



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda - Final

### City Council

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Tuesday, September 7, 2021

7:00 PM

Civic Center Conference Room

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#### Regular Meeting

#### REGULAR AGENDA - 7:00 PM

##### I. CALL TO ORDER

##### II. PLEDGE OF ALLEGIANCE

##### III. ROLL CALL

##### IV. APPROVAL OF MINUTES

1. [City Council Regular Meeting Minutes of August 3, 2021](#)

##### V. PUBLIC BUSINESS FROM THE FLOOR

##### VI. CONSENT AGENDA

1. [Approval to Go Into Executive Session Regarding Escaped Property and the B.P./Hilcorp Acquisition](#)
2. [Proclamation: National Suicide Prevention Month](#)

##### VII. NEW BUSINESS

1. [Discussion Item: COVID-19 Presentation by Dr. Anne Zink, Chief Medical Officer for the State of Alaska, and Dr. Angela Alfaro, Valdez Physician](#)

##### VIII. ORDINANCES

1. [#21-09 - Establishing the City Beautification Commission. First Reading. Public Hearing.](#)

##### IX. RESOLUTIONS

1. [#21-36 - Amending the 2021 City Budget by Transferring \\$534,154 from Capital Projects Contingencies and Major Maintenance Reserve Contingencies to Nuisance Abatement Reserve and Rescinding Resolution #21-33](#)

2. [#21-37 - Authorizing Submission of a Sport Fish Restoration Act, Recreational Boating and Access Matching Grant](#)

#### X. REPORTS

1. [Monthly Treasury Report: July, 2021](#)
2. [Procurement/Expenditure Report](#)
3. [Travel Voucher Program Update Report](#)

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

##### 1. City Manager Report

1. [City Manager's Report 9-7-2021](#)

##### 2. City Clerk Report

##### 3. City Attorney Report

1. [Report: City Attorney Billing Summary - July 2021](#)

##### 4. City Mayor Report

#### XII. COUNCIL BUSINESS FROM THE FLOOR

#### XIII. EXECUTIVE SESSION

#### XIV. RETURN FROM EXECUTIVE SESSION

#### XV. ADJOURNMENT

1. [Upcoming Boards & Commissions Vacancies](#)
2. [Council Calendars & Reference Document Links](#)



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Legislation Text

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**File #:** 21-0429, **Version:** 1

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**ITEM TITLE:**

City Council Regular Meeting Minutes of August 3, 2021

**SUBMITTED BY:** Allie Ferko, MMC, 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 regular meeting minutes of August 3, 2021 attached for review.

# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686



## Meeting Minutes - Draft

Tuesday, August 3, 2021

7:00 PM

Regular Meeting

Civic Center Conference Room

**City Council**

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

Mayor Scheidt called the meeting to order at 7:03 p.m. in the Valdez Civic Center Conference Room.

**II. PLEDGE OF ALLEGIANCE**

City Council led in the Pledge of Allegiance to the American flag.

**III. ROLL CALL**

Present: 6 - Mayor Sharon Scheidt  
Council Member Todd Wegner  
Council Member Susan Love  
Council Member Dawson Moore  
Council Member Jimmy Devens  
Council Member Dennis Fleming

Excused: 1 - Mayor Pro Tem Alan Sorum

Also Present: 5 - City Manager Mark Detter  
Assistant City Manager Nathan Duval  
City Clerk Sheri Pierce  
Deputy City Clerk Allie Ferko  
City Attorney Jake Staser

**IV. APPROVAL OF MINUTES****1. City Council Regular Meeting Minutes of July 20, 2021**

The City Council regular meeting minutes of July 20, 2021 were approved as presented.

**V. PUBLIC BUSINESS FROM THE FLOOR**

Dr. Angela Alfaro, physician from the Alfa Doc, provided a brief overview on the current status of COVID-19 in Valdez. She stated after the demobilization of the Valdez COVID-19 Unified Command in May, Sound Wellness Alliance Network (SWAN) would handle COVID-19 communications from the medical community. She reminded the community to remain vigilant in mitigation efforts during the Gold Rush Days Festival.

Ms. Rhonda Wegner Taylor, executive director of SWAN, shared how the organization would provide information to the public about COVID-19, including a weekly social media post and information in the KVAK newsletter.

Ms. Olivia Foster, representative of the 0-3 with Families Alliance, updated Council on the current child care crisis. She conveyed those needing child care felt there were no stable resources available. She expressed concern over the chronic lack of child care in the community and her willingness and desire to work towards solving the issue.

Ms. Kristina Roche, Valdez resident and Stepping Stones Learning Center's board vice president, shared Stepping Stones' struggle to survive, retain qualified employees, and provided dependable child care to the community. She expressed her willingness to help problem solve and do the work if Council could offer any guidance to the Center's board of directors.

Ms. Lisandra Diaz-Rivera, Stepping Stones executive director, explained the Center's current staffing challenges, operational challenges, and current temporary closure. She outlined her future strategies for hiring and maintaining workers and her need for input and assistance.

Mayor Scheidt thanked those who spoke on the child care crisis and stated there would be further conversations on the topic.

## **VI. RESOLUTIONS**

### **1. #21-29 - Supporting Valdez Fisheries Development Association, Inc. Letter of Interest to U.S. Army Corps Of Engineers-Alaska District**

MOTION: Council Member Devens moved, seconded by Council Member Fleming, to approve Resolution # 21-29.

Mr. Mike Wells, VFDA executive director, provided a brief presentation on historical VFDA work in Robe Lake and the Robe Lake Salmon Habitat Restoration Project. Mr. Wells explained the VFDA is currently conducting a habitat analysis study for Robe Lake, which was funded by a grant from the city. He stated he intends to provide a report back to Council once the study is complete.

Mr. Wells briefly outlined the desire to establish a long-term, non-mechanical option for maintaining habitat in the lake. He stated the Army Corps of Engineers (ACOE) recently reached out to VFDA with renewed interest in the topic. The ACOE conducted a site visit to Valdez and will be completing the process for a federal interest determination. Mr. Wells explained this is the first step in assessing viability of the project at the federal level. If determined viable, the project next moves into the feasibility study phase, which requires a 50% non-federal match. Mr. Wells explained VFDA can reduce the non-federal match requirement by \$511,000 if they work on the project with a sponsor that is a federally recognized Native tribe. He briefly discussed the benefits and costs of City of Valdez co-sponsoring the project outlined in the agenda packet.

Mr. Wells stated he is looking for interest from the City Council in being a sponsor for the project, with the understanding there is a requirement for a non-federal match.

Council Member Love stated she supported the project and felt the city should be involved as a sponsor. However, she would prefer to understand the specific financial commitment involved in the project.

Mr. Wells explained there is a termination clause written into the agreement that would allow any party to remove themselves as a sponsor with 30-days' notice if they felt the project became too expensive or too risky.

**VOTE ON THE MOTION:**

Yays: 6 - Mayor Scheidt, Council Member Wegner, Council Member Love, Council Member Moore, Council Member Devens and Council Member Fleming

Excused: 1 - Mayor Pro Tem Sorum

**MOTION CARRIED.**

**2. #21-30 - Supporting Retention of Regional Stakeholder Committees for Stakeholder Engagement in the Alaska Regional Contingency Plan**

**MOTION:** Council Member Love moved, seconded by Council Member Devens, to approve Resolution # 21-30.

Mr. Staser provided a brief overview of the process leading up to this resolution. He explained the concerns behind changing formation of a Regional Stakeholders Committee to an option instead of requirement in the Alaska Regional Contingency Plan. He stated the function and purpose of NIMS Multi-Agency Coordination Group is different than a Regional Stakeholders Committee.

