

# **City of Valdez**

*212 Chenega Ave.  
Valdez, AK 99686*



## **Meeting Agenda - Final-revised**

**Wednesday, May 6, 2020**

**7:00 PM**

**Regular Meeting (Moved from 5/5 due to Municipal Election)**

**Council Chambers**

**City Council**

**REGULAR AGENDA - 7:00 PM**

## I. CALL TO ORDER

## II. PLEDGE OF ALLEGIANCE

## III. ROLL CALL

## VI. PUBLIC BUSINESS FROM THE FLOOR

## V. CONSENT AGENDA

1. [Proclamation - Public Service Recognition Week](#)
2. [Proclamation - Police Week](#)
3. [Proclamation - Bike Week](#)

## VI. NEW BUSINESS

1. [Certification of the Results of the May 5, 2020 Regular Municipal Election](#)
2. [Discussion Item: COVID-19 Update](#)

## VII. ORDINANCES

1. [#20-05 - Amending Chapter 9.38 of the Valdez Municipal Code Relating to Trapping. Second Reading. Adoption.](#)

## VIII. RESOLUTIONS

1. [#20-26 - Amending The 2020 Budget By Accepting The State Of Alaska Department Of Natural Resources, Division Of Forestry 2020 Volunteer Fire Assistance Grant In The Amount Of \\$5,000.00 And Authorizing The Expenditure](#)

## IX. REPORTS

1. [Change Order Report: Change Order #2 for Fire Station 1 Mold Remediation and Ventilation Upgrades Project with Orion Construction Inc.](#)
2. [Report: Temporary Land Use Permit #20-03 for Copper Valley Telecom for Six Months, for Lot 20, Block 7, Alpine Woods Subdivision](#)
3. [Parks and Recreational Services Report](#)
4. [Report: Wildlife Resistant Container Program Outreach Group \[Update #4\]](#)
5. [City Manager's Report 5-6-2020](#)

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

XI. COUNCIL BUSINESS FROM THE FLOOR

XII. ADJOURNMENT



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 20-0180, **Version:** 1

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**ITEM TITLE:**

Proclamation - Public Service Recognition Week

**SUBMITTED BY:** Sheri Pierce, MMC, City Clerk

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

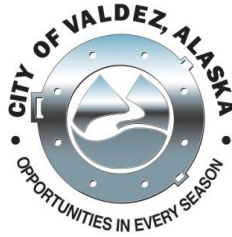
Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

Please see attached proclamation recognizing public service employees.



# *PROCLAMATION*

WHEREAS, since 1985, the first full week in May has been set aside to honor the millions of public employees at the federal, state, county, and city levels, and

WHEREAS, Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working, and their tireless efforts are especially critical today during the COVID-19 pandemic; and

WHEREAS, public employees take not only jobs, but solemn oaths; and

WHEREAS, many public servants, including military personnel, police officers, firefighters, border patrol officers, embassy employees, aid workers, health care professionals, intelligence officers and others, risk their lives each day in service to the Constitution and people of the United States and around the world; and

WHEREAS, public servants include teachers, doctors and scientists ... train conductors and astronauts ... nurses and safety inspectors ... laborers, computer technicians and social workers ... and countless other occupations. Day in and day out they continue to fulfill their duties during a public health crisis—even at personal risk—to provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials.

NOW, THEREFORE, I, Mayor of the City of Valdez, do hereby announce and proclaim to all citizens, that the week of May 3rd thru May 9<sup>th</sup> is

## **Public Service Recognition Week**

And encourage all citizens to recognize the accomplishments and contributions of government employees at all levels—federal, state, county and city.

CITY OF VALDEZ, ALASKA

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Jeremy O'Neil, Mayor

ATTEST:

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Sheri L. Pierce, MMC, City Clerk



## Legislation Text

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**File #:** 20-0181, **Version:** 1

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**ITEM TITLE:**

PROCLAMATION - POLICE WEEK

**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:**

Please see attached proclamation recognizing our Valdez police officers and other law enforcement agencies in Valdez and observance of Police Memorial Day.



# PROCLAMATION

## POLICE WEEK

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the law enforcement agencies in Valdez play an essential role in safeguarding the rights and freedoms of the citizens of Valdez; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the Valdez Police Department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service;

NOW, THEREFORE, I, Mayor Jeremy O'Neil, call upon all citizens of Valdez and upon all patriotic, civil and educational organizations to observe the week of May 10 through 16, 2020, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of Valdez to observe Friday, May 15, 2020, as

### **PEACE OFFICERS MEMORIAL DAY**

in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

DATED THIS 6<sup>TH</sup> DAY OF MAY, 2020.

CITY OF VALDEZ, ALASKA

ATTEST:

\_\_\_\_\_  
Jeremy O'Neil, Mayor

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 20-0182, **Version:** 1

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**ITEM TITLE:**

Proclamation - Bike Week

**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:**

Please see attached proclamation recognizing Bike Week.





## *PROCLAMATION*

WHEREAS, for more than a century the bicycle has been an utilitarian, economical, environmentally sound and effective means of personal transportation, recreation and fitness; and

WHEREAS, the City of Valdez encourages the use of bicycles as a means of transportation; and

WHEREAS, the City of Valdez recognizes the bicycle as a legitimate roadway vehicle and therefore is entitled to legal and responsible use of all public roadway facilities in Valdez; and

WHEREAS, the City of Valdez encourages the increased use of the bicycle, benefiting all citizens of Valdez by improving air quality, reducing traffic congestion and noise, decreasing the use of and dependence upon finite energy sources, and fostering exercise; and

WHEREAS, the City of Valdez, recognizing the use of bicycles as a viable mode of transportation, endeavors to promote safe and responsible bicycling and is committed to incorporating the development of bicycle facilities in the vision for our community; and

WHEREAS, the League of American Bicyclists has established May as National Bicycle Month.

NOW, THEREFORE, I, Mayor of the City of Valdez, do hereby proclaim, May 18<sup>th</sup> thru May 22<sup>nd</sup>, 2020, as

### **BIKE WEEK**

in the City of Valdez, and encourage all citizens to ride their bicycles to work, to the store, to the park, around their neighborhoods and with friends and family to promote the personal and societal benefits achieved from bicycling.

DATED this 6<sup>th</sup> day of May, 2020.

CITY OF VALDEZ, ALASKA

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Jeremy O'Neil, Mayor

ATTEST:

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Sheri L. Pierce, MMC, City Clerk



## Legislation Text

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**File #:** 20-0183, **Version:** 1

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**ITEM TITLE:**

Certification of Results of May 5, 2020 Regular Municipal Election

**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 City Clerk will provide a report to the City Council detailing the Election Canvas Board's recommendation to certify the results of the Election.



## Legislation Text

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**File #:** 20-0184, **Version:** 1

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**ITEM TITLE:**

Discussion Item: COVID-19 Update

**SUBMITTED BY:** Mark Detter, City Manager

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

The City Manager and IMT will provide an update on the Valdez COVID-19 response.



## Legislation Text

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**File #:** ORD 20-0005, **Version:** 1

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**ITEM TITLE:**

#20-05 - Amending Chapter 9.38 of the Valdez Municipal Code Relating to Trapping. Second Reading. Adoption.

**SUBMITTED BY:** Jake Staser, City Attorney/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:**

This Ordinance amends Chapter 9.38 to simplify land use regulations related to trapping activities within the City of Valdez in order to protect the health and safety of persons and pets.

