minimize hazards with traffic on adjacent streets. No entrance or exit shall require a turn at an acute angle for vehicles moving in the direction intended. No object or material impediment to visibility shall be created, placed or maintained which obscures the view of an approaching driver in the right lane of the street. No entrance or exit shall be located nearer than thirty feet from any street intersection, or ten feet from the radius point, whichever is more.~~

~~E. — Internal Streets. Streets shall be provided in the park or campground where necessary to furnish principal trafficways for safe and convenient access to all sites and to facilities for common use by park or campground occupants.~~

~~F. — Street Alignment and Gradient. Street alignment and gradient shall be designed and constructed to ensure the safe movement of traffic, and to satisfactorily control surface water.~~

~~G. — Street Surfacing. Streets shall consist of a sound all-weather driving surface consisting of gravel, cinders, asphalt or concrete.~~

H. ~~Street Widths. Internal streets shall meet the following minimum size standards:~~

1. ~~Twenty feet wide access road in front of or behind each site;~~

2. ~~Street widths at access points where traffic enters or leaves the park, shall be of sufficient size to permit free movement from or to the stream of traffic on the adjacent public streets, and no parking shall be permitted which in any way interferes with such free movement.~~

I. ~~Disposal of Sewage and Providing of Water. Disposal of wastewater and providing of drinking water shall comply with the Uniform Plumbing Code as adopted by the city. (Ord. 96-09 § 1 (part))~~

10.20.060 040 Tent camping prohibited—Exceptions.

No tent tenters campers shall camp in the city, on city controlled property located north or west of Airport Road except tent tenters campers who:

A. Camp in established recreational vehicle parks or campgrounds. ~~designated areas within the city;~~

~~B. Camp in tent campgrounds approved by the city as camping areas.~~

C. ~~Camp not less than one-quarter mile from any roadway, or not less than one hundred yards from any public trail, unless posted “No Camping” or “No Trespassing”;~~

~~B.D. Camp on private property with the permission of the owner, limited to no more than two tents for a period not to exceed thirty days. (Ord. 96-09 § 1 (part))~~

10.20.050 Penalties.

The penalty for violations of this chapter shall be as reflected in the fine schedule set forth in this section. Court appearance is optional upon citation for a violation of those sections of this chapter that appear in the fine schedule set out in Section 1.08.030 and as reflected in the fine schedule set forth in this section.

<u>Code Section</u>	<u>OFFENSE DESCRIPTION</u>	<u>Court Appearance</u>	<u>Penalty/Fine</u>
<u>10.20.030</u>	<u>Use and parking of recreational vehicles outside of a recreational vehicle park</u>	<u>Optional</u>	<u>\$300</u>
<u>10.20.040</u>	<u>Tent camping prohibited</u>	<u>Optional</u>	<u>\$150</u>

10.20.070 — Other requirements for tent camping in public areas.

A. ~~Tenters shall maintain and keep the tent area:~~

1. ~~In a clean, orderly and sanitary condition at all times; and~~

~~2. Free of any hazard or condition which could affect the health and safety of the occupants or the general public; and~~

~~3. Free of refuse while camping and all refuse must be disposed of before leaving the camping area; and~~

~~4. Free of conditions which could tend to attract, harbor or breed insects, pests or wildlife.~~

~~B. The following shall not be permitted:~~

~~1. Tents that do not fall within the definition of "tent" as set forth in Section 10.20.020(D). Types of shelters or structures that are not permitted include, but are not limited to, those that are not portable or collapsible and those not made of canvas or nylon or comparable material. Shelters or structures made of wood, cardboard, visqueen or porous materials are expressly prohibited.~~

~~2. Tenters are prohibited from bringing dogs into or keeping dogs in any tent campground posted off limits to dogs by order of the city manager. (Ord. 96-09 § 1 (part))~~

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA this _____ day of _____, 2025.

CITY OF VALDEZ, ALASKA

ATTEST:

Dennis Fleming, Mayor

Sheri L. Pierce, MMC, City Clerk

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

APPROVED AS TO FORM:

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



Legislation Text

File #: TMP 25-0202, **Version:** 1

ITEM TITLE:

#25-28 - Authorizing the Valdez Fire Department to Submit an Application for the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant

SUBMITTED BY: Chief Raynor, Valdez Fire/EMS Department

FISCAL NOTES:

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

RECOMMENDATION:

Approve application for SAFER GRANT for 3 new EMS/Firefighters.

SUMMARY STATEMENT:

Citygate Associates, LLC performed a Fire/EMS Comprehensive Operations Assessment for the City of Valdez in 2021-22.

The City of Valdez, Alaska (City) retained Citygate Associates, LLC (Citygate) to conduct a comprehensive Fire/EMS Department Operations Assessment with the goal to review current organizational conditions, analyze future service demands and service delivery options, and provide a plan to guide the Department over the next three to five years.

Overall, there are 20 findings and four recommendations. The SAFER GRANT is requested to be applied for because Citygate Recommendation #2: Increase the staffing at Station 1 daily from two to four fully certified firefighter/EMT personnel.

The proposed SAFER GRANT applicant will ask for 3 more firefighters creating daily staffing from 2 to 3 at Fire Station 1. The volunteer force while dedicated is still not large enough and lacks certain training to supplement career firefighters. Adding one new career personnel per day for a total of 3. On a three-platoon schedule, that requires 3 new personnel. The study suggested 6 new personnel, but Administration proposes incremental additions to the fire department and maybe consider 3 more firefighters through a SAFER GRANT over three years.

Adding one more career person per day, for three new personnel in total creates a situation whereby if the ambulance is committed when a fire call occurs, the third career person could at least drive the

engine to the scene.

The SAFER GRANT will pay for benefits and base wage for three (3) years but require a city match of 25% for years one and two, then a city match of 65% for year three.

CITY OF VALDEZ, ALASKA

RESOLUTION #25-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AUTHORIZING THE CITY OF VALDEZ FIRE DEPARTMENT TO APPLY FOR THE FEMA STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT

WHEREAS The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities; and

WHEREAS, the goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720); and

WHEREAS, the grant request for \$385,282.00 annually requires 25% in local matching funds totaling \$96,321.00 for year one (1) and year two (2) then a 65% match amount of \$250,434.00 for year three (3); and

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

The City Manager shall work with the Fire Chief to submit the SAFER GRANT application for 3 new EMS/firefighters. The City Council authorizes the City Manager to sign and execute said grant application.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 3rd day of June, 2025.

CITY OF VALDEZ, ALASKA

Dennis Fleming, Mayor

ATTEST:

Sheri L. Pierce, MMC, City Clerk

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

The City of Valdez, Alaska (City) retained Citygate Associates, LLC (Citygate) to conduct a comprehensive Fire/EMS Department Operations Assessment with the goal to review current organizational conditions, analyze future service demands and service delivery options, and provide a plan to guide the Department over the next three to five years.