**VOTE ON THE MOTION:**

Yays: 6 - Mayor Scheidt, Council Member Wegner, Council Member Love, Council Member Moore, Council Member Devens and Council Member Fleming

Excused: 1 - Mayor Pro Tem Sorum

**MOTION CARRIED.**

**3. #21-31 - Authorizing Submission of a Harbor Facilities Grant Application to the State of Alaska, Department of Transportation and Public Facilities in the Amount of \$5,000,000.00 for the Valdez Small Boat Harbor H-K Major Reconstruction Project**

**MOTION:** Council Member Love moved, seconded by Council Member Fleming, to approve Resolution # 21-31.

**VOTE ON THE MOTION:**

Yays: 6 - Mayor Scheidt, Council Member Wegner, Council Member Love, Council Member Moore, Council Member Devens and Council Member Fleming

Excused: 1 - Mayor Pro Tem Sorum

**MOTION CARRIED.**

4. **#21-32 - Relinquishing Remainder Property Interest in Lot 11, Block 40, Harbor Subdivision**

MOTION: Council Member Love moved, seconded by Council Member Wegner, to approve Resolution # 21-32.

Mr. Staser explained within the will of Dr. Dale Houseman, the City of Valdez was left a remainder real property interest in Lot 11, Block 40, Harbor Subdivision. He stated a life estate was granted to another party giving them the property for use during their lifetime. Following their death, the title and property, or the "remainder property interest", would vest with the City of Valdez. The party named in the life estate is interested in selling the property, with a willing buyer in place.

Ms. Pierce explained this particular piece of property had been in the foreclosure process. The willing buyer, in advance of the purchase, had already paid all the back property taxes, interest, and penalties.

Mr. Staser stated staff did not have any additional information about why Dr. Houseman named the City of Valdez in his will, as there was no real amplifying information included in the document and no contact was made with city officials on the topic prior to his passing.

Ms. Pierce explained Council must take formal action by resolution to relinquish the remainder property interest in this real property.

VOTE ON THE MOTION:

Yays: 6 - Mayor Scheidt, Council Member Wegner, Council Member Love, Council Member Moore, Council Member Devens and Council Member Fleming

Excused: 1 - Mayor Pro Tem Sorum

MOTION CARRIED.

**VII. REPORTS**

1. **Monthly Treasury Report: June, 2021**
2. **Report: Temporary Land Use Permit 21-11 for Valdez Motor Sports Club for a 21-acre Portion of USS 439 (Pipeyard)**

City Planning Director Kate Huber stated Valdez Motor Sports Club had reached out after the agenda packet was published to say they would not be holding an event during the upcoming weekend and would be resubmitted a modified application.

Council Member Fleming asked if it was the responsibility of the Club to restore the property to original condition following use. Ms. Huber stated under this type



of permit the Club was required to remove all materials from the property and restore it to the condition in which it was found at the end of the permit timeline.

Council Member Devens asked if similar permits had been granted for the club in the past. Ms. Huber stated they had, but not for the specific area and event specified in the report. This event would be contained to the Pipeyard and not use the surrounding trail system. She stated a more long term lease was being considered for future use of the area by the club.

3. **Report: Code Enforcement (Nuisance Abatement) Semi-Annual Report & Implementation and Strategy Guide**

Mr. Detter provided a brief overview of the report included in the agenda packet, recommending questions be directed to Chief of Police Bart Hinkle when he returned to the office.

Council Member Fleming praised Chief Hinkle and those involved in the program for a well-crafted program, guide, and report.

Council Member Moore requested information on the city procedure when a building was condemned. Mr. Detter stated he would speak with Chief Hinkle and report back on the process.

4. **Report: Founders Art Memorial Project Meals Hill**

Council Member Love asked if there had been an attachment for this agenda item. Parks and Recreation Director Nick Farline explained he had considered including the artist's biographies, but had opted not at this time.

Mr. Farline reminded Council there were no current financial commitments expected of the city for the memorial project at this point in the process. The Port Valdez Company was actively seeking grant money to fund the project.

5. **Federal Lobbying Priorities Report**

Mr. Detter reminded Council of the upcoming visit from the federal lobbyist. He provided a brief verbal review of the topics addressed in the written report in the agenda packet.

**VIII. CITY MANAGER / CITY CLERK / CITY ATTORNEY / MAYOR REPORTS**

1. **City Manager Report**

Mr. Detter discussed city programs, issues, and projects, including a work session on public feedback on the draft Comprehensive Plan, a meeting with the Chugach Corporation on housing, and the Housing work session.

Mr. Detter reviewed the recent tsunami warning alert received in Valdez and gave an overview of the way emergency information is transmitted by the National Weather Service and the City. He explained the city manager would be publishing and distributing tsunami preparedness information to the community. This information included the maximum tsunami inundation zone, local shelter locations, and other important information.

Council Member Fleming agreed tsunami preparedness education was necessary.

Council Member Devens reminded those listening KCHU Public Radio 770AM was connected to the emergency warning system through the National Oceanic and Atmospheric Administration (NOAA). KCHU would also issue an automated alert over their channels, triggered by a rapid rise in water.

Mayor Scheidt asked if there was a way to connect both local radio stations to receive City NIXLE alerts and other emergency communications. She agreed community training and education would be beneficial.

Council Member Devens stated identification of secondary methods of emergency communications would be beneficial in case the primary methods were not available due to power outages or other challenges.

Mayor Scheidt verified the City's Facebook feed displayed directly on the front page of the City website, so even non-Facebook users could view the content found there.

Council Member Wegner encouraged use of common sense by citizens in an emergency. He stated people should not wait for an alert from the City or other agency if the need to move to higher ground or take other action was readily apparent. He stated education would help encourage confidence in individual decision making during an emergency.

Fire Chief Tracy Raynor explained the tsunami preparedness educational materials mentioned by Mr. Detter were being finalized in the next couple of weeks. He explained the emergency management team was looking into a geo-fencing feature offered as part of the NIXLE platform. Geo-fencing would allow NIXLE emergency management messages be sent to phones and other electronic devices within a certain geographic region, even if they did not subscribe to NIXLE alerts.

Mayor Scheidt suggested door knockers with tsunami preparedness may be an additional option.

Mr. Detter updated Council on the second quarter bed tax and provided a comparison to the 2019 and 2020 figures. He briefly reviewed the work done by

staff to address childcare needs within the community. Mayor Scheidt requested Council brainstorm creative ideas to address the childcare issue.

Council Member Devens said he felt the local tourism marketing coordinated by the Economic Development Department had been successful.

## **2. City Clerk Report**

Ms. Pierce updated Council on upcoming ordinances, including several which required input from the Valdez Police Department, which would be brought to Council in September. She informed Council she would be out of the office August 16<sup>th</sup> through August 25<sup>th</sup>. Ms. Ferko would be available in her absence.

Ms. Ferko provided an update on current City boards and commissions vacancies.

Mayor Scheidt requested an update on the Alaska Gasline Port Authority (AGPA). Ms. Pierce explained she spoke with the auditor earlier in the day and AGPA's audit was moving forward.

## **3. City Attorney Report**

Mr. Staser reviewed current cases and topics his firm is working on behalf of the city, including the Houseman property, the regional C-Plan, escaped property, and Alaska Trappers Association.

## **4. City Mayor Report**

Mayor Scheidt thanked Mr. Detter and Assistant City Manager Roxanne Murphy for addressing the recent postal service issue.

She thanked Council and City staff for tackling the work session schedule aggressively.