CITY OF VALDEZ, ALASKA

ORDINANCE NO. 20-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING CHAPTER 9.38 OF THE VALDEZ MUNICIPAL CODE TITLED TRAPPING

WHEREAS, the following amendments to Chapter 9.38 of the Valdez Municipal Code establish regulations related to land use as it pertains to trapping activities within the City of Valdez.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, THAT, the following amendments are made to Chapter 9.38 of the Valdez Municipal Code:

SECTION 1. Chapter 9.38 is hereby amended to read as follows:

**Chapter 9.38**

**TRAPPING**

Sections:

- 9.38.010 Purpose of chapter.
- 9.38.020 Definitions.
- 9.38.030 Trapping allowed.
- ~~9.38.040 Qualifications to trap.~~
- ~~9.38.050 Identification of traps.~~
- ~~9.38.060 Registration.~~
- ~~9.38.070 Unsafe traps.~~
- 9.38.0~~4~~<sup>8</sup>0 Other exceptions.
- 9.38.0~~5~~<sup>9</sup>0 Violation—Penalty.

**9.38.010 Purpose of chapter.**

It is the purpose of this chapter to enact land use regulations pursuant to AS 29.35.260(c) to protect all persons ~~the citizens~~ from hazardous devices and to protect domesticated animals and pets from damage and destruction which may result from uncontrolled trapping activities.

**9.38.020 Definitions.**

The following words and phrases shall have the meanings respectively ascribed to them by this section:

“Trap” means any device used for the purpose of catching, capturing, snaring, holding or killing animals.

“Trapping” means the placing or setting of traps with the intent to catch animals. This definition does not apply to the catching of animals within a dwelling place or garage, shed or barn.

#### **9.38.030 Trapping allowed.**

Trapping for both recreational and for subsistence purposes is allowed within the Valdez city limits except that:

A. Trapping shall not be allowed within one-half mile in any direction of an occupied subdivision.

B. Trapping shall not be allowed within five hundred feet of any road, excluding bridges and culverts outside the downtown area and past the duck flats. No trapping is allowed within the area known as the Valdez duck flats, which is defined as that area bounded on the east by Mineral Creek Loop Road, on the west by the Richardson Highway, on the south by a line extending from the Valdez Container Terminal to and including Dock Point and on the north by elevation of one thousand feet.

C. Trapping shall not be allowed ~~Snare-only trapping areas shall include within~~ portions of Mineral Creek Canyon and all areas northeast of the Richardson Highway from Airport Road to the Glacier Stream Bridge. No trapping is allowed within five hundred feet of the Mineral Creek trails, located in Mineral Creek Canyon as designated on Exhibits A and B to Section 12.08.010.

D. No trapping is allowed within the area known as Mineral Creek State Park, which is defined as a fifty-acre parcel known as Tract A-2, ASLS 99-21; and a 91.68-acre portion of U.S. Survey 5113 bounded on the north by Raven Subdivision and Tract A-1, ASLA 79-117, on the east by Tract A-1, ASLA 79-117, on the south by Blueberry Subdivision and Port Valdez, and on the west by Tract A-2, ASLA 99-21.

#### **9.38.040 Qualifications to trap.**

~~All persons who trap within the Valdez city limits shall show proof of completion of an approved trapping safety class conducted by the city of Valdez animal control department and valid trapper's license. Copies of trapping licenses shall be provided to the city of Valdez animal control department.~~

#### **9.38.050 Identification of traps.**

A. ~~All traps shall include a permanent metal tag on which is stamped or etched the trapper's name and phone number.~~

B. ~~All traps and all trap lines shall be marked with a legible warning sign appropriately set and height adjusted (i.e., for snow level). Said signs shall be clearly visible on a weather-resistant surface and with the numbers and letters, at least one-inch high, in a bright fluorescent color that contrasts with the color of the sign. Each trapper is responsible for placement and maintenance of proper signage.~~

**9.38.060 Registration.**

~~All trappers shall register the exact locations of their trap lines with the city of Valdez— animal control department. If requested, this information will be made available to the— public.~~

**9.38.070 Unsafe traps.**

~~Any traps deemed unsafe by a law officer will be removed immediately. The law officer— shall attempt to notify the owner of the trap.~~

**9.38.0480 Other exceptions.**

The chief of police or the chief's designee shall have the absolute authority to authorize trapping within a restricted area within the Valdez city limits as is deemed necessary to protect public health and safety. Examples of exceptions include, but are not limited to, the following:

- A. Employees or agents of governmental units or agencies who, using live traps, in the course of their duties, are required to trap animals or birds for authorized purposes.
- B. Scientists in their work of identifying and studying wildlife, animals and birds for scientific purposes.
- C. Persons who have specific animal nuisance problems.

**9.38.0590 Violation—Penalty.**

Violation of Sections 9.38.010 through 9.38.0370 is punishable by a minimum fine of fifty dollars. Upon citation under Sections 9.38.010 through 9.38.0370, court appearance is mandatory.

Section 2. This ordinance shall take effect immediately upon passage and approval by the Valdez City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Jeremy O'Neil, Mayor

ATTEST:

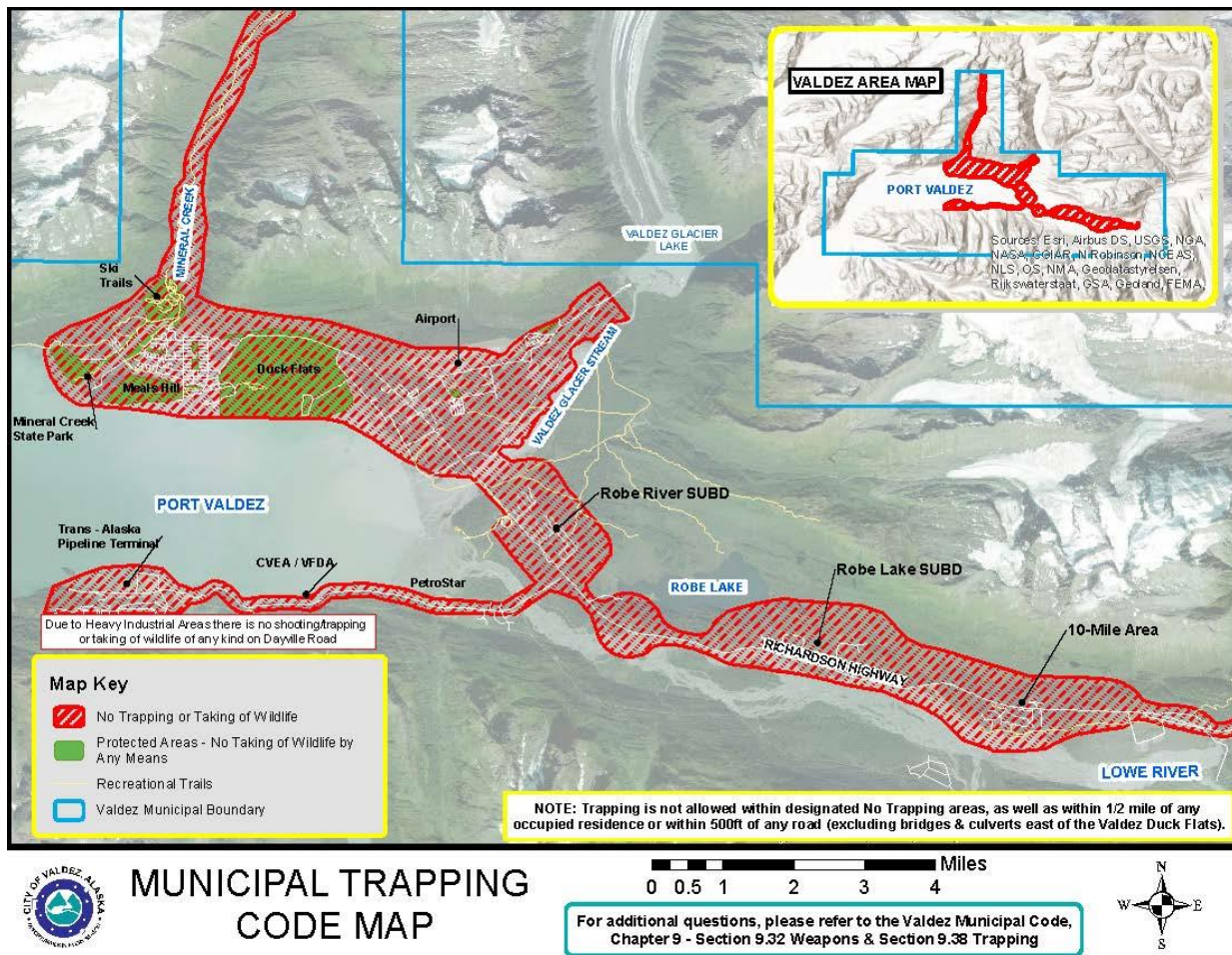
\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