This assessment is presented in several parts, including this Executive Summary outlining the most significant findings and recommendations; the Standards of Coverage (SOC) deployment and staffing review, along with a community risk assessment supported by response and staffing statistics; and an administrative systems and management capacity assessment. Overall, there are 20 findings and four recommendations.

POLICY CHOICES FRAMEWORK

There are no mandatory federal or state regulations directing the level of fire service staffing, response times, or outcomes. Thus, the level of fire protection services provided is a *local policy decision*. Communities have the level of fire services they can afford and choose to purchase, which may not always be the level desired. However, if services are provided at all, local, state, and federal regulations relating to firefighter and citizen safety must be followed.

OVERALL FIRE/EMS DEPARTMENT SUMMARY

Citygate finds that the Department is well organized to accomplish its mission to serve a diverse population and set of risks in an isolated setting. The Department is using best practices and data as necessary to guide its programs. The backbone and strength of the Department is in its personnel, both career and volunteer. There is not enough of either to fully deliver the needed fire and emergency medical services. The community should be proud of both groups, who know that, on or off duty, when something serious happens, *everyone is needed*.

Simply stated, fire service deployment is about the *speed* and *weight* of the response. *Speed* refers to initial response (first due) of all-risk intervention resources (engines, ambulances, rescue units) strategically deployed across a jurisdiction for response to emergencies within a time interval to facilitate desired outcomes. *Weight* refers to multiple-unit Effective Response Force (ERF, also commonly referred to as a First Alarm) responses to more serious emergencies, such as building fires, wildland fires, multiple-patient medical emergencies, vehicle collisions with extrication required, or technical rescue incidents. In these situations, enough firefighters must be assembled within a reasonable time interval to safely control the emergency and prevent it from escalating into a more serious event.

As this study will describe, the weight of the response staffing, both career and volunteer, in the City is thin and fragile, being dependent on a small number of fully credentialed people who give an enormous amount of time to be their community’s first responders. They know that, due to the City’s physical isolation, there is no nearby mutual aid that can come to the rescue in a short time frame. The City’s fire/EMS force is it, for hours or days, depending on the scope of the emergency and, worse, if weather interferes with help from a distance. Small, isolated communities in North America all share these challenges and live the reality that “it takes a village.”

The Department’s fire station locations and apparatus types are appropriate to protect against the hazards likely to impact the City. The risk assessment section of this study identifies the risks to be protected and discusses the likely desired outcomes to keep emergencies as small as possible.

The City has not adopted fire department response time policies. Doing so, which is a best practice, helps guide the provision of fire services where desired emergency outcomes drive the response force and response times needed. If the City’s desired outcomes include limiting building fire damage to only part of the inside of an affected building and minimizing permanent impairment resulting from a medical emergency, then the first unit in the City’s *core* should arrive within 10:30 minutes from 9-1-1 call receipt and a multiple-unit Effective Response Force (ERF) in core and outer rural areas should arrive within 15:30 minutes of 9-1-1 call receipt at the Valdez Police Department communications center, all at 80/90 percent or better reliability. Total response time to emergency incidents includes three distinct components: (1) 9-1-1 call processing/dispatch time; (2) crew turnout time; and (3) travel time. These best practice goal measures can be visualized in the following table:

Table 1—Response Time Goals for Valdez-Type Fire Departments

City Location	Response Component	Best Practice Goal Time	Best Practice Percent Completion
Core and Rural	Call Processing/Dispatch	1:30	90%
Core and Rural	Crew Turnout	2:00	90%
Core City	<u>First-Due</u> Travel	7:00	90%
Core City	<u>First-Due</u> Call to Arrival	10:30	90%
Core City	ERF <u>Response Group</u> Call to Arrival	10:30	90%
Rural	<u>First-Due</u> Travel	12:00	80%
Rural	<u>First-Due</u> Call to Arrival	15:30	80%
Rural	ERF <u>Response Group</u> Call to Arrival	15:30	80%

The current City response system has been providing response performance as summarized in the following table. Current response time data has been collected as a Citywide measure. The core City, however, is where most of the emergency incidents occur.

Table 2—Department-Wide Response Performance (Taken from Tables 19–23)

Response Component	2020 90 th -Percentile Performance	Best-Practice Goal (Minutes)
Call Processing/Dispatch	2:28	1:30
Crew Turnout	3:11	2:00
First-Due Travel	7:48	7:00
First-Due Call-to-Arrival	11:22	10:30
First Alarm Call-to-Arrival	16:56	15:30

All three of the Department’s response time steps of dispatch, crew turnout, and travel time performance are slightly slower than best practice recommendations. While call processing and crew turnout performance can be improved a small amount with training and on-going measurement, travel time cannot, in Citygate’s opinion, be improved due to the terrain and road network layout in the City.

The fire station placements are adequate. The main fire station in the core of the City is new and provides all the needed spaces for a main station. The City’s fire engines, ambulances, and rescue units are of the appropriate design and age and are maintained. The Department does not operate an aerial ladder truck. The career and volunteer workforce is well trained and equipped to best practices and safety regulations. The two outer area fire stations provide the ability for career and volunteers living in those areas to have quick access to stored fire apparatus.

CORE CHALLENGE – STAFFING

In Citygate’s review of station/apparatus deployment and personnel, the only cause for concern is the Department’s ability to provide the staffing needed reliably and in the quantity needed.

The career staffing is stretched thin given that two on-duty personnel are staffing the only ambulance in the region. When they are committed to an EMS call, and worse, committed well outside the core City, all other responses fall to the volunteer force. As the volunteer staffing review identifies, there are only a small number of fully certified volunteers, and they cannot always all respond. Though serious fires are infrequent, an emerging serious fire needs an adequate force to keep the problem small. In **Section 2.5.4**, the personnel counts to emergency staffing for both career and volunteers is reported.

The volunteer certifications review over the three data years of this study data shows:

- ◆ Eleven, or about 46 percent, are certified for structural firefighting.
- ◆ Eleven, or about 46 percent, are either one of the two Alaska Emergency Medical Technician (EMT) levels capable of providing Basic Life Support (BLS) pre-hospital emergency medical care.
- ◆ Volunteer service years range from two to 20 years, with the average being 10 years.
- ◆ Only four of the 24 volunteers are qualified to drive fire apparatus.
- ◆ Eleven of the volunteers are under the age of 40.
- ◆ Eight of the volunteers are 40 to 50 years old.
- ◆ Five of the volunteers are 50 or more years old.

In 2020, the national leading causes of death in firefighters were in the category of overexertion, stress, and medical.¹ Of this number, sudden cardiac death was 47 percent of the total. While firefighting is very infrequent, it is a very physically taxing event. The fewer the personnel at a serious fire, the more physically demanding it is on the few who do arrive. Dedication can result in trying to do too much, which can lead to injury.

- ◆ At building fires, where the total personnel needed is 14 including a chief officer, only zero to five volunteers and several career firefighters (two of whom are on duty) arrived. Across the 16 building fires in three years, total arriving personnel only exceeded 10 (career and volunteer) on two incidents.
- ◆ Four of the 11 structure fire volunteers are handling 60 percent of all structure fire responses. The remaining seven structure-fire-qualified volunteers only responded 25 or fewer times over a three-year period.
- ◆ At EMS incidents, four of the 24 volunteers are responding to 64 percent of the incident requests.