She shared her recent opportunity to attend the Coast Guard Change of Command Ceremony for the Cutter Chandeleur. She thanked Lieutenant Cassel for his service to the community and welcomed Lieutenant Wright.

She encouraged the community to support the Gold Rush events safely.

## **IX. COUNCIL BUSINESS FROM THE FLOOR**

Council Member Devens encouraged the community to practice emergency preparedness.

Council Member Moore shared his appreciation for both Mr. Detter's efforts on the community childcare issue and comments from the community on the topic. He stated childcare was a health and safety issue.

Council Member Love expressed her concerns that the childcare issue was impacting so many families.

**X. ADJOURNMENT**

There being no further business, Mayor Scheidt adjourned the meeting at 9:10 p.m.

DRAFT



## Legislation Text

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**File #:** 21-0430, **Version:** 1

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**ITEM TITLE:**

Approval to Go Into Executive Session Regarding Escaped Property and the B.P./Hilcorp Acquisition

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

**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:**

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

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

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



## Legislation Text

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**File #:** 21-0431, **Version:** 1

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**ITEM TITLE:**

Proclamation: National Suicide Prevention Month

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

**FISCAL NOTES:**

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

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

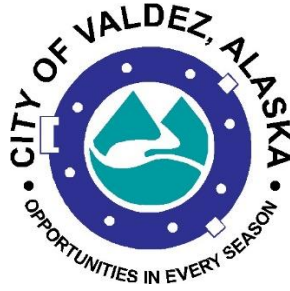
Funding Source: [Click here to enter text.](#)

**RECOMMENDATION:**

[Click here to enter text.](#)

**SUMMARY STATEMENT:**

September is National Suicide Prevention Month and is intended to help raise awareness surrounding suicide prevention resources available in our communities. The City of Valdez joins Providence Valdez Counseling Center and our medical community to bring awareness of local resources available in our community and national organizations such as the National Suicide Prevention Help Lifeline who are available to assist individuals in crisis.



## PROCLAMATION

WHEREAS, September is established as National Suicide Prevention Awareness Month in order to help raise awareness of supportive resources available in local communities to assist those struggling with thoughts of suicide; and

WHEREAS, according to the Centers for Disease Control, each year more than 48,000 people die by suicide; and

WHEREAS, organizations like the National Alliance on Mental Illness and National Suicide Prevention Lifeline (800-273-TALK) work to help individuals in crisis and provide resources to shed light on this highly stigmatized topic; and

WHEREAS; thoughts of suicide are a symptom of pain (in any form), that transcends age, gender, race, orientation, income level, religion, or background; and that suicide prevention belongs to every member of the community; and

WHEREAS; the City of Valdez is not only familiar with the devastation that comes with EVEN ONE loss of life to suicide, but also familiar with the caring and love we have for each other that helps heal broken hearts; and

WHEREAS, the City of Valdez encourages all members of the community to perform an act of kindness each day this month as a token reminder of our connection to and responsibility for each other.

WHEREAS, the City of Valdez supports Providence Valdez Counseling Center and our community health network in their commitment to raise awareness about mental health and provide accessible services to assist individuals in our community.

NOW, THEREFORE, be it resolved that I, Sharon Scheidt, Mayor of the City of Valdez, do hereby proclaim the month of September 2021, as

### **National Suicide Prevention Awareness Month**

in the City of Valdez and call upon our citizens, public and private institutions, businesses and schools to recommit our city to increasing awareness and understanding of suicide prevention, and the need for appropriate accessible services to assist individuals in crisis.

CITY OF VALDEZ, ALASKA

ATTEST:

\_\_\_\_\_  
Sharon Scheidt, Mayor

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



## Legislation Text

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**File #:** 21-0432, **Version:** 1

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**ITEM TITLE:**

Discussion Item: COVID-19 Presentation by Dr. Anne Zink, Chief Medical Officer for the State of Alaska, and Dr. Angela Alfaro, Valdez Physician

**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:**

City Administration has invited Dr. Anne Zink, state of Alaska chief medical officer, and Dr. Angela Alfaro, Valdez physician, to provide a COVID-19 presentation for Valdez City Council regarding vaccination and other topics.

This portion of the meeting will occur around the 8pm timeframe.

Due to the format of this session, a *virtual* option for the public to ask Dr. Zink and/or Dr. Alfaro questions will not be offered.

- If members of the public have specific questions for the physicians and cannot attend the meeting in person, they are welcome to submit their questions to [pio@valdezak.gov](mailto:pio@valdezak.gov) before noon on Tuesday, September 7<sup>th</sup>.
- Staff will then collect those questions and provide them to the physicians prior the meeting.





## Legislation Text

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**File #:** ORD 21-0009, **Version:** 1

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**ITEM TITLE:**

#21-09 - Establishing the City Beautification Commission. First Reading. Public Hearing.

**SUBMITTED BY:** Allie Ferko, MMC, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Approve ordinance #21-09. First reading, public hearing.

**SUMMARY STATEMENT:**

The Mayor's Beautification Task Force was first commissioned by Mayor Dave Cobb in 2012 to address a coordinated, all-season beautification and revitalization effort throughout the community. Mayors Larry Weaver, Ruth E. Knight, Jeremy O'Neil, and Sharon Scheidt continued this effort.

The Beautification Task Force worked diligently since 2012 to enhance the aesthetics of the local human built environment to reflect the beauty of the surrounding natural environment.

They developed multiple successful and highly visible aesthetic programs since 2012, to include:

- The "Welcome to Valdez" sign near milepost 18 of the Richardson Highway,
- The City of Valdez Beautification Matching Grant Program, and
- The Egan Drive Streetscape Enhancement Project, which created intersection pocket plazas, decorative pedestrian lighting, and a now highly photographed welcome arch over the Richardson Highway.

In late 2019, Jeremy O'Neil (the Mayor at the time) requested the Beautification Task Force begin having discussions about the future of the group, as city task forces are intended to be limited in time and/or scope. Since the Beautification Task Force had been in place since 2012, former Mayor O'Neil charged the task force members to thoughtfully consider if the task force had (a) accomplished its objectives and should therefore sunset or (b) still had enough future or ongoing work to justify codification as a city commission.

After a brief delay in 2020 due to the community's COVID-19 response, the Beautification Task Force worked together over the course of many months to develop a recommendation to City Council regarding the future of the group.

This recommendation (outlined below) was informally presented during the City Council's 2021 summer strategic planning retreat and then discussed again during the City Council boards and commissions planning work session on August 31, 2021.

City Council provided direction to staff to bring forth an ordinance creating a Beautification Commission for further discussion.

Multiple current Beautification Task Force members will be present at the meeting to answer questions about their process thus far and their recommendation below.

*Please note, if City Council decides not to transition the Beautification Task Force into a commission, the task force will automatically sunset. Current task force members are aware this is the case.*

### **Beautification Task Force Recommendation**

- **Name/Type:** Beautification Commission
- **Composition:** Seven commissioners each to serve a ~~three-year~~ two-year term. A chair and chair pro tempore will be elected at the first meeting of the commission.
- **Representation:** Commissioners should not be assigned specific sectors so as to not limit interested participants. However, Council could consider maintaining a variety of stakeholder representation during the commission selection/appointment process.
- **Staff Advisor:** Clerk's Office. However, due to existing workload of the department, commissioners must/will be actively involved in performing the work of the commission.
- **Meeting Schedule:** Commission should continue to meet once per month at their regular meeting time - noon on the last Monday of the month.
- **Commission Mission Statement:** The Beautification Commission advocates for, promotes, and enhances the aesthetics of the community's human built environment to reflect the beauty of the surrounding natural environment and build a sense of place and civic pride.

