



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

City Council

Wednesday, October 19, 2016

5:30 PM

Council Chambers

Budget Hearing & Regular Meeting - Moved from 10/18 Due to Holiday

WORK SESSION AGENDA - 5:30 pm

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

1. [2017 Budget Summary](#)

Attachments: [2017 Budget - Council Workshop Schedule.pdf](#)

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

V. CORPORATIONS

1. [Valdez Museum and Historical Archive Association Annual Meeting](#)

Attachments: [FINAL VMHA Annual Report 2016 \(2\).pdf](#)
[FINAL VMHA Strat Plan April 2015.pdf](#)
[101315 Valdez Historical Archive Corporation Minutes.doc](#)

VI. PUBLIC APPEARANCES

VII. PUBLIC BUSINESS FROM THE FLOOR

VIII. CONSENT AGENDA

1. [Appointments to City Parks & Recreation Commission](#)

Attachments: [Amy Dunkin Goold Parks & Rec Commission App & Letter 2016](#)
[Brian M. Teal Parks & Rec Commission App 2016](#)
[Gary Pauly Parks & Rec Commission App 2016](#)

2. [Approval To Go Into Executive Session: Annual City Clerk Evaluation](#)

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

1. [Approval of Professional Services Agreement with Wrangell Mountain Technical Services in the Amount of \\$46,695 for the Record of Improvements Survey of Aleutian Village Trailer Park](#)

Attachments: [Record of Improvements AVTP RFP 10042016 Final.pdf](#)
[Record of Improvements AVTP RFP Addendum 1 10112016.pdf](#)
[Record of Improvements AVTP RFP Addendum 2 10112016.pdf](#)
[Proposal - AVTP Assessment.pdf](#)
[AVTP Assessment Survey Cost Proposal 161013.pdf](#)
[Mobile Home Park RFP.docx](#)

2. [Discussion Item: City Council Priorities. Requested by Mayor Knight.](#)

XI. ORDINANCES

1. [Ordinance #16-13 - Amending the Zoning Map to Effect a Change to Lot 2, ASLS 78-139 from General Commercial \(G\) to Commercial Residential \(CR\). Second Reading. Adoption.](#)

Attachments: [Ordinance #16-13 - Rezone Lot 2 ASLS 78-139.docx](#)
[Lot 2 ASLS 78-139 F. C.docx](#)
[Minish current zoning colored map.pdf](#)
[Rezone application.pdf](#)
[ValdezMap1.pdf](#)

XII. RESOLUTIONS

1. [Resolution # 16-38 - Supporting the Alaska Avalanche Information Center \(AAIC\) Efforts to Install Safety Signs in Key Snowmobile Access Points Providing Critical Information on Backcountry Travel to Raise Awareness and Prepare Riders](#)

Sponsors: McCune and Smith

Attachments: [Resolution - AAIC Snowmachine Signs](#)

XIII. REPORTS

1. [Preliminary Flood Insurance Rate Maps \(FIRM\) from FEMA](#)

Attachments: [City of Valdez PRELIM TRANS-CEO EAP 20160915.pdf](#)
[2016_CRS_320 \(Newsletter\).pdf](#)

2. [Aleutian Village Update Report](#)

Attachments: [Aleutian Village Trailer Park Update Report for October 19 Mtg.docx](#)

3. [Building Permit & Inspection Reports - September 2016](#)

Attachments: [Building Permit Report September 2016.pdf](#)
[Building Inspection Report September 2016.pdf](#)

4. [Gravel Extraction/Flood Mitigation Task Force Update](#)

Attachments: [Valdez Glacier Stream EWP.pdf](#)
[Corps of Engineers Valdez, AK assessment and recommendation.pdf](#)
[DOWL Valdez Glacier Stream Assistance.pdf](#)

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

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

XV. COUNCIL BUSINESS FROM THE FLOOR

XVI. EXECUTIVE SESSION

XVII. RETURN FROM EXECUTIVE SESSION

XVIII. ADJOURNMENT

XIX. APPENDIX

1. [Council Calendars - October & November 2016](#)

Attachments: [City Council Calendar - November 2016](#)
[City Council Calendar - October 2016](#)

2. [COV Boards & Commission Meeting Minutes](#)

Attachments: [P&Z Meeting Minutes 9-14-16](#)
[P&Z Meeting Minutes 8-31-16](#)



Agenda Statement

File #: 16-0157 **Version:** 1
Type: Work Session Item **Status:** Agenda Ready
File created: 10/13/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: 2017 Budget Summary
Sponsors:
Indexes:
Code sections:
Attachments: [2017 Budget - Council Workshop Schedule.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

2017 Budget Summary

SUBMITTED BY: Sheri Pierce, MMC, City Clerk

FISCAL NOTES:

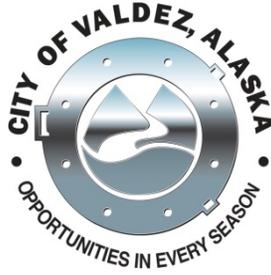
Expenditure Required: [Click here to enter text.](#)
Unencumbered Balance: [Click here to enter text.](#)
Funding Source: [Click here to enter text.](#)

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

The Finance Director and City Manager will present the budget summary and personnel proposal this evening. The 2017 Budget Work Session schedule is attached.



Workshop Schedule for 2017 City Budget

Location: City Council Chambers

Wednesday, October 19th – 530pm – 7pm

- Budget Summary, Trends, Assumptions
- Draft Memo from City Manager
- Personnel Proposal

Thursday, October 20th – 6pm – 930pm

- Valdez City Schools
- Prince William Sound College
- Providence Valdez Medical Center
- City Clerk
- City Council
- Public Works – Streets/Shop, Solid Waste, Utilities, Major Equipment

Tuesday, October 25th – 6pm – 930pm

- Information Technology – IT, Technology Reserve
- Administration
- Human Resources
- Law
- Finance – Finance, Debt Service, Insurance, Permanent Fund
- Ports & Harbor – Port, Airport, Harbor

Wednesday, October 26th – 6pm – 930pm

- Police – Police, Public Safety, Animal Control
- Fire Department
- Parks, Recreation Cultural Services – Parks & Recreation, Parks Maintenance, Library, Civic Center

Thursday, October 27th – 6pm – 930pm

- Community & Economic Development – Economic Development, Development Services
- Capital Facilities – Engineering, Building Maintenance
- CIP & Major Maintenance
- Reserve Funds

Wednesday, November 2nd – 6pm – 930pm

- Community Service Organizations

Thursday, November 3rd – 6pm – 930pm

- Events Support
- Scheduling Overflow



Agenda Statement

File #: 16-0158 **Version:** 1
Type: Corporations **Status:** Agenda Ready
File created: 10/13/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Valdez Museum and Historical Archive Association Annual Meeting
Sponsors:
Indexes:
Code sections:
Attachments: [FINAL VMHA Annual Report 2016 \(2\).pdf](#)
[FINAL VMHA Strat Plan April 2015.pdf](#)
[101315 Valdez Historical Archive Corporation Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Valdez Museum and Historical Archive Association Annual Meeting

SUBMITTED BY: Sheri L. Pierce, MMC, City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

The Valdez City Council serves as the Valdez Museum and Historical Archive Association Corporation. In compliance with the VHMA Corporation bylaws, the Valdez Museum Board of Directors submits an annual report to the corporate members in October. The attached agenda and materials were submitted by the board for presentation this evening.



VMHA CORPORATION

ANNUAL MEETING OF THE MEMBERS

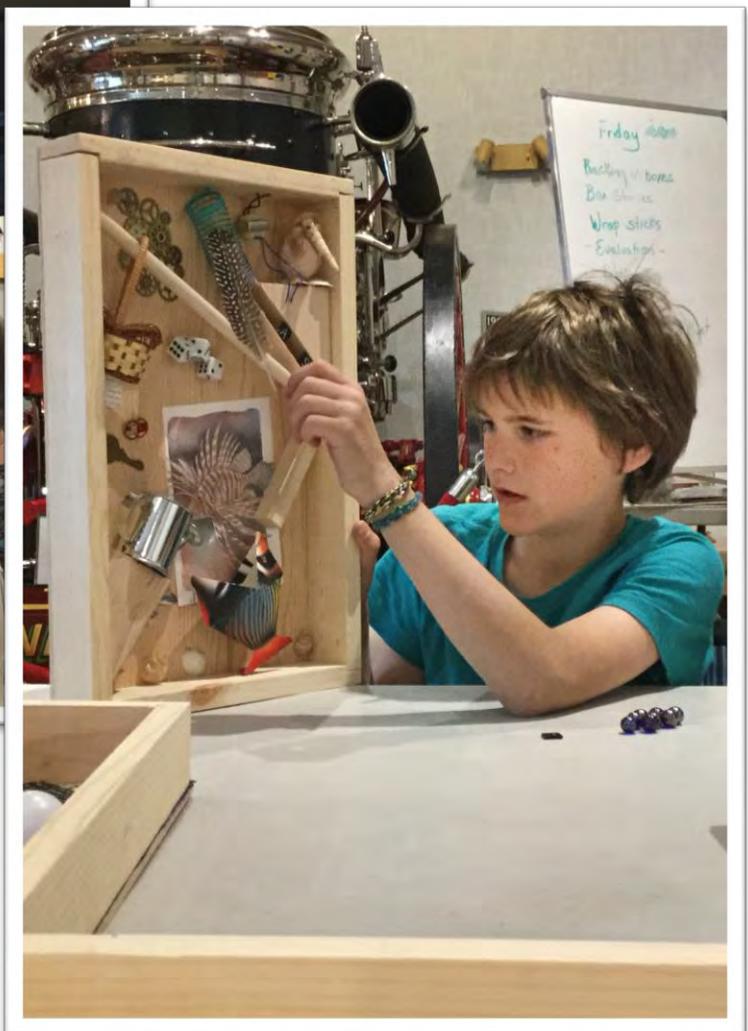
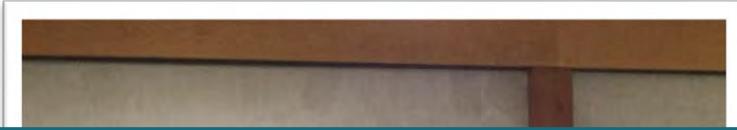
October 19, 2016 –
Meeting Time 6:00 pm
Valdez City Council Chambers

Mission Statement

The Valdez Museum preserves, presents, and interprets the heritage and culture of Valdez, the Copper River Basin, and Prince William Sound, Alaska.

1. **Call to Order**
2. **Roll Call**
3. **Approval of the Minutes** (As of October 13, 2015)
4. **Annual Reports**
 - a. Board Reports
 - President’s Report.....pg. 1-2
 - Committee Reports.....pg. 3-6
 - Financial Report.....pg. 7-25
 - Fund Development Report.....pg. 26-28
 - b. Staff Reports
 - Executive Director’s Report.....pg. 29-33
 - Archives, Collections & Exhibitions Department Report.....pg. 34-39
 - Education & Public Programs Department Report.....pg. 40-45
 - Communications & Marketing Manager
5. **Old Business**
6. **New Business**
7. **Public Business from the Floor**
8. **Member Business from the Floor**
9. **Adjournment**

Annual Report | 2016



VALDEZ MUSEUM & HISTORICAL ARCHIVE
ASSOCIATION, INC

<http://www.valdezmuseum.org>

Board of Directors

President	Michelle Cullen
Vice-President	Gary Minish
Secretary	Emmie Swanson
Treasurer	Lisa Von Bargaen
Member.....	Sara Irwin-Goodreau
Member.....	Spike Gilson
Member.....	Tom McAlister
Member.....	Eric Reich
Member.....	Karen Alred
Member.....	Natalie Gabler

Staff

Full Time

Executive Director	Patricia Relay
Curator of Collections & Exhibitions	Andrew Goldstein
Curator of Education & Public Programs	Faith Revell
Communication & Marketing Manager	Brittany Cabello

Part Time

Museum Services Manager	Andrea Searles
Collections & Exhibitions Assistant	Lanette Oliver
Education & Public Programs Assistant	Beverly Colapietro
Store Assistant / Attendant.....	Hazel Brewi

Summer Attendants

Museum Attendant.....	Chris Olsen
Museum Attendant.....	Nancy Lethcoe
Museum Attendant.....	Mariam Wamsley

President's Report

As President of the Board of Directors for the Valdez Museum and Historical Archive, I speak for the Board. We appreciate the ongoing support that the City of Valdez provides to our Museum. In fact, we couldn't ask for a better support system, from the generous and much needed annual financial grant, to our beautiful new roof and doors, and we especially appreciate the little things that mean so much. Just this month the Park as Rec moved crates around for our recent Decolonizing Alaska exhibit. You nurture the Museum and allow the staff to carry out their mission. The Board feels like we are part of a network of community stakeholders, Museum members, corporate donors, and volunteers that make our museum thrive.



Michelle Cullen, VMHA Board President

This is my third year as President and I have been volunteering for over seven years in different capacities. I see how a well-run organization functions. I would like to take a moment to introduce our Board of Directors to you as we are part of a cohesive team. Our newest members are Sarah Irwin-Goudreau, a retired educator and community activist, and Captain Karen Allred of Stan Stephens and KCHU morning fame. Eric Reich from Samson Tug and Barge brings a professional of the Maritime shipping industry to the Museum Board. Continuing from last year are Natalie Gabler from Wells Fargo Bank, and Gary Minish from Alyeska Pipe-Line Service Company, Lisa Von Barga from the City of Valdez, Emmie Swanson a small business owner, Tom McAlister retired fire chief, and old-towner Spike Gilson. We are sad to say goodbye to Tim James and retiring Julie Farrell.

This year the board and staff have made great strides for the Museum in addition maintaining our great programs from years past. I hope you have been to some of our fabulous programs that have for children, visitors, and members. Last year in my report I shared some of the following events that I am proud of: digital Old Town walking tour, twelve days of Christmas, book signings, exhibit openings, and history talks the Museum, History Camp for kids, drawing on the collection, kayaking Old Town with the middle schoolers and the list goes on. This year we have added a building committee that worked with Alchemy of Design to create a comprehensive Master Interpretive Plan. In addition Ms. Relay has chaired the Earthquake Memorial committee that is working to commemorate this sad and historic event for our town.

The finance committee has worked to oversee our funds and to shape the budget with our ED, Ms. Relay. As a board we are involved in generating income through fundraisers such as the Roadhouse Dinner, membership drives, our new Hurry for History 5 K run at Old Town, and my annual appeal letter. I am impressed with the hard work of the staff on promoting corporate sponsors, museum store sales, and acquiring grants. The generosity of supporters reflects their attachment to the Museum and their value on the work we do!

I'm proud to part a Board that is working to use the Master Interpretive Plan to help dream and vision a Museum space that can grow with our success. As the Board defines our goals, we will work with the Staff and supporters to shape our dream into the re-visioning and re-branding of our City. We are committed to ask ourselves if it is good for history and our mission: "does it preserve, present, and

interpret the heritage and culture of Valdez, the Copper River Basin, and Prince William Sound?” As we work with community stake holders to act on the recommendations of our Master Interpretive Plan, we will seek support from many sources to build sustainable exhibits that will enhance our vibrant community.

As board president I look forward this year to continued advocacy for our Museum. I was pleased to go to Washington DC last February with our director where “Alaska” was recognized for our lobbying Don Young who signed the appropriations letter for Museum funding for the first time! I feel our efforts will pay off with grants and funding for any building we may wish to do in the future.

Thank you once again for all you do. I hope you agree with me that these are exciting times for our City and for the Valdez Museum.

A handwritten signature in black ink that reads "Michelle Cullen". The signature is written in a cursive, flowing style.

Michelle Cullen,
VMHA, President of the Board of Directors

Committee Reports

Standing Committees

Finance Committee

Committee Chair: Lisa Von Bargaen. The Valdez Museum & Historical Archive is committed to responsible financial management. The entire organization including the Board of Directors and staff, work together to make certain that all financial matters of the organization are addressed with care, integrity, and in the best interest of the Valdez Museum & Historical Archive. In addition to developing this year's organizational operating budget through 2017, the Finance Committee made budgetary recommendations throughout the year. This year the Finance Committee went out to bid for a new audit/IRS services firm and made recommendation to the Board on the preferred firm.

A financial review is described in more detail later in the Financial Report. Submitted for your review are a Profit & Loss Budget vs. Actual (Jan - December, 2016); Profit & Loss Previous Year Comparison (as of September 22, 2016); a Balance Sheet Previous Year Comparison (as of September 22, 2016); and a 2016 Adopted VMHA Budget.

Board Development Committee

Committee Chair: Michelle Cullen. The role of the Board Development Committee is to give attention to the composition of the Board – and the effective and appropriate involvement of all Directors to ensure continuing vitality and effective governance. Over the last year, the Board Development Committee actively recruited new Directors as positions became available and continued reviewing Board Job Descriptions and Committee Job Descriptions.

Collections Committee

Committee Chair: Tom McAlister. The role Collections Committee is to review and make recommendations to the VMHA Board of Directors regarding collection acquisitions, deaccessions, and collections policy revision recommendation. Over the last year the Collections Committee worked closely with the Building Committee on the Master Interpretive Plan, addressing spatial needs for proper stewardship of the City – owned collections.

Ad-Hoc Committees

Building Committee

Committee Chair: Lisa Von Bargaen. Formed in January 2016, the Building Committee has been authorized by and is accountable to the VMHA Board of Director to coordinate all issues as it relate to the expansion of the facilities of the Valdez Museum & Historical Archive. Since its creation, the Building Committee has been working closely with the Portland, Oregon firm of Alchemy of Design to assist with the development of a Master Interpretive Plan. The Master Interpretive Plan (MIP) is the first step in the pre-planning process that will guide the Valdez Museum's future. The MIP will help to define the museum's interpretive needs, which will then determine the feasibility of building a new facility, or refurbishing and/or expanding an existing building.

The Master Interpretive Planning team shared the draft plan with the City of Valdez Council at two work sessions, August 4, 2016 and September 6, 2016 respectively. Based on the feedback, the Planning team, in conjunction with Alchemy of Design developed what the next steps should be.

With the completion of this Master Interpretive Plan, the Valdez Museum & Historical Archives is well positioned to commission an architectural feasibility study based on the facilities needs identified and outlined in the Plan. Feasibility studies begin with site evaluation and analysis, take into account building code and zoning, and develop budgets that meet the building programming needs and desired aesthetic qualities.

In addition, this Master Interpretive Plan is intended to serve as a component in the larger city-wide planning process. It provides baseline information relevant to the role the Museum plays in Valdez as the city moves forward in visioning for the downtown area.

Earthquake National Guard Memorial Committee



Visitors engage with artist and discuss memorial proposals.

Committee Chair: Michelle Cullen. In November of 2016, Mayor Weaver and City Clerk Sheri Pierce presented the Museum Board with a request to develop a memorial to honor the Air National Guard crew that lost their lives in April 1964. The request initially came from the surviving dispatcher, Chuck Volanti, who sent a passionate letter to Governor Walker. Board President Michelle Cullen offered to form an Ad-Hoc Committee. The Board believed that the scope of the memorial should include lives lost in Old Town Valdez as well. Members from the Pioneers of Alaska, the Beautification Task Force and other City Commissions as well as Museum Board and Staff were invited to join the Committee.

The Committee started meeting in December of 2016. Since that time, the Committee has met regularly. Discussions of an overall vision for the memorial helped the group decide on where and what it should be. Once the vision of the memorial was determined, a call to arts was solicited. Five Alaskan artists submitted proposals and we are now down to two who have created concepts. We have invited the community to vote on the two finalists.

Roadhouse Dinner Committee

Committee Chair: Emmie Swanson. The Roadhouse Dinner committee is made up of board members, volunteers and Staff. Our annual dinner & fundraiser was held on October 8, 2016 at the Civic Center. The theme of the XV Annual Roadhouse Dinner and Fundraiser was in recognition of Valdezians who have served as elected officials. The event was a fabulous evening and included a family style sit-down dinner, entertainment, silent and live auction, door prizes, grand prize drawing and more! TV and Radio personality Cary Carrigan once again was the Auctioneer! This year we honored Governor Bill Walker and First Lady Donna Walker for all her years of service in Valdez and the State of Alaska. The outcome of the event was very successful with record number of attendees and highest all time gross revenue©

Membership Committee

Committee Chair: Eric Reich. Given that the Membership Committee did not have a Committee Chair for the majority of the year, the Committee did not have any major activities in 2016. Thankfully, new Board Member Eric Reich stepped up and is now evaluating how best to activate the Committee. In December the Committee will be hosting a Holiday Gathering at the Museum.

Strategic Planning Committee

Committee Chair: Gary Minish. With the completion of the VMHA Strategic Plan in August of 2012, the Committee has been reporting regularly at monthly board meetings on progress in meeting our institutional Goals. The Strategic Plan is a five year road map that articulates the following four goals:

- The Valdez Museum & Historical Archive will be a sustainable organization.
- The Valdez Museum & Historical Archive will have a diverse program.
- The Valdez Museum & Historical Archive will have a dynamic communication program.
- The Valdez Museum & Historical Archive will have a consolidated infrastructure.

As the existing Plan term expires in 2017, the Committee will begin working on updating the plan in the first quarter of 2017.



Cut-out from “Quli’angua’a”
Traditional Storytelling traveling
heritage kit produced by
Chugachmiut, Inc.

Native Gallery Committee

Committee Chair: Emmie Swanson. The Native Gallery Committee did not have any major activities in 2016. However, the museum has continued to cultivate its relationship with Chugachmiut in bringing Native heritage kits to the museum. Based on the Museum’s success with the Heritage Kits, this year the Museum’s Educator Faith Revell was invited to Port Graham as an expert on teaching Native Heritage in the community and in the Valdez City Schools.

Advocacy Committee

Committee Chair: Karen Allred. Given that the Advocacy Committee did not have a Committee Chair for the majority of 2016, the Committee did not have any major activities. Thankfully new Board Member Karen Allred agreed to coordinate the committee. Her passion for the Museum and experience in Radio will serve the Committee well. Once fully activated the Committee in tandem with Museum Staff will develop a Communications Plan that will educate the community, donors, and elected officials on the services that the Museum provides as well as a unified message on the needs of the Museum.

As the Museum plans for the future, the Advocacy Committee will play an important role in connecting the community, stakeholders, and donors in publicizing and positioning the Museum.

Endowment Committee

Committee Chair: Natalie Gabler. While the Committee has not met over the last year, the Executive Director, Patricia Relay has been working with the Alaska Community Foundation to develop a Legacy and Planned Giving program. The Goal is to bring the Alaska Community

Foundation Vice President of Philanthropy to town to consult the Board on how best to proceed in coordinating and implementing a fund development plan that will grow the Valdez Museum Endowment fund to \$3.5 million by promoting donations, and creating activities and events to raise money for the Fund.

Financial Report

Summary - Overall we are on track. 2016 continues to show promise. For your review, I have provided you with four Financial Statements: Profit & Loss Budget vs. Actual (Jan - December, 2016); Profit & Loss Previous Year Comparison (as of September 22, 2016); a Balance Sheet Previous Year Comparison (as of September 22, 2016); and a 2017 Adopted VMHA Budget.

1. Profit & Loss Budget vs. Actual (Jan - December, 2016) As we enter fall and the snow is getting closer, we have already generated 82.2% of our expected revenues for the year and have expended 68.3% of our projected expenses. This statement looks at activity as of September 22, 2016 (note: top left corner of statement.)

Income: Of special note:

- **Fund Development:** 24% of Budget Projection (Consists of Corporate Sponsors, Roadhouse Dinner, Annual Appeal, Membership, In-kind, Restricted, and Unrestricted donations) At the time of this report, we have generated...
 - 70% of budgeted Corporate Sponsorship, Alyeska Student Art Show sponsorship at \$1,200 and \$7,550 in Roadhouse Sponsorships.
 - 21.9% of budgeted Roadhouse income received: Ticket sales revenue received to date. Once the event is over, Auction, raffle, and call to action income will be recognized.
 - 5% of budget Annual Appeal- we are still receiving donations from the Q4 2015 letter. 2016 Appeal will be launched November 10, 2016.
 - 67.5% of budget Membership revenues. Slow but steady
 - 15.2% of our Donation Income, of which
 - 25% of In-Kind Received; In addition to donated presenter services, we have a Triptych donated by Asia Freeman, a *Communities Disaster and Change* artist, to be used as an auction item for Roadhouse. Additional in-kind will show up in November from auction item donations.
 - 0.2% of Restricted; while the account reflects no activity, deferred revenues are recognized to support current year spending. FY16 deferred revenues include \$39,801 for Planning and \$14,216 for EQ Education, rendering the account at 81% of budget.
 - 85.2% of Unrestricted – In addition to the generous unrestricted \$7,500 gift from Providence foundation, we have generated \$2,300.22 from various source, including the 5K Run/Walk
 - 19% of Designated Fundraising (proceeds of Commemorative Photo.)
- **Earned Revenue:** 91% of Budget Projection. (Consists of Program Fees, Admission Fees, Space Rental Fees, and Store Sales)
 - 74% of Program Fees; with a number of successful programs we are in good shape to exceed projected revenues for the year.
 - 88% of General Admission; summer visitation dropped a bit in August with the bad weather, but projection is still achievable as we continue to have visitors in on a daily basis
 - 90.2% of Tour Bus income; on track. As bus traffic just stopped, there a number of outstanding invoices that should complete this funding source off for the year.

- 191.3% of Archival Fees; With the Valdez Museum's website optimized in Google, we are receiving a record number of requests for information. The primary reason that this account did so well this year is because the Valdez Museum was featured on the National Geographic Channel.
- 98.4% of Store Sales has been generated; with the right mix of inventory, the store has been done well this year. I attribute the success to the attention the front end staff are paying to the visitors.
- 36.7% of anticipated Space Rental revenues have been received. A marketing effort is still in the queue for the year.
- **Grants:** 74.6 % of Budget Projection. (Consists of Federal, State, City, and Foundation Agencies)
 - 100% of City Grant: All four quarters of funding have been received
 - 0.00% of State of Alaska Grant: The FY16 Temp Exhibits grant from the State Arts Council was received in fall 2015. Deferred revenues of \$2,250 can be reported, rendering this account at 30% of budget. FY17 Temp Exhibit Grant and intern Grant will be received later in this fall in the amount of \$7,400.
 - 78.6% Foundation Grants: There still is a little over \$2,800 left in the WESTAF grant that supports the return of Communities Disaster and Change artwork, rendering the account at 99% of budget.
- **Interest Income:** 43% of Budget Projection. While the reserve account preformed as expected and is at 98% of projection, both the Capital Equipment CD and the Phyllis Irish CD have not. There are two reasons for this variance. First, the anticipated rate of return was lower and, secondly, the Capital Equipment CD was used to transfer \$15,000 into the Facility Planning project.
- **Miscellaneous Income:** This account will show throughout the year as it impacts the previous year comparison starting in May. We have not budgeted any revenues and is just a place holder for future reference.
- **Reimbursed income:** 101.9% of Budget Projection. In addition to minor credit memos, there are reimbursements for shipping and travel costs from Museums Alaska and the Tatitlek Corporation; refund from the US Treasury; reimbursements from City of Valdez for Earthquake National Guard Memorial project and a variety of other miscellaneous refunds.

Expenses: Here are a few highlights:

- **Facility Planning:** 58% of Budget Projection. To date we have paid \$49,243.50 of the contracted \$65,000 total. When the final draft of the Master Interpretive Plan is approved by the Museum Board at its October 20, 2016 regular meeting, the final costs will be expended.
- **Pass-through Donations:** 0.00% of Budget Projection. Come to find out the Spirit Camp now has its own non-profit and will no longer be asking the Museum to be their Fiscal Agent.
- **Volunteer Expenses:** 100% of projected costs for the year. This account includes costs for volunteer luncheon and appreciation gifts. No other expenses are anticipated for this budget cycle.
- **Fundraising Expenses:** 39.1% of projected budget. Pick Click Give administration fee of \$250.00 and minor Facebook promotional ads for annual appeal and other fundraising efforts. Remaining costs will be for Roadhouse, Annual Appeal and Mobile Cause online fundraising services.

- **Membership Expenses:** 39.1% of projected budget. This year we are updating the membership materials. At the time of this report, we have costs for a new membership card machine and printing costs for the *Inside View* magazine.
- **IT Services:** 67% of projected costs for the year. As all technology and website matters are running smoothly, this account is on track
- **Education:** 71.8% of projected budget. In addition to minor supplies for program related needs, there are expenses associated with the content development on the online Old Town walking tour.
- **Collections:** 74.5% of projected budget. (Consists of Intern, Conservation, Collections Supplies, and Acquisitions)
 - 68.2% of Collections Supplies: Supported by the Museums Alaska Collections Management Fund, expenses for the Map Storage upgrades are included for this reporting period.
 - 87.1% Acquisitions: Tatitlek window has been received. The remainder of this account will support any minor purchase throughout the year.
- **POS Inventory Adjustments:** -580.4% of projected budget. The 2015 Financial found no material evidence to suggest that the inventory was off. As a matter of fact the review of the inventory was perfect. This variance is a QuickBooks anomaly that seems to work itself out at yearend each year.
- **Freight & Shipping:** 109.2% of projected budget. This is a direct result of stocking up on inventory for the store as well as higher costs for shipping of printed materials.
- **Personnel Expenses:** 74.7% of projected costs for the year. Even with the need of additional help in the summer, we are maintaining and tracking well. When the summer season is over, our staffing needs will reduce. I am tracking hourly closely.
- **Contract Labor:** 70.5% of projected cost for the year. This account includes support for Summer Camp, Old Town Walking tour and other summer program support. There is enough left in the account to support help in public programs such as the 12 Days of Christmas.
- **Professional Fees:** 115.4% of projected budget. Accounting costs exceeded the quote of \$14,000 we received earlier in the year. The overage is close to \$3,000 at this point. A RFP for audit services has been solicited. The Finance Committee is making a recommendation to change Accounting firms. We were able to find a new firm with excellent reference. Fees for services will range \$15,380 for the first year and top out at \$16,320 for the third year.
- **Utilities:** 64.8% of projected budget.
 - 74% of budgeted electric. The use of LED lights has greatly reduced our consumption
 - 52.7% of budgeted heating oil. With a more efficient boiler that was replaced a few years back, heating oil costs have been notable reduced.
 - 74.3% of budgeted water and sewer.
- **Telephone:** 55.9% of projected budget. (Consists of Conference line, Fax, Internet, Local Service and Long Distance)
 - 48% of Conference line
 - 40.6% of Fax;
 - 54.9% of internet;
 - 88.1% of Local Service;
 - 5% of Long Distance. We have used up our 200 free long distance minutes. This account is well under projection and should not come close to being used up this year

- **Postage and Delivery:** 89.1% of projected budget. Costs for nonprofit mailing, store supplies and box holder mailings are included. With no summer box holder mailing we should be in good shape for Q4 mailings.
- **Supplies:** 82.2% of projected budget, (Consists of Technology, Office and Operating)
 - 20.6% of Technology. With the generous donation of the POS CPU from Arctic IT, we are in great shape. In the event that we have a technology crisis, we are in good shape to resolve the matter. That is to say only if we need to replace one unit.
 - 83.9% of Office Supplies – in addition to ordinary supplies, we needed to stock up on stationary and envelopes. We should be in good shape for the rest of the year.
 - 109.4% of Operating Supplies – in addition to miscellaneous items, there are a number of significant Store related supplies, specifically bags and boxes as well as new uniform shirts for the summer attendants to wear and the purchase of 10,000 printed admissions tickets.
- **Exhibits:** 96.7% of projected budget. (Consists of three sub accounts: Special Projects, Permanent Exhibits and Temporary Exhibits.)
 - 114.1% of Special Projects At this point the Communities Disaster and Change expenses for the exhibit are complete, including the costs for minor repair of one of the works. The reason that this account is over is that there have been costs associated with the Earthquake National Guard Memorial which was not projected in the 2016 Budget. These costs are supported by reimbursements from the City of Valdez.
 - 79.1% of Permanent Exhibits. In addition to minor costs for supplies and lighting, there are costs for repairing the Aviation Exhibit. Happily it is working again. Remaining costs for the year will go towards the Closed Captioning of the DVD *Between the Glacier and the Sea*, as we had a complaint from a hearing impaired visitor and needed to order more inventory anyway.
 - 89.4% of Temporary Exhibits includes costs for Denis Keogh reception/supplies, Student Art supplies and shipping costs for the summer show Found & Assembled; and additional insurance for *Decolonizing Alaska*. We should be in good shape for our final exhibit *Going with the Flow* that opens in November.
- **Dues & Subscriptions:** 81.7% of projected budget. Slightly higher than expected as Foraker dues doubled this year.
- **Printing & Reproduction:** 98.6% of projected budget. In addition to costs for Xerox monthly fees as well as printing of checks, we needed to stock up on rack cards for marketing throughout Alaska and the Yukon.
- **Advertising & Marketing:** 107.1% of projected budget. All of the 2016 commitments have been remitted. A portion of the Mobile Cause fee has been recognized in this account as we are using the service as a communication tool. The reason for the overage is attributed to costs for 2017 placements that will be applied to the 2017 budget during the Museum's annual audit in the first quarter of 2017
- **Travel:** 52% of projected budget. (Consists of Transportation/Lodging and Meals)
 - 49.4 % of Transportation/Lodging. Includes all costs associated with Juneau CHAMP trip and for MAD DC. Budget is in good shape for travel to state wide conference in September.
 - 92% of Meals. on track

- **Training / Education:** 23.5% of projected budget. As CHAMP and MAD did not have registration fees, this account is well under projections. We will have enough for in state conference costs and possibly other opportunities.
- **Depreciation and Transfer Expenses:** Both accounts will show up throughout the year as they are place holders for previous year's activity. Depreciation is booked by the Accountant after the audit. It will show up at the end of the year. Transfer Expenses were booked last year for software manipulation to properly class funds transfer in the Facility Planning account. There are no real costs for the transfer. This is just a placeholder.
- **Public Programs:** 65% of projected budget. In addition to costs for bringing in out of town presenters to the Museum, as well as miscellaneous program supplies, we now are seeing expenses for summer camp and other summer offerings. These costs are supported by the annual United Way Grant.

2. Profit & Loss Previous Year Comparison (as of September 22, 2016) While the Budget to Actual Statement reflects totals after September 22, 2016, this statement reviews only January – September 2016.

Income: In comparison to last fiscal year, we are down by 9.6%

- **Fund Development:** 67.7% decrease over last year. (Consists of Corporate Sponsors, Roadhouse Dinner, Annual Appeal, Raffle, Membership, In-kind, Restricted, and Unrestricted donations, and designated Fundraising)
 - .6% increase in Corporate Sponsorship – the primary reason for the increase is that we regained former Roadhouse sponsors at a higher level of support.
 - 305.6% increase in Roadhouse. Ticket sales for the event started selling as soon as they are available and at the time of this report, the event sold out 😊
 - 100% increase in Annual Appeal – thanks to a well-crafted letter, a refined mailing list and the timing of the solicitation, the 2015 appeal continued to receive donations in 2016. Yearend appeal will be going out in November which will fulfill the remaining projections
 - 100% decrease in Raffle. As directed by the Board, no raffles are scheduled for this year.
 - 6.3% increase Membership – while a membership campaign has not been launch we are gaining and new members by simply offering value driven programs that are appreciated by attendees.
 - Donation Income
 - 23.8% increase over last year in In-Kind Donations. With an increase in public programs, presenters are generously donating their time.
 - 99.9% decrease over last year. Restricted Donations. Last year Providence made a restricted gift of \$15,000 specifically to youth education; \$17,500 from the City of Valdez for the Perry salvage project; and \$50,000 from the City of Valdez for master Interpretive Planning.
 - 384% increase Unrestricted – This year, the Providence donation was unencumbered as well as Run/Walk fundraiser and other unsolicited gifts have increased.
 - 77.9% decrease Designated Fundraising – now that 2014 anniversary of Earthquake is over, there is less interest in the Commemorative print.

- **Earned Revenue:** 2.7% increase over last year. (Consists of Program Fees, Admissions, Group Sales, Archival Fees, Space Rental, and Store Sales.)
 - 57.9% increase Program Fees – finding the right offerings, programs are doing well.
 - 3.4% decrease Admissions – while July saw a significant increase, August’s weather hampered performance. There were fewer road travelers.
 - 6.7% decrease in Tour Bus and bulk tickets. While we saw a more diverse tour operators, the groups were smaller.
 - 527.2% increase in Archival Fees – this is directly attributed to providing services to the National Geographic Channel as well as search engine optimization of our online collections. We are receiving regular research and reproduction requests.
 - 63.3% decrease in Space Rentals; a solicitation is in the works. We hope to have a mailer and social media campaign in the works by the end of the year.
 - 12.7% increase in Store Sales – With General Admissions is slightly down, the visitors that are coming in are buying items from the Store.
- **Grants:** 6.9% increase over last year. (Consists of City funding, State, and Foundation Grants)
 - 7.1% increase in City Grant;
 - State Grants – nothing to report at this time; we will see activity in this account in the early fall. We have received notice that the FY17 Intern grant will be funded and we anticipate a Community Arts Development grant from the State Council on the Arts as well.
 - 0.00% difference in Foundation Grants.
- **Interest income:** 62.2% decrease over last year. With the transfer of funds from our Gen Ops Cd to cover costs for Facility planning, reducing the balance by 50% and our Phillis Irish CD is yielding a lower rate of return, interest income will not hit the projected mark this year.
- **Miscellaneous Income:** 100% decrease over last year. Last year we used this account to hold the funds received from the erroneous income that was generated from the Intuit Software. As all is working well this year (knock on wood) we should not have any activity in this account in 2016.
- **Reimbursed Expenses:** 303.3% increase over last year. In addition to reimbursement for shipping a *Communities Disaster and Change* painting to a buyer in California, we also received a \$250.00 reimbursement from Museums Alaska for my travel to Juneau in January; a travel and expenses reimbursement from the Tatitlek Corporation for Faith’s trip last month; a number of small reimbursements as well as reimbursements from the City of Valdez for EQ NG Committee meeting costs.
- **Funds Transfer Income:** 100% decrease over last year. Last year withdrew funds from our Gen Ops Cd to support costs for Facility Planning.

