



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final

City Council

Tuesday, October 17, 2017

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES

1. [Regular Meeting Minutes of January 3, 2017](#)
2. [Regular Meeting Minutes of March 21, 2017](#)
3. [Regular Meeting Minutes of April 4, 2017](#)

V. PUBLIC BUSINESS FROM THE FLOOR

VI. CORPORATIONS

1. [VMHA Corporation Annual Meeting](#)

VII. CONSENT AGENDA

1. [Approval to Purchase a 2017 Falcon BH62EXC Bullhog Mulcher from NC Machinery in the Amount of \\$45,620.00](#)

VIII. NEW BUSINESS

1. [Approval to Fund an Additional FY2017 Community Service Organization Grant to Connecting Ties, Inc. in the Amount of \\$64,000 for the Purposes of Assisting Stepping Stones Learning Center with Establishment of a Non-Profit Daycare in Valdez](#)

IX. REPORTS

1. [Report: Legal Billing Summary - August 2017](#)

2. [Valdez Animal Shelter Microbial Inspection Report](#)
3. [September 2017 Report for Phase 2 of the New Boat Harbor Project](#)
4. [Valdez Middle School and Dawson Construction Close-out Status Update Report and Deductive Change Order # 31](#)
5. [Funding History to Well #5 Project Report](#)
6. [City Council Quarterly Travel Report - Third Quarter 2017](#)

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

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

1. [Mayor's Report - October 17, 2017](#)

XI. COUNCIL BUSINESS FROM THE FLOOR

XII. ADJOURNMENT

XIII. APPENDIX

1. [Council Calendars - October & November 2017](#)



Agenda Statement

File #: 17-0517 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 10/13/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Regular Meeting Minutes of January 3, 2017

Sponsors:

Indexes:

Code sections:

Attachments: [DRAFT 010317 City Council Regular Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Regular Meeting Minutes of January 3, 2017

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:

Regular meeting minutes of January 3, 2017 attached for Council review.



Agenda Statement

File #: 17-0451 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 8/24/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Regular Meeting Minutes of March 21, 2017

Sponsors:

Indexes:

Code sections:

Attachments: [DRAFT 032117 City Council Work Session Regular Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Regular Meeting Minutes of March 21, 2017

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:

Regular meeting minutes of March 21, 2017 attached for Council review.



Agenda Statement

File #: 17-0518 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 10/13/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Regular Meeting Minutes of April 4, 2017

Sponsors:

Indexes:

Code sections:

Attachments: [DRAFT 040417 City Council Regular Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Regular Meeting Minutes of April 4, 2017

SUBMITTED BY: Allie Ferko, CMC, Deputy City Clerk

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

City Council minutes from the regular meeting of April 4, 2017 attached for Council review.



Agenda Statement

File #: 17-0519 **Version:** 1

Type: Corporations **Status:** Agenda Ready

File created: 8/8/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: VMHA Corporation Annual Meeting

Sponsors: City Council, Allie Ferko

Indexes:

Code sections:

Attachments: [VMHA Corporation Bylaws.pdf](#)
[2017 VMHA Annual Meeting Agenda.pdf](#)
[101916 VMHA CORPORATION MINUTES.pdf](#)
[2017AnnualMtgPPT suppto rpt.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

VMHA Corporation Annual Meeting

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 Valdez City Council serves as the Museum and Historical Archive Association Corporation Board of Directors. Corporation bylaws require that an annual meeting of the Corporation members be held during the month of October.

For informational purposes I have included the current VMHA Corporation bylaws.



Agenda Statement

File #: 17-0520 **Version:** 1

Type: Consent Item **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Approval to Purchase a 2017 Falcon BH62EXC Bullhog Mulcher from NC Machinery in the Amount of \$45,620.00

Sponsors:

Indexes:

Code sections:

Attachments: [Fecon Bullhog Mulcher Information.pdf](#)
[Mulcher Purchasing Form.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Approval to Purchase a 2017 Falcon BH62EXC Bullhog Mulcher from NC Machinery in the Amount of \$45,620.00

SUBMITTED BY: Rob Comstock Public Works Director

FISCAL NOTES:

Expenditure Required: \$45,620.00
Unencumbered Balance: \$47,000.00
Funding Source: 350-0400-58000

RECOMMENDATION:

Approval to purchase a 2017 Fecon BH62EXC Bullhog Mulcher from NC Machinery for \$45,620.00

SUMMARY STATEMENT:

The Fecon BH62EXC Bullhog Mulcher will be mounted on our 319 DL Excavator for brush clearing. This can also be used to mulch down trees, rather than having to use a chainsaw and hauling off the pieces. This attachment will be used by the Streets Department for land clearing, right of way and dike maintenance.

This type of Mulcher directs chips downward in a controlled manner, as opposed to our current AFE Mulching attachment which can throw chunks of wood up to 300 feet. While we plan to keep the AFE Mulcher for big jobs away from homes and traffic, this new Fecon Mulcher will be a safer, more

efficient tool for right of way and dike maintenance.

This is a 2017 budgeted item and the price includes FOB Valdez.



Agenda Statement

File #: 17-0521 **Version:** 1

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

File created: 10/13/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Approval to Fund an Additional FY2017 Community Service Organization Grant to Connecting Ties, Inc. in the Amount of \$64,000 for the Purposes of Assisting Stepping Stones Learning Center with Establishment of a Non-Profit Daycare in Valdez

Sponsors:

Indexes:

Code sections:

Attachments: [Stepping Stones Daycare \(NonProfit\) Handout](#)
[Stepping Stones Learning Center - Expenses and Income](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Approval to Fund an Additional FY2017 Community Service Organization Grant to Connecting Ties, Inc. in the Amount of \$64,000 for the Purposes of Assisting Stepping Stones Learning Center with Establishment of a Non-Profit Daycare in Valdez

SUBMITTED BY: Elke Doom, City Manager

FISCAL NOTES:

Expenditure Required: \$64,000

Unencumbered Balance: \$175,861.54

Funding Source: 350-0202-55000; Council Contingency Reserve

RECOMMENDATION:

N/A

SUMMARY STATEMENT:

During the City Council work session on October 12th, Mayor Knight asked City Council to hear a presentation from Ms. Michelle Baker, current Stepping Stones Administrator, regarding daycare needs in Valdez. Ms. Baker explained the current for-profit Stepping Stones Daycare will be closing October 31st, which will leave many Valdez families without options for daycare.

Ms. Baker explained she and a group of other Valdez residents began exploring the option of opening a non-profit daycare facility in Valdez to fill the void. Ms. Baker will serve as the new

daycare's executive director and the daycare's board of directors has also been established. The group is now incorporated. They have secured a State of Alaska business license. They have identified a potential location for the new daycare (Wilson Brothers Building on Richardson Highway) and are negotiating with the owner to secure the facility.

Ms. Baker explained they are also working with the State of Alaska Child Care Program Licensing department to complete the licensing process, although any inspection will be contingent on securing a facility for the daycare. Mayor Knight has been assisting with this process.

Ms. Baker explained her board of directors is currently seeking non-profit status. Until that time, they have arranged with Connecting Ties, Inc. to fall under that organization's 501(c)(3) status.

Following the City Council work session on October 12th, Council directed City Administration to meet with Ms. Baker and representatives from Stepping Stones Learning Center and Connecting Ties on October 13th. The purpose of the meeting was to discuss and explore how the City could legitimately financially assist Stepping Stones Learning Center with establishment of a non-profit daycare.

Because the daycare would need to open in 2017, the determination was made that a retroactive FY2017 CSO grant would be the best mechanism to accomplish provision of financial assistance. As directed by Council, the grant would be funded out of Council Contingency Reserve. Because only non-profits are eligible for CSO grants and because Stepping Stones would be operating under Connecting Ties' 501(c)(3) status, the grant must be provided through Connecting Ties.

Stepping Stones is now requesting \$64,000 total for the retroactive FY2017 CSO grant. This includes \$25,000 for start-up costs plus \$3,000 in assistance per month beginning December 2017 through the end of CY2018. The grant would be provided to Connecting Ties in one lump sum. Connecting Ties would then hold the grant money and provide appropriate installments to Stepping Stones Learning Center, if and when appropriate.

Connecting Ties' attorney directed this process would be feasible only under the following contingency conditions. If these contingency conditions are not met, Connecting Ties will return the funds for Stepping Stones' CSO grant to the City of Valdez. Any funds not used for authenticated costs associated with the establishment of the daycare will be returned to the City of Valdez.

1. Stepping Stones must first secure an appropriate daycare facility that meets Alaska childcare standards. Reports from any facility inspections conducted by the State of Alaska Childcare Program must be submitted to Connecting Ties.
2. Stepping Stones must secure appropriate liability and other insurances appropriate for the daycare facility. Proof of insurance must be submitted to Connecting Ties.
3. Stepping Stones must provide documentation of all employees and payroll information to Connecting Ties.
4. Stepping Stones must provide proof of appropriate equipment and supplies for the daycare facility to Connecting Ties.
5. Stepping Stones must provide proof they have met all State of Alaska Childcare program licensing requirements to Connecting Ties.

Connecting Ties will provide the City Finance Department with regular updates on the status of the

CSO grant.

The City Manager is currently working with the City attorney to determine any additional liability concerns or City agreements which need be in place with Connecting Ties and/or Stepping Stones Learning Center prior to provision of grant funding. An update will be provided during the meeting.



Agenda Statement

File #: 17-0522 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 9/18/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Report: Legal Billing Summary - August 2017

Sponsors:

Indexes:

Code sections:

Attachments: [Brena, Bell & Clarkson - Legal Billing Summary - August 2017](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Report: Legal Billing Summary - August 2017

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:

Legal billing summary for Brena, Bell, and Clarkson for August 2017 attached for City Council review.



Agenda Statement

File #: 17-0523 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/9/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Valdez Animal Shelter Microbial Inspection Report

Sponsors:

Indexes:

Code sections:

Attachments: [Animal Shelter 2017 - Mold Growth Picture 1](#)
[Animal Shelter 2017 - Mold Growth Picture 2](#)
[Valdez Animal Shelter Limited Mold Report 1](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

September 2017 Animal Shelter Microbial Inspection Report

SUBMITTED BY: Jessica McKay, Capital Facilities Project Manager

FISCAL NOTES:

Expenditure Required: TBD

Unencumbered Balance: \$158,396.88

Funding Source: 350-310-55000.1606; Animal Shelter - Kennel Curbs and Drain Replacement

RECOMMENDATION:

- A. Appropriate additional funding to remediate mold in concurrence with kennel curb and drain replacement.
- B. Generate new project to remediate mold in known locations of mold growth (Fire Dept, Animal Shelter, etc.)

SUMMARY STATEMENT:

While conducting a site visit in September regarding the Animal Shelter drain replacement, the Animal Shelter staff expressed concern over visible mold growth in the kennel area. Capital Facilities solicited White Environmental Consultants, Inc. (WEC) to perform microbial screening. On September 20, 2017, WEC visited Valdez, AK, to perform microbial screening on the Animal Shelter and Public Library as a preliminary assessment for upcoming project work.

WEC performed Air Sampling using an Allergenco D Cassette. Low levels of spores were found within the kennel area and the exotic animal room. Fungal spores noted are Aspergillus and Penicillium. Surface sampling was also conducted. Surface samples showed higher levels of Aspergillus/Penicillium spores.

In consultation with WEC, the spore counts are not an immediate threat to health and safety, but indicate that there is an issue that should be considered in the near term. There aren't presently any OSHA or industrial hygiene thresholds that deem a space "safe" or "unsafe"; as general guidance WEC stated counts in the thousands should receive immediate attention. Levels in the shelter are below that guidance (750 spores/cubic meter), but should be addressed.

Remediation would include removing wainscotings and replacing with water resistant building materials, and mitigating water accumulation issues i.e. drain replacement project.

Photos and full report are attached.



Agenda Statement

File #: 17-0524 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/9/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: September 2017 Report for Phase 2 of the New Boat Harbor Project

Sponsors:

Indexes:

Code sections:

Attachments: [VNBH2 Sept 2017 Report.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

September 2017 Report for Phase 2 of the New Boat Harbor Project

SUBMITTED BY: Laura Langdon, Project Manager

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

See the attached September 2017 report for the current status of the New Boat Harbor project.



Agenda Statement

File #: 17-0525 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Valdez Middle School and Dawson Construction Close-out Status Update Report and Deductive Change Order # 31

Sponsors:

Indexes:

Code sections:

Attachments: [Valdez Middle School CO # 31 - Closeout](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Valdez Middle School and Dawson Construction Close-out Status Update Report and Deductive Change Order # 31

SUBMITTED BY: Nathan Duval, Capital Facilities Director

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

This deductive change order in the amount of (-\$526,219.06) represents the formal close-out of the contract with Dawson Construction for the middle school project. No action is required, but is provided to document the final contract face value equaling the costs expended through final payment.

Additionally, DEED close-out is ongoing and very close to completion. All data has been collected and the final report is being compiled for submission to the State. We will meet the deadline submission of 10/28/17.



Agenda Statement

File #: 17-0526 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Funding History to Well #5 Project Report

Sponsors: City Council

Indexes:

Code sections:

Attachments: [Well project funding history.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Funding History to Well #5 Project Report

SUBMITTED BY: Brian Carlson, Finance Director

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

Please see the attachment, which is in reply to Council questions during October 10 special meeting.



Agenda Statement

File #: 17-0527 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: City Council Quarterly Travel Report - Third Quarter 2017

Sponsors:

Indexes:

Code sections:

Attachments: [Council_City Manager_City Clerk Travel Report - 3rd Quarter 2017](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

City Council Quarterly Travel Report - Third Quarter 2017

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:

Travel report for Mayor, City Council, City Manager, and City Clerk - Third Quarter 2017



Agenda Statement

File #: 17-0528 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/12/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Mayor's Report - October 17, 2017

Sponsors:

Indexes:

Code sections:

Attachments: [Mayor's Report – October 17](#)
[Mayor Letter to Alaska State Parks Regarding L49 Shoup Trail Grant Application \(Letter dated](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Mayor's Report - October 17, 2017

SUBMITTED BY: Ruth E. Knight, Valdez Mayor

FISCAL NOTES:

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

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

Mayor Knight's written report respectfully submitted for Council review.



Agenda Statement

File #: 17-0529 **Version:** 1

Type: Appendix Item **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/17/2017 **Final action:**

Title: Council Calendars - October & November 2017

Sponsors:

Indexes:

Code sections:

Attachments: [City Council Calendar - October 2017](#)
[City Council Calendar - November 2017](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

ITEM TITLE:

Council Calendars - October & November 2017

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:

Council calendars for October and November 2017 attached for Council reference.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Tuesday, January 3, 2017

6:00 PM

Work Session (Legislative Priorities) & Regular Meeting

Council Chambers

City Council

WORK SESSION AGENDA - 6:00 pm
2017 City of Valdez Statewide Legislative Priorities

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

Mayor Knight called the meeting to order at 7:06 p.m. in City Council Chambers.

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL

Present: 4 - Mayor Ruth E. Knight
Council Member Nate Smith
Council Member Christopher Moulton
Council Member Lon Needles

Excused: 3 - Council Member H. Lea Cockerham
Council Member Ryan Rydor McCune
Council Member Dennis Fleming

Also Present: 4 - Assistant City Manager Todd Wegner
City Clerk Sheri Pierce
Records Manager Shelley McMillen
City Attorney Jake Staser

IV. PUBLIC APPEARANCES

1. Frank Koloski - Rodeo Alaska

Council Member Nate Smith introduced Frank Koloski, producer of Rodeo Alaska. Mr. Koloski proceeded to give a brief history of rodeo and his life. He stated on behalf of Rodeo Alaska, which includes his family, that he is proud to bring rodeo back to Valdez. Originally from Florida, he has been riding rodeo for about 10 years. He moved up to Alaska to start a new life, and began producing rodeos in 2010. With a background in sales and travel, he felt well equipped to begin his rodeo career.

Mr. Koloski stated the first rodeo in Alaska was in Palmer in 1929. He said a lot of people come up from the lower 48 states to work and brought their love of rodeo with them. He stated his team has very successful competitors and, as a whole, they have an invitation to Las Vegas for the PRCA Rodeo convention for five years running.

Mr. Koloski stated he promotes rodeo marketing programs as well as wellness for animals. His dream is to have the first PRCA Rodeo in Alaska and open a lot of opportunities for others to participate.

Mr. Koloski explained what he feels rodeo can contribute to Valdez. He said rodeo brings out local support for businesses and community members, along with statewide vendors. He said there are lots of opportunities to promote other businesses during rodeos. The animals and livestock are some of the best in the industry. Each May he travels to the lower 48 states to source his animals, specifically Boise, Idaho.

Mr. Koloski explained the concepts behind the Junior Rodeo, which he feels is a great way to involve younger audiences. The program started off small, but grew into a great success. The Junior Rodeo's motto is "less apps, more chaps". Fifteen junior competitors were sent to rodeos this year.

Mr. Koloski explained presentation is the key ingredient for a great rodeo. Rodeo can be utilized as a tool to pay tribute to military and also raise awareness for cancer and special needs children. The rodeo has raised around \$100,000 through these types of awareness campaigns, including the Tough Enough to Wear Pink rodeo sponsored by Wrangler. These activities as well as personal experience with cancer inspired Mr. Koloski to become a board member of Breast Cancer Focus Alaska.

Mayor Knight requested Mr. Darryl Verfaillie, City Parks, Recreation, and Cultural Services (PRCS) Director, be present to help answer some of her questions.

Council Member Smith asked Mr. Koloski how many rodeos he puts on a year. Mr. Koloski replied he produces six per year: two in Anchorage, two in Palmer, and one each in Eagle River, Tanana Valley, and Wasilla.

Council Member Lon Needles asked Mr. Koloski what he needed from City Council. Mr. Koloski responded his crew scouted out locations on previous trips to Valdez and settled upon the park strip for the rodeo. He said he would like to work together on finding soil to put in the new location on the park strip and cut back on costs for the event.

Mr. Verfaillie said his department is still waiting for prices, but they have found locals who can supply soil. He explained Ms. Marcie Robertson, City Parks Maintenance Supervisor, has the cost for soil included in her grounds budget. Council Member Needles asked Mr. Koloski if all he would be requesting from the City is land to hold the rodeo.

Mr. Koloski responded he needs to pay the entertainers as well as the arena build and the athletes. He stated his goal is to have those traveling for the event want to stay after the rodeo and enjoy the community of Valdez and visit again in the future. Mr. Koloski stated he has advertised across the country, specifically the northwest. He would also be interested in incorporating other community events to attract a larger audience.

Council Member Needles asked if Mr. Koloski if he had an amount of City funding needed. Mr. Koloski replied \$46,000 and he could provide a breakdown of how the funding would be allocated to insurance, staff, and other needs. Council Member Needles clarified that Mr. Koloski actually needed City funding, land, and equipment to hold the rodeo.

Council Member Needles asked how many spectators Mr. Koloski expected to

draw to the event in the scheduled three days of the rodeo. Mr. Koloski estimated 4,100 people, about the same as the population of Valdez. Council Member Needles expressed concerns with numbers of attendees and return on investment made by the City for the event.

Mr. Koloski replied that he does not feel the City would lose out on their investment. He explained it is a matter of what the City wants to give back to the community and this could also be the beginning of a regular event for the future. He defended the quality and talent of Rodeo Alaska, and guaranteed that the City money invested would be returned.

Council Member Moulton stated he had no doubt the community would have fun, and that he had been in a rodeo before when he was young. He stated he didn't support funding the rodeo during the budget process, as there were other things in Valdez which should be considered higher priority. There were also several deserving organizations which were denied funding during the budget process. He provided the example of Connecting Ties, a Valdez based non-profit which provides services to special needs residents,

Council Member Moulton explained there should be more creative ways to fund the rodeo without the City. Mr. Koloski replied that his initial request during budgeting was a "worst case scenario" number of \$50,000. Council Member Moulton asked which organization will keep rodeo ticket sales. Mr. Koloski replied the City of Valdez keeps ticket sales. Council Member Moulton asked how the rodeo makes money if the ticket sales are returned to the community. He stated it seemed like the rodeo could retain more of the ticket sales if they asked less from the community

Mr. Koloski replied he did not include production costs in his funding request from the City. Other rodeo productions involve much more on the production side of the house, including intensive breeding processes, which increase costs.

Mr. Verfaillie stated other departments will be providing in-kind services for the rodeo, including the Public Works Department. Those departments understand the obligation and are helping willingly. Mr. Verfaillie stated he has not obligated any other departments to assist besides Parks and Rec.

Mayor Knight stated although she grew up in Arizona, where the world's oldest rodeo began, she was one who voted against providing City funding for the rodeo. She explained Alaskan rodeo events are different from those in other states, but have gotten better each year.

Mayor Knight stated she would like Mr. Verfaillie to provide a rodeo cost breakdown to Council, which has not been provided. She reiterated that Rodeo Alaska is insured. The rodeo production company brings everything needed for the rodeo except for the soil. She stated the City's crews will have to get the grounds ready and have three inches of topsoil prepared.

Mayor Knight asked where the livestock for the rodeo will be kept. Mr. Koloski replied in pens on the grounds. He stated they traditionally have a free night before the big event when people can come see the animals and get the word out about the rodeo.

Mayor Knight asked about the backup plan in the event of heavy rain before and

during the rodeo. Mr. Koloski replied he has been rained out once before and had to cancel. He explained, however, that other than sink holes, it takes a lot to stop the rodeo.

Mayor Knight asked if there is a jackpot for the riders. Mr. Koloski replied there will be a jackpot for barrel racing and team roping.

Mayor Knight asked if the contestants pay an entry fee. Mr. Koloski stated they do pay an entry fee which is retained by Rodeo Alaska. He said he hopes the Valdez rodeo becomes an annual event, similar to Fairbanks and Palmer.

Mr. Verfaillie asked for clarification on funds from sponsorship and if it came from the chutes. Mr. Koloski replied yes. Mr. Verfaillie stated City Parks & Recreation does not have to do or spend funds advertising the rodeo, as advertising is handled by Rodeo Alaska.

Mayor Knight asked if other municipalities end up paying about the same for Rodeo Alaska. Mr. Koloski replied Valdez seems to be in line with Fairbanks. Mr. Verfaillie stated there had been recent discussions regarding the possibility of combining the rodeo with other local events, such as the carnival. He explained the City made \$8,000 profit on seven rides during the carnival event.

Mayor Knight asked for feedback from Council regarding the rodeo. Council Member Moulton clarified Council could not make any decisions as Mr. Koloski was presenting under Public Appearances.

Council Member Smith asked, if the City plants grass in the park strip after this year's rodeo, where would next year's rodeo be located? He also asked if the cost associated with next year's rodeo would actually be included in the City budget. He was confused as to whether or not it was approved in the budget. Mayor Knight and Council Member Moulton stated there was a line item in the budget for Rodeo Alaska for one pilot year. Following that pilot year, results and costs would be reviewed. Ms. Pierce explained staff are required to follow procurement code. Depending on the cost associated with this event, Mr. Verfaillie would have to request city manager or Council approval for the actual expenditure.

Mayor Knight said the rodeo is right in conjunction with Gold Rush Days. Mr. Koloski stated the rodeo is an opportunity to bring something different to the community. Council Member Smith asked Mr. Verfaillie if any other event coincided with the rodeo. Mr. Verfaillie replied he gave Mr. Koloski several options for dates and those selected worked best.

Council Member Needles stated he has no doubt Mr. Koloski puts on a great rodeo. He explained, however, he does not believe Valdez has the interest and amount of people needed to make the rodeo worthwhile for taxpayers. He stated he does not support the rodeo and he feels it will cause the City to lose money. He explained he attended other rodeos held by different production companies in more populated areas of Alaska, including Palmer, and they were not well attended. Mr. Koloski stated that since 2010, there has not been a rodeo in Palmer with less than 2,000 to 3,000 attendees. Council Member Needles stated the rodeo in Valdez will not have that many attendees.

Mr. Koloski stated he understands funds provided to the rodeo from the City are taxpayer dollars. However, this is a community driven event which everyone can

enjoy. The pilot year sets a foundation where the rodeo can grow and become self-sustaining. Many volunteers and locals are involved and the rodeo tradition is not new to Valdez. Mr. Koloski would love to bring it back as a regularly occurring event. He stated Valdez residents Jeff and Laura Saxe can testify to the amount of people who visited their campground during past rodeos in the 1990s.

Mr. Verfaillie stated during budget time he never guaranteed the City would receive one hundred percent of their \$50,000 investment back from the event. That is why he asked for the maximum amount of funding in case the rodeo did not make a dime. In addition to ticket purchases, over 130 people needed to travel to town to participate. Those participants would bring their friends and families to town as well and spend money in the community.