- **What commission success looks like in ten years:** Positive momentum towards passionate, sustained community engagement and pride in the aesthetic environment of our community.
  
- **Commission Responsibilities** (in no particular order):
  - Serving as an advisory commission to the city council.
  - Building community, a sense of place, and civic pride through beautification projects, educational programming, and activities focused on the aesthetics of town, including but not limited to design, landscaping, and public art.
  - Serving as a collection point for public feedback regarding aesthetics of the community and associated needs/wants.
  - Advising on the aesthetic components of city projects and public-private partnership projects, as requested.
  - Advising on code enforcement efforts related to community aesthetics, as requested.
  - Administering city-funded beautification grant and incentive programs.
  - Facilitating applications to obtain outside beautification grant funding.
  - Consulting with other city boards and commission on their work as it relates to community aesthetics.
  - Participating in the comprehensive planning process as it relates to community aesthetics.
  - Providing recommendations to city council thru the city budget process regarding beautification program or beautification project priorities for funding.
  
- **Commission Goals:** These will be set during the first couple of meetings once the commission is established. The task force did not want to get into too much detail or spend too much time on goal setting until they received confirmation the Council wanted them to continue their work in the form of a commission.

They did provide a few examples of goals, including but not limited to:

- Setting up a process to collaborate with other commissions, code enforcement, capital facilities, etc. after commission creation. Perhaps through joint work sessions. Collaboration process in place by January 2022. Commission would then know what their role would be with each. Other entities would also know how/when the commission could help.
  
- Administer the beautification matching grant program annually, as long as funding and interest from property owners continue. Perhaps emphasizing landscaping or art in future years.

- Gathering input thru a variety of avenues on where the public believes the focus should be for beautification efforts moving forward. Done by the end of 2021. Does not need to be done by a contractor - can be a grassroots effort. Have this be an annual occurrence. Discussion about having a 2-3 person team of commission members staffing vendor booths at events to gather input using a paper survey of some sort. Would have to think out process to ensure we meet compliance with statute and have strict guidelines for the commissioners participating.
- Commission develops a public art/mural program. Solicitation to artists to envision where and what type of art would best be suited for different areas of the city. Brainstorming session in early 2022 and future plan, with request for funding if necessary, by budget time in 2022.
- Commission develops an interactive presentation on the economic and social benefits of beautification by the end of 2021. Commission members use the presentation to do outreach to 5-10 community organizations in 2022.
- In late 2021 or early 2022, begin discussing/revisiting the “Valdez Home and Garden Show” concept. With the goal to help property owners with the resources and ideas needed to improve the aesthetics of their property. During the show, connect home/property improvement vendors with property owners, provide educational sessions on types of landscaping/plants that do well in our climate, provide educational sessions on basic home improvement skills in a home show type setting, etc. This may be a potential partnership opportunity with PWSC and other private entities.
- There continues to be discussion on the need for a centralized “town square” or centralized outdoor gathering/community use space in the core downtown area to pull together the pedestrian experience and overall aesthetic of town. So this is likely to be one type of project championed by this group in the future.

CITY OF VALDEZ, ALASKA

ORDINANCE #21-09

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING TITLE 2 BY CREATING CHAPTER 2.66 OF THE VALDEZ MUNICIPAL CODE TITLED BEAUTIFICATION COMMISSION

WHEREAS, the Mayor's Beautification Task Force was first commissioned by Mayor Dave Cobb in 2012 to address a coordinated, all-season beautification and revitalization effort throughout the community; and

WHEREAS, Mayors Larry Weaver, Ruth E. Knight, Jeremy O'Neil, and Sharon Scheidt enthusiastically continued this effort; and

WHEREAS, the Beautification Task Force worked diligently since 2012 to enhance the aesthetics of the local human-built environment to reflect the beauty of the surrounding natural environment; and

WHEREAS, the Beautification Task Force developed multiple successful and highly visible aesthetic programs since 2012, to include the "Welcome to Valdez" sign near milepost 18 of the Richardson Highway, the City of Valdez Beautification Matching Grant Program, and the Egan Drive Streetscape Enhancement Project, which created intersection pocket plazas, decorative pedestrian lighting, and a now highly photographed welcome arch over the Richardson Highway; and

WHEREAS, the City of Valdez has found efforts to strengthen and maintain aesthetics help build community, a sense of place, and civic pride, as well as make Valdez more inviting for tourism and attractive to new investment; and

WHEREAS, the City of Valdez has identified a need for continued coordination of city beautification efforts by a city council appointed citizen advisory group; and

WHEREAS, City of Valdez task forces are intended to be limited in time and scope; and

WHEREAS, no commission or board currently exists in Valdez Municipal Code to provide an advisory role for comprehensive beautification efforts; and

WHEREAS, the City of Valdez has determined transitioning from a temporary Beautification Task Force into a Beautification Commission will best suit the needs of the community.

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

Section 1. Chapter 2.66 of the Valdez Municipal Code is hereby created as follows:

## Chapter 2.66

### BEAUTIFICATION COMMISSION

#### Sections:

2.66.010	Establishment – Composition – Appointment of members - Chair.
2.66.020	Powers and duties.
2.66.030	Quorum and voting.
2.66.040	Limitations.

#### **2.66.010 Establishment – Composition – Appointment of members - Chair.**

A. There is established a Beautification Commission which shall consist of seven members who shall be appointed by the city council.

B. The terms of the commission members shall be for two years or until their successors have been appointed by city council. Vacancies shall be filled in the same manner as the commissioners are appointed.

C. Appointment to the commission shall be adjusted by the city council to ensure continuity. In this regard, initial appointments may be made for terms other than two years, to ensure that the terms of no more than three members expire in any one year.

D. The commission shall elect its chair and chair pro tempore from among the appointed members.

#### **2.66.020 Powers and duties.**

The commission is an advisory commission to the city council. It shall:

A. Work to advocate for, promote, and enhance the aesthetics of the local human-built environment to reflect the beauty of the surrounding natural environment.

B. Work to build community, a sense of place, and civic pride through beautification projects, educational programming, grant programs, and other activities focused on the aesthetics of Valdez, including but not limited to design, landscaping, and public art.

C. Receive, consider, and evaluate public input, opinions, and recommendations regarding aesthetics of the community and advise the city council of any findings or recommendations.

D. Advise on aesthetic components of city projects and public-private partnerships, as requested.

E. Advise on code enforcement efforts related to community aesthetics, as requested.

F. Consult with other city boards and commissions on their work as it relates to community aesthetics.

G. Participate in the city comprehensive planning process as it relates to community aesthetics.

H. Make recommendations to city council through the city budget process regarding beautification programs and beautification project priorities for funding.

I. Meet at least once per month and cause minutes of each meeting to be recorded.

J. Perform such other activities as may be requested of it by the city council.

**2.66.030 Quorum and voting.**

A quorum of the beautification commission for the conduct of any meeting, work session, or public hearing shall be a majority of the commission. No actions shall be taken by the commission except by concurrence of at least four members.