Expense: Compared to last fiscal year we have decreased spending by 14.9%. While this report reflects notable increases in Facility Planning, Professional Fees and Freight and Shipping, all other accounts are performing within acceptable parameters with decreases ranging from 4.6% to 873.4%

Of special note:

- **Facility Planning:** 41.1% increase over last year. Initial costs for the MIP were just starting to show up last year.

- **Pass-through Donation:** 100% decrease. Spirit Camp no longer needs a fiscal agent as they now have their own non-profit.
- **Fundraising Expenses:** 25.2% decrease over last year. The primary difference is that had raffle proceeds paid out last year and this we have not conducted any raffles.
- **Membership Expenses:** 16% decrease over last year. The primary reason for the decrease is that we have not launched a membership campaign drive yet this year.
- **IT services:** 4.6% decrease over last year. Both technology and website are currently stable.
- **Education:** 17.5% decrease over last year. The primary reason for the decrease is that labor for the Old Town walking tour has been accounted for in Contract Labor.
- **Collections:** 92.4% decrease over last year. (Consists of Intern, Conservation, Collections Supplies, and Acquisitions) Last year we hosted an Intern and purchased 4 works of art from the *Communities Disaster and Change* exhibit, supported by the Museums Alaska Art Acquisition fund.
- **POS Inventory Adjustments:** 873.4% decrease over last year. As mentioned earlier, this is a software anomaly that seems to work itself out at yearend inventory. The FY15 audit did not find any material evidence that inventory was missing.
- **Freight & Shipping:** 100.1% increase over last year. The primary reason for the increase is due to higher shipping costs for inventory and printed material.
- **Payroll Expenses:** .3% increase over last year. All accounts are performing as projected. While Salaries/Wages and FICA tax are down .5%, State Unemployment, 403B Employer, and Health Insurance have increased more notably, 1%, 6.6%, and 2.1% respectively – all anticipated increases.
- **Contract labor:** 17.8% decrease over last year. The primary reason for the decrease is that the Education department reassessed summer programs and decided not to host the Drawing Upon the Collection series this year. All focus was on the Old Town walking tour.
- **Professional Fees:** 103.4% increase over last year. The primary reason for the increase is attributed to the additional costs for audit and IRS services.
- **Utilities:** 15.6% decrease over last year. Both Electric and heating Oil are down for the year, 2% and 30.9% respectively.
- **Telephone:** 19.6% decrease over last year. While the primary reason for the reduction is that we have no charges for Long Distance (200 free minutes that have not been used up 😊), all other sub accounts are down between 24.7% - 48.9% with the exception of local service which is up 44.1%
- **Postage & Delivery:** 31.9% increase over last year. In addition to increased delivery costs for Store Supplies, postage for bulk mailings to promote temporary exhibits have increased. Promotional material mailings are supported by the Alaska State Council on the Arts and Alyeska for Denis Keogh and Student Art Show.
- **Supplies:** 13.8% decrease over last year. (Consists of Technology, Office and Operating Supplies) While technology supplies have greatly reduced this year, office and operating supplies are greater than expected due to a need in stocking up admissions tickets and the purchase of summer staff work shirts.
- **Exhibits:** 85% decrease over last year. (Consists of Special Projects, Permanent Exhibits & Temporary Exhibit) Now that *Communities Disaster and Change* is over, costs in exhibits have been greatly reduced. Additionally, last year we had over \$19,000 in costs for the Perry salvage project. Permanent and Temporary exhibit funds have been reduced as well, primarily

because we have switched over to LED lights and supplies for Temporary exhibits have been minimal.

- **Dues and Subscriptions:** 40.8% increase over last year. This is directly attributed to the \$500 increase in Foraker dues and the timing of other annual renewals.
- **Printing & Reproduction:** 66.1% increase over last year. This is directly attributed to the purchase additional Xerox supplies and adjusted journal entries from the 2015 audit.
- **Advertising & Marketing:** 8.2% decrease over last year. The 2016 budget was reduced to utilize more cost effective strategies.
- **Insurance:** 49.4% decrease over last year. Last year our Workers Compensation was reassessed. Based on the assessment, we incurred additional charges. This is not attributed to any claims.
- **Credit Card Fees:** 50.3% decrease over last year. Last year our merchant account was hacked and we had to reimburse over \$3,000 in chargebacks. Thank goodness that nightmare is over.
- **Travel:** 69.6% decrease over last year. This is attributed to one less person going to Juneau, the use of Alaska Air miles, shared housing in DC, and no staff travel to the AAM National Conference this year.
- **Training & Education:** 80.8% decrease over last year. (Consists of registration fees for conferences as well as online professional development for staff) Based on the approved 2016 Budget, there will be no staff person attending AAM Annual Meeting this year. Therefore the account is notably lower.
- **Transfer Expenses:** Transfer Expenses were booked last year for software manipulation to properly class funds transfer in the Facility Planning account. There are no real costs for the transfer. This is just a placeholder. Therefore, our net for 2015 actually is \$15,000 higher
- **Public Programs:** 17.4% decrease over last year. Given that we put the Drawing Upon the Collection series this year, we have fewer costs associated with supplies.

3. Balance Sheet Previous Year Comparison (as of September 22, 2016)

Assets: At the time of this report we are down by 2.3%.

Of Special Note:

- **Checking and Savings:** 20.9% decrease over last year. With the exception of the Gaming Account and Savings all operating accounts are performing well. At the time of this report, Cash in drawer had not been transferred to CMC Savings. These funds are transfer either daily or if it is over a weekend, the first business day after the weekend. Gaming does not have activity as we did not conduct any Raffles this year. Savings is down as special project funding has been expended.
- **Accounts Receivable:** 1.2% increase over last year. The change is directly attributed to the an increase in City of Valdez grant funding as well as tour bus receivables.
- **Museum Endowment Fund:** .1% increase over last year. At the time of this report we have received Q1 2016 of \$13,992. Q2 2016 should be available soon. I might be able to give a verbal report at the meeting.
- **Fixed Assets:** 23% increase over last year. This is directly attributed to the Capitalization of Facility Planning costs, as prescribed by the Auditor in the 2015 Audit (Acct. 4000 Construction in Progress.)

Liabilities:

- **Accounts Payable:** 31% increase over last year. At the time of this report, no major bills are pending. The only activity in this account is for Store Inventory.
- **Credit Card:** 32.6% decrease over last year. Now that the Wells Fargo card is getting closer to being correct, I am willing to agree with the difference reported on this Balance Sheet.
 - Wells Fargo: The account has been closed. The negative entry is an entry error and will be adjusted out during the 2016 audit.
 - Bank of America: The primary expense at the time of this report is Copper Valley Telecom, annual membership dues for the American Alliance of Museums, RAVN tickets for presenters, Arctic IT for monthly tech support, and Caption labs for Closed Captaining services for our DVD *Between the Glacier and the Sea*; \$1,343.77, \$500.00, \$429.00, \$950.00 and \$870.35 respectively. All other expenses are for miscellaneous supplies and minor costs for EQ NG Memorial project.
- **Net Income:** 30.4% increase over last year. With the decrease in spending, coupled with the completion of 2014 EQ projects, our net is looking great.

4. **2017 Approved Operating Budget** Overall, the 2017 Budget utilizes current budget data and conservatively increases some areas and decreases other areas. Now that multiyear special projects and the Master Interpretive Plan is near completion, we do not recognize any special project income and expenses, with the exception of deferred revenues to support EQ Education and the potential of restricted funds for the 2017 summer exhibit.

The 2017 Budget reflects a 7% decrease in operations. While some expense accounts remain stable, others are notably reduced and increased as needed to accommodate income and expense requirements. The narrative below draws your attention to variances between the current year and the proposed 2017 budget.

Income: The Accounts have been classified to accommodate grants and federal reporting requirements.

- **Fund Development:** (34% decrease) consists of Corporate Sponsors, Roadhouse Dinner, Annual Appeal, Raffle, Membership, Donation Income (In-Kind, Restricted and Unrestricted), and other Designated Fundraising activities. With the exception of Restricted Donations all accounts remain stable with past year's actuals. Restricted Donations are reduced as we are not projecting any special projects at this time.
- **Earned Revenue:** (3% increase) includes Program Fees, Museum Fees (General Admissions, Group Admissions, Archival, and Space Rental), and Museum Store Sales. With the 2.7% increase over last year and as Store Sales, Public Programs and Archival Services continue to grow, Earned Revenue accounts have been conservatively increased by .3% for growth.
- **Grants:** (2% increase) includes City of Valdez Grant, State Grants, and Foundation Grants. City Grant funding has been increased by 2% to support competitive seasonal staff wage increases and merit raises for permanent staff. State Grants have been increased by 37% for awards received for Temporary Exhibits and a Summer Intern. Foundation Grants have been reduced by 7% as Special Projects have been reduced. Currently we anticipate a Grant from the United

Way of Valdez, and a prospective Grant from the Ahtna Corporation to support a Native Heritage Exhibit in the fall of 2017. All non-city grants support specific and tangible offerings.

- **Interest Income:** (45% decrease) consists of interest income from savings and three Certificate of Deposits. With the \$15,000 transfer to operating from the Capital CD, the year to date actuals in the Reserve CD, the decrease reflects conservative assumptions.
- **Reimbursed Expenses:** (No Change) includes rebates on services and other miscellaneous refunds. Based on year to date actuals, the decrease reflects conservative assumptions.

Expenses: The Accounts serve two purposes. One, classification helps with federal and grant reports and secondly, to reflect a more mission driven Museum operating budget. The accounts will help curatorial staff plan for programming. All increases and decreases are based on year to date actuals as well as planned multiyear projects

- **Facility Planning:** (100% decrease) As the Master Interpretive Plan will be completed by the end of October 2016 and the next steps in planning are pending, no expenses are being projected at this time.
- **Pass-through Donation:** (100% decrease) The group that runs the Nuuciq Spirit Camp now has their own non-profit status and no longer need the museum as a fiscal agent.
- **Volunteer Expenses:** (no change) based on year to date actuals.
- **Fundraising Expenses:** (13% decrease) itemized for IRS 990 reporting, these funds cover costs for Appeal mailings, Roadhouse and Pick Click Give administration fees. Given that there will be no Raffle costs in 2017 this account has been reduced.
- **Membership:** (no change) itemized for IRS 990 reporting. These funds will be utilized to not only strengthen our relationship with current members but also recruit new members. The majority of this account is allocated to the cost of printing the quarterly publication *Inside View*.
- **IT Services:** (no change) Overall the Museum's Technology Assets are in good order.
- **Education:** (no change) supported in part by individual donors and the United Way, Education will continue to sustain the program of work currently offered with no special projects forecasted for 2017
- **Collections:** (158% increase) (Consists of Intern, Conservation, Collections Supplies, and Acquisitions) While costs for Collections Supplies and Acquisitions remain stable, in 2017 the Museum will host a summer intern, rendering the increase. This expenses is supported by an Alaskan State Grant in Aid administered by the Alaska State Museum
- **Personnel Expenses:** (2% increase) the increase allows for cost of living raises as well as increases for summer staff.
- **Contract Labor:** (no change) supported by grants from the United Way of Valdez and the Felland Fund, Contract Labor funds summer program assistance as well as other Education Department needs.
- **Professional Fees:** (27% increase) over the last few years BDO accounting firm has been increasing fees for Audit and IRS prep. Given this trend, Accounting fees have been increased to accommodate the expenses. In response the Museum Board has issued an RFP for Audit Services and will be changing firms, which will reduce the increase by 14% While legal fees have no change, Consulting has been eliminated as we have not used this account in the last couple of years.
- **Vehicle Expense:** (no change) based on year to date data, this account covers costs for routine maintenance and gas.

- **Janitorial Expenses:** (no change) based on current year data.
- **Utilities:** (7% decrease) over the last year, utilities have been tracking between 2% and 30% lower. The 7% decrease is on the low end of the scale rendering the assumption conservative.
- **Exhibits:** (29% decrease) includes special projects, temporary exhibits and permanent exhibits. While Permanent and Temporary Exhibits are 15% and 16% higher in 2017, the primary reason for the decrease in there are no costs associated with Special Project. Both the Permanent and Temporary Exhibits are funded through project specific non-City grants.
- **Advertising & Marketing:** (7% increase) we found that the 2016 budget did not allow for enough placements as such conservatively increased the account to continue to broaden deepen and diversify our market share.
- **Rent:** (no change) cost for storing the Perry and for the annual rent owed the City for the Museum facilities.
- **Travel:** (11% increase) in 2016 it was decided that the Museum Staff did not need to go to national conferences each year. In addition to instate offerings, in 2017 one professional staff member will attend a national conference, and the Executive Director will continue attending Museums Advocacy Day in DC
- **Public Programs:** (No Change) includes workshops, lectures, presentation, and summer Camp.

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09/22/16
Accrual Basis

Valdez Museum & Historical Archive
Profit & Loss Budget vs. Actual
January through December 2016

	Jan - Dec 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
8003 · Fund Development	35,145.22	146,250.00	-111,104.78	24.0%
8024 · Earned Revenue	84,823.23	93,180.00	-8,356.77	91.0%
4200 · Grants	466,000.00	472,000.00	-6,000.00	98.7%
8501 · 7015 Interest Income	795.55	1,850.00	-1,054.45	43.0%
8008 · Miscellaneous Income	0.00	0.00	0.00	0.0%
8011 · Reimbursed Expenses	2,038.17	2,000.00	38.17	101.9%
Total Income	588,802.17	715,280.00	-126,477.83	82.3%
Cost of Goods Sold				
8102 · Gallery Commission	681.69	1,500.00	-818.31	45.4%
8101 · Cost of Goods Sold	13,487.98	15,000.00	-1,512.02	89.9%
Total COGS	14,169.67	16,500.00	-2,330.33	85.9%
Gross Profit	574,632.50	698,780.00	-124,147.50	82.2%
Expense				
8036.3 · Facility Planning	29,004.50	50,000.00	-20,995.50	58.0%
760 · Passthrough Donations	0.00	1,750.00	-1,750.00	0.0%
8036.2 · Volunteer Expense	500.00	500.00	0.00	100.0%
8036 · Fundraising Expenses	4,687.82	12,000.00	-7,312.18	39.1%
8036.1 · Membership	1,347.30	3,000.00	-1,652.70	44.9%
8037 · IT Services	11,394.78	17,000.00	-5,605.22	67.0%
8039 · Education	2,145.27	3,000.00	-854.73	71.5%
8040 · Collections	1,676.80	2,250.00	-573.20	74.5%
9001 · POS Inventory Adjustme...	-580.42	100.00	-680.42	-580.4%
9002 · Freight and Shipping Co...	1,365.38	1,250.00	115.38	109.2%
8103 · Personnel Expenses	306,568.33	410,250.72	-103,682.39	74.7%
8044 · Contract Labor	4,935.00	7,000.00	-2,065.00	70.5%
8110 · Professional Fees	17,317.00	15,000.00	2,317.00	115.4%
8113 · Vehicle Expense	214.47	750.00	-535.53	28.6%
8047 · Janitorial Services	8,000.00	12,000.00	-4,000.00	66.7%
8048 · Utilities	32,079.60	49,530.00	-17,450.40	64.8%
8118 · Telephone	6,316.53	11,300.00	-4,983.47	55.9%
8123 · Postage and Delivery	1,781.40	2,000.00	-218.60	89.1%
8049 · Supplies	8,629.89	10,500.00	-1,870.11	82.2%
Exhibits	7,482.77	7,739.28	-256.51	96.7%
8130 · Dues and Subscriptions	3,268.00	4,000.00	-732.00	81.7%
8131 · Printing and Reproduction	5,916.40	6,000.00	-83.60	98.6%
8053 · Advertising/Marketing	7,498.25	7,000.00	498.25	107.1%
8133 · Board Expense	72.00	100.00	-28.00	72.0%
8134 · Rent	0.00	910.00	-910.00	0.0%
6185 · Insurance	285.00	23,500.00	-23,215.00	1.2%
8138 · Credit Card Fees	2,881.62	5,000.00	-2,118.38	57.6%
8139 · Bank Service Charges	160.63	100.00	60.63	160.6%
8140 · Equipment	269.20	1,500.00	-1,230.80	17.9%
8056 · Travel	3,510.19	6,750.00	-3,239.81	52.0%
8144 · Training & Education	353.00	1,500.00	-1,147.00	23.5%
8145 · Licenses and Permits	50.00	500.00	-450.00	10.0%
8148 · Contributions	5,000.00	20,000.00	-15,000.00	25.0%
8150 · Depreciation Expense	0.00	0.00	0.00	0.0%
Funds Transfer Expense	0.00	0.00	0.00	0.0%

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Accrual Basis

Valdez Museum & Historical Archive
Profit & Loss Budget vs. Actual
January through December 2016

	Jan - Dec 16	Budget	\$ Over Budget	% of Budget
8058 · Public Programs	3,249.65	5,000.00	-1,750.35	65.0%
Total Expense	477,380.36	698,780.00	-221,399.64	68.3%
Net Ordinary Income	97,252.14	0.00	97,252.14	100.0%
Other Income/Expense				
Other Expense				
8180 · Balancing Adjustments	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	97,252.14	0.00	97,252.14	100.0%

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Accrual Basis

Valdez Museum & Historical Archive

Profit & Loss Prev Year Comparison

January 1 through September 22, 2016

	Jan 1 - Sep 22, ...	Jan 1 - Sep 22, ...	\$ Change	% Change
Ordinary Income/Expense				
Income				
8003 · Fund Development	35,145.22	108,781.40	-73,636.18	-67.7%
8024 · Earned Revenue	84,823.23	82,593.10	2,230.13	2.7%
4200 · Grants	466,000.00	436,000.00	30,000.00	6.9%
8501 · 7015 Interest Income	795.55	2,101.88	-1,306.33	-62.2%
8008 · Miscellaneous Income	0.00	2,982.06	-2,982.06	-100.0%
8011 · Reimbursed Expenses	2,038.17	505.40	1,532.77	303.3%
4320 · Funds Transfer Income	0.00	15,000.00	-15,000.00	-100.0%
Total Income	588,802.17	647,963.84	-59,161.67	-9.1%
Cost of Goods Sold				
8102 · Gallery Commission	681.69	1,066.22	-384.53	-36.1%
8101 · Cost of Goods Sold	13,487.98	11,367.68	2,120.30	18.7%
Total COGS	14,169.67	12,433.90	1,735.77	14.0%
Gross Profit	574,632.50	635,529.94	-60,897.44	-9.6%
Expense				
8036.3 · Facility Planning	29,004.50	20,554.00	8,450.50	41.1%
760 · Passthrough Donations	0.00	1,750.00	-1,750.00	-100.0%
8036.2 · Volunteer Expense	500.00	500.00	0.00	0.0%
8036 · Fundraising Expenses	4,687.82	6,268.67	-1,580.85	-25.2%
8036.1 · Membership	1,347.30	1,604.15	-256.85	-16.0%
8037 · IT Services	11,394.78	11,937.91	-543.13	-4.6%
8039 · Education	2,145.27	2,599.76	-454.49	-17.5%
8040 · Collections	1,676.80	22,105.36	-20,428.56	-92.4%
9001 · POS Inventory Adjustme...	-580.42	-59.63	-520.79	-873.4%
9002 · Freight and Shipping Co...	1,365.38	682.33	683.05	100.1%
8103 · Personnel Expenses	306,568.33	305,637.28	931.05	0.3%
8044 · Contract Labor	4,935.00	6,005.00	-1,070.00	-17.8%
8110 · Professional Fees	17,317.00	8,513.54	8,803.46	103.4%
8113 · Vehicle Expense	214.47	569.87	-355.40	-62.4%
8047 · Janitorial Services	8,000.00	8,000.00	0.00	0.0%
8048 · Utilities	32,079.60	37,556.06	-5,476.46	-14.6%
8118 · Telephone	6,311.25	7,852.07	-1,540.82	-19.6%
8123 · Postage and Delivery	1,781.40	1,350.67	430.73	31.9%
8049 · Supplies	8,629.89	10,006.15	-1,376.26	-13.8%
Exhibits	7,482.77	49,909.95	-42,427.18	-85.0%
8130 · Dues and Subscriptions	3,268.00	2,321.00	947.00	40.8%
8131 · Printing and Reproduction	5,916.40	3,561.11	2,355.29	66.1%
8053 · Advertising/Marketing	7,498.25	8,171.02	-672.77	-8.2%
8133 · Board Expense	72.00	312.14	-240.14	-76.9%
6185 · Insurance	285.00	563.00	-278.00	-49.4%
8138 · Credit Card Fees	2,881.62	5,793.91	-2,912.29	-50.3%
8139 · Bank Service Charges	160.63	79.61	81.02	101.8%
8140 · Equipment	269.20	426.98	-157.78	-37.0%
8055 · Travel	3,510.19	11,541.18	-8,030.99	-69.6%
8144 · Training & Education	353.00	1,836.79	-1,483.79	-80.8%
8145 · Licenses and Permits	50.00	35.00	15.00	42.9%
8148 · Contributions	5,000.00	4,040.00	960.00	23.8%
Funds Transfer Expense	0.00	15,000.00	-15,000.00	-100.0%
8058 · Public Programs	3,249.65	3,931.79	-682.14	-17.4%

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09/22/16

Accrual Basis

Valdez Museum & Historical Archive

Profit & Loss Prev Year Comparison

January 1 through September 22, 2016

	Jan 1 - Sep 22, ...	Jan 1 - Sep 22, ...	\$ Change	% Change
Total Expense	477,375.08	560,956.67	-83,581.59	-14.9%
Net Ordinary Income	97,257.42	74,573.27	22,684.15	30.4%
Other Income/Expense				
Other Expense				
8180 - Balancing Adjustments	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	97,257.42	74,573.27	22,684.15	30.4%

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09/22/16

Accrual Basis

Valdez Museum & Historical Archive

Balance Sheet Prev Year Comparison

As of September 22, 2016

	Sep 22, 16	Sep 22, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1023 · CD - 61243443 Reserve Acct	59,385.03	59,018.12	366.91	0.6%
1018 · 1st National Checking	0.00	0.00	0.00	0.0%
1020 · CD 61248942 Gen Ops	16,774.23	16,754.13	20.10	0.1%
1021 · CD 61215021 -Phyllis Irish	66,121.79	65,713.25	408.54	0.6%
1022 · 10950 Cash in Drawer	2,251.23	740.20	1,511.03	204.1%
1001 · Cash In Bank-Operating-WFargo	3,565.01	3,071.70	493.31	16.1%
1003 · Cash In Bank - CMC Savings	21,754.70	64,385.37	-42,630.67	-66.2%
1010 · Cash In Bank-WF-Gaming Acco...	753.00	6,082.55	-5,329.55	-87.6%
Total Checking/Savings	170,604.99	215,765.32	-45,160.33	-20.9%
Accounts Receivable				
1501 · Accounts Receivable	115,968.00	114,570.00	1,398.00	1.2%
Total Accounts Receivable	115,968.00	114,570.00	1,398.00	1.2%
Other Current Assets				
1502 · Museum Endowment Fund	798,124.00	797,248.00	876.00	0.1%
Cash on Hand	649.75	725.00	-75.25	-10.4%
2002 · 1120 Inventory Asset	21,896.38	21,982.81	-86.43	-0.4%
2501 · Prepaid Insurance	20,929.00	19,837.00	1,092.00	5.5%
Total Other Current Assets	841,599.13	839,792.81	1,806.32	0.2%
Total Current Assets	1,128,172.12	1,170,128.13	-41,956.01	-3.6%
Fixed Assets				
4000 · Construction in Progress	25,199.00	0.00	25,199.00	100.0%
4001 · Fixed Assets	50,720.21	61,727.02	-11,006.81	-17.8%
Total Fixed Assets	75,919.21	61,727.02	14,192.19	23.0%
Other Assets				
Merchandise Inventory	25.00	25.00	0.00	0.0%
Total Other Assets	25.00	25.00	0.00	0.0%
TOTAL ASSETS	1,204,116.33	1,231,880.15	-27,763.82	-2.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
5501 · 2000 Accounts Payable	321.50	245.50	76.00	31.0%
Total Accounts Payable	321.50	245.50	76.00	31.0%
Credit Cards				
5505 · Bank of America Business C...	4,635.42	6,923.87	-2,288.45	-33.1%
5502 · Wells Fargo Mastercard	0.00	-46.61	46.61	100.0%
Total Credit Cards	4,635.42	6,877.26	-2,241.84	-32.6%
Other Current Liabilities				
5503 · Loss on Disposal of Assets	-174.03	-174.03	0.00	0.0%
5504 · 24700 Customer Deposits	34.00	34.00	0.00	0.0%
6601 · Deferred Revenue	24,114.00	27,364.00	-3,250.00	-11.9%
6002 · Leave Payable	14,634.30	9,718.81	4,915.49	50.6%
6003 · 2100 Payroll Liabilities	11,715.32	11,768.30	-52.98	-0.5%
Total Other Current Liabilities	50,323.59	48,711.08	1,612.51	3.3%
Total Current Liabilities	55,280.51	55,833.84	-553.33	-1.0%
Total Liabilities	55,280.51	55,833.84	-553.33	-1.0%

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Valdez Museum & Historical Archive

Balance Sheet Prev Year Comparison

09/22/16

As of September 22, 2016

Accrual Basis

	Sep 22, 16	Sep 22, 15	\$ Change	% Change
Equity				
7503 · Museum Endowment Fund Equity	798,124.00	797,248.00	876.00	0.1%
8079 · Contributed Capital	91,636.18	91,636.18	0.00	0.0%
3000 · Opening Bal Equity	33.93	33.93	0.00	0.0%
7502 · 3900 Retained Earnings	161,789.57	212,554.93	-50,765.36	-23.9%
Net Income	97,252.14	74,573.27	22,678.87	30.4%
Total Equity	1,148,835.82	1,176,046.31	-27,210.49	-2.3%
TOTAL LIABILITIES & EQUITY	1,204,116.33	1,231,880.15	-27,763.82	-2.3%

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09/22/16
Accrual Basis

Valdez Museum & Historical Archive
Profit & Loss Budget Overview
January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
8003 · Fund Development	96,000.00
8024 · Earned Revenue	95,700.00
4200 · Grants	482,600.00
8501 · 7015 Interest Income	825.00
8008 · Miscellaneous Income	0.00
8011 · Reimbursed Expenses	2,000.00
4320 · Funds Transfer Income	0.00
Total Income	677,125.00
Cost of Goods Sold	
8102 · Gallery Commission	1,500.00
8101 · Cost of Goods Sold	15,000.00
Total COGS	16,500.00
Gross Profit	660,625.00
Expense	
8036.3 · Facility Planning	0.00
760 · Passthrough Donations	0.00
8036.2 · Volunteer Expense	500.00
8036 · Fundraising Expenses	10,500.00
8036.1 · Membership	3,000.00
8037 · IT Services	17,000.00
8039 · Education	3,000.00
8040 · Collections	8,700.00
9000 · Reconciliation Discrepancies	0.00
9001 · POS Inventory Adjustments	100.00
9002 · Freight and Shipping Costs	1,250.00
8103 · Personnel Expenses	420,240.10
8044 · Contract Labor	7,000.00
8110 · Professional Fees	19,000.00
8113 · Vehicle Expense	750.00
8047 · Janitorial Services	12,000.00
8048 · Utilities	46,280.00
8118 · Telephone	10,250.00
8123 · Postage and Delivery	2,000.00
8049 · Supplies	10,500.00
Exhibits	5,494.90
8130 · Dues and Subscriptions	4,000.00
8131 · Printing and Reproduction	6,000.00
8053 · Advertising/Marketing	7,500.00
8133 · Board Expense	100.00
8134 · Rent	910.00
6185 · Insurance	23,500.00
8138 · Credit Card Fees	5,000.00
8139 · Bank Service Charges	50.00
8140 · Equipment	1,500.00
8056 · Travel	7,500.00
8144 · Training & Education	1,500.00
8145 · Licenses and Permits	500.00
8148 · Contributions	20,000.00

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Accrual Basis

Valdez Museum & Historical Archive
Profit & Loss Budget Overview
January through December 2017

	<u>Jan - Dec 17</u>
8058 · Public Programs	5,000.00
Total Expense	<u>660,625.00</u>
Net Ordinary Income	0.00
Other Income/Expense	
Other Expense	
8149 · Other Expenses	0.00
Total Other Expense	<u>0.00</u>
Net Other Income	0.00
Net Income	<u><u>0.00</u></u>

Fund Development Report

2017 Goal: \$198,125.00

VMHA Board and Staff will work closely to develop a dynamic Fundraising Plan. The Plan will include diverse and strategic methods that will address the changing demographic trends in how individuals, corporations and private sector granting agencies give. The giving landscape is rapidly changing as young people mature and populations diversify. Therefore, to be successful at raising money from all groups the plan will need to identify and build relationships with those donors.

How can the Valdez Museum adapt to the changing climate of raising money? The Plan will include both tried and true methods and strategies as well as adapt to the changing climates of fundraising. Each fundraising effort in the coming year will include opportunities for reaching out to younger donors. While Elder Generations give 6.2% annually, Baby Boomers are coming of age and give at the rate of 4.5% annually. Generation X (born 1965 – 1980) give at a rate of 3.9% and Millennials (born 1981-1995) give at the rate of 3.3% annually.

In addition to our annual Roadhouse Dinner, we will also employ an associate member's campaign, host a membership appreciation party, an annual appeal letter, utilize a new online giving platform, strengthen relationships with major donors by hosting an intimate cultivation event in the Pinzon Bar, as well as obtain project centered grants for education programs, collections, and exhibits.

The updated Fund Development Plan will include strategies to increase earned revenue by continuing efforts through paid programmatic offerings, continue strengthening relations with Tour Operators, develop marketing materials for facility rentals, and so much more. The following are a few highlights of how we are doing this year combined with plans for 2017

Fund Development Account

- **Corporate Sponsors:** 2016 Corporate Sponsors sustain long term relationships. Similar to last year, the Annual Student Art Exhibit and the Roadhouse dinner will maintain corporate giving level. The goal in 2017 is to secure at least one new corporate sponsor. **2017 Total: \$10,750.00**
- **Roadhouse Dinner:** The dinner was once again very successful this year. Similar to last year, TV & Radio personality Cary Carrigan is helping out with the Live Auction. With Mr. Carrigan's help we raised \$9,411.00 in Live Auction and Silent Auction proceeds as well as an additional \$1,483.00 in gifts for an exhibit next summer. At the time of this report gross revenue for the event is roughly \$32,500., an all-time high, which includes Corporate Sponsor, ticket sale and raffle income. Net income is estimated at roughly \$21,000. **2017 Total: \$20,000.00**
- **Annual Appeal:** Studies have shown that successful appeal letters balance awareness with action as well as



a strategic mailing list. With a strategic mailing list, a compelling letter that focuses on services provided, the 2016 annual appeal is scheduled to be launched November 10, 2016 with a yearend marketing push. In 2016 we will continue to hone the mailing list and branch out with new online options to focus on prospective donors that value the importance of Museums. **2017 Total: \$5,000.00**

- **Membership:** At the time of this report, Membership has grown over 6% over the last year. To remain conservative in our assumptions, in 2017 we will maintain the same level as 2016 **2017 Total: \$10,000.00**
- **Donation Income: In-Kind, Restricted & Unrestricted:** At the time of 2016 has preformed as expected. While In-Kind and Unrestricted Donations remain stable, Restricted Donation are decreased by 47% as no major special projects are projected for 2017. **2017 Total: \$48,250.00**
- **Designated Fundraising:** Designated Fundraising income is a strategy that is built into products sold at the Museum Store. Past efforts included Memory Tiles, the Statehood Medallions, and a framed commemorative photo for the 50 Year Anniversary of the Good Friday Earthquake. As events such as the 50 Year Anniversary of the Good Friday Earthquake have passed, sales on commemorative items have reduced. Given the reduction in sales of these item, 2017 projections have been reduced by 50% **2017 Total: \$250.00**

Earned Revenue Account

- **Public Program Fees:** 2016 has been another stellar year for Public Programs. With private sector grants we sustained fee based workshops and summer camp. With the support of private sector grants, in 2017 Public Programs will continue play an important role in reaching out to the community. **2017 Total: \$2,500.00**
- **Admissions:** As we enter the 4th quarter of operations, General Admissions are at 88% of projection. Based on current year's performance, Admissions will remain stable. **2017 Total: \$55,000.00**
- **Bulk Rate Admissions & Tour Busses:** In 2016 the Museum attracted new tour operators. Tour operators are impressed with the enhancements to the exhibits and offerings. We work closely with the VCVB to offer travel writers and guides private tours of the Museum. Continuing our relationship with tour operators, 2017 projections are conservative but strive to continue the upward trend. **2017 Total: \$7,00.00**
- **Archival Fees:** 2016 saw significant growth in archival requests. With the Google Optimization of the Museum's website, revenues from archival fees grew 527% With such growth, 2017 projections have been increased by 100% **2017 Total: \$2,000.00**
- **Space Rental Fees:** While Space Rental income has not hit the mark in 2016, the Museum will continue marketing efforts to grow the 2017 projection. **2017 Total: \$1,500.00**
- **Museum Store Sales:** To date, we have generated 98.2% of our 2016 budgeted projections. 2016 sales have increased by 12% over 2015. The Museum Staff will continue with inventory refinement, coupled with strategic marketing efforts to grow budget assumptions for 2017 by 4% **2017 Total: \$27,650.00**

Grants – Non-City

- **State:** With the State Budget crisis, the goal is sustain level funding from the Alaska State Council on the Arts and the Alaska State Museum Grant in Aid programs. 20167projections

include deferred grants for both the summer intern for \$4,100 and the State Council on the Arts for \$3,000. **2017 Total: \$7,100.00**

- **Foundation:** 2016 projections include deferred revenue from the Western States Arts Federation of \$2,000 to return works of art from the traveling exhibit *Communities Disaster and Change*; \$11,000 grant from the United Way of Valdez to support the museum's youth education and public programs; and \$1,000 from the Museums Alaska Collections Management Fund to support a map storage system, as well as new grants from the United Way Valdez. In 2017 the Museum will sustain program funding from the United Way of Valdez as well as reach out to the Ahtna Corporation for a grant to support a Native Heritage exhibit in the fall of 2017 **2017 Total: \$13,000.00**

Interest Income

- **Interest Income:** With the \$15,000 Transfer of Funds from the Capital Equipment CD to support the Pre Planning efforts and lower rates for Certificate of Deposits, Interest Income decreased by 62% this year. 2017 assumptions factor in this significant reduction, rendering a total 45% reduced projection for 2017. **2017 Total: \$825.00**

Endowment

- **Planned Giving Programs:** While not included in our 2017 Adopted Operating Budget, the Endowment Committee will work on identifying and recruiting planned gifts, bequests, beneficiary designation, and charitable remainder trusts. The goal for 2017 is to actively engage in a discussion with the Alaska Community Foundation to strategically implement a legacy and planned giving program.

Executive Director's Report

It has been another exciting year at the Valdez Museum & Historical Archive. Over the last year the Museum Board and Staff have been working hard to not only expand our reach to summer visitors, but to deepen our relationship with the local community. 2016 has been a year that the Museum is grounded in a strong sense of responsibility to contributing to the regions cultural and economic development. We:

- Contribute to the development of our community.
- Provide opportunities for education and learning.
- Build human capital through building social networks,
- More importantly, attract tourist to the area, stimulating the economy and creating employment.



Michelle Cullen, First Lady Donna Walker, and Patricia Relay

In response to this obligation, the Valdez Museum finalized a Master Interpretive Plan (MIP). This Plan serves as a tool in defining what and how the Museum will communicate to its visitorship. It shapes the major themes that will bring visitors to its doors again and again over the years. It outlines the facilities needed to support its collections and best enable the staff to effectively operate the Museum in a sustainable and efficient manner. It imagines a dynamic institution at the heart of the community—one in which the Valdez Museum shares the stories of people and place that engage both area residents and visitors from afar.

With the completion of this Master Interpretive Plan, the Valdez Museum is well positioned to commission an architectural feasibility study based on the facilities needs identified and outlined in the Plan. Feasibility studies begin with site evaluation and analysis, take into account building code and zoning, and develop budgets that meet the building programming needs and desired aesthetic qualities. This Master Interpretive Plan is intended to serve as a component in the larger city-wide planning process. It provides baseline information relevant to the role the Museum plays in Valdez as the city moves forward in visioning for the downtown area.