Council Member Smith reiterated Mr. Koloski has a budget plan for the City provided funding broken down into categories. He stated there is quite a bit of in-kind services which must be provided for the rodeo. These services need to be included in the report to Council about the event.

Council Member Moulton stated the City approached Rodeo Alaska about holding the rodeo this year. Mr. Koloski did not solicit the event. Council Member Moulton stated if events or items such as the \$20,000 for the rodeo were going to be added to a departmental budget, he would like to see the same amount of funding cut from other departmental or events programs so their budget is balanced.

2. Dave Dengel, Chairman, Alaska Gasline Port Authority

Mayor Knight introduced Mr. Dave Dengel, Chairman of Alaska Gasline Port Authority (AGPA), and Mr. Dengel introduced Larry Weaver, AGPA Vice Chairman. Mr. Dengel thanked Council for reappointing him to the board. He stated he's been a member since 1999. He apologized for being out of town for the last meeting.

Mr. Dengel explained the City funded AGPA \$8,000 of which \$1,000 will be used for communication, teleconferences, and postage; \$1,000 will be used for legal counsel; approximately \$3,500 will be used for their annual audit, and about \$2,500 will be used for miscellaneous expenditures including hosting companies from Japan and increasing awareness of all that Valdez has to offer.

Mr. Dengel explained, as of December 23rd, AGPA holds an approximate \$11,000 fund balance. He stated he knows Council has questions about what types of funding is being provided by the other member municipalities. Mr. Dengel explained only the City of Valdez contributed funding to AGPA.

Mr. Dengel explained AGPA is still viable at this time, as long as the state of Alaska is pursuing a gas line through the Alaska Gasline Development Corporation. The missions of the two organizations may be similar. He believes AGPA's mission is more specific, however, focusing on building or causing to be built a gas line from Alaska's north slope, to tidewater at Valdez.

Mr. Dengel stated he once heard "the person who writes the check is going to dictate where the terminus will be." People are looking to get gas in marketable quantities and the Nikiski Port cannot handle the larger tankers which Valdez can support. He explained it is not economical to transport LNG on smaller tankers.

Mr. Dengel stated AGPA should be involved in the comment process to the Federal Energy Regulatory Commission (FERC). In addition to comments submitted on behalf of the City of Valdez, AGPA comments will assist in ensuring Valdez is represented properly and the facts are correct. He believes the proposed costs of the LNG project seem to be inflated.

Mr. Dengel pledged AGPA will do a better job reporting to the City Council in the future.

Council Member Moulton expressed concerns with liability related to AGPA, as the City of Valdez is the only community contributing financially. Mr. Weaver explained AGPA may not be receiving monetary contributions from other communities, but staff and representatives from those communities are advocating for AGPA concerns. Those personnel are lobbying their legislators and contributing interest and time. Council Member Moulton asked if it would make more sense to have a standalone Valdez organization. He explained the Council is not regularly kept apprised of AGPA activities, with the only regular interaction being requests for funding.

Council Member Moulton stated over the past three years he doesn't recall Council meeting with AGPA. He expressed concerns with AGPA's regular meetings entering executive session rather quickly. Mr. Dengel stated AGPA sends meeting notices to the City Clerks in Valdez and Fairbanks. Meetings are also posted in their attorney's office in Anchorage.

Council Member Moulton expressed concerns with being billed \$44,000 for City attorney fees for AGPA related concerns without receiving updates or reports. Mr. Weaver speculated the charges may be due to property taxation, but he is unaware of the charges. Mr. Dengel reiterated AGPA is another set of eyes.

Mr. Dengel stated AGPA has not been meeting regularly over the past several months, however, they have been reviewing comments sent to FERC regarding gas line concerns. The current route being proposed misses Fairbanks by 80 miles. AGPA proposes a route which runs through Fairbanks, across the Richardson Highway and then parallels the pipeline footprint south to Valdez. He explained regardless of where the pipeline goes, the state of Alaska will benefit.

Council Member Moulton referenced funding given from Japanese companies such as Mitsubishi that had contingencies towards the pipeline being built. Mr. Dengel stated he believes this arrangement may have expired. Mr. Dengel and Mr. Weaver replied they will get answers pertaining to liabilities. Mr. Dengel stated most of the folks who are in the know reside in Juneau.

Mr. Weaver reiterated they have discussed regularly reporting to Valdez City Council, and Council will see more of AGPA. They are required to provide an annual report to municipalities.

Council Member Smith stated he appreciates what the members of the AGPA board do to support the Valdez option. Council Member Moulton reiterated that if Valdez is the last municipality standing as an AGPA member, then the City will most certainly have some debt liability to pay and he would like to get more information.

V. PUBLIC BUSINESS FROM THE FLOOR**Doug Davies, President of Board of Directors at the Valdez Senior Center**

Mr. Davies explained the public is welcome to stop by and visit the Senior Center. Lunches at the Center are also open to the public Monday through Friday and are the "best kept secret in Valdez".

Mr. Davies explained the Valdez Senior Center is *not* a nursing home or a long term extended care facility. It is an apartment complex oriented towards serving the needs of senior citizens in Valdez. They operate under the same guidelines as any other apartment complex in Alaska. The Center cannot require resident to check in daily with staff, nor can they send staff to check on residents unless specifically request by that resident. This would be a violation of privacy.

Mr. Davies explained if a resident develops needs which require care or welfare checks, the Center's registered nurse care coordinator will gladly assist the individual and the family in meeting that need. However, legally, it is the responsibility of the resident and their family to arrange for assistance. Sometimes help can be provided by Center staff, but this is strictly based on Medicaid regulations, caregiver skill level, hours, and nature of assistance.

Mr. Davies stated anyone with questions or concerns can call the Senior Center and talk to Executive Director Debbie Platt. Mr. Davies stated residents are also welcome to call him directly.

Nick Weicht, Levitation 49

Mr. Weicht provided an update from the nonprofit organization. Mr. Weicht stated the Valdez area trails master plan is still open to the public for comment. The organization would appreciate public input related to changes or improvements in the local trails system. Citizens may provide input this through the website, email at levitation49@gmail.com or by directly contacting Mr. Weicht at (907) 351-6878.

Mr. Weicht stated Valdez Ice Fest is coming up quickly. There are food trucks lined up to come out to Keystone Canyon for climbers. A big sponsor has \$20,000 worth of demo gear and representatives from all over the country coming. Mr. Weicht referenced two athletes who will be attending to present a photo clinic. There will also be a film fest and a great band playing after hours. These types of special interest clinics encourage more than just climbers to come to Valdez. Broken Tooth Brewery in Anchorage will also be contributing to the event. Mr. Weicht stated he will absent for the next Council meeting attending the Ice Fest in Ouray, Colorado. Council Member Needles thanked Mr. Weicht for consistently updating Council.

VI. CONSENT AGENDA

- 1. Approval of Contract Award to Trust Consultants for 2017 State Lobbyist Services in the Amount of \$50,000**
- 2. Approval of Contract Award to KVAK Radio for 2017 Broadcasting Services**
- 3. Approval of Amendment to City Clerk Contract Incorporating Appointment as Interim City Manager**

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

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

VII. NEW BUSINESS

- 1. Approval of 2017 City of Valdez Statewide Legislative Priorities**

MOTION: Council Member Smith moved, seconded by Council Member Moulton, to approve 2017 City of Valdez Statewide Legislative Priorities. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

- 2. Approval of Contract with UAA Small Business Development Center for Business Workshop Training**

MOTION: Council Member Needles moved, seconded by Council Member Moulton, to approve contract with UAA Small Business Development Center (SBDC) for Business Workshop Training. The motion failed by the following vote after the following discussion occurred.

Council Member Smith stated the Council discussed these training opportunities previously. He stated he would like to evaluate how the training is received by the community and how many participate prior to making these classes an annual occurrence.

Ms. Lisa VonBargen, City Community Development Director, stated selection of

these classes result directly from positive feedback received by staff and commission following from a workshop put on by the UAA Small Business Development Center in fall 2016.

Ms. VonBargen explained, after going through several options to develop small businesses, staff decided the UAA SBDC would be a great opportunity for budding entrepreneurs and new business owners to receive education locally. She stated the hope is to provide classes at no cost. If there is cost for classes, attendance may drop.

Mayor Knight thanked Ms. VonBargen and stated she liked the idea of small business development classes. Offering classes embodies the grassroots goals of economic diversification and development. She stated she is glad to see Russ Talvi as the orchestrator of the program. Ms. VonBargen said there will be a variety of people traveling to Valdez to teach, depending on their specialty.

Council Member Moulton asked if the UAA SBDC has done work in similar size towns in the past. Ms. VonBargen replied yes. She explained they have actually taught two or three days of initial business training before in Valdez and they've been in Valdez before. They did two or three days of initial business training. The student count for these classes was 10-24 people. Potential business owners get training and also have the chance to make connections.

VOTE ON THE MOTION (MOTION FAILED):

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

Nays: 1 - Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

3. Approval of a Professional Services Agreement to Day Engineering in the Amount of \$65,000 for the North (Mineral Creek) Water Tank Reservoir Re-painting

MOTION: Council Member Smith moved, seconded by Council Member Moulton, to approve the professional services agreement with Day Engineering in the amount of \$65,000 for the North (Mineral Creek) Water Tank Reservoir Re-painting. The motion carried by the following vote after the following discussion occurred.

Mayor Knight stated this item was budgeted at approximately \$500,000. Council Member Smith explained this is just the management/engineering portion of the contract. Mr. Jason Miles, City Capital Facilities Director stated the professional services agreement is for design services only. Once design is complete, actual project will be put out to bid. He explained Day Engineering will likely administer the contract side of the project as well.

Mr. Miles explained the City Public Works Department found rust inside one of the tanks during a regular inspection. Thus, both the inside and outside of the water tank needs to be repainted. Mr. Rob Comstock, City Public Works Director added this project is not merely a cosmetic fix. He explained a company put an ROV in the tank and completed an inspection several years ago. The ROV inspection

showed a considerable amount of rust forming inside of the tank. An entry needs to be cut in the tank and the interior sandblasted. Because rust grows quickly, time is of the essence.

Council Member Smith asked the cost to purchase and install a new tank. Mr. Comstock replied he did not have an estimate for a new tank. Council Member Moulton asked about the life expectancy of this type of tank and painting project. Mr. Comstock explained the current project will be a long term fix. The inside of the tank has not been painted in 20 years or more. He stated Day Engineering will oversee coatings and inspect thickness.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

4. Approval of a Three-Year Contract Extension with North Pacific Fuel for Heating Fuel Delivery

MOTION: Council Member Smith moved, seconded by Council Member Moulton, to approve a three-year contract extension with North Pacific Fuel for heating fuel delivery. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

5. Discussion Item: Proposed New City Facilities & Related Land Acquisition

Mayor Knight explained this topic is a discussion item only and there will be a full Council work session to follow.

Ms. VonBargen stated Council has been discussing construction of new City facilities, including a new fire station, a large storage building, additional snow storage, and an impound lot for the police department. One of the areas being considered is a 14.88 acre lot that borders the Richardson Highway. City Council previously authorized City administration to begin negotiation with the owners of that property. Ms. VonBargen spoke with the current landowners who provided a purchase price for the entire lot, as well as a partial lot. She stated this is a starting place for discussion.

Mayor Knight stated she thought it was interesting how the price per acre changed between the whole lot and the partial lot. Ms. VonBargen stated it may be more economical to purchase the whole lot depending on City needs. Council Member

Smith mentioned the situation seems to have changed over time. Ms. VonBargen stated the landowners would prefer to sell the entire parcel at once. She asked for Council direction as to whether the land should be left available for purchase by the private sector, or if the Council desired to purchase the land and perhaps make improvements and subdivide it.

Council Member Moulton stated it appears there are not to purchase this land. He explained City owned land already exists which could be repurposed to meet City facility needs. Ms. VonBargen explained staff identified land closer to Loop Road, however Council asked to identify a parcel closer to town center.

Council Member Needles explained he would rather see land for new City facilities located in town. Council Member Moulton stated moving City facilities effects property value. He explained if the City is looking at buying available parcels for development, the land currently owned by the City need to be used first. He stated an impound lot may not be the best use of the identified land. He also mentioned a storage facility on Hanagita which needs to be renovated and used more efficiently.

Council Member Smith stated the primary driver behind the current discussion is identification of the right area for a new fire station or snow lot. Council Member Moulton stated the City already owns land which has been taken off the tax rolls. This land should be considered first.

Ms. VonBargen stated the report included in the agenda packet was written with the idea of maximizing current City property use. Mayor Knight stated she hoped Council Member McCune would be present so they could discuss the feasibility of relocation of the Karen Stewart Memorial Garden. She stated she would prefer using a footprint which does not repurpose snow lots. Council Member Needles snow storage lots are and should be considered a priority for the community.

Mayor Knight asked Mr. Rob Comstock, City Public Works Director about current snow lot issues. Mr. Comstock stated if the current snow lots are used, the only remaining place to store snow is on Meals Avenue near the dog park. That snow push is long and time consuming. Council Member Moulton asked if the property identified would cut the distance needed to push snow. Mr. Comstock stated the new property would cut distance by about a third. He stated the City is limited on the area where snow can be blown at the end of Meals Ave. There would be no blowers involved with the new property. The park strip on Alatna is one location where snow has also been pushed. The new property would shorten this push and add more space.

Mayor Knight explained if Council decides not to purchase the 1.5 acres, 5.3 acres will still be needed for snow lots and proposed facilities. Ms. VonBargen stated there is another lot which has been appraised just up the street on Meals Ave. That land has a smaller footprint, but would involve a much a greater price per square

foot.

City Manager Dennis Ragsdale asked Mr. Comstock provide additional information regarding staffing requirements, equipment, and time costs for snow removal for the upcoming work session. Mr. Comstock stated the town is lucky to have the park strips throughout town; otherwise his department would spend most of their budget on snow removal. Mr. Comstock stated the snow removal equipment and team is limited, but the community has high expectations of snow removal service and streets maintenance. A new snow lot would help his team provide better service to the community and move snow off the streets as quickly as possible.

City Clerk Sheri Pierce stated staff need Council direction to prepare for the work session. Ms. VonBargen explained a draft storage plan, complete with GIS maps, was in progress. However, with staff turnover that project stalled. Mr. Ragsdale explained if portions of the proposed 14 acres would be privately developed, snow removal and storage for those parcels would need to be addressed.

Mayor Knight briefly referenced developing City property on the hospital campus for the fire station. She asked where fire training is currently being conducted which would be supported in the new fire station. Valdez Fire Chief Tracy Raynor explained certain training evolutions are not happening now because appropriate facilities are not available. He explained his department currently uses a small training area out near the baler facility. However, having a training facility incorporated in the new fire station will allow training to be conducted locally instead of sending staff and volunteers out of state.

Mayor Knight stated she wanted to talk about whether or not this plan is compatible with what's happening at the hospital. Smoke billowing from a tower may interfere with operations at the facility. Mayor Knight asked if staff had discussed the concepts with hospital administration. Chief Raynor stated he is unaware if this discussion has taken place. Mr. Miles stated additional property can be acquired to accommodate training. He explained he spoke with Mr. Jeremy O'Neil, Providence Valdez Medical Center Administrator. Mr. O'Neil did express concerns about the impact to the hospital facility related to potential noise and smoke related to a fire station sharing the same campus. Mr. Miles explained the discussions about the concept would need to include PVMC administration.

Mayor Knight asked staff to explore options for an additional state owned parcel of land adjacent to the DOT facility. She wondered if the City could do a land swap for potential fire department training grounds. Council Member Needles stated there needs to be further discussion about whether Council wants to place fire training grounds in the middle of town center. Council Member Moulton said a lot of this discussion may require compromise. Mayor Knight requested more detailed information be provided for the work session on January 17th.

Mayor Knight asked about the potential of a combined public safety building where police and fire are housed together. Council Member Moulton explained he was under the impression that the combined public safety building idea was thrown out because of the high costs of moving a jail and dispatch center. Valdez Police Chief Bart Hinkle stated moving the jail and dispatch would be costly. Chief Hinkle explained it has been convenient for the fire and police departments to be collocated, but this is not a requirement.

Council Member Moulton asked how many cars are impounded in a year. Chief Hinkle replied the answer to that question is complicated, as they have not had an impound lot in the past few years. Cars have been towed, but no facility exists to store those vehicles. Chief Hinkle stated he could provide potential numbers at a later date. Council Member Moulton asked if the impound lot will require staffing. Chief Hinkle stated the concept has yet to be discussed, but there may be an option to utilize snow removal contractors to fill this function.

Council Member Smith stated he is pleased multiple concepts are being considered and supports the idea of expanding using property already owned by the City. Ms. VonBargen stated she has requested information from City department heads regarding storage needs which will help determine square footage needs.

Ms. Pierce asked if Council was interested in the concept of reconstruction or remodeling existing City buildings. Council Member Smith stated he believes Council has moved past that idea towards development of a new facility. Council Member Moulton added remodeling and repurposing the existing fire station after the new fire department is built has been discussed.

Council Member asked how the negotiations work for the price of the land. Unless someone else is interested in the land, there has to be a possibility of to negotiate the purchase price negotiation. Ms. VonBargen explained the owners are aware of the concepts being discussed by the City and have been provided with preliminary map layouts. The owners stated they would be comfortable with a one million dollar sale price. The owners stated they would also to sell the land as one parcel instead of subdividing it. Ms. VonBargen stated she has not moved further in negotiations until she received further guidance from Council.

Mr. Joe Prax, local business owner, stated Valdez is fortunate to even be able to consider purchasing land for snow storage. He understands Valdez snow removal is second to none; however there could be better usage for these lots to support the economy. He referenced Girdwood, AK and how they would not dream of using empty lots for snow. Mr. Prax expressed concerns with increased City spending with decreasing revenues and asked Council to consider long term planning for the future. He hopes, looking down the road, he can afford to continue to live in Valdez. He stated decisions now will effect the future of the community. He also expressed concerns with why things like the land purchase and building of

a new fire station are not being voted upon by the community. Council Member Smith stated is still discussing particulars related to the land purchase, new fire station, and other concepts. Mr. Prax replied it seems like decisions are being made without thinking long term.

Chief Hinkle stated he received additional information regarding impound numbers. In the last year there 45 vehicles towed due to impeding snow removal.

Mayor Knight asked if the staff felt they had enough information to bring to the work session on January 17th. Mayor Knight asked the fire department staff to bring information about needs if they had to stay in their current building. Council Member Moulton requested clarity on costs and funding numbers. Mr. Miles stated he would bring additional information and numbers to the work session. Mayor Knight pointed out Council and staff needed to consider the potential need to bond for these types of projects.

The concept of utilizing land in Old Town Valdez for the new fire station or training grounds was briefly discussed.

IX. ORDINANCES

1. #17-01 Amending Chapter 5.20 Section 5.20.060 of the Valdez Municipal Code Relating to Facilities Required for Massage Establishments. First Reading Public Hearing.

MOTION: Council Member Moulton moved, seconded by Council Member Smith, to approve Ordinance # 17-01, amending Chapter 5.20, Section 5.20.060 of the Valdez Municipal Code Relating to Facilities Required for Massage Establishments. First Reading, Public Hearing. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

2. #17-02 - Amending Chapter 1.08 Section 1.08.010 of the Valdez Municipal Code Titled General Penalty - Continuing Violations. First Reading Public Hearing.

Ms. Pierce explained she needed to do an administrative correction to the ordinance. These changes would not require an additional first reading. Section II of the ordinance should read "this ordinance shall take effect following adoption by the City Council". Reference to the regular municipal election on May 2nd should be removed, as the effective date of the ordinance has nothing to do with the election.

MOTION: Council Member Smith moved, seconded by Council Member Moulton,

to approve Ordinance #17-02, amending Chapter 1.08 Section 1.08.010 of the Valdez Municipal Code title General Penalty - Continuing Violations. First Reading. Public Hearing. The motion carried by the following vote after the following discussion occurred.

Mayor Knight explained this ordinance assists with code revisions required under state of Alaska SB91. Mr. Staser stated this ordinance is the first step in that direction. The current maximum fine for offenses is \$300 which is low compared to other municipalities across the state. \$500 is a more appropriate maximum fine. The current code also requires a mandatory court appearance for most municipal code violation offenses, which is not always appropriate and does not allow for a simple fine payment. Ms. Pierce explained this is one of several ordinances which will come before the Council where fees must be adjusted.

Council Member Smith referenced wording in the ordinance and asked whose option it is to appear in court or pay the fine. Mr. Staser replied it is currently at the defendant's discretion. Valdez Police Chief Hinkle, Ms. Pierce and Mr. Staser felt certain violations did not warrant court appearance such as "animal running at large" or proper vehicle registration. These offenses are not particularly offensive, but do violate code and result in a fine. Ms. Pierce stated the defendant may choose to appear and court to state their case, if so desired. Mr. Staser stated this same process is followed by most other states. Ms. Pierce explained the ordinance also allows a graduated fine schedule, which increases with repetition of offenses.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

X. RESOLUTIONS

- #17-01 - Authorizing a 2017 Equal Lump-Sum Payment to All Regular Full-Time, Regular Part-Time, and Regular Seasonal Employees, as Defined in the City's Personnel Regulations, and Excluding Such Payment from Alaska Public Entity Retirement System (PERS) Eligibility.**

MOTION: Council Member Smith moved, seconded by Council Member Needles to approve Resolution # 17-01, authorizing a 2017 equal lump-sum payment to all regular full-time employees, regular part-time employees, and regular seasonal employees, as defined in the City's Personnel Regulations, and excluding such payment from Alaska Public Entity Retirement System(PERS) eligibility.

MOTION TO POSTPONE: Council Member Smith moved, seconded by Council Member Moulton to postpone approval of Resolution #17-01 until the next regular City Council meeting on January 17, 2017. The motion to postpone carried by the following vote after the following discussion occurred.

Mayor Knight thanked Mr. Brian Carlson, City Finance Director, for his hard work on in exploring the option and requirements for the lump sum payment. She asked if Mr. Carlson checked with PERS and the state statute regarding process for this

type of payment. Mr. Carlson stated he had direction from the state in the writing and it is clear on process.

Council briefly discussed the previous conversation from a budget work session regarding an employee cost of living percentage adjustment (COLA) versus a one-time stipend. Council Member Moulton reiterated his previous point from the work session that there is no evidence of cost of living inflation in Valdez over the past year.

Council Member Moulton explained COLA traditionally exponentially raises the employee salary base across the board. Council Member Smith suggested making a motion to postpone the item until all Council members are present to discuss and vote.

Mayor Knight asked Mr. Carlson if a postponement would effect the process. Mr. Carlson stating postponing the item would not be a problem. If the item is subsequently approved, it will be considered a supplemental payroll and makes no difference procedurally for the City Finance Department.

VOTE ON THE MOTION:

Yays: 4 - Mayor Knight, Council Member Smith, Council Member Moulton and Council Member Needles

Excused: 3 - Council Member Cockerham, Council Member McCune, and Council Member Fleming

XI. REPORTS

1. Statewide Comprehensive Economic Development Strategy Project

2. Valdez Visitor Study Report

Ms. VonBargen stated there will be a Council work session with McDowell regarding the results of this study in the near future.

Mr. Joe Prax, local business owner, stated he is highly suspicious of McDowell Group's results. He explained the report states 82,000 people visit Valdez during the summer, which translates into approximately 3,200 visitors every day throughout the summer season. He stated he cannot believe those numbers are correct and recommended not using the information in the report to make decisions. He stated, when numbers appear significantly inflated, they need to be questioned. Mayor Knight thanked Mr. Prax and encouraged him to come to more meetings.

3. Finance Department Airport Relocation Costs

Council Member Smith asked for an update regarding the relocation project. Mr. Todd Wegner, Assistant City Manager, stated there are two offices still in progress. Information technology work and wiring is finished, however furniture still needs to be ordered.

4. Valdez New Boat Harbor Construction Progress Reports

Mr. Miles stated he has concerns with the budget for the project. He explained the project soft cost line item is \$4.9 million, which is fast approaching. He stated the line item may require different management strategies and has invited Arcadis to come to Valdez to discuss further.

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

1. City Manager Report

Mr. Ragsdale stated he does not have a report. He stated Valdez has potential for growth and he wishes great success to City Council. While he may be departing City employment, he hopes to remain in the community as a volunteer.

2. City Clerk Report

Ms. Pierce stated Mr. Tim James, City Human Resources Director, would like to hold a work session with City Council to discuss proposed amendments to the personnel regulations.

Mr. James stated with the recent changes to state statute, it is now necessary to address employee drug and alcohol regulations for non-CDL holders. Mr. James explained it would be better to have a work session to discuss regulations than try to cover over eleven pages of regulations during a regular meeting.