**2.66.040 Limitations.**

The commission has only those powers and duties set forth in this chapter and those necessarily implied from those enumerated. In particular, the commission may not:

- A. Expend or obligate city funds without prior approval of the city council or city manager; or
- B. Act in any manner inconsistent with the requirements of Section 2.66.020.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Sharon Scheidt, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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

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



## Legislation Text

---

**File #:** RES 21-0036, **Version:** 1

---

**ITEM TITLE:**

#21-36 - Amending the 2021 City Budget by Transferring \$534,154 from Capital Projects Contingencies and Major Maintenance Reserve Contingencies to Nuisance Abatement Reserve and Rescinding Resolution #21-33

**SUBMITTED BY:** Brian Carlson, Finance Director

**FISCAL NOTES:**

Expenditure Required: \$534,154

Unencumbered Balance: \$767K total; \$290K Major Maintenance Contingency; \$477K Capital Projects Contingency

Funding Source: Reserve/Major Maintenance/Contingency Reserve, Capital Projects / Project Contingency

**RECOMMENDATION:**

Approve

**SUMMARY STATEMENT:**

This resolution was originally presented and approved on 8/17, but mistakenly omitted the reduction in the specific "capital projects" code, "project contingency".

This resolution corrects that error, and rescinds the prior resolution.



CITY OF VALDEZ, ALASKA

RESOLUTION # 21-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AMENDING THE 2021 CITY BUDGET BY TRANSFERRING \$534,154 FROM CAPITAL PROJECTS CONTINGENCIES AND MAJOR MAINTENANCE RESERVE CONTINGENCIES TO NUISANCE ABATEMENT RESERVE AND RESCINDING RESOLUTION #21-33

WHEREAS, Council has approved plans for abatement of foreclosed real properties; and

WHEREAS, staff has identified a shortfall in available funds for project contingencies; and

WHEREAS, the City maintains dedicated reserve funds for project contingencies; and

WHEREAS, budget amendments must be formally appropriated via Budget Amendment Resolution; and

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

Section 1: Major Maintenance Project Contingency Reserve 350.0310.55000.1500, is reduced by \$267,077.

Section 2: Capital Project Contingency 310.0200.58200, is reduced by \$267,077.

Section 3: Capital Project Fund transfer to Reserve Fund 310.0050.49140 is increased by \$267,077.

Section 4: Reserve Fund transfer from Capital Projects Fund 350.0050.39125 is increased by \$267,077.

Section 5: Nuisance Abatement Reserve, 350.0600.55000, is increased by \$534,154.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Sharon Scheidt, Mayor

ATTEST:

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



## Legislation Text

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**File #:** RES 21-0037, **Version:** 1

---

**ITEM TITLE:**

#21-37 - Authorizing Submission of a Sport Fish Restoration Act, Recreational Boating and Access Matching Grant

**SUBMITTED BY:** Jeremy Talbott, Ports & Harbors Director

**FISCAL NOTES:**

Expenditure Required: \$3,568,000 (Project Cost)

Unencumbered Balance: 6,321,367.56

Funding Source: 350-0318-58000 Harbor Major Maintenance & Replacement

**RECOMMENDATION:**

Authorize Submission of a grant application to the State of Alaska for a Sports Fish Restoration Act, Recreational Boating and Access Grant.

**SUMMARY STATEMENT:**

The State of Alaska Department of Fish and Game, administers the Sport Fish Restoration Program for the US Fish and Wildlife Service.

Annually around 50 million dollars is apportioned to the Alaska State Department of Fish and Game through the Wildlife restoration program. The Program is funded by excise taxes collected from the sales of hunting and fishing gear, guns, ammunition, and boat fuel. Annually the State of Alaska Department of Fish and Game implements 30 fishing and boating access projects. The rest of the allocated funds are allocated to research, game management, and aquatic education.

**This specific program can cover up to 75% of the project and requires a 25% match. If the ADFG funds the total project cost of \$3,568,000, the City would pay \$892,000.00 in matching grant funds.**

CITY OF VALDEZ, ALASKA

RESOLUTION #21-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, AUTHORIZING THE SUBMISSION OF A SPORTS FISHING RESTORATION ACT, RECREATIONAL BOATING AND ACCESS GRANT APPLICATION TO THE STATE OF ALASKA, DEPARTMENT OF FISH AND GAME IN THE AMOUNT OF \$3,568,000.00 FOR THE H-K MAJOR RECONSTRUCTION PROJECT

WHEREAS, The State of Alaska, Department of Fish and Game Administers the Sport Fish Restoration Act, Recreational Boating and Access Grant; and

WHEREAS, the City of Valdez owns and maintains the Small Boat Harbor and is eligible for the Sport Fish Restoration Act, Recreational Boating and Access Grant; and

WHEREAS, the City of Valdez has the required 25% in local matching funds for the H-K Major Reconstruction Project as per the Sport Fish Restoration Act, and Recreational Boating and Access Grant Program; and

WHEREAS, the H-K Major Reconstruction Project is critical to the City of Valdez.

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

The City supports the project entitled H-K Major Reconstruction and agrees, subject to the available program funding and selection by the Alaska State Department of Fish and Game, to enter into a grant agreement with the State Department of Fish and Game for a Sport Fishing and Restoration Act, Recreational Boating and Access Grant.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, this \_\_\_\_\_ day of \_\_\_\_\_, 2021