It is very difficult to give up the time to be a qualified volunteer firefighter. The state minimum training for new volunteer totals 370 hours for Firefighter 1, EMT-1, and Basic Hazardous Materials Operations. If the City has enough applicants to schedule, and if all the courses can be delivered in 12 months, the training burden averages 31 hours per month, or almost four eight-hour days or eight four-hour sessions. This is a lot to ask, assuming an applicant only has evenings and weekends off from their regular job(s). Plus, this takes a year or more of commitment before

¹ Source: NFPA, “Firefighter Fatalities in the US in 2020,” pages 5–6.

they ever get the satisfaction of helping on a call. For the tenured volunteers to maintain certifications, there is then still an annual refresher training burden averaging several dozen hours per year on top of emergency call outs.

In the City, a positive result to a serious building fire rests on a total force of six career plus 11 volunteer firefighters qualified for building firefighting. While 17 total sounds like a capable number, that is *all there is for the entire City 24/7/365*, and they cannot all show up all the time. In addition, of the 16 building fires in this study's three years, eight, or 50 percent, were in mobile homes, which burn far faster than a traditional home or apartment. In these types of structure fires, the speed and weight of the response force is critical to a positive outcome.

The community is also asking the volunteers to risk injury or worse, possibly affecting their work and families. The Department has tried all the best practices for recruitment over the years, and there has never been a large quantity of fully qualified volunteers. One large challenge is the small year-round population in the City, only 26.8 percent of which is between a target group of 25 to 44 years of age to start training. This puts the population of potential recruits at approximately 1,000 residents. Some cannot or never will volunteer. Others have volunteered and left the program. In Citygate's experience in other small to middle-size communities with larger populations and few volunteers, there will never be enough volunteers in the City.

In summary, the volunteer program is valuable and critical to the City's safety; it needs to be maintained. However, it is thinly staffed and should not be expected, at current counting, to almost entirely shoulder the City's complex risks for fire, EMS, and technical incident response needs. Because the City operates an ambulance program that handles over two-thirds of the emergency incidents annually, frequently tying up the only two on-duty firefighters, an off-duty career and volunteer response is essential for emergencies.

Staffing Enhancement

Based on all the metric assessments in this study, the risks to be protected in the City, and the City's location that limits quick mutual aid, Citygate believes a staffing enhancement should be considered. There should be a slightly larger guaranteed daily staffing to bridge an immediate response force to the arrival of the small volunteer force.

The two on-duty career force is primarily an ambulance crew. Even if they are available for another type of emergency, building firefighting safety laws requires four firefighters on scene before two can enter the burning building. This is the OSHA *two-in/two-out* rule that when the inside conditions require the use of breathing apparatus, inside personnel must be in pairs, with at least one outside pair immediately available and already suited up to rescue the inside two if necessary.

If the ambulance crew is committed to an EMS incident, then one or two of the only four qualified volunteer apparatus drivers must show up. Or, if the two on-duty career firefighters can respond with the fire apparatus, then two to all 11 of the structure-fire-qualified volunteers must show up.

Even with 13 firefighters and one chief officer all available, that is a modest force for a serious fire or rescue incident.

The staffing numbers are very small and are exposed to absences or injury time losses. With six career line staff, one loss-time injury drives up overtime and adds further strain when others need to take normal time off. Not all career and volunteer personnel are always in town and available to respond if off duty or off work. Not all volunteers work a traditional 40-hour schedule.

Given the diverse risks present in a small, isolated community, Citygate believes there should be a minimum 24/7/365 response force of four personnel. Doing so would provide the ability to:

- ◆ Deliver four firefighters immediately to a building fire capable of meeting *two-in/two-out* requirements.
- ◆ If the ambulance is already committed, two firefighters could respond two units to the incident without needing a volunteer driver.
- ◆ Deliver four firefighters, increasing the tactics possible if all the qualified volunteers cannot respond.
- ◆ Have slightly more firefighters, reducing the burden on the others to backfill absences when a career position is injured or off on leave.

Slightly improving staff could be accomplished a variety of ways.

1. Add two more career personnel per day for a total of four. On a three-platoon schedule, that requires six new personnel. This increase provides more depth to cover injury, sick, and vacation time off.
2. Add one more career person per day, for three new personnel total. If the ambulance is committed when a fire call occurs, the third career person could at least drive the engine to the scene. Or staff the third position via the 11 fully qualified structure fire volunteers on a non-benefited hourly wage. On average, that is asking each of 11 volunteers to work 2.75 24-hour shifts per month, year-round, year after year.
3. Staff the fourth position with a fully qualified volunteer on call from home or business. They must be in the core City when on call and be able to respond as quickly as if they are in a fire station.

FINDINGS AND RECOMMENDATIONS

Following are Citygate's findings and recommendations relative to deployment and administrative systems and management capacity. A full sequential list of all findings and recommendations contained in this report is included in **Section 4**.

Key Deployment Findings and Recommendations

- Finding #1:** The Department's apparatus types consisting of engines, ambulances, and rescue units are appropriate to protect against the hazards likely to impact the City. The Department does not have an aerial ladder truck.
- Finding #2:** The Department and City have not established response performance goals consistent with best practice recommendations as published by the Commission on Fire Accreditation International and the National Fire Protection Association. Doing so will guide future fire crew sizing, apparatus types, and deployment methods.
- Finding #3:** The Department has a standard response plan that considers risk and establishes an appropriate initial response for each incident type; each type of call for service receives the combination of ambulance, fire engines, specialty units, and a command chief, customarily needed to effectively control that type of incident based on Department experience.
- Finding #4:** The VMT Fire Department is a good mutual aid partner but is not close enough or able to leave the plant immediately. Therefore, the VMT Fire Department does not replace the need for adequate and timely staffing for the City's Fire/EMS Department in the City's core area.
- Finding #5:** Citygate would not recommend the purchase of an aerial ladder truck until the Department's staffing is increased and stable enough to safely take on the responsibility. In the meantime, at least there is the one ladder truck across the fjord for dire circumstances.
- Finding #6:** Of the current volunteer force, only 11 of 24 are certified and trained for firefighting inside buildings.
- Finding #7:** Of the current volunteer force, only 11 of 24 are under the age of 40.
- Finding #8:** The quantity of fully qualified volunteers is too small to support all the Department's needs.
- Finding #9:** Too few volunteers carry most of the responses. If only a few get ill, injured, or leave the program, then the force is critically short to meet the City's needs.
- Finding #10:** The daily staffing of two career personnel is minimally sufficient to staff one ambulance or provide a "first-aid-level" firefighting effort if many volunteers cannot arrive promptly.