Mr. James explained one of the directives within the Baker-Tilly human resources report was to separate an employee handbook from HR policy and procedures. Ms. Pierce stated Mr. James has established a format to make this separation happen and will present the concept during the work session. Mr. James stated he is also looking into a reasonably priced HR employee survey.

Ms. Pierce reminded the public of the January 15th deadline to file for senior citizen, disabled veteran, community purpose, and fire system tax exemptions.

Ms. Pierce stated the new Valdez city manager, Elke Doom, will begin work on February 6th. Housing and a temporary vehicle are in place for Elke's arrival.

3. City Attorney Report

Mr. Staser stated territory judgment action awaits final judgment. The protective order for TAPS litigation post settlement and proposed gas cap regulations process is status quo.

Mr. Staser stated he hoped Council had a chance to review draft comments to FERC. He thanked Council Member Smith for providing feedback. Council Member Smith stated the comment document to FERC was well done. Mr. Staser explained there is a deadline for other signatory stakeholders outside Valdez to submit comments so that the document may get out in a timely manner. Mr. Staser outlined the current status of the FERC comment process. He explained FERC is beginning to pay special attention to comments being brought to them regarding concerns with the Cook Inlet option. There has also been no formal movement to establish land ownership or infrastructure development in Nikiski for the Cook Inlet option.

4. City Mayor Report

Mayor Knight thanked the City for New Year Eve fireworks.

Mayor Knight stated she participated in a telephonic board meeting with the Prince William Sound Economic Development District. She also met with AGPA to discuss comments to FERC. She explained the AGPA board of directors thanked City Council for supporting them with \$8,000. The AGPA board of directors discussed the whether the North Star Borough would be contributing money to the organization. However, the concept is highly political.

Mayor Knight stated there was an NPR segment about mobile home parks. She shared a link to the podcast in written report and suggested those working on the Aleutian Village project listen to it.

Mayor Knight reported she was a little concerned about the slow movement of the waterfront master plan. Council Member Smith stated he understood the high cost of the project led to a delay in bringing a proposal to Council. Mayor Knight explained she and her husband put together a sample waterfront master plan which would cost less money. She stated she submitted the sample to the new City Manager as a volunteer effort to save the City money.

Mayor Knight thanked city employees for city street snow removal and wished everyone a happy new year.

XIII. COUNCIL BUSINESS FROM THE FLOOR

Council Member Smith stated he felt Council is getting discombobulated, and making quick snap judgments without taking time to make a plan. Most items cannot be fully accomplished in one hour. There will be a lot of work sessions in 2017. As a team hopefully they can bring things to the light and get some work done.

Council Member Needles asked for an update on Aleutian Village. Ms. VonBargen stated she is waiting for a response from the state on a footprint outline that they are willing to let us survey. Council Member Needles asked which footprint she is talking about, and she replied it is the outline of the park with the small addition to it. She has asked the state to confirm that a specific trapezoidal shape of the park is ok, and is waiting for an answer. Council Member Needles clarified that it is 27 acres the City is asking for.

Ms. VonBargen said the park lease area is a strange shape, and that she requested the full square shape of property as to include the area of land that is void at this point. FAA said to DOT they would like them to acquire this piece of land. She is still awaiting a response.

Council Member Needles addressed Mr. Lamar Cotton's contract as the Economic Diversification Commission staff advisor, stating we have paid him \$125,000. He stated in his contract it says he should provide reports, and he has not seen any. Ms. VonBargen stated that Mr. Cotton is currently preparing a yearend report on what he has done this year. When he presents his bill, he breaks down his work hour by hour as an explanation which she can bring to the next meeting.

Council Member Needles asked who is not doing their job. Ms. VonBargen replied she does not feel professional disclosing that information but it will be coming up soon.

Council Member Moulton stated there was a fire call to Aleutian Village recently, and they could not find the electrical power panel. The map did not match the space. Ms. VonBargen stated she spoke with Mike Weber from the Valdez Fire Department and the labeling is fine, it was an issue of finding the old panels. They plan to label with bright labels that will sit above the snow. Ms. VonBargen assured Council Member Moulton that this has been brought to her attention and is being taken care of.

Council Member Moulton stated he has brought local fire hydrants to the Mr. Comstock's attention, and the process of digging them out of the snow. Mr. Comstock stated there is no policy for these hydrants. Council Member Moulton stated there needs to be a plan in case of a hydrant not being found in a large fire. The shift of department heads seems to cause issues such as these to fall by the wayside.

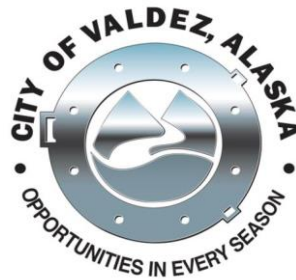
Council Member Moulton asked for a financial work session to discuss long term financial planning and policy. He expressed the real need for planning based not on just the City's current financial state following the TAPS settlement, but also the City's financial state in coming years.

XIV. ADJOURNMENT

There being no further business, Mayor Knight adjourned the meeting at 10:21 p.m.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Tuesday, March 21, 2017

6:00 PM

Work Session (Code Enforcement) & Regular Meeting

Council Chambers

City Council

WORK SESSION AGENDA - 6:00 pm***Work Session: Code Enforcement Discussion*****REGULAR AGENDA - 7:00 PM****I. CALL TO ORDER**

Mayor Knight called the meeting to order at 7:00 p.m. in Valdez City Council Chambers.

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL

Present: 7 - Mayor Ruth E. Knight
Council Member Nate Smith
Council Member Christopher Moulton
Council Member Lon Needles
Council Member H. Lea Cockerham
Council Member Ryan Rydor McCune
Council Member Dennis Fleming

Also Present: 4 - City Manager Elke Doom
Deputy City Clerk Allie Ferko
City Attorney Tony Guerriero
Assistant City Manager Todd Wegner

IV. APPROVAL OF MINUTES**1. Regular Meeting Minutes of March 7, 2017**

The regular meeting minutes of March 7, 2017 were approved as presented.

V. PUBLIC APPEARANCES**1. Jeremy O'Neil, PVMC Administrator - Providence Valdez Medical Center Year End Operating Report**

Jeremy O'Neil, Providence Valdez Medical Center (PVMC) Administrator, began by thanking his team and reading his report. Mr. O'Neil stated that in 2016, Providence Health and Services joined with St. Joseph Health to form Providence St. Joseph Health. This new pairing serves seven state and employs over 100,000. Despite this increase in size, they are grounded by their mission and inspired by their heritage. PVMC and Providence Valdez Counseling Center (PVCC) continue to recognize stable economic performance. However, economic pressure on both the state and federal levels makes short term predicting challenging. Mr. O'Neil expressed certainty that despite the uncertain future,

together they can make it through. He went on to share some highlights from the year within PVMC and PVCC.

In a recent study conducted on each facility, PVMC Acute Care ranked number one in teamwork and safety; while long term care ranked number one for teamwork and number one for safety. During the LTC Medicaid Survey, PVMC received a nearly unprecedented distinction of having zero findings. Mr. O'Neil expressed thanks and gratitude to the medical staff, the caregivers, and the City of Valdez for their work in reaching these high standards.

Mr. O'Neil shared the 2016 National Patient Safety Goals. There are 14 goals measured and, typically, PVMC does very well. This year, they hit 13 of 14 measures. *Medicare.gov* ranked PVMC as a five star care center. Mr. O'Neil explained a program called "High Reliability" or a system where communication is robust, transparent and highly collaborative. It's a combination of safety, quality, and satisfaction. The entire staff was trained and continues to incorporate these values into their practice. In addition, Mr. O'Neil shared how the physicians are scoring in terms of documentation and reconciliation. The scores express stability and improvement.

Mr. O'Neil pointed out three areas of concern through feedback from the Community Health Needs Assessment: obesity, access to primary medical care, and substance abuse. To understand and solve limited access to primary care, PVMC has developed a seven tier plan. One of these tiers involves communicating with other medical centers to recruit and access other programs which assist communities determined as "shortage areas". Mr. O'Neil referenced a program called SHARP 3; a private-public assistance plan which could possibly be utilized in Valdez. Money for the program comes from the Alaska region, and with the help of the Providence Valdez Health Advisory Council, this could be a good solution and go a long way to the sustainability of physicians in Valdez. Mr. O'Neil stated that he had a check in his hand for \$50,000 from SHARP 3, as pass-through funding.

Council Member Chris Moulton asked what the stipulations are for the SHARP 3 funds and asked what contract the City would be signing for taking the money. Mr. O'Neil replied it is essentially meant to be "passed through" the City to the state. Council Member Moulton expressed concern about which agency awards the money to the candidates. Mayor Knight explained Providence collects money through charity. Valdez City Council and Providence then decide how to allocate the funds. The City Finance Department holds the money and then sends it back to the state until allocation is decided and candidates are determined.

Council Member Smith asked why we are giving the funds to the SHARP 3 program instead of administering it to ourselves. Mr. O'Neil explained the framework the program works under is tax free. If Valdez does this in house the fees involved would be greater than letting the SHARP 3 program handle it.

Mr. O'Neil proceeded to explain more highlights from the year. Average daily patients continue to drop, but this could be contributed to many factors. The average health of the community may be improving. The national average of patients is dropping as well. Providence Valdez Counseling Center has, however, increased 64% increase in visits. The numbers have grown from 1,100 to 1,900 patients.

Mr. O'Neil explained PVMC would like to expand in to the pain management program in the future. PVMC also has a goal to incorporate orthopedic procedures.

Mr. O'Neil explained there has been an increase in gross revenue as well as a high water mark in net revenue. Charity and bad debt went down by 40%, as more and more people are covered by Medicare. Mr. O'Neil proceeded to explain recent improvements and advancements: the new nurse call system, parking lot improvements, and a satellite office for Valdez City Schools; which provides quality counseling for all students. PVMC continues to be sustainable and provide jobs to the community. Mr. O'Neil then presented a check to Joan from Connections to Care (CTC), a new non-profit organization in Valdez. CTC is a volunteer hospice group that focuses on citizens who are in dire situations, with chronic illnesses, and in the end-of-life stage.

Mr. O'Neil concluded his presentation and opened the floor for questions.

Council Member Smith asked Mr. O'Neil where the City goes from here with efforts to improve our local population's health. He asked if Mr. O'Neil had any new ideas for preventative health efforts or programs. Mr. O'Neil stated historically hospitals wait for patients to come to them after they are deemed unhealthy. PVMC now has a panel of educated physicians who believe in "healthcare" as opposed to "sickcare", researching methods of prevention rather than solely treatment.

2. Lee Hart, Levitation 49 - Organization Activities Update

Ms. Lee Hart, Levitation 49 (L49), provided an update on the organization's recent activities. After a brief video showcasing the latest Ice and Bike Fests, Ms. Hart explained this year's events suffered from a few setbacks with weather and

permitting. She plans to emerge out of the low numbers presented this year, as L49 has new board members and they expect to deliver stronger results in the years to come.

Ms. Hart explained that even though Ice Fest was cancelled and the winds were high for Bike Fest, many athletes still showed up to enjoy all Valdez has to offer for outdoor adventure. These athletes were also brought in to the classroom at Prince William Sound College and interacted with students. L49 brought the Mountain Film to the elementary school and had great success with the children.

Ms. Hart stated that community support for L49's efforts has grown. She concluded with thanks to local restaurant the Fat Mermaid, the US Coast Guard, and the City of Valdez, namely the Public Works Department, for their assistance during L49's events.

3. Laurine Regan, VCVB Executive Director - Valdez Convention & Visitors Bureau New Mobile App

Ms. Laurine Regan, executive director of Valdez Convention & Visitors Bureau (VCVB), explained the organization launched a new mobile VCVB app on February 13th. This app is available on Android and Mac IOS. The app offers weather, trip planning, trail maps and descriptions, hospitality contacts, coupons and direct text messaging to the VCVB. Ms. Regan stated they also paid \$100,000 in marketing for the app, which has helped with visibility. They've seen app downloads in Japan, Siberia and even Chile. Council Member Smith commented he had downloaded the app, and it looks nice and works well. He asked if visitors needed internet service for the app to work, and Ms. Regan replied yes.

Ms. Regan explained the VCVB's main goal is to find ways to increase revenue, so as to not rely on the City of Valdez for as much funding. Efforts such as retail items like t-shirts labeled "created and design in Valdez, AK", as well as postcards showcasing local landmarks, are just a few examples.

VI. PUBLIC BUSINESS FROM THE FLOOR

Mayor Knight provided an opportunity for public comment from the floor on a non-agenda item. No member of the public chose to provide comments.

VII. CONSENT AGENDA

1. **Appointment to Prince William Sound Regional Citizens' Advisory Council Board of Directors**
2. **Approval To Go Into Executive Session: Legal Briefing Regarding Memorandum of Understanding on Ad Valorem Assessment, Litigation and Negotiation Background, and Related Strategies**
3. **Approval of Renewal of Package Store Liquor License: Safeway Inc. DBA Oaken Keg #1833**
4. **Approval of Renewal of Club Liquor License: Valdez BPO Elks Lodge#2537**
5. **Proclamation: Earthquake Memorial Remembrance Day**

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

VOTE ON THE MOTION:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

VIII. NEW BUSINESS

1. **Approval of Contract with X-DLX Investments Inc. for Maintenance of Turf and Landscape in the Amount of \$127,561**

MOTION: Council Member Cockerham moved, seconded by Council Member McCune, to approve contract with X-DLX Investments Inc. for maintenance of turf and landscape in the amount of \$127,561. The motion carried by the following vote after the following discussion occurred.

Mayor Knight asked if the local bidder preference applied to this contract award. Mr. Darryl Verfaillie, City Parks and Recreation Director, stated X-DLX Investments, Inc. was the lowest bidder and the local bidder preference did not apply.

Mr. Guerriero explained this is a five year contract.

Council Member Fleming asked what the City plans to do with the amount of grass dumped over by the elementary school. He stated the fertilizer seems to be leeching off the pile of grass and the liquid coming out of the pile when it rains is

unusual. He asked if there is another site which could be used in the future. Mayor Knight suggested a compost alternative. She stated there are private individuals who have used the same site in the past.

Council Member Moulton asked if dumping grass in that location is allowed under City Code. Mayor Knight asked for this to be explored.

VOTE ON THE MOTION:

Yays: 6 - Mayor Knight, Council Member Smith, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

Nays: 1 - Council Member Moulton

2. Approval of Construction Contract with Kane, Inc. in the Amount of \$647,619 for the North Tank Reservoir Re-Coating Project

MOTION: Council Member Moulton moved, seconded by Council Member Smith, to approve construction contract with Kane, Inc. in the amount of \$647,619 for the North Tank Reservoir Re-Coating Project. The motion carried by the following vote after the following discussion occurred.

Council Member McCune stated he has concerns that the contractor will make a bigger mess of the tank by recoating. He explained he observed the tank in person and did not notice anything needing immediate attention. Mr. Jason Miles, City Capital Facilities Director explained that back in the 80's there was an expectation that the tank would be coated in low lead paint. However, it was discovered that the original paint may have contained lead. The original project budget did not include lead abatement. Therefore, the bids for this new recoat are significantly higher than expected.

Mr. Miles explained the lowest bidder did not provide a lead abatement background and the chosen contractor proved to have experience. Council Member McCune asked what exactly is wrong with the current paint. Mr. Miles responded the interior as well as the exterior paint contains lead.

Council Member Moulton stated, in the past, they have not had a proper holistic maintenance schedule for the life cycle of these types of structures. It is a current goal to keep track of deferred maintenance and the cycle of these replacement plans, instead of reactively fixing things when they are broken.

Mr. Miles stated that the price of fixing a tank versus replacing it is considerably

lower. Council Member Smith asked Mr. Miles specifically how much cheaper it is. Mr. Miles expressed he did not have exact numbers. Ms. Doom explained she had been in the process of pricing new water tanks at her previous place of employment and she found a range from \$1-\$1.7 million to replace and install.

Mr. Rob Comstock, Director of Public Works, stated his department had a company video the inside of the tank and found enough areas of rust beginning to form to justify this fix. Inspections are done at intervals and the condition of the tanks is monitored. Mr. Comstock reiterated this is a big job with a tight timeframe. Council Member Moulton asked if this work will pose interruptions to the water system in town. Mr. Comstock replied it could possibly effect water pressure, but there would not be any scheduled water service interruptions. He explained they will be doing a trial run to test potential effects on water service. Mr. Comstock explained the process will begin in May.

VOTE ON THE MOTION:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

3. Approval of Renewal of Employee Health Care Plan and Insurance Broker Contract for Twelve Months Beginning April 1, 2017

MOTION: Council Member McCune moved, seconded by Council Member Cockerham, to approve the status-quo annual plan renewal and broker contract for twelve months beginning April 1, 2017. The following discussion occurred.

Mr. Brian Carlson, Director of Finance, introduced the City of Valdez insurance broker, Mr. Craig Kestran, who joined the meeting via teleconference. Mr. Kestran explained Alaska USA is now partnered with One Digital, as of June 2015. Mayor Knight wanted clarification on the partnership. Mayor Knight explained she thought Alaska USA is not only a broker but an insurance agent, according to the wording in the agreement. Mr. Kestran explained this term is interchangeable, and "agent" means one who works for an insurance company. Mayor Knight expressed concerns with commission based compensation for these agents, and how that may affect the quality of work for the City of Valdez. Mr. Kestran stated that there are no commissions, and if there were to be commissions it would be disclosed up front.

Mr. Kestran explained if there is any wording in the contract the City Council did not agree with, it could be changed. Mayor Knight responded the contract had already

been vetted. Mr. Carlson stated he is responsible for finalizing the contract and suggested a need to postpone the item until the following council meeting. Mayor Knight asked if a postponement would be possible as the plan is to begin April 1, 2017. Mr. Kestran said the contract can be worked out, as long as the plan is in place by April 1, 2017. Council Member Moulton reiterated the importance of communicating with the Employee Relations Team and City of Valdez employees before solidifying any plans.

MOTION TO POSTPONE: Council Member Moulton moved, seconded by Council Member Smith, to postpone approval of the status-quo annual plan renewal and broker contract for twelve months beginning April 1, 2017 until the special meeting of March 28, 2017. The motion to postpone carried by the following vote.

VOTE ON THE MOTION TO POSTPONE:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

4. Approval of Memorandum of Understanding Between the State of Alaska Department of Revenue and the City of Valdez

MOTION TO TABLE: Council Member Moulton moved, seconded by Council Member Cockerham, to table approval of the memorandum of understanding between the State of Alaska Department of Revenue and the City of Valdez. The motion to table carried by the following vote after the following discussion occurred.

Council Members Smith and Fleming declared a potential conflict of interest and request to abstain from the discussion and vote on this item as they are both employed by Alyeska Pipeline Service Company.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Cockerham, and Council Member McCune.

Abstain: 2 - Council Member Smith and Council Member Fleming

5. Approval of Construction Contract with Harris Sand & Gravel for the Small Boat Harbor Dredging Project in the Amount of \$534,500

MOTION: Council Member Cockerham moved, seconded by Council Member Fleming, to approve a construction contract in the amount of \$534,000 to Harris Sand & Gravel for the Small Boat Harbor Dredging Project. The motion carried by the following vote after the following discussion occurred.

Council Member Fleming stated there will be additional costs coming in for the Peter Pan section of the dredging plan. Mayor Knight added this was well explained during the latest Ports & Harbor Commission meeting. The commission recommended that this phase of the project should be completed and the rest addressed in the future.

Deputy Clerk Allie Ferko explained that a public outreach measure is necessary for the project if harbor operations will be impacted. She explained she has been in contact with Ports and Harbor Director, Jeremy Talbott.

VOTE ON THE MOTION:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

IX. ORDINANCES

1. #17-03 - Amending Title 9 of the Valdez Municipal Code Titled Public Peace and Welfare. Second Reading. Adoption.

MOTION: Council Member Cockerham moved, seconded by Council Member Smith, to approve Ordinance #17-03 amending Chapter 9 of the Valdez Municipal Code titled Public Peace and Welfare. Second Reading. Adoption. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

2. #17-04 - Amending Title 17 of the Valdez Municipal Code Related to Breweries, Wineries and Distilleries. Second Reading. Adoption.

MOTION: Council Member Smith moved, seconded by Council Member McCune, to approve Ordinance #17-04 amending Title 17 of the Valdez Municipal Code related to Breweries, Wineries and Distilleries. Second Reading. Adoption. The motion carried by the following vote after the following discussion occurred.

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

X. RESOLUTIONS

1. #17-09 - Amending the 2017 City Budget by Transferring \$250,000 from the Major Maintenance Reserve Water-New Well Project to the Capital Facilities Fund North Tank Reservoir Re-Coating Project

MOTION: Council Member Smith moved, seconded by Council Member Moulton, to approve Resolution # 17-09 amending the 2017 City budget by transferring \$250,000 from the Major Maintenance Reserve Water - New Well project to the Capital Facilities Fund North Tank Reservoir Re-Coating project. The motion carried by the following vote after the following discussion occurred.

Capital Facilities Director Jason Miles explained, based on studying collected data and water tests, the water system in Valdez is robust. The new well will be a backup well for Well #4 on Meals Hill.

Mr. Comstock added that water use is not the only topic which needs to be discussed related to local wells. Twenty years ago there was a recommendation to install a backup well as is standard industry practice. The City's wells are performing well at the moment and there is plenty of water supply. However, another well gives the community security of having a backup in place for the current well which is thirty years old. From a Public Works standpoint, this is a necessity.

Mayor Knight expressed concerns with funding sources for a potential backup well. Mr. Miles replied if the project moves forward, design will begin this year, with construction occurring next year. There will be time to determine project funding into the budget.

VOTE ON THE MOTION:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

2. #17-10 - Authorizing the Subordination and Consent with Crowley Petroleum Distribution Inc. for the Lease of a 7,430 Square Foot Portion of USS 495

MOTION: Council Member Cockerham moved, seconded by Council Member Smith, to approve Resolution #17-10 authorizing the subordination and consent with Crowley Petroleum Distribution Inc. for the lease of a 7,430 Square Foot Portion of USS 495. The following discussion occurred.

Ms. Lisa VonBargen, City Community Development Director, stated that this lease had been looked over by the City Attorney. Mr. Guerriero found a jurisdictional reference mistake within the lease after the agenda packet was already published. The clause in the agreement involved changing that state from New York law to Alaska law. Ms. Allie Ferko recommended postponing the item until this could be resolved.

MOTION TO POSTPONE: Council Member Moulton moved, seconded by Council Member Smith, to postpone approval of Resolution #17-10 authorizing the subordination and consent with Crowley Petroleum Distribution Inc. for the lease of a 7,430 square foot portion of USS 495 until the special meeting of March 28, 2017. The motion to postpone carried by the following vote.

VOTE ON THE MOTION TO POSTPONE:

Yays: 7 - Mayor Knight, Council Member Smith, Council Member Moulton, Council Member Needles, Council Member Cockerham, Council Member McCune and Council Member Fleming

XI. REPORTS**1. Commercial Marijuana Facility Inspection Report - Alaskan Greenery - March 1, 2017**

Mr. Michael Liljedahl, owner of Alaskan Greenery, explained they are expanding and renovating half of their shop. He stated he is committed to maintaining compliance with all City and state regulations during the process. Council Member Smith thanked Mr. Liljedahl for adhering to his commitments to the state and community.

2. Protest Liquor License Renewal Report - Three Bears Alaska, Inc, Package Store License

Ms. Ferko noted she had received a phone call from Vice President/Chief Financial Officer Steve Mierop. Mr. Mierop stated he is interested in being heard before City Council during the next meeting on April 4th to defend his liquor license renewal application.

3. H.R. Employee Report**4. February 2017 Building Permit and Inspection Reports****5. DOWL Flood Mitigation Contract Update Report**

Council Member Needles asked if the project is on time, Ms. VonBargen replied the design is on time. Her contact at DOWL is ahead of schedule in getting this report submitted by March 30th. Ms. VonBargen anticipated the City will be permitted by the end of April. She announced she now has a departmental team member in charge of the project, Ms. AnnMarie Lain, Planning Technician and Certified Floodplain Manager. Ms. VonBargen explained Ms. Lain is currently out of the office, but on top of the project.

Mr. Allen Crume, Flood Mitigation Task Force member, stated they have been working on the project since June 2016. He expressed concern about additional delay in moving forward on the project, as well as key staff being out of the office. Mr. Crume recommended staff keep a better eye on timing of staff vacation so that someone is always available on a daily basis. Council Member Smith suggested the City should begin thinking about a contract during the permitting process, as mid-April seems to be an opportune time of year. Ms. VonBargen stated her department is doing everything in their power to expedite the process of the design

so it can go out to bid.