In addition to the Master Interpretive Planning process, the Valdez Museum has played an important role in fostering a “sense of community” by sharing the stories of our lives here in the Prince William Sound area while allowing for easy interaction among community members at exhibits, lectures, and presentations. The museum functions as a place of ideas and education. The Valdez Museum is a natural gathering place for the community through a variety of activities and events which provides a conduit that helps build and strengthen inter-connections within the family units and within the community at large. Here are a few highlights of what we have been up to and what you can expect to see at the Valdez Museum in the coming year:

- Completed *Mythical Creature, Mythical Place*, prints by Denis Keogh, January 15 – March 13, 2016

- Completed “Quli’angua’a – Storytelling,” a Chugachmiut, Inc. heritage kit.
- Completed in partnership with Prince William Sound College, host *Heart of Alaska Film*, February 26 – 27, 2016
- Completed the Annual Student Art Show, March 25 – May 8, 2016, Reception, April 1, 2016
- Installed conserved Bob Reeve jacket in the Aviation Exhibit
- Completed *Found and Assembled*, a traveling exhibit from the Anchorage Museum at Rasmuson Center, May 13 – September 9, 2016
- Completed Hands-on History and Art Camp, June 2016.
- Ongoing throughout the summer/early fall Old Town & Historic Homes Walking Tours, May – October 2016
- After two years of development, our online interactive walking tour of Old Town Valdez has been launched. This project has been funded by a generous individual donation.
<http://www.valdezmuseum.org/dev/category/education/old-town-walking-tour/#14>
- Launched new Tuesday Night History Talks
- In partnership with the City of Valdez Parks and Recreation Department, we hosted the first annual 5K Run/Walk for History.
- On-going teaching in the Valdez City Schools classrooms.
- Installed *Decolonizing Alaska*, September 16 – November 23, 2016
- “Government Gala” Roadhouse Dinner and Fundraiser, October 8, 2016

Still to come:

- “*Going with the Flow*” a solo exhibit by artist Debra Lowney November 1, 2016 – February 2017
- Once again, in the fall, we will be partnering with KCHU Radio and the Valdez Library on Big Read. Featuring The Maltese Falcon, the Museum will host speaker, offer lessons for grades four and nine through twelve drawing on the museum’s collections; and host Night at the Museum Mystery.
- 12 Free Days of Christmas – December 9 – 31, 2016

But, we could not have accomplished all of this without the help of our dedicated board of directors committees, our generous donors, local business sponsors, and community members who volunteered at the museum in 2016.

- The VMHA board is very active. In addition to attending regular scheduled monthly meeting, each member serves on a committee. In addition to the Roadhouse Dinner Committee, Chaired by Emmie Swanson, the Building Committee, Chaired by Lisa Von Bargaen, the Earthquake National Guard Memorial Committee, Chaired by Michelle Cullen were all very active, and the Finance Committee, Chaired by Lisa Von Bargaen were all very active.
- In addition to the continued support of the City of Valdez, we received grants from the Alaska State Council on the Arts, United Way of Valdez, Alaska State Museum Grant in Aid, and the Museums Alaska Collection Management Fund.
- Corporate support has grown over the last year. I would like to recognize the following companies that supported our programs and events last year. Ongoing support was received from Alyeska Pipeline Service Company, Lynden , Valdez Medical Clinic, Crowley Marine Services, Alaska Tanker Company, Petro Star , Harris Sand & Gravel, Haltness Equipment LLC, Port Valdez Company, Brena, Bell & Clarkson, P.C., Copper Valley Telecom, First National Bank

of Alaska, Sound Web Solutions, Arctic IT, Providence Valdez Medical Center, Alchemy of Design, and Copper Valley Electric Association

- Community support continued to grow this year as well. I would like to recognize the following businesses and organizations that helped to make our programs happen this past year:

Alaska Railroad	Gary's Valdez Alaska	Princess Cruises
Alyeska Pipeline Service Co.	Photo Gallery	Prospector
Anchorage Concert	Gilpatrick's Greenhouse	Ravn Alaska
Anchorage Opera	H-2-O Guides	Rogue's Garden
Arctic Chiropractic and Massage	H2Oasis Indoor	Salon Eclipse
Best Western Valdez Harbor Inn	Waterpark	South Central Hardware
Chena Hot Springs	Holland America Cruise Lines	Stan Stephens Cruises
Club Paris	Merreley Donahue	Suite 100 Restaurant Bar & Lounge
Copper Valley Electric	Moon Dog Woolies	The Historic Anchorage Hotel
Copper Valley Telecom	Moon Dog Woolies	Valdez Food Cache
Current Ridge Cabins	Napa Auto Parts	Valdez Marine & Outdoor
Dr. Silveiria, DDS	Northwind Gift and Flower Shop	Valdez Outfitters
	Peter Pan Seafood	Wilderness Expressions

- Volunteers play an important role at the VMHA as well. Volunteers contribute hundreds of hours annually. Community members who volunteered at the museum in 2016 are:

Andrew Goldstein,
Asia Freeman,
Michael Walsh,
Rika Mouw,
Beverly Colapietro
Bruce Good,
Carey Carrigan,
Chuck Volanti
Chris Olson,
City of Valdez Parks & Recreation Crew,
City of Valdez Maintenance Crew,
CIV Jeffrey E Koontz,
Commander Joseph Lally,
Dawson Moore,
Denis Keogh
Dian Gibbs,
Dorothy Moore,
Dwight Morrison,
Elijah Haase,

Emmie Swanson,
Eric Reich,
Erica Shirk
Gail Johnson,
Gary Minish,
Gary Warner,
Glen Sodergren,
Gloria McAlister,
Hannah Haase,
Jan Whalen,
Jane Haltness
Janet Reed,
Jason Smilie,
Jay Yunker
Jim Gifford
Jeff Timberlake,
John Cullen,
Jonathan Goold,
Julie Farrell,
Karen Allred,
Karen Feero
Kate Goodreau

Katheryn Walters
Kathy Hayden
Lilliana Major,
Linda Brandenburg
Lisa Von Bargaen,
Lon Needles,
Mary Mehlberg
Michelle Cullen,
Mollie Good,
MST2 Heather M Darce,
MST3 Katheryn Hays
Nancy Lethcoe,
Natalie Gabler,
Rachelle Dowdy
Rich Dunkin,
Rick Nichols,
Ryan McCune,
Sara Irwin Goudreau,
Scott Hicks,
Seth Adamson,
Spike Gilson,
Stan Porritt,

Stuart Relay,
Tara Yunker
Tim James,

Tom McAlister,
Wendy Goldstein,
Wesley Colapietro,

YN2 Kayla M Illich

The generosity of our donors and volunteers ensures that we can continue to provide excellent programs to communities throughout Prince William Sound. On behalf of the museum staff I would like to thank them for their selfless support.

Today cultural organizations are much more than a place to view relics and artifacts. Museums serve as vital community resources and provide gathering places where beauty and educational opportunities co-exist, bringing communities together to learn, to play, to delight in. Folks from around the world comment on what a great Museum we have. In addition to comments such as awesome, excellent, wonderful, fascinating, interesting, informative, super, and great museum, here are a few that elaborated a little further:

“Thank you for allowing us to learn much about Valdez and the surrounding area while we were there. We especially enjoyed the lighthouse light along with the scavenger hunt that you had for the children along with the cameras to capture their attention. What was a dreary, rainy day turned into a great day inside your museum!”

The Bray Family

“Thank you for keeping the history alive!”

Cindy Layton, Glendale, Illinois

“Awesome documented history of a spirited community.”

Irene Davidson, Kaneohe, Hawaii

“Best Museum we have ever been to!!!”

Corrie & Colleen Van Dyke, Vernon, BC Canada

“Fascinating and very engaging. A great place to spend my birthday.”

Anthony Newcomer, Anchorage, Alaska

“I liked that it was an art museum too!”

Pat and Peg Tillery, Poulsbo, Washington

“Beautiful displays. Love the interactive areas for young people. Well done.”

Harold & Lois Strohein, Red Deer, Alberta, Canada

There are plenty more similar comments. The Valdez Museum & Historical is a wonderful cultural resource that we can all be very proud of.

While we received more compliments than complaints, it is also important to recognize those who provided feedback that was not positive.

“Great displays. Would have stayed longer but it was too cold in here.”

Ken & Jane Longe, Big Lake Minnesota

“Good info but need closed captioned for deaf people.”

John Carnaggco, St. Augustina, Florida

In response to these comments museum staff took action. Regarding the temperature in the museum, we reached out to Capital Facilities and they stepped up to resolve this ongoing problem. While the temperature continues to be an issue due to the shared boiler system with the Library, City Maintenance responds in a timely manner to adjust the system. With regards to the closed captioning request, museum staff took immediate action and engaged a vendor for services. I am happy to report that our award winning DVD *Between the Glacier and the Sea* will now be closed captioned. It is so important to grow and become better and we welcome to opportunity to find positive change.

As the year continues to unfold, we will continue to find new and creative ways to provide meaningful services to the community by unleashing the power of bringing people together through collaborative events and activities. The 2016 Annual Report is full of highlights from the past year. In the following reports you will find detailed information about our mission driven programs. Collections and Exhibits explores not only our temporary exhibit offerings, but other wonderful details about recent acquisitions, collection management projects, archives, and special projects like the Perry dismantle and salvage. Similarly, Education and Public Programs highlights all the wonderful learning opportunities that serve not only school aged children but learners of all ages. The strength of these offerings enable the Museum to make measurable changes in community conditions and improve lives by offering enrichment opportunities in developing healthy children, families and community through our exhibits, cultural programs, education and historical interpretation.

The Valdez Museum & Historical Archive is a dynamic place and serves as a community resource where all can explore and convene. This is your Museum; we encourage you all to come see for yourself.

Respectfully submitted,



Patricia Relay,
VMHA, Executive Director

Archives, Collections & Exhibitions Department Report

Andrew Goldstein – Curator of Collections & Exhibits

Archives: The museum's archives have continued to be a valuable resource for researchers. Archival services have generated \$1,973.00 in 2016, to date.

Reference Questions: Approximately 130 reference questions were fielded between September 1, 2015 and September 1, 2016. Questions were received via email, telephone, and in-person visits. Increases in both the number of reference questions and revenue generated are attributed to the Google optimization service of the VMHA's PastPerfect Online collections database.

Rights and Reproduction – In addition to generating revenue from research fees and photo print requests, the Valdez Museum archive provides income for the institution through licensing the right to reproduce material from its collection. This past year, the museum store has offered framed prints of selected popular images from the archive; additional photographs will be offered as store stock is replenished.

Collections: The Valdez Museum is a collecting institution committed to preserving community and regional history, and making its collections accessible to the public. The museum collection consists of roughly 75,000 individual items including photographs, artifacts, fine art, manuscripts, and reference materials. Collections are made accessible to researchers, students, and the general public through display, digital media, and research performed in person or remotely through curatorial assistance.



Gary Warner & Andrew Goldstein set up an exhibit.



Photograph of William Stanley Caldwell with his friend Archie. C.1904-1910, Donated by Barbara Cullen

PastPerfect Online: The museum's online database continues to be a valued tool for researchers and others with an interest in the collection. This past year has seen an increase in reference questions as a result of the database and search engine optimization.

Acquisitions and Cataloguing: The Valdez Museum did not employ a summer cataloguing intern this past year, hence a decline in the number of items catalogued from last year; however, the museum has been awarded a grant for a cataloguing intern for the summer of 2017. Despite this, the museum accessioned approximately 18 separate sets of new acquisitions between October 1, 2015 and September 31, 2016, and updated or added 107 items in the collection. 2015-16 acquisitions highlights include:

Donations:

From Susie Koklich: circa 1961 Motorola radio phone used by John Kelsey.

From Robert Gimler: Set of 8 photographs of Valdez circa 1956.

From Barbara Cullen: Various letters and photographs from William Caldwell, Valdez prospector, 1899-1910.

From Robert Paulus: Wood carving of a cormorant, created in commemoration of the Exxon Valdez Oil Spill.

From Office of Governor Bill Walker: Velour kuspuk worn by Larry Henson for All-America City Award reception, 1982.

From Diane Mowry: City of Valdez "Employee of the Month" award wristwatch, circa 1990.

From the United States Coast Guard: Box of placards and awards from the USCGC Long Island, retired from service this past year.

From Valdez Native Tribe: Copies of historical reports and documentation pertaining to VNT's application for Federal recognition, including documents about pre-1898 Valdez history.

From Pam Peterson: Approximately 45 photographs of life in the Copper River Basin, featuring detailed images of Chitina, Kenny Lake, and Tazlina, dating 1910s to 1950s. Highlights include images of aviator Harold Gillam, and dramatic photographs of blasting to make way for the Copper River and Northwestern Railway spur.

Museum purchases:

From Tatitlek Corporation: The museum purchased a stained-glass window from Tatitlek's St. Nicholas Orthodox Church, salvaged by the Tatitlek Corporation during the church's renovation. The church is Tatitlek's most visible manmade landmark and serves as an important community gathering space. VMHA is pleased to add this fitting commemoration of the church's pre-renovation structure to its collection.

Rasmuson Foundation Art Acquisition Initiative: 2015 purchase of seven artworks from VMHA traveling exhibition, *Communities, Disaster and Change*, funded through Rasmuson grant.

Ebay purchase: 1910 postcard from Dempsey, Alaska, an African-American owned mining settlement north of Slate Creek.

Museums Alaska/Alaska Historical Society Auction: The annual Museums Alaska/Alaska Historical Society joint conference includes an auction to benefit travel scholarships for attendees. Historical items purchased at the auction include a Port Valdez Motel ashtray, souvenir "can of dust" commemorating the completion of the Alcan Highway, and a 1944 pamphlet titled "What Has Alaska to Offer Postwar Pioneers?"

Exhibits: With Master Interpretive Planning now in progress, exhibit development has been scaled back. While Permanent exhibit improvements have been scaled back, Temporary Exhibits continue to be a vibrant part of the Museum's commitment to providing the community with quality offerings.

Permanent Exhibits: This past summer saw a minor refurbishing of the museum's Mining display. The upgrade included the installation of additional lighting, replacement and rearrangement of displayed artifacts, new backgrounds and mounts for the objects, and the addition of interpretive labels to identify the artifacts on display. Permanent exhibitions activities also included the regular maintenance and upkeep of existing exhibits, such as the replacement of faulty technology within the Aviation exhibit in May.

Temporary Exhibits: The Valdez Museum is mounting five temporary exhibits at the museum in 2016, and has completed the ongoing administration of its traveling exhibit *Communities, Disaster and Change*. The museum's exhibition calendar is booked through 2016 and into 2017. The four 2016 temporary exhibitions through September 2016 were:

Communities, Disaster, and Change – May 2, 2014 through Dec. 31, 2015: Produced by the Valdez Museum, this exhibit traveled throughout the State and to Hawaii and Oregon. Following its display at the museum, the exhibit traveled consecutively to the Pratt Museum (Homer), Cordova Museum (Cordova), Well Street Art Company (Fairbanks), Windward Community College (Kaneohe, Hawaii), Coos Bay Art Museum (Coos Bay, Oregon), and the Juneau-Douglas Museum (Juneau). 2015-16 activities consisted of the coordination of the last leg of the tour, the exhibit's return to Valdez, and redistribution of the artwork back to the participating artists and purchasers. Seven of the pieces featured in the exhibit were purchased by the Valdez Museum through an Art Acquisition Initiative grant from the Rasmuson Foundation.

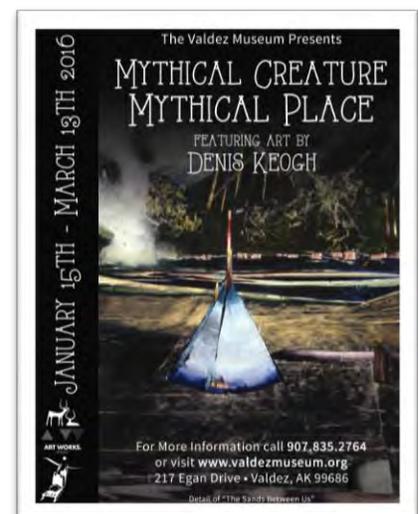
Celebrating Valdez Artists -- September 12, 2015 – January 3, 2016

This non-juried exhibit featured thirteen local artists, working in a variety of 2D and 3D media, showcasing the exciting variety of works produced by the Valdez artistic community. Dedicated to cultivating our local arts, the exhibit offered a venue for emerging artists to display and share their creative visions. New to Celebrating Valdez Artists in 2015 was the introduction of a unifying theme, "On the Edge". Artists submitted up to 2 works that respond to this theme, using their own interpretation of whatever it may mean to them.

Reception September 19, 2015, 6 – 8 PM

Denis Keogh, Mythical Creature/Mythical Place -- January 15, 2016 – March 13

The Valdez Museum opening exhibit for 2016 was Mythical Creature Mythical Place, featuring artwork by Cordova artist Denis Keogh. Exploring a wide variety of media and iconography, Keogh's body of work has a theme of exploration done by a fictitious explorer in a fictitious place, creating a loose narrative with many direct parallels to life and history as we know it. The abstraction and free-form sequencing of artworks encouraged viewers to draw upon their own creativity in constructing their own personal narrative.



Keogh has been a resident of Alaska since 1979, and has lived in Cordova since 1982. He continues to make art that has exploration as a theme. Keogh works in a wide variety of media and techniques. Common themes throughout Keogh's work include exploration, entropy, and man's place within his environment.

Reception January 15



Second graders make their annual trek to the museum and library to see their art on display in "Spring into Art."

Student Show -- March 25 – May 8

This show has been exhibited for the past thirteen years, growing in size annually. All media are accepted and the show is not juried. Beginning in September, the museum's Curator of Education and Public Programming coordinates with teachers from the Valdez school system to work with their classes to supply artwork for the exhibition. Featuring artwork from students from preschool through college, the show has grown so that the display is incorporated into both the Valdez Museum, and the Valdez Consortium Library. This dual-site format has been well-received, as it has encouraged students and parents to visit both sites and has presented numerous collaborative opportunities between both institutions. For the past two years, the exhibition displayed the work of junior high school through college students at the museum, while the work of the younger students was shown at the library. The aim of the student art show is to cultivate an appreciation of the arts within the youth of Valdez's community.

Reception April 1

Found & Assembled -- May 13 – September 9

Resourcefulness is an important part of living and thriving in Alaska. Life in the 49th state often means having to make do with the materials that are on hand, and if you don't have something, you make it. This can-do attitude and inventiveness applies to all aspects of life, from handmade tools, to home repairs, to works of art. The Valdez Museum celebrated the use of found objects in artwork with its summer exhibit, "Found and Assembled."

Produced by the Anchorage Museum at Rasmuson Center, this exhibit featured approximately twenty works by fifteen established Alaskan artist. The exhibit was a traveling version of 2000's Anchorage Museum show, "Found and Assembled in Alaska," which was produced with an accompanying catalog. The exhibit featured assemblages by noted artists such as Joseph Senungetuk, David Mollet, Sheila Wyne, and Larry Beck.

Reception May 20

Decolonizing Alaska – September 16 – October 30

As the world's attention shifts to the shrinking polar ice cap and the future of our planet, Alaska's place in the world has moved from the fringe to the center. Concerns about climate change and cultural survival resulting from colonization have pushed Alaska to the forefront of global conversations. Decolonizing Alaska is a multi-media visual art exhibit that explores how 30 diverse contemporary Alaskan artists grapple with these issues and present new possibilities for cultural sustainability. Artists create and express resilience and adaptation through a confluence of indigenous, global, traditional and contemporary concepts,

technologies and media. A traveling exhibition from the Bunnell Street Arts Center in Homer, Alaska, this exhibition will be traveling within Alaska and to Washington, D.C. through 2017.

Reception September 16

Upcoming Exhibits:

Exhibit planning is a multi-year process that requires advance coordination with artists and lenders, while retaining enough flexibility to accommodate changes in scheduling and consideration of community events. The Valdez Museum temporary exhibits calendar is been conclusively booked through Fall 2017, with development in progress for exhibitions into 2018 and 2019. Upcoming exhibitions scheduled include the following:

Debra Lowney, Going With the Flow - November 10, 2016 – February 11, 2017

The shorter run of Decolonizing Alaska, due to its traveling exhibit itinerary, has allowed for the VMHA to host an additional temporary exhibition for 2016. Debra Lowney is a Homer-based artist working in carved, painted wood. Her solo exhibition, Going with the Flow, addresses the importance of Valdez's waterways and the community's relationship to its surrounding geography.

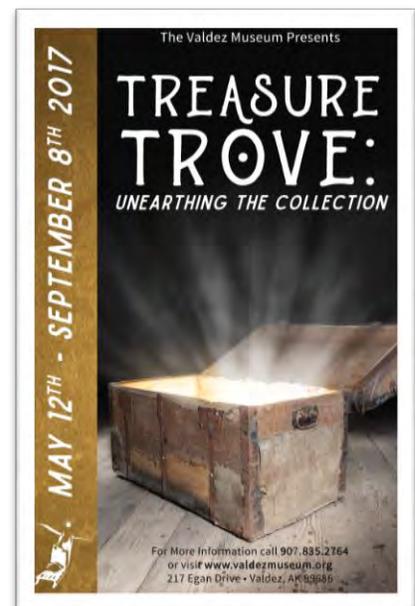
Reception November 10

2017: Planned exhibitions include the following:

- **Spring into Art** annual Student Art Show, March 24 – May 5.
- **Treasure Trove: Unearthing the Collection** – May 12 - September
Highlighting discoveries and rediscoveries within the collection resulting from the long-term recataloguing project, and behind-the-scenes look at the hows and whys of collection management.

2018:

- **World Extreme Skiing Competitions** – January– March. The Valdez Museum welcomes the return of WESC with an exhibition retrospective of the games' impact on Valdez and extreme sports nationwide.
- **Spring Into Art** annual student show 2018 – March 25 – May 8.
- **Living Alaska** – mid-May – early September. This traveling exhibit from the Alaska State Museums honors the contribution of the Rasmuson Foundation's Art Acquisition Initiative by showcasing artworks purchased by participating museums since the program's inception. The exhibit may be augmented with select Art Acquisition Initiative purchases in the Valdez Museum's own collection.
- **Archaeology on Ice** – September – December. A traveling exhibit produced with the input of the Ahtna Heritage Foundation, this exhibit discusses the confluence of archaeology with climate change, as glacial melting has exposed new archaeological finds in the Copper River Basin.



2019:

- **Adam Haynes** – January– March. Featuring the illustration and product design of Oregon-based artist Adam Haynes and his work for the snowboarding and skiing industries.
- **Spring Into Art** annual student show 2019 – March – May.

Other Activities:

The Valdez Museum has completed the production of a second edition of its award-winning documentary, *Between the Glacier and the Sea*. The new edition of this DVD, which narrates the connections between the Valdez Gold Rush and the 1964 Good Friday Earthquake, now includes a closed-captioning option in the interest of maximizing accessibility. The edition will also include some minor additions such as a filed copyright with the Library of Congress, and ISBN referencing number. The new DVDs are expected to be released after the first of the coming year.

Andrew Goldstein has continued to serve on the **Museums Alaska** Board of Directors, attending Board and committee meetings, and the annual conference held recently in Juneau. Andrew serves on the committees for Scholarship, Collection Management Fund Grant Review, Art Acquisition Fund, and Programming.

Education & Public Programs Department Report

Faith Revell – Curator of Education & Public Programs

October 1, 2015 through September 30, 2016



Prepping Salmonberries for jam making in a summer workshop taught by Michelle Cullen.

The Valdez Museum education program fosters a growing understanding of the region’s rich history, culture and heritage and ultimately supports life-long learning. Students of all ages explore, immerse and engage with authentic items and multi-faceted exhibits at the museum. VMHA educators teach in public school classrooms and support learning through experience in the great outdoors.

The VMHA educator made 4059 contacts during the reporting year through its education initiatives, public programs, community events, collaborations and outreach. The statistics document an increase of 375 contacts this reporting year compared to last.

Education

In 2016 the museum educator taught at the museum, in local classrooms and remotely in the Alaskan village of Tatitlek situated along Prince William Sound. Lessons dovetailed with and supported public and home school curriculum and featured the 1898 gold rush, the history of fishing in Prince William Sound, pipeline construction and oil spill history, Native culture and practice, the arts and natural history.

Faith Revell panned for gold with 4th graders; encouraged student artists to create work for “Spring into Art;” met kayaking 7th graders at Old Town for a morning devoted to gold rush history; led Kindergartners in “Kinderquake;” taught middle and high schoolers about local plants and their use by Alaska Natives--the latter borne out of a robust collaboration with the heritage preservation department of Chugachmiut, Inc. who educate about the Alutiiq Sugpiaq people.

New teaching tools about the 1964 Earthquake and Old Town history originated in 2016.

A virtual walking tour that features the history of Old Town Valdez illustrated with photographs, a brief narrative and the full panoply of Google maps launched in the summer of 2016. It spotlights eighteen stops in Old Town first identified by the Pioneers of Alaska Igloos #7 and #2 and builds off a 2014 printed version of the tour. The Education Department of the Valdez Museum in concert with a host of others created the tour over a period of two years. It will bring about a better understanding of earthquakes and local tsunamis, and human geography. Virtual “tourists” will learn the important role of Old Town in the Klondike gold rush era up to the 1964 Good Friday Earthquake and subsequent relocation. The online tour is designed for use on cellular devices out at Old Town or from web-capable devices anywhere in the world.

Valdez Museum education highlights from the past year:

- **Kinderquake.** This active learning session tells the Old Town story using a large canvas floor map and an array of child-sized buildings, cars, trucks, street lamps, seaside dock and little people. It concludes with a practice earthquake drill held in the classroom. All Kindergarten classes participated.

- 4th grade teachers collaborated with the museum again in 2016 to teach social studies to their students with a focus on gold rush history. Students panned for (fake) gold, studied historic photographs dating from the time of Old Town Valdez' establishment and after careful examination and collective reasoning identified a number of museum collection items related to the period. It was a rich learning experience and lots of fun.
- 7th graders paddled to Old Town in September of 2016, prospected for gold nearby, competed to see who could start a fire first, and bartered with GMS principal Rod Morrison. Students donned costumes and mustaches and performed a skit, featuring Lillian Moore and Joe Bourke, two '98ers who came to Alaska to search for gold. This collaboration of many years between the museum and Gilson Middle School still proves to be a great hit with all involved.



- In 2016 more than 300 students made and exhibited their art in “Spring into Art,” the annual student art show installed at the museum and Valdez Consortium Library. Young artist volunteers interviewed their peers and photographed the show. With the encouragement of the new public school art teacher, many more high schoolers exhibited their work this year. Third graders trekked to the museum and library to see and celebrate their work. This popular exhibit requires months of organizing and weeks to install.
- At the Valdez High School library, 9th, 10th and 11th graders participated in a “Visual Thinking Strategies” session that showcased historic images from the museum’s collection. They looked at the images carefully, summoned up their critical thinking skills and suggested what was going on in the picture based upon evidentiary reasoning. They also culled primary sources (artifacts, letters, maps, photographs) transported from the museum by the VMHA educator for clues to their identification and significance. Opportunities to teach at the Valdez High School library continue to grow and flourish in no small part due to the efforts of Pam Verfaillie who coordinates the “teaching in the library program” and brings the museum, teachers and students altogether.

The “Healing Power of Alaska Plants,” a Chugachmiut, Inc. heritage kit on loan to the Valdez Museum for the spring and summer proved to be the catalyst for bringing students from both middle and high school, and FOCUS homeschool, altogether to learn about natural history, Alaskan plants, science, language and Native culture and practice. More than 200 students engaged in hands-on activities related to the kit. Many made the connection between what they were learning with what existed in their own backyards.

Public Programs

Public programs grew in the 2016 nearly doubling in size compared to 2015. The year brought the return of the museum's summer camp, Tuesday Nite History Talks, walking tours to Old Town, artists' workshops and the 12 Free Days of Christmas.

Valdez Museum public program highlights from the past year:



Intersection of Alaska Ave. and McKinley St. in Old Town.

- Old Town Walking Tours:** Paper versions of the Old Town Trail Map and Walking Guide, now embedded with QR codes to launch a virtual version of the tour, were quickly gathered up by Valdez summer tourists, who oftentimes first visited the two VMHA sites located on Egan Drive and Hazelet Ave, then drove to Old Town to experience the original site first hand. There they discovered vestigial structures from the past in the Old Town landscape, brought to light at the 18 illustrated trail markers. All sport a QR code that prompts visitors taking a self-guided tour to swipe the code with their phones or tablets and tap into an even richer on-line history. Guided tours of Old Town during the spring, summer and fall at low tides are a staple of the museum's program.
- New this fall, the museum in collaboration with Valdez Parks and Rec, offered its first run/walk at OT, aptly called "Hurry4History." It will return in 2017.
- Lectures:** "Tuesday Nite History Talks" drew larger crowds in the summer of '16. Curator Andrew Goldstein, guided by the unique contraptions and unusual items found in the VMHA's collections lectured on Alaskan necessity, innovation and creativity. He dovetailed his talk with the museum's summer exhibition, "Found and Assembled." Faith Revell's illustrated talk pictured "Old Town" during its early history and formation. A crowd of community members and visitors from afar filled Egan Commons.
- Hands-on History and Art Camp:** "Cool Construction" was the theme of summer camp at the museum. Sixteen students participated. Camp took place inside the museum, outside in the program tent and in the great outdoors. Retired and much beloved school teacher Jan Whalen joined Faith Revell and campers for fun-filled days and creative expression. One camper declared at camp's conclusion, "Loved it!"
- Art workshops:** Award-winning Alaskan artists traveled to Valdez, gave talks about their work and then donated their time and talent to teach their craft in workshops held at the museum. Cordova-based Denis Keogh taught monotype printing amidst an exhibit of his beautiful and mysterious work in Egan Commons. Home school families participated in a Visual Thinking Strategies session with Keogh's work as the focus, too. Fairbanks sculptor Rachelle Dowdy transported



Shana Anderson and Josh Cabello participate in Rachelle Dowdy's woodworking workshop.

power and hand tools and a lot of wood in support of a woodcarving workshop held outside the museum in our temporary public programs tent. Later she spoke about the origin and evolution of her work in a powerful talk. Valdez' own printmaker Erica Shirk taught a class filled with students about reduction printmaking and provided a view into contemporary art.

- Two exhibiting artists and the curator of “Decolonizing Alaska” (Asia Freeman, Michael Walsh and Rika Mouw) traveled from Homer, Alaska, to Valdez for the very first time. Here they eloquently spoke about the nature of the traveling exhibition and their work on display at the museum, then in Alaskan style brought out their instruments, a guitar and washboard, and sang a spirited group of songs at the opening reception. Rika Mouw spent three days volunteering to help with the show's installation. Their generosity coupled with the museum's collaboration proved a win win for all.
- **12 FREE Days of Christmas:** It's hard to imagine that we could increase the number of participants in these holiday activities from last year when 183 people joined in, but it's true. 277 people gathered with family and friends at the museum in December of 2015 to craft, converse, and explore, an increase of 94 over the previous year. Six new museum members grew out of these visits. It was a perfect way to end the year.

Community Collaborations

2016 renewed longstanding collaborations between the museum and the City of Valdez, Valdez Gold Rush Days, Valdez Consortium Library, Parks and Rec, Valdez Public Schools and both FOCUS Homeschools and Valdez Home School Association; Prince William Sound College and Chugachmiut, Inc. The VMHA celebrated Gold Rush Days and provided hot drinks and cookies at the Christmas tree lighting. Faith Revell guided tours of the historic homes of Old Town, now relocated in new Valdez. Museum staff mounted the student art show at the Valdez Consortium Library and the museum. Parks and Rec helped the VMHA to spearhead its first run walk. Valdez Public Schools and homeschool administrators and families came together over and over to learn and teach.

The Valdez Museum's and Prince William Sound College's desire to show Bjorn Olson's film, “Heart of Alaska” in Valdez formed the basis of a vibrant collaboration between the two organizations. The museum paid for Olson's transportation from Homer and PWSC provided for his lodging. Together they marketed the show. The film was a huge draw filling the conference room at the Civic Center to capacity and bringing people together in a fascinating dialogue about Alaska's future.

Big Read Collaboration: For the second time, the museum partnered with KCHU Terminal Radio, Inc., the Valdez Consortium Library, Prince William Sound College and a host of others to launch the Valdez community's second “big read,” this year featuring Dashiell Hammett's “The Maltese Falcon.” The partners received their second NEA grant to do so. The Big Read is a project of the National Endowment for the Arts in partnership with Arts Mid-west. Readings, broadcasts, art projects, lectures, free book giveaways and a series of classes will comprise a portion of this multi-faceted community-wide literacy project that will run into 2017.

Earthquake and National Guard Memorial: In concert with the City of Valdez, community members and Earthquake survivors, the Valdez Museum spearheaded a thoughtful discussion about the creation of a memorial to honor the Air National Guard and 1964 Earthquake victims over a period of several months. Ultimately, a design for an Air National Guard memorial was put forth.

Outreach

Outreach increased in 2016 by a few hundred. For the fourth year, **Faith Revell taught at Tatitlek during “Peksulineq”** the annual heritage week. She worked with K-2 graders and Jan Whalen sharing Native culture and practice coupled with natural history lessons. For the first time, students and teachers Revell and Whalen interviewed inhabitants of Tatitlek and the originator of the heritage week program. This was a heartwarming activity.



Due to Revell’s work with Native heritage kits and dedication to teaching about culture and practice for the past five years, she was invited to travel to Port Graham, Alaska, in August for a weeklong retreat with Chugachmiut, Inc. program directors, and elders and residents of the community. It was an honor to be welcomed to this beautiful village by the sea and learn first-hand about language preservation and Alutiiq culture. While there, Revell and colleague Scott Bartlett from the Pratt Museum also consulted on the design and content of Chugachmiut heritage kits on display, mentoring young educators and kit developers from Prince William Sound and South Cook Inlet. Back at the museum

Revell continues to advise on heritage kit design and work with the LEC from Chugachmiut. Curator Andrew Goldstein and educator Faith Revell welcome the opportunity to host new kits annually in the Native Gallery at the VMHA and offer up opportunities to learn about Sugpiaq culture for the visiting public and local teachers and students.

In September of 2016 museum educator Faith Revell singularly conducted a 90 minute hands-on session at the **Museums Alaska Conference** held in Juneau. Her presentation, first proposed and then selected from many submissions to the conference program committee, focused on “Integrating the arts and innovation in museum education.” It incorporated a Visual Thinking Strategies activity, called for participants to draw quick portraits of each other and shared what is currently trending in the museum education field. She offered many new resources to attendees including the latest ideas from the Center for the Future of Museums. The session was attended by more than 20 museum professionals; some declaring it the best presentation of the conference.

Documentation and Evaluation

The museum continues to employ front end, formative, remedial and summative evaluation tools to analyze the visitor experience and determine learning outcomes at the Valdez Museum. Small

but powerful changes are regularly made to exhibits and programs that yield good results for visitors and staff alike.

What's in the Future for the Valdez Museum?

Ongoing service to the Valdez community. The museum becoming an even more vibrant gathering place for ideas, learning and sharing. Innovation in education

Valdez Museum & Historical Archive

Strategic Plan 2012 – 2017

Adopted on the 16th day of August in the year 2012 by the VMHA Board of Directors.
Revised: 17th day of April, 2014 by the VMHA Board of Directors
Revised: 16th day of April, 2015 by the VMHA Board of Directors



Organizational Profile: The Valdez Museum & Historical Archive’s mission is to “preserve, present, and interpret, the heritage and culture of Valdez, the Copper River Basin, and Prince William Sound, Alaska.”

Valdez’s first museum was established in 1901 by prospector Joseph Bourke, who put together a small exhibit of curios that was displayed in various Valdez buildings until 1964. These objects are part of the Valdez Museum’s core collection, now numbering approximately 75,000 objects, photographs, and historical documents related to Valdez’s regional history.

In 1976, the Valdez Heritage Board formed, hired a curator, and opened the Valdez Museum. Initially, the Museum functioned as a City of Valdez department with an advisory board providing input on operations.

Formed in 1996, the Valdez Museum & Historical Archive (VMHA) is a private 501c(3) Non-Profit organization. Its purpose is to contract with the city to manage and operate the museum with the goals of decreasing dependence on city funding, increasing the museum's ability to care for and manage the community’s heritage materials, and to continue to serve the community of Valdez. The VMHA Board of Directors governs the corporation and is accountable to the voting membership, made up of the members of the City Council. The membership, in turn, represents the residents of Valdez. The collection remains the property of the city. A non-voting associate membership program that was merged with the Friends of the Museum in 1999 consists of 300 individuals and businesses.

The VMHA is governed by an 11 member volunteer board of directors and staffed with 4 permanent full time professionals, 1 permanent part-time employee, 9 temporary part-time employees and numerous volunteers. Board & staff work closely to develop fund-raising efforts, museum activities, and community relationships that strengthen the museum’s mission to share local and regional history. The museum mounts at least four temporary exhibitions each year. It balances preservation of collections with interpretation by rotating newly acquired artifacts and existing collections in and out of exhibits in a timely manner. This in turn provides access to the remaining collections by researchers and scholars.

Located in the heart of Valdez, AK, the VMHA exhibits are located in two buildings that are four blocks apart. The main building on Egan Drive offers an overview of the region’s history with stories about the 1898 gold rush, Native culture, aviation, tourism, transportation, the oil industry, and a selection of temporary exhibits. At its second location, the annex, the museum provides a broader interpretation of the 1964 Good Friday Earthquake.

Each year, the VMHA serves approximately 15,000 visitors. Of that more than 1000 are local and regional school children, 500 participate in multi-generation programs and presentations, and 200 are researchers who access the collections and archives.

Looking to the future, the VMHA board members and staff embarked on a two year strategic planning process that recently came to completion in summer of 2012. The new Strategic Plan is a five year road map that articulates the following four goals and associated objectives:

Goal 1: The Valdez Museum & Historical Archive will be a sustainable organization.

Goal 2: The Valdez Museum & Historical Archive will have a diverse program.

Goal 3: The Valdez Museum & Historical Archive will have a dynamic communication program.

Goal 4: The Valdez Museum & Historical Archive will have a consolidated infrastructure.

Embedded within each of the strategic goals are objectives, milestones and action items which will guide board and staff for years to come.

Goal 1: The Valdez Museum & Historical Archive will be a sustainable organization.