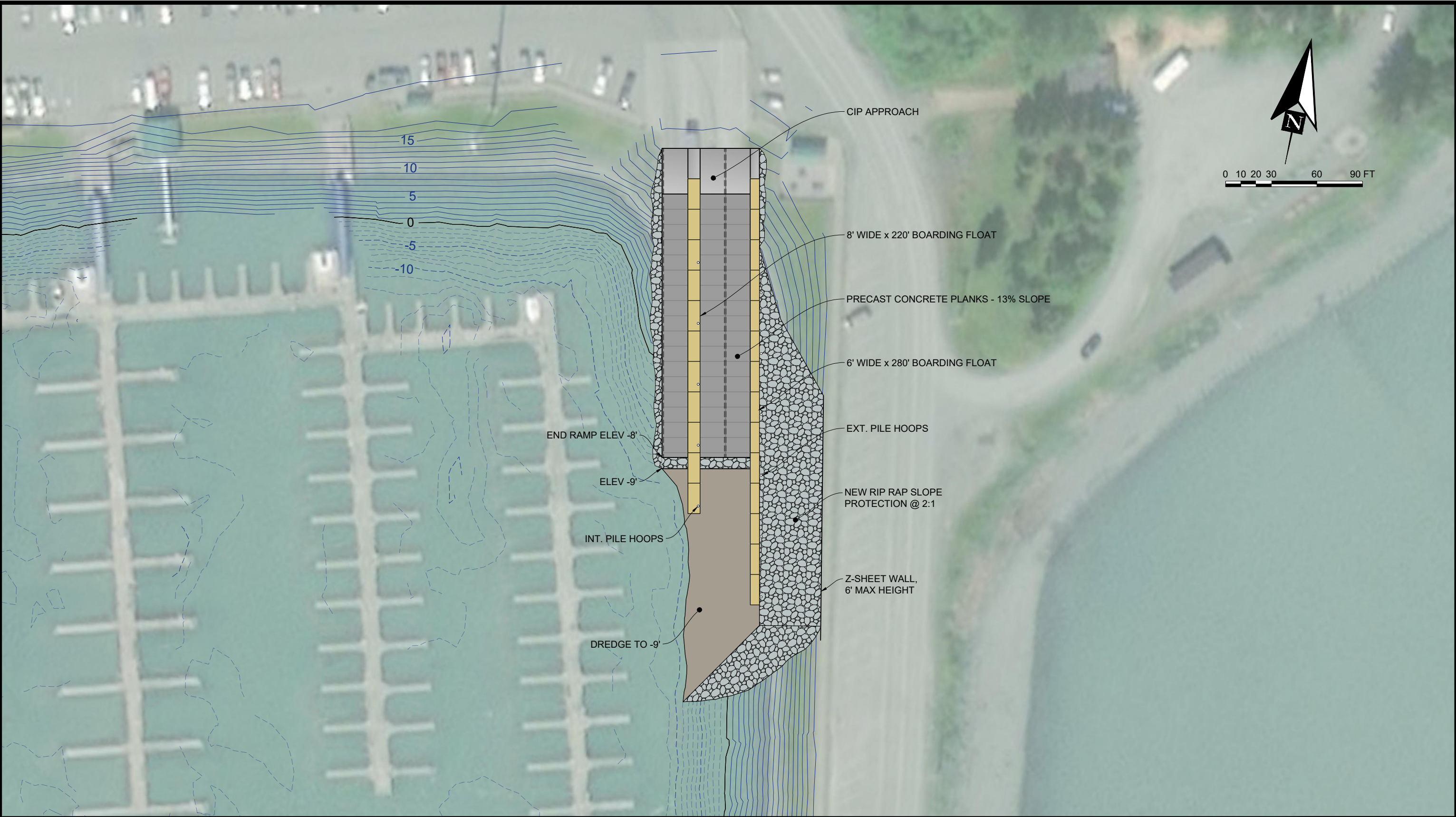
CITY OF VALDEZ, ALASKA

\_\_\_\_\_  
Sharon Scheidt, Mayor

ATTEST:

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

J:\2021\1211100 Valdez Small Boat Harbor H-K Major Reconstruction\Drawings\Concepts\01 Boat Launch Ramp.dwg, 1, 8/4/2021 3:46:05 PM, RCrandy, 1,2



PND Engineers, Inc. (PND) is not responsible for safety programs, methods or procedures of operation, or the construction of the design shown on these drawings. Where specifications are general or not called out, the specifications shall conform to standards of industry. Drawings are for use on this project only and are not intended for reuse without written approval from PND. Drawings are also not to be used in any manner that would constitute a detriment directly or indirectly to PND.

REV	DATE	DESCRIPTION

DATE: \_\_\_\_\_

1506 West 36th Avenue  
Anchorage, Alaska 99503  
Phone: 907.561.1011  
www.pndengineers.com  
AK. LIC# AECC250



PROJECT: **VALDEZ SMALL BOAT HARBOR RECONSTRUCTION**

TITLE: **RECREATIONAL BOAT LAUNCH RAMP**

DESIGNED BY:	CC	DATE:	07/22/21
CHECKED BY:	CC	PROJECT NO:	211100

SHEET NO: **1** OF 1



## Legislation Text

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**File #:** 21-0433, **Version:** 1

---

**ITEM TITLE:**

Monthly Treasury Report: July, 2021

**SUBMITTED BY:** Jordan Nelson, Budget and Financial Planning Analyst

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

Receive and file

**SUMMARY STATEMENT:**

Monthly treasury report per Municipal Code



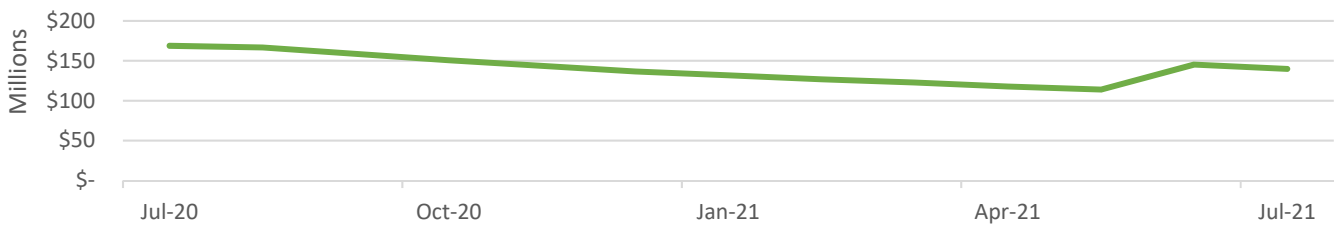
## Monthly Treasury Report

Period Ending: July 31, 2021

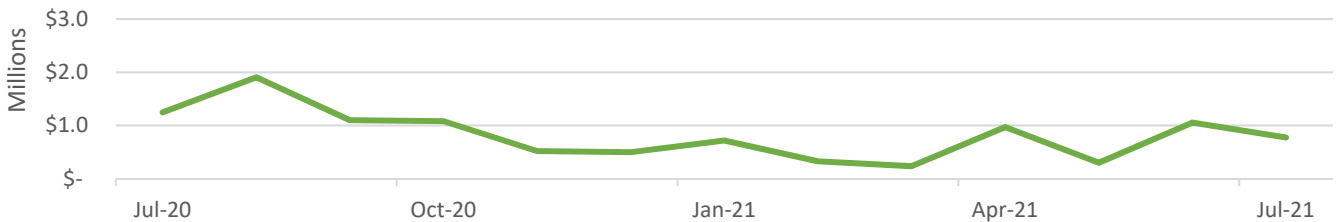
Prepared By: Jordan Nelson, Financial Analyst

		<u>Begin</u> <u>Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>End</u> <u>Balance</u>	<u>Yield</u>	<u>Notes</u>
<b>Central Treasury</b>		<b>139,785,390</b>	<b>65,986,734</b>	<b>(71,327,670)</b>	<b>134,444,453</b>	<b>1.10%</b>	
Central Treasury	Wells Fargo	84,051,895	13,000,000	(8,890,038)	88,161,858	1.66%	
Money Market	Wells Fargo	54,687,255	21,600,474	(30,750,000)	45,537,728	0.03%	
Checking	Wells Fargo	1,054,060	29,242,560	(29,522,679)	773,941	0.00%	
Payroll	Wells Fargo	(7,821)	2,143,700	(2,164,953)	(29,074)	0.00%	
<b>Restricted</b>		<b>5,494,815</b>	<b>0</b>	<b>(2,430)</b>	<b>5,492,384</b>	<b>0.95%</b>	
Debt Service	Wells Fargo	5,489,665	-	(2,430)	5,487,234	0.95%	
Police	Wells Fargo	5,150	0	-	5,150	0.00%	
<b>Total</b>		<b>145,280,204</b>	<b>65,986,734</b>	<b>(71,330,101)</b>	<b>139,936,838</b>	<b>1.09%</b>	

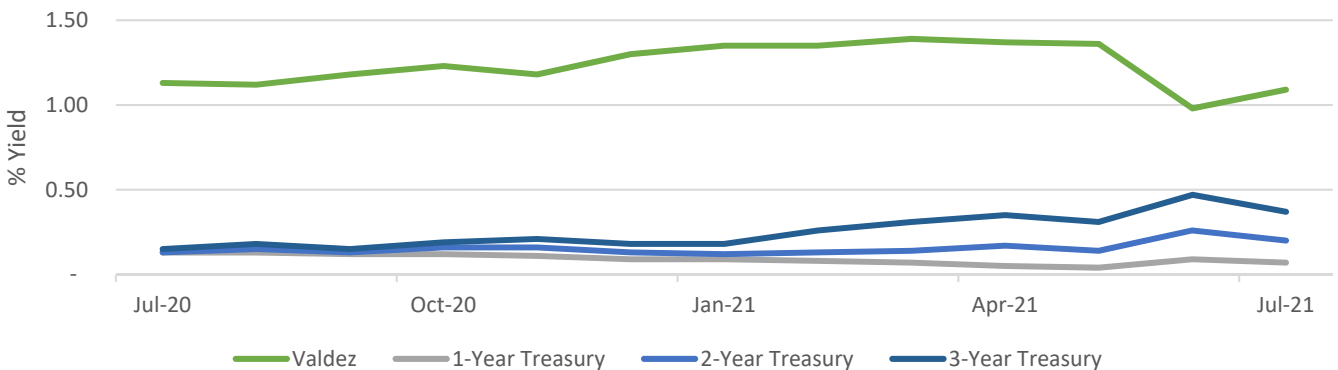
Total Cash & Equivalents



Checking Account Balance



U.S. Treasury Yield Comparison







## Legislation Text

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**File #:** 21-0434, **Version:** 1

---

**ITEM TITLE:**

Procurement/Expenditure Report

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

**FISCAL NOTES:**

Expenditure Required: \$42,670.01

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

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

**RECOMMENDATION:**

Receive and file.