6. FEMA Flood Risk Open House Report

Mayor Knight stated there is a FEMA flood insurance public meeting on April 6th at the Civic Center. More information will be available online. Ms. VonBargen added those who have parcels may be affected by floods have also been notified directly.

7. Report on Chickens Proposed in Residential Zoning Districts

8. Community Revenue Sharing (Community Assistance) Report

9. Airport and City Hall Remodeling and Relocation Costs

Council Member McCune asked about the status of office space for new employees funded in the annual budget. Mr. Miles explained the two offices out at the airport needed a fair amount of work. Council Member Needles asked for clarification why the City already spent \$100,000 on the project and offices are still not ready. He asked why this was not done at the same time there were contractors in the airport working on other projects.

Mr. Miles responded, at that time, the priority was to get the entire Finance Department moved to the airport facility and the IT Department moved to the second floor of City Hall. He stated he would provide an update on the project at the next Council meeting. Ms. VonBargen explained there was also a delay in posting for some of the new hires until the new City Manager arrived, so prioritization may be related to remodeling needs. Council Member Fleming mentioned a door should be placed upstairs in the airport facility on the far end of the Finance Department as part of the project. Council Member Needles asked for a report on project spending at the next Council meeting.

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

1. City Manager Report

Mayor Knight asked Ms. Doom how many candidates applied for the City Economic Development Director position. Ms. Doom replied she was out of office the previous week and would follow up with additional information regarding number of applicants. As of the previous Friday, there were five applicants.

Council Member McCune asked for an update on the Kimley-Horn project. Ms.

Doom explained she spoke with the firm and expects a draft proposal soon. At this point in the process, Ms. Doom explained she feels it is most appropriate for Kimley-Horn to reach out to her with a proposal instead of continuing to try and contact them. Ms. Doom expressed some concern regarding a remark from Kimley-Horn regarding available City funding. She explained the firm seemed eager to retain our business, but was disappointed with their lack of contact with staff.

2. City Clerk Report

Ms. Ferko explained there are several City board vacancies and outlined available opportunities.

Ms. Ferko explained property tax assessments have been mailed out. Any citizen desiring to appeal their assessment must do so through the City Clerk at City Hall no later than 5:00 p.m. March 31st.

Ms. Ferko asked for three volunteers from City Council to serve on the All American City Scholarship selection committee. Two students receive a \$2,500 scholarship each year, which is rewarded during high school graduation.

Ms. Ferko said the Municipal Election will be Tuesday, May 2nd. Voters must be registered 30 days prior to the election. If citizens need assistance changing their information or registering to vote, they are welcome to contact the City Clerk's Office. Ms. Ferko outlined the vacancies for City Council and School Board up for election.

3. City Attorney Report

Mr. Guerriero provided an update on several City legal matters being handled by his firm, including an update on the attorney fees related to the relief action on SARB jurisdiction, Alaska LNG permitting and FERC comments related to the Valdez option, and the Cummings litigation case.

4. City Mayor Report

Mayor Knight briefly reviewed her written report included in the packet.

XIII. COUNCIL BUSINESS FROM THE FLOOR

Council Member Fleming stated he would be traveling and out of town for the boys and

girls state basketball tournament. He also mentioned several drills and exercises he would be involved in for work.

Council Member Lon Needles asked if City staff had received any news from the state of Alaska pertaining to Aleutian Village. Ms. Doom asked Ms. Von Bargaen to provide an update. Ms. VonBargaen explained a meeting was held with a representative from Alaska Department of Transportation and the topic of land acquisition was included in that discussion. DOT is aware of the request and it has been communicated up their chain of command.

Council Member McCune asked if there were any advancement in revisions to the employee drug policy. Ms. Doom replied that Mr. Tim James, City Human Resources Director, was out for the week. She did not have updates to provide.

Council Member McCune asked if any inspections are being conducted on the Egan Street lights considering recent high winds. Mr. Miles explained electricians will be replacing components of the lights damaged by the winds. These items are under warranty and should have been able to withstand Valdez winds.

Council Member Moulton requested a work session pertaining to the fire station facility proposal. He explained he was receiving conflicting reports of what was happening regarding building a standalone fire station or a combined public facility. There were also different ideas being floated around regarding what would be done with the current fire station at City Hall, once vacated. Council Member Moulton stated he felt the project should already be the design stage and City staff needed to have clear direction. Moving forward in the future, he suggested the Council provide clear direction to staff or actually vote on major projects before they move into design phase. This is especially true for projects not included in the traditional budget process to clear up confusion as ideas are being explored.

Mr. Miles clarified he requested both the police and fire chief's input on the project to develop cost estimates and gain perspective on location and other concerns. Mr. Miles said he attempted to think outside the box to resolve other unrelated issues while at the same time meeting the need for a new fire station facility. He presented those concepts in a package to the City Manager.

Mr. Miles explains he believes if the City develops a public safety facility and combines fire and police functions into a new building, this will open up much needed space in the current City Hall building. Mr. Miles stated his calculations estimate a new fire station at \$516/square foot would cost approximately nine million dollars plus the costs of installing a new road. A combined public safety facility would cost approximately fifteen million dollars.

The City Hall areas vacated by the fire and police stations could then be used for storage needed by multiple departments and possibly the Valdez Museum. He stated building a larger facility might solve quite a few problems and be more economical for the future.

Council Member Moulton expressed concern with making the new fire station part of a larger project. He stated this draws away from the initial need for an alternate location due to health hazards. Mayor Knight stated she also felt a need for a work session. She explained she understood the new facility would be just a fire station, not a combined public safety facility. Council Member Smith expressed thanks to Mr. Miles for thinking outside the box and putting research in to an idea that may be more economical in the future.

XIV. EXECUTIVE SESSION

City Council transitioned into Executive Session at 10:07 p.m.

XV. RETURN FROM EXECUTIVE SESSION

City Council transitioned out of Executive Session at 11:30 p.m.

XVI. UNFINISHED BUSINESS

1. Approval of Memorandum of Understanding Between the State of Alaska Department of Revenue and the City of Valdez

MOTION TO TAKE FROM THE TABLE: Council Member Moulton moved, seconded by Council Member Cockerham, to take approval of the memorandum of understanding between the State of Alaska Department of Revenue and the City of Valdez from the table. The motion to take the item from the table carried by the following vote after the following discussion occurred.

VOTE TO TAKE FROM THE TABLE:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Cockerham, and Council Member McCune

Abstain: 2 - Council Member Smith and Council Member Fleming

MOTION TO APPROVE: Council Member Cockerham moved, seconded by Council Member McCune, to approve the memorandum of understanding between the State of Alaska Department of Revenue and the City of Valdez. The motion to approve carried by the following vote after the following discussion occurred.

VOTE ON THE MAIN MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member
Needles, Council Member Cockerham, and Council Member McCune

Abstain: 2 - Council Member Smith and Council Member Fleming

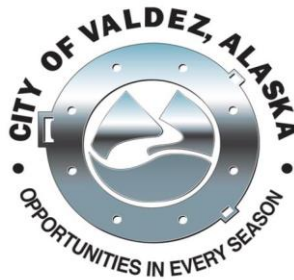
XVII. ADJOURNMENT

There being no further business, Mayor Knight adjourned the meeting at 11:32 p.m.

DRAFT

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Tuesday, April 4, 2017

7:00 PM

Regular Meeting

Council Chambers

City Council

REGULAR AGENDA - 7:00 PM**I. CALL TO ORDER**

Mayor Knight called the meeting to order at 7:00 p.m. in Valdez City Council Chambers.

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL

Present: 5 - Mayor Ruth E. Knight
Council Member Christopher Moulton
Council Member Lon Needles
Council Member H. Lea Cockerham
Council Member Ryan Rydor McCune

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

Also Present: 5 - City Manager Elke Doom
City Clerk Sheri Pierce
Deputy City Clerk Allie Ferko
City Attorney Tony Guerriero
Assistant City Manager Todd Wegner

IV. PUBLIC APPEARANCES**Mark Sullivan & Dustin Huebner, Tailgate Alaska**

Mayor Knight introduced Mark Sullivan and Dustin Huebner from Tailgate Alaska. Mark Sullivan explained this year was their 10th anniversary and they are very happy with the outcome of this year's event. Everyone was safe and went home a little bit smarter. Mr. Sullivan said there were hundreds of people who showed up despite the less than favorable weather conditions.

Mr. Sullivan stated the event have had over 3,500 participants from 25 countries, including Croatia, Russia, and Costa Rica. Over the 115 days of Tailgate Alaska event history there have been zero fatalities and only one incident that required emergency response. He explained they passed many inspections this year including those from DNR, the Forest Service, Alcohol Control, DOT, and more.

Mr. Sullivan stated the event complied with all state regulations. Mr. Sullivan presented information from a study done by the McDowell Group. He stated the average person from Tailgate Alaska spends \$723 in Valdez. Mr. Sullivan and Mr. Huebner stated they conducted their own study reviewing receipts from selected participants. The numbers calculated were synonymous with the McDowell Group study. With 3,500 participants at an average of \$723, that totals \$2,530,500 worth of economic impact to Valdez over 10 years.

Mr. Sullivan explained Council previously requested to know how the \$40,000 City event grant has been spent by Tailgate Alaska in 2017. Mr. Sullivan stated local

contractor Geoworks plowed their lot, Petro Management provided bathroom facilities, and Robe River Storage stored the event equipment. He added \$750 was donated to the Avalanche Center to keep the parking lots cleaned, Harris Sand and Gravel services totaled \$1,500, expenditures at Safeway totaled \$3,378. Purchases from Captain Joe's totaled \$1,550 and Prospector totaled \$800. Mr. Huebner displayed a large envelope of paper receipts which he stated would be provided to Council as proof of these expenses.

Mr. Sullivan added there are other outside expenses such as an off duty police officer who provided law enforcement. There were also costs for the state of Akaka DNR permit and marketing costs in other states such as Colorado and Minnesota. The Tailgate Alaska toy hauler trailer was wrapped with photography featuring Valdez. The trailer was taken around the US to several shows and promotional opportunities.

He stated Tailgate continues to spend money on travel, vehicle and liability insurance, and promotional goods such as posters and t-shirts. These promotional materials help spread the image and name of Valdez and hopefully bring people here to participate in adventure activities.

Mr. Sullivan stated earlier in the year he presented a 70-page document detailing marketing outcomes. Some of the highlights included the organization's presence at the world's largest sporting goods trade show, where 90,000 people attended. Mr. Huebner asked about the value of the footprint Tailgate utilized for their booth at this event. Mr. Sullivan replied at least a few hundred thousand Euros for both the booth and footprint. This year there was one 80 foot long wall which featured a panorama of strictly Valdez. Additionally, an online promotional video for Tailgate Alaska received over 100,000 plays. There were event related shows on Fuel TV and twelve magazine articles. There were 500,000 beer coasters produced marketing Valdez. 10 Barrel Brewing and Nectar Sunglasses were involved separate promotions as well. 10 Barrel Brewing builds a new brewery every three months and they attended Tailgate Alaska for the first time this year.

The Tailgate event was extended a few extra weeks this year. Unfortunately, the conditions experienced were not favorable. Volunteers set up the event in extreme winds and temperatures. This year's event began with a Saint Patrick's party with three bands. Mr. Sullivan reiterated that all Valdez residents are welcome to attend Tailgate for free. The event hosted a beer garden for two days. Mr. Sullivan showed aerial photos of the beer garden and concert hall, held in a 20x60 foot tent.

Mr. Sullivan explained not everyone at Tailgate has access to snowmachines, so there are options for plane and helicopter access to explore other locations. Rescue and safety classes help even the least experienced people get out and learn.

Mr. Sullivan stated the one thing he enjoys most about Tailgate is the ownership some attendees choose to take in the event. Many create things to bring and share. One man built a bench and another man a cabin. Mr. Huebner explained most of these sporting events are spectator only. Tailgate, by contrast, is a participant based event. People plan for months and even years in advance to attend Tailgate and some use the event as their regular vacation.

Mr. Huebner reiterated they have spreadsheets pertaining to budget and receipts to give to City Council. Mayor Knight said she appreciates Mr. Sullivan and Mr.

Huebner following Council instruction.

Mayor Knight stated Tailgate's application for a DNR permit from the state has caused much controversy. She asked what had been decided regarding the permit. Mr. Sullivan replied DNR granted them a five year permit. Mr. Sullivan stated the event has a solid safety plan and have checked every box. Mr. Huebner stated they also have 10 years of a good, safe reputation. Mr. Sullivan explained event organizers take completion photos every year to demonstrate the event site is clean prior to their departure.

Council Member Needles remarked he had heard this year was the "best year for the drugs" at Tailgate. Mr. Sullivan replied this is a rumor and the off-duty police officer providing security reported no misuse or drug paraphernalia. Mr. Sullivan stated if people used drugs at the event, they did so outside of public view. He stated he has no control over individual drug use outside of public view. Mr. Huebner asked Council Member Needles if he is inferring Tailgate Alaska promotes drug use on Thompson Pass. Council Member Needles replied he is not inferring anything, and he merely repeating what he has been told. Mr. Sullivan stated he is not aware of drug misuse at the event. There are people who attend Tailgate for the party and also people who attend with children. He reiterated he cannot control what people do in their tent or RV.

Mayor Knight stated the City will support Tailgate's permit at the same scope as previous years. However, Council will not support expansion of the event. Mr. Huebner stated he takes full responsibility for not being as explanatory about the scope of the event in their DNR permit extension application. He apologized for creating unnecessary hysteria. He explained over the past year, the main complaint he has heard about Thompson pass is the lack of public facilities. Tailgate Alaska was simply attempting to establish additional facilities in the Pass when the state could not do so. Mr. Huebner stated social media and confusion caused by the permit extension application caused an important conversation about the future for Tailgate Alaska and Thompson Pass. He stated Tailgate cares about Thompson Pass and thanked Council.

V. PUBLIC BUSINESS FROM THE FLOOR

VI. CONSENT AGENDA

- 1. Proclamation: Child Abuse Prevention Month**
- 2. Proclamation: Sexual Assault Awareness Month**
- 3. Appointment to Providence Valdez Medical Center Health Advisory Council**

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

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Cockerham and Council Member McCune

Absent: 2 - Council Member Smith and Council Member Fleming

Ms. Bowden thanked Council for acknowledging Child Abuse Prevention month. Mrs. Bowden stated awareness is the key to preventing child abuse in our community. Residents will see pinwheels around the community. These are used as a reminder of childhood innocence and Child Abuse Prevention month. Residents and business are welcomed to showcase a pinwheel to show support. The hope is every child can be raised in a healthy and nurturing environment. Ms. Bowden encouraged the community to wear blue in observance of child abuse awareness.

Ms. Bowden also announced the upcoming Walk a Mile in Her Shoes event and encouraged the community to participate. All proceeds from the event are used to assist to citizens in need.

VII. NEW BUSINESS

1. Appeal of Protest to the Renewal of Package Store License #4165 - Three Bears Alaska, Inc.

MOTION: Council Member Cockerham moved, seconded by Council Member McCune, to approve rescission of the protest by the City of Valdez of package store liquor license #4165 upon notification by the Alcohol and Marijuana Control Board of the intent of Three Bears Alaska to transfer or sell their license within a period of time not to exceed six months. The motion carried by the following vote after the following discussion occurred.

Mayor Knight introduced Mr. Steve Mierop of Three Bears Alaska. Mr. Mierop asked Council to suspend the protest filed with the Alaska Alcohol Control Board against the company's liquor license renewal application.

Mr. Mierop explained, under Alaska ACB regulations, a liquor license can operate one of three ways. The first is minimal operation where an establishment is open for eight hours a day for 30 days within the year of the license. Mr. Mierop stated Three Bears operates currently operates under minimal operations. Three Bears opens for a short period of time at the end of the year through the beginning of the next year in conjunction with Wilson Brothers to keep the liquor license active. Mr. Mierop stated Three Bears has been looking at moving back to Valdez full time several times, however it has not made economical sense.

Mr. Mierop stated the second way a liquor license can operated under ACB regulations is seasonal operations. Seasonal is considered six months or longer.

Mr. Mierop explained Three Bears has been approached by several people interested in purchasing their liquor license. However, no action has been taken to actually explore that option until recently. Mr. Mierop stated the company has been in contact with Valdez resident Mr. Ryan Sontag. Mr. Sontag intends to purchase Three Bears' liquor license.

Mr. Mierop stated when the Alcohol Control Board took over regulation of commercial marijuana; they did not increase staff numbers in their office. Thus, the licensing process is now taking a longer time and standards are being enforced differently. He explained Three Bears is encouraging Mr. Sontag to get started with

this process as quickly as possible. He is uncertain of Mr. Sontag's operational plans and timeline. Regardless, Mr. Mierop needs to retain the license in order to transfer it to Mr. Sontag. Mr. Mierop stated he intends to help Mr. Sontag with his ACB paperwork but the ball is in his court to move through the process. He reiterated he does not intend to sell the license to another entity and hopes Mr. Sontag will be ready within 90 days.

Council Member Cockerham stated the intent of the Council is to have an active business in town using the license, not someone holding a license which is not being used.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Cockerham and Council Member McCune

Absent: 2 - Council Member Smith and Council Member Fleming

VIII. RESOLUTIONS

1. #17-11 - Appointing the Judges and Clerks for the Regular Municipal Election To Be Held May 2, 2017, and Setting the Hourly Rate of Compensation

MOTION: Council Member McCune moved, seconded by Council Member Moulton, to approve Resolution # 17-11 appointing the judges and clerks for the regular municipal election to be held May 2, 2017, and setting the hourly rate of compensation. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles, Council Member Cockerham and Council Member McCune

Absent: 2 - Council Member Smith and Council Member Fleming

2. #17-12- Amending the 2016 City Budget by Accepting \$70,000 in Partnership Revenues from Providence Health and Services, and Increasing Hospital Department Appropriations in an Equal Amount

MOTION: Council Member Cockerham moved, seconded by Council Member McCune, to approve Resolution # 17-12 amending the 2017 City Budget by accepting \$70,000 in partnership grant revenues from Providence Health and Services, and increasing hospital department appropriations in an equal amount. The motion carried by the following vote after the following discussion occurred.

Council Member Needles asked if the resolution locks in to an annual agreement as he would prefer that no be the case. Mr. Brian Carlson, City Finance Director, stated he does not believe accepting the funds implies an annual agreement. Mr. Carlson stated the point of this method of funding is due to the recipient organizations being fully formed. Once those organizations are formed, the funds originating from Providence will be awarded.

VOTE ON THE MOTION:

Yays: 5 - Mayor Knight, Council Member Moulton, Council Member Needles,

Council Member Cockerham and Council Member McCune
Absent: 2 - Council Member Smith and Council Member Fleming

IX. REPORTS

1. Report: City Clerk Certification of Eligible Candidates for May 2, 2017 Valdez Regular Municipal Election

Ms. Pierce stated Mr. Ron Ruff informed the City Clerk's office he does not intend to run for office. She explained, however, once the deadline has been reached and ballots printed, a candidate cannot officially withdraw from an election. This mirrors the state statute. Thus, Mr. Ruff's name will appear on the ballot. If he chooses not to campaign, that is his choice. If he is elected, he will need to officially decline the seat on City Council.

2. Report: February 2017 Legal Billing Summary

3. Airport/City Hall Relocation & Remodel Report

Council Member Cockerham stated he appreciated the cost breakdown. He asked for an update on the asbestos situation. Mr. Todd Wegner, Assistant City Manager stated the City was able to piggy back with Providence's mold remediation assessment. Alaska Abatement should be done tomorrow. Their work may not exceed a cost of \$12,000. As soon as this assessment is finished, then City Building Maintenance can begin their work on finishing the offices.

Council Member Needles asked Mr. Wegner if they have had a chance to look at the apartment at the airport. Mr. Wegner explained that space has not been inspected, but is on the list. Mr. Jeremy Talbott, City Ports and Harbor Director, explained the room is an attic, with no windows or living quarters. Mayor Knight stated the space cannot be rented as an apartment. Mr. Talbott added the space does not currently have suitable egress, which would have to be addressed by the City Community Development and Fire Departments.

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

1. City Manager Report

City Manager Elke Doom stated she has been sent a report on the Phase II Harbor Bid from Mr. Jason Miles, City Capital Facilities Director. The bid has been moved to April 14th as anticipated. Mr. Miles is developing the costs to build two different options for a road to connect the hospital grounds to Richardson highway. Ms. Doom explained they are looking at real costs, not just estimates.

Ms. Doom stated she met with Mr. John Hickman from Silver Bay Seafoods to discuss his lease and tour the processing center. Ms. Doom stated she talked with him for quite awhile about the fishing industry in Valdez.

Ms. Doom stated she met representatives from BDO, the City's contracted audit firm. They are moving forward with their annual audit. She stated conversations are ongoing with Kimley Horn and she recently received an emailed project proposal from the firm. They have offered to return to Valdez to discuss project

ideas. She expressed some concerns with the project proposal, as associated costs appear to be a little high.

Ms. Doom outlined flood mitigation action items discussed in the McDowell project report. They are currently working on the Valdez Glacier Stream downstream design and Valdez Glacier Stream gravel extraction. The extraction permit was issued March 24th. It needs a 30-day public notice process and a 30-day public appeal process. The Glacier stream extraction plan was submitted on April 3rd. As soon as permits are issued work will begin immediately. The next Flood Mitigation meeting will be held on April 10th.

2. City Clerk Report

Ms. Pierce read the candidate list of those running for City Council and School Board in the upcoming May election. She explained there will be one proposition on the ballot. Sample ballots are posted in the newspaper, on the City website, and at City Hall. Absentee voting for the municipal election begins April 17th and runs for two weeks.

3. City Attorney Report

Mr. Guerriero explained Mr. Jake Staser has been working with Ms. Pierce to prepare changes to Chapter 3.20 of Municipal Code.

4. City Mayor Report

Mayor Knight stated the Alaska Marine Highway Public Partnership Initiative had their first monthly teleconference with their steering committee. The City is one of the highest donors for this effort. Mayor Knight stated the committee has people from almost all coastal communities, and the partnership's initiative will hopefully be moving forward quickly.

Mayor Knight explained she is a member of the Prince William Sound Economic Development District along with Valdez resident Mr. Dave Dengel. There has been much turmoil with the organization and the PWS EDD is looking for a new executive director. Concerns have also been expressed about continuation of state and federal funding for the organization as required reports have not been submitted appropriately. She stated by the end of July hopefully the team can get the district back on track.

XI. COUNCIL BUSINESS FROM THE FLOOR

Council Member Needles asked how many people are signed up for the first small business development class. Mayor Knight stated maybe they would probably have more people signed up if it were held at a later time in the day. She stated she planned on attending the opening reception for the classes. Council Member Needles expressed concerns with how the classes were being advertised by the Small Business Development Center. Council Member Moulton explained if the classes did not work for the community, the City could cancel the partnership with the UAA Small Business Development Center at any time. Mayor Knight provided details about the Introduction to QuickBooks class, as well as the UAA Alaska Small Business Development kickoff event.

Council Member McCune asked for updates on the street lights on Egan Street. Mayor

Knight explained the Capital Facilities Department will be replacing those lights damaged by recent high winds. The lights were rated for high wind speeds, but did not perform.

Council Member McCune asked for an update on Aleutian Village. Ms. Doom stated she met with Mr. Ryan Anderson from the Alaska Department of Transportation and they are going to do a master plan on their own. If the City waits for DOT, it could be another year before they finish a master plan. Council Member Cockerham asked if staff could develop a plan to get information to residents in Aleutian. Ms. Doom replied there will be quarterly meetings where information is relayed and questions will be answered.

Council Member McCune asked about the City Economic Development Director meet and greet event. Ms. Doom explained candidates will be given a tour of the City, followed by a meet and greet event. Interviews will follow the next day.

Council Member Moulton outlined a recent subcommittee meeting regarding municipal code revisions. He also outlined a recent City audit committee meeting. Part of this year's audit will be to look closely at City travel policies, travel expenditures, and whether travel from the previous year complied with policy.

XII. ADJOURNMENT

There being no further business, Mayor Knight adjourned the meeting at 7:32 p.m.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Article I **NAME**

Sec. 1 Name: The official name shall be the Valdez Museum and Historical Archive Association, Incorporated [hereinafter called "the Museum Corporation"].

Article II **OFFICES**

The Principal office of the Museum Corporation in the State of Alaska shall be located in Valdez, Third Judicial District, State of Alaska.