A. Expand and develop new sources of revenue.

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Write a business plan to focus on earned revenue sources	Research best practices in developing a business plan	Executive Director, Museum Services Manager, & Communication & Marketing Manager	Fall 2014	
II.	Write and implement a Fund Development Plan	Increase endowment through strategic planned giving	Endowment Committee & Executive Director	Fall 2012	Appeal mounted in Summer of 2013
		Implement an annual appeal letter	Executive Director & Board President	Ongoing	
		Implement 2 membership drives a year: Spring and Fall	Membership Committee & Staff	Ongoing	
		Host 4 cultivation events a year (small scale): 2 member and 2 donor parties	Board	Ongoing	Two Events held in 2013
		Increase non-city grants	Staff	Ongoing	
		Plan 2 Raffles a year. 1 in the summer and 1 for Roadhouse	Board & Staff	Ongoing	
III.	Develop mission driven products to sell in the store	Two new products a year (striving for Alaskan made, or made in USA)	Museum Services Manager, Communication & Marketing Manager, & Staff	Ongoing	custom printed scarves, & aviator jackets
IV.	Develop fee based public programs	Offer 4 workshops annually	Curator of Education & Public Programs	Ongoing	

B. Strengthen human capacity (*board and staff*)

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Develop the Board for maximum participation	Create Board Development Committee	Bylaws Committee	Completed Spring 2013	
		Develop Annual Calendar for Board Meetings/Events	Communications & Marketing Manager	Annually at the beginning of the year	Up on Museum website
		Review/Amend Policies and Procedures for clarity and relevancy	Board Development Committee & Executive Director	Ongoing	
		Update Board Manual	Board Development Committee & Executive Director	1 st Quarter 2015	
		Develop job descriptions for officers and committees	Bylaws Committee	Completed Spring 2013	
II.	Enhance volunteer program	Create a volunteer needs assessment	Staff	Fall 2012	Updated 2013
		Designate a volunteer manager	Executive Director	Winter of 2013	Andrea was designated
		Create a volunteer recruitment plan. Design corresponding marketing materials.	Museum Services Manager, & Communication & Marketing Manager	Ongoing	
		Create annual event calendar for which volunteers are needed. Schedule volunteers.	Museum Services Manager, Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Ongoing	
		Create monthly volunteer tracking system	Museum Services Manager	Ongoing	Updated Regularly
III.	Provide professional development opportunities for paid staff	Budget for Professional Staff to attend a minimum of 1 conference a year	Finance Committee & Executive Director	Annually	AAM & MA

IV.	Provide enhanced training for summer staff	Develop training materials to include museum history and interpretation. Set training schedule.	Staff	Ongoing	
V.	Build more active relationship with members	Offer 2 Behind the Scenes and 2 Special Tours/Events a year of Museum Collections	Curator of Collections & Exhibitions, & Communication & Marketing Manager	Annually	2 Offered, Only 1 Completed

C. Improve efficiency of existing infrastructure

	Milestone	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Implement energy efficient improvements	Upgrade lighting to LED lights; Replace halogen lights in Egan Commons	Curator of Collections & Exhibitions	Summer 2014	
II.	Reduce electric energy consumption	Turn on display lighting when first patron of day arrives, turn off display lighting when patrons leave	Staff	Ongoing	
		Investigate replacing old lighting tracks with more energy-efficient ones	Curator of Collections & Exhibitions	Completed	
		Renovate front entrance and office area	Executive Director & City Maintenance	Spring 2014	Planned by the City

Goal 2: The Valdez Museum & Historical Archive will have a diverse program.

A. Evaluate the Museum Program

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Develop Visitation Tracking System	Create monthly visitation reports	Communication & Marketing Manager	Ongoing	
II.	Evaluate the visitor experience	Identify evaluation manager(s)	Executive Director	Completed	Faith has been identified as the evaluation manager
		Create an assortment of evaluation tools including surveys, tracking forms, exit interviews, etc.	Curator of Education & Public Programs & Education Assistant	Ongoing	Now using survey monkey to track
		Conduct surveys	Curator of Education & Public Programs, Education Assistant, Curator of Collections & Exhibitions, & Seasonal Staff	Ongoing	
		Map galleries and track visitors.	Education Assistant & Seasonal Staff	2014	
		Compile evaluation data in accessible retrievable electronic system and share with staff regularly	Curator of Education & Public Programs, Education Assistant, Curator of Collections & Exhibitions, & Seasonal Staff	Ongoing	
		Identify actions needed to improve visitor experience from compiled data	Curator of Education & Public Programs, Museum Services Manager, & Staff	Ongoing	
		Evaluate hours of operation for maximum visitation	Museum Services Manager, Curator of Education &	Fall 2014	

			Public Programs, & Curator of Collections & Exhibitions		
III.	Determine best locations to provide Museum public programs	Meet with community individuals and organizations to determine programmatic needs.	Curator of Education & Public Programs	Ongoing	

B. Expand programming for maximum mission impact

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Focus on 50 year Anniversary of the Good Friday Earthquake	Complete the earthquake exhibit: A Moving Experience	Curator of Collections & Exhibitions	Scheduled Completion by March 27 th 2014	Complete
		Implement Communities, Disasters, & Change, traveling exhibit	Curator of Collections & Exhibitions	May 2014 – January 2016	Q4 2015
		Update earthquake education curriculum	Curator of Education & Public Programs	Develop in Spring and launch in summer of 2014	Ongoing
		Enhance Old Town walking tours	Curator of Education & Public Programs	Develop in Spring and launch in summer of 2014	Ongoing
II.	Improve Native Culture Programs	Work with Native Organizations	Native Gallery Committee Chair, Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Ongoing	Have worked to strengthen partnerships with Chugachmiut and Tatitlek
III.	Revitalize Native Gallery Committee	Update Native Gallery Exhibits	Native Gallery Committee Chair, Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Pending Facility Planning	
		Identify native heritage knowledge keepers in varying communities.	Curator of Education & Public Programs & Curator of	Ongoing	

			Collections & Exhibitions		
		Create a database of potential native program presenters, artists, educators, etc.	Curator of Education & Public Programs & Curator of Collections & Exhibitions	Ongoing	
		Travel to native communities and meet with stakeholders. Consult and collaborate with them on museum programs.	Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Annually	
		Add hands-on education elements that expand the interpretation of Native Gallery	Staff	Ongoing	Healing Plants Kit
		Offer programs based upon established Native curriculum in Gallery	Staff	Ongoing	
IV.	Develop Publishing Plan	Evaluate cost and feasibility Evaluate and assess list of potential publishing options Assess the best delivery process	Executive Director, Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Summer 2013	Evaluated – Not Feasible

C. Enhance Community Engagement

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Increase Visitors	Increase number of visitors to the Museum by 10%	Executive Director, Museum Services Manager, & Communication & Marketing Manager	Pending Visitation Tracking System	2014 Success
		Broaden & strengthen collaborations between organizations in the region by 2 per year	Board & Staff	Ongoing	KCHU & CDC

II.	Establish Programmatic Advisory Groups	Identify advisors from educational institutions, seniors, students and community members.	Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Ongoing	Building Committee
		Define advisor's role and draft a schedule when their input will be needed.	Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Ongoing	Earthquake Advisory Committee, & Building Committee
		Involve students in museum life in a variety of capacities. Work with schools, institutions and agencies to identify matches and opportunities.	Curator of Education & Public Programs	Ongoing	High School Docents

D. Increase accessibility

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Increase Virtual Accessibility	Budget for software/hardware improvements	Finance committee & Executive director	Completed Summer 2013	Past Perfect Online
		CDC Blog	Curator of Collections & Exhibitions, Archival Curator's Assistant, & Communications & Marketing Manager	2014	Done!
		Put collections online	Curator of Collections & Exhibitions & Communications & Marketing Manager	Pending Priority	Done!
		Upgrade and develop an interactive online version of the Gold Rush Name Database	Curator of Collections & Exhibitions, Communications & Marketing	Phase 2 2015	Phase 1 completed Summer 2013

			Manager, & Web Designer		
		Install technology and furnishings into Gold Rush gallery	Curator of Collections & Exhibitions	Completed Spring 2012	
II.	Increase Physical Accessibility	Work with the city to have a new handicap accessible front door installed.	Executive director, & City Maintenance	Spring 2014	

E. Maintain and Improve Professional levels of Collections Care & Management

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Evaluate human resources needed to maintain Collections Management	Assess need for intern and volunteers	Curator of Collections & Exhibitions & Executive director	May of 2013	Hired Curatorial Assistant
II.	Improve mezzanine storage	Organize mezzanine artifacts and move small artifacts into compacting shelving,	Curator of Collections & Exhibitions	Began Fall 2012	Partially Completed
		replace wooden shelving on mezzanine,	Curator of Collections & Exhibitions		Pending New Facility Plan
		construct storage for large signage,	Curator of Collections & Exhibitions		Pending New Facility Plan
III.	Develop plan to address acceptable storage of items currently off-site	Assess items in storage, move and re-house smaller items	Curator of Collections & Exhibitions & Curatorial Assistant		Accessed still needs to be rehomed
		Update storage options	Staff		Pending New Facility Plan
IV.	Plan for Stabilization of exterior artifact displays	Conduct Condition Survey by Boatwright for Perry	Curator of Collections & Exhibitions, Collections Committee, & Consultant	2015	Done

		budget for exterior redevelopment (Main Museum)	Finance Committee		Pending New Facility Plan
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F. Maintain & Improve Permanent & Temporary Exhibits

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Upgrade 1 long-standing exhibit per year	Establish priorities	Curator of Collections & Exhibitions		The Earthquake Exhibit was updated this year
II.	Mount 4-5 temporary exhibits annually	Coordinate temporary exhibit selection with educator and dovetail exhibit and program budgets strategically	Curator of Collections & Exhibitions	Ongoing	
III.	Procure better display cases: more secure, better lighting, fresher appearance and energy-efficient	Research options	Curator of Collections & Exhibitions		Pending New Facility Plan

G. Maintain & Improve Education Programs

	Milestones	Action Items	Responsible Party	Timeline/ Status	Status
I.	Evaluate human resources to maintain and grow education programs	Solicit paid and volunteer help for summer programs	Curator of Education & Public Programs & Executive Director	Begin Fall 2012	Education Assistant was hired
II.	Schedule a minimum of 5-3 visits throughout the year to schools and	Visit schools in Kenny Lake, Tatitlek, Copper Center, Glennallen and others	Curator of Education & Public Programs	Ongoing	Visited Tatitlek & Chugachmu it in 2013

	organizations with shared programmatic goals				
II.	Evaluate criteria for an education collection.	Designate storage space for existing education collection in archives	Curator of Education & Public Programs	Ongoing	
		Purchase and borrow items for an education collection	Curator of Education & Public Programs	Ongoing	
III	Create an organized, accessible, easily retrievable storage system for education.	Share system with stakeholders. Clean and organize storage closet.	Curator of Education & Public Programs	Ongoing	
		Purchase standardized storage bins. Label.	Curator of Education & Public Programs	Ongoing	
IV.	Present new museum educational program to public, schools and educators	Publish list of new and existing programs	Curator of Education & Public Programs, & Communication & Marketing Manager	Ongoing	
		Identify curriculum matches	Curator of Education & Public Programs & School Admin	2014	Working with Beverly Colapietro
		Access feasibility of annual teacher in-service programs at the museum	Curator of Education & Public Programs	Annual	Began in 2012
		Revise existing education narrative on VMHA Website	Curator of Education & Public Programs, Communication & Marketing Manager, & Web designer	Begin 2013	Completed with the launch of the new website
IV	Develop new educational programs	Research, develop and launch Visual Thinking Strategies in classrooms and at the museum	Curator of Education & Public Programs	Ongoing	Launched in 2013

H. Maintain & Improve Public Programs

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Expand summer programming	Solicit paid and volunteer help for summer programs	Curator of Collections & Exhibitions, & Curator of Education & Public Programs	Ongoing	
		Review community calendars and events. Collaborate. Schedule programs in smart niches.	Staff	Ongoing	Summer Camp & CDC

Goal 3: The Valdez Museum & Historical Archive will have a dynamic communication program.

A. Increase Public Awareness

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Identify a Communication & Marketing Manager	Budget for Position	Executive Director & Finance Committee	4 th Quarter 2013	Brittany was appointed the Position
II.	Analyze our market	Develop a marketing Audit (1 st step in a marketing plan that researches demographics stakeholders, potential partners, assets and liabilities)	Executive Director, Communication & Marketing Manager, & Board	June 2014	
III.	Implement a marketing plan	Define best way to advertise with locals	Communication & Marketing Manager & Executive Director		Pending Marketing Audit
		Develop marketing plan that implements best practices for the largest impact	Communication & Marketing Manager & Executive Director		Pending Marketing Audit
		Expand and upgrade technological resources	Communication & Marketing Manager & Executive Director	Ongoing	
		Create a plan to increase the Museum's off site presence at Fairs, trade shows and festivals	Communication & Marketing Manager, Executive Director, & Staff		Pending Marketing Audit & Budget
IV.	Create a unified VMHA Brand	Redesign printed materials to align with new website aesthetic	Communication & Marketing Manager &	Spring 2013	Completed Stationary

			Executive Director		& Business cards
		Redevelop regional & national ads to align with unified branding	Communication & Marketing Manager & Executive Director	Summer 2014	
		Update Chenega/Egan Museum sign	Executive Director	Spring 2015	
V.	Develop advocacy plan (board & staff)	Create an Advocacy Inventory	Executive Director	Completed	
		Write a case statement	All Board & All Staff	Summer 2014	
		Create a communications plan	All Board & All Staff	Summer 2014	

B. Expand & Enhance Technological Resources

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Upgrade website for easier navigation, interactive for education, exhibition and fund development	Budget for new & improved website	Finance Committee & Executive Director	Complete	
		Provide staff training for maintenance and upgrade	Communication & Marketing Manager & Staff	Winter 2014	
		Update educational and programmatic section	Communication & Marketing Manager & Staff	Winter 2014	
		Expand offerings for research and interaction	Communication & Marketing Manager & Staff	Spring 2014	
II.	Develop a technology plan for hardware & software	Work with Arctic IT to develop a course of action	Executive Director	Ongoing	

Goal 4: The Valdez Museum & Historical Archive will have a consolidated infrastructure.

A. Evaluate existing Museum facility

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Predevelopment Evaluation	Submit Foraker Predevelopment Application	Executive Director, Board President, & City Manager	2 nd Quarter 2014	Application Denied
II.	Building Committee	Form Committee	Board, Executive Director, & City administration	1 st Quarter 2015	Done
		Stakeholder Analysis	Building Committee, Executive Director, & City administration	1 st Quarter 2015	Done
		Recruit Master Interpretive Planner	Building Committee, Executive Director, & City administration	2 nd Quarter 2015	
		Attain City Approval to move forward	Board & Executive Director	3 rd Quarter 2015	

B. Develop a Facility/ Master Interpretative Plan

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Develop a Planning Team	Hire a Project Manager	Building Committee, Executive Director, & City administration	3 rd Quarter 2015	
		Hire an Architect	Building Committee, Executive Director, & City administration	3 rd Quarter 2015	

		Hire and Environmental Engineer	Building Committee, Executive Director, & City administration	3 rd Quarter 2015	
II.	Develop a design plan	Work with planning team to design a facility that fits the museums needs	Board, Staff, & City Administration	2016	

C. Implement a Funding Plan

	Milestones	Action Items	Responsible Party	Timeline/ Status	Comments
I.	Create a Capitol Campaign Committee	Identify a committee chair & members from the Board	Board Development Committee & Executive Director	1 st Quarter 2016	
		Select a Co-Chair from the community		1 st Quarter 2016	
		Develop Funding Plan	Capital Campaign Committee & Executive Director	1 st Quarter 2016	
II.	Mount Capitol Campaign	Solicit diverse donors & funders	Capital Campaign Committee & executive Director	2 nd Quarter 2016	

D. Build Facility

**Valdez Historical Archive Corporation
Annual Meeting
October 13, 2015**

I. CALL TO ORDER

The annual meeting was called to order at 7:30 pm.

II. ROLL CALL

Present: Chair Pro- Tem Smith, Board member Shirrell, Board member Cockerham, Board member Needles and Board member McCune. Chairman Weaver and Board member Moulton were absent and excused.

III. APPROVAL OF MINUTES

Board member Shirrell moved, second by Board member Cockerham, to approve the minutes of the meeting of October 06, 2014.

IV. ANNUAL REPORTS

- 1. Board Reports**
 - a. President**
 - b. Committee Reports**
 - c. Financial Reports**
 - d. Fund Development Report**

All board reports were presented as written reports to the Corporation.

- 2. Staff Reports**
 - a. Executive Director**
 - b. Archives, Collections and Exhibits**
 - c. Education and Public Programs**

All staff reports were submitted as written reports to the Corporation.

Board member Cockerham thanked the museum staff for their presentation of the written reports this evening and for the programs that they offer to the community throughout the year.

V. PUBLIC BUSINESS FROM THE FLOOR

There was no public business from floor.

VI. MEMBER BUSINESS FROM THE FLOOR

There was no public business from the floor.

VII. ADJOURNMENT



Agenda Statement

File #: 16-0159 **Version:** 1
Type: Consent Item **Status:** Consent Agenda
File created: 10/3/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Appointments to City Parks & Recreation Commission
Sponsors:
Indexes:
Code sections:
Attachments: [Amy Dunkin Goold Parks & Rec Commission App & Letter 2016](#)
[Brian M. Teal Parks & Rec Commission App 2016](#)
[Gary Pauly Parks & Rec Commission App 2016](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Appointments to City Parks & Recreation Commission

SUBMITTED BY: Allie Ferko, CMC, Deputy City Clerk

FISCAL NOTES:

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

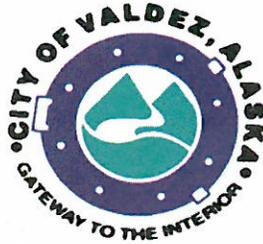
RECOMMENDATION:

Appoint three applicants to the City Parks & Recreation Commission

SUMMARY STATEMENT:

Three vacancies currently exist on the City Parks & Recreation Commission due to term expiration. The City Clerk's office advertised the vacancies and received three applications:

1. Amy Dunkin Goold
2. Brian M. Teale
3. Gary Pauly



Received
SEP 30 2016
City of Valdez

APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

BOARD/COMMISSION Parks & Recreation

DATE 30 September 2016

NAME Amy Dunkin Gould

RESIDENCE ADDRESS 855 Cottonwood Dr

MAILING ADDRESS Po Box 2444

TELEPHONE NUMBER Daytime 835-2691 Evening same

OCCUPATION N/A EMPLOYER N/A

Please check the main reason(s) for applying for appointment to this board/commission:

- I have expertise that I want to contribute.
- I am interested in the activities the board/commission handles.
- I want to participate in local government.
- I am strongly concerned with better government.
- I want to make sure my segment of the community is represented.
- Other: _____

Please explain in greater detail those items you have checked: please see attached letter

It is suggested you attach an outline of your education, work and volunteer experience.

How did you learn of this vacancy? (circle one)

Media Word of mouth Solicitation Other P&R Admin

Signature Amy Gould

*** Please return this form to the Office of the City Clerk, P.O. Box 307, Valdez, AK 99686 ***

To Whom it May Concern:

I have served on the Parks & Recreation Commission for two years. I enjoy being a Commissioner, and would like to be reappointed. As the only woman on the Commission, I bring a unique perspective to the group.

My employment history includes work at treatment programs and shelters for women and children. I have worked in retail and the service industry. From 2008 to 2010, I was the Development Director for KCHU public radio. Most pertinent to the position at hand, I have been employed by Parks, Recreation & Cultural Services at the Teen Center, gyms, Civic Center and Library. I am currently active on the organizing committees of Gold Rush Days and the Richardson Highway Rendezvous (RHR).

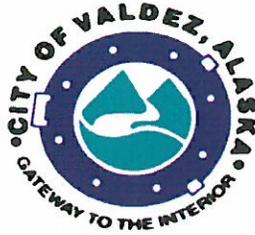
I am a lifelong resident of Valdez. Now I am raising my children here, and I care about their exposure to culture and recreation. I love Valdez, and I am passionate about building community, and continuing to provide my children with diverse opportunities to learn and explore.

Thank you for your time and consideration.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amy Goold". The signature is written in black ink and is positioned above the printed name.

Amy Dunkin Goold



APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

BOARD/COMMISSION Parks + Rec Commission

DATE 9/29/16

NAME Brian M Teale

RESIDENCE ADDRESS 3433 Falcon St.

MAILING ADDRESS Box 72

TELEPHONE NUMBER Daytime 907-835-5182 Evening 907-255-0681 cell

OCCUPATION Const Contractor EMPLOYER CRAFT/CREEK ARTISTRY

Please check the main reason(s) for applying for appointment to this board/commission:

- I have expertise that I want to contribute.
- I am interested in the activities the board/commission handles.
- I want to participate in local government.
- I am strongly concerned with better government.
- I want to make sure my segment of the community is represented.
- Other: _____

Please explain in greater detail those items you have checked: _____

my focus + ~~is~~ is trails x-c ski trails + racing climbing Biking

It is suggested you attach an outline of your education, work and volunteer experience.

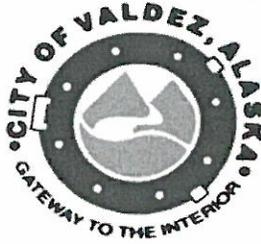
How did you learn of this vacancy? (circle one)

Media Word of mouth Solicitation Other Current Commissioned

Brian M Teale From Nov-2009 - Current Term

Signature

*** Please return this form to the Office of the City Clerk, P.O. Box 307, Valdez, AK 99686 ***



Received
SEP 26 2016
City of Valdez

APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

BOARD/COMMISSION Parks & Recreation

DATE 9/25/16

NAME Gary Pauly

RESIDENCE ADDRESS 3425 Falcon Ave

MAILING ADDRESS P.O. BOX 1815

TELEPHONE NUMBER Daytime 255-0678 Evening same

OCCUPATION Spill Responder EMPLOYER TCC, LLC

Please check the main reason(s) for applying for appointment to this board/commission:

- I have expertise that I want to contribute.
- I am interested in the activities the board/commission handles.
- I want to participate in local government.
- I am strongly concerned with better government.
- I want to make sure my segment of the community is represented.
- Other: _____

Please explain in greater detail those items you have checked: I love this community & I enjoy serving to help enrich one of its great attributes; a wonderful place to recreate & enjoy.

It is suggested you attach an outline of your education, work and volunteer experience.

How did you learn of this vacancy? (circle one)

Media Word of mouth Solicitation Other NONE - Reapplication

Signature [Handwritten Signature]



Agenda Statement

File #: 16-0160 **Version:** 1
Type: Consent Item **Status:** Consent Agenda
File created: 10/10/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Approval To Go Into Executive Session: Annual City Clerk Evaluation
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval To Go Into Executive Session: Annual City Clerk Evaluation

SUBMITTED BY: Sheri L. Pierce, MMC

FISCAL NOTES:

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

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

The City Clerk is an at-will contract employee and works directly for the Mayor and City Council. As such, the Mayor and City Council perform the Clerk's annual performance evaluation and approve her contract.

During this Executive Session (part two), the Council will meet with the City Clerk to discuss her performance.

The Alaska Open Meetings Act AS 44.62.310 authorizes the Mayor and City Council to conduct the evaluation of the City Clerk and City Manager in executive session.



Agenda Statement

File #: 16-0161 **Version:** 1

Type: New Business **Status:** Agenda Ready

File created: 10/6/2016 **In control:** City Council

On agenda: 10/19/2016 **Final action:**

Title: Approval of Professional Services Agreement with Wrangell Mountain Technical Services in the Amount of \$46,695 for the Record of Improvements Survey of Aleutian Village Trailer Park

Sponsors:

Indexes:

Code sections:

Attachments: [Record of Improvements AVTP RFP 10042016 Final.pdf](#)
[Record of Improvements AVTP RFP Addendum 1 10112016.pdf](#)
[Record of Improvements AVTP RFP Addendum 2 10112016.pdf](#)
[Proposal - AVTP Assessment.pdf](#)
[AVTP Assessment Survey Cost Proposal 161013.pdf](#)
[Mobile Home Park RFP.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of Professional Services Agreement with Wrangell Mountain Technical Services in the Amount of \$46,695 for the Record of Improvements Survey of Aleutian Village Trailer Park

SUBMITTED BY: Lisa Von Bargaen, CEDD Director

FISCAL NOTES:

Expenditure Required: \$46,695

Unencumbered Balance: \$115,723

Funding Source: 001-5500-43200 Community Development Professional Services

RECOMMENDATION:

Approve Professional Services Agreement with Wrangell Mountain Technical Services in the Amount of \$46,695 for the Record of Improvements Survey of Aleutian Village Trailer Park.

SUMMARY STATEMENT:

Following the Aleutian Village Trailer Park (AVTP) Report at the September 20th meeting the Council gave direction for staff to move forward with the Record of Improvements Survey at the Park. Although it is the intent to keep the residents of AVTP in their existing locations we are aware there a spacing/setback violations. The degree to which these violations exist is unknown. Under any scenario for the property it is necessary to have this information. If a new operator takes over responsibility of the Park, or if the City purchases the land and subdivides individual lots, these

spacing/setback issues need to be corrected. The Record of Improvements Survey accomplishes this. Additionally this survey will obtain topographical data at 1' contour intervals, and the underground utilities will also be surveyed.

A Request for Proposals was issued on October 4, 2016 (this was reported at the 10/4 Council meeting). In addition to posting the RFP on the City website, invitations to propose were sent via email to five different survey companies; three of whom conduct the vast majority of survey work in Valdez, and two Anchorage-based firms that have had survey crews working in Valdez on other jobs in the past few weeks. A pre-proposal meeting was held on October 10. Four firms attended the pre-proposal meeting; three by phone and one in person. Questions at the pre-proposal meeting required the need for an addendum which was issued the morning of October 11. Following a question by one of the potential respondents, a second addendum was issued the afternoon of the 11th.

Proposals were due via electronic format by 4pm, October 12. Four proposals were received from (in alphabetic order) HDL Engineering, Lounsbury & Associates, PND Engineers, and Wrangell Mountain Technical Services. A three person review team comprised of Council member Nate Smith, Capital Facilities Director Jason Miles, and Community Development Director Lisa Von Bargen, individually reviewed the proposals. The team met at 12pm on October 13 to discuss the proposals and determine the preferred firm. Wrangell Mountain Technical Services (WMTS) is the firm the team chose. A cost proposal was requested from WMTS. The fee for this survey project is \$46,695 which includes a 10% contingency. Cost was not a factor in evaluating the initial proposals. However, the WMTS hourly rates are commensurate with, or less than, the other firms proposing on this project. The WMTS rate includes equipment. And, as the owner of WMTS has a home in Valdez there will be no travel, accommodation or per diem charges associated with the project.

For background information the following items have been included with this agenda statement:

- a) Request for Proposals
- b) Addendum #1
- c) Addendum #2
- d) WMTS Project Proposal
- e) WMTS Fee Proposal

It is fair for the Council to ask why this assessment of Aleutian Village was not completed prior to this. For that matter, one might ask why this assessment has not been done for all mobile home parks in Valdez. In 2012 the request was made by staff to conduct a very similar assessment of all the parks in Valdez. A draft RFP was written, and for whatever reason the decision was made to not move forward. A copy of that 2012 draft RFP is attached as information.

The funding for this project is coming from the Professional Services line item (001-5500-43200) within the Community Development Budget.

Although an expenditures summary is more appropriate for the Aleutian Village Report also on tonight's agenda, that item has already been written and sent through the electronic routing/approval process, so it is being included in this agenda item.

Water System Assessment: \$9,982 approved \$3,969 spent

Electrical System Assessment:	\$6,350 approved	\$4,636 spent
Record of Improvements Survey	\$46,695 proposed	
Electric Shut Off Labeling	\$900 approved	
Environmental Assessment	TBD	



**CITY OF VALDEZ, ALASKA
REQUEST FOR PROPOSALS FOR
PROFESSIONAL SURVEYING SERVICES**

**PROJECT: RECORD OF IMPROVEMENTS SURVEY –
ALEUTIAN VILLAGE TRAILER PARK
RELEASE DATE: OCTOBER 4, 2016**

SUMMARY:

The City of Valdez requires a Record of Improvements Survey to determine the location of all improvements within Aleutian Village Trailer Park (AVTP). AVTP has a total of 104 spaces, of which approximately 60 are occupied. The City is aware that potential code violations exist within the park, specifically regarding spacing and setbacks between units, fuel tanks and other appurtenances. The breadth and scope of the potential violations is unknown. The City of Valdez needs a comprehensive assessment of the improvements on the property. Locally adopted building codes and a locally adopted ordinance specifically outlining the requirements for mobile home parks and the mobile homes within them shall provide the baseline for survey considerations.

BUDGET:

The final budget will be negotiated between the successful respondent and the City.

TIMEFRAME:

Fieldwork must be complete by November 15, 2016. The written report shall be completed by November 30, 2016.

SCOPE OF WORK:

The final scope of work will be negotiated between the successful firm and the City of Valdez. The list below is typical of the type of field data that will be collected, but should not be considered all-inclusive.

- The location of improvements in relation to each other is of critical importance;
- Location of each mobile home, including wannigans, lean-to's, arctic entryways and similar structure attached to the mobile home;
- Location of detached structures including storage sheds, greenhouses and similar structures;
- Location of above-ground fuel and propane tanks;
- Location of overhead and underground utilities; horizontally located and indicated on the survey map;
- Final report deliverable should include a survey map (Scale 1"=50'), tied into State Plane Coordinate System: Alaska Zone 3 FIPZONE: 5003;

- Survey map must include a boundary tie-in to accurately depict boundaries and rights-of-way, and two benchmarks onsite at reasonable distance from each other; and
- The base map shall be provided in CAD 2010 Version or later; and in PDF.

A copy of Valdez Municipal Code Section 15.28 (Mobile Homes and Mobile Home Parks is attached to this RFP for reference.

EVALUATION CRITERIA:

Weight: Each criterion has an assigned weight which will be used to establish the relative importance of each aspect of the proposal.

Rating: Members of City Administration will rate the proposals. Ratings will be from 0 - 5 points with 5 being the best. Ratings from all members of the review team will be averaged together to determine an aggregate rating score for each criterion.

1. METHODOLOGY AND PROJECT MANAGEMENT (WEIGHT 15). Describe your approach to performing your proposed scope of work. Include methodology and philosophy for achieving the desired result.

2. QUALIFICATIONS AND EXPERIENCE (WEIGHT 15). Provide information which demonstrates that the firm, and all individuals rendering services under the proposal, has adequate qualifications and experience to provide the services required. Include the names and phone numbers of three (3) references.

3. ABILITY TO MEET PROJECT TIMEFRAME (WEIGHT 10). Award of contract and issuance of Notice to Proceed is anticipated by October 19, 2016. Please describe, in detail, the firm’s capability to finish within the appointed timeframe. Include a fee schedule and on-site per diem costs.

TOTAL POSSIBLE SCORE	1.	5 X 15 = 75
	2.	5 X 15 = 75
	3.	5 X 20 = 100

TOTAL POSSIBLE POINTS _____ (0 to 250)

INSTRUCTIONS TO FIRMS:

FORM OF PROPOSAL: Proposals should be prepared simply and economically, providing a straightforward, concise description of the firm’s ability to meet the requirements of the RFP. Fancy presentations, colored displays, promotional material, etc., are not desired. Emphasis should be on completeness and clarity of content. Page limit shall not exceed 10 pages. This stipulation will be strictly enforced. Proposals exceeding this length will not be considered. This page length includes staff biographies and experience.

INTERPRETATIONS:

Questions or requests for clarifications shall be directed to the Community & Economic Development Director, Lisa Von Bargaen. Inquiries may be made by phone at (907) 834-3425, by fax at (907) 834-43420 or by email to: lvonbargaen@ci.valdez.ak.us

PRE-PROPOSAL MEETING:

A pre-proposal meeting will take place in the Valdez City Council Chambers **Monday, October 10, 2016 at 10a.m.** Participation may be in person or by phone. Please email Lisa Von Bargaen,

Community & Economic Development Director, at Ivonbargen@ci.valdez.ak.us for instructions to participate by phone.

RIGHT TO REJECT PROPOSALS:

The City of Valdez reserves the right to reject any or all proposals for any reason, and/or to waive any or all irregularities and/or informalities.

PROPOSAL SUBMISSION INSTRUCTIONS (TIGHT TURN-AROUND):

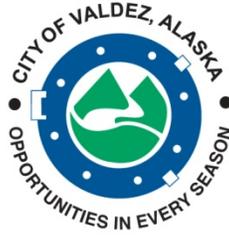
Proposals are due on or before **10:00a.m. local time, Wednesday, October 12, 2016**. Proposals not received at or before said time will not be considered. Proposals shall be submitted as an Adobe Acrobat PDF file via email with the subject line titled “**PROPOSAL – AVTP Assessment.**” Submit to: Community & Economic Development Director, Lisa Von Bargen at: Ivonbargen@ci.valdez.ak.us Delivery confirmation may be obtained by calling the same at (907) 834-3425.

RFP HOLDERS LIST:

In the case addendums to this RFP are required please be certain to complete the RFP Holders List application and return to the fax or email on the form.

THIS RFP IS POSTED AT:

http://www.ci.valdez.ak.us/capital_facilities/Valdez_Alaska_Contracts_Bid.html



**CITY OF VALDEZ, ALASKA
REQUEST FOR PROPOSALS FOR
PROFESSIONAL SURVEYING SERVICES**

**PROJECT: Record of Improvements Survey – Aleutian Village Trailer Park
Addendum #1**

RELEASE DATE: October 11, 2016

Pre-Proposal Meeting Attendees:

A non-mandatory pre-proposal meeting was held at 10am in the Valdez City Council Chambers. In addition to City staff (Lisa Von Bargen, Community & Economic Development Director and Jason Miles, Capital Facilities Director, five different representatives from four firms attended either by phone or in-person.

Phone Attendees:

- Doug Kenley, PND Engineers
- Maynard Taylor, PND Engineers
- Dean Cimmiyotti, Lounsbury & Associates
- Taylor Moore, Enterprise Engineering

In-Person

- Allen Minish, Wrangell Mountain Technical Services

Change to Proposal Submission Deadline:

Proposals will be due Wednesday, October 12, 2016 at 4pm. This is a change from the original 10am deadline on the same day. All other aspects of the submission of proposals remains the same.

Clarification of Fee Submittal:

Please submit a rate sheet and a schedule of completion of the deliverables. The final cost will be negotiated between the successful firm and the City of Valdez.

Base Map Submittal Format:

The City will accept the base map in CAD Version 2007-2016. This is a change from the original request of Version 2010 or later. Please also provide a sealed PDF.

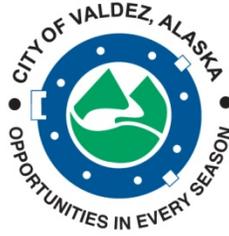
Additions/Clarifications to Project Scope:

- Appurtenances and improvements abandoned in place shall be included in the survey.
- A topographic survey shall be included in the scope of work. Please provide topographic survey out to the centerlines of both the Richardson Highway and Airport Road, as well as 50' beyond the north and west property boundaries of the park.

- Underground utilities shall be surveyed to the same extents as the topographical survey including inverts for sanitary/storm and location of all appurtenances.
- One of the most important distance relationships is between the individual mobile home spaces and the improvements on each space. The spaces are not surveyed. The City is providing one CAD and additional PDF files for your reference. The City cannot confirm the accuracy of the space lines provided in the CAD file. Please confirm the bearings and distances of all spaces as shown. If discrepancies exist please note on the plans.
- Please pay particular attention to the required setbacks outlined in Valdez Municipal Code Section 15.28.100 – issued with the original RFP.

Change to Scale:

The RFP requires a 1"=50' Scale. Much of the information needed by the City is in 5' and 10' increments. The requirement of a 1"=50' Scale is eliminated. The City will work with the successful firm to determine a final scale.



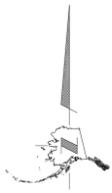
**CITY OF VALDEZ, ALASKA
REQUEST FOR PROPOSALS FOR
PROFESSIONAL SURVEYING SERVICES**

PROJECT: Record of Improvements Survey – Aleutian Village Trailer Park
Addendum #2

RELEASE DATE: October 11, 2016

Question: What type of vertical precision does City of Valdez desire?

Answer: 1' Contour Intervals.



Wrangell Mountain Technical Services

P.O. Box 118, Mile 32.1 Edgerton Highway, Chitina, Alaska 99566
907-823-2280 (Office/Home) 907-259-2280 (Cell) WrangellMTS@yahoo.com

Oct.12, 2016

Lisa Von Bargen, Director
Community and Economic Development
P O Box 307
Valdez, Alaska 99686

Re: Proposal for Professional Surveying Services,
Record of Improvements for the Aleutian Village Trailer Park

Dear Ms. Von Bargen and Selection Committee Members

Thank you for giving Wrangell Mountain Technical Services the opportunity to provide this proposal and for taking the time to review it.

Wrangell Mountain Technical Services has worked for the city numerous times over the years, and looks forward to working with the city again.

This proposal serves as a commitment to apply all the resources of Wrangell Mountain Technical Services to this project.

The approach to completing this project is to complete each task in order so that there are no overlaps or delays, and to have the field work completed before it snows.

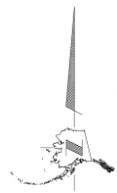
Thank you again for the opportunity to submit this proposal.

If you have any questions please feel free to contact me at 907-259-2280 or at my email address of WrangellMTS@yahoo.com.