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

Adoption:  
Yeas:  
Noes:  
Absent:  
Abstaining:









## Legislation Text

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**File #:** RES 20-0026, **Version:** 1

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**ITEM TITLE:**

#20-26 - Amending The 2020 Budget By Accepting The State Of Alaska Department Of Natural Resources, Division Of Forestry 2020 Volunteer Fire Assistance Grant In The Amount Of \$5,000.00 And Authorizing The Expenditure

**SUBMITTED BY:** Tracy Raynor, Fire Chief

**FISCAL NOTES:**

Expenditure Required: [Click here to enter text.](#)

Unencumbered Balance: [Click here to enter text.](#)

Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

Recommend accepting this grant funds

**SUMMARY STATEMENT:**

This is an annual grant from the Alaska Department of Natural Resources. No matching monies required. These grant funds are used to provide training for fire department members

CITY OF VALDEZ, ALASKA

RESOLUTION #20-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING THE 2020 BUDGET BY ACCEPTING THE STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES, DIVISION OF FORESTRY 2020 VOLUNTEER FIRE ASSISTANCE GRANT IN THE AMOUNT OF \$5,000 AND AUTHORIZING THE EXPENDITURE

WHEREAS, the State of Alaska, Department of Natural Resources, Division of Forestry has awarded the 2020 Volunteer Fire Assistance grant to the City of Valdez Fire Department in the amount of \$5,000; and

WHEREAS, the City will use the Volunteer Fire Assistance grant funds for Firefighter Engine Company Operations Training.

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

Section 1. The city authorizes the acceptance of grant funds from the DOA DNR Forestry Volunteer Fire Assistance Grant (001-0000-33430) in the amount of \$5,000.

Section 2. The City increases the appropriation for the SOA DNR Fire Assistance Grant Training (001-3200-45910) in the amount of \$5,000.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this 6<sup>th</sup> day of May, 2020.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Jeremy O'Neil, Mayor

ATTEST:

\_\_\_\_\_  
Sheri L. Pierce, MMC, City Clerk



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Natural Resources

Division of Forestry

550 West 7<sup>th</sup> Avenue, Suite 1450  
Anchorage, AK 99501-3561  
Main: 907.269-8463  
Fax: 907-269-8931

February 25, 2020

Dear Volunteer Fire Department:

Thank you for applying for the 2020 Volunteer Fire Assistance (VFA) grants. Forty-eight (48) volunteer fire departments applied for a VFA grant requesting a total of \$325,872.29 in assistance. Thirty-four (34) of the forty-eight (48) VFDs will receive some level of funding. A total of \$225,000 was awarded. This letter is the official notification.

The enclosed spreadsheet lists all applicants and amount requested/amount awarded. If a fire department was awarded a grant, the amount awarded will be listed in the column titled "Amount Awarded". Some VFDs will not receive an award this year and two will receive a partial award. If a VFD did not receive any funding or will be receiving a partial award, please contact your respective DOF Fire Management Officer with any questions you may have.

- Checks will be distributed electronically by association with the VFD's SOA vendor number and the SOA electronic payment agreement. Electronic disbursements are expected sometime in the next four-six weeks.
- To be eligible for a 2021 VFA grant, compliance documentation, such as copies of receipts for 2020 grant expenditures, must be submitted to your nearest Forestry office at the time of, or prior to, submitting a 2021 application.
- Volunteer Fire Assistance is an award of Federal Financial Assistance with funding from the USDA Forest Service. Prime and sub recipients to this award are subject to OMB guidance in sub parts A through F of 2 CFR Part 200 as adapted and supplemented by the USDA in 2 CFR Part 400. Adaption by USDS of the OMB guidance in 2 CFR 400 gives regulatory effect to OMB guidance in 2 CFR 200 where full text may be found.
- The brochure, Complying with Civil Rights, FS-850, can be found here:  
[https://www.fs.usda.gov/Internet/FSE\\_DOCUMENTS/fseprd526908.pdf](https://www.fs.usda.gov/Internet/FSE_DOCUMENTS/fseprd526908.pdf).
- The OMB Circulars are available on the internet at [www.ecfr.gov](http://www.ecfr.gov).

If an application was not fully successful do not be discouraged and continue to apply every year by submitting a complete online application package by the deadline.

Sincerely,

A handwritten signature in blue ink, appearing to read "Arlene W. Sword".