The Museum Corporation shall have and continuously maintain in the State of Alaska registered office, and a registered agent whose office is identical with such registered office, as required by the Alaska Non-Profit Corporation Act. The registered office may be, but need not be; identical with the principal office in the State of Alaska, and the address of the registered office may be changed from time to time by the Board of Directors.

Article III **PURPOSE**

The purpose of the Corporation shall be as set out in the Articles of Incorporation.

Article IV **SEAL**

The Museum Corporation shall have a seal.

Article V **MEMBERSHIP**

Sec. 1 Members: Membership in the Museum Corporation is limited to those persons holding office on the City Council of the City of Valdez, Alaska. A Member shall retain membership until his/her successor takes office on the City Council.

Sec 2 Voting: Each Member may vote on any issue brought before the Members in person, but not by proxy.

Article VI **MEMBERSHIP MEETINGS**

Sec 1 Annual Meetings: The annual meeting of the Members shall be held during the month of October of each year. ¹ At such meetings, the Members shall receive reports from the Board of Directors and transact such other business which shall come before the meeting; the place for all meetings will be the City Council chambers unless noticed otherwise. Notice in writing to all Members of the date, time and place of each meeting. This notice shall be given not less than thirty days in advance of the date of the meeting.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Sec 2 Special Meetings/Notice: Special meetings of the Members may be called by written request to the President of the Members by at least two or more of the Members. A minimum of 24 hours written notice to the Members and the public shall be given prior to convening of special meetings of the members. Notice to all Members which shall include a copy of the agenda for the special meeting. The Members shall not conduct any business at the special meeting unless it appears in the agenda accompanying the notice.

Sec 3 Quorum: A quorum for the transaction of business of any meeting of the Members shall consist of four of the voting membership. Once established, a quorum is valid for the remainder of the meeting so long as at least four voting Members are present.

Sec 4 Executive Sessions: The Members may adjourn any meeting into an Executive session by a majority vote of the quorum present for purposes of discussion as provided in Alaska Statute 44.62.310 and as hereafter amended. The agenda shall state the qualifications of item to be discussed in the Executive Session. Notice of a vote to adjourn to Executive Session must be posted at least 24 hours prior to the start of the meeting. No formal action may be taken in Executive Session.

Sec 5 Voting: A vote by a majority of the votes entitled to be cast on a matter to be voted upon by the Members present at a meeting at which a quorum has been established is an action by the membership.

Approval of four Members is required for:

- a. Removal of a member of the Board of Directors

Approval of six Members is required for:

- a. Amendment of the Articles of incorporation or Bylaws
- b. Merger or consolidation
- c. Sale or other disposal of substantially all of the assets of the Corporation
- d. A decision to expend endowment principal; this action also requires unanimous affirmative vote of the Museum Corporation Board of Directors
- e. Dissolution of the Museum Corporation

Each Member shall have one vote; cumulative voting is not permitted.

Article VII

PROHIBITED ACTIVITIES

The Corporation is a non-profit corporation under the laws of the State of Alaska and under Section 501(c)(3) of the Internal Revenue Code. No Member shall take any action which would jeopardize or in any way defeat the Organization's status as a non-profit corporation.

Article VIII

BOARD OF DIRECTORS

Sec 1 General Powers: The affairs of the Museum Corporation shall be managed by a Board of Directors, [hereinafter referred to as "the Directors"]. The Directors shall have authority over the operation and administration of the Museum Corporation and will adopt those policies it deems necessary to ensure the Valdez Museum and Historical Archive [hereinafter referred to as "the Museum"] is operated in a professional manner. The directors may employ an Executive Director as it deems necessary to administer and operate the Museum.

Sec 2 Number, Tenure and Election: The number of voting Directors shall be eleven, appointed at large by the Members of the Corporation. One Director may be nominated by the Valdez Native Tribe, Inc. and

BY-LAWS OF THE VIKING MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

reported in writing to the Members of the Corporation. All appointments to the Board of Directors will be for three years unless such appointment is to fill a vacant position. In this latter event, the person appointed shall complete the remaining term of the director vacating the position.²

Sec 3 Vacancies: Any vacancy occurring in the Board of Directors shall be filled by the Members of the Museum Corporation; the appointed Director will serve the balance of the unexpired term of such vacant office.

Sec 4 Replacement: A Director who, without due cause, fails to attend three consecutive regular or special meetings of the Board of Directors may be removed by an affirmative vote by the majority of the quorum present at a regular or special meeting. The motion to declare a Director position vacant shall include a recommendation to fill the vacancy as outlined in Section 3 above.

Sec 5 Meetings: The Board of Directors shall set meetings at a time and place to be fixed by the board. Notice of each regular meeting shall be given by the Secretary in writing to all Board members. Notice shall be given not less than ten nor more than thirty days in advance of the meeting date. No business of the organization shall be conducted unless it appears in the agenda attached to the notice of the meeting.

Sec 6 Meetings to be Public: In accordance with the Alaska State Open Meetings Act, all meetings of the Board of Directors except those qualified as Executive Session shall be open to the public. The journal of proceedings (minutes) shall be open to public inspection.

Sec 7 Quorum: A quorum for the transaction of business of any meeting of the Board of Directors shall consist of six of the voting membership. Once established, a quorum is valid for the remainder of the meeting so long as at least six voting Members are present.

Sec 8 Attendance: Notwithstanding anything elsewhere contained in these By-Laws and to the extent permitted by applicable law, any one or more Directors may participate in a meeting by Teleconferencing. Participation by such means shall constitute presence in person at a meeting of the Directors.

1. Any Director(s) not able to attend a particular meeting must notify their Executive Director as far in advance as possible.
2. A Director may participate via telephone in a Board or Committee meeting, if the Director declares that circumstances prevent physical attendance at the meeting. If the President or Chairperson chooses to participate via telephone, the Vice-Chair or other member physically present shall preside.
3. The Director shall notify the Executive Director, if reasonable, at least twenty- four hours in advance of a meeting which the Director proposes to attend by telephone and shall provide the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.
4. At the meeting, the Staff Liaison shall establish the telephone connection when the call to order is imminent.
5. A Director participating by telephone shall be counted as present for purposes of discussion, and voting.
6. The member participating by telephone shall make every effort to participate in the entire meeting. From time to time during the meeting the Chair shall confirm the connection.
7. The Director participating by telephone may ask to be recognized by the Chair to the same extent as any other Director.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

8. To the extent reasonably practicable, the Staff Liaison shall provide backup materials to members participating by telephone.
9. If the telephone connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the Staff Liaison shall attempt to establish or restore the connection.
10. Meeting times shall be expressed in Alaska Time regardless of the time at the location of any member participating by telephone.
11. Participation by telephone shall be allowed for regular, special, work sessions and sub-committee meetings of the Committee.
12. Remarks by Directors participating by telephone shall be transmitted so as to be audible by all Directors and the public in attendance at the meeting.
13. All votes shall be taken by audible roll call vote.
14. As used in these rules, "telephone" means any system for synchronous two-way voice communication. "Chairperson" includes the Acting Chair or any other member serving as chair of the meeting.
15. A quorum (majority of the Directors) must be present at all times during a meeting or work session of the committee

Article IX OFFICERS

Sec 1 Officers: The officers of the Museum Corporation Board of Directors shall be a President, a Vice President, a Secretary, and a Treasurer. Officers shall be Directors of the Museum Corporation. When appointed by the Directors, an Executive Director will serve as a non-voting *ex-officio* Director of the Museum Corporation Board of Directors.

Sec 2 Election of Officers: The officers of the Museum Corporation Board of Directors shall be elected annually by the Directors at their initial meeting following appointment by the Members; voting will take place via secret ballot from candidates nominated from the floor or submitted by a nominating committee appointed by the President of the Board of Directors.

Sec 3 Terms of Office: All officers will serve two-year³ terms. Except for Initial Directors, a person must serve at least one year as a Director to be eligible to be elected an officer. No person may serve more than two successive terms as President of the Board of Directors of the Museum Corporation.

Sec 4 Duties of Officers: Duties of officers of the Museum Board of Directors are as follows:

- a. **PRESIDENT-** the President shall be the principal officer of the Museum Board of Directors and shall in general supervise the businesses and affairs of the Museum Corporation. He/She may sign, with the Secretary or any other proper officer of the Museum Board of Directors authorized by the board, any contracts, or other instruments which the Museum Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Museum Board of Directors or by these by-laws or by statute to some other officer or agent of the Museum Board of Directors. In general, he/she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Museum Board of Directors.
- b. **VICE PRESIDENT-** In the absence of the President or in event of his/her inability or refusal to act, the Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

President shall perform such other duties as may be assigned by the President or by the Museum Board of Directors.

- c. SECRETARY- The Secretary shall insure the minutes of the Museum Board of Directors meetings be kept in one or more books provided for that purpose; oversee that all notices are duly given in accordance with the provision of the by-laws or as required by law; be custodian of the corporate records and of the seal of the Museum Board of Directors and see that the seal of the Museum Board of Directors is affixed to all legally binding documents the execution of which on behalf of the Museum Corporation under its seal is duly authorized in accordance with the provisions of the by-laws; keep a register of the post office address of each Member which shall be furnished to the Secretary by such Member; and, in general, perform duties incident to the office of Secretary as may be assigned by the President or by the Museum Board of Directors.
- d. TREASURER- The Treasurer shall oversee and be responsible for the accounting of all funds, securities, and properties of the Museum Board of Directors; and shall oversee and be responsible for an annual report for the annual meeting; and, in general, perform all the duties incident to the office of Treasurer and such other duties as may be assigned by the President or by the Museum Board of Directors.

Article X COMMITTEES

Sec 1 Standing Committees: The Standing Committees of the Museum Board of Directors will consist of a Finance Committee, a Board Development Committee, and a Collections Committee. Descriptions and duties of Standing Committees are as follows:

- a. FINANCE COMMITTEE: The role of the Finance Committee is to provide financial oversight of the Valdez Museum & Historical Archive Association, Inc. Tasks include budgeting and financial planning; monitor adherence to the budget; financial reporting; and the creation and monitoring of internal controls and accountability policies.
 - 1) Finance Committee will meet at least four times a year to review the status of the Museum's financial position. During the first Finance Committee Meeting, the Executive Director will provide a schedule outlining the four meetings to be conducted within the fiscal year.
 - 2) The Finance Committee will include:
 - a) Board of Directors – President
 - b) Board of Directors – Treasurer
 - c) Executive Director
 - d) Committee Member (2)
- b. BOARD DEVELOPMENT COMMITTEE: 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. Tasks include, but are not limited to:
 - 1) Develop an annual recruitment plan that takes into account the expertise, perspective, judgment and resources needed in new board members. Review potential candidates and present to the Directors.
 - 2) Develop Board Job Descriptions and Committee Job Descriptions that clearly state the role and expectation of the Directors
 - 3) Plan and implement an orientation program, including official briefings, printed materials and individual mentorship to make new Directors part of the Board culture.

**BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE
ASSOCIATION, INC.**

- 4) Conduct an Annual Review of the Board Manual to ensure that the supplemental materials are up to date.
 - 5) Review the talents and interests of current and new Directors and recommend to the Board President, committee assignments most appropriate for their involvement.
 - 6) Recommend to the Board, the policies about expectations for Directors; reaching out to those whose commitment does not match expectations.
 - 7) Encourage participation in special occasions which bond Directors to each other and to the organization.
 - 8) The Board Development Committee will include:
 - a) Board of Directors - Committee Chairperson
 - b) Board of Directors – (2)
 - c) Executive Director
- c. **COLLECTIONS COMMITTEE:** The Collections Committee exists in accordance with the Valdez Museum & Historical Archive's Lease Management Agreement with the City of Valdez as the stewards of the City's historical collections. The Collections Committee's role is to review and make recommendations to the VMHA Board of Directors regarding collection acquisitions, deaccessions, and collections policy revisions. The Collections Committee will meet at least four times a year. Tasks include, but are not limited to:
- 1) Recommendations for deaccessions will be included in the monthly report to the Board of Directors. Upon acceptance by the Board, these recommendations will be passed on to the City Council acting as representatives of the Members of the VMHA as per the museum's collections policy.
 - 2) The Collections Committee will be called upon for approval of collections acquisitions exceeding the year's annual acquisitions budget. In instances where time is of the essence, a consensus may be reached and documented in the committee's report to the Board of Directors.
 - 3) The Collections Committee will include, but is not limited to:
 - a) Board of Directors (Chair)
 - b) Board of Directors – Member
 - c) City Clerk
 - d) Curator of Collections and Exhibitions
 - e) Curator of Education and Public Programs
 - f) 4 Members-At-Large, one each specializing in one of the following areas:
 1. Historical Collections,
 2. Alaska Native Culture,
 3. Art Collections, and
 4. Archives

Sec 2 Other Committees: The Directors may, by resolution, appoint other standing or *ad hoc* committees. Except as otherwise provided in such resolution, the chairpersons of such committee shall be Directors of the Museum Corporation and the President of the Directors shall appoint the chairperson thereof. Any committee-member may be removed by the person or persons authorized to appoint such member whenever in their judgment the best interests of the Museum Corporation shall be served by such removal.

Sec 3 Terms of Office: Each member of a Standing Committee shall be appointed at the first Directors meeting following the annual meeting of the Museum Corporation and will serve a one-year term of office. Terms of appointment to *ad hoc* committees will be defined in the Committee Description.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Sec 4 Chairperson: One member of each committee shall be appointed Chairperson by the President or the designee authorized to appoint the members thereof.

Sec 5 Vacancies: Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Sec 6 Quorum: Unless otherwise provided in the Committee Description, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Sec 7 Rules: Rules for each Committee shall be outlined in the Committee Description as long as those rules are consistent with those of these by-laws.

Article XI

CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Sec 1 Contracts: The Directors may authorize any officer or officers, agent or agents of the Museum Board of Directors, in addition to the officers so authorized by these by-laws, to enter into any contract, or execute and deliver any instrument in the name of and on behalf of the Museum Board of Directors, and such authority may be general or confined to specific instances.

Sec 2 Checks, Drafts, etc.: All checks drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Museum Board of Directors shall be signed by such officer or officers, agent or agents of the Museum Corporation and in such manner as shall from time to time be determined by resolution of the Directors. In the absence of such determination by the Directors, such instruments shall be signed by the Treasurer and countersigned by the President or Vice President of the Directors.

Sec 3 Deposits: All funds of the Museum Board of Directors shall be deposited to the credit of the Museum Corporation in such banks, trust companies or other depositories as the Directors may select.

Sec 4 Gifts: The Directors may accept on behalf of the Museum Corporation any contribution, gift, bequest or other fiscal device for general purposes or for any special purpose of the Museum Corporation.

Sec 5 Funds: The Directors will establish and manage the general funds of the Museum Corporation and may assign or delegate management authority for these funds to their agent or agents; this assignment will be written and will be specific in defining the authority and limits being assigned or delegated.

Sec 6 Special Funds: The special funds of the Corporation are the Phyllis Irish Memorial Fund and the Valdez Museum Endowment Fund. The Directors may, by resolution, create other special funds to be managed according to and for purposes defined in their instituting resolutions.

- a. Phyllis Irish Memorial Fund- Created by the City Council in 1985, the Phyllis Irish Memorial Fund commemorates a founding member of the Valdez Museum. Its purpose is to provide an interest-bearing revolving account for special museum projects. This fund will be managed by

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

the Directors who will have authority for its disbursement; during the annual meeting, the Directors will advise Members of expenditures made from this fund.

- b. Valdez Museum Endowment Fund- Created initially in memory of Clinton J. "Truck" Egan, this fund was instituted by City Council as a separate account to be invested in long-term interest-bearing instruments. The fund's purpose is to provide interest-income to be used ultimately to fund operating expenses of the Valdez Museum in replacement of tax-based General Fund revenues. The Members will hold the Valdez Museum Endowment Fund Principal in perpetual trust for the benefit of the Valdez Museum. The Members will provide policy guidance to the Directors for the administration, management and investment of the Museum Endowment Fund. Expenditures of the fund principal are not anticipated but may be authorized by unanimous affirmative vote by the Members and the Directors in a joint public meeting noticed at least 24 hours in advance; the notice will specify the purposes of the meeting.

Article XII MUSEUM ADMINISTRATION

Sec 1 Executive Director: The Directors shall select, appoint, determine compensation for, evaluate and discharge a Chief Operating and Administrative Officer with the title of Executive Director. The Executive Director shall be given the necessary authority and responsibility to operate the Museum in all its activities and departments, subject only to such policies as may be issued by the Directors or by any of its committees to which it has delegated power for such action or by such constraints as may be imposed by City, State, and/or Federal laws and regulations.

The Executive Director shall act as the duly authorized representative of the Directors in all matters in which the directors have not formally designated some other person to act.

Sec 2 Authority and Responsibility: The authority and responsibility of the Executive Director shall include:

- a) Carrying out all policies established by the Directors and advising on the amendments to these policies.
- b) Developing and submitting to the Directors for approval a plan of organization for the conduct of Museum operations and recommended changes when necessary.
- c) Preparing an annual budget, including estimated capital expenditures, showing the expected revenues and expenditures as required by the Directors or its committees.
 - i. The Executive Director's fiscal management responsibilities include development, execution and/or oversight of a permanent, formal fund development program to enhance the Museum's non-tax fiscal resources.
- d) Selecting, employing, training, controlling and discharging employees and developing and managing personnel policies and practices for the Museum Corporation.
- e) Maintaining physical properties of the Museum Corporation in a good and safe state of repair and operating condition.
- f) Maintaining the public trust properties entrusted to it in accordance with professional standards of such organizations as the American Association of Museums and the society of American Archivists.
- g) Supervising the business affairs of the corporation to ensure that funds are collected and expended in a manner consistent with their public trust responsibilities and to the best possible advantage of the Museum Corporation.
- h) Working continually with other museum and archive organizations and professionals to the end those high-quality services may be provided at all times.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

- i) Presenting to the Directors and Members and/or their committees periodic reports reflecting the professional services, financial activities, acquisitions, loans [to and from the museum], transfers, and other pertinent information regarding the museum's collections, exhibitions, publications, and programs.
- j) Attending all meetings of the Directors and serving in a person or by appropriate designee on committees thereof; attending all meetings of the Members.
- k) Serving as the liaison and channel for communications between the Board and the Members.
- l) Preparing a plan for the achievement of the Museum Corporation's specific objectives and periodically reviewing and making recommendations for revision of the objectives.
- m) Representing the Museum Corporation in its relationship with other heritage service organizations.
- n) Performing other duties that may be necessary or in the best interest of the Museum.

Sec 3 Performance Review: The performance of the Executive Director shall be reviewed annually by the Directors; this evaluation will be preceded by a self-examination report to the Directors. Adjustments to the Executive Director's compensation may be made on the basis of annual or special evaluations.

Article XIII MUSEUM STAFF

Sec 1 Authority: The Executive Director will have sole authority for recruitment, selection, appointment and discharge, and determination of duties and compensation levels for all employees of the Museum Corporation. Exercise of this authority will be consistent with applicable rules, schedules, fiscal resources, and policies of the Corporation established and adopted by the Directors and attached as appendices to these by-laws.

Sec 2 Rules: The staff of the Museum Corporation will be employed according to terms defined in Personnel Policy formulated and adopted by the Directors; acceptance of the corporation's Personnel Policy will be a condition of employment.

Sec 3 Compensation, Benefits, etc.: The compensation and benefits for Museum Corporation employees will be in accordance with pay/wage scales and schedules formulated and adopted by the Directors.

Article XIV CONFLICT OF INTERESTS

Sec 1 Purpose: This conflict of interest Article is to protect the Valdez Museum & Historical Archive (VMHA) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a Member, Director, Executive Director, Staff or Volunteer of the Museum Corporation; or might result in a possible excess benefit transaction. This Article supplements (not replaces) local, state or federal laws governing conflict of interest applicable to nonprofit and charitable organizations

Sec 2 Policy:

- a) The Members, Directors, Executive Directors, staff, and volunteers, including immediate family (to include spouse, parents, siblings and children) or someone in the immediate household, shall exercise the utmost good faith in all transactions in which they are involved in the course of their duties for the Museum Corporation. In their dealings with and on behalf of the Museum, they shall

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

be held to a strict standard of honest and fair dealings between themselves and the Museum. They shall not use their position or any knowledge gained thereby, in such a way that a conflict may arise between the interests of the Museum Corporation and that of the individual.

- b) All acts of such persons shall be for the best interest of the Valdez Museum Corporation.
- c) Such persons shall not accept any gift, factor or hospitality which would influence their decisions or actions which affect the Museum Corporation.
- d) It is the policy of the corporation to require complete disclosure of any material conflict of interest. Any officer or director of the corporation with a material financial interest or other conflict of interest in an item or items of business of the corporation shall disclose that conflict of interest to the presiding officer. If the conflict of interest arises in the presiding officer it shall be disclosed to the Board. After disclosure, the officer, director or member may not vote on any matter involving the conflict of interest without the consent of the Board.
- e) If a matter before the board involves a “disqualified person” as that term is defined in section 4958 of the IRS Code and the associated regulations, then the Board shall satisfy the requirements of section 4958 as to that “disqualified person” including, but not limited, to the requirements that apply to conflicts of interest and the “safe harbor” standards with regard to the “disqualified person”.

Sec 4 Annual Statements: Each Director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- a) Has received a copy of the By-laws outlining conflict of interest.
- b) Has read and understands Article XIV, Conflict of Interest
- c) Has agreed to comply with Article XIV, Conflict of Interest, and
- d) Understands the Museum Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article XV FISCAL YEAR

The Fiscal Year of the Museum Corporation shall be the calendar year.

Article XVI INDEMNIFICATION

Sec 1 Non-Derivative Actions: Subject to the provisions of Sections 3, 5, and 6 below, the Museum Corporation shall defend, indemnify and hold financially harmless any person who was or is a part, or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (Other than an action or in the right of the Museum Corporation) by reason of or arising from the fact that the person is or was a Member, Director, Officer, employee, or agent of the Museum Corporation, or is or was serving at the request of the Museum Corporation as a director, officer, employee, agent, partner, or trustee of another corporation, partnership, joint venture, trust, or other enterprise, against costs and expenses (including attorney’s fees when counsel is selected by the Directors or Members) of said suit, action or proceeding, judgments, fines and amounts paid in settlement actually or reasonable incurred in connection with the action, suit or proceeding if:

BY-LAWS OF THE VINDEX MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

- a) The person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the Museum Corporation and, with respect to a criminal action or proceeding, did not know and had no reasonable cause to believe the conduct was unlawful.
- b) The person's act or omission giving rise to such action, suit or proceedings is ratified, adopted or confirmed by the Museum Corporation or the benefit thereof received by the Corporation.

The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its equivalent, shall not of itself create a presumption, and settlement shall not constitute any evidence that the person did not act in good faith and in a manner which the person reasonably believe to be in or not opposed to the best interests of the Museum Corporation and, with respect to a criminal action or proceeding, did not know and had no reasonable cause to believe that the conduct was unlawful.

Sec 2 Derivative Actions: Subject to the provisions of 3, 5, and 6 below, the Corporation shall defend, indemnify and hold financially harmless any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of or arising from the fact that the person is or was a Member, Director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation, partnership, joint venture trust or other enterprise, against costs and expenses (including attorney fees when counsel has been selected by the Directors or Members) actually and reasonably incurred in connection with the defense or settlement of such action or suit if:

- a) The person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the Museum Corporation, or
- b) The person's act or omission giving rise to such action or suit is ratified, adopted, or confirmed by the Museum Corporation or the benefit thereof received by the Corporation.

No indemnification shall be made in respect of any claim, issue or matter as to which such person as a Member, Director, employee or agent shall have been adjudged to be liable for: (a) a breach of that person's duty of loyalty to the Corporation; (b) acts or omissions not in good faith or that involve intentional misconduct of a knowing violation of law; or (c) a transaction from which the person derives an improper personal benefit, unless, and only to the extent that, the court in which the action or suit was brought, shall determine upon application that, despite the adjudication of liability, but in view of all the circumstances of the case, the person is fairly and reasonably entitled to indemnity for the expenses which the court considers proper.

Sec 3 Denial of Right of Indemnification: Subject to the provisions of section 5 and 6 below, defense and indemnification under sections 1 and 2 of this article automatically shall be made by the Museum Corporation unless it is expressly determined that defense and indemnification of the person is not proper under the circumstances because the person has not met the applicable standard of conduct set forth in section 1 or 2 of this article. The person shall be afforded a fair opportunity to be heard as to such determination. Defense and indemnification payment may be made, in the case of any challenge to the propriety thereof, subject to repayment upon ultimate determination that indemnification is not proper.

Sec 4 Determination: The determination described in section 3 shall be made

- a) By the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to the action or proceeding, or

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

- b) If such quorum is not obtainable, or, even if obtainable a quorum of disinterested directors so directs, by independent legal counsel selected by Directors or Members in a written opinion.