Sincerely,

Wrangell Mountain Technical Services

Allen Minish, PLS, PE, Owner



Wrangell Mountain Technical Services

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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park



TABLE OF CONTENTS

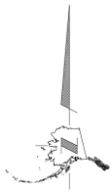
Letter of Transmittal

Table of Contents

Scope of Services

- 1. Methodology and Project Management**
- 2. Qualifications and Experience**
- 3. Ability to Meet Project Timeframe**

Staff Biographies



Wrangell Mountain Technical Services

P.O. Box 118, Mile 32.1 Edgerton Highway, Chitina, Alaska 99566

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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

Scope of Services

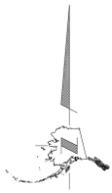
The City of Valdez requires that the Aleutian Village Trailer Park have a complete survey of all the improvements and topography. This is to be presented in a scalable drawing so that the improvements can be seen in relationship to each other. Improvements to be surveyed and noted are mobile homes, wannigans, lean-tos, arctic entries and any other attachment to the trailers. The location of all other structures including but not limited to sheds, greenhouses and any other structures. The location of all above ground fuel tanks, propane tanks, above ground utilities and underground utilities. All the above shown in relationship to the boundary and two benchmarks to be set. All the above presented in a survey map at a scale acceptable to the city in state plane coordinates.



1. Methodology and Project Management

- Project Initiation

The first task is not to wait for the notice to proceed but to immediately contact 811 locates. It will be very important to meet with the various utilities to ensure that all underground locates are identified. A review of city files will be performed to assist in the location of underground utilities, abandoned items that maybe important, and any other improvements. Contact the local maintenance company as well as the installer of the water system for additional information. Note that the water service connections have a unique locator system and contacting the installer will be required to find all the water connection locations. A written notice will be placed on each door informing the occupants that the surveying will be taking place and the extent of the intrusion will be placed the day of the notice to proceed or sooner. This written notice will be provided to City of Valdez for approval.



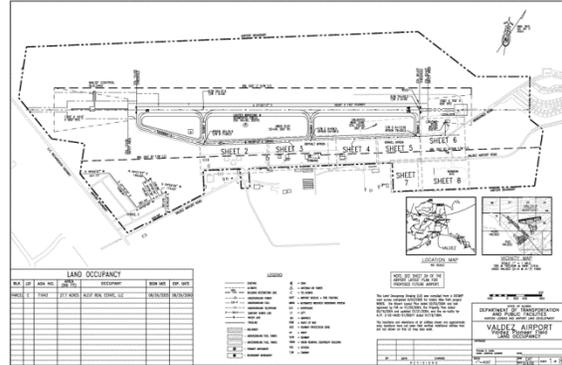
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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

- Field Activities

The initial field visit will take place during the 811 locates. Location and surveying of the monuments that control boundary will take place. There are several plats that control this site the Airport Land is shown here but others that control are 74-13, 2007-5, the unrecorded Allied Trailer Court Plot Plan and two unrecorded plats by Creco Engineering. This will be straight forward since most of the monuments that control the boundary along the two main roads have been found by WMTS and it's only a matter of surveying them in as part of the project.



Since winter is close at hand, the surveying of the underground utilities needs to be accomplished first before the possibility of snow covering the 811 marks or the ground freezing to prevent locating valve boxes or manholes that are buried. There are abandoned utilities that should be located and will be to the best available evidence that can be found. There are several drawings that exist showing the sewer and water services. These will be used in determining the existing systems and the abandoned systems.



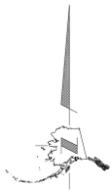
The surveying of aboveground utilities will then take place, as that usually ties into the underground utilities.

The surveying of the roads, accesses, additional topographic shots and off site utilities will take place during this period.

The real challenge is the surveying of all the aboveground structures and improvements.

WMTS will be using the latest in Leica RTK GPS equipment for most of the survey work. As a backup WMTS has Leica TCRA 1103 Robotic Total Station with reflector less technology for those inaccessible locations.





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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

- Field Activities - Continued

As for the structure locations, WMTS will start at the far southwestern corner and proceed eastward, completing one side of each street first before moving onward. Data will be checked nightly to ensure nothing was missed. All fuel and propane tanks will be measured not just assumed what the dimensions based on capacity. Depending on the manufacturer a 300 gallon tank could be different in size. As such, WMTS will not just assume a 300 gallon tank is a particular size. This will be most important when meeting the COV requirements of spacing requirements. WMTS will also be taken a photo journal of each structure to assist in the drafting and to record the existing condition.

WMTS will set two benchmarks that will be tied to the controlling boundary monuments and use the local datum elevation of Mean Lower Low Water, as this is the typical datum used in Valdez.

- Office Activities

A review of each surveying activities will take place in the evening of every day to ensure nothing is missed.

The data from the previous day of surveying will take place by the subcontractor with a review by Mr. Minish each evening to ensure nothing is missed or questioned.

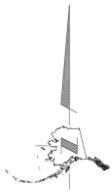
Final drafting will be completed by Mr. Minish.

It is anticipated that multiple sheets will be needed to properly show the entire survey to the degree that the City wishes. As such, a cover sheet will be provided, showing survey control, boundaries, notes, sheet layout and other information. This sheet may or may not meet the scale that is required, but will be useful for the overall aspects of the project.

To meet the requirements of the city for detail, WMTS proposes the cover sheet stated above and work with the city on how best to present the data in a format acceptable to them. Options that can be accomplished are to provide individual sheets for each lot or a sheet covering several lots. Meeting the requirement of showing the violations to the code will be the challenge and as such WMTS will submit several options for the city to choose from. WMTS has the ability to meet the requirements of the city with whatever they choose.

- Project Management

Allen Minish, a Licensed Professional Land Surveyor and Licensed Professional Civil Engineer, will be one hundred percent involved with the project. Mr. Minish has over 40 years in the surveying and engineering fields; of that time, over 35 years has been in Alaska. Mr. Minish, over the last 35 years, has conducted many surveys of similar size and scope. Mr. Minish has been a project manager with past employers that include the City of Valdez, Alaska Native Tribal Health Consortium and Marsh Creek. Mr. Minish brings a vast amount of local knowledge of the site and surrounding area.



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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

2. QUALIFICATIONS AND EXPERIENCE

- Qualifications

Wrangell Mountain Technical Services was created in 2005 and was former known as ADM Land Surveying, which was created in 1991. WMTS has primary focused its work in the Valdez, Copper Basin and Eastern Interior of Alaska. ADM Land Surveys conducted surveys throughout the state from the North Slope to the Kenai Peninsula and southeast Alaska.

Mr. Minish is the owner of WMTS, and as stated previously, has over 40 years in the surveying and engineering fields, with 35 years in Alaska.

WMTS will be employing 1 to 2 local personnel to serve as survey technician's to assist with this project. They will be under the direct supervision of Mr. Minish at all times.

Wrangell Mountain Technical Services is a Certified Veterans Owned Business.

In addition to Mr. Minish, WMTS will be employing under subcontract Grumpy's Designs Small Business, owner Mr. Paul Jordan, to assist in the preliminary drafting. Mr. Jordan brings over 35 years of experience in engineering, surveying and his expertise: drafting with Autocad and Revit Arch. Mr. Jordan will be drafting daily the previous day's work for review. Grumpy's Designs Small Business is also a Veterans Owned Business.

- References

Dean Day, Former City of Valdez Director of Capital Facilities, 775-293-1743

Bill Harris, President, Harris Sand and Gravel, 907-831-0287

Victor Weaver, Project Manager, Valdez Fisheries Development Association, 907-461-2031

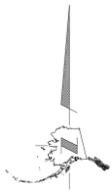
- Past Projects

2009 to 2016 WMTS has completed over 140 projects in and around Valdez with over 38 of those projects for the City of Valdez.

Hotel Hill Survey and Geotechnical, Client City of Valdez, Capital Facilities. The preliminary topographic survey of the entire hill in preparation for the new harbor project. Project Manager / Coordination with subcontractor.

Civil Center Hill Trail, Client City of Valdez, Capital Facilities. The surveying of the entire hill and then the design of the over 1000 feet of trail and remodel of the pavilion.

Senior Center Grading, Client City of Valdez, Capital Facilities, The surveying, design and construction inspection of the parking and drainage in front of the senior center.



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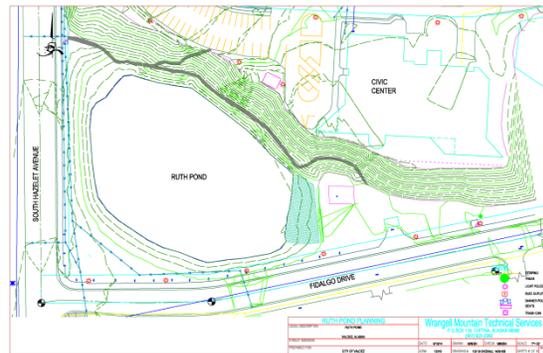
Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

- Past Projects - continue

Plats, Client City of Valdez, Community Development. Creation multiple plats over the last several years that includes two for South Harbor, the School Plat, Struggling Spruce, and several others.

North Harbor Waterline, Client City of Valdez, Capital Development. Surveying and design of the North Harbor Waterline across the Harbor Parking Lot. (project manager and inspector as city employee)

Uplands and Ruth Pond Survey, Client City of Valdez, Community Development. Surveying and drafting of the entire area for planning purposes.



Fairbanks Street Survey, Client City of Valdez, Community Development. Surveying and drafting of a portion of Fairbanks Street for construction and event planning.

Hanagita Tennis/Basketball Courts, Client City of Valdez, Capital Facilities. Surveying, design, project management and inspection of the new tennis and basketball courts.

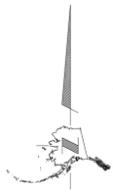
North Harbor Utility Survey, Client City of Valdez, Capital Facilities, Surveying of aboveground and underground utilities and structures in preparation for design.

Construction Inspections, Topographic Surveys, As-Builts and Septic Designs for other public agencies and private clients throughout Valdez.

3. ABILITY TO MEET THE PROJECT TIMEFRAME

Wrangell Mountain Technical Services sees no problems in completing this project on time and commits to completing the project as required. WMTS is finishing up the Valdez Harbor project and is in the drafting phase of as-builts and redlines. WMTS has only a few other outstanding projects to work on, that includes two for the city and one for the Valdez Fishery Development Association.

WMTS work schedule will be to provide and notices as stated in item 1 to the tenants of AVTP prior to the Notice to Proceed. WMTS will also submit for 811 locate prior to the notice to proceed. Additional research, not already accomplished in creating this proposal and field work will commence on Monday Oct. 24th or sooner with all field work completed between Oct. 31st and Nov. 15th. WMTS anticipates a first review by the city on or about Nov. 1st to decide on scale and presentation. WMTS anticipates providing a rough draft for review within a week. Final product soon afterward to the city but no later than Nov. 30th.

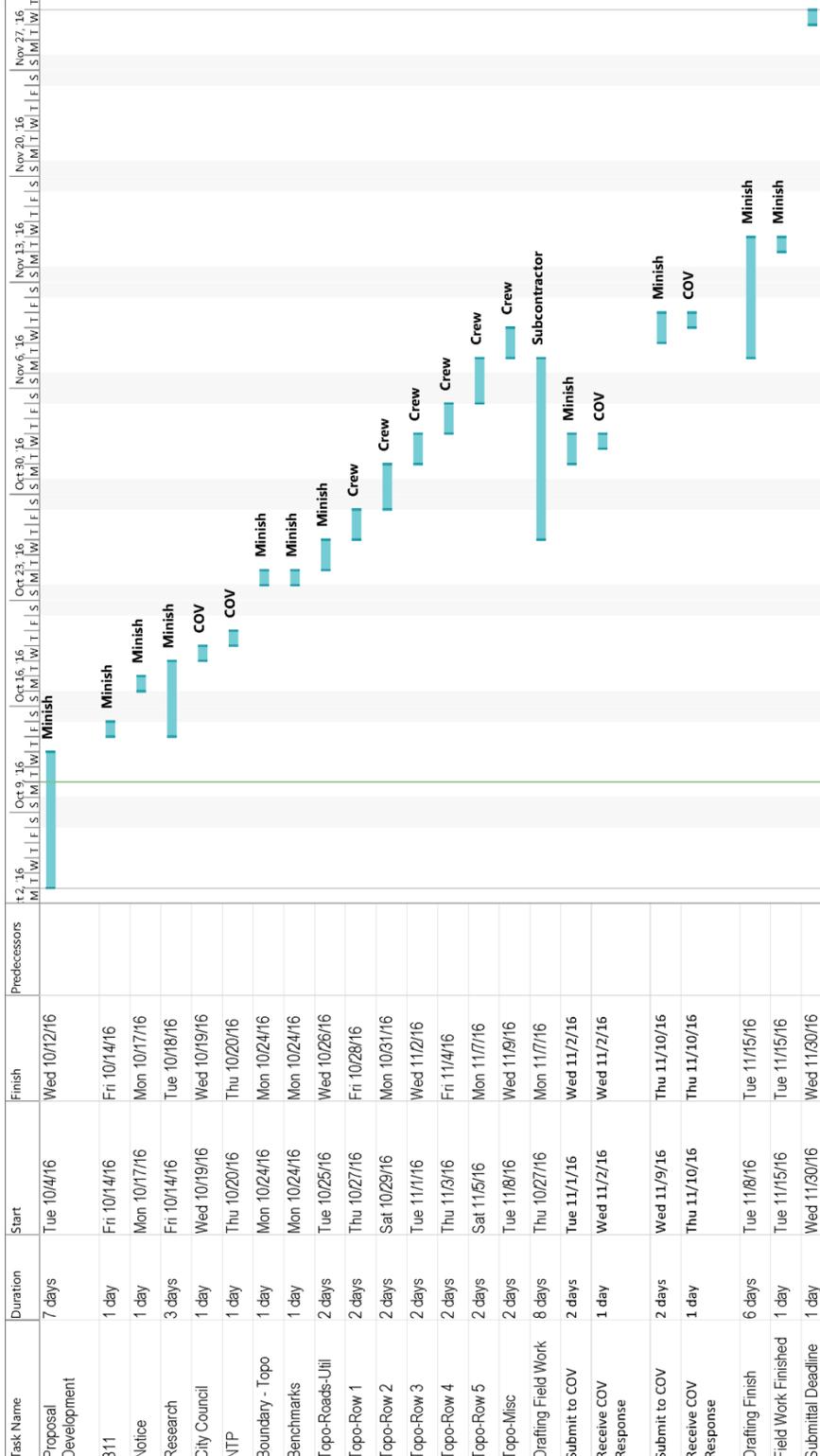


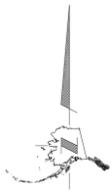
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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

- Proposed Schedule:





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Proposal for Professional Surveying Services, Record of Improvements for the Aleutian Village Trailer Park

- Fee Schedule:

Wrangell Mountain Technical Services maintains a trailer in Valdez as such does not charge for per diem nor does WMTS charge for travel to and from Valdez.

The fee schedule is simple it includes all other costs:

\$150 per hour for Professional Land Surveyor

\$100 per hour for Technicians and Subcontractor

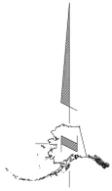
Staff Biographies

Allen Minish, PLS PE (LS 8205, PE 11246) owner of Wrangell Mountain Technical Services, will be serving as single point of contact and project manager for this project. His 35 plus years in Alaska has taken him to every corner of this great state. Over the last 40 plus years, his work has included municipal, commercial, oilfield and residential type projects. Mr. Minish has a Bachelor of Science degree as well as two Associate Degrees.

In addition to the projects listed above that were accomplished under WMTS, Mr. Minish either under ADM Land Surveys or working for another company or agency has completed these non-Valdez projects that are similar: Complete surveys that included every structure, utilities (above and below ground) of sizable portion of Chitina, a sizable portion of Deadhorse, a sizable portion of Shemya Island, all of Northway Village, Clarks Point, South Naknek, and going back into the 80's all of Hollis, Coffman Cove, Klawock and Whale Pass.

Paul Jordan, owner of Grumpy's Designs Small Business, will be providing drafting services for this project. Mr. Jordan has been working in the architecture, engineering and surveying field since 1981. Mr. Jordan has assisted Mr. Minish in past projects that include the mapping of hazardous waste site throughout Alaska for the Department of Defense. Mr. Jordan is an expert in basic Autocad and Revit Arch a BIM software. Mr. Jordan has worked on large and small scale projects throughout the world.

Two Survey Technicians with knowledge of construction practices will be hired to assist in the measuring of the structures. The two Survey Technicians are local hire.



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Oct.13, 2016

Lisa Von Bargen, Director
Community and Economic Development
P O Box 307
Valdez, Alaska 99686

Re: Cost Proposal for Professional Surveying Services,
Record of Improvements for the Aleutian Village Trailer Park

Dear Ms. Von Bargen and Selection Committee Members

Thank you for giving Wrangell Mountain Technical Services the opportunity to provide this cost proposal and for taking the time to review it.

WMTS proposes a fixed fee of \$46,695.00.

Attached is the schedule with the breakdown of the fee.

Thank you again for the opportunity to submit this proposal.

If you have any questions please feel free to contact me at 907-259-2280 or at my email address of WrangellMTS@yahoo.com.

Sincerely,

Wrangell Mountain Technical Services

Allen Minish, PLS, PE, Owner

ID	Task Name	Duration	Start	Finish	Resource Names	Cost	Oct 2, '16							Oct 9, '16							Oct 16, '16							Oct 23, '16							Oct 30, '16							Nov 6, '16							Nov 13, '16							Nov 20, '16							Nov 27, '16																				
							M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S															
1	Proposal Development	7 days	Tue 10/4/16	Wed 10/12/16	Minish	\$1,500.00	Minish																																																																												
2	811	1 day	Fri 10/14/16	Fri 10/14/16	Minish	\$0.00								Minish																																																																					
3	Notice	1 day	Mon 10/17/16	Mon 10/17/16	Minish	\$150.00															Minish																																																														
4	Research	3 days	Fri 10/14/16	Tue 10/18/16	Minish	\$500.00								Minish																																																																					
5	City Council	1 day	Wed 10/19/16	Wed 10/19/16	COV	\$0.00															COV																																																														
6	NTP	1 day	Thu 10/20/16	Thu 10/20/16	COV	\$0.00															COV																																																														
7	Boundary - Topo	1 day	Mon 10/24/16	Mon 10/24/16	Minish	\$1,000.00															Minish																																																														
8	Benchmarks	1 day	Mon 10/24/16	Mon 10/24/16	Minish	\$500.00															Minish																																																														
9	Topo-Roads-Util	2 days	Tue 10/25/16	Wed 10/26/16	Minish	\$3,000.00															Minish																																																														
10	Topo-Row 1	2 days	Thu 10/27/16	Fri 10/28/16	Crew	\$3,500.00															Crew																																																														
11	Topo-Row 2	2 days	Sat 10/29/16	Mon 10/31/16	Crew	\$3,500.00																						Crew																																																							
12	Topo-Row 3	2 days	Tue 11/1/16	Wed 11/2/16	Crew	\$3,500.00																						Crew																																																							
13	Topo-Row 4	2 days	Thu 11/3/16	Fri 11/4/16	Crew	\$3,500.00																						Crew																																																							
14	Topo-Row 5	2 days	Sat 11/5/16	Mon 11/7/16	Crew	\$3,500.00																						Crew																																																							
15	Topo-Misc	2 days	Tue 11/8/16	Wed 11/9/16	Crew	\$3,500.00																						Crew																																																							
16	Drafting Field Work	8 days	Thu 10/27/16	Mon 11/7/16	Subcontractor	\$4,000.00															Subcontractor																																																														
17	Submit to COV	2 days	Tue 11/1/16	Wed 11/2/16	Minish	\$0.00															Minish																																																														
18	Receive COV Response	1 day	Wed 11/2/16	Wed 11/2/16	COV	\$0.00															COV																																																														
19	Submit to COV	2 days	Wed 11/9/16	Thu 11/10/16	Minish	\$0.00																						Minish																																																							
20	Receive COV Response	1 day	Thu 11/10/16	Thu 11/10/16	COV	\$0.00																						COV																																																							
21	Drafting Finish	6 days	Tue 11/8/16	Tue 11/15/16	Minish	\$10,800.00																						Minish																																																							
22	Field Work Finished	1 day	Tue 11/15/16	Tue 11/15/16	Minish	\$0.00																													Minish																																																
23	Submittal Deadline	1 day	Wed 11/30/16	Wed 11/30/16	Minish	\$0.00																																																																													
24	Subtotal Total					\$42,450.00																																																																													
25	Contingency, Profit and Lost					\$4,245.00																																																																													
26	Total					\$46,695.00																																																																													

Project: 16000 COV AVTP.mpp Date: Thu 10/13/16	Task	Project Summary		Manual Task		Start-only	[Deadline	↓
	Split	Inactive Task	Duration-only		Finish-only]	Progress	
	Milestone	Inactive Milestone	◆	Manual Summary Rollup		External Tasks		Manual Progress	
	Summary	Inactive Summary	—	Manual Summary		External Milestone	◆		



**CITY OF VALDEZ, ALASKA
REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES**

**PROJECT: CODE VIOLATION ASSESSMENT OF MOBILE HOME PARKS
RELEASE DATE: JULY 3, 2012**

SUMMARY:

There are five mobile home parks in within the City of Valdez municipal boundaries. During the City's population count in May, it was determined there are approximately 381 spaces with 266 mobile homes in all five parks. Below is a breakdown of the number of units in each park.

Mobile Home Park	# Occupied Spaces	Total Spaces
Mineral Creek Court (Simmons)	24	27
Johnson Trailer Court	12	12
Aleutian Village Trailer Court (AVT)	84	104
Valdez Mobile Home & RV Park (VMHP, South Central)	136	217
Glacier View Trailer Park	10	21

The City is aware that multiple code violations exist in the parks. The breadth and scope of the violations is unknown. The City of Valdez needs a comprehensive assessment of the violations. The violations under consideration fall within locally adopted building codes and a locally adopted ordinance specifically outlining the requirements for mobile home parks and the mobile homes within them. Additionally, the City of Valdez has an agreement for improvements with one of the parks. The violations associated with that agreement shall also be evaluated.

BUDGET:

The City of Valdez has sufficient funding allocated for this project. The final budget will be negotiated between the successful respondent and the City.

TIMEFRAME:

The City of Valdez would like this assessment completed no later than August 31, 2012.

SCOPE OF WORK:

The final scope of work will be negotiated between the successful firm and the City of Valdez. The list below is typical of the type of field data that will be collected, but should not be considered all-inclusive.

EVALUATION CRITERIA:

Weight: Each criterion has an assigned weight which will be used to establish the relative importance of each aspect of the proposal.

Rating: The Ports & Harbor Director and members of City Administration will rate the proposals. Ratings will be from 0 - 5 points with 5 being the best. Ratings from all members of the review team will be averaged together to determine an aggregate rating score for each criterion.

1. METHODOLOGY AND PROJECT MANAGEMENT (WEIGHT 20). Describe your approach to performing your proposed scope of work. Include methodology and philosophy for achieving the desired result.

2. QUALIFICATIONS AND EXPERIENCE (WEIGHT 10). Provide information which demonstrates that the firm, and all individuals rendering services under the proposal, has adequate qualifications and experience to provide the services required. Include the names and phone numbers of three (3) references.

3. ABILITY TO MEET PROJECT TIMEFRAME (WEIGHT 5). Award of contract and issuance of Notice to Proceed is anticipated by late June, 2011. Please describe, in detail, the firm’s capability to finish within the appointed timeframe. Include a fee schedule and on-site per diem costs.

TOTAL POSSIBLE SCORE	1.	5 X 20 = 100
	2.	5 X 10 = 50
	3.	5 X 5 = 25
TOTAL POSSIBLE POINTS		_____ (0 to 175)

INSTRUCTIONS TO FIRMS:

FORM OF PROPOSAL: Proposals should be prepared simply and economically, providing a straightforward, concise description of the firm’s ability to meet the requirements of the RFP. Fancy presentations, colored displays, promotional material, etc., are not desired. Emphasis should be on completeness and clarity of content. Page limit shall not exceed 10 pages. This stipulation will be strictly enforced. Proposals exceeding this length will not be considered. This page length includes staff biographies and experience.

INTERPRETATIONS:

Questions or requests for clarifications shall be directed to the Community & Economic Development Director, Lisa Von Bargen. Inquiries may be made by phone at (907) 834-3425, by fax at (907) 834-43420 or by email to: lvonbargen@ci.valdez.ak.us

RIGHT TO REJECT PROPOSALS:

The City of Valdez reserves the right to reject any or all proposals for any reason, and/or to waive any or all irregularities and/or informalities.

PROPOSAL SUBMISSION INSTRUCTIONS:

Proposals are due on or before **3:00 p.m. local time, Thursday, July 12, 2012.** Proposals not received at or before said time will not be considered. Proposals shall be submitted as an Adobe Acrobat PDF file via email with the subject line titled **“PROPOSAL – MHP Assessment.”** Submit to: Community & Economic Development Director, Lisa Von Bargen at:

lvonbargen@ci.valdez.ak.us Delivery confirmation may be obtained by calling the same at (907) 834-3425.

RFP HOLDERS LIST:

In the case addendums to this RFP are required please be certain to complete the RFP Holders List application and return to the fax or email on the form.

THIS RFP IS POSTED AT:

http://www.ci.valdez.ak.us/capital_facilities/Valdez_Alaska_Contracts_Bid.html



Agenda Statement

File #: 16-0162 **Version:** 1
Type: New Business **Status:** Agenda Ready
File created: 10/13/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Discussion Item: City Council Priorities. Requested by Mayor Knight.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Discussion Item: City Council Priorities. Requested by Mayor Knight.

SUBMITTED BY: Sheri L. Pierce, MMC, City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

[Click here to enter text.](#)

SUMMARY STATEMENT:

Mayor Knight requested a discussion item for the purpose of providing clarity and direction to the City Manager of council priorities. Mayor Knight is asking that council members prioritize the following issues for purpose of discussion.

- Aleutian Village concerns
- Housing and available land issues
- Glacier Stream, Mineral Creek, and the Lowe River concerns
- Finding space for and moving some city departments
- Fire Station issues and new building
- Deferred maintenance of buildings and streets.
- New harbor

- Beautification
- Abatement and code enforcement
- Sewer and water issues
- New Museum
- ADA compliance issues for all public buildings
- Economic diversification - year round recreation resort, LNG facility/pipeline



Agenda Statement

File #: ORD 16-0013 **Version:** 1
Type: Ordinance **Status:** Second Reading
File created: 9/28/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Ordinance #16-13 - Amending the Zoning Map to Effect a Change to Lot 2, ASLS 78-139 from General Commercial (G) to Commercial Residential (CR). Second Reading. Adoption.
Sponsors:
Indexes:
Code sections:
Attachments: [Ordinance #16-13 - Rezone Lot 2 ASLS 78-139.pdf](#)
[Lot 2 ASLS 78-139 F_C.pdf](#)
[Minish current zoning colored map.pdf](#)
[Rezone application.pdf](#)
[ValdezMap1.pdf](#)

Date	Ver.	Action By	Action	Result
10/4/2016	1	City Council		

ITEM TITLE:

Ordinance #16-13 - Amending the Zoning Map to Effect a Change to Lot 2, ASLS 78-139 from General Commercial (G) to Commercial Residential (CR). Second Reading. Adoption.

SUBMITTED BY: Lisa Von Bargaen, CEDD Director

FISCAL NOTES:

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

RECOMMENDATION:

Adopt Ordinance # 16-13 Amending the Zoning Map to effect a change to Lot 2, ASLS 78-139 from General Commercial (G) to Commercial Residential (CR).

SUMMARY STATEMENT:

The City of Valdez received a rezone request from Mr. Minish on August 23rd, 2016 for Lot 2, ASLS 78-139. This lot is currently zoned as General Commercial. Mr. Minish would like to rezone his Lot 2 to Commercial Residential for the purpose of using it as a residential unit and business purposes. His plans include a test lab (not marijuana related), an office, and a storage facility. Professional offices, single-family and duplex residences are permitted uses within the Commercial Residential zoning district. A storage facility is not

specifically listed as a permitted or conditional use within the district. There are some storage type uses allowed, so this intended use will have to be more specifically outlined by the applicant for staff to confirm if it is allowable. The properties surrounding Mr. Minish's lot are zoned General Commercial, Light Industrial, Commercial Residential and Multi-Family Residential. The intent of the current zoning is listed below.

17.30.010 Intent.

The G (general commercial) district is served by the major and essential utilities of sewer, water, and electricity and is intended to include those areas which are heavily exposed to automobile traffic. The district is intended specifically for those areas surrounding major intersections where personal services, convenience goods and auto-related service facilities are desirable and appropriate land uses. The extension of the G district commercial uses along arterials in a "strip" fashion is discouraged.

The intent of the desired zoning is listed below.

17.26.010 Intent.

The C-R (commercial residential) district is intended to allow commercial and light industrial uses of land which do not detract from the residential use of the land by introducing excess noise, increased safety hazards, air pollution or water pollution.

The Comprehensive Plan offers goals and objectives that provide guidance on general land use, economic development, and commercial-business land use, and industrial land use. Only those relevant to the specific zoning change are listed below.

Goal - Economic Development: Encourage the development of a broad-based economy in Valdez.

Objective- Develop a community plan which accommodates resource related industrial development that meets the desires of community residents.

Goal - Land Use: Provide a community land use pattern that is compatible with existing land use patterns in the community, which is physically safe, environmentally sensitive, and consistent with the provisions and requirements of the Valdez Coastal Management Program.

Objective - Provide for the adequate separation of incompatible land uses.

Section 17.54.020(C) of the Valdez Municipal Code states the following regarding the required area for a rezone. **Minimum Area** states: "Except for the extension of existing district boundaries, no change in any use district classification or an official zoning map shall be considered which contains an area less than two acres, not including street or alley rights-of-way."

The lots proposed for the rezone equal approximately 3.705 acres. Therefore this zoning application meets the code requirement for minimum area.

Section 17.54.040 Public Hearing states: "The planning and zoning commission shall hold at least one public hearing before considering any change or amendment to the provision of this title or the boundaries of the districts."

The Public Hearing held on September 14, 2016 meets the Public Hearing code requirement.

Section 17.06.060(B1) Notification Requirements states: "A notice shall be posted and published. The notice shall be published at least once a week for the two consecutive weeks prior to the date of the public

hearing in a newspaper of general circulation. The last date of publication shall not be less than three days before the date of the public hearing.”

Notification was posted on the City Hall bulletin board located at 212 Chenega Avenue on September 2nd, 2016. Notification was published in the Valdez Star on September 7 and September 14, 2016.

Section 17.06.060(B2) Notification Requirements states: “A notice shall be also be sent by mail at least ten days prior to the public hearing to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel of land described in the application for the requested action.”

Notice was sent to all property owners within 300 feet of Lot 2, ASLS 78-139 on September 6, 2016. As of September 9, 2016 Staff had not received any comments from neighbors, utilities, or other notified agencies on the rezone. At the Public Hearing on September 14th, Ms. Phyllis Johnson questioned if this rezone would affect her property and voiced her concern that it might. Staff addressed the issue with her and has had no additional feedback from her since the meeting.

The Finding & Conclusions of this rezone are attached for the Commission’s review. Staff is not recommending any special conditions associated with this rezone.

CITY OF VALDEZ, ALASKA

ORDINANCE NO. 16-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA AUTHORIZING AN AMENDMENT TO THE ZONING MAP TO EFFECT A CHANGE ON LOT 2, TRACT D, ASLS 78-139 FROM GENERAL COMMERCIAL TO COMMERCIAL RESIDENTIAL

WHEREAS, Allen Minish is the owner of Lot 2, ASLS 78-139; and

WHEREAS, Mr. Minish desires to rezone said property from General Commercial (G) to Commercial Residential (CR) for the purpose of having a residence and a commercial testing facility on the property; and

WHEREAS, a rezone may only be effectuated if the subject parcel is a minimum of two acres in size, or if the adjacent zoning is the same as the desired zoning; and

WHEREAS, the subject parcel is 3.705 acres so it meets the minimum size standard for a rezone, and it is adjacent to another parcel zone Commercial Residential so this can be considered the extension of an existing zoning district; and

WHEREAS, the Planning & Zoning Commission held a public hearing on this matter on September 14, 2016; and following public input and discussion, approved a recommendation to Council on September 28, 2016 to approve this rezone; and

WHEREAS, city staff and the Planning & Zoning Commission find this rezone in conformance with the Comprehensive Plan.

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

Section 1: The Zoning Map is amended to effect a change to Lot 2, ASLS 78-139, from General Commercial to Commercial Residential.

Section 2: This ordinance becomes effective immediately upon passage and approval.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this _____ day of _____, 2016.

CITY OF VALDEZ, ALASKA

Ruth E. Knight, Mayor

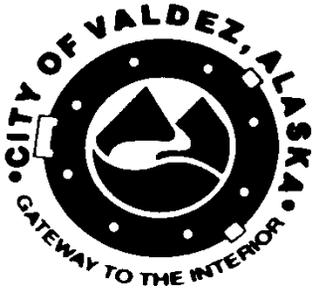
ATTEST:

Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

Brena, Bell & Clarkson, P.C.

First Reading:
Second Reading:
Yeas:
Nays:
Absent:
Abstain:



City of Valdez, Alaska
Planning & Zoning Commission
Rezone
Proposed Findings & Conclusions

Chapter 17.54 of the Valdez Municipal Code governs the amendments to the zoning districts. **Section 17.54.020(C) Minimum Area** states: “Except for the extension of existing district boundaries, no change in any use district classification or an official zoning map shall be considered which contains an area less than two acres, not including street or alley rights-of-way.” Lot 2, ASLS 78-139 is over 2 acres; therefore, this rezone request meets the Minimum Area code requirement. One parcel adjacent to Lot 2 is also zoned Commercial Residential. Therefore, this rezone can also be considered the extension of existing district boundaries.

Date: September 20, 2016
File No.: REZONE #16-07
To: Planning & Zoning Commission
From: Keri Talbott, Planning Technician
REZONE: From G (General Commercial) to C-R (Commercial Residential)

General Information

Applicant: Allen Minish
Property Owner: Allen Minish
Property Address: 1800 Richardson Highway
Legal Description: Lt 2, ASLS 78-139
PIDN: 0078-139-002-0
Parcel Size: 3.705 acres
Zoning: From General Commercial (G) to Commercial Residential (CR)
Utility Service: CVEA Electric, CVTC or GCI Telephone, CGI Cable
Existing Land Use: General Commercial
Access: Richardson Highway
Surrounding Land Use: North: Light Industrial
South: Light Industrial
East: General Commercial
West: General Commercial & Commercial Residential

Project Description and Background Summary

The request for this zoning amendment was submitted because the current zoning does not provide for the opportunity to build an accessory building above 16 feet on his property and a

residential unit. The existing zoning does not provide for the applicant's desire to develop mixed use, residential and commercial improvements. This can only be allowed if the zoning change is approved from General Commercial to Commercial Residential and a Conditional Use Permit is approved. The proposed amendment has no impact on the goals or objectives of the Comprehensive Plan. The zoning in the area is a mix from Light Industrial to Multi-Family Residential. Changing this zoning has little, if any impact.

Findings

The Planning and Zoning Commission shall review and adopt the findings unless it finds by a preponderance of the evidence that the findings are in error. The director's findings are:

1. Is the requested permit proper according to the Rezone Uses for the zoning district?

Yes. In the Commercial Residential zone, a residential unit and an accessory building above 16 feet would be allowed with a Conditional Use Permit.

2. Is the application complete?

Yes. The application was complete prior to the public hearing. Mr. Minish had provided all required documentation associated with the rezone and out-lined his plan for a residential unit and accessory structures.

3. Does the proposed development follow the other requirements of the City of Valdez land use code?

The land use code for the City of Valdez is Title 17 Zoning of the Valdez Municipal Code. Yes, the proposed development is in conformance with Title 17 if a Conditional Use Permit is approved.

4. Will the proposed development materially endanger the public health or safety?

No aspect of this project appears to materially endanger public health or safety.

5. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

The current neighboring area is General Commercial, Multi-Family-Residential, Light Industrial and Commercial Residential. This rezone is in harmony with the zoning mix currently in place.

6. Will the proposed project be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Staff finds this application to be in conformance with the Comprehensive Plan as reviewed below:

The Comprehensive Plan offers goals and objectives that provide guidance on general land use, economic development, and commercial-business land use, and industrial land use. Only those relevant to the specific zoning change are listed below.

Goal - Land Use: Provide a community land use pattern that is compatible with existing land use patterns in the community, which is physically safe, environmentally sensitive, and consistent with the provisions and requirements of the Valdez Coastal Management Program.

Objective – Provide for the adequate separation of incompatible land uses.

The immediate surrounding land to the North and South is Light Industrial with residential units.

This rezone actually down-zones the property to Commercial Residential making it more compatible with the Multi-Family zoned area and Light-Industrial zoned area being used for a mobile home park.

7. Are any of the following criteria such to materially endanger the public health or safety: topography, slope and soil stability, geophysical hazards, surface and subsurface drainage and water quality?

No.

8. Will the proposed project require the enlargement, upgrading or extending of public utilities or service systems?

No.

Decision of the Council

The Council may, regardless of the above findings conditionally approve or deny the permit. The Council's own independent review of information submitted at the public hearing provides the basis for the decision. The decision needs supportive findings based on factors associated with the same questions answered in the Director's Findings.

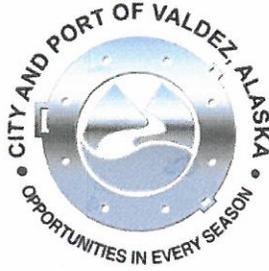
Planning and Zoning Recommendation

The Planning and Zoning Commission recommends that the Council authorize the rezone of Lot 2, ASLS 78-139, from G (General Commercial) to C-R (Commercial Residential).