City of Valdez, AK

Fire/EMS Department Comprehensive Operations Assessment

- Finding #11:** The combined career and volunteer staffing programs are too thin and prone to failure if just a few personnel are not available. Both staffing plans need modest strengthening to be more effective and resilient for the diverse risks to be protected in remote Valdez.
- Finding #12:** Given the Federal wage and hour regulations for firefighter staffing, the 24-hour rotating shift plan used by the City is the least expensive and, as such, is the national norm.
- Finding #13:** The City's three fire stations located in the core and outer more-populated areas are appropriately located to house the City's fire apparatus.
- Finding #14:** Two or more simultaneous calls for service occur only 3.65 percent of the time. When they do, the two-person career staff cannot respond, and the City totally relies on the volunteers.
- Finding #15:** While mid-day hours are the busiest, the need for the ambulance is 24 hours per day.
- Finding #16:** At 2:28 minutes in 2020, call processing performance is *slower* than a Citygate and national best practices recommendation of 1:30 minutes 90 percent of the time.
- Finding #17:** Crew turnout performance is slower than a Citygate-recommended 2:00-minute best practice.
- Finding #18:** At 7:48 minutes in 2020, first-unit travel performance to 90 percent of the incidents Citywide is *slightly slower* than a best practice goal of 7:00 minutes to achieve desired outcomes in combination-department suburban areas. The travel time goal being a minute longer reflects the incidents just outside the town core, such as the airport area.
- Finding #19:** At 11:22 minutes in 2020, the Department's overall call-to-arrival performance to 90 percent of the fire and EMS incidents is *slower* than Citygate's recommended goal of 10:30 minutes to provide desired outcomes in areas such as the core of the City. The longer times are mostly due to travel outside the core City.
- Finding #20:** At 16:56 minutes in 2020, the City's ERF (First Alarm) total response performance is *slower* than the Citygate-recommended goal of 10:30 minutes in the core City and 15:30 minutes in rural areas to provide desired outcomes. The longer times are mostly due to travel outside the core City and waiting for volunteers to respond to a fire station and then drive the appropriate apparatus to the incident location.

Recommendation #1: **Adopt Updated Deployment Policies:** The City Council should adopt *updated*, complete performance measures to aid deployment planning and to monitor performance. The measures of time should be designed to deliver outcomes that will save patients when possible upon arrival and to keep small but serious fires from becoming more serious. With this in mind, Citygate recommends the following measures:

- 1.1 First Response Unit:** To treat pre-hospital medical emergencies and control small fires, the first-due unit should arrive within 10:30 minutes 90 percent of the time in the core City and 15:30 minutes in rural areas from the receipt of the 9-1-1 call in the Valdez Police Department communications center; this equates to a 90-second dispatch time, a 2:00-minute career crew turnout time, and a 7:00-minute travel time in the core City and 12:00-minute travel time in rural areas.
- 1.2 Multiple-Unit Effective Response Force for Serious Emergencies:** To confine building fires near the room of origin, keep outdoor fires small, and treat multiple medical patients at a single incident, a multiple-unit ERF of at least 14 career and volunteer personnel, including at least one command chief, should arrive within 10:30 minutes in the core of the City from the time of 9-1-1 call in the Police communications center 90 percent of the time. This equates to a 90-second dispatch time, 2:00-minute company turnout time, and 7:00-minute travel time. For rural areas, this goal should be 15:30 minutes 80 percent of the time with a 12:00-minute travel time.
- 1.3 Hazardous Materials Response:** To provide hazardous materials response designed to protect the City from the hazards associated with uncontrolled release of hazardous and toxic materials, the fundamental mission of the Department's response is to isolate the hazard, deny entry into the hazard zone, and to minimize impacts on the community. This can be achieved with a first-due total response time of 10:30 minutes or less in both core City and rural areas to provide initial hazard evaluation and/or mitigation actions. After the initial evaluation is completed, a determination can be made whether to request additional resources to mitigate the hazard.

1.4 Technical Rescue: To respond to technical rescue emergencies as efficiently and effectively as possible with enough trained personnel to facilitate a successful rescue, respond with a first-due total response time of 10:30 minutes or less to the core City and rural areas to evaluate the situation and initiate rescue actions; additional resources should assemble as needed within a total response time of 15:30 minutes in both the core City and rural areas to safely complete rescue/extrication and delivery of the victim to the appropriate emergency medical care facility.

Recommendation #2: Increase the staffing at Station 1 daily from two to four fully certified firefighter/EMT personnel.

Recommendation #3: Continue to support and maintain a volunteer force forever that is large enough, along with a small career crew, to staff serious emergencies with 14 personnel including one chief officer.

Recommendation #4: After the City increases and stabilizes its staffing, and if it can provide the maintenance, the City should add an aerial ladder truck appropriate to Valdez.

Key Administrative Systems and Management Capacity Findings and Recommendations

Finding #21: The City could choose to locally manage fire prevention code enforcement instead of the State. It would come at the cost of adding a 40-hour credentialed Fire Prevention position as well as the City assuming the liability to enforce the Uniform Fire Code.

Finding #22: The City's ambulance fee has not kept pace with Federal, state, or private sector health care reimbursements having not been raised in 15-years. The City is unnecessarily underwriting from local revenues what the health care providers are willing to pay.

Finding #23: Citygate finds the Department's current two-person headquarters team is the bare minimum and lacks an appropriate training/oversight person and second-in-command. The single office support professional has no backup for earned leave absences. There is no backup chief officer/Incident Commander.

Recommendation #5: The City should establish an ambulance fee based on its current costs for an ambulance transport and accept assignment as payment in full

for Medicare and Medicaid patients. The fee should be updated at least every three years.

Recommendation #6: The Department should add a second-in-command chief officer to backfill the Fire Chief when absent, and program manage either training/EMS quality assurance or be credentialed as a fire prevention officer if the City should choose to operate a full-service fire prevention program. Having one mid-manager position would also allow for succession plan training for the next Fire Chief.

NEXT STEPS

Recommendations take time and fiscal capacity; as such, Citygate offers the following suggested sequential steps.

Near-Term

- ◆ Review and absorb the content, findings, and recommendations of this report.
- ◆ Adopt revised response performance goals as recommended.
- ◆ Fund a plan to increase on-duty firefighter staffing from two to four, 24/7/365.
- ◆ Conduct an ambulance fee study to update the City's 15-year-old fee.
- ◆ Add a second chief officer for training/quality programs or fire prevention.



Legislation Text

File #: TMP 25-0198, **Version:** 1

ITEM TITLE:

Housing Needs Assessment Update: Short Term Rentals Report

SUBMITTED BY: Kate Huber, Community Development Director

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

n/a - report only

SUMMARY STATEMENT:

Community Development staff are working on a housing needs assessment to provide accurate data for decision making around housing initiatives. The consultant team on the project has provided an initial findings on the active short-term rentals in Valdez. The report is attached.

The project team will provide City Council and the public with additional information during a work session on July 15th. Work session topics will include this and other data analyzed for the report, as well as initial findings from the recent community survey.