Arlene Weber Sword

Fire Staff Officer

## 2020 VFA Grant Awards

Fire Department	Amount Requested	Amount Awarded	Division of Forestry Office
Delta Junction VFD	\$6,439.30	\$6,439.30	Delta Area Office
Rural Deltana VFD	\$7,500.00	\$0.00	Delta Area Office
Chena-Goldstream Fire & Rescue	\$7,390.17	\$7,390.17	Fairbanks Area Office
City of Anderson	\$7,449.69	\$7,449.69	Fairbanks Area Office
Ester VFD	\$7,456.05	\$7,456.05	Fairbanks Area Office
McKinley VFD	\$6,621.92	\$6,621.92	Fairbanks Area Office
North Star VFD	\$6,307.81	\$6,307.81	Fairbanks Area Office
Salcha Fire & Rescue	\$4,027.50	\$0.00	Fairbanks Area Office
Steese Area VFD	\$7,500.00	\$0.00	Fairbanks Area Office
Tri-Valley VFD	\$4,495.00	\$4,495.00	Fairbanks Area Office
Anchor Point Fire & Emergency Medical Service Area	\$7,500.00	\$7,500.00	Kenai Kodiak Area Office
Bear Creek Fire/EMS Department	\$6,736.36	\$0.00	Kenai Kodiak Area Office
Cooper Landing VFD	\$4,849.80	\$0.00	Kenai Kodiak Area Office
Fire Protection Area No. 1 (Bayside Fire Station)	\$7,497.20	\$7,497.20	Kenai Kodiak Area Office
Homer VFD	\$7,414.38	\$7,414.38	Kenai Kodiak Area Office
Kachemak Emerg. Services	\$7,047.65	\$7,047.65	Kenai Kodiak Area Office
Kenai FD	\$7,398.90	\$7,398.90	Kenai Kodiak Area Office
Lowell Point VFD	\$7,500.00	\$0.00	Kenai Kodiak Area Office
Nikiski FD	\$5,332.50	\$3,476.00	Kenai Kodiak Area Office
Ninilchik Emergency Services	\$7,169.49	\$7,169.49	Kenai Kodiak Area Office
Port Graham VFD	\$6,695.49	\$0.00	Kenai Kodiak Area Office
Seward FD	\$6,295.50	\$0.00	Kenai Kodiak Area Office
Butte FD	\$7,463.25	\$0.00	Mat Su Area
Caswell Lakes FSA #135	\$7,500.00	\$7,500.00	Mat Su Area
Girdwood Vol. Fire & Rescue, Inc.	\$7,425.00	\$7,425.00	Mat Su Area
Houston FD	\$6,800.00	\$0.00	Mat Su Area
Palmer Fire and Rescue	\$6,708.82	\$0.00	Mat Su Area
Sutton VFD	\$7,500.00	\$7,500.00	Mat Su Area
Talkeetna VFD	\$7,500.00	\$7,500.00	Mat Su Area
Trapper Creek	\$7,499.99	\$7,499.99	Mat Su Area
West Lakes FD	\$7,477.07	\$0.00	Mat Su Area
Willow VFD	\$7,500.00	\$7,500.00	Mat Su Area
Craig VFD	\$7,473.80	\$7,473.80	Southeast Alaska
Gustavus VFD	\$7,245.00	\$7,245.00	Southeast Alaska
Haines VFD	\$7,500.00	\$7,500.00	Southeast Alaska
Hoonah VFD	\$7,397.09	\$7,397.09	Southeast Alaska
Pelican Volunteer Fire & EMS	\$4,713.12	\$4,713.12	Southeast Alaska
Sitka FD	\$6,412.00	\$0.00	Southeast Alaska
Aniak VFD	\$7,052.24	\$7,052.24	Southwest District
Chignik Lagoon VFD	\$6,300.00	\$0.00	Southwest District
Iliamna VFD	\$6,750.00	\$6,750.00	Southwest District
Kwethluk FD	\$5,000.00	\$0.00	Southwest District
Northway VFD	\$5,771.90	\$5,771.90	Tok Area Office

Tok VFD	\$5,798.97	\$5,798.97	Tok Area Office
Chenega Bay FD	\$6,744.22	\$6,744.22	Valdez-Copper River Area Office
Gakona VFD	\$7,469.91	\$7,469.91	Valdez-Copper River Area Office
Kennicott/McCarthy VFD	\$7,495.20	\$7,495.20	Valdez-Copper River Area Office
Valdez FD	\$6,750.00	\$5,000.00	Valdez-Copper River Area Office
<b>GRAND TOTAL</b>	<b>\$325,872.29</b>	<b>\$225,000.00</b>	



## Legislation Text

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**File #:** 20-0185, **Version:** 1

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**ITEM TITLE:**

Change Order Report: Change Order #2 for Fire Station 1 Mold Remediation and Ventilation Upgrades Project with Orion Construction Inc.

**SUBMITTED BY:** Brad Sontag, Capital Facilities Project Manager

**FISCAL NOTES:**

Expenditure Required: \$29,558.69

Unencumbered Balance: \$68,500.00

Funding Source: 350-0310-55000.1605

**RECOMMENDATION:**

Receive and File

**SUMMARY STATEMENT:**

The Contract will be increased due to additional mold remediation in the Fire Station 1 decontamination room. The increase includes the cost for the extra mold remediation and all additional work associated with it. Upon discovery of additional mold, the abatement contractor was required to do extra remediation that was not in the original scope of work for this project. This in turn increased the time and materials needed to bring the Decon room back to a working condition.

This report is filed per City Procurement Code 2.80.050

Fire Station 1 Mold Remediation and Ventilation Upgrades - contract #1572

DOCUMENT	DESCRIPTION	AMOUNT	
Original Contract		\$	271,500.00
Change Order #1	Contract sum to increase to compensate the contractor for unanticipated COVID-19 expenses	\$	5,000.00 \$ 276,500.00
Change Order #2	Contract sum is to be incresed due to additional mold remediation in the Fire Station 1 Decon room	\$	29,558.69 \$ 306,058.69
TOTAL		\$	306,058.69
			12.73%



**CHANGE ORDER  
CITY OF VALDEZ**

**TO:** Orion Construction, Inc.  
3038 N. Caribou St.  
Wasilla, AK 99654

**DATE ISSUED** April 2, 2020  
**CHANGE ORDER NO.** 02  
**COST CODE NO.** 350-0310-55000.1605  
**PROJECT NO.** 19-350-1605  
**CONTRACT NO.** 1572

**PROJECT:** Fire Station 1 Hazmat Remediation and  
Ventilation Upgrades

Distribute to  
Engineering \_\_\_\_\_  
Owner \_\_\_\_\_  
Contractor X  
Other \_\_\_\_\_

**You are directed to make the changes in this CONTRACT as follows:** The contract sum is to be increased by \$29,558.69 due to additional mold remediation in the Fire Station 1 Decon room. The increase includes the cost of the extra remediation and all additional work associated with it.

**Justification:** The abatement contractor was required to do extra remediation that was not in the original scope of work for this project. This in turn increased the time and materials needed to bring the Decon room back to a working condition.

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>271,500.00</u>
Change by previously authorized Change Order(s).....	\$	<u>5,000.00</u>
The CONTRACT sum prior to this Change Order was.....	\$	<u>276,500.00</u>
The CONTRACT sum will be increased by this Change Order...	\$	<u>29,558.69</u>
New CONTRACT sum including this Change Order will be.....	\$	<u>306,058.69</u>

**CONTRACT** time will be unchanged. Therefore the substantial completion date for this project is June 15, 2020.

**ORION CONSTRUCTION, INC.**

**By:** [Signature]

**Date:** 4/2/2020

**CORPORATE SEAL**

**Attest:** [Signature]

Corporate Secretary

**AUTHORIZED BY:  
CITY OF VALDEZ**

**By:** [Signature]

Mark Dettner, City Manager

**Date:** 4-24-20

**RECOMMENDED:**

**By:** [Signature]

Nathan Duval, Capital Facilities Director

**Date:** 4-20-20





## Legislation Text

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**File #:** 20-0186, **Version:** 1

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**ITEM TITLE:**

Report: Temporary Land Use Permit #20-03 for Copper Valley Telecom for Six Months, for Lot 20, Block 7, Alpine Woods Subdivision

**SUBMITTED BY:** Nicole LeRoy, Planning Technician

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and file.

**SUMMARY STATEMENT:**

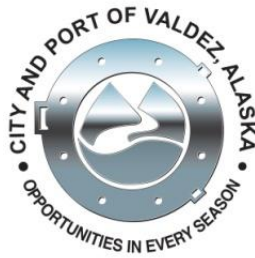
On April 3, 2020, Planning Department staff received a temporary land use permit application from Copper Valley Telecom for use of 5345 Chalet Drive, Lot 20, Block 7, Alpine Woods Subdivision owned by the City of Valdez. Copper Valley Telecom has requested use of the parcel for storage of fiber optic cable, utility conduit, excavation equipment, and an 8' x 30' temporary office trailer in conjunction with the installation of fiber optic internet in Alpine Woods Subdivision (see attached application.) The requested area is 41,806 square feet and is seasonally used as a snow removal lot. During the rest of the year, it is vacant. Copper Valley has requested use of the property for five months.