- GC
- LI
- CR
- RC

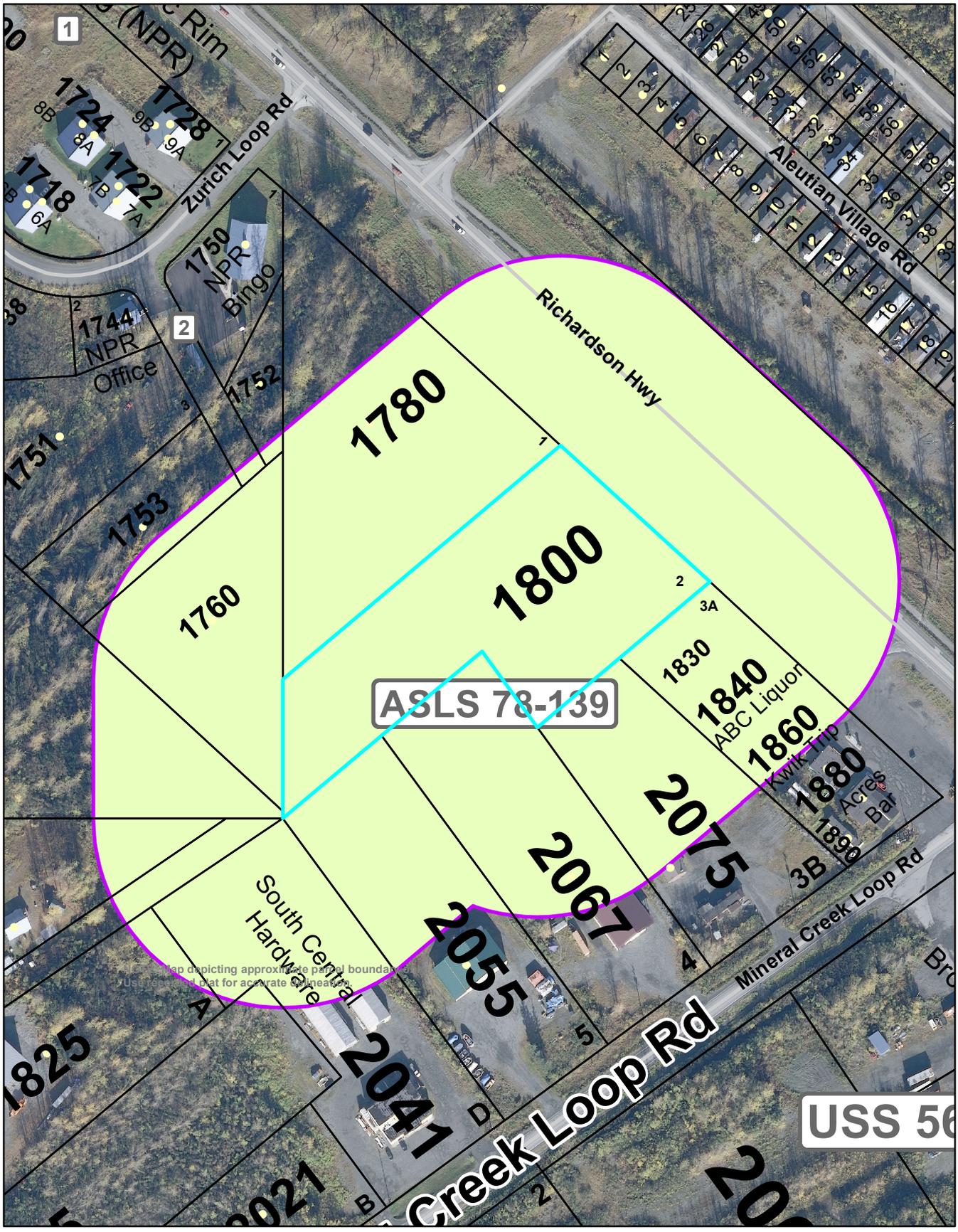
Current Zoning



FEE: \$50.00
 SITE PLAN
 WAIVED 2013 PER
 RESOLUTION #12-72

**CITY OF VALDEZ
 APPLICATION FOR REZONE**

APPLICATION NUMBER 16-07	DATE 8/23/16
NAME OF APPLICANT ALLEN MINISH	
ADDRESS OF APPLICANT: PO BOX 118, CHITINA AK 99566	
DAYTIME PHONE 907-259-2280	
LEGAL OWNER: ALLEN MINISH	
ADDRESS: SAME	
PHONE NUMBER 907-259-2280	
LOCATION OF PROPERTY AND/OR LEGAL DESCRIPTION/STREET ADDRESS	
1800 RICHARDSON HIGHWAY, LT 2, ASLS 78-139	
CURRENT ZONING: CENTRAL BUSINESS DISTRICT	
PROPOSED ZONING C-R COMMERCIAL RESIDENTIAL DISTRICT	
DESCRIPTION OF PROPERTY, INCLUDING SQUARE FOOTAGE OR ACREAGE.	
3.705 ACRES.	
WHY IS THE PROPERTY MORE SUITED FOR THE PROPOSED ZONING DISTRICT THAN FOR THE PRESENT ZONING?	
PROPERTY WAS PREVIOUSLY ZONE LI, THEN WAS CHANGED TO CBD BY PREVIOUS OWNER, BUT DUE TO ITS SIZE, OWNERS NEEDS AND EXPANSION OF BUSINESS INTERESTS THE PRESENT REQUESTS THIS NEW ZONING.	
SIGNATURE 	DATE 8/24/16



Map depicting approximate parcel boundaries. Use recorded plat for accurate delineation.

ASLS 78-139

USS 56

1

2

1780

1800

1760

1830

1840

1860

1880

2067

2055

2075

2041

1825

2027

2000

1724
1722
1718

1750
1752
1753
1751

1744
Office

Richardson Hwy

Aleutian Village Rd

Zurich Loop Rd

South Central
Hardware

Mineral Creek Loop Rd

Mineral Creek Loop Rd

ABC Liquor

Kwik Trip

Acres Bar



Agenda Statement

File #: RES 16-0038 **Version:** 1
Type: Resolution **Status:** Agenda Ready
File created: 10/4/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Resolution # 16-38 - Supporting the Alaska Avalanche Information Center (AAIC) Efforts to Install Safety Signs in Key Snowmobile Access Points Providing Critical Information on Backcountry Travel to Raise Awareness and Prepare Riders
Sponsors: Ryan Rydor McCune, Nate Smith
Indexes:
Code sections:
Attachments: [Resolution - AAIC Snowmachine Signs](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Resolution # 16-38 - Supporting the Alaska Avalanche Information Center (AAIC) Efforts to Install Safety Signs in Key Snowmobile Access Points Providing Critical Information on Backcountry Travel to Raise Awareness and Prepare Riders

SUBMITTED BY: Allie Ferko, CMC, Deputy City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

Approve Resolution # 16-38 supporting the Alaska Avalanche Information Center (AAIC) efforts to install safety signs in key snowmobile access points providing critical information on backcountry travel to raise awareness and prepare riders.

SUMMARY STATEMENT:

Ms. Debra McGhan from the Alaska Avalanche Information Center recently contacted Council Member McCune. In her email, Ms. McGhan stated the AAIC has tentatively been approved for SnowTrac funding to install safety signs in key snowmobile access points. Several places around Valdez have been identified for sign installation; however AAIC needs a Valdez City Council resolution supporting the project to include with their funding request packet.

SnowTrac or the Snowmobile Trails Advisory Council is a seven member advisory council to the State of Alaska DNR Division of Parks & Outdoor Recreation. The council utilizes legislatively authorized funds from snowmobile registration fees to award grants for snowmobile safety/education programs and snowmobile trail development/maintenance. For more information on the Council, visit <http://dnr.alaska.gov/parks/misc/snowtrac.htm>.

CITY OF VALDEZ, ALASKA

RESOLUTION #16-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, SUPPORTING THE ALASKA AVALANCHE INFORMATION CENTER (AAIC) EFFORTS TO INSTALL SAFETY SIGNS IN KEY SNOWMOBILE ACCESS POINTS PROVIDING CRITICAL INFORMATION ON BACKCOUNTRY TRAVEL TO RAISE AWARENESS AND PREPARE RIDERS

WHEREAS, Alaska is ranked number one in the nation for both snowmobile and avalanche related injuries and deaths per capita; and

WHEREAS, Alaska is a recreation mecca attracting thousands each winter to snowmachine, hike, ski, snowboard, and sled; and

WHEREAS, the Alaska Avalanche Information Center is a non-profit organization providing avalanche forecast and education services in six regions around Alaska including Valdez; and

WHEREAS, Alaskan's, youth, and new visitors to this state continue to be attracted to the rugged wilderness and mountains of this state due to advances in technology and motorized vehicles like snowmobiles, snow cats, airplanes and helicopters putting them at greater risk for avalanches and snowmobile related injuries; and

WHEREAS, the installation of safety signs with critical information and messaging regarding backcountry travel in key snowmobile access points has the potential to raise awareness and greatly reduce the number of incidents and fatalities associated with avalanches.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that the Valdez City Council recognizes the need for snowmobile safety education and awareness to help reduce unintentional injuries and deaths and supports the efforts of the Alaska Avalanche Information Center to inform and educate those that travel, work and recreate in mountain terrain with the placement of safety signage in key snowmobile access points with written permission by land owners.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 19th day of October, 2016.

CITY OF VALDEZ, ALASKA

ATTEST:

Ruth E. Knight, Mayor

Sheri L. Pierce, MMC, City Clerk



Agenda Statement

File #: 16-0163 **Version:** 1
Type: Report **Status:** Agenda Ready
File created: 10/7/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Preliminary Flood Insurance Rate Maps (FIRM) from FEMA
Sponsors:
Indexes:
Code sections:
Attachments: [City of Valdez PRELIM TRANS-CEO EAP 20160915.pdf](#)
[2016 CRS 320 \(Newsletter\).pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Preliminary Flood Insurance Rate Maps (FIRM) from FEMA

SUBMITTED BY: AnnMarie Lain

FISCAL NOTES:

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

RECOMMENDATION:

Report Only

SUMMARY STATEMENT:

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has presented the City of Valdez with preliminary copies of the updated Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) for the City of Valdez, Alaska. FEMA has posted digital copies of the preliminary FIRM and FIS report materials for community members to review at the following website: <https://hazards.fema.gov/femaportal/prelimdownload/>

FEMA will be scheduling a formal public meeting/workshop in early 2017. Comments may be sent to:
STARR Region X Service Center
20700 44th Ave W
Suite 110
Lynnwood, WA 98036

A Public Service Announcement was sent out on October 7th, 2016 by City staff to inform community members about the preliminary maps. An ad was published in the Valdez star on October 12th, 2016. The City floodplain management webpage has been updated with the new information.

Attached to this report is the delivery letter from FEMA addressed to Mayor Ruth Knight, as well as the 2016 annual floodplain newsletter which was mailed to community members with property in the designated floodplain in September.



FEMA

PRELIM TRANS-CEO

The Honorable Ruth E. Knight
Mayor, City of Valdez
212 Chenega Avenue
Post Office Box 307
Valdez, Alaska 99686

Community Name: City of Valdez,
Valdez-Cordova Census Area,
Alaska
Community No.: 020094

Dear Mayor Knight:

We are pleased to present your community with Preliminary copies of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for the City of Valdez, Alaska for your review and comment. The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has updated the effective FIRM and FIS report to reflect a new study in the area of the City of Valdez.

We have prepared the enclosed Preliminary version of the FIRM using a process that involves capturing flood hazard information in a digital format and plotting map panels using computer technology.

We are sending the Preliminary copies at this time to give your community an opportunity to review them. Additionally, in an effort to assist you in circulating the information, FEMA has posted digital copies of the [revised] FIRM and FIS report materials to the following Website: www.fema.gov/preliminaryfloodhazarddata. We will contact you shortly to schedule a formal community coordination meeting (a "Consultation Coordination Officer [CCO]" Meeting) to discuss the revised flood hazard information, ordinance adoption, and other frequently asked questions and concerns. In the meantime, we encourage you to circulate the enclosed copies as widely as possible among elected officials, staff, and other individuals or organizations in the community that would have an interest in the FIRM and FIS report so that they will have the opportunity to review them thoroughly before the formal community coordination meeting. The review period provides community officials and citizens in the affected communities with an opportunity to identify changes or corrections to non-technical information, such as corporate limits, road names, and stream names on the FIRM or in the FIS report. Comments may be sent to:

STARR Region X Service Center
20700 44th Ave W
Suite 110
Lynnwood, WA 98036

Please submit comments (digital format such as shape files preferred) no later than 30 days from the date of this letter. All comments and changes received during this review period will be incorporated, as appropriate, before the FIRM and FIS report become effective.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment [LOMAs], Letters of Map Revision [LOMRs]) that will be superseded when the FIRM becomes effective. Information on LOMCs is presented in the following four categories: (1) LOMCs for which results have been included on the FIRM; (2) LOMCs for which results could not be shown on the FIRM because of scale limitations or because the LOMC issued had determined that the lots or structures involved were outside the SFHA as shown on the FIRM; (3) LOMCs for which results have not been included on the FIRM because the flood hazard information on which the original determinations were based is being superseded by new flood hazard information; and (4) LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures cannot be revalidated through an administrative process like the LOMCs in Category 2 above.

LOMCs in Category 2 will be revalidated through a single letter that reaffirms the validity of a previously issued LOMC; the letter will be sent to your community shortly before the effective date of the FIRM and will become effective one day after the FIRM becomes effective.

For the LOMCs listed in Category 4, we will review the data previously submitted for the LOMA or LOMR request and issue a new determination for the affected properties after the FIRM becomes effective upon request.

Your community should be aware that recently approved LOMCs, specifically LOMRs, may have been issued for your community. The LOMR process is dynamic and FEMA is reviewing LOMR applications regularly. To complete production of the Preliminary FIRMs which includes incorporating the effects of “mappable” LOMRs issued since the last map effective date, a specific cutoff was established. FEMA will address any approved LOMRs issued after the cutoff date when the final SOMA is distributed. If your community has concerns regarding a specific case, please submit the LOMR case number, as well as any appropriate documentation, to our FEMA Regional Office at Federal Regional Center, 130-228th Street, Southwest, Bothell, Washington 98021-8627 before the end of the comment or appeal periods discussed below to assist us in keeping the map up to date.

After the CCO Meeting, we will initiate a statutory 90-day appeal period for certain communities within the Valdez-Cordova Census Area. A statutory 90-day appeal period is required when FEMA adds or modifies Base (1-percent-annual-chance) Flood Elevations (BFEs), base flood depths, SFHAs, flood zone designations, or regulatory floodways within a community, as shown on the Preliminary FIRM. If your community is identified as requiring an appeal period, we will send you a letter approximately 2 weeks before the start of the 90-day appeal period to detail the appeal process. The letter will forward information regarding the notification that published in the FEDERAL REGISTER, notifications that will be published in local newspaper(s), and expected first and second newspaper publication dates. The appeal period will start on the second publication date. Additional information concerning the 90-day appeal period will be provided during the CCO meeting.

After the 30-day review and appeal periods have ended and we have addressed all comments/appeals, we will initiate final preparation of the FIRM and FIS report. The new FIRM and FIS report for your community will become effective approximately 7 to 10 months later. Before the effective date, you will be notified in writing of the official FIRM and FIS report effective date and asked to adopt floodplain ordinances or modify existing ordinances as necessary that correspond with the new FIRM or FIS report. If you or other community officials have any questions regarding floodplain ordinances, you may raise

them with our FEMA Regional Office or you may discuss those issues with your State NFIP Coordinator. Several months before the effective date, we will mail one set of printed copies of the finalized FIRM and FIS report and digital copies of the map and report products.

In addition to paper Preliminary copies of the DFIRM and FIS report, we are providing you with digital versions of the Preliminary products as electronic files in ESRI shapefile and PDF format on a DVD. Please remember these files are preliminary and should be replaced when the effective data is released. Questions regarding the digital files may be sent to RSCX@STARR-team.com.

Your community's comments on the Preliminary FIRM panels and FIS report are an important part of our review process, and we will consider them carefully before we publish the FIRM and FIS report in their final form. If you have any questions regarding the Preliminary copies of the FIRM and FIS report, please contact Dwight (Ted) Perkins (425) 487-4684. If you have general questions about mapping issues, please call our FEMA Map Information eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or e-mail our FMIX staff at FEMAMapSpecialist@riskmapcds.com.

Sincerely,

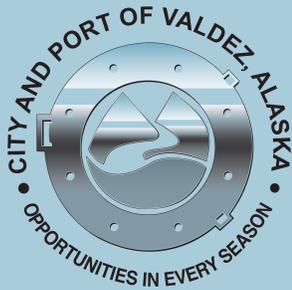


Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

Enclosures:
FIRM and FIS report
DVD

cc: Ms. AnnMarie Lain, Senior Planning/GIS Technician, City of Valdez
Mrs. Sally Cox, State Risk Map Coordinator
Mr. Jimmy C. Smith, State NFIP Coordinator

bcc: Ms. Tamra Biasco, Risk Analysis Branch Chief
Katie Dopireala, CFM RSC10
FEDD File



Floodplain Newsletter

PHOTO: KCHU Tower threatened by Valdez Glacier Stream



2016 Edition

September 19, 2016

FEMA Funds Levee Analysis for Alpine Woods Area

On March 1st, 2016 City Council authorized FEMA to map the parcels adjacent to the Alpine Woods and Nordic Subdivision utilizing the procedures in the Levee Analysis and Mapping Approach (LAMP).

Properties adjacent to the levee system will be secluded from the upcoming FEMA FIRM Map updates. FEMA will be using the new procedures to determine associated flood risk to adjacent parcels with a more detailed analysis.

FEMA has allocated funding for the project for the fiscal year 2017.

The study, to be contracted October 1st, will include a 2D analysis to determine water flow between the levee segments.

This analysis will help homeowners determine the associated flood risks of living next to a levee system. It will also help policy makers develop a long-term flood resiliency plan.

-AnnMarie Lain CFM



FIRE VS FLOOD

If you live in a floodplain, the risk of damage to your home from flooding is **five times greater** than from fire.

INSIDE THIS ISSUE:

FEMA Funds Levee Analysis	1
What You Can Do in Advance!	1
USGS Gauges	2
Floodplain Development Permits	2
New CFM	3
FEMA Updates	3
Useful Websites	4

What You Can Do in Advance!

If you live in a flood-prone area or behind a levee, don't delay!

PREPARE FOR A FLOOD

- Purchase flood insurance.
- Prepare an emergency kit that includes at least one large flashlight, a battery powered radio, spare batteries, candles, waterproof matches, and other items you would likely need in the event of a power outage.
- Store insurance papers, deeds, and other important records in a safe-deposit box or other secure location.

Flood-proof and protect your utilities. Retrofitting & protecting your home can help in time of flooding.

PREPARE YOUR HOME

- Elevate your furnace, water heater, and electric panel if they are susceptible to flooding.
- Install "check valves" in sewer traps to prevent floodwater from backing up into drains.
- Seal basement walls and storage crawl spaces with waterproofing compounds to avoid seepage.
- Keep heirlooms and other priceless possessions on an upper level, if possible, or in locations within your home that are least likely to flood.

PREPARE FOR AN EVACUATION

- Make a list of items to take with you in case of an evacuation (for example: clothing, cash and credit cards, prescription medications, eye glasses, mobile phones, etc.). Keep this list in a handy location.
- Determine an evacuation route you should take in the event of an emergency.
- Learn where official shelters are located and plan your route to the nearest shelter or other safe area. Consider whether any location along your planned route might flood.



**“Remember
T.A.D.D—Turn
Around Don’t
Drown. Currents
can be deceptive.”**

Rivers are Not the Only Flooding Culprits.

USGS to install stream-gauge on Valdez Glacier Stream

The City of Valdez will enter a Joint Funding Agreement with the United States Geological Survey (USGS) to continue to operate a stream-gauging station on the Lowe River and to install and operate a stream-gauging station on the Valdez Glacier Stream.

Stream-flow information is provided for a wide variety of uses including: flood prediction, water management and allocation, engineering design, research, and recreational safety and enjoyment. Data is displayed in real-time on the web (<http://waterdata.usgs.gov/nwis>).

There are three ways to access streamgauge data from the Lowe River.

- 1) Search for USGS Gauge #15226620 at <http://waterdata.usgs.gov/nwis>
- 2) Visit COV Floodplain Management homepage at <http://www.ci.valdez.ak.us/index.aspx?nid=411> and click on the quicklink to the right.
- 3) Get FREE stream-flow alerts via text message or email at <http://water.usgs.gov/wateralert/nwis>.

Select Site Location by entering site number #15226620

Click on the map pin-point to Subscribe to Water Alert

Complete Subscription form, and enter a threshold condition.

REPLY to the one-time confirmation email for either alerts and you will receive notifications based on the threshold condition you selected!

Questions to ask yourself before developing:

Am I in the Special Flood Hazard Area?

Am I building, mining, dredging, filling, grading, paving, or excavating?

Am I storing equipment or large materials that could become dangerous or contribute to flooding issues in a flooding event?

**Don't Know?
Contact
Community
Development at
834-3450**

FLOODPLAIN DEVELOPMENT PERMITS ARE REQUIRED!



Flooding will happen.

All rivers, streams, and lakes will flood eventually. This means that all levees will combat floodwaters at some point. Floods can happen to *anyone*.

No levee is flood-proof.

Levees *reduce* the risk of flooding. But no levee system can *eliminate* all flood risk. A levee is designed to control a certain amount of floodwater. If a larger flood occurs, floodwaters can flow over the levee.

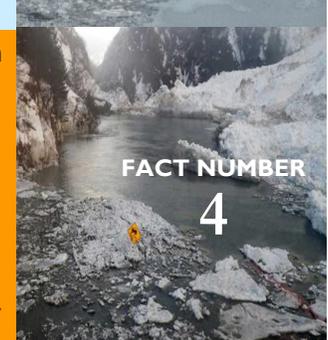


Risks associated with flooding vary.

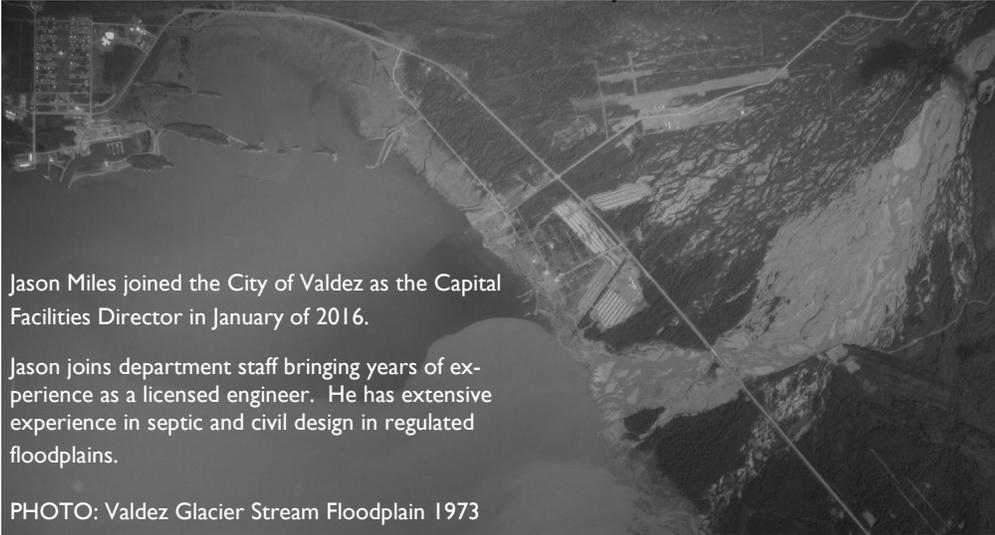
You are responsible for knowing the threat you face from flooding. Don't assume that someone else is watching out for you. Take responsibility.

Actions taken now can save lives and property.

There are many steps you can take, from purchasing flood insurance to developing an evacuation plan. The sooner you act, the better off you will be when the next flood occurs.



Valdez welcomes Jason Miles as new Certified Floodplain Manager



Jason Miles joined the City of Valdez as the Capital Facilities Director in January of 2016.

Jason joins department staff bringing years of experience as a licensed engineer. He has extensive experience in septic and civil design in regulated floodplains.

PHOTO: Valdez Glacier Stream Floodplain 1973

FEMA in the process of updating FIRM Flood Maps for Valdez

Over the last several years, FEMA has been working with the City to gather data on floodplains in an extensive effort to update the FEMA-issued Flood Insurance Rate Maps (FIRM). The regulatory FIRM identifies the Community's flood zones, base flood elevations, and floodplain boundaries.

This map is used to determine where the purchase of flood insurance is required for properties with federally-backed mortgages and is used by Staff to determine areas of development requiring floodplain development permits.

The regulatory maps that the City uses to determine Special Flood Hazard Areas were done in 1983 with limited quality data. In 2014 the City entered a Valdez Study Partnership

Agreement with FEMA by Council approval.

As encouraged by this agreement, Staff has been sharing study concerns with project staff and providing any information that would affect the modeling of the 1% annual chance event.

The preliminary map products will be delivered to the Mayor and the City by the end of September. FEMA will be scheduling a public meeting in the upcoming months to go over the preliminary products.

- 1) Review the proposed maps at: <https://www.commerce.alaska.gov/web/dcra/PlanningLandManagement/RiskMAP/CityofValdezRiskMAPStudy.aspx>

- 2) Watch for a letter in the coming months about the public meeting.
- 3) Contact the City's certified floodplain manager with any questions.

Jason Miles, PE, CFM
907.835.5478
jmiles@ci.valdez.ak.us
Capital Facilities
City of Valdez

AnnMarie Lain CFM
907.834.3450
alain@ci.valdez.ak.us
Community & Economic
Development
City of Valdez

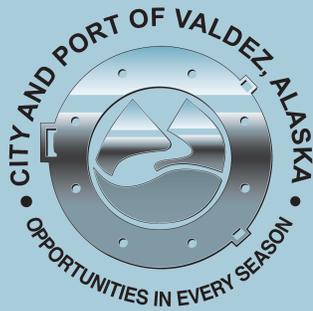
DID YOU KNOW?

FLOOD INSURANCE

The NFIP imposes a **30-day waiting period** following the purchase of flood insurance. This ensures that a policy is purchased and maintained throughout the year. Residents cannot purchase it in the wake of an impending flood or because they have heard very heavy rains are on their way. It has to be in place 30 days *before* a flooding event begins.

Know where to go! City of Valdez evacuation centers are as follows:

- **Downtown Valdez and surrounding areas – High School & Civic Center**
- **Airport Area – Airport Terminal & National Guard Armory**
- **Robe River Subdivision Area – Fire Station #3**
- **Alpine Woods Area – Fire Station #4**



CITY OF VALDEZ

ANNMARIE LAIN
Certified Floodplain Manager
PO Box 307
Valdez, AK 99686

Phone: 907-834-3450
Fax: 907-834-3420
alain@ci.valdez.ak.us

STATE OF ALASKA
Certified Floodplain Manager
Ms. Taunnie Boothby
550 W 7th Ave, Suite 1770
Anchorage, AK 99501
PH: (907) 269-4583
FAX: (907) 269-4563
Taunnie.Boothby@alaska.gov

- **Federal Emergency Management Agency (FEMA)**
www.fema.gov/
- **Flood Insurance**
www.fema.gov/nfip/
- **Map Service Center**
www.msc.fema.gov/
- **National Flood Insurance Program—Flood SMART**
www.floodsmart.gov/floodsmart/
- **U.S. Army Corps of Engineers**
www.nwp.usace.army.mil/
- **State of AK, Floodplain Management**
www.flood.alaska.gov

Websites

City of Valdez 2016 Floodplain Newsletter

MAIL TO:

US POSTAGE
PAID
VALDEZ, AK
PERMIT NO. 11
VALDEZ, AK 99686

Let Us Help YOU!

City of Valdez
www.ci.valdez.ak.us

- Internet Floodplain Information:
<http://www.ci.valdez.ak.us/index.aspx?nid=411>

Valdez Consortium Library
(Houses floodplain publications and info)
Phone: (907) 835-4632
Web: www.ci.valdez.ak.us/lib/

The City of Valdez provides FREE

- Technical Advice for reducing the flood hazard to personal or commercial property
- Development reviews for activities in the floodplain
- Information on how to retrofit drainage and other residential issues
- FIRM maps and floodplain determinations
- Handouts and brochures on disaster preparedness, flood-proofing, retrofitting, and much more!

City personnel have been trained by **FEMA** on flood-proofing techniques and are available to provide site-specific data concerning floor elevations and historical flood levels.

For these and more services, please contact the City's Community & Economic Development Department (834-3401) and ask for the following personnel:

Rusty Hansen,
Building Inspector,
rhansen@ci.valdez.ak.us,

and

AnnMarie Lain,
Certified Floodplain Manager,
alain@ci.valdez.ak.us.



Agenda Statement

File #: 16-0164 **Version:** 1
Type: Report **Status:** Agenda Ready
File created: 10/11/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Aleutian Village Update Report
Sponsors:
Indexes:
Code sections:
Attachments: [Aleutian Village Trailer Park Update Report for October 19 Mtg.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Aleutian Village Update Report

SUBMITTED BY: Lisa Von Bargaen, CEDD Director

FISCAL NOTES:

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

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

Please see the attached Aleutian Village Update Report.

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.



Agenda Statement

File #: 16-0165 **Version:** 1
Type: Report **Status:** Agenda Ready
File created: 10/11/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Building Permit & Inspection Reports - September 2016
Sponsors:
Indexes:
Code sections:
Attachments: [Building Permit Report September 2016.pdf](#)
[Building Inspection Report September 2016.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Building Permit & Inspection Reports - September 2016

SUBMITTED BY: Lisa Von Bargaen, CEDD Director

FISCAL NOTES:

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

RECOMMENDATION:

None. Report only.

SUMMARY STATEMENT:

Please see the attached Building Permit and Building Inspection Reports for September 2016.

Residential Building Permits - September 2016

Year	# of Permits	Total Annual Valuation
2002	103	\$ 2,003,802
2003	111	\$ 4,099,897
2004	95	\$ 1,704,484
2005	103	\$ 3,164,120
2006	84	\$ 1,759,074
2007	87	\$ 3,265,020
2008	92	\$ 2,709,752
2009	123	\$ 3,675,333
2010	86	\$ 4,968,298
2011	109	\$ 2,710,398
2012	112	\$ 1,463,506
2013	80	\$ 1,970,800
2014	98	\$ 1,435,149
2015	51	\$ 600,603

Month	2016 Permits	2016 Valuation	2016 Fees	2015	
January	2	\$ 2,800	\$ 20	1	\$ 10,000
February	4	\$ 30,500	\$ 60	1	\$ 800
March	2	\$ 8,100	\$ 25	4	\$ 3,600
April	5	\$ 60,100	\$ 45	0	\$ -
May	26	\$ 1,016,505	\$ 325	7	\$ 33,600
June	9	\$ 271,500	\$ 290	6	\$ 147,000
July	9	\$ 318,900	\$ 150	6	\$ 59,600
August	8	\$ 219,640	\$ 75	12	\$ 149,800
September	8	\$ 84,700	\$ 120	7	\$ 131,953
October				3	\$ 35,000
November				3	\$ 4,250
December				1	\$ 25,000
Total	73	\$ 2,012,745	\$ 1,110	51	\$ 600,603

Commercial Building Permits - September 2016

Year	# of Permits	Total Annual Valuation
2002	45	\$ 4,945,891
2003	37	\$ 1,377,619
2004	27	\$ 12,422,085
2005	40	\$ 3,047,834
2006	38	\$ 1,354,361
2007	47	\$ 3,062,582
2008	32	\$ 411,760
2009	37	\$ 3,488,914
2010	39	\$ 12,238,115
2011	55	\$ 2,417,628
2012	53	\$ 6,326,352
2013	51	\$ 2,118,750
2014	46	\$ 3,120,184
2015	40	\$ 3,497,132

Month	2016 Permits	2016 Valuation	2016 Fees	2015	
January	1	\$ 2,000	\$ 10	1	\$ 10,000
February	2	\$ 5,500	\$ 25	4	\$ 138,300
March	2	\$ 49,650	\$ 50	1	\$ 820,000
April	5	\$ 242,600	\$ 90	2	\$ 18,000
May	0	\$ -	\$ -	4	\$ 40,000
June	7	\$ 97,780	\$ 65	4	\$ 39,900
July	1	\$ 1,500	\$ -	6	\$ 242,100
August	3	\$ 41,500	\$ 35	5	\$ 41,500
September	3	\$ 55,700	\$ 45	2	\$ 67,832
October				8	\$ 1,584,500
November				1	\$ 172,000
December				2	\$ 323,000
Total	24	\$ 496,230	\$ 320	40	\$ 3,497,132

City Building Permits - September 2016

Year	# of Permits	Total Annual Valuation
2011	34	\$ 2,444,653
2012	30	\$ 4,029,078
2013	42	\$ 32,397,466
2014	27	\$ 5,235,064
2015	60	\$ 3,990,042

Month	2016 Permits	2016 Valuation	2016 Fees	2015	
January	3	\$ 7,500	\$ -	2	\$ 6,495
February	3	\$ 14,500	\$ -	0	\$ 139,100
March	1	\$ 2,000	\$ -	8	\$ 108,350
April	2	\$ 7,450	\$ -	7	\$ 1,136,400
May	2	\$ 90,410	\$ -	6	\$ 32,000
June	3	\$ 6,700	\$ -	19	\$ 436,790
July	1	\$ 19,000	\$ -	4	\$ 71,000
August	1	\$ 27,625	\$ -	6	\$ 1,960,772
September	1	\$ 3,000	\$ -	0	\$ -
October				2	\$ 3,560
November				3	\$ 61,500
December				3	\$ 34,075
Total	17	\$ 178,185	\$ -	60	\$ 3,990,042

2016 TOTAL INSPECTIONS & PLAN REVIEWS BY MONTH

	(R) Residential - (C) Commercial																
	Compliance		Building		Plumbing		Mechanical		Electrical		Life Safety	Final		Plan Review			
	R	C	R	C	R	C	R	C	R	C		R	C	R	C		
TOTAL FOR JANUARY	31	1	0	1	13	1	5	1	3	2	6	0	0	10	1	4	
TOTAL FOR FEBRUARY	12	1	1	0	0	0	0	0	0	2	0	0	0	0	2	5	
TOTAL FOR MARCH	18	0	5	0	2	2	1	0	1	4	6	0	4	2	6	10	
TOTAL FOR APRIL	60	2	0	8	4	1	2	0	1	2	40	0	5	19	0	0	
TOTAL FOR MAY	52	6	3	16	15	2	1	0	0	3	6	0	3	6	9	5	
TOTAL FOR JUNE	82	8	6	19	13	8	1	0	0	5	10	0	9	3	0	0	
TOTAL FOR JULY	36	2	0	11	17	3	0	0	0	1	2	0	1	1	8	3	
TOTAL FOR AUGUST	47	0	0	12	12	5	3	1	0	10	4	0	0	0	1	1	
TOTAL FOR SEPTEMBER	46	2	1	17	6	2	2	0	1	8	7	0	2	0	0	0	
TOTAL FOR OCTOBER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL FOR NOVEMBER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL FOR DECEMBER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL FOR 2016	384	22	16	84	82	24	15	2	6	37	81	0	24	41	27	28	



Agenda Statement

File #: 16-0166 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/13/2016 **In control:** City Council

On agenda: 10/19/2016 **Final action:**

Title: Gravel Extraction/Flood Mitigation Task Force Update

Sponsors:

Indexes:

Code sections:

Attachments: [Valdez Glacier Stream EWP.pdf](#)
[Corps of Engineers Valdez, AK assessment and recommendation.pdf](#)
[DOWL Valdez Glacier Stream Assistance.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Gravel Extraction/Flood Mitigation Task Force Update

SUBMITTED BY: AnnMarie Lain, Senior GIS/Planning Technician, CFM

FISCAL NOTES:

Expenditure Required: NA
Unencumbered Balance: NA
Funding Source: NA

RECOMMENDATION:

Report Only

SUMMARY STATEMENT:

Mayor Ruthie Knight has organized a gravel extraction/flood task force. The task force is made of the following members:

City of Valdez Staff: AnnMarie Lain (Community & Economic Development Department, CFM), Jason Miles (Capital Facilities Director, PE, CFM), Scott Benda (Capital Facilities Project Manager), Rob Comstock (Public Works Director), and Cindy Rymer (Public Works Operations Manager), and Brad Melocik (DOWL)

City Council: Mayor Ruthie Knight, Council Member Lea Cockerham, and Council Member Nate Smith

Community Members: Rick Wade, Allen Crume, Jim Burzinski, Brandon Reese,

Robert Dunning (DOT), Donna Schantz, and Dwain Dunning

The Mayor has held task force meetings on August 11th, October 3rd, and October 10th. Accomplishments to date are summarized by category below:

U.S Army Corp of Engineers

The task force held a meeting with U.S. Army Corp of Engineers to discuss floodplain issues in Valdez. The U.S Army Corp of Engineers has submitted a recommendation to the City of Valdez to assist with a community-wide flood and erosion assessment study to incorporate the Lowe River, Valdez Glacier Stream, and Mineral Creek. This is a similar approach to what the Corps provided for the Bear Creek Flood Service Area in Seward. The task force is in the process of reviewing the assessment for the Seward area and will need to determine if this is something the City should move forward with. The cost of the assessment is estimated at \$200,000.00, half of which will be the responsibility of the City.