Sec 5 Successful defense: Notwithstanding any other provision of sections 1, 2, 3, or 4 of this article, but subject to the provision of section 6 below, if a person is successful on the merits of otherwise in defense of any action, suit or proceeding referred to in section 1 or 2 of this article, or in defense of any claim, issue or matter therein, the person shall be indemnified against costs and expenses (including attorney fees when counsel is selected by the Directors) actually and reasonably incurred in connection therewith.

Sec 6 Condition Precedent to Indemnification: Any person who desires to receive defense and indemnification under this article shall notify to Museum Corporation reasonably promptly that the person has been named a defendant to an action, suit or proceeding of a type referred to in sections 1 or 2 and that person intends to rely upon the right of indemnification described in this article. The notice shall be in writing and mailed via registered or certified mail, return receipt requested, to the Executive Director of the Corporation at the principal office of the Corporation or, in the even the notice is from the Executive Director, to the Chairman of the Board of Directors and to the registered agent of the Corporation. Notice need not be given when the Corporation is otherwise notified by being named a party to the action. This notice alone does not provide indemnification.

Sec 7 Insurance: At the discretion of the Board of Directors, the Corporation may purchase and maintain insurance on behalf of any person who is or was a Member, Director, officer, employee, agent, partner or trustee of another, corporation, partnership, joint venture, trust or other enterprise against any liability asserted against or incurred by the person in any such capacity, or arising out of the person's status as such, whether or not the Museum Corporation would have the power to defend and indemnify the person against such liability under to provisions of this article.

Sec 8 Former Members, Officers, Directors, etc.: The indemnification provisions of this article shall be extended to a person who has ceased to be a Member, Director, Officer, employee, or agent as described above and shall insure to the benefit of the heirs, personal representatives, executors, and administrators of such person.

Sec 9 Purpose and Exclusivity: The defense and indemnification referred to in the various sections of this article shall be deemed to be in addition to and not in lieu of any other rights to which those defended and indemnified may be entitled under any statute, rule of law or equity, agreement, vote of the Members or Board of Directors or otherwise. The purpose of this article is to augment pursuant to AS 10.06.490 (f), the provisions of AS 10.20.011 (14), and the other provisions of AS 10.06.490.

Sec 10 Limitation of Liability: If set forth in the articles of Incorporation, no Member or Director of the Museum Corporation shall have any personal liability to the Corporation for monetary damages for the breach of fiduciary duty as a Member or Director except as provided in AS 10.20.151 (d).

Sec 11 Director Reliance: In acting for the Museum Corporation and unless the Member or Director has knowledge concerning the matter in question that makes reliance unwarranted, Members or Directors may rely upon information, opinions, reports, or statements, including financial statements, and data prepared by (1) officer, employees, and agent of the Corporation whom the Director believes to be reliable and competent in the matters presented, (2) counsel, public accountants, or other person as to matters that the Director reasonably believes to be within the person's professional or expert competence, and (3)

BY-LAWS OF THE VILDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

committees of the Board of Directors as to matters within the authority of the committee which the Director believes to merit confidence.

Article XVII **PARLIAMENTARY PROCEDURES**

Unless inconsistent with law, these By-laws or the Articles of Incorporation, meetings of the Members and Directors shall be conducted in accordance with Roberts Rules of Order; the Directors and Members may modify or suspend the rules by majority vote of those present during a regular or special meeting.

Article XIII **AMENDMENTS**

These By-Laws may be altered, amended or repealed and new By-laws adopted by an affirmative vote of six of the Members of the Corporation present in any regular or special meeting of the Members provided that a full statement of such purpose shall have been published in a notice calling the meeting and written notices of the proposed changes shall have been given to each Member and Director. However, any provision herein contained required to be approved by the Members or which require Member vote or action may not be altered, amended or repealed without such approval by the Members of this Corporation.

End Notes

Amendment 97-1 adopted 3/16/97 by Members: Article V, Sec 2 changing the annual Meeting from September to October. Amended again on 1/22/01 by Members: changed the annual meeting date to any time in October.

Amendment 97-2 adopted 3/16/97 by Members: Art. VII, Sec 3 extending Board officer terms to two years from one year.

Amendment 98-1 adopted 7/20/98 by Members: Art VI, Sec 2 adding two more seats, one at large, one designated for VNT and making all seats three-year terms except when filling a seat vacated early.

Amendment 13-1 adopted 8/5/13 by Members: Art VI, Sec 2 Secretary shall provide 30 days notice, Sec 3 Special Meeting notice, Sec 4 adjourn when less than quorum.

Amendment 13-2 adopted 8/5/13 by Members: Art VII, prohibited activities.

Amendment 13-3 adopted 8/5/13 by Members: Art VIII, Sec 5 agenda and notice of meetings.

Amendment 13-4 adopted 8/5/13 by Members, Art IX, Sec 4 duties of officers.

Amendment 13-5 adopted 8/5/13 by Members, Art X, Sec 1, Descriptions and duties of Standing Committees.

Amendment 13-6 adopted 8/5/13 by Members, Art X, Sec 4, one member of each committee shall be appointed Chairperson by the President or the designee authorized to appoint the members thereof.

Amendment 13-7 adopted 8/5/13 by Members, Art XIV, Sec 1 thru Sec 4, Conflict of Interest purpose and policy.

Amendment 13-7 adopted 8/5/13 by Members, Art XIII, Bylaws may be altered, amended, repealed and new By-laws adopted by an affirmative vote of six of the Members of the Corporation.

Amendment 15-1 adopted 3/2/15 by Members, Art VIII, Sec 6, comply with Alaska Open Meetings Act. Meetings to be public.

Amendment 15-2 adopted 3/2/15 by Members, Art VIII, Sec 8, attendance and teleconferencing.

VMHA CORPORATION
Annual Meeting of the Members
October 17, 2017
7:00 pm
Valdez City Council Chambers

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF MINUTES FROM OCTOBER 19, 2016
- 4) ANNUAL REPORTS
 - a. Board Reports
 - President's Report
 - Committee Reports
 - Financial Report
 - Fund Development Report
 - b. Staff Reports
 - Executive Director
 - Curator of Collections & Exhibits
 - Curator of Education & Public Programs
- 5) Old Business
 - a. Museum Planning: Where do we go from here?
- 6) New Business
- 7) Public Business from the Floor
- 8) Member Business from the Floor
- 9) Adjourn

VMHA CORPORATION
MINUTES
OCTOBER 19, 2016

I. CALL TO ORDER

The meeting of the annual VMHA Corporation meeting was called to order by Chair Knight.

II. ROLL CALL

All members were present except for Corporation Member Cockerham who was absent and excused.

III. APPROVAL OF MINUTES OF OCTOBER 13, 2015.

MOTION: Member Smith moved, second by Member Moulton to approve the minutes of the meeting of October 13, 2015.

VOTE ON THE MOTION: 6 yeas, 1 absent (Cockerham).

IV. ANNUAL REPORTS

A. Board Reports

The corporation received written reports and verbal comments from staff regarding the following reports.

1. Museum Board Committees
2. Museum President
3. Financial
4. Fund Development

B. Staff Reports

1. Archives, Collections & Exhibitions Department
2. Education & Public Programs Department
3. Communication & Marketing Manager

The corporation recognized Faith Revell for her outstanding work with education and public programs.

V. NEW BUSINESS

There were no new business items on the agenda for action by the corporation.

VI. PUBLIC BUSINESS FROM THE FLOOR

There were no comments under public business from the floor.

VII. MEMBER BUSINESS FROM THE FLOOR

Member Nate Smith

Corporation Member Smith stated that he appreciated the work performed by museum staff and volunteers to provide top notch programs.

VIII. ADJOURN

The meeting of the VMHA Corporation was adjourned at 7:40 pm.

Valdez Museum & Historical Archive Association, Inc.

2017 Annual Meeting



President's Report

We Come Together

- Dedicated Board & Staff
- Engaging programs
- Addressing tough challenges

Michelle Cullen



Committee Reports

- Finance Committee
- Board Development Committee
- Strategic Planning Committee
- Roadhouse Committee

The Valdez Museum & Historical Archive's
XVI ANNUAL FUNDRAISER

Relocation

ROADHOUSE DINNER

SATURDAY, OCTOBER 14TH 2017
6PM AT THE VALDEZ CIVIC CENTER

TICKETS \$60

Honorees:

Valdez City Council 03.27.64 - 10.01.67:
Mayor H. Bruce Woodford, Mayor Max H. Wells,
Mayor George H. Gilson, Nes Kleiold,
James F. Bedingfield, Don J. Williams,
William L. McIntyre, Robert Olney, William Pettit,
Don Teeters, D'But Teeters, Ralph Magliacola,
David Velti, Walter Day, Helen Long,
William Strouder, Raymond Huddleston, Marvin Beatz,
Jack Devault, Frank J. Minick, Harold E. Stelling,
Walter Farmer, Ed Walker, James Brayton,
Herman Landogin, L.H. Parker, Leora R. Rutledge,
Orville C. Ness, and John "Sm" Giesler



WWW.VALDEZMUSEUM.ORG • 907.835.2764

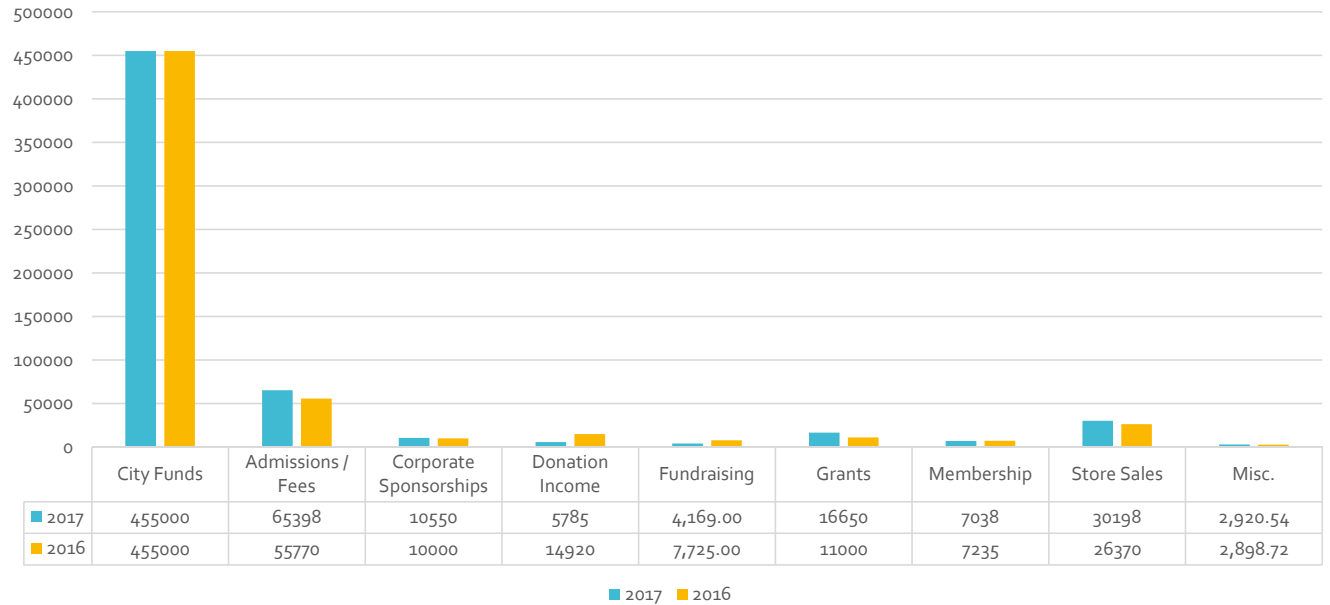
Finance Report: 2017 Budget to Actual

As Of 9/30/2017	Actual	Budget	%
Income	\$585,252.09	\$657,175.00	89%
Expenses	\$441,973.50	\$657,175.00	67.3%
Net	\$143,278.59	0.00	

- 2017 budget is performing as expected for this time period
- Income still pending: Roadhouse, Annual Appeal, Membership, non-City Grants, in-kind and additional store sales.
- Expenses still pending: cost for Roadhouse, appeal mailing, utilities and personnel to name a few.

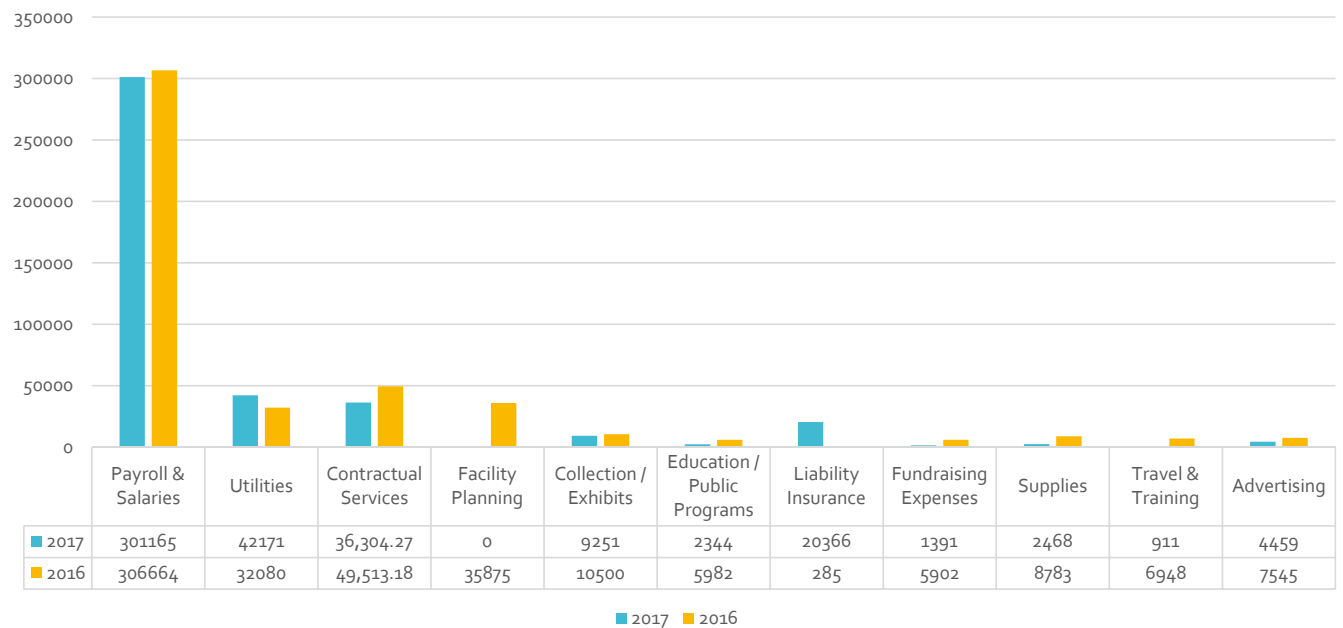
Finance Report: Previous Year Comparison – Income As of 9/30/2017

Previous Year Comparison
as of 9/30/2017



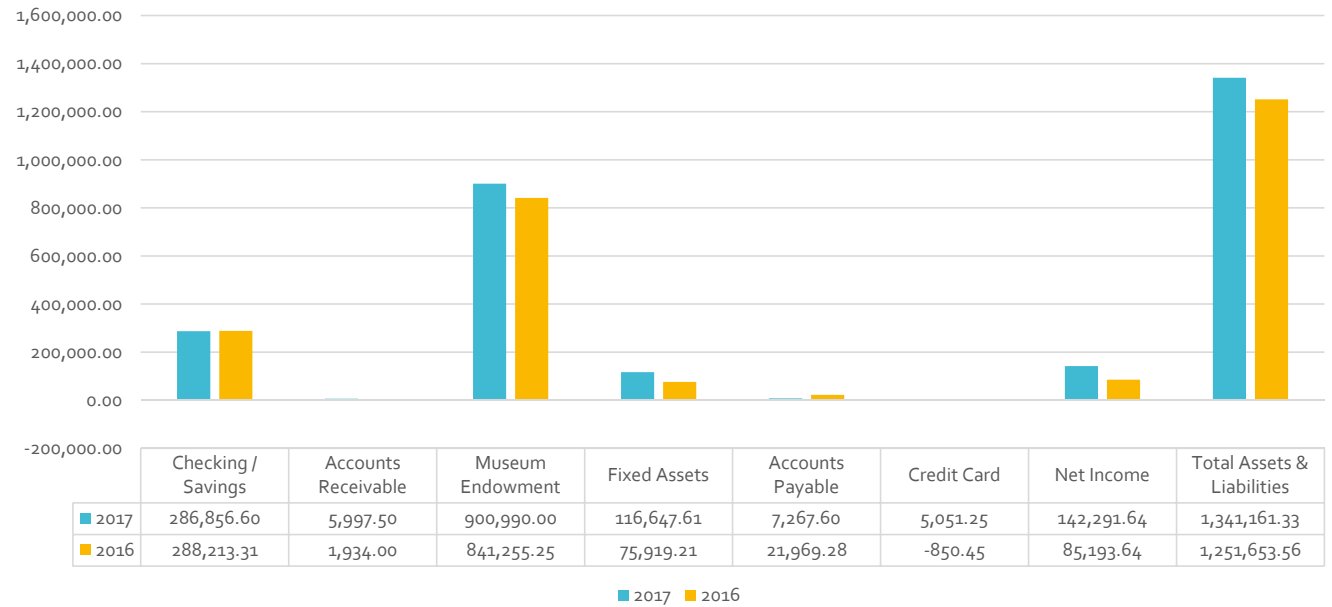
Finance Report: Previous Year Comparison – Expenses As of 9/30/2017

Previous Year Comparison
as of 9/30/2017



Finance Report: Balance Sheet Previous Year Comparison As of 9/30/2017

Previous Year Comparison
as of 9/30/2017



Finance Report: 2018 Museum Budget

	2018	2017	%
Income	\$653,123	\$657,175	-1%
Expenses	\$653,123	\$657,175	-1%
Net	0.00	0.00	

- 2018 Budget is balanced as per Non-Profit GAAP
- Income: While Earned Revenue reflects a 3% increase, Fund Development accounts are reduced based on current performance. The 4% increase in City Funds will support general operations: Payroll, Utilities and a portion of Audit Fees
- Expenses: Of special note Contingency , Personnel and Utilities. All mission driven programs are support by non-city grant and fundraising efforts.

Fund
Development
Report :
2018 Goal:
\$178,122.62

Fundraising

- Unrestricted Donations
- Corporate Sponsorships

Earn Revenue

- Admissions / Store Income
- Archival Fees

Non-City Grants

- Program specific funding
- Align with human resources

- 27% of overall 2018 Budget
- Sustainability & Growth
- Diversify and create new strategic income streams.
- Strengthen relationships with tourism marketing organizations.

Executive Director Report

Relationship Building

- Fostering a sense of Community
- Addressing complex challenges
- Creating innovative solutions

Patricia Relay



Curator of Collections & Exhibits Report

Preserving & Presenting

- Increased revenue
- Broadened collections accessibility
- Upgraded the Victorian Era Parlor
- Featured 5 temporary exhibits, spotlighting both art and history

Andrew Goldstein



Everything
that museums
do flow from
their
collections.

Preserving



Presenting



Curator of Education & Public Programs Report

Interpreting & Engaging

- The education program promotes life-long learning
- Fosters interest in local history and its impact on a larger scale
- 3395 contacts during the reporting year through education initiatives, public programs, community events, collaborations and outreach.

Faith Revell



Providing a vibrant gathering place for ideas, learning and sharing to unfold and flourish.

Interpreting



Engaging



Museum Planning: Where do we go from here?

Commitment to Proceed

- We are all in the Museum business together
- Financial Support to leverage grants and donations

Site Selection

- Main Street
- Kelsey Dock / Uplands
- Other location

Design Development

- Concept renderings
- Fundraising materials

“Work backwards from a clearly defined completion date, assemble a team of experts, develop a plan, assign roles, and commit to the task at hand.”

Ken Marlin
“A Boot Camp for Business”
The New York Times, Business
August 8, 2016



Bull Hog®

The Industry Leader in Forestry Mulching Attachments



Arm your excavator with the **toughest and most reliable forestry mulcher in the world!** Reduce brush and trees safely, also reduce your downtime and operating costs. The Bull Hog® Excavator Mulcher is the contractors choice for quickly mulching brush, trees, and stumps down to ground level. The Bull Hog® shreds material from coarse to fine leaving mulch behind as ground cover.

Bull Hog® Attachments mounted on excavators, broaden application possibilities beyond skid steers, wheeled carriers and tracked carriers. Bull Hog® mulchers fit on a wide variety of excavator sizes from midi to full size (7 to 60 metric ton range).

FEATURES

- Heavy or Severe Duty Models
- Optional Variable Speed Motor
- Low Maintenance Design
- Exceptional Tool Life
- Stout Rotor and Body
- By far the most durable mulcher on the market - ask our customers!

FOUR TOOL choices to tailor to your specific grinding application:



Double Carbide



Stone Tool



Single Carbide



Chipper Knife



TYPE	MODEL	OVERALL WIDTH	WORKING WIDTH	WEIGHT	APPROX FLOW RANGE	COMMON EXC SIZE (METRIC TON)
Heavy Duty	CEM36	52"	36"	1,200 lbs	17-30 gpm	7-15 ton
Heavy Duty	BH47EXC	50"	38"	2,200 lbs	27-45 gpm	12-20 ton
Heavy Duty	BH62EXC	62"	50"	2,500 lbs	27-45 gpm	12-20 ton
Heavy Duty	BH74EXC	73"	61"	2,850 lbs	27-45 gpm	12-20 ton
Severe Duty	BH40EXC	51"	37"	3,000 lbs	30-105 gpm	15-30 ton
Severe Duty	BH80EXC	70"	56"	4,400 lbs	38-105 gpm	20-40 ton
Severe Duty	BH250EXC	77"	59"	6,500 lbs	50-200 gpm	25-60 ton

Models can be equipped with variable displacement or fixed displacement hydraulic motors.



www.fecon.com
e-mail: sales@fecon.com



Facon BH62EXC Brush Mulcher.

PURCHASING FORM FOR PURCHASES OVER \$5,000

COMPETITIVE BIDDING PROCEDURE

Please indicate why item(s) was/were not purchased locally

- ☒ Item(s) not available locally
☐ Local quote exceeded 5% of lowest bidder (instate) or 10% (out of state)
☐ Can only be furnished by a single dealer, or which a has a uniform price wherever bought
☐ Unit of government at a price deemed below that obtainable from private dealers
☐ Procured from a public utility corporation at a price or rate determined by state or other government authority
☐ Other _____

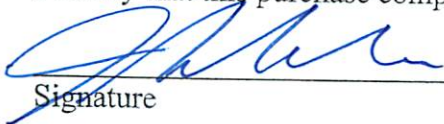
Supervisor Approval: _____
(If greater than 5% or 10% differential)

List at least three (3) suppliers given the opportunity to bid.

1. Craig Taylor Equipment \$47,256⁰⁰
2. NC Machinery \$45,620⁰⁰
3. _____

If over \$40,000 did Council Approve? _____ Date _____

I certify that this purchase complies with the City Policy on the back of this form.

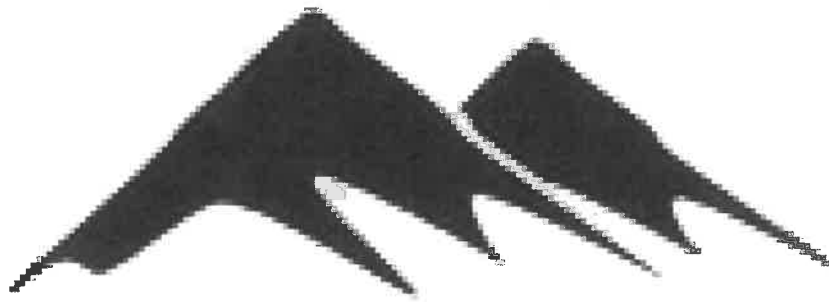

Signature

10/11/17
Date

FOB Valdez

Only Dealers in Alaska.

Stepping Stones Learning Center



Children Climbing the Mountain
of Learning One Step at a Time

Goal and Purpose of Stepping Stones Learning Center

Our program is aimed to provide affordable, rural childcare to our local working families, as well as our families looking to further their education. We intend to provide an enriching learning center that will engage and facilitate active learning and creativity, through play and exploration. It is our intention to be competitive to other Centers in larger cities that provide Early Childhood Education.

Who are we? We are a Non-Profit Childcare Center located in Valdez, AK.

What is our purpose? To provide childcare to our local Valdez community, as well as an enriching learning program to the children we serve.

Who do we serve? Children ages 0 – 12 yrs.