Public Works Director Rob Comstock was solicited for comments on the application and expressed no objection to the use proposed.

Per Valdez Municipal Code 17.48.140 B 2 e, temporary land use permit requests not to exceed six months in duration may only be granted by the Planning and Zoning Commission if the desired use is in conformance with the existing zoning and/or comprehensive plan. In reviewing temporary land use permit application 20-02, staff determined the use requested by Copper Valley to be in accordance with the comprehensive plan goal to provide the maximum range of community services and facilities, especially on a short term and temporary basis.

On April 22, 2020 the Planning and Zoning Commission voted to approve temporary land use permit 20-03. Per Valdez Municipal Code 17.48.140 B2k, this decision is reported to City Council. If there is no objection from Council tonight, staff will prepare a temporary land use permit document using standard language approved by the City attorneys

The fee for TLUP #20-03 will be \$1,250.00 for the period requested by Copper Valley Telecom, as set in resolution #12-36.



**CITY OF VALDEZ  
TEMPORARY LAND USE PERMIT APPLICATION FORM**

**Application Fee: \$50.00 (Non-Refundable) Waived 2017 per Resolution #12-72**

File No. 20-03

Date Recv'd. 4/3/2020- NL

Directions:

1. Please type or print legibly.
2. Please submit this application form to the Office of Community & Economic Development, P.O. Box 307, Valdez, Alaska 99686.
3. Please answer all questions on this form, or put N/A (not applicable) in the spaces provided, as the answer applies.

\*\*\*\*\*

Applicant name: Copper Valley Telecom

Mailing address: 329 Fairbanks St.

City, State, Zip: Valdez, AK 99686

Daytime telephone: 835-7789

SIGNATURE: Lon D. Rake

\*\*\*\*\*

Representative name: Lon D. Rake

Mailing address: 329 Fairbanks St.

City, State, Zip: Valdez, AK 99686

Daytime telephone: 835-7789

\*\*\*\*\*

Legal Description of Property Affected by Application:

Located in Township\_\_\_\_\_ Range\_\_\_\_\_ Section\_\_\_\_\_, CRM  
Lot/Block/Tract/Subd. lot 20 blk 7 Alpine woods Plat # 75-6  
Street Address/Other description 5345 Chalet Drive  
Tax # \_\_\_\_\_ Size of Property 41,806 sf

Type of business to be placed on the property: Utility conduit, fiber optic cable, reel trailers,  
excavators, vehicles and possibly a small office trailer.

Size of temporary building(s) to be placed on the property: TBD 8x30

Duration of lease requested (6 months maximum): 5 Months

Special lease requirements: \_\_\_\_\_

\*\*\*\*\*

Submitted materials attached - The following submitted materials must be submitted when applying for a lease on City land.

- \_\_\_\_\_ 1. Plot Plan – A drawing of the proposed lease property showing:
  - \_\_\_\_\_ a. Size of lot (to scale)
  - \_\_\_\_\_ b. Placement and size of buildings, storage units, miscellaneous structures planned (to scale)
  - \_\_\_\_\_ c. Water & sewer lines, locations of septic tanks, if needed
  - \_\_\_\_\_ d. Parking spaces (numbered on the drawing with a total number indicated).
- \_\_\_\_\_ 2. Fees – All applicable fees must be submitted prior to the execution of a lease.
  - a. Application Fee (\$50.00). Covers the costs associated with processing the application (Non-refundable).

\_\_\_\_\_ 3.     Liability Insurance – The Permittee shall, at its own expense, maintain and keep force during the terms of this Permit adequate insurance to protect both Valdez and Permittee against comprehensive public liability claims arising from the use of the property in the minimum limit of ONE MILLION DOLLARS (\$1,000,000) combined single limit to protect against liability for personal injury, death or property damage.

\_\_\_\_\_ 4.     Financial Data – The applicant is a:

Sole proprietorship     \_\_\_\_\_

Partnership     \_\_\_\_\_

Corporation       X  \_\_\_\_\_

Other (Please explain)\_\_\_\_\_

\_\_\_\_\_ 5.     Partnership Statement – If applicant is a partnership, answer the following:

a.     Date of Organization \_\_\_\_\_

b.     General partnership ( ) / Limited partnership ( )

c.     Statement of partnership recorded? ( ) yes ( ) no

Where\_\_\_\_\_

d.     Has the partnership done business in Alaska?

( ) yes           ( ) no

When\_\_\_\_\_

Where\_\_\_\_\_

e.     Name, address and partnership share of each general and limited partner. If a partner is a corporation, complete page for corporation.

Limited/ <u>General</u>	<u>Name</u>	<u>Address</u>	<u>Share</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

f.     Attach a complete copy of the partnership agreement.

\_\_\_\_\_ 6. Corporation Statement—If applicant is a corporation, answer the following:

a. Date of incorporation\_\_\_\_\_

b. Where incorporated\_\_\_\_\_

c. Is the corporation authorized to do business in Alaska?

( ) yes ( ) no

If so, as of what date \_\_\_\_\_

d. The corporation is held:

Publicly ( ) Privately ( )

e. If publicly held, how and where is the stock traded?

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f. Furnish the name, title, and address of each officer and in addition, the same information for each principal stockholder owning more than ten percent of the corporation.

<u>Name</u>	<u>Title</u>	<u>Address</u>	<u>Share</u>
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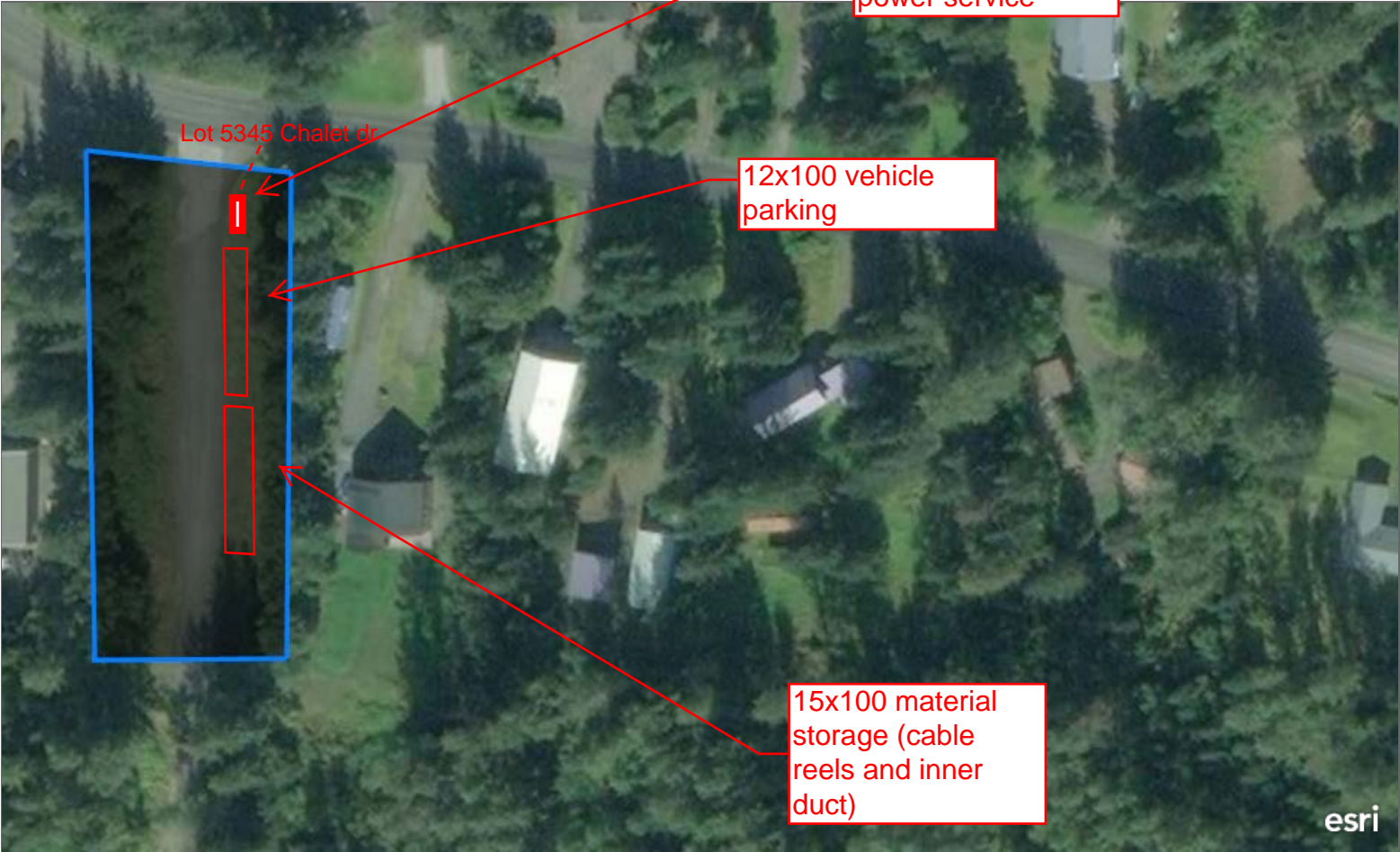
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g. Furnish the names of the officers specifically authorized to execute contracts and other corporate commitments under the corporate articles and/or by-laws.