Permits

The City held a meeting with the Alaska Department of Fish and Game representative to discuss permitting issues for gravel extraction in the Lowe River, Valdez Glacier Stream, and Mineral Creek. Mayor Ruthie Knight and Brad Melocik from DOWL were present at the meeting. The task force has reviewed permitting requirements of a gravel operation to enhance flood-control measures in each riverine flood area. The City is utilizing DOWL to coordinate all agency permitting requirements for flood protection activities, this includes U.S. Army Corp of Engineer permits, DNR land use permits, DNR material sales contracts, and Alaska Department of Fish and Game when necessary. DOWL is pursuing the material sales or disposal of materials with DNR pursuant to the following Alaska State Statues:

AS 38.05.565 Sale or disposal of material for special purposes. (a) The department may negotiate the sale or otherwise dispose of materials from sources or sites other than those designated under AS 38.05.550(b) to 1) municipalities, other state and federal agencies, or other entities under AS 38.05.872; sales under this paragraph may be at less than fair market values, and material may be disposed of free of charge if the director determines that the disposal is in the public interest;

AS 38.050.872 Disposition of Stale Land and resources for flood control projects. (b) The commissioner may convey materials at less than fair market value to municipalities, for land and materials as mitigation of a flooding area where excess material deposition significantly contributes to the flooding, consistent with site-specific flood mitigation plan approved by the commissioner and determined to be in the best interests of the public.

Natural Resource Conservation Service

On August 25th, the City sent a letter formally requesting assistance to the NRCS to help restore the undermined and unstable stream-banks of the Valdez Glacier Stream along Copper Ave. On September 6th, NRCS sent a surveying and engineering crew to Valdez to complete a Damage

Survey Report and Design Survey. At the end of September, NRCS submitted a draft Emergency Watershed Project (EWP) plan for the construction of a 1,975ft long training dike and riprap revetment along Copper Ave. The NRCS will fund up to 75% of the construction cost of the emergency repairs. The remaining 25% must come from a local government agency. There is no obligation for the City to commit to the project until a final project proposal and cost-estimate are provided. The NRCS has submitted this project to Washington D.C., and is currently waiting for funding approval. The task force has reviewed the plan, now at 95% completion, and has made the recommendation to move forward with the plans should the project get funded. NRCS has submitted a draft budget, but has asked that the budget remain confidential to avoid artificially impacting bids. If the project gets funded, NRCS intends for the City to bid and award the project. Therefore, it is a possible that this will be brought forward to Council for a decision at the first meeting in November.

There are a few issues with the NRCS design that are currently being addressed. In regard to the chosen location of the project, NRCS chose the project location as the least cost alternative that protects the radio tower, power poles, and Copper Avenue. The EWP program does not allow additional project expenses in order to protect raw/undeveloped land, and the two homes that are upstream of the proposed start of the project do not qualify as an imminent threat by erosion according to the NRCS. To address this issue, the City has contracted DOWL for the survey, dike design, and permitting for a connection dike from south of the Valdez Glacier Stream bridge to the NRCS project.

As a portion of Copper Ave has migrated onto private property, staff is working with legal council to determine the best way to gain legal access to secure any land rights issues. As far as utilities, the current project alignment should not affect any of the power poles except for the corner pole furthest from the Richardson highway. As relocation of any utilities is not considered a land rights cost and will not be cost shared by NRCS, staff is working to get the utility companies to review the plans to ensure that exact minimum height restrictions for power lines are met and discuss whether or not they will need to move or raise their power-line.

DOWL

The task force group has reviewed the Lowe River Geomorphic Atlas and Sediment Budget Report prepared by Northwest Hydraulic Consultants and DOWL. The City has contracted DOWL for the survey, dike design, and permitting for a connection dike from South of the Valdez Glacier Stream bridge to the NRCS project. DOWL is currently working on an amendment to the Department of the Army Permit POA-2013-164 for the excavation and placement of material below the ordinary high water mark of Valdez Glacier Stream to include the floodplain south of the bridge. The City of Valdez has a land use permit with DNR for south of bridge (LAS 30522), but still needs to obtain a material sales contract with DNR as well as the amendment to the U.S. Army Corps Permit.

As the time of this report the Public Works Department anticipates being able to begin pushing gravel in the Valdez Glacier Stream north of the bridge starting Friday October 14th. The Public Works Director will be able to provide an update at the Council meeting on the 19th. Staff will continue to provide updates to the Council as more information becomes available.

Attachments: U.S. Army Corps of Engineers Letter Draft NRCS Project Design DOWL Glacier Stream Dike Assistance Proposal

VALDEZ GLACIER STREAM EMERGENCY WATERSHED PROJECT VALDEZ, ALASKA

PLANS FOR THE CONSTRUCTION OF TRAINING DIKE AND RIPRAP REVETMENT

PREPARED FOR THE CITY OF VALDEZ
BY



Natural Resources Conservation Service
United States Department of Agriculture

INDEX OF DRAWINGS

SHEET	TITLE
1	COVER SHEET
2	LOCATION MAP
3	PLAN PROFILE - STA 1+00 TO 7+00
4	PLAN PROFILE - STA 7+00 TO 13+00
5	PLAN PROFILE - STA 13+00 TO 19+00
6	PLAN PROFILE - STA 19+00 TO 22+50
7	TYPICAL CROSS SECTIONS

GENERAL NOTES

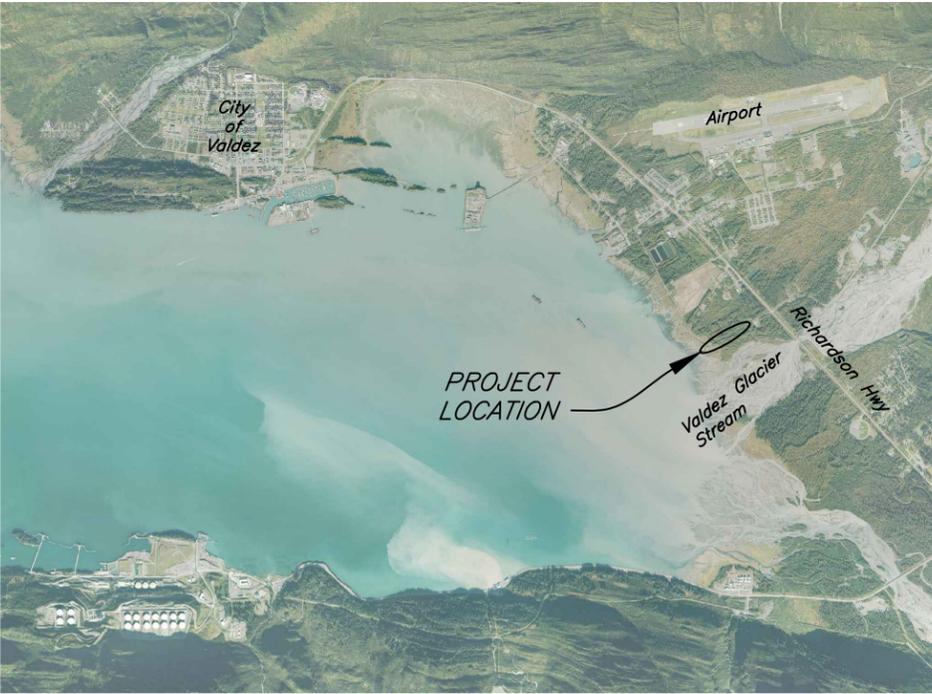
- Any coordinates shown are based on survey point number 1 labeled as IP-1 which is in UTM Zone 6 North Datum NAD1983(2011) coordinates. These coordinates were derived from an OPUS solution and is measured horizontal surface in U.S. survey feet.
- Elevations are in U.S. survey feet and the datum is NAVD88 computed using Geoid 12B.
- Any stationing refers to centerline or baseline of construction and is the measured horizontal surface.
- No representation is made as to the existence or non-existence of any utilities, public or private. Absence of any utilities on these drawings is not assurance that no utilities are present. If buried utilities are shown, the location and depth are approximate. The specific location and depth of any utility must be determined by the utility prior to any excavation.



DRAFT



ALASKA
LOCATION MAP
Not To Scale



VICINITY MAP
Not To Scale

Valdez Glacier Stream.dwg 1-Cover 10/7/2016 5:21PM

Date	Designed	Drawn	Checked	Approved
09/2016	L. STEINKE	B. DALLAS	B. NELSON	
09/2016				
10/2019				

COVER SHEET
VALDEZ GLACIER STREAM EWP
STREAMBANK EROSION
CITY OF VALDEZ



File Name
SEE LEFT BORDER
Drawing Name
SAME AS FILE NAME



TRAINING DIKE – ALIGNMENT DATA

Number*	Start Station	Line/Chord Azimuth	Delta Angle	Radius	Length	Start Point (N, E)
L1	1+00.00	231°44'14.64"			195.00'	22229134.61, 1773415.26
C1	2+95.00	237°12'35.50"	10°56'41.72"	500.00	95.51'	22229013.85, 1773262.15
L2	3+90.51	242°40'56.36"			1834.49'	22228962.21, 1773181.98

RAMP – ALIGNMENT DATA

Number*	Start Station	Line/Chord Azimuth	Delta Angle	Radius	Length	Start Point (N, E)
L3	50+00.00	242°40'56.36"			10.02'	22228453.03, 1772196.23
C2	50+10.02	250°16'23.64"	15°10'54.57"	300.00	79.49'	22228448.44, 1772187.32
L4	50+89.51	257°51'50.93"			100.50'	22228421.68, 1772112.72
C3	51+90.01	268°22'02.73"	21°00'23.60"	300.00	109.99'	22228400.56, 1772014.47

* See Plan Profile drawings for alignment segment numbers

DRAFT

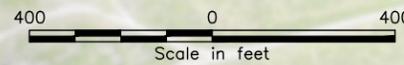
Work Limits Point Table

Point #	Northing	Easting	Description
300	22229224.46	1773408.08	WORK LIMITS
301	22229087.05	1773516.45	WORK LIMITS
302	22228899.74	1773278.95	WORK LIMITS
303	22228019.99	1771575.76	WORK LIMITS
304	22228175.48	1771495.45	WORK LIMITS
305	22228357.75	1771848.34	WORK LIMITS
306	22228479.25	1771867.30	WORK LIMITS
307	22228465.11	1771957.92	WORK LIMITS
308	22228501.31	1772126.26	WORK LIMITS
309	22229047.53	1773183.74	WORK LIMITS

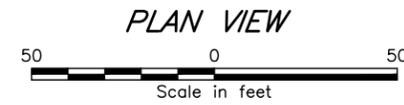
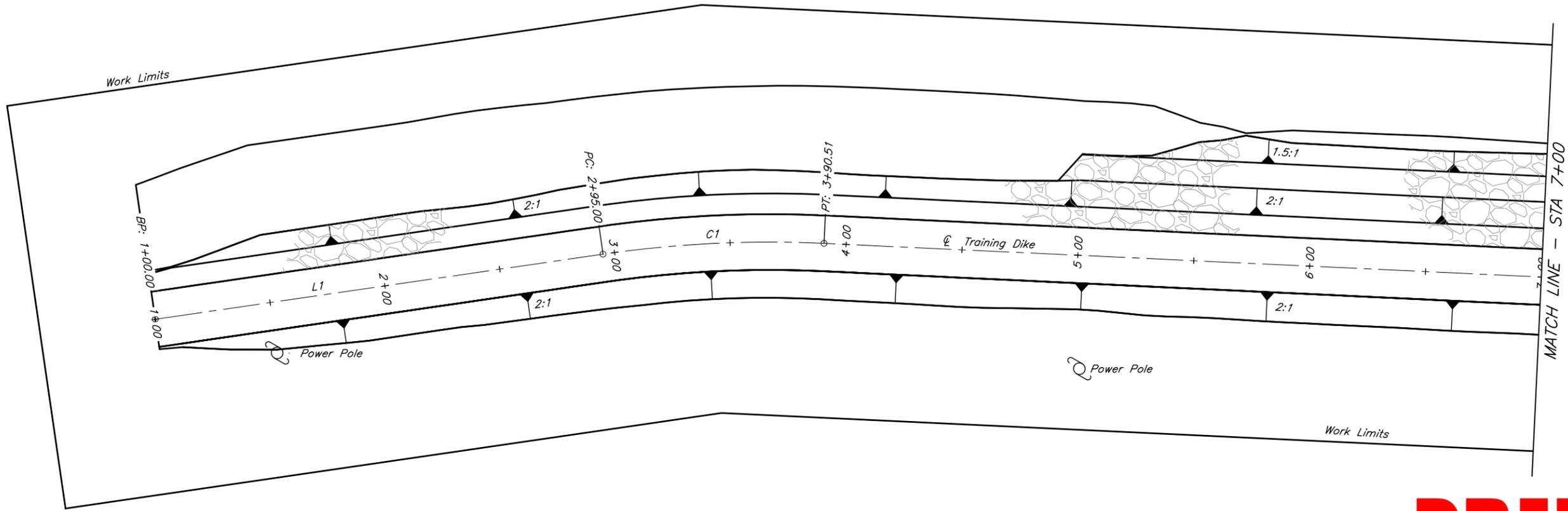
Survey Monuments Table

Point #	Northing	Easting	Elevation	Name	Description
1	22228344.33	1775456.20	50.65	IP-1	#4 Rebar
2	22228575.32	1775298.64	50.59	REFPT 1	Corner Point of Concrete Curb
3	22228903.22	1771061.75	12.89	IP-2	#4 Rebar
20	22231341.88	1772517.92	38.46	ROW MON	Rebar with Aluminum Cap

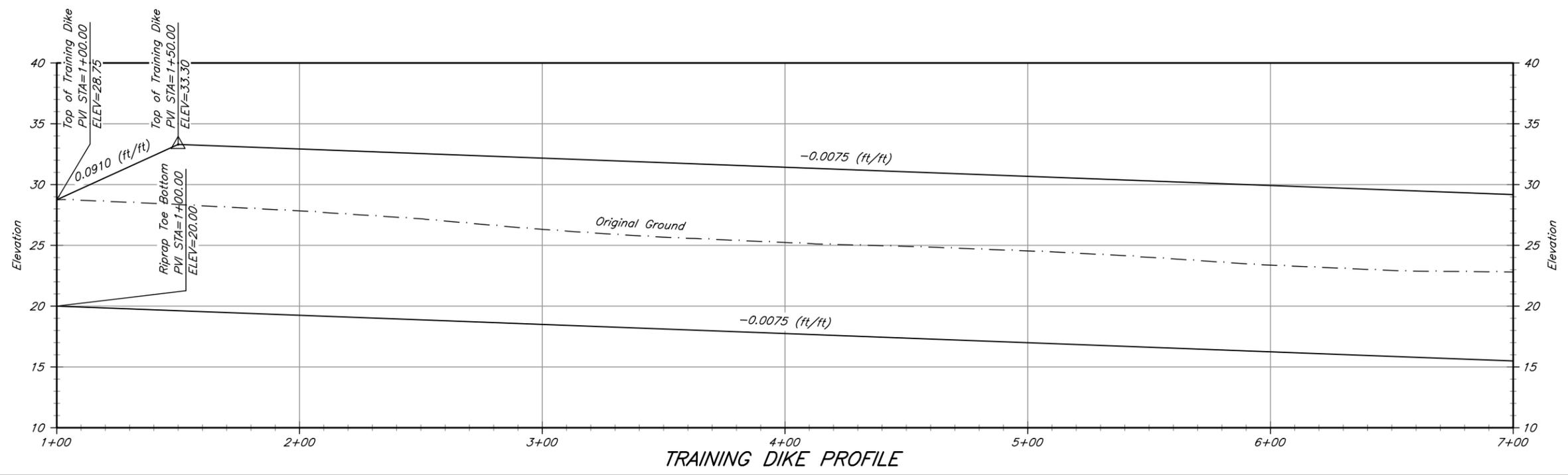
LOCATION MAP



 United States Department of Agriculture Natural Resources Conservation Service	LOCATION MAP VALDEZ GLACIER STREAM EWP STREAMBANK EROSION CITY OF VALDEZ	ALASKA VALDEZ
	Designed: L. STEINKE Drawn: B. DALLAS Checked: B. NELSON Approved: _____	Date: 09/2016 09/2016 10/2019
	File Name: SEE LEFT BORDER Drawing Name: SAME AS FILE NAME Sheet 2 of 8	



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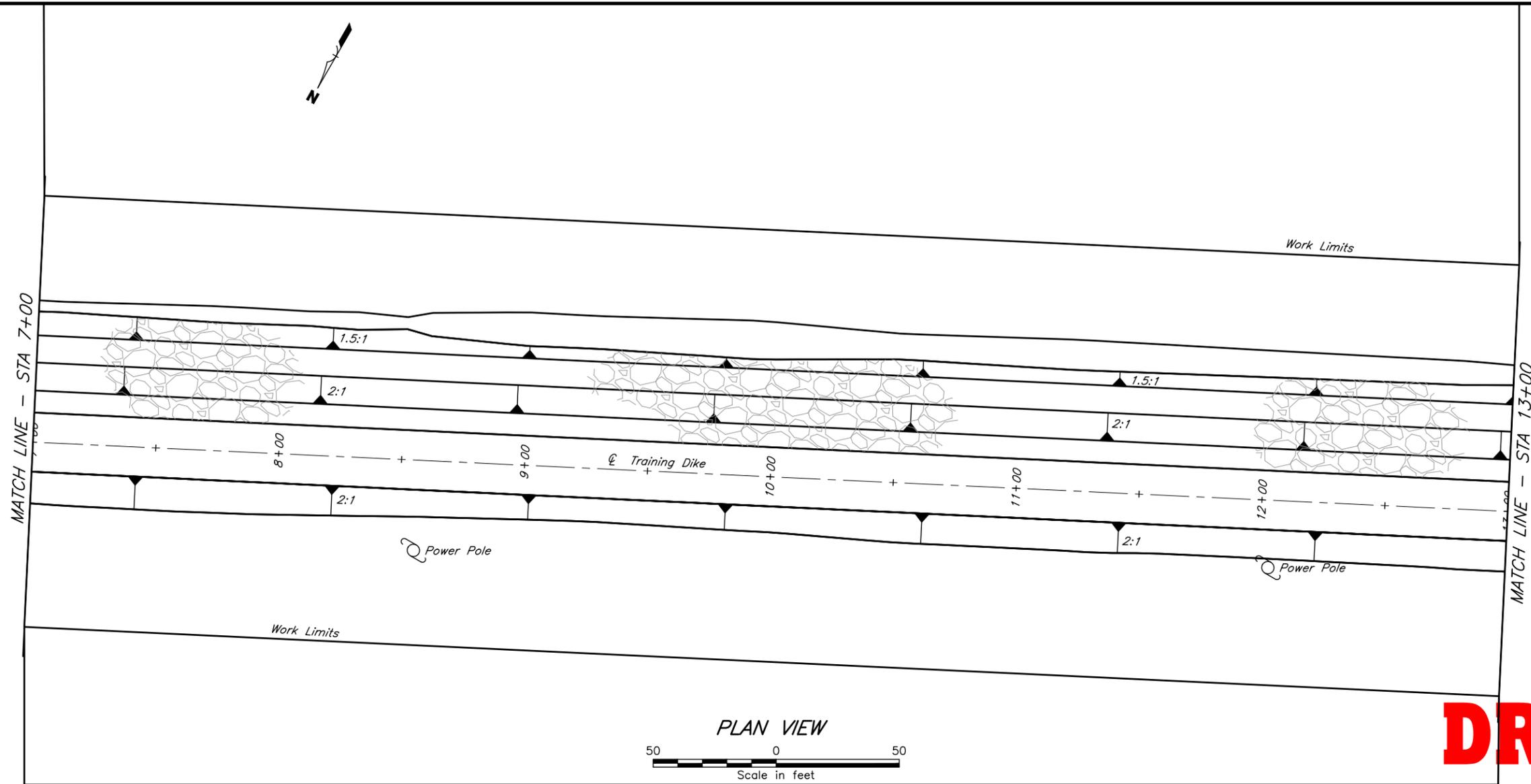


Designed	L. STEINKE	Date	09/2016
Drawn	B. DALLAS	Date	09/2016
Checked	B. NELSON	Date	10/2019
Approved			

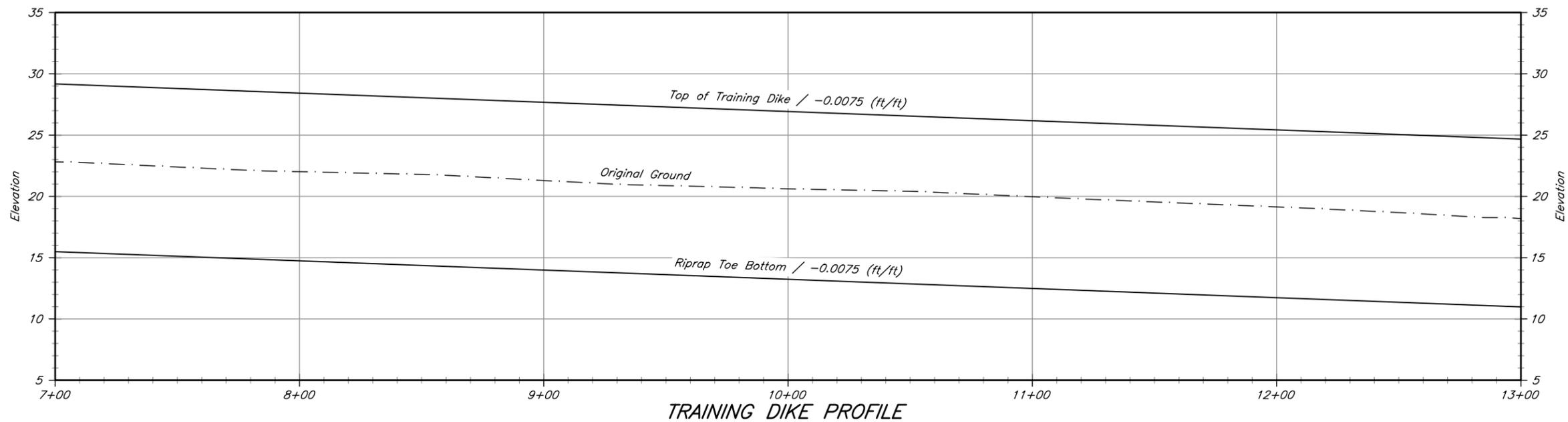
PLAN PROFILE - STA 1+00 TO 7+00
VALDEZ GLACIER STREAM EWP
 STREAMBANK EROSION
 CITY OF VALDEZ
 ALASKA

United States Department of Agriculture
Natural Resources Conservation Service

File Name: SEE LEFT BORDER
 Drawing Name: SAME AS FILE NAME
 Sheet 3 of 8



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TRAINING DIKE PROFILE

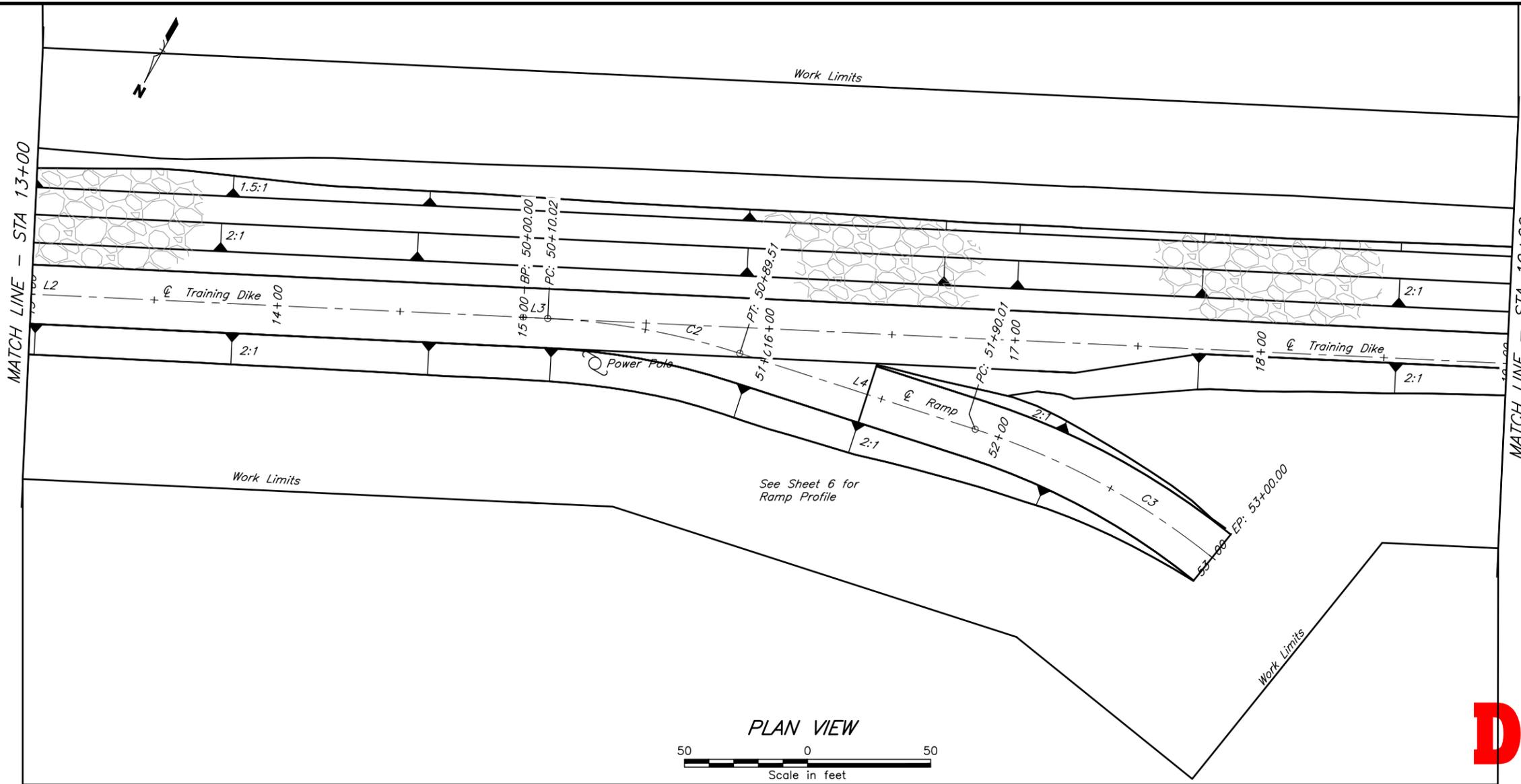
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Drawn	B. DALLAS		09/2016
Checked	B. NELSON		10/2019
Approved			

ALASKA
 VALDEZ
 CITY OF VALDEZ
 STREAMBANK EROSION
 VALDEZ GLACIER STREAM EWP
 PLAN PROFILE - STA 7+00 TO 13+00

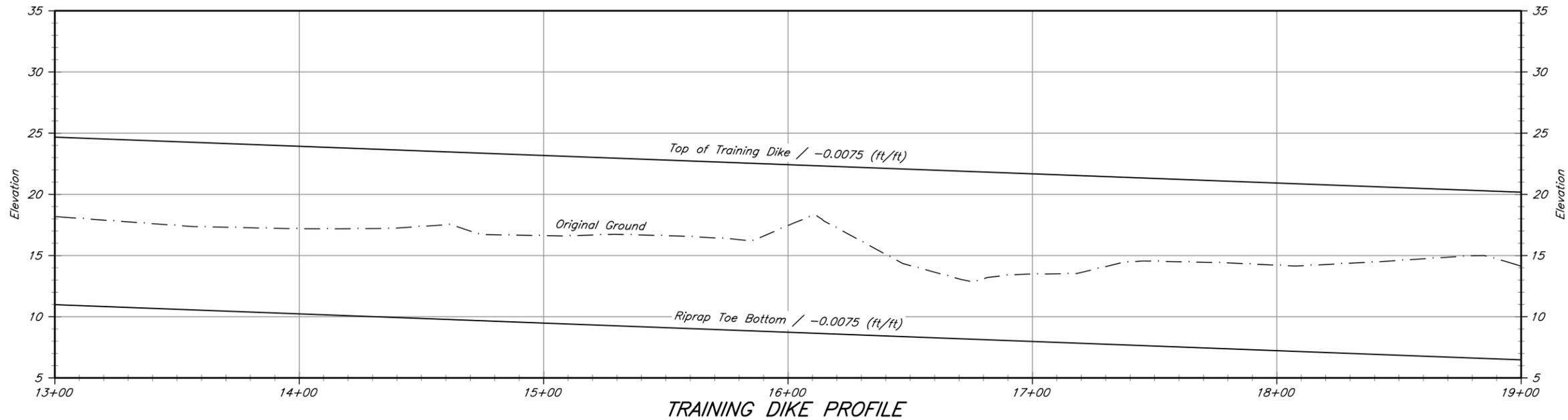
United States Department of Agriculture
USDA
 Natural Resources Conservation Service

File Name: SEE LEFT BORDER
 Drawing Name: SAME AS FILE NAME

Sheet 4 of 8



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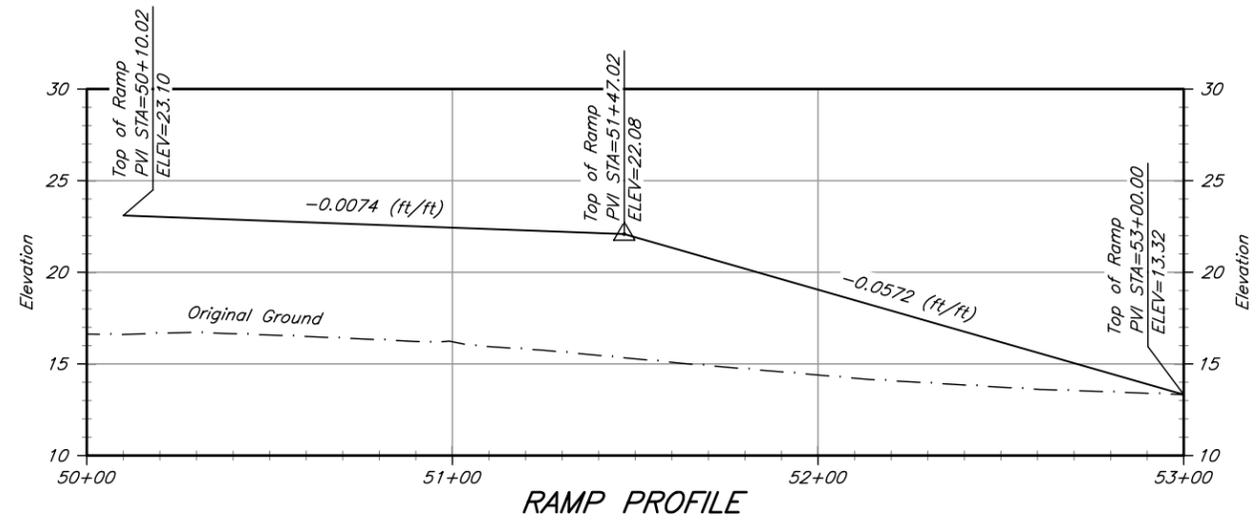
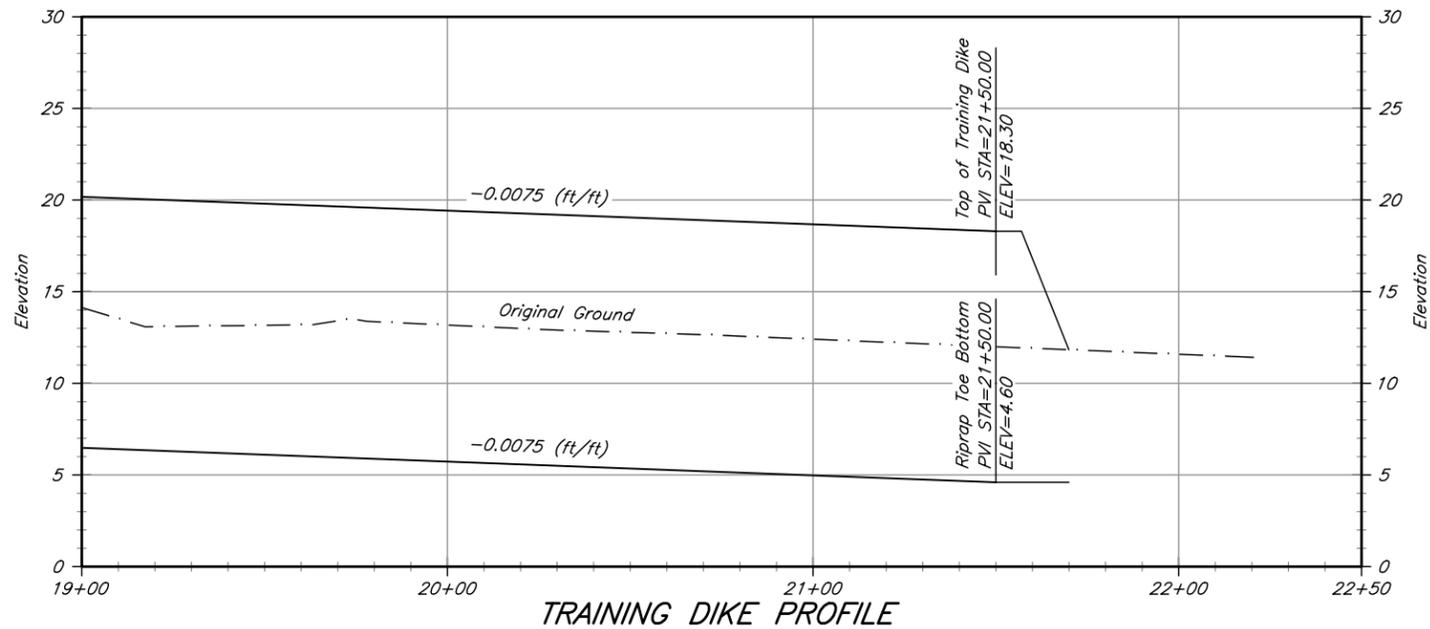
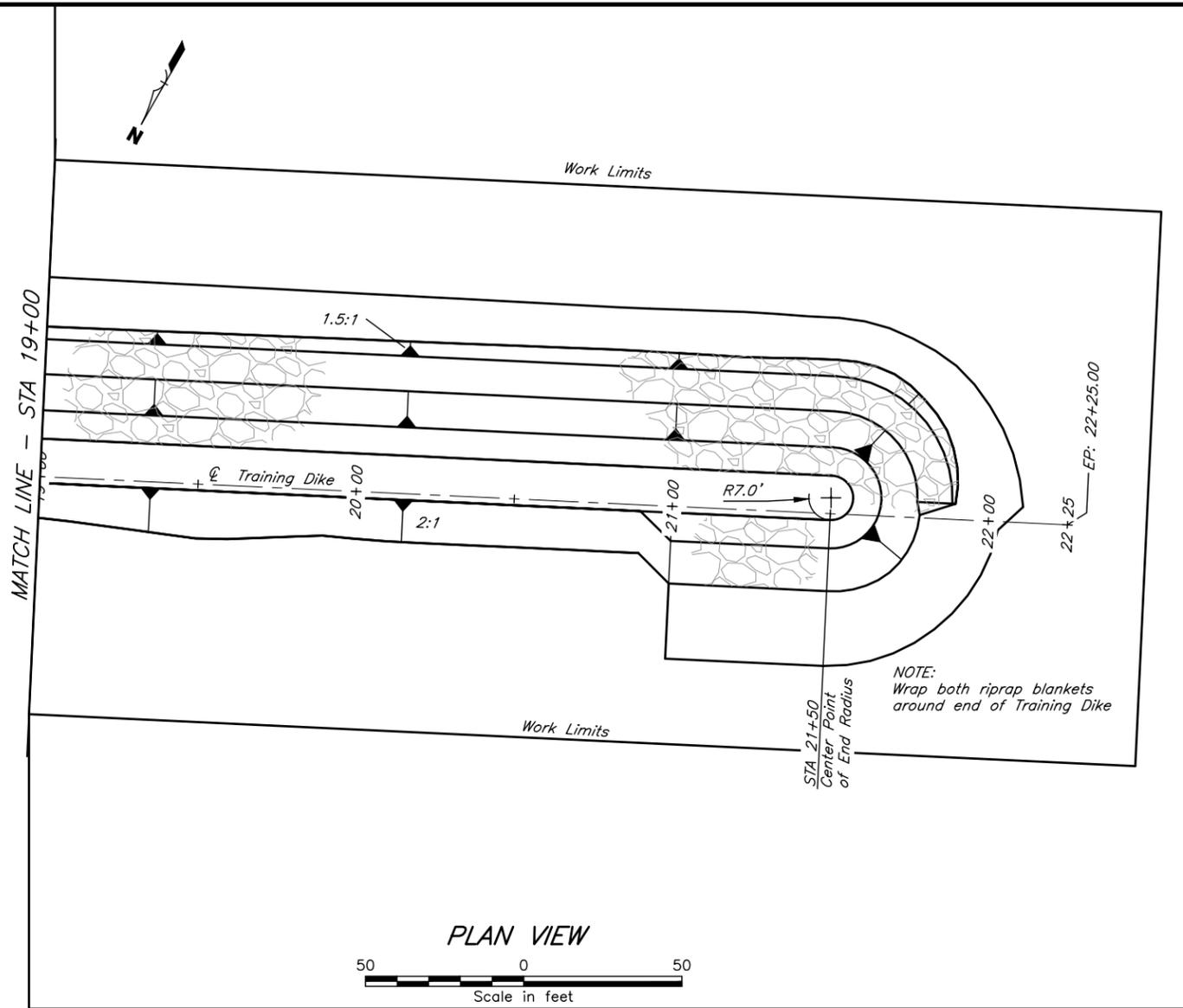
Designed	L. STEINKE	Date	09/2016
Drawn	B. DALLAS		09/2016
Checked	B. NELSON		10/2019
Approved			

ALASKA
 VALDEZ
 CITY OF VALDEZ
 STREAMBANK EROSION
 VALDEZ GLACIER STREAM EWP
 PLAN PROFILE - STA 13+00 TO 19+00

United States Department of Agriculture
USDA
 Natural Resources Conservation Service