**SUMMARY STATEMENT:**

Ms. Jenessa Ables, a former City Employee, has requested payment for on-call and call out wages that were purportedly earned during the course of her employment with the City of Valdez. After an investigation conducted by Human Resources in concert with the City Attorney and City Manager, the City prepared a Release of All Claims to resolve any potential claims that could be associated with Ms. Ables request for unpaid wages.

The Release provides for the payment of the on-call and call out wages requested by Ms. Ables, which were calculated by reviewing time cards for the relevant period of employment.

Ms. Ables has executed the Release and received a pay check for \$42,670.01 paid as wages with all required matching contributions and withholdings.

This report is filed per City Procurement Code 2.80.040.



## Legislation Text

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**File #:** 21-0435, **Version:** 1

---

**ITEM TITLE:**

Travel Voucher program update

**SUBMITTED BY:** Martha Barberio, Economic Development Director

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive & File

**SUMMARY STATEMENT:**

Attached is the Discover Valdez Travel Incentive Voucher Program report through August 2021. This program officially ends on September 30, 2021. Businesses have been instructed not to accept these vouchers past that date.





# DISCOVER VALDEZ VOUCHER DATA

*AUGUST 2021*

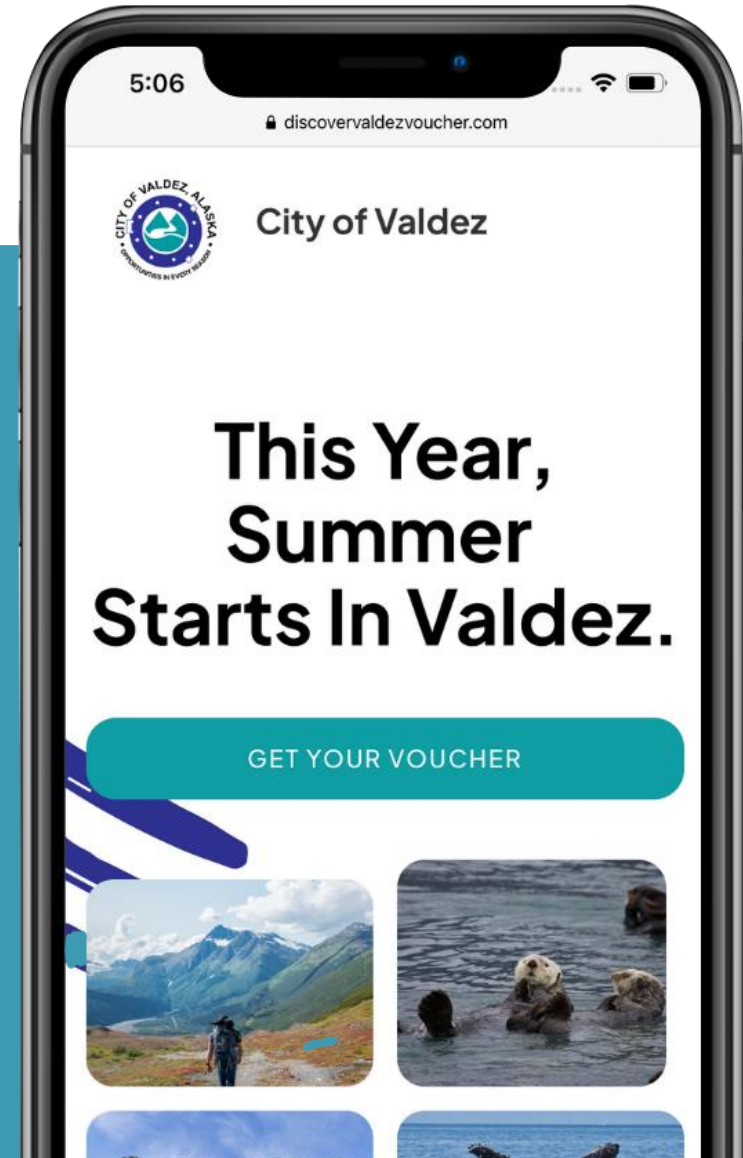
*Survey results management & data collection provided by*

THOMPSON  CO

# EXECUTIVE SUMMARY

*As of August 2021:*

- Total vouchers claimed: 6,000
- Total vouchers redeemed: 2,270
- Total amount redeemed: \$113,750
- Total survey responses: 633
- Top Interest in Valdez: Glacier & wildlife viewing
- Top businesses where vouchers have been redeemed:
  1. Prospector Outfitters
  2. The Fat Mermaid
  3. Mike's Palace



# WHO CLAIMED A VOUCHER?

- **Total vouchers claimed:** 6,000
- **Vouchers claimed by Alaska residents:** 458\*
- **Vouchers claimed by out of state visitors:** 173\*
- According to survey responses, visitors from out of state are located in: Alabama, Arizona, Arkansas, California, Colorado, Connecticut, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Israel, Louisiana, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Montana, New Mexico, New York, North Carolina, Ohio, Oklahoma, Oregon, Pennsylvania, Texas, Utah, Vermont, Washington, Washington D.C. and Wisconsin

For most visitors who claimed a voucher and completed the survey, this is not their first time visiting Valdez.

- **First visit to Valdez:** 208\*
- **Not the first visit to Valdez:** 425\*

(\*Numbers are based on survey responses)

## Get your \$50 voucher and start planning.

### Get Your \$50 Voucher

Sign up to get a free voucher to redeem at participating local Valdez businesses.

First Name

Last Name

Email Address

☐ I would like to receive additional travel information from the City of Valdez and the Valdez Convention and Visitors Bureau

**Get My Coupon!**

\*Vouchers are limited to one per person

\*No cash back. If your purchase is less than \$50 total, you forfeit the remainder of your \$50 voucher.

\*Voucher cannot be used on alcohol or cannabis or firearms.

\*Vouchers will be accepted May 15 - Sept. 30, 2021

\*In order to redeem your voucher, you must present a signed, printed copy to the participating business at the time of purchase. Please also be prepared to provide the vendor with a photo ID.