Short Term Rentals

Short Term Rentals

A Short-Term Rental (STR) is defined as a property rented for stays of 30 consecutive days or less. This can include a variety of accommodations including renting an entire home, an apartment or ADU or even just a single room.

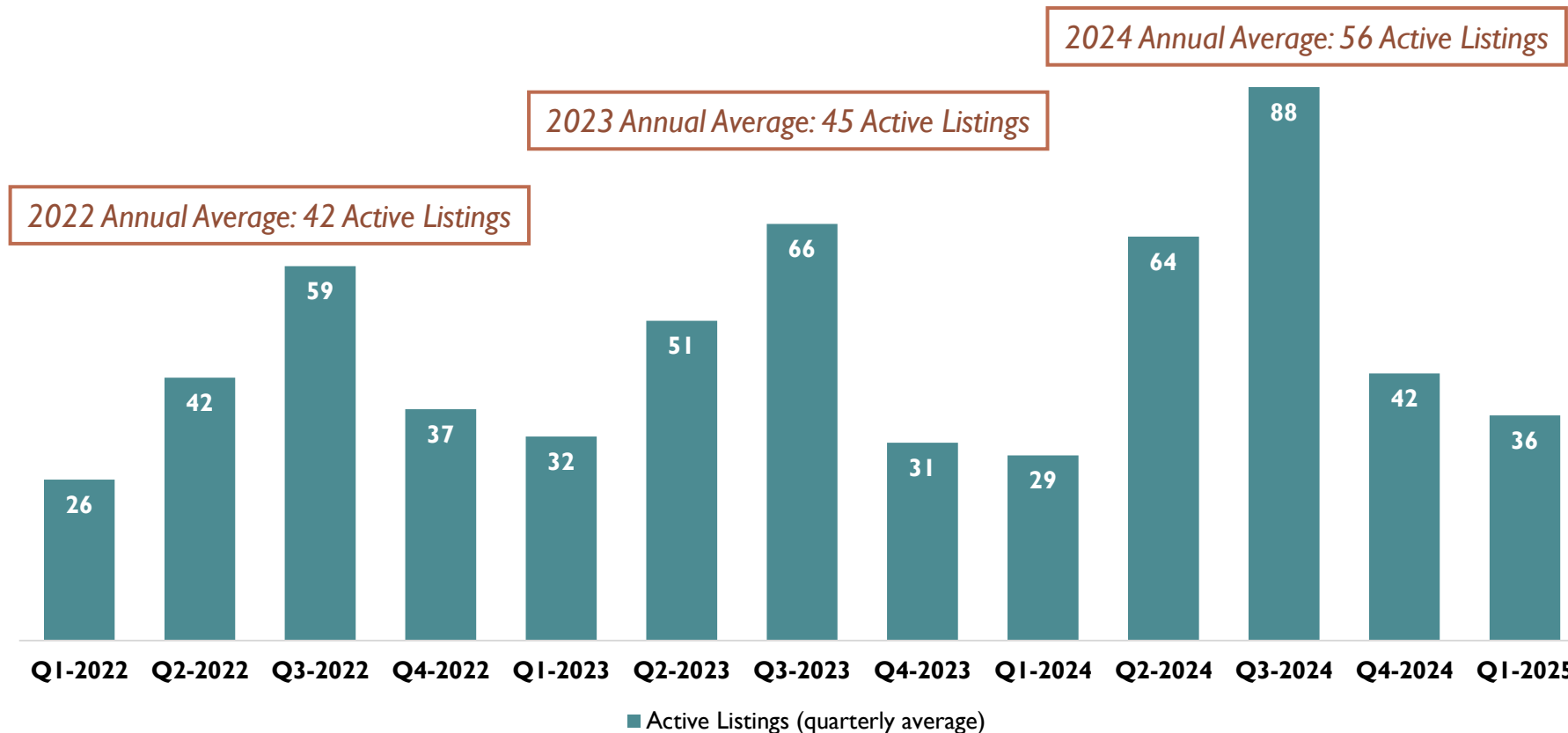
Data for this analysis comes from AirDNA, a subscription service that obtains its data through a combination of scraping Airbnb and Vrbo/HomeAway listings and partnering with property managers and individual hosts.

Summary Findings

- The number of active short-term rental listings in Valdez is highly seasonal- July, August and September are consistently the months with the highest number of active short-term rental listings.
- The number of active STRs has been increasing at an average rate of about 20 percent annually over the past three years.
- Occupancy rates are relatively high during the busy summer months (close to 90%) but dip down closer to 30% during the slower winter months
- The average length of STR stay is between 3 and 4 nights.
- Average daily rates have remained relatively stable over the past three years, hovering between \$200 and \$300 per night depending on the time of year.
- Average monthly revenue per listing ranges from just under \$1,500 during the slower winter months to over \$6,500 during the busy summer months.

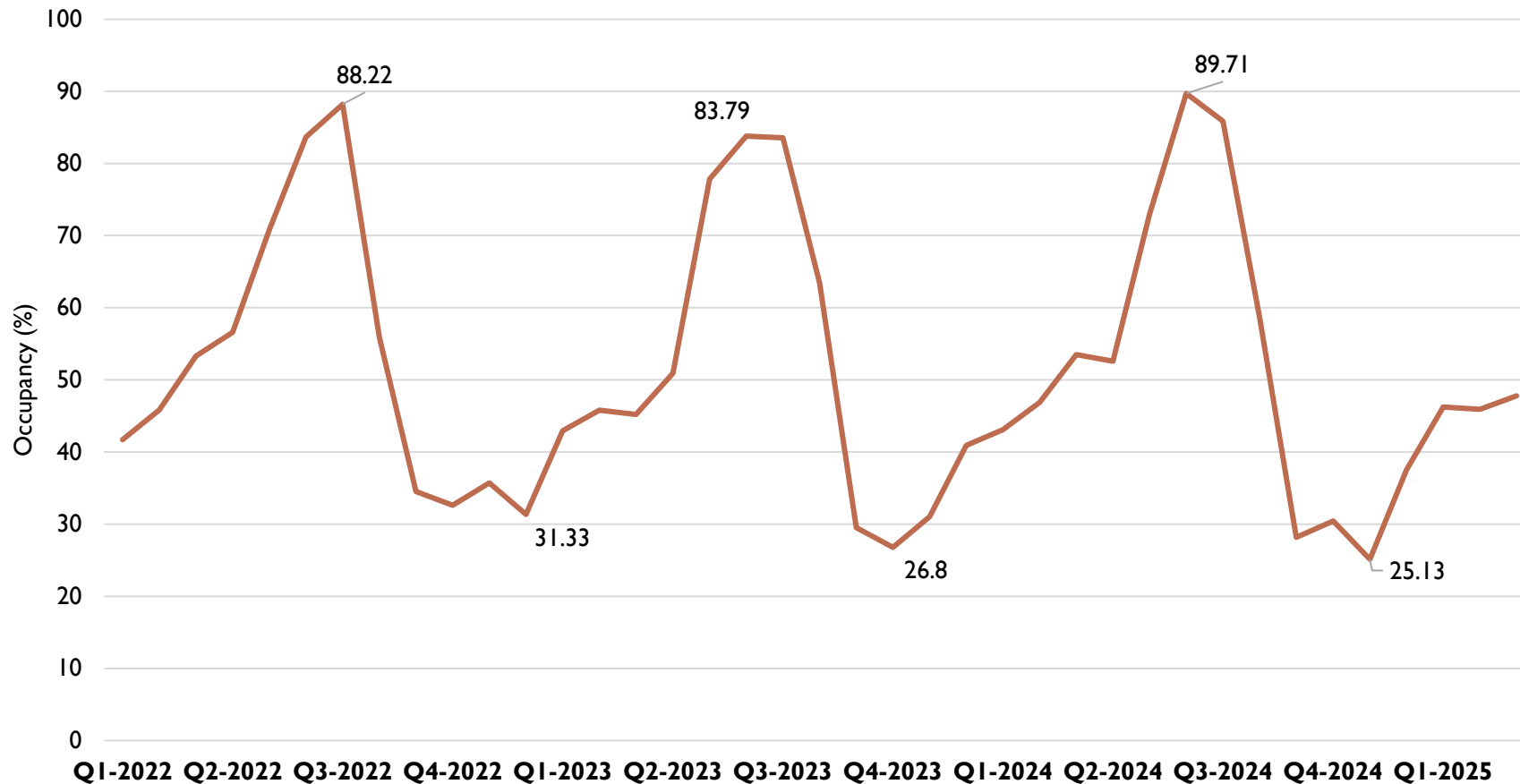
Active Listings (quarterly Average)