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General Land Ownership for the City of Valdez



This map was created for the specific purpose of displaying general land ownership for the City of Valdez.

100ft

Esri, HERE, Garmin, USGS, EPA, USDA | USGS



**CITY OF VALDEZ**  
**TEMPORARY LAND USE PERMIT AGREEMENT**

**Permit No. 20-03**

This Temporary Land Use Permit Agreement (hereinafter referred to as Permit) is entered into this \_\_\_\_**th** day of April, **2020** by and between the **CITY OF VALDEZ**, an Alaska municipal corporation (hereinafter referred to as "Valdez"), whose address is P.O. Box 307, Valdez, Alaska, 99686, and **COPPER VALLEY TELECOM**, (hereinafter referred to as "Permittee"), whose address is **P.O Box 337, Valdez AK 99686**. This Permit was approved by the Valdez Planning and Zoning Commission on the **22nd of April, 2020** and was reported to the Valdez City Council with no objection on the \_\_\_\_ day of \_\_\_\_\_, 2020.

**W I T N E S S E T H:**

1. Permit. Valdez hereby grants to Permittee the right and privilege to be present upon the following described real property belonging to Valdez pursuant to the terms of this Permit Agreement:

Lot 20, Block 7, Alpine Woods Subdivision  
(See Exhibit "A")

2. Term and Termination. Permittee may use the Property for the purposes set forth herein beginning on the \_\_\_\_**day of** \_\_\_\_, **2020** and continuing until the \_\_\_\_**day of** \_\_\_\_\_, **2020**. In no circumstance shall this Permit exceed six months in duration. The City of Valdez, may at its sole discretion terminate this Permit at any time for any reason with 30 days' written notice to Permittee. Permittee shall vacate the property within thirty days from receiving written notification from the City of Valdez.

3. Use. Permittee shall use the Property for the temporary storage of cable reels associated with the installation of fiber optic internet in the surrounding area and for no other purpose whatsoever without the prior written consent of the City of Valdez. Use of the Property under this Permit shall conform with existing City of Valdez zoning requirements and the City of Valdez



comprehensive plan. Use of the Property under this Permit shall not adversely impact public access or Valdez operations. **No permanent structures shall be erected on the property; and no permanent alteration of the land shall occur.**

4. Permittee Not a Lessee. No legal title or leasehold interest in the Property shall be deemed or construed to have been created or vested in Permittee by anything contained herein. The purpose of this permit is to convey a non-possession interest by the City of Valdez to Permittee in that certain property (not to exceed two acres) described in paragraph 1 above. The City of Valdez shall maintain all right, title, and interest in that Property as fee simple owner thereof, and Permittee by virtue of this Permit has only the right and privilege to be present upon the Property and to make use of it for the purpose set forth in paragraph 3 above.

5. Fee. In consideration for use of land owned by the City of Valdez, Permittee agrees to pay in advance a lump sum equal to a flat monthly fee of two hundred fifty dollars (\$250.00) per month of occupancy plus a pro-rated daily rate of nine dollars (\$9.00) per day for the number of days this permit is in effect other than a full month.

6. Insurance Requirement. The Permittee shall, at its own expense, maintain and keep in force during the terms of this Permit adequate insurance to protect both the City of Valdez and Permittee against comprehensive public liability claims arising from the use of the property in the minimum limit of ONE MILLION DOLLARS (\$1,000,000) combined single limit to protect against liability for personal injury, death, or property damage. The Permittee shall deposit with the City of Valdez a copy or copies of such insurance coverage together with appropriate evidence that the premiums thereupon have been paid. All such insurance of the Permittee shall name the City of Valdez as an additional insured party and contain a waiver of subrogation endorsement and provide that the City of Valdez shall be notified at least thirty (30) days prior to any termination, cancellation, or material change in such insurance coverage. Such requirement for insurance coverage shall not relieve the Permittee of any of its other obligations under this Permit.

7. Maintenance. Permittee agrees to maintain the property in a neat and orderly fashion. Upon termination of this Permit, Permittee agrees to leave the premises in a neat and clean condition.

8. Mechanic's Liens. Permittee shall pay all costs for construction done by it or caused to be done by it on the Property as permitted by this Permit. Permittee agrees not to construct any permanent structures on the property.

9. Utilities. Permittee shall be solely liable for and shall timely pay when due all expenses and fees for all utilities used or consumed with respect to the Property. The Permittee shall be required to provide and maintain sanitary facilities to include, but not be limited to, port-a-potties and garbage dumpsters.

10. Exculpation of Valdez. Valdez shall not be liable to Permittee for any damage to

Permittee or Permittee's property from any cause. Permittee waives all claims against Valdez for damage to persons or property arising from any reason.

11. Indemnity. Permittee shall hold the City of Valdez harmless from and against any and all damages arising out of any damage to any persons or property occurring in, on, or about the Property.

12. Condemnation. If during the term of this Permit there is any taking by condemnation of the Property or any interest in this Permit, this Permit shall terminate on the date of taking. Any condemnation award shall belong to and be paid to The City of Valdez, and Permittee hereby assigns to the City of Valdez Permittee's interest therein.

13. No Encumbrance or Assignment Permitted. Permittee shall not voluntarily encumber its interest in this Permit or in the Property or attempt to assign all or any part of the Property, or allow any other person or entity, except its authorized representatives, to occupy or use all or any part of the Property.