Is Stepping Stones Learning Center Incorporated and if so, when? Yes, we officially became Incorporated on October 01, 2017, Alaska Entity # 10069012.

Are we for profit? No. We are currently in the process of seeking non-profit status. Since we are at the beginning of this process, we are able to fall under the 501 (c) (3) Connecting Ties.

How many children do we have entrusted in our care?

Nursery (0 - 1 yrs): 1

Toddler (1 - 2 yrs): 6

Jr. Preschool (2 - 3 yrs): 7

Preschool (3 - 5 yrs): 13

After-School – 9

** Children still in need of care: 6

TOTAL: 42 Children

Does SSLC have an active Alaska Business License? Yes, Number 1060754.

Does SSLC have an EIN? Yes, Number 82-3070865.

When does Stepping Stones Learning Center, Inc. need to be up and running?
November 01, 2017.

Is there a Time Line in place for State of Alaska Child Care Program Licensing? Yes, if funding can be secured, it is anticipated for the CCPL department to do their “inspection” the week of October 24th, 2017. Of course, the inspection is dependent on the location being officially secured with financial backing to get operational.

Number of Staff employed by SSLC? We have 6 Full Time and 2 Part Time Staff.

Community Impact:

Without the Center, it presents a unique problem to our community of Valdez. In this, there are several major impacts by not having a functioning facility to serve the

families of our community in the service of Child Care. Below are just some of the impacts.

- Families that receive State Funded Assistance, receive such assistance due to the inability to afford private care, or do not have accessible family members to care for their children. Therefore, if a facility that accepts the State Funded Assistance is not available, these parents have no other choice than to not work, thus requiring MORE state assistance, as well as local community assistance. If this number is allowed to increase, our local community assistance programs will surely begin to feel the burden and strain.
- Families that can afford “public child care”, but not private child care, are faced with the decision of a parent possibly not working. If they were to work, it is possible that it would put an undue hardship or strain on this family. Such a hardship could potentially result in seeking assistance, locally, on a State level, or even Federal level.
- Not only would the families of the children served be affected, but also the employees of SSLC. It should not be explained that this also puts a burden on our community economically.
- In taking a valued and VERY needed service out of a community will, in essence, effect the Economic Growth of that community. Is Valdez able to withstand the economic impact of such a loss?

Financials:

Expenses:

Personnel Svcs		\$ 146,000.00
Salaries / Wages	\$ 140,000.00	
Employee Benefits	\$ 6,000.00	
Contractual Svcs		\$ 6,400.00
Other Svcs		\$ 16,500.00
Commodities		\$ 48,000.00
Other Charges/ Expenses		\$ 81, 600.00
Total Operations Cost		\$ 298, 500.00

Projected Income:

Tuition	\$ 183, 600
City and Other Grants	\$ 114,900
TOTAL	\$ 298,000.00

Asking Start Up Funds for 2017: \$25,000

Rent / Deposit		\$ 4,000.00
Utilities		\$ 1,000.00
Fees		\$ 250.00
Storage		\$ 250.00
Equipment		Unknown
Payroll		\$17,000.00
TOTAL		\$22,500.00

Tuition			Monthly Year 1	Monthly Year 2/3
Preschool	# of Students		\$ 12,420.00	\$ 27,505.00
Year 1	8	\$ 4,397.00		
Year 2	16	\$14,352.0	Year 1	Year 2/3
Year 3	16	\$14,352.0		
			\$ 149,040.00	\$ 330,060.00
Jrs/Toddlers				
Year 1	7	\$ 5,332.00		
Year 2	9	\$ 8,073.00		
Year 3	9	\$ 8,073.00		
Nursery/Toddlers				
Year 1	3	\$ 2,691.00		
Year 2	5	\$ 5,080.00		
Year 3	5	\$ 5,080.00		

Blue Bldg 1900 Mineral Creek Loop				Year 1
Expenses:	Monthly	Yearly	Deposit	
Rent	\$ 2,000.00	\$ 24,000.00	\$ 2,000.00	
Phone	\$ 300.00	\$ 4,200.00		
Electricity	\$ 300.00	\$ 4,000.00		
Heating	\$ 375.00	\$ 5,000.00		
Insurance WC	\$ 1,100.00	\$ 13,000.00		
Payroll	\$ 8,064.00	\$ 96,768.00	3 Employees \$11/hr to incl overtime	
	\$ 4,166.00	\$ 50,000.00	My Salary \$50,000	
Supplies	\$ 500.00	\$ 6,000.00		
Misc	\$ 500.00	\$ 6,000.00		
Bathroom Const		\$ 25,000.00		
Bldg Constr		\$ 100,000.00		
Year 2/3				
Rent	\$ 2,000.00			
Phone	\$ 350.00			
Electricity	\$ 450.00			
Heating	\$ 500.00			
Insurance WC	\$ 2,200.00			
Payroll	\$ 19,000.00			
	\$ 4,500.00			
Supplies	\$ 700.00			
Misc	\$ 700.00			
	\$ 30,400.00			
	\$ 364,800.00			
Year 3				
	\$ 330,060.00			
	\$ 25,000.00			
	\$ 10,000.00			
	\$ 365,060.00			

Church Location Year 1			
\$ 1,100.00	Ins		
\$ 12,500.00	Payroll		
\$ 1,000.00	Supplies		
\$ 500.00	Monthly Donation		
\$ 15,100	\$181,200		
Income	Year 1	Year 2	
Tuition	\$150,000	\$ 330,060.00	
Grants	\$25,000	\$ 25,000.00	
Fundraising/CPR	\$10,000	\$ 10,000.00	
	\$185,000	\$ 365,060.00	

9/26/2017
 Elke Doom
 001.5600.43200
 ok to pay
 \$108,988.40

BRENA, BELL & CLARKSON, P.C.

ROBIN O. BRENA, MANAGING ATTORNEY
 JESSE C. BELL
 KEVIN G. CLARKSON
 DAVID W. WENSEL
 ANTHONY S. GUERRIERO
 LAURA S. GOULD
 FREDERICK H. HAHN V
 MATTHEW C. CLARKSON
 KELLY M. MOGHADAM
 JON S. WAKELAND
 JAKE W. STASER

ATTORNEYS AT LAW

810 N STREET, SUITE 100
 ANCHORAGE, ALASKA 99501
 TELEPHONE: 907.258.2000
 FACSIMILE: 907.258.2001
 WEB SITE: BRENALAW.COM

September 21, 2017

City of Valdez
 Attn: Elke Doom, City Manager
 P.O. Box 307
 Valdez, AK 99686

August 2017 Billing Summary Sheet

File No.	Description	\$	Amount
1374-003	Tax Cap Litigation (3AN-12-11398 CI)	\$	8,125.00
1374-004	NSB Declaratory Action (3AN-13-8917 CI)	\$	1,166.00
1374-005	TAPS 2010, 2011, 2013, and 2014 SARB Appeals to Superior Court (3AN-06-8446 CI Consolidated) BBC Invoice (\$0.00) Expert-Consultants/Services-Costs (\$0.00)	\$	0.00
1374-007	City Council	\$	3,092.10
1374-008	Capital Facilities	\$	1,519.42
1374-009	Ports and Harbor	\$	330.00
1374-010	Finance	\$	0.00
1374-011	Administration	\$	7,672.58
1374-012	Community Development	\$	2,497.48
1374-014	Escaped Property	\$	5,046.95
1374-015	Bond Sales & Defeasance	\$	0.00
1374-016	Parks & Rec	\$	0.00
1374-017	Police Department	\$	1,002.50
1374-018	Human Resources – CONFIDENTIAL	\$	3,738.95
1374-019	Public Works	\$	210.00
1374-020	Small Boat Harbor	\$	0.00
1374-022	Gas Line	\$	44,845.28
1374-023	Confidential H.R. Matter	\$	12,555.00
1374-025	Confidential H.R. Matter	\$	0.00
1374-026	DOR Regulation Scoping and Revision Process	\$	17,087.14

File No.	Description	\$	Amount
1374-027	Cummings	\$	100.00
1374-028	Confidential H.R. Matter	\$	0.00
	TOTAL	\$	108,988.40



Mold growth on wall system and Mylar wainscot located at the top seam, typical design throughout the kennel



Mold growth on wall system and base of wainscot



383 Industrial Way Suite 300 Anchorage Alaska 99501

October 4th, 2017

**City of Valdez
212 Chenega Ave
Valdez, AK 99686**

ATTN: Jessica McKay

RE: City of Valdez Animal Microbial IAQ Screening

On the date of September 20th 2017 White Environmental Consultants (WEC) performed airborne and surface microbial fungal spore sampling within the Valdez Animal Shelter located at 276 Egan Avenue Valdez, Alaska. Brett O'Bray WEC's Board Certified Microbial Consultant performed onsite inspection, sampling and prepared this letter. Average temperature at the time of inspection within the structure was in the mid-seventies with a mean relative humidity of forty one percent. The inspection and sampling was performed in the fall on a cloudy day. Airborne and surface microbial sampling was performed at the request of our client to determine the type and extent of fungal spore content in relation to indoor air quality and suspect contamination within the structure.

WEC was informed by our client, The City of Valdez, that the head of the shelter had discovered suspect microbial growth behind Mylar wainscot that exists in the dog kennel of the facility. All wall systems were inspected at suspect locations of water intrusion within the kennel area. WEC tested all of the suspect surface and surrounding areas of the kennel with a G.E. Survey master Moisture Meter. The GE Protimeter Surveymaster is used for moisture measurement in buildings. Excessive moisture in buildings will lead to decay and deterioration of components and decorative finishes. Testing within the area of concern(kennel) found the materials to be positive for moisture content at the base of the wall systems at the time of inspection.

Visual inspection at the top and base of the Mylar Wainscot found visible suspect moisture behind the finishing material. The building was refurbished in 2005. After removing all interior finishes in the area where the kennel is now located, CMU block walls were furred out and gypsum wall systems were installed with the above-mentioned Mylar wainscot attached to the exterior. No curved cove is installed at the base of the system and the top of the wainscot does not extend up the wall far enough so that moisture, when personnel are cleaning the kennels, allows for moisture to wick into the wall system top and bottom. Coupled with drains that are level with the poured concrete floor and the wall systems themselves consisting of gypsum the design is not conducive to its proposed and current use.



Mold growth on wall system and Mylar wainscot located at the top seam, typical design throughout the kennel



Mold growth on wall system and base of wainscot

Particulate Air Sampling – Allergenco D Cassette

The Allergenco D air quality sampler is a particulate sampling cassette designed for the rapid collection and analysis of a wide range of airborne aerosols including mold spores, pollen, insect parts and skin fragments. This sampling device is useful in providing rapid analysis of airborne contaminants in indoor air quality testing, allergy testing and flood restoration monitoring. The results are reported as a total, meaning spores counted can include both viable and non-viable fungal spores. Air samples were collected at 15 liters



383 Industrial Way Suite 300 Anchorage Alaska 99501

per minute with a target volume of 75 liters per sample utilizing a Buck Bioaire air sampling pump. The Allergenco-D sampling cassette is 37 mm in diameter and houses a sticky media. The air-sampling pump draws air through the cassette and traps fungi particles by impaction on the media.

After sample collection, the cassettes were removed, re-sealed, placed into a plastic bag, and shipped via overnight courier to NEL Laboratories located at 227 China Road Winslow, Maine 04901 for direct microscopic examination to identify the type and determine the airborne concentration of fungal spores.

WEC collected eight Allergenco D samples total. Samples were collected on either side of the kennel area, the kennel and one outside of the structure as the background comparison sample. Samples collected from the basement were found to have elevated counts of spores that are associated with water inundated building materials and are referred as water indicating spores, other spores detected are ubiquitous and correlate with the outdoor background sample.

Low levels of spores were detected within the kennel area of the structure, but not on either side of the kennel; these are spores that are known indicators from water/moisture intrusion. The moisture indicating fungal spore found upon laboratory analysis was *Aspergillus* / *Penicillium* (ASP/PEN). **Aspergillus** (*as-per-jill-us*) health effects vary by species, but many species are reported to be allergenic. Some species produce toxins that might have significant health effects in humans. *Aspergillus* is one of the most infectious of molds, but infections are not common in normal immune systems. In immuno-compromised individuals, however, the disease Aspergillosis is a very significant and potentially deadly health concern. **Penicillium** (*pen-uh-sill'-ee-um*) contaminant / opportunistic pathogen, one of the most common genera found worldwide in soil and decaying vegetation and indoors in dust, food, and various building materials. Common bread mold is a species of *Penicillium*. Spores usually cannot be distinguished from *Aspergillus* on non-cultured samples (like tape-lifts and air-o-cells). It is reported to be allergenic, to cause certain infections in individuals with compromised immune systems, and some species do produce toxins unhealthy to humans.

All other spores found upon analysis of air samples outside the kennel are spores common to structures and would be seen typically for the time of year and season and predominate weather conditions.

A summary of initial air sample results is shown below.

Client ID #	Collection Date	Sample Description	Sample Location	Results Total Fungal Spores Count/M ³	Results Total ASP/PEN Spores Count/M ³
AS-001	09/20/17	Allergenco D	Food Bowl Wash Room	2,200	0
AS-002	09/20/17	Allergenco D	Exotic Animal Room	2,200	750
AS-003	09/20/17	Allergenco D	Kennel Room	1,600	110
AS-004	09/20/17	Allergenco D	Kennel Room	1,300	0
AS-005	09/20/17	Allergenco D	Wash/Grooming Room	2,100	0

AS-006	09/20/17	Allergenco D	Training Room	1,300	0
AS-007	09/20/17	Allergenco D	Break Room	690	0
AS-008	09/20/17	Allergenco D	Outside Building	5,500	0

Surface/Bulk Sampling

Gross contamination of building materials is usually self-evident. It is often useful to sample these materials to scientifically demonstrate the presence of elevated levels of microorganisms and to identify species of visual growth. This information is then used to potentially correlate these levels to airborne spore levels throughout a structure.

Surface/Bulk sampling is also useful in verification of remediation procedures and source sampling. A bulk sample was collected from the base of the wall system in Room # 3 in the basement where suspect mold was visibly seen on the wall system where past moisture intrusion had occurred.

Surface sample results show high levels of Aspergillus /Penicillium (ASP/PEN) spores present which correlates with air sampling within the kennel area.

Bulk Sample Results

Sample ID #	Collection Date	Sample Description	Sample Location	<u>Results</u> Mold Growth
T-001	09/20/2017	Tape Lift	Top of wainscot from wall	ASP/PEN +5
T-002	09/20/2017	Tape Lift	Base of wainscot from wall	ASP/PEN +5

Qualitative scale – None detected 1= Lowest (trace); 5= Highest (heavy or abundantly present)

It should be assumed based on visual and laboratory analysis that the perimeter walls of the kennel from the top of the wainscot to the base of the wall system have mold content on and or within the wall systems and the Mylar wainscot. It is recommended to remove the wall system from the and wainscot from the top of the wainscot to the ground level. The future design should account for the excessive use of moisture in this area, and put back of materials should incorporate moisture resistant products coupled with a design not to allow moisture to wick into it. The concrete floor should be floated to allow for proper drainage from the everyday discharge of water.

Mold and particulate exposure does not always present a health problem indoors. However, some people are more sensitive to molds and particulates as the human organism is very subjective. These people may experience symptoms such as nasal stuffiness, eye irritation, wheezing, and or skin irritation when exposed to certain types of mold. Some people may have more extreme reactions. Severe reactions may include fever and shortness of breath. Immunocompromised persons and persons with chronic lung diseases such as COPD are at an increased risk for opportunistic infections.

Mold is treated in the same way as other hazardous materials and should only be disturbed by properly trained individuals. The IICRC (Institute of Inspection Cleaning and Restoration Certification) certifies individuals and firms in the proper way to mitigate water and mold inundation and contamination. It is not recommended that untrained individuals perform any large-scale disturbance of contaminated building materials unless properly trained and wearing the appropriate PPE; i.e. containment localized ventilation, disposable suits, respirators etc. Disturbance of mold without the proper work control methods in place can lead to bigger issues such as cross contaminating other adjacent areas and incidental exposure to other occupants and different trade employees.

The following conclusions are based on our inspection of visually accessible areas and the results of microscopic examination of air samples:

- Areas of concern were wet at the base of the wall system and randomly at the top of the wainscot within the kennel.
 - Moisture indicating spores were detected within the kennel which is an indicator of moisture inundated building materials. All other Indoor air samples collected were found to contain a mixture of ubiquitous spores that would be typical of the season and would be expected to be typical in most structures
 - Relative humidity levels were at acceptable levels at all sampling locations in the structure.
 - Wall systems affected within the kennel likely have excessive mold growth on the back side of the wall board based on visual examination and laboratory results.
-
- In summary, on the basis of this mold screening investigation, WEC offers the following recommendations:
 - It is recommended that a licensed professional IICRC certified water and mold remediation firm be retained for all remediation activities.
 - Set up full containment protocols for remediation procedures in the affected areas.
 - Set up HEPA equipped air filtration units to draw and filter airborne spores and exhaust filtered air to the exterior of the structure.
 - Remove all gypsum board in the kennel from affected areas to access foundation and CMU block wall.
 - Remove contamination found at the time of inspection on the structural joists, and clean all surfaces within the contained area.

- HEPA vacuum and wipe all surfaces within the areas of concern utilizing EPA approved cleaning and anti-microbial agents. Remove all gross contamination from studs, sill plates and floor and CMU wall system. Means and methods to be determined by contractor that comply with IICRC methodology.
- Clean and treat all remaining structural components (i.e. studs sill plates etc.). HEPA vacuum sill plate chases.
- Fog interior of regulated areas with antimicrobial and let set then recommence filtration of air.
- Spray Antimicrobial directly in areas hard to clean yet easy for antimicrobial agents to penetrate.
- Upon completion of remediation recommence filtration then shut down HEPA equipped local ventilation units for at least 12hours prior to post sampling.
- Retest for effectiveness of remediation (clean again if testing still shows elevated counts of fungal spores).
- If MVOC's are detected in the future search for further possible water intrusion and repair under restoration conditions. Keep in mind not to put back like building materials until the foundation water accumulation issue is addressed or fungal growth will continue and reoccur
- Maintain humidity levels below 60% to discourage mold growth.

Limitations

This report has been prepared to assist in evaluating the microbial impact at the above address. WEC provided these services consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions. This statements in lieu of other statements either expressed or implied. This report is intended for the sole use of the client. The intent of the report is to aid the building owner, architect, construction manager, general contractors, and potential demolition and abatement contractors in locating fungi growth (mold). This report in not intended to serve as a bidding document nor as a project specification document and actual site conditions and building material quantities should be field-verified. The scope of services performed in execution of this evaluation may not be appropriate to satisfy the needs of other users, and reuse of this document, the findings, conclusions, or recommendations is at the risk of said user. Although a reasonable attempt has been made to locate suspect fungi (mold) in the areas identified, the inspection techniques used are inherently limited in the sense that only full demolition procedures will reveal all building materials of a structure and, therefore, all areas of potential fungal growth. The size of the area impacted by fungal growth is based on professional judgement and practicality. Additionally, other possible building material hazards such as asbestos and lead containing



383 Industrial Way Suite 300 Anchorage Alaska 99501

paints were not included as part of this evaluation and may require proper sampling for identification prior to disturbance. Other unidentified microbiological impact may be located within walls, ceiling cavities, below flooring or grade, and other non-accessible areas. Caution should be used during all remediation activities.

Respectfully

A handwritten signature in blue ink, appearing to read 'B. O'Bray', is shown on a light yellow rectangular background.

Brett O'Bray - CMC (Board Certified Microbial Consultant)
Vice President
White Environmental Consultants Inc



SEPTEMBER 2017

VALDEZ NEW BOAT HARBOR

© Gary Minish

CONSTRUCTION

Phase 2 Uplands Facilities and Inner Harbor Facilities - Phase 2 contractor, Pacific Pile & Marine (PPM) and subcontractors, continued posting submittals and shop drawings for the R&M design team to review. They completed the foundations, placed floor slabs in Bilge Treatment and East Restroom buildings, finished laying masonry walls for the Restroom and placed the stone veneer for Bilge Treatment and Restroom buildings, installed trusses and roofing on the Bilge Treatment building and roof trusses on the Restroom building. The fabrication plant in Houston reported that major flooding in that area would delay shipment of the structural steel for the Warehouse building until mid-November. Delivery will be too late for erecting the steel and enclosing the Warehouse building to allow interior work during the winter. The City of Valdez (COV) responded to questions on the Request for Proposal (RFP) for Fuel Facility and again extended the date for submission of proposals.

DESIGN

Phase 2 is a single contract package consisting of Uplands Facilities (warehouse building, east restroom, bilge treatment facility, paving and landscaping) and Inner Harbor components (removal of in-water rock, piling, floats, pedestrian ramps, drive-down bridge and float). R&M continued: reviewing material and shop drawing submittals, responding to Requests for Information (RFIs) and clarifications of construction documents, performing daily observations of work, testing soil and concrete, and performing

PROJECT ACHIEVEMENTS

- Completed review of shop drawings for the most important building components
- Completed concrete footings and foundation walls for the uplands buildings
- Continued fabrication of mooring float and drive-down float components
- Placed floor slab, installed walls, laid stone veneer and installed roof for Bilge Treatment building
- Placed floor slab, laid masonry blocks, stone veneer and installed roof trusses for the East Restroom
- Finished footings, foundation walls and canopy piers for the Warehouse building



Bilge Bldg walls, stone veneer, roof installed; ready for siding

SEPTEMBER 2017 PROJECT UPDATE (CONT.)

special inspections for construction of the uplands buildings.

USACE NAVIGATION IMPROVEMENTS

The USACE is administering the Western Marine Construction (WMC) contract for dredging the navigation channel and float basin and construction of the breakwaters. The USACE indicated that WMC has completed the dredging and breakwater work. The USACE Alaska District and Pacific Division Commanders and senior civilian staff toured the new harbor site. The USACE finished reviewing WMC's survey and informed the COV that they encountered discrepancies and that USACE would hire a consultant to perform a second hydrographic survey. The USACE took possession of the in-water rock area along the north bank of the west mooring basin and turned that area over to the COV. The USACE also indicated the remainder of the basin would be turned over to the COV before the end of December. Arcadis has received updated financial information from the USACE and continues coordinating for closeout of the USACE contract with the COV.