The number of active short-term rental listings in Valdez is highly seasonal and has been increasing at an average rate of about 20 percent per year. July, August and September are consistently the months with the highest number of active short-term rental listings.



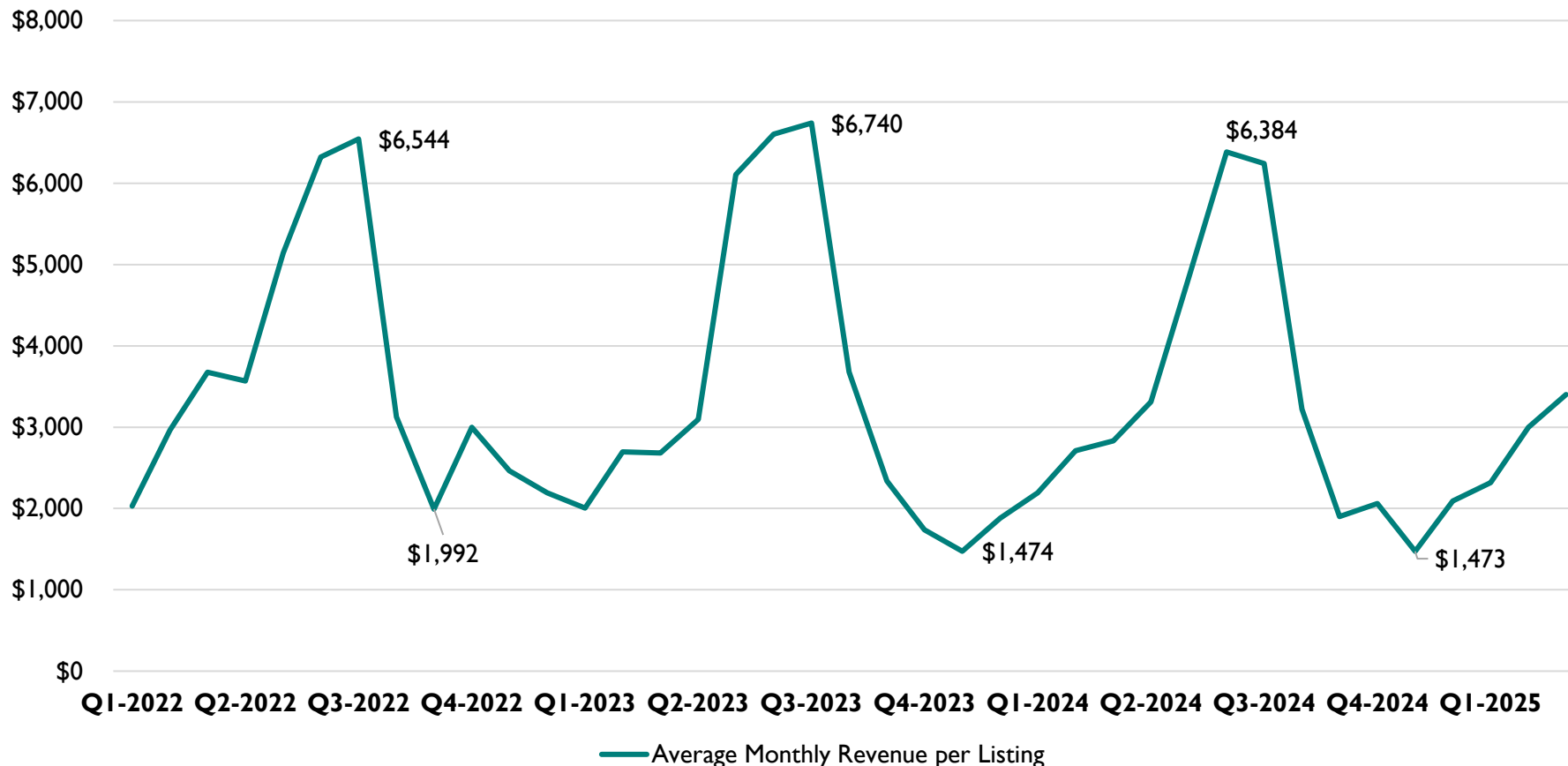
Occupancy Rates

Occupancy rates are also highly season ranging from close to 90 percent occupancy during the busy summer months (June-August) down to 25 percent occupancy during the slower winter months (November-January).