File Name: SEE LEFT BORDER
 Drawing Name: SAME AS FILE NAME

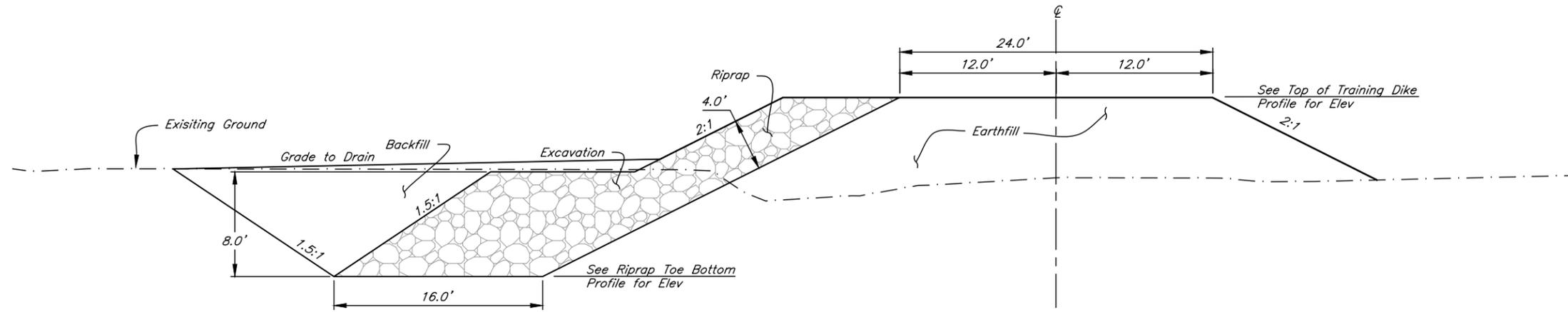
Sheet 5 of 8



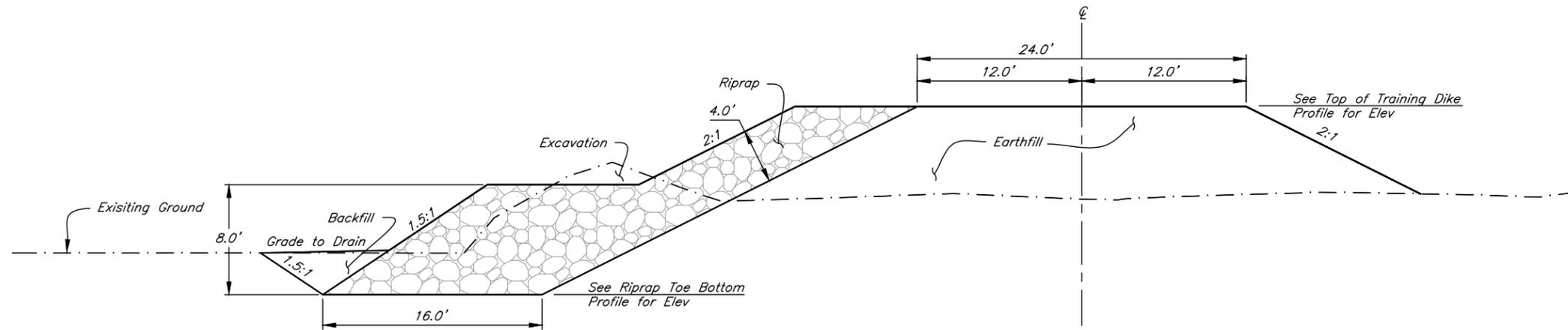
DRAFT

<p>United States Department of Agriculture</p> <p>Natural Resources Conservation Service</p>	<p>File Name SEE LEFT BORDER</p>	<p>Designed L. STEINKE</p>	<p>Date 09/2016</p>
	<p>Drawing Name SAME AS FILE NAME</p>	<p>Drawn B. DALLAS</p>	<p>Date 09/2016</p>
	<p>Sheet 6 of 8</p>	<p>Checked B. NELSON</p>	<p>Date 10/2019</p>
	<p>VALDEZ</p>	<p>Approved</p>	<p>ALASKA</p>

PLAN PROFILE - STA 19+00 TO 22+25
VALDEZ GLACIER STREAM EWP
STREAMBANK EROSION
CITY OF VALDEZ



TYPICAL CROSS SECTION
STA 1+00 TO 5+00
Scale in feet



TYPICAL CROSS SECTION
STA 5+00 TO 17+25
Scale in feet

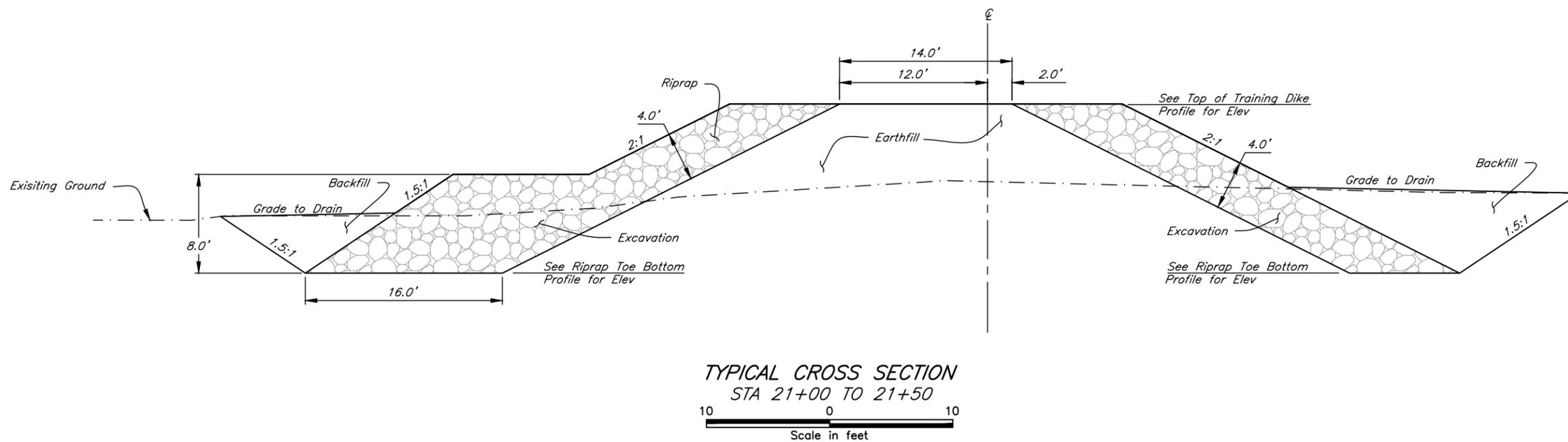
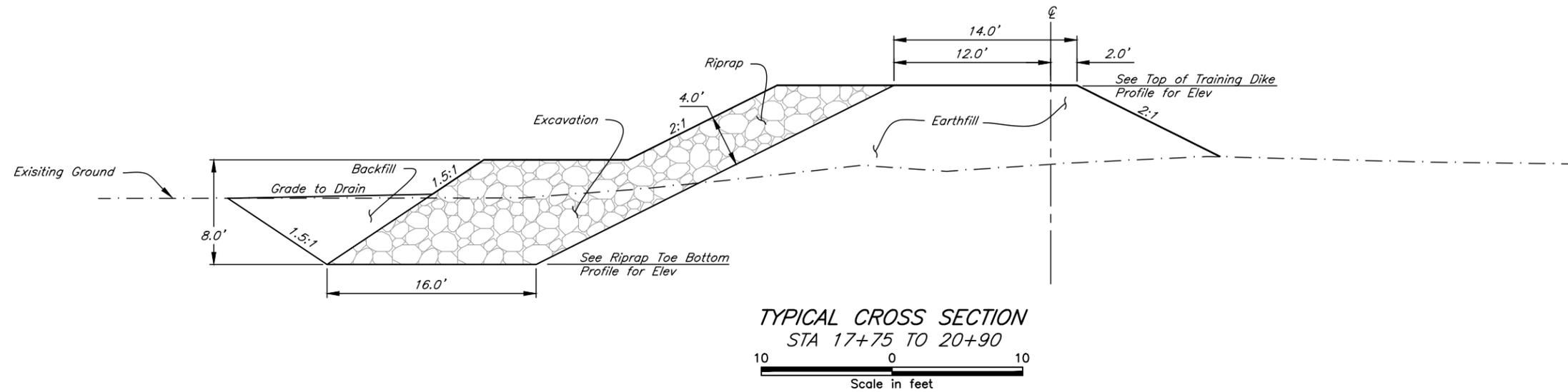
DRAFT

Designed	L. STEINKE	Date	09/2016
Drawn	B. DALLAS		09/2016
Checked	B. NELSON		10/2019
Approved			

TYPICAL CROSS SECTIONS
VALDEZ GLACIER STREAM EWP
STREAMBANK EROSION
CITY OF VALDEZ
ALASKA

United States
Department of
Agriculture
USDA
Natural Resources
Conservation Service

File Name	SEE LEFT BORDER
Drawing Name	SAME AS FILE NAME
Sheet	7 of 8



Designed	L. STEINKE	Date	09/2016
Drawn	B. DALLAS		
Checked	B. NELSON		
Approved			

TYPICAL CROSS SECTIONS
VALDEZ GLACIER STREAM EWP
STREAMBANK EROSION
CITY OF VALDEZ
ALASKA
VALDEZ

United States Department of Agriculture	USDA
Natural Resources Conservation Service	
File Name	SEE LEFT BORDER
Drawing Name	SAME AS FILE NAME
Sheet	8 of 8

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DEPARTMENT OF THE ARMY
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS
P.O. BOX 6898
JOINT BASE ELMENDORF-RICHARDSON, AK 99506-0898

Mr. Dennis Ragsdale
City Manager, City of Valdez
P.O. Box 307
Valdez, AK 99686

Dear Mr. Ragsdale

Thank you for your interest in working with the U. S. Army Corps of Engineers, Alaska District to seek solutions to the City of Valdez's flooding and erosion concerns. While we see potential for future projects, we feel the appropriate path for the City of Valdez at this point is a community-wide flood and erosion assessment study to incorporate the Lowe River, Valdez Glacier Stream, and Mineral Creek. Such a study would be best conducted under our Section 22 Planning Assistance to States (PAS) authority. This is a similar approach to what we provided for the Seward Bear Creek Flood Service Area. The PAS authority allows us to provide analysis, technical assistance, and suggestions; however, there would be no detailed designs for project construction as a direct result of the PAS study. We would assess the threats to current infrastructure, review existing data, identify critical data gaps, and collect data to fill these gaps where possible. We could also conduct numerical modeling to better quantify processes and threats. Modeling seems a particularly good fit along Valdez Glacier stream to better understand the connections between the glacial outburst floods, sediment transport, and the Richardson Highway Bridge.

Our analyses will better assess the level of threat along each waterway and identify appropriate responses and discuss their likelihood for success. This information will be a great help to the City in prioritizing their resources to address the multiple threats in the community. Where appropriate, Corps programs to implement potential solutions will be recommended, but we will not limit our recommendations solely to Corps constructed solutions. We will work with other stakeholders such as the Alaska Department of Transportation and Public Facilities, Alaska Department of Fish and Game, the Alaska District's Regulatory Division, and the Federal Emergency Management Agency to develop a comprehensive approach to flooding and erosion in Valdez.

A rough cost estimate for such a study is \$200,000. Our staff would work with City staff to develop the detailed scope, schedule, and budget for the study. The budget developed would be the basis for entering into a Feasibility Cost Sharing Agreement (FCSA) between the City and the Corps. The study is cost shared at 50/50; the non-Federal share of a \$200,000 study would be \$100,000. The non-Federal share can be provided in cash and/or work-in-kind (WIK) services. While up to 100 percent of your portion can be provided as WIK, we cannot give credit for services provided prior to the signing of the FCSA. This is an important consideration if you are planning to conduct efforts that might be considered within the scope of our proposed PAS study. Since it

seems the City has a lot of ongoing efforts to address flooding and erosion, entering into an FCSA soon could be beneficial to assisting with meeting the City's cost share for the PAS study.

If you are interested in pursuing a PAS study with us, I have attached a sample letter of intent that can be adjusted and placed on city letterhead for submittal to us. We are hopeful that by signing an FCSA that Federal funds could be available to initiate the study as early as October. We hope to possibly get our staff back on site before the first snowfall.

If you have any questions or need additional information, please contact me at (907) 753-2871 or by email at: Jeffrey.A.Herzog@usace.army.mil

Sincerely,



Jeffrey Herzog
Project Manager



Agenda Statement

File #: 16-0167 **Version:** 1
Type: Appendix Item **Status:** Agenda Ready
File created: 9/27/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: Council Calendars - October & November 2016
Sponsors:
Indexes:
Code sections:
Attachments: [City Council Calendar - November 2016](#)
[City Council Calendar - October 2016](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Council Calendars - October & November 2016

SUBMITTED BY: Allie Ferko, Deputy City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

Council calendars for October and November 2016.

November 2016

City Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<p>1</p> <p>ABSENTEE VOTING FOR NOV. GENERAL ELECTION</p> <p>7pm – Regular Council Meeting</p>	<p>2</p> <p>ABSENTEE VOTING FOR NOV. GENERAL ELECTION</p> <p>Noon – Economic Diversification Commission Meeting</p> <p>6pm – Budget Hearing</p>	<p>3</p> <p>ABSENTEE VOTING FOR NOV. GENERAL ELECTION</p> <p>6pm – Budget Hearing</p>	<p>4</p> <p>ABSENTEE VOTING FOR NOV. GENERAL ELECTION</p>	<p>5</p>
6	<p>7</p> <p>ABSENTEE VOTING FOR NOV. GENERAL ELECTION</p> <p>7pm - Ports & Harbor Commission Meeting</p>	<p>8</p> <p>GENERAL ELECTION DAY</p> <p>5:30pm – Library Board Meeting (@ Library)</p> <p>6:30pm – Prov. Health Advisory Council Meeting (@ Hospital)</p>	<p>9</p> <p>7pm – Planning & Zoning Commission Meeting</p>	<p>10</p> <p>7pm – Parks & Recreation Commission Meeting</p>	<p>11</p>	<p>12</p>
13	<p>14</p> <p>ALASKA MUNICIPAL LEAGUE CONFERENCE</p> <p>6:30pm - School Board Meeting</p>	<p>15</p> <p>ALASKA MUNICIPAL LEAGUE CONFERENCE</p>	<p>16</p> <p>ALASKA MUNICIPAL LEAGUE CONFERENCE</p> <p>7pm – Economic Diversification Commission Meeting</p>	<p>17</p> <p>ALASKA MUNICIPAL LEAGUE CONFERENCE</p> <p>6:30pm – Museum Board Meeting (@ Museum)</p>	<p>18</p> <p>ALASKA MUNICIPAL LEAGUE CONFERENCE</p>	<p>19</p>

20	21 Noon – Permanent Fund Committee Meeting 7pm - Ports & Harbor Commission Meeting	22 7pm – Regular Council Meeting	23 7pm – Planning & Zoning Commission Meeting	24 Holiday	25	26
27	28 Noon – Beautification Task Force Meeting 6:30pm - School Board Meeting	29	30			

Note #1: This calendar is subject to change. Contact the City Clerk’s office for updates as needed.
Note #2: 11/15 Council meeting moved to 11/22 due to the Alaska Municipal League Conference.

Updated 9/26/16

October 2016

City Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Noon – Flooding Task Force Meeting 7pm - Ports & Harbor Commission Meeting	4 7pm – Regular Council Meeting (Executive Session: City Clerk Evaluation)	5 10am-4pm – CVEA Allison Creek Hydroelectric Project Commissioning Ceremony & Tour 7pm – Economic Diversification Commission Meeting	6 Noon – Aleutian Village Task Force Meeting	7	8
9	10 6:30pm - School Board Meeting	11 5:30pm – Library Board Meeting (@ Library) 6:30pm – Prov. Health Advisory Council Meeting (@ Hospital) 7pm – Parks & Recreation Commission Meeting	12 Noon – Economic Diversification Business Luncheon (@ PWSC) 7pm – Planning & Zoning Commission Meeting	13	14	15
16	17 6pm – P&H/Council Joint Work Session 7pm - Ports & Harbor Commission Meeting	18 Holiday	19 Noon – Economic Diversification Commission Meeting 5:30pm – Council Budget Hearing 7pm – Regular Council Meeting (Executive Session: City Clerk Evaluation)	20 6pm – Council Budget Hearing 7pm – Museum Board Meeting (@ Museum)	21	22
23	24 ABSENTEE VOTING FOR NOV. GENERAL	25 ABSENTEE VOTING FOR NOV. GENERAL	26 ABSENTEE VOTING FOR NOV. GENERAL ELECTION	27 ABSENTEE VOTING FOR NOV. GENERAL ELECTION	28 ABSENTEE VOTING FOR NOV. GENERAL	29

	ELECTION Noon – Beautification Task Force Meeting 6:30pm - School Board Meeting	ELECTION 6pm – Council Budget Hearing	Noon – Planning & Zoning Commission Meeting 6pm – Council Budget Hearing	 6pm – Council Budget Hearing	ELECTION	
30	31 ABSENTEE VOTING FOR NOV. GENERAL ELECTION					

Note #1: This calendar is subject to change. Contact the City Clerk’s office for updates as needed.

Note #2: 10/18 regular Council meeting moved to 10/19 due to holiday.

Note #3: Deputy City Clerk out of the office for medical October 5th – 17th.

Updated 9/26/16



Agenda Statement

File #: 16-0168 **Version:** 1
Type: Appendix Item **Status:** Agenda Ready
File created: 10/3/2016 **In control:** City Council
On agenda: 10/19/2016 **Final action:**
Title: COV Boards & Commission Meeting Minutes
Sponsors:
Indexes:
Code sections:
Attachments: [P&Z Meeting Minutes 9-14-16](#)
[P&Z Meeting Minutes 8-31-16](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

COV Boards & Commission Meeting Minutes

SUBMITTED BY: Allie Ferko, CMC, Deputy City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

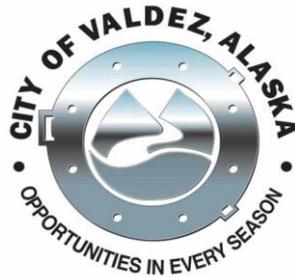
Receive and file.

SUMMARY STATEMENT:

City boards and commission minutes for Council review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes

Wednesday, September 14, 2016

12:00 PM

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

- Present** 9 - Chair Donald Haase
Chair Pro Tempore Jess Gondek
Commission Member Brandon Reese
Commission Member Kristian Fagerberg
Commission Member Roger Kipar
Commission Member Steven J Cotter
Planning Technician Keri Talbott
Sr. Office Assistant Selah Bauer
Director of Community & Economic Development Lisa Von Bargaen
- Excused** 1 - Commission Member Harold Blehm
- Absent** 1 - Sr. GIS Planning Tech AnnMarie Lain

III. APPROVAL OF MINUTES

MOTION: Commission Member Kipar moved, seconded by Commission Member Cotter, to Approve the Regular Meeting Minutes of August 10, 2016. The motion carried by the following vote after the following discussion occurred.

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Fagerberg, Commission Member Kipar, and Commission Member Cotter

Absent: 1 - Commission Member Blehm

1. **Attachments:** [PZ meeting minutes 8-10-16.docx](#)

IV. PUBLIC APPEARANCES

V. PUBLIC BUSINESS FROM THE FLOOR

VI. PUBLIC HEARINGS

1. **Attachments:** [Rezone application.pdf](#)

2. [ValdezMap1.pdf](#)

Note

Phyllis Johnson spoke and said she has the adjoining property to Mr. Minish's property. She asked how the rezoning of Allen Minish's property from Commercial to Commercial Residential will affect her property. Community and Economic Development Director, Lisa Von Bargaen, said she will provide Ms. Johnson a list of the differences between what is allowed in the general Commercial Zoning District and Commercial Residential Zoning District. Director Von Bargaen said the Commercial Residential District is designed to be less intrusive than the General Commercial Zoning District. It is designed to be adjacent to residential neighborhoods. Ms. Von Bargaen said she can't imagine that it would have any impact on Ms. Johnson's property or business whatsoever.

Ms. Johnson said she had copies of the codes, but wanted more clarification on the main differences in the zoning types. Ms. Von Bargaen said she has time next week to meet with Ms. Johnson to go over said differences. Chairman Haase asked for clarification on the summary statement regarding which lot is defined specifically as Commercial Residential, and whether or not it adjoins Ms. Johnson's property currently, in order to give Ms. Johnson an idea of what people in her neighborhood have done already with that type of property. Planning Technician, Keri Talbott, provided a map and pointed out the surrounding properties and identified them.

Chairman Haase closed the Public Hearing.

VII. REPORTS

1. *Zoning & Subdivision Activity Report - September 2016*

[Attachments:Zoning & Subdivision Activity Report - September 12 2016.docx](#)

VIII. COMMISSION BUSINESS FROM THE FLOOR

Note

Commissioner Fagerberg asked Community and Economic Development Director, Lisa Von Bargaen, for an update for Aleutian Village Trailer Park. Director Von Bargaen explained that the State found a mechanism to sell the property directly to the City of Valdez. They are going to convey the property to DOT so DOT can sell it to the City of Valdez. Director Von Bargaen said an appraisal has been scheduled by the State of Alaska. She said she met with the Aleut Corporation three weeks ago to try to arrange for a way the City could get on the Aleutian Village property to do environmental testing. "So far they have been unwilling to let us do Phase I environmental testing," Director Von Bargaen said, "so we went to the State." Director Von Bargaen said the State of Alaska has a clause in their lease that allows them to access the Aleutian Village property to do environmental testing.

The City of Valdez asked if they could do the testing themselves under that clause, but the

Attorney General replied that that was not possible. Director Von Bargaen said the City of Valdez then asked the State if the State would do the environmental testing, if the City paid for it. Again their request was denied by the Attorney General. The City then went back and approached the Aleut Corporation to ask them to allow the City to access their property for testing, and they said no, Director Von Bargaen said. However, they did agree to allow the City to do an As-Built survey of what is currently on the land.

Director Von Bargaen said one of the biggest issues the City has with Aleutian Trailer Park is that they don't want to continue the current violations taking place on the land now, if the City gets ownership of it. She said it is important to locate each mobile home, positioning of fuel tanks, etc., so decisions can be made regarding the property. Director Von Bargaen said she is currently working on scheduling a meeting with the sub-committee of the City Council to discuss moving forward with the As-Built survey, as that project needs to be completed this fall season.

Director Von Bargaen added that the Aleut Corporation will be sending out another letter to residents of Aleutian Trailer Park, likely in the near future, to reserve their rights to close the park within 270 days. Commissioner Fagerberg asked Director Von Bargaen if it is the intention of the City to purchase the Aleutian Trailer Park property. Director Von Bargaen replied, "That is the intention to purchase the property, but there is a lot that has to happen before that."

Commissioner Fagerberg asked Director Von Bargaen if the City would continue to use the land as a trailer park. Director Von Bargaen said there is no finalized plan yet, partly because the City doesn't know what all of the issues are environmentally and otherwise. She said DOT told the City that the land lease will be transferred to the City of Valdez, once the City purchases the property. At that time, the City of Valdez will become the Lessor with the Aleut Corporation, instead of the State of Alaska being the Lessor. Then the City will have the ability to enforce specific clauses within the lease. Director Von Bargaen said she has advised the Aleut Corporation of this as well.

Commissioner Kipar asked Ms. Von Bargaen what the time frame of the sale is. "I don't have any idea," Director Von Bargaen said. "The City is planning on purchasing the property, but if the State comes back and says they want 10 million dollars for the property, I'm sure the City Council is going to give pause." Director Von Bargaen said she doesn't expect the State will say that, but there are several factors that the sale would depend on, such as environmental, etc. "The City of Valdez will mandate that the State of Alaska provide us with the environmental information prior to us purchasing the land." Director Von Bargaen said. "My assumption is that once a purchase agreement goes into effect, or is negotiated, that part of that will be either the State goes in and does the environmental, or the State forces that issue within the lease to the Aleut Corporation, so that we have that information ahead of time."

Commissioner Brandon Reece asked Director Von Bargaen for clarification on purchases and leases of the Aleutian Trailer Park. "Currently the Aleut Company leases the land from the State," Commissioner Reece asked. Director Von Bargaen replied, "That is correct." She went on to say that the State owns the land and leases to the Aleut Corporation. More specifically, the land is owned by DNR, but DOT has

an operating agreement to manage the land. "DNR only has a handful of ways they can divest themselves of property," Director Von Bargaen said. "So what they are having to do, in order to not have to use those statutory required channels, is actually deed the land from DNR to DOT, so DOT has the ability to sell it under their regulatory authority."

Commissioner Reece asked if the goal of the city is not to have to lease the land at all, if they purchase it? Director Von Bargaen replied that the City will not be leasing the land at all. "What will happen is, the lease on the property with the Aleut Corporation, would transfer with the sale," Director Von Bargaen said. "We would become the Lessor and landlord to the Aleut Corporation, rather than the State holding that roll right now."

Commissioner Reece asked if the Aleut Corporation wants out completely. Director Von Bargaen said yes. Commissioner Reece asked are what the specific reasons the Aleut Corporation wants out. Director Von Bargaen replied that Aleut Corporation has plainly stated that it doesn't fit within their business model anymore. Commissioner Reece asked if they want out because of environmental issues. Director Von Bargaen said that the Aleut Corporation doesn't believe that there are any major environmental issues.

Commissioner Kipar asked if there was ever a gas station or other such auto shops or anything else on the property. Director Von Bargaen said it was previously a gravel lot from which material was taken for fill for the new town (new Valdez).

Chair Haase asked if there was anything else any of the Commissioners wanted to add. Commissioner Kipar said he has gotten a lot of positive feedback about the new Community Garden. He said they look beautiful, and he suggested that the long-term care patients at the hospital could be able to walk around and enjoy the garden, as they are located close to the hospital.

Director Von Bargaen thanked the Commissioners for taking time out of their week to meet with the consultants, Kimley-Horn, and participating in the branding/redevelopment process.

IX. ADJOURNMENT

There being no further business, Chair Haase adjourned the meeting at 7:25pm.

Regular Meeting - Moved from 8/24 Due to Scheduling Conflicts



212 Chenega Ave.
Valdez, AK 99686

City of Valdez

Meeting Minutes

Planning and Zoning Commission

Council Chambers

Wednesday, August 31, 2016

7:00 PM

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

Present 7 - Chair Donald Haase
Commission Member Brandon Reese
Commission Member Harold Blehm
Commission Member Kristian Fagerberg
Commission Member Roger Kipar
Planning Technician Keri Talbott
Sr. GIS Planning Tech AnnMarie Lain

Excused 2 - Chair Pro Tempore Jess Gondek
Commission Member Steven J Cotter

III. PUBLIC BUSINESS FROM THE FLOOR

IV. NEW BUSINESS

1. CUP #16-03: Approval of Conditional Use Permit for Four (4) Rental Cabins on Lot 9, USS 5670 and Two (2) Rental Cabins on Lot 10, USS 5670. Applicant: Josh Swierk.

MOTION: Commission Member Reese moved, seconded by Commission Member Blehm, to Approve CUP #16-03: Conditional Use Permit for Four (4) Rental Cabins on Lot 9, USS 5670 and Two (2) Rental Cabins on Lot 10, USS 5670 with the conditions outlined in the Findings & Conclusions.

Commissioner Blehm explained that the Conditional Use Permit looked complete. He felt the biggest sticking point was the covenants and the City does not have any authority over them or position to comment on them, other than to refer them to the Civil Authorities.

Commissioner Reese explained that there was incorrect information given to the

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Commission initially, and he wanted to be on record apologizing to Mr. Swierk for the delays. The concerns that were brought forward were pretty significant and he wanted to make sure the Commission was fair to everyone and they had the answers. He stated he is all in favor of this project.

Commissioner Kipar stated that Mr. Swierk had clarified a lot of questions the Commission had at the last meeting. Commissioner Reese stated that any questions that they still had were listed in the conditions.

Commissioner Blehm stated he had a question about drainage on that property. He explained it appeared from the aerial picture that everything will drain into the Lowe River.

Chairman Haase stated he had a question for staff on requirement number five. It states that the site plan shall show that there shall be onsite parking and on site snow storage. He questioned if that was something normally required for businesses? Mrs. Lain explained that was correct.

Commissioner Kipar stated that for clarification he wanted to explain that down from Mr. Swierk across the street is a huge snow storage area. He explained he is looking for clarification that this would not be used by Mr. Swierk then because he is a commercial entity and is required to have his own snow storage? Mrs. Lain explained that was her understanding for commercial lots.

Mrs. Lain stated she would have to do some research on Residential versus Commercial snow removal. Commissioner Kipar stated that the code states it very simply that the snow has to be pushed to the nearest public snow dump.

Chairman Haase explained that as he re-read it, it did not seem to have any teeth, it just states that Mr. Swierk has to present a plan. It does not say what the plan has to be, just that he has to provide one.

Commissioner Kipar stated he would like the language on the snow removal requirements removed. He moved to amend the motion and remove condition number five and Commissioner Fagerberg seconded. Chairman Haase recapped by stating they would remove the language of 'on-site snow storage' from item number five.

MOTION TO AMEND: Commission Member Kipar moved, seconded by Commission Member Fagerberg, to Approve CUP #16-03: Conditional Use Permit for Four (4) Rental Cabins on Lot 9, USS 5670 and Two (2) Rental Cabins on Lot 10, USS 5670 with the conditions outlined in the Findings & Conclusions except the language addressing the snow storage requirements.

Commissioner Blehm stated he would like to leave snow storage in the language. Lots in town are required to have a plan and snow that is generated by the property needs to be stored on the property.

Mr. Dwain Dunning said that there is a snow dump on both sides of Cummings Way.

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Mr. Swierk will be able to push snow across the street to the snow dump if needed.

Commissioner Kipar stated that expecting Mr. Swierk to push snow uphill is unreasonable. It is impossible. Requiring him to own a snow-cat is not tangible. Mr. Dunning confirmed that Mr. Swierk will take the shortest route to push the snow and go from there.

Commissioner Blehm stated that they had been discussing this item for fifteen minutes. If they included it in the wording, it was a loose end tied up. If they did not include it, it could become a problem. If there is a stated plan, and he doesn't comply with it, then it is a separate issue. If it is not stated anywhere it will become a problem again.

All five Commissioners voted in favor of striking 'on-site snow storage' from the conditions.

Mr. Dunning stated his main concern is the required parking for that many units. There will not be parking allowed in the snow dumps in the winter.

All five Commissioners voted in favor of the Conditional Use Permit for the Swierk's.

VOTE ON THE AMENDMENT:

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg, and Commission Member Kipar

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Cotter

VOTE ON THE AMENDED MOTION:

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg, and Commission Member Kipar

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Cotter

2. (Rezone #16-06) Approve Recommendation to City Council to Authorize the rezone of Tracts 2 & 3, Alpine Village, from Multi-Family Residential (RC) to Tract 2 Commercial Residential (CR) and Tract 3 Light Industrial (LI). Applicant: Dwain Dunning

MOTION: Commission Member Kipar moved, seconded by Commission Member Blehm, to Approve the Recommendation to City Council to Authorize the Rezone of Tracts 2 & 3, Alpine Village, from Multi-Family Residential (RC) to Tract 2 Commercial Residential (CR) and Tract 3 Light Industrial (LI).

Commissioner Blehm stated he would like to thank Mr. Gifford for his letter. It pointed out several items that he had thought of himself. He asked Mr. Dunning to address the issue of not removing the junk vehicles from his property.

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Mr. Dunning stated that the aerial is not correct. He stated that to be fair, everything Mr. Gifford stated was correct. Mr. Dunning explained he had been working diligently with staff this summer to come up with a plan for the junk vehicles. Dumping vehicles is not allowed on the back side of Hobart Street any longer. In the last two weeks, Hobart had been cleaned except for the motor home. All the vehicles are pushed up on to the K & K recycling property. None of those vehicles had been drained.

Mr. Dunning explained he has brought in a crusher. He has been moving vehicles around on the property and getting it set up. The weather has not cooperated, and Has created high ground water. The crusher has sunk once already.

Mr. Dunning explained that this property has been before Planning and Zoning before for a rezone to make the property more useable. Since the mid 1990s, the property has not been in compliance.

Commissioner Reese questioned if Mr. Dunning is draining all the vehicles he would be crushing. Mr. Dunning stated he is. He has not been able to haul steel to Anchorage as the price of steel is down. He has been conferring with staff on where to place the cars. If they haul his vehicles to the dump, then the City will lose an acre of land three feet tall.

Mr. Dunning explained his intention is to haul the cars to Anchorage next year. This year he was unable to haul because of other things going on. Every year except this year it he was hauling 75 to 80 cars. Mr. Dunning explained he is the only person hauling cars right now. The Police Department calls him for vehicle removal.

Chairman Haase asked what the policy is for the city. Is there anywhere you can legally take a vehicle at this point?

Mrs. Lain explained that this is a huge issue at this point. One junk yard is at capacity in height. The amount of junk vehicles is a huge community-wide issue. She stated that she has been having meetings with the City Manager, and the Police Chief because there is not even any place to impound vehicles for Police calls. The issue with junk vehicles is exponential. Right now the goal is to first identify a place for impounding; and second identify a storage place to attract haulers to get them to Anchorage. Ms. Lain explained that she understands the frustration of having an illegal junk yard, or storage facility for vehicles, and it is not unique to this property owner. It is a huge city wide issue that they are trying to come up with some solutions for.

Mr. Dunning explained that he is still collecting cars because he is still getting calls from the Police Department and there have not been any reliable competitive tow providers in Valdez. The other tow company is out of Glennallen. He explained it is not fair to visitors to be stranded. If there was another person who would step up to the plate to do simple towing, he wouldn't do it.

Commissioner Reese asked Mr. Dunning where he was on the idea of a fence. Most junk yards have fences around them so that people do not see in.

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Commissioner Blehm stated that in a few years, a fence becomes an eyesore itself. The fences get crushed by snow and overtaken by vegetation. Commissioner Blehm stated that they are starting to talk about abatement issues again and he wanted to get back on to zoning issues. The City will need to discuss the junk vehicle plan to get rid of vehicles. Commissioner Reese agreed that it was time to get back on topic, but stated this item still needs to be discussed.

Chairman Haase asked the Commission if they would like to have this topic on another meeting. The Commission agreed that they would like abatement to be on the next agenda. Ms. Lain stated that it would be appropriate to invite the Public Works Director and the Police Chief who have been working on some of these alternative solutions.

Chairman Haase explained that with the letter the Planning & Zoning Commission received on the conditional use permits, it should be looked at with rezones too. It outlined that past performance of applicants should not reflect on the applications. They should be looking at it as if the application was a good use for that land. He stated they need to make sure they were doing what is right for the land, not for the applicant.

Commissioner Reese asked from a Comp Plan perspective, if there are there other places where there are three different zones right next to each other. Chairman Haase stated that is a good question.

Ms. Lain stated it depends on the size of the parcel. Anything over two acres is large enough and allowable by code to be rezoned. It is not considered spot zoning. In this case it is allowable by code.

Mrs. Lain stated she wanted to point out that currently this land zoned Multi-Family Residential. Since Commissioner Reese mentioned the Comprehensive Plan, and in the code the intent of Multi-Family Residential district is to include lands for urban development which are provided with a full range of public utilities including sewers, water, electricity, including street drains, or intended to be provided with such facilities in the future. She explained that on Staff's review of this and looking at the intent of the Multi-Family Residential District, plans for the implementation of water and sewer have not been provided, nor is there intent to provide them in the future. This land is not ideal as Multi-Family Residential. These are the things that our review looks at.

Mr. Gifford stated that in regard to the attorney's determination on past practice that they are not only talking about past practice. It is on-going and continuing practice of operating an illegal junk yard in violation of City ordinance. He explained it now sounds like the Police Department is participating in this illegal business. Mr. Gifford stated he felt it was inappropriate to approve this recommendation to City Council. He explained that the condition that listed 'any future change of the property' was weak. It is being used illegally now, so it will still be allowed under this stipulation to continue because the City of Valdez does not have a solution.

Chairman Haase stated he would like to separate the issue of the junk yard, which is

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an enforcement issue and very important and we all agree that it is in violation for the issue of the zoning change. The new zoning would not allow a junk yard any more than the current zoning. By granting a zoning change, we are not granting a favor to an individual, what we are doing is saying that this piece of property has a better use in a different zone.

Commissioner Blehm questioned if they approve this and send it to City Council, can they include language stating that they know there are abatement issues that need to be addressed. If the Police Department has been giving vehicles to Mr. Dunning to get rid of, he does not want to be a part of that. It is terrible that the City is being contributory to this issue.

Commissioner Kipar stated he would like to address abatement issues at another meeting. Chairman Haase agreed that it would then give notice to the public that topic is going to be discussed.

Commissioner Blehm again questioned if they could send this approved to City Council with the wording of knowing there is an abatement issue that is separate from the zoning. Chairman Haase asked if they would be okay with Staff drafting the language and attaching it to the agenda for City Council. The Commissioners were in favor.

VOTE ON THE MOTION:

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg, and Commission Member Kipar

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Cotter

V. COMMISSION BUSINESS FROM THE FLOOR

Commissioner Kipar stated that he felt he had expressed how serious the abatement issues are. Fining people is not going to solve the problem. It needs to be addressed how serious it is.

Commissioner Reese explained that abatement issues are really why he became involved with the Planning & Zoning Commission. The City is spending millions of dollars to beautify, but coming up with solutions to abatement issues and how they get there is challenging. It is time to hire someone. Chairman Haase explained that it is a very important issue. The conversation will hopefully continue when it is on the agenda.

VI. ADJOURNMENT

There being no further business, Chairman Haase adjourned the meeting at 8:38 P.M.