FUTURE MILESTONES

- Finish enclosing Bilge Treatment and East Restroom to allow interior work
- Start electrical and mechanical rough-in for Bilge Treatment and East Restroom
- Begin assembling mooring and drive-down float sections at Seattle area shops
- Receive approved survey of the basin from the USACE
- Closeout COV contract with USACE for the dredging and breakwater work
- Receive and review responses to Fuel Facility RFP



Restroom - Mortaring native rock wainscot on steel support



Warehouse Building – Concrete placed in stem wall and pier forms

PROJECT TEAM

Laura Langdon, Capital Facilities Project Manager, City of Valdez || 907.835.5478 ext. 3

Ronnie Barcak, Project Manager, USACE || 907.753.5755

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

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

Ron Rozak, Construction Manager, Arcadis || 907.382.2933





East Restroom – Setting roof trusses



Restroom - Drilling holes for securing concrete core drill



Restroom - Walls, stone veneer installed; roof partially sheathed



Restroom – Drilling Mechanical Room walls for plumbing pipe



East Picnic Area platform (Phase 1). East Restroom, Bilge Treatment building (above) and Warehouse (beyond) in process 2017 (Phase 2)



Bilge Building - Walls, stone veneer, roof installed; ready for siding

PROJECT SCHEDULE

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

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

BUDGET SUMMARY

Description	Original Budget	Revised Budget	Committed	Spent as of 9/30/17	% Spent	Estimate at Completion
DESIGN	\$ 2,451,971	\$ 3,659,047	\$ 3,659,047	\$ 2,626,964	72%	\$ 3,683,509
Design	\$ 1,851,971	\$ 2,215,983	\$ 2,215,983	\$ 2,231,917	101%	\$ 2,240,445
Design Team Services During Construction	\$ 600,000	\$ 1,443,064	\$ 1,443,064	\$ 395,046	27%	\$ 1,443,064
PROJECT MANAGEMENT	\$ 2,340,548	\$ 2,922,518	\$ 2,922,518	\$ 2,127,175	73%	\$ 2,919,405
Project Management	\$ 1,740,548	\$ 2,547,868	\$ 2,547,868	\$ 1,755,637	69%	\$ 2,547,868
Inspection/Testing	\$ 600,000	\$ 374,650	\$ 374,650	\$ 371,537	99%	\$ 371,537
USACE CONSTRUCTION - CITY PORTION	\$ 9,345,453	\$ 7,645,453	\$ 7,525,453	\$ 5,141,258	67%	\$ 7,525,453
Initial Basin	\$ 7,145,453	\$ 7,145,453	\$ 7,145,453	\$ 4,761,258	67%	\$ 7,145,453
Other Basin Modifications	\$ 2,200,000	\$ 500,000	\$ 380,000	\$ 380,000	76%	\$ 380,000
CITY CONSTRUCTION	\$ 39,023,904	\$ 45,020,830	\$ 44,943,664	\$ 20,844,311	46%	\$ 45,020,830
Phase 1 Uplands	\$ 19,013,040	\$ 19,636,803	\$ 19,636,803	\$ 19,191,437	98%	\$ 19,636,803
Phase 2 Base/Drivedown Floats, Uplands Fac.	\$ 8,976,100	\$ 24,927,549	\$ 24,927,549	\$ 1,340,562	5%	\$ 24,927,549
Upland Facilities (with Phase 2)	\$ 4,046,643	\$ -	\$ -	\$ -	0%	\$ -
Drive Down Float (with Phase 2)	\$ 4,951,721	\$ -	\$ -	\$ -	0%	\$ -
Drive-Down Float In-water Mods (with Phase 2)	\$ 1,342,500	\$ -	\$ -	\$ -	0%	\$ -
Hotel Hill Clearing	\$ 64,900	\$ 64,900	\$ 64,900	\$ 64,900	100%	\$ 64,900
Fish Cleaning	\$ 324,000	\$ -	\$ -	\$ -	0%	\$ -
Electric Primary	\$ 225,000	\$ 311,579	\$ 311,579	\$ 247,412	79%	\$ 311,579
CCTV/Security/Head End Equipment	\$ 80,000	\$ 80,000	\$ 2,834	\$ -	0%	\$ 80,000
ADMINISTRATION	\$ 60,000	\$ 65,000	\$ 102,263	\$ 84,408	130%	\$ 86,410
FFE	\$ 100,000	\$ 100,000	\$ -	\$ -	0%	\$ 100,000
CONTINGENCY (@ 15% original budget)	\$ 7,998,281	\$ 1,907,309				\$ 1,984,550
TOTAL CITY FUNDED	\$ 61,320,158	\$ 61,320,158	\$ 59,152,946	\$ 30,824,115	50%	\$ 61,320,158
USACE FUNDED**	\$ 21,277,761	\$ 21,277,761	\$ 21,277,761	\$ 19,992,705	94%	\$ 21,277,761
TOTAL CITY/USACE FUNDING	\$ 82,597,919	\$ 82,597,919	\$ 80,430,707	\$ 50,816,821	62%	\$ 82,597,919

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

** Reconciliation with USACE is in process; updates are anticipated.



CHANGE ORDER
CITY OF VALDEZ

TO: Dawson Construction, Inc.
PO Box 30920
Bellingham, WA 98225

DATE ISSUED: October 6, 2017
CHANGE ORDER NO. 31
COST CODE NO. 310-9507-58000
PROJECT NO. 11-310-9507
CONTRACT NO. 1091

PROJECT: Valdez Middle School

Distribute to:
Engineering _____
Owner _____
Contractor _____
Other - Arcadis _____

You are directed to make the changes in this CONTRACT as follows:

Decrease the Contract Sum by \$526,219.06 to reflect the final Cost of the Work, determined in accordance with Construction Contract Final Payment provision 7.2, as supported by the final accounting documents together with backup and supplemental information requested by the Project Manager (Project Cost Summary is attached). The decrease in Contract Sum includes the Contractor's Contingency amount of \$67,854.13 that was not expended.

Justification:

The Contract Sum through Change Order No. 30 was based on the Guaranteed Maximum Price (GMP) estimated from the 65% Design Documents that was approved by Contract Amendment #4, and has been adjusted by subsequent executed Amendments and Change Orders. Review of the final accounting documents confirms that actual approved Costs of the Work, including the Final Payment to the Contractor, is \$526,219.06 less than the Contract Sum prior to this Change Order. This Change Order balances the Contract Sum with the final Cost of the Work, and documents the return of funds to the City that were committed and not expended on the Cost of the Work.

Not valid until signed by the City Manager. Signature of Contractor indicates his agreement herewith, including any adjustment in **CONTRACT** sum or **CONTRACT** time.

The original CONTRACT sum was	\$ <u>30,000.00</u>
Change by previously authorized Change Order(s)	\$ <u>32,156,005.48</u>
The CONTRACT sum prior to this Change Order was	\$ <u>32,156,005.48</u>
The CONTRACT sum will <i>decrease</i> by this Change Order	\$ <u>526,219.06</u>
New CONTRACT sum including this Change Order will be	\$ <u>31,659,786.42</u>

CONTRACT time will be (increased/decreased) by 0 days. The date of Substantial Completion as of the date of this Change Order therefore is December 31, 2015.

Dawson Construction, Inc.
Valdez Middle School
Contract 1091, Change Order 31

**CONTRACTOR
DAWSON CONSTRUCTION, INC.**

By: _____

Date: _____

CORPORATE SEAL

Attest: _____
Corporate Secretary

**AUTHORIZED BY:
CITY OF VALDEZ**

By: _____
Elke Doom, City Manager

Date: _____

RECOMMENDED

By: _____
Nathan Duval, Director of Capital Facilities

Date: _____

12.094 Valdez Middle School

Date: 09/6/17

Project Cost Summary

Guaranteed Maximum Price (Including Change Orders 1-30)		\$32,186,005.48
Cost of Work:		
Labor	\$3,224,917.91	
Materials	\$6,113,220.81	
Subcontractors	\$18,623,433.75	
Equipment	\$569,632.29	
Subtotal:	\$28,531,204.76	
Fixed Fee Preconstruction Services	\$30,000.00	
Fixed Fee For General Conditions	\$2,114,825.31	
Fixed Fee for GCM/GC	\$983,756.35	
Total Project Cost:	\$31,659,786.42	<u>\$31,659,786.42</u>
Savings on Guaranteed Maximum Price:		\$ 526,219.06
Savings To Owner (100%):		\$ 526,219.06
<i>Note: Balance of Contractor Contingency is included in savings to owner.</i>		

Project Final Billing

Guaranteed Maximum Price:	\$32,186,005.48
Less Savings To Owner:	<u>\$ 526,219.06</u>
Final Contract Amount:	\$ 31,659,786.42
Less Previous Billings:	<u>\$ 31,625,786.47</u>
Final Billing Amount:	<u>\$ 33,999.95</u>

Fee Schedule

Item	General Conditions	GCM/GC
Original	\$ 2,070,000.00	\$ 900,000.00
Ammendment 6	\$ 19,418.00	\$ 36,409.00
CO #1	\$ 233.45	\$ 407.16
CO #2	\$ 567.33	\$ 989.46
CO #3	\$ 556.18	\$ 970.04
CO #4	\$ 412.02	\$ 718.59
CO #5	\$ 637.16	\$ 1,111.27
CO #6	\$ 1,944.84	\$ 3,391.95
CO #7	\$ 522.22	\$ 910.85
CO #8	\$ 542.54	\$ 946.24
CO #9	\$ 5,846.16	\$ 10,196.21
CO #10	\$ 606.39	\$ 1,057.57
CO #11	\$ 3,827.33	\$ 6,675.16
CO #12	\$ 933.15	\$ 1,627.50
CO #13	\$ 347.20	\$ 605.57
CO #14	\$ 493.22	\$ 860.22
CO #15	\$ 209.16	\$ 364.80
CO #16	\$ 2,688.52	\$ 4,689.00
CO #17	\$ 490.23	\$ 855.01
CO #18	\$ 518.92	\$ 905.05
CO #19	\$ 632.46	\$ 1,103.08
CO #20	\$ 617.97	\$ 1,077.78
CO #21	\$ 607.30	\$ 1,059.24
CO #22	\$ 333.70	\$ 582.00
CO #23	\$ 536.81	\$ 936.26
CO #24	\$ 646.32	\$ 1,127.24
CO #25	\$ 656.73	\$ 1,145.40
CO #26	\$ -	\$ -
CO #27	\$ -	\$ -
CO #28	\$ -	\$ -
CO #29	\$ -	\$ 1,644.52
CO #30	\$ -	\$ 1,390.18
Total	\$ 2,114,825.31	\$ 983,756.35

Self Performed Work Cost/Markup Reconciliation

								Markup Job Costed to Material
DIV	Labor	Material	Equipment	10% Markup	Subcontracts	Total		
0	\$ -	\$ 2,314.49	\$ -	\$ 231.45	\$ -	\$ 2,545.94	\$	231.45
1	\$ 221,477.75	\$ 1,268,279.39	\$ 569,632.29	\$ 205,938.94	\$ 48,055.00	\$ 2,313,383.37	\$	205,938.94
2	\$ 28,364.14	\$ 2,100.00	\$ -	\$ 3,046.41	\$ 425,172.00	\$ 458,682.55	\$	3,046.41
3	\$ 1,009,290.52	\$ 870,376.10	\$ -	\$ 187,966.66	\$ 1,960.00	\$ 2,069,593.28	\$	187,966.66
5	\$ 356,002.10	\$ 1,348,363.22	\$ -	\$ 170,436.53	\$ 435,334.50	\$ 2,310,136.35	\$	170,436.53
6	\$ 214,197.80	\$ 135,236.33	\$ -	\$ 34,943.41	\$ 363,780.00	\$ 748,157.54	\$	34,943.41
7	\$ 630,980.20	\$ 516,890.57	\$ -	\$ 114,787.08	\$ 1,320,647.00	\$ 2,583,304.85	\$	114,787.08
8	\$ 107,314.82	\$ 230,191.36	\$ -	\$ 33,750.62	\$ 400,083.79	\$ 771,340.59	\$	33,750.62
9	\$ -	\$ 165.58	\$ -	\$ 16.56	\$ 2,492,451.66	\$ 2,492,633.80	\$	16.56
10	\$ 102,619.61	\$ 170,033.28	\$ -	\$ 27,265.29	\$ 161,759.16	\$ 461,677.34	\$	27,265.29
11	\$ 103,511.65	\$ 341,042.03	\$ -	\$ 44,455.37	\$ 284,977.00	\$ 773,986.05	\$	44,455.37
12	\$ 367.78	\$ -	\$ -	\$ 36.78	\$ 82,724.00	\$ 83,128.56	\$	36.78
20	\$ 19,530.10	\$ 26,920.90	\$ -	\$ 4,645.10	\$ 3,759,005.11	\$ 3,810,101.21	\$	4,645.10
21	\$ -	\$ -	\$ -	\$ -	\$ 191,070.00	\$ 191,070.00	\$	-
26	\$ 6,267.43	\$ -	\$ -	\$ 626.74	\$ 3,316,046.18	\$ 3,322,940.35	\$	626.74
31	\$ -	\$ -	\$ -	\$ -	\$ 2,684,096.61	\$ 2,684,096.61	\$	-
32	\$ 420,613.44	\$ 299,253.93	\$ -	\$ 71,986.74	\$ 2,656,271.74	\$ 3,448,125.85	\$	71,986.74
33	\$ 1,686.74	\$ 1,347.18	\$ -	\$ 303.39	\$ -	\$ 3,337.31	\$	303.39
99	\$ 2,693.83	\$ -	\$ -	\$ 269.38	\$ -	\$ 2,963.21	\$	269.38
Subtotal	\$ 3,224,917.91	\$ 5,212,514.36	\$ 569,632.29	\$ 900,706.45	\$ 18,623,433.75	\$ 28,531,204.76	\$	900,706.45
10% Markup	\$ 322,491.79	\$ 521,251.44	\$ 56,963.23	\$ 900,706.45				

Grand Total with Markup Job Costed to Material

	Labor	Material	Equipment	10% Markup	Subcontracts	Total
10 % Markup	\$ -	\$ 900,706.45	\$ -	\$ (900,706.45)	\$ -	\$ -
Grand Total	\$ 3,224,917.91	\$ 6,113,220.81	\$ 569,632.29	\$ -	\$ 18,623,433.75	\$ 28,531,204.76

Subcontractor Costs Summary

Subcontract	Vendor	Contract	Billed	Paid	Retainage	Current Due	To Be Billed
Detailing Service Agreement	Pro Draft Inc.	\$ 72,500.00	\$ 72,500.00	\$ 72,500.00	\$ -	\$ -	\$ -
Storm Water Pollution Prevention Plan	LeMay Engineering & Consulting, Inc.	\$ 5,750.00	\$ 5,750.00	\$ 5,750.00	\$ -	\$ -	\$ -
Civil	Harris Sand and Gravel, Inc.	\$ 2,737,261.87	\$ 2,737,261.87	\$ 2,737,261.87	\$ -	\$ -	\$ -
Abatement	Absolute Services, Inc.	\$ 401,963.00	\$ 401,963.00	\$ 401,963.00	\$ -	\$ -	\$ -
Steel Erections	Swanson Steel Erectors, Inc.	\$ 347,714.50	\$ 347,714.50	\$ 347,714.50	\$ -	\$ -	\$ -
Mechanical	Mantech Mechanical, Inc.	\$ 3,759,005.11	\$ 3,759,005.11	\$ 3,759,005.11	\$ -	\$ -	\$ -
Fire Suppression	Chinook Fire Protection, Inc.	\$ 191,070.00	\$ 191,070.00	\$ 191,070.00	\$ -	\$ -	\$ -
Electrical	Megawatt Electric LLC	\$ 3,316,046.18	\$ 3,316,046.18	\$ 3,316,046.18	\$ -	\$ -	\$ -
Design & Detailing of Exterior Light Gauge Framing	BBFM Engineers Inc.	\$ 15,120.00	\$ 15,120.00	\$ 15,120.00	\$ -	\$ -	\$ -
Roofing & Sheet Metal Flashing & Trim	Interior Alaska Roofing, Inc.	\$ 1,317,586.00	\$ 1,317,586.00	\$ 1,317,586.00	\$ -	\$ -	\$ -
Curtain Walls, Windows & Glazing	Alaska Glazing Inc.	\$ 380,431.79	\$ 380,431.79	\$ 380,431.79	\$ -	\$ -	\$ -
Landscaping	S&G Contracting, Inc.	\$ 393,568.25	\$ 393,568.25	\$ 393,568.25	\$ -	\$ -	\$ -
Framing, GWB, Painting, Wall Protection, ACT, Wall Coverings	All Wall Contracting, Inc.	\$ 2,078,569.82	\$ 2,078,569.82	\$ 2,078,569.82	\$ -	\$ -	\$ -
Asphalt Paving	MJM Services	\$ 727,548.54	\$ 727,548.54	\$ 727,548.54	\$ -	\$ -	\$ -
Flooring & Tile	Commercial Contractors, Inc.	\$ 361,107.00	\$ 361,107.00	\$ 361,107.00	\$ -	\$ -	\$ -
Sectional/Coiling Overhead Doors/Operable Partitions	Door Systems of Alaska, Inc.	\$ 102,055.00	\$ 102,055.00	\$ 102,055.00	\$ -	\$ -	\$ -
Architectural Woodwork	Casework Inc. dba Pac West	\$ 363,780.00	\$ 363,780.00	\$ 363,780.00	\$ -	\$ -	\$ -
Gym Floor	Alaskan Industries, Inc.	\$ 147,365.00	\$ 147,365.00	\$ 147,365.00	\$ -	\$ -	\$ -
Food Service Equipment	CMA Restaurant Supply & Design, Inc.	\$ 284,977.00	\$ 284,977.00	\$ 284,977.00	\$ -	\$ -	\$ -
Telescoping Bleachers	Irwin Seating Company	\$ 54,190.00	\$ 54,190.00	\$ 54,190.00	\$ -	\$ -	\$ -
Field Turf	FieldTurf USA, Inc.	\$ 878,995.00	\$ 878,995.00	\$ 878,995.00	\$ -	\$ -	\$ -
Thermal Insulation	Statewide Foam & Coatings, LLC	\$ 18,770.00	\$ 18,770.00	\$ 18,770.00	\$ -	\$ -	\$ -
Synthetic Track Surfacing	Beynon Sports Surfaces Inc	\$ 348,600.00	\$ 348,600.00	\$ 348,600.00	\$ -	\$ -	\$ -
Pavement Markings & Site Signage	Anchorage Striping LLC	\$ 27,750.00	\$ 27,750.00	\$ 27,750.00	\$ -	\$ -	\$ -
Chain Link Fences & Gates	McKinley Fence Co. of Alaska, Inc.	\$ 181,660.00	\$ 181,660.00	\$ 181,660.00	\$ -	\$ -	\$ -
Final Cleaning & Floor Polish	Bell Tech Inc.	\$ 42,305.00	\$ 42,305.00	\$ 42,305.00	\$ -	\$ -	\$ -
Sandblasting and Painting	Dunkin & Bush, Inc.	\$ 13,300.00	\$ 13,300.00	\$ 13,300.00	\$ -	\$ -	\$ -
Site Concrete	Zastrow Enterprises, Inc.	\$ 54,444.69	\$ 54,444.69	\$ 54,444.69	\$ -	\$ -	\$ -
Total		\$ 18,623,433.75	\$ 18,623,433.75	\$ 18,623,433.75	\$ -	\$ -	\$ -

Brian Carlson

From: Magdalena McCay
Sent: Wednesday, October 11, 2017 2:12 PM
To: Brian Carlson
Subject: 1602 updated

Activity 1602

Year	2015	2016	2017	Total
carry forward	-	89,894.48	26,657.78	116,552.26
BUD 4	100,000.00	-	986,349.00	1,086,349.00
BUD 5	-	-	(250,000.00)	(250,000.00)
expenditures	(10,105.52)	(63,236.70)	(2,500.00)	(75,842.22)
encumbrance	-	-	(10,506.46)	(10,506.46)
balance	89,894.48	26,657.78	750,000.32	

Magdalena McCay
Comptroller

907.834.3454
City of Valdez
PO Box 307 * Valdez, AK 99686

City Council, City Manager, City Clerk Travel Report
3rd Quarter 2017 (JUL-SEP)

[illegible]

Mayor's Report –October 17, 2017

Since our last Council meeting on October 3-

- Congratulations to the VCVB crew for hosting an excellent 7th Annual Oktoberfest which was a HUGE success. Laurine Regan shared some of the fundraising results with me, here are the highlights: Ticket sales more than doubled from 100 to 202; there were 340 people (Alan and I were there) in attendance which included all of the volunteers, sponsors and workers; the current calculations below are even without any bar sales.

TOTAL INCOME	2016 \$12,800.91	2017 \$19,320.00
TOTAL EXPENSES	\$15,617.63	\$12,581.40
TOTAL PROFIT	-\$2,816.72	\$6,738.60

Besides all of this, the food was good, the entertainment was fun, the band was excellent, and it was reported that the beer was outstanding.

- During the Spill Drill I met Dennis Parrish of Conoco Phillips and he put Alan and I in touch with JoAnn Ford, *"JoAnn is a manager in the FAA and based in Washington D.C. and is one of the individuals that has been instrumental in bringing new approaches to airports in Alaska."* We have been in communication with the FAA about the Navigation Aids at our airport and here is good news from JoAnn: *"I am happy to tell you that Valdez can expect a "special" WAAS localizer performance (LP) approach around/approximately (keep fingers crossed) November 2018. It is on the list for publication... we are thrilled to tell you that Alaska's FAA flight procedure and flight standards teams were able to think outside the box, and achieve the development of a WAAS "special" LP approach for Valdez."*
- I attended the School Board meeting on Monday, October 9th and was happy with their current student count numbers and their budget discussion.
- On the 10th, Principal Woodgate invited me to attend his meeting with Jason Williams, Twilah Beck and some Department of Labor people regarding figuring out how to get the Schools to Apprenticeship program started in Valdez for our students ages 16 and older. They also met with our City's HR and City Manager that afternoon.
- Paul Lantz and Paul Whiltse flew in from Anchorage to discuss some ideas about Valdez's future in energy, shipping, and housing with our Economic Development Director, our Port Director and me. It was a good meeting and we asked them to figure out costs and if anything pencil's out, to bring proposals back to the Economic Diversification Commission through Martha. If the EDC agrees with a proposal, then they can bring it to Council.
- The Museum's Roadhouse Dinner was October 14 and honored the City Councils who were instrumental in moving Old Town to our current location 50 years ago. I was happy to accept the recognition for those hard working public servants of the past and thank Sara Irwin-Godreau and Patty Relay for championing this idea.
- October is always crazy-busy with all of the events/fundraisers and budget hearings. I am happy with the streamlined budget process the City administration has decided to pilot with us this year and look forward to making the right decisions to keep the City moving forward in a positive, thoughtful, and united manner when we actually vote on the 2018 budget.
- Happy Halloween and enjoy the World Series!

Respectfully submitted,



Ruthie Knight, Mayor City of Valdez



City of Valdez
Office of the Mayor
212 Chenega Ave
PO BOX 307
Valdez, AK 99686

October 12, 2017

Darcy B. Harris, Trails Program Coordinator
Alaska State Parks
550 W 7th Ave Suite 1380
Anchorage AK 99501-3561

Dear Darcy,

This letter is to express my support for Levitation 49's (dba Valdez Adventure Alliance) application seeking a State Recreational Trails Project grant for the Shoup Bay Trail. I appreciate the current efforts Valdez Adventure Alliance is undertaking in our community, as the permitted operator for the Valdez State Park. This grant, to upgrade the condition of the Shoup Trail, will be an ongoing benefit to our Valdez residents and visitors alike.

A past community survey has shown that the Shoup Trail is the highest priority trail among Valdez residents. The entire length of this trail provides expansive and scenic views of Prince William Sound. It needs to be made more accessible so everyone can enjoy this one of a kind hike and the exhilarating outdoor experience. The proposed upgrades will make this possible. I can think of no better placement for trail funds and encourage you to award this grant to Valdez Adventure Alliance.

Sincerely,

Mayor, City of Valdez

October 2017 - City Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 7pm Ports & Harbor Commission Meeting	3 5:30pm - Council Work Session (Procurement Code Revisions) 7pm - Regular Council Meeting (Executive Session: Clerk Eval Part 1)	4 7pm - Economic Diversification Commission Meeting	5 7pm - Planning & Zoning Commission Meeting	6	7
8	9 6:30pm - School Board Meeting	10 5:30pm - Library Board Meeting (@ Library) 6:30pm - Prov. Health Advisory Council Meeting (@ Hospital) 6pm - Council Work Session (With ECI Re: Kelsey Dock Uplands)	11 6pm - Council Budget Hearing #1	12 6pm - Council Budget Hearing #2	13 6pm - Council Budget Hearing #3	14
15	16 6pm - Council Budget Hearing #4	17 7pm - Regular Council Meeting	18 Holiday	19 7pm - Economic Diversification Commission Meeting	20	21
22 Tillie Wonder Plaza Dedication @ noon	23 6:30pm - School Board Meeting	24 Noon - Flood Task Force Meeting 7pm Ports & Harbor Commission Meeting	25 7pm - Planning & Zoning Commission Meeting	26 7pm - Parks & Recreation Commission Meeting	27	29
29	30 Noon - Beautification Task Force Meeting	31				

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

Updated 10/13/17

Note #2: Strikethroughs indicate standing meeting has been cancelled.

November 2017 - City Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 7pm – Economic Diversification Commission Meeting	2	3	4
5	6 6pm – Council Budget Hearing #5	7 5:30pm – Council Work Session (With State Lobbyist) 7pm – Regular Council Meeting (Executive Session: City Manager Six- Month Informal Evaluation)	8 Noon – Permanent Fund Committee Meeting 7pm – Planning & Zoning Commission Meeting	9 7pm Ports & Harbor Commission Meeting	10 Holiday	11
12	13 Alaska Municipal League 6:30pm – School Board Meeting	14 Alaska Municipal League 5:30pm – Library Board Meeting (@ Library) 6:30pm – Prov. Health Advisory Council Meeting (@ Hospital) 7pm – Parks & Recreation Commission Meeting	15 Alaska Municipal League 7pm – Economic Diversification Commission Meeting	16 Alaska Municipal League	17 Alaska Municipal League	18
19	20 7pm Ports & Harbor Commission Meeting	21 7pm – Regular Council Meeting (Public Budget Hearing)	22 7pm – Planning & Zoning Commission Meeting	23 Holiday	24	25
26	27 Noon – Beautification Task Force Meeting 6:30pm – School Board Meeting	28	29	30		

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

Updated 10/13/17

Note #2: Strikethroughs indicate standing meeting has been cancelled.

Note #3: Week of 11/13 – Alaska Municipal League & Affiliate Org. Conferences in Anchorage (Mayor, Council, City Manager, City Clerk/Deputy Clerk)

Note #4: Clerk attending IIMC Board of Directors Meeting 11/16-22