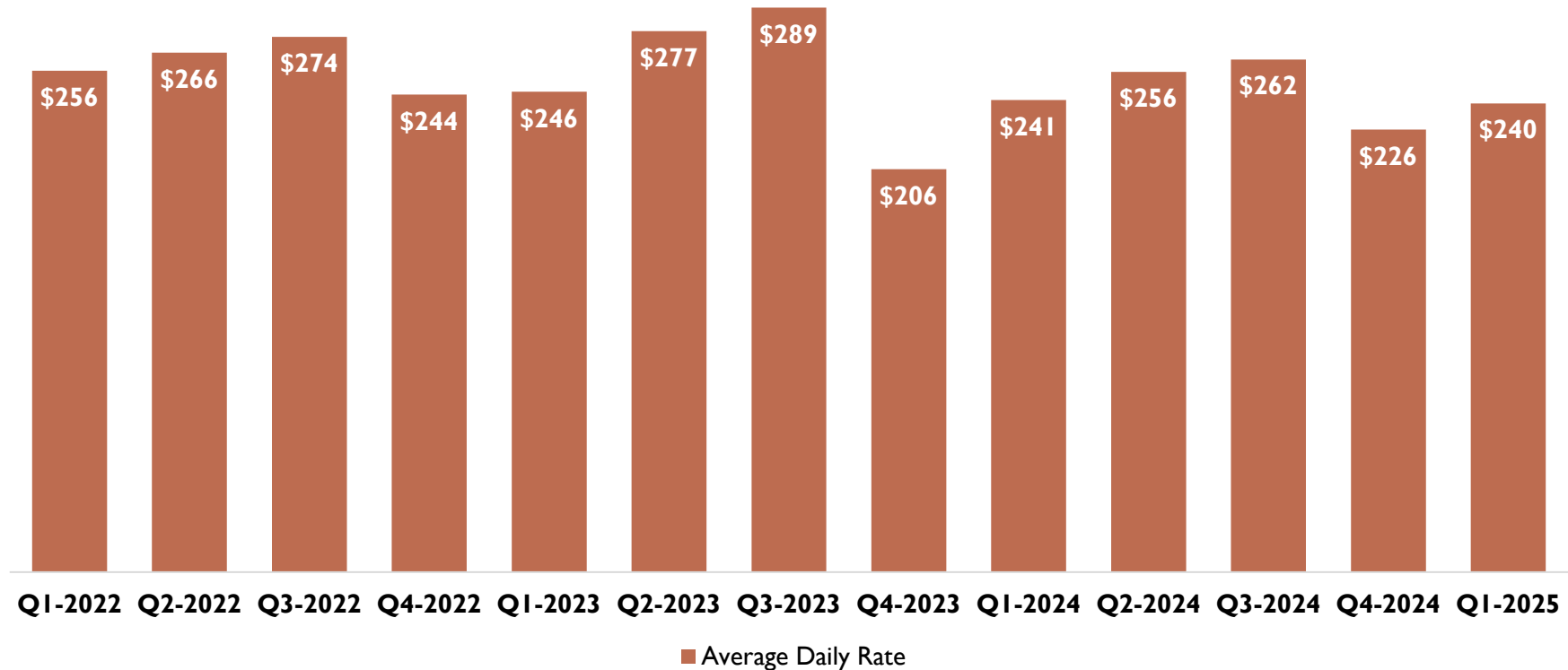
Average Monthly Revenue per Listing

Average monthly revenue per listing also fluctuates seasonally (ranging from nearly \$7,000 to less than \$2,000 per month) and closely correlates to short term rental occupancy rates. Higher occupancy results in higher monthly revenues per listing.



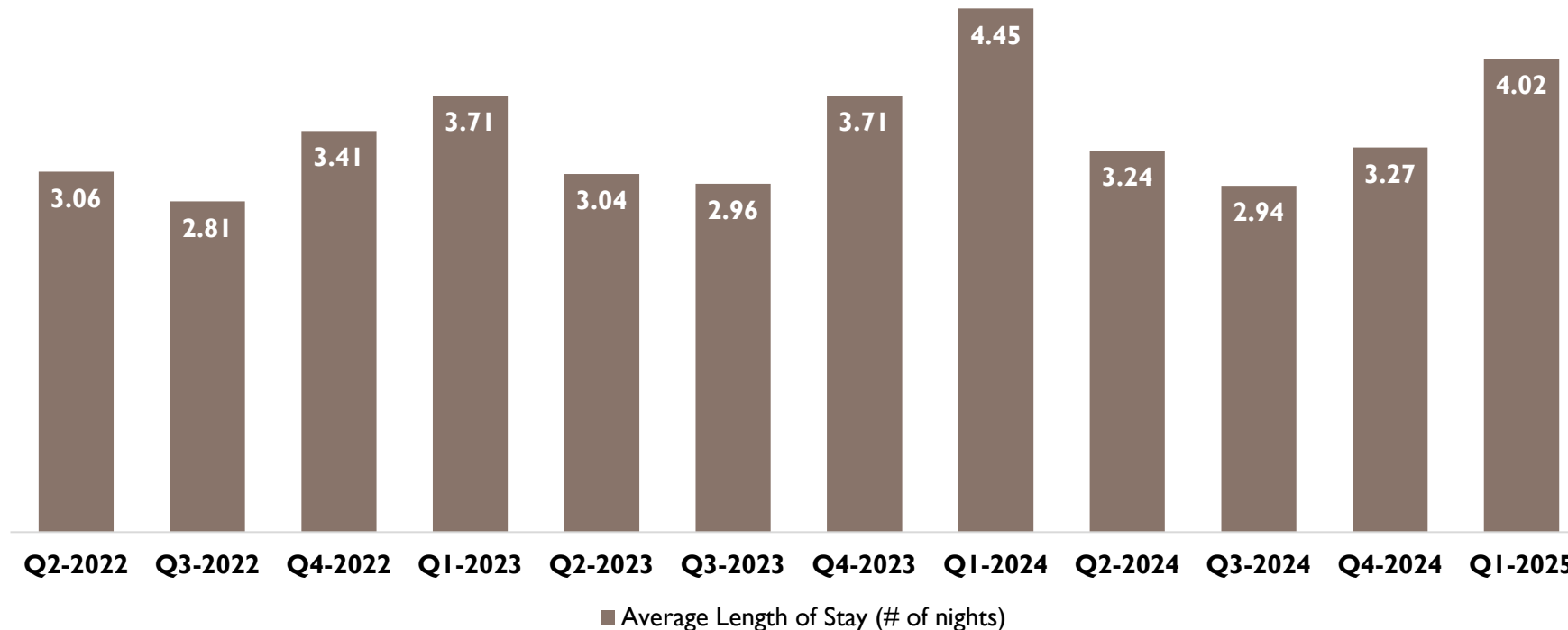
Average Daily Rate (*quarterly average*)

Average daily rates have remained relatively stable since 2022 hovering between \$200 per night during the slower months to closer to \$300 per night during the busier summer months.



Average Length of Stay (*number of nights*)

The average length of stay for short-term rental reservations in Valdez is 3.39 nights but fluctuates seasonally, with shorter average stays during the busier summer months and longer average stays during the slower winter months. The average length of stay is inversely correlated to short-term rental occupancy rates.



Source: AirDNA Submarket Overview for Valdez Alaska- Updated May 2025



Legislation Text

File #: TMP 25-0200, **Version:** 1

ITEM TITLE:

Community Clean Up Day & Bulk Item Pickup Week - 2025 Report

SUBMITTED BY: John Witte, Public Works Department

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Acknowledge the success of the Spring 2025 Bulk Item Pickup Week and continue supporting this annual community service initiative.

SUMMARY STATEMENT:

The Public Works and the Parks & Recreation Department successfully completed the 2025 Community Cleanup Day and Bulk Item Pickup Week, collecting over 300 cubic yards of bulky waste items from across the community. This annual service provides residents with a convenient, no-cost opportunity to dispose of large household items that are not accepted through regular curbside trash collection.