14. Default. The occurrence of any of the following shall constitute a default under this Permit by Permittee:

(a) Failure to pay fees when due, if the failure continues for fifteen (15) days after written notice for payment;

(b) Any default in or failure to perform any term, covenant, or condition of this Permit including those set forth in Exhibit B;

(c) The cessation by Permittee of the operation of the Permittee's business located on the Property for a period of thirty (30) days;

(d) The making of any assignments for the benefit of creditors of Permittee, the appointment of a receiver for Permittee's business, the entry of an Order for Relief as to Permittee under the United States Bankruptcy Code as now in effect or hereafter amended, the insolvency of Permittee, or any similar situation.

15. Remedies. In the event of any default by Permittee under the provisions of paragraph 14 of this Permit, all of Permittee's rights hereunder shall immediately terminate; and the City of Valdez may, in addition to any rights and remedies that it may be given by statute, common law, express agreement, or otherwise, enter and take sole possession and control of the Property.

16. Valdez' Entry on Premises. The City of Valdez shall have the right to enter the Property at any time and, in view of the fact this Permit constitutes a license on real property rather than a lease, shall at all times remain in possession of the Property.

17. Notices. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by certified mail, return receipt requested, and shall be addressed to the other party at the address set forth in the introductory paragraph of this Permit. Either party may change its address by notifying the other party of the change of address. Such notices shall be deemed given when mailed irrespective of whether or not they are received.

18. Modification, Amendment, Waiver. No delay or omission in the exercise of any right or remedy of the City of Valdez on any default by Permittee shall impair such a right or remedy or be construed as a waiver. No modification, amendment, or waiver of any of the provisions of this Agreement shall be effective unless in writing, specifically referring hereto, and authorized by both parties.

19. Governing Law/Jurisdiction. This Permit shall be governed by, interpreted, and enforced in accordance with the laws of the State of Alaska and the laws of the United States, as applicable. The venue for all litigation arising out of or relating to this Agreement shall be Valdez, Alaska. The parties hereto irrevocably agree to submit to the exclusive jurisdiction of such courts in the State of Alaska and waive any defense of *forum non conveniens*.

20. Miscellaneous. Time is of the essence with respect to each provision of the Permit, and it shall be binding upon and inure to the benefit of the parties, their heirs, assigns, and successors in interest. The enforceability, invalidity, or illegality of any provisions of this Permit shall not render the other provisions of this Permit unenforceable, invalid, or illegal.

IN WITNESS WHEREOF the parties have caused this Permit to be executed by their duly authorized officers the day and year first above written.

CITY OF VALDEZ, ALASKA  
TELECOM

PERMITTEE: COPPER VALLEY

By: \_\_\_\_\_  
Mark Detter, City Manager

By: \_\_\_\_\_  
Lon D. Rake, Copper Valley Valdez Plant Superintendent

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:  
BRENA, BELL & WALKER, P.C.  
Attorneys for the City of Valdez

By: \_\_\_\_\_

STATE OF ALASKA )  
 ) ss.  
THIRD JUDICIAL DISTRICT )

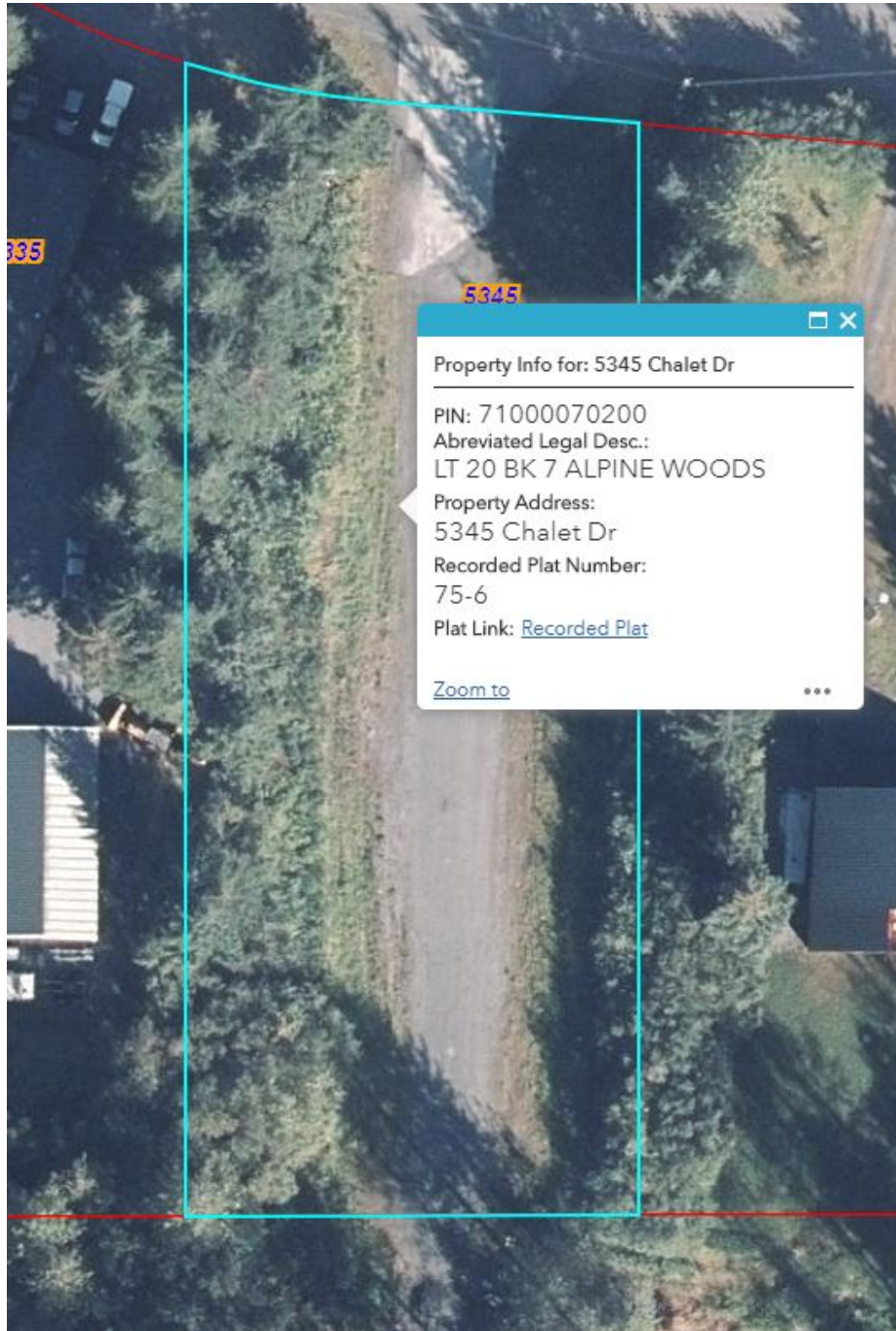
WITNESS my hand and notarial seal the day and year first hereinabove written.

STATE OF ALASKA                                 )  
   )ss.  
 THIRD JUDICIAL DISTRICT                 )

WITNESS my hand and notarial seal the day and year first hereinabove written.

Notary Public in and for Alaska  
My Commission Expires:\_\_\_\_\_

Page 5 of 7





## Legislation Text

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**File #:** 20-0187, **Version:** 1

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**ITEM TITLE:**

PRCS Report

**SUBMITTED BY:** Nicholas Farline, PRCS Director

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Report and file

**SUMMARY STATEMENT:**

Parks & Recreation Master Plan April update is attached to this report.