Crews utilized City equipment to collect and haul away items such as furniture, mattresses, and appliances. The high participation rate reflects strong community support and highlights the importance of maintaining this program in the future.

The effort contributes directly to community cleanliness, environmental stewardship, and quality of life in Valdez.



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Legislation Text

File #: 25-0241, **Version:** 1

ITEM TITLE:

June 2025 Council Calendar

SUBMITTED BY: Elise Sorum-Birk, Deputy City Clerk

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

n/a

SUMMARY STATEMENT:

The June 2025 City Council calendar is attached for review.

June 2025



Valdez City Council Calendar

1	2 6 PM – Ports & Harbors Commission	3 Noon – PF Investment Committee (Airport) 5:30 PM – Board of Equalization Training 7 PM – City Council Regular Meeting	4	5	6	7
8	9 6 PM – School Board Work Session 7 PM – School Board Meeting	10 6:30 PM – Parks & Recreation Commission	11 7 PM – Planning & Zoning Commission	12	13 Theatre Conference Dinner	14
15	16 5 PM – Beautification Commission	17 6 PM – Council Work Session – Finance Dept. Topic TBD 7 PM – City Council Regular Meeting	18 Noon- VCVB Board 7 PM – Economic Diversification Commission	19 Juneteenth Holiday Noon- VMHA Board	20 Council Training and Strategic Planning (Civic Center)	21 Council Training and Strategic Planning (Civic Center)
22	23 6 PM – School Board Work Session 7 PM – School Board Meeting	24	25 7 PM – Planning & Zoning Commission	26 5 PM – Board of Equalization - Complex Appeals - VMC 3.30 Properties	27	28
29	30					

Note 1: This calendar is subject to change. Contact the Clerk’s Office for the most up-to-date information.

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

Updated 5.28.25



Legislation Text

File #: 25-0243, **Version:** 1

ITEM TITLE:

Legal Billing Summary - March and April 2025

SUBMITTED BY: Elise Sorum-Birk, Deputy City Clerk

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

Attorney billing summary for March and April 2025 are attached for City Council review.

BRENA, BELL & WALKER, P.C.

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

ATTORNEYS AT LAW

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

trupe@brenalaw.com

April 15, 2025

City of Valdez
 Attn: Bart Hinkle, Interim City Manager
 P.O. Box 307
 Valdez, AK 99686

March 2025 Billing Summary Sheet

File No.	Description	Amount
1374-007	City Council	\$2,671.50
1374-008	Capital Facilities	\$422.50
1374-009	Ports & Harbors	\$422.50
1374-010	Finance	\$97.50
1374-011	Administration	\$9,888.39
1374-012	Community Development	\$617.50
1374-014	Escaped Property	\$4,291.35
1374-014B	Escaped Property Appeal	\$
1374-014C	Escaped Property 2017-2022 Superior Court Appeal	\$1,408.05
1374-014D	Escaped Property Original Assessments	\$160,583.24
1374-014F	Super Ct. 2024 Appeal	\$
1374-016	Parks and Recreation	\$97.50
1374-017	Police Department	\$97.50
1374-018	Human Resources CONFIDENTIAL	\$494.00
1374-019	Public Works	\$
1374-029S	Ad Valorem Settlement	\$5,730.72
1374-030	C-Plan	\$53,166.61
1374-032	Economic Development	\$97.50
1374-036	Code Enforcement	\$
1374-039	Boundary Change Issues	\$357.50
1374-042	Redistricting	\$
1374-043A	RCA Order 6 Appeal	\$
1374-044A	AK Trappers Association Appeal	\$
1374-044B	AK Trappers (Attorneys' Fee Appeal)	\$
1374-046	Foreclosures	\$
1374-049	Alderwood	\$240.50
1374-050	Escaped Property – Ordinance	\$10,093.69
	TOTAL	\$250,778.05

Contributed-Hour Summary

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

File No.	Description	Fees Over Cap
1374-043B	City of Valdez/RCA/Consolidated Appeals of Orders 6 & 17 Superior Ct. Nos. 3AN-20-05915 CI/3AN-21-04104 CI (Consolidated) Work began December 2020 Initial Fee Cap of \$25,000 has been met.	\$276,587.50
1374-043C	City of Valdez/BP-Hilcorp/Dismissal Appeal Supreme Ct. No. S-18178 Work began August 2021	\$315,712.67
1374-043D	City of Valdez/BP-Hilcorp/Constitutional Claimant Fees Appeal, Supreme Ct. No. S-18347 Work began February 2022	\$109,014.39
TOTAL		\$704,314.56

BRENA, BELL & WALKER, P.C.

ROBIN O. BRENA, MANAGING ATTORNEY
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ATTORNEYS AT LAW

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

trupe@brenalaw.com

May 15, 2025

City of Valdez
 Attn: Bart Hinkle, Interim City Manager
 P.O. Box 307
 Valdez, AK 99686

April 2025 Billing Summary Sheet

File No.	Description	Amount
1374-007	City Council	\$4,810.50
1374-008	Capital Facilities	\$130.00
1374-009	Ports & Harbors	\$260.00
1374-010	Finance	\$2,208.84
1374-011	Administration	\$8,340.35
1374-012	Community Development	\$4,290.00
1374-014	Escaped Property	\$3,914.49
1374-014B	Escaped Property Appeal	\$
1374-014C	Escaped Property 2017-2022 Superior Court Appeal	\$2,120.15
1374-014D	Escaped Property Original Assessments	\$206,132.81
1374-014F	Super Ct. 2024 Appeal	\$273.00
1374-016	Parks and Recreation	\$65.00
1374-017	Police Department	\$215.85
1374-018	Human Resources CONFIDENTIAL	\$1,429.65
1374-019	Public Works	\$65.00
1374-029S	Ad Valorem Settlement	\$1,937.22
1374-030	C-Plan	\$36,986.53
1374-032	Economic Development	\$97.50
1374-033	Fire Department	\$65.00
1374-036	Code Enforcement	\$39.00
1374-039	Boundary Change Issues	\$437.50
1374-042	Redistricting	\$
1374-043A	RCA Order 6 Appeal	\$
1374-044A	AK Trappers Association Appeal	\$
1374-044B	AK Trappers (Attorneys' Fee Appeal)	\$
1374-046	Foreclosures	\$
1374-049	Alderwood	\$
1374-050	Escaped Property – Ordinance	\$15,999.80
1374-051	3.30 AKV Superior Court Appeal	\$11,409.44
	TOTAL	\$301,227.63

Contributed-Hour Summary

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

File No.	Description	Fees Over Cap
1374-043B	City of Valdez/RCA/Consolidated Appeals of Orders 6 & 17 Superior Ct. Nos. 3AN-20-05915 CI/3AN-21-04104 CI (Consolidated) Work began December 2020 Initial Fee Cap of \$25,000 has been met.	\$276,587.50
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1374-043D	City of Valdez/BP-Hilcorp/Constitutional Claimant Fees Appeal, Supreme Ct. No. S-18347 Work began February 2022	\$109,014.39
TOTAL		\$704,314.56