Key points and upcoming schedule:

- Survey responses- 1,815 Mailings sent to Valdez Residents
  - 219 completed invite surveys
  - 45 completed open link surveys
    - 13.9% return rate (very good rate of return compared to GreenPlay national averages).
  - Survey results will be presented to Rec Commission on regular scheduled meeting May 12<sup>th</sup>
- Upcoming Schedule:
  - May 1st- Deliver 50% of draft plan (background/ planning context/ program analysis/ organizational analysis/ LOS/ survey
  - May 6th- Deliver 75% of draft plan (recommendations/ action and implementation plan/ Financial Analysis)
  - May 13th- Deliver 100% of draft plan (Capital Costing/Site specific plans/ Appendix)
  - June (joint work session Rec Commission and Council to discuss the Parks &

Recreation draft Master Plan

- July 7th- Present final to Council for adoption

Allison Point Campground- MWR Fort Greely will be the operators of Allison Point Campground along with Glacier Campground until both agreements expire in 2023.

PRCS Director is currently reviewing an itemized proposal for the Meals Hill Master Plan from the contractor Huddle LLC.

PRCS has canceled the Valdez Eco-Stewardship Program for 2020 due to the COVID-19 pandemic. This program was specially funded by council.

**Project Name: City of Valdez, Parks and Recreation Master Plan**

**GP Project Manager: Teresa Jackson**

**Date: April 8, 2020**

**What was accomplished last month:**

- Programs analysis completed
- Financial analysis completed
- LOS Analysis completed
- Development of Key Issues Matrix and Findings presentation
- Close of survey and survey analysis work by RRC completed

**What will be accomplished this month:**

- Organizational analysis
- Findings and Visioning meetings will be conducted via Zoom on April 14 and 15
- Draft report prepared and provided to client by May 4

**What was previously accomplished:**

- Contract executed
- Startup documents delivered and reviewed
- Strategic Kickoff meeting held October 14, 2019
- Critical Success Factors developed and completed
- Public Engagement dates scheduled for November 2-4, 2019
- Preparation for Public Engagement completed
- Public Engagement conducted
- Site assessments conducted
- Public Engagement conducted November 2-4, 2019
- Public Engagement Summary Memo provided to project team and consultant team
- Survey draft provided to the project team
- Initiation of inventory assessment
- Initial review of background materials provided by City of Valdez
- Survey drafts one, two and three provided by RRC to client
- Zoom meeting conducted 12/12 to review GRASP process and LOS work conducted to date
- Findings and Visioning Workshop set for March 10, 2020
- Community survey approved and mailed to households the week of 1/16
- Inventory assessment and LOS analysis with inventory atlas reviewed and accepted by client
- Demographic and trends report completed
- Board update scheduled for March 10, via Zoom
- Finding and Visioning trip rescheduled to April 14 – 15 (adjusted to be a Zoom meeting)
- Board update via Zoom on March 10
- Open Link Survey made available February 24
- Survey close date identified for March 13



Scope changes/Value added to date:

- 

Input needed from client or others:

Other information/issues/concerns:

Schedule Status

- Project on schedule

Percent of project: 61%

	<u>% Complete</u>
<u>CONSULTING SERVICES</u>	
<b>TASK A</b>	
Project Coordination Strategic Kick-Off and Determination of Critical Success Factors	100%
<b>TASK B</b>	
Public Engagement	100%
Statistically-Valid Survey	100%
<b>TASK C</b>	
Inventory and Level of Service Analysis	85%
<b>TASK D</b>	
Action/Implementation Plan and Financial Analysis	30%
<b>TASK E</b>	
Draft and Final Plans, Presentations, and Deliverables	10%
Subtotal Fees	61%
<u>PROJECT REIMBURSABLE EXPENSES (attach receipts)</u>	
<b>TOTAL CURRENT BILLING</b>	61%



## Legislation Text

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**File #:** 20-0188, **Version:** 1

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**ITEM TITLE:**

Report: Wildlife Resistant Container Program Outreach Group [Update #4]

**SUBMITTED BY:** Bart Hinkle, Chief of Police

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and File

**SUMMARY STATEMENT:**

Representatives from multiple City of Valdez departments have assembled a team to conduct public information/outreach concerning the Wildlife Resistant Container program. The members of the team are: Allie Ferko (PIO/Clerks), Dan Plaster (Police Department), Bart Hinkle (Police Department), Rob Comstock (Public Works), Erick Garcia (Public Works), Venessa Dawson (Public Works), Nicholas Farline (Parks, Recreation and Cultural Services), Roxanne Murphy (City Administration), and Barb Rusher (Finance). Jake Staser serves as Legal advisor.

The team aims to meet on a weekly basis (although that has been modified a bit due to recent events) to identify and implement the most efficient and strategic methods to effectively communicate the WRC program to the citizens of Valdez.

**STEP ONE: WRC PROGRAM WEBSITE (COMPLETE - MARCH 4, 2020)**

**STEP TWO: WRC AGREEMENT FORM AVAILABLE (COMPLETE - MARCH 16)**

**STEP THREE: \*UPDATED\* WRC FORM AVAILABLE (COMPLETE - APRIL 13)**

Agreement forms (fillable PDF) are available on the WRC Program webpage. (  
<https://www.valdezak.gov/553/Wildlife-Resistant-Garbage-Collection-Pr>>)

Paper agreement forms are available in the entryway at Valdez City Hall.

The forms specifically state that the option to Rent is free of charge, and the purchase option is \$280.

The forms may be submitted via:

- Drop box located in the entryway at Valdez City Hall (212 Chenega Avenue)
- Mail to City of Valdez, c/o WRC Program, PO Box 307, Valdez AK 99686
- Email to [WRCProgram@valdezak.gov](mailto:WRCProgram@valdezak.gov)

#### **STEP FOUR: WRC PROGRAM FLIERS AND PROMOTIONAL VIDEO PUBLISHED (COMPLETE - APRIL)**

Since the last Council update, mailers were sent to PO Boxes.

The process for receiving payment for purchased containers was finalized. \*\*\*Payments will begin being accepted in early/mid - May\*\*\*

Distribution dates (delivery of containers) scheduled for mid-May.

As of 4/29/20 there have been 310 agreements turned in [271 rentals, 39 purchases]

#### **ONGOING WRC PROGRAM OUTREACH EFFORTS**

Upcoming methods of public information and outreach, along with an estimated timeline, include but are not limited to:

- Social media content to be posted on the City FB page and shared by other City departments [March-May]
- Fliers in strategic and common locations [March - May]
- Information on COV digital signage [March - May]
- Mailer sent to PO Box [April]
- Appearances on KVAK and KCHU by Public Works, Police, & Administration [May]
- PSAs (written and radio) [May]
- Video / Vignettes [May]
- Public Appearances with WRC [May]

**Next public information/outreach team update: Council packet on May 19th.**



## Legislation Text

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**File #:** 20-0189, **Version:** 1

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**ITEM TITLE:**

City Manager's Report 5-6-2020

**SUBMITTED BY:** Mark Detter, City Manager

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and File

**SUMMARY STATEMENT:**

The following details my activities for the past two weeks:

- Acted as Incident Commander for the Valdez COVID-19 Unified Command.
- Attended teleconference through AML of Governor's Economic Stabilization Team.
- Attended Alaska Municipal Manager's Association Teleconference on reopening Alaska economy.
- Attended meeting with City Clerk, Finance Director, and Assistant City Managers on new Council Member orientation.

My plans for the next two weeks include:

- Continue work as Incident Commander of Valdez Unified Command.
- Work on bringing back City employees to regular work place.
- Work with Mayor Pro Tem Scheidt on developing Valdez COVID-19 Economic Recovery Group.