# HOW LONG ARE VISITORS STAYING IN VALDEZ?

Day Trip  
20

One night  
49

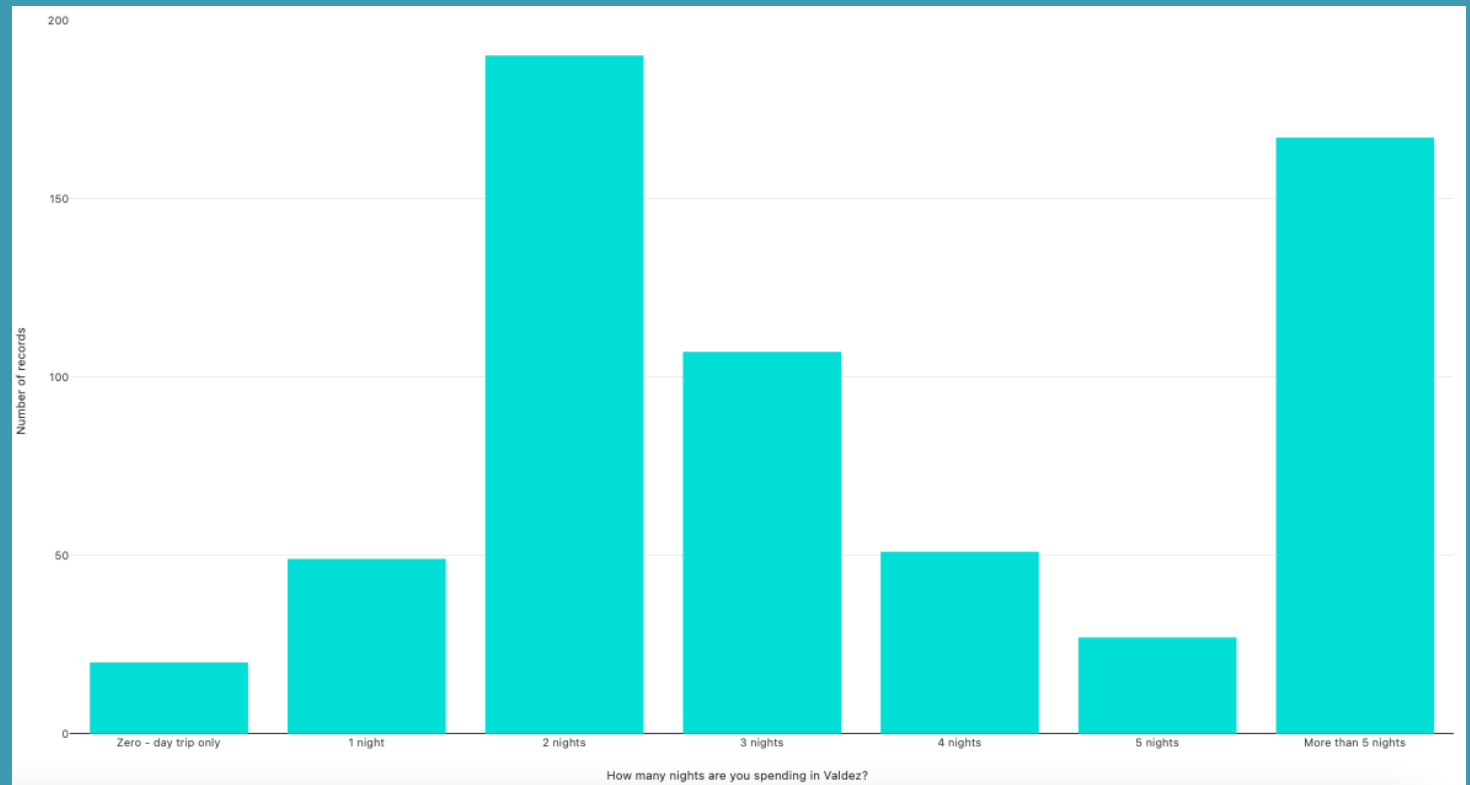
Two nights  
190

Three nights  
107

Four nights  
51

Five nights  
27

6+ nights  
167



*(All above data is based on survey responses)*

# WHAT ARE VISITORS' TOP INTERESTS IN VALDEZ?

## INSTATE VISITORS

- Fishing (231)
- Glacier and Wildlife Viewing (197)
- Hiking (179)
- Camping (143)
- History (102)
- Outdoor Sports (89)
- Other (63)

"Other" areas of interest:

- Visiting for the STOL event
- Visiting for the Last Frontier Theatre Conference
- Eating local food
- Shopping at local stores
- Relaxing
- Seeing a different part of Alaska
- Wedding
- Photography

## OUT OF STATE VISITORS

- Glacier and Wildlife Viewing (114)
- Hiking (66)
- Fishing (61)
- History (53)
- Outdoor Sports (25)
- Camping (22)
- Other (22)



*\*All above data is based on survey responses*  
*\*Those who completed a survey were able to choose multiple interests. Top interest totals are based on the number of people who included that specific interest in their overall response.*

# WHERE ARE VOUCHERS BEING REDEEMED?

**SHOPPING:** 1,064 vouchers redeemed

**RESTAURANTS:** 760 vouchers redeemed

**ADVENTURE & TOURS:** 383 vouchers redeemed

**HOTELS & RV PARKS:** 66 vouchers redeemed

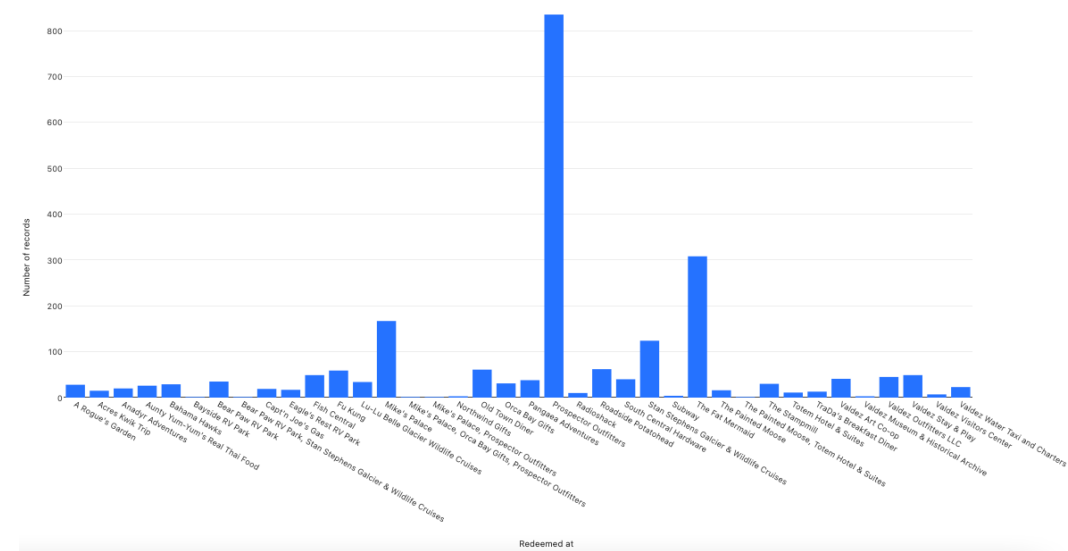
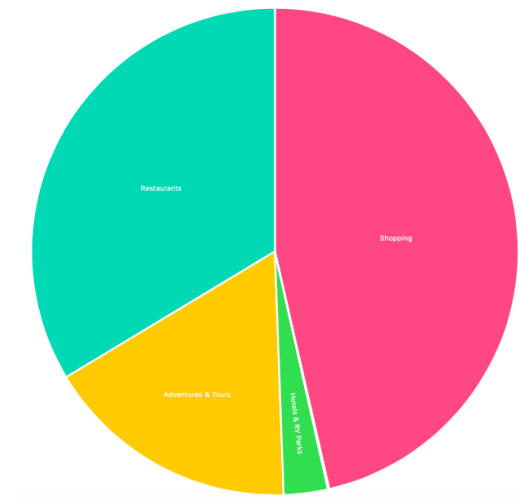
- TOP BUSINESSES:**
- 1. Prospector Outfitters (850 vouchers)
  - 2. The Fat Mermaid (308 vouchers)
  - 3. Mike's Palace (167 vouchers)

*Out of the 633 people that have completed a survey, 356 have redeemed their voucher.*

- TOP BUSINESSES FOR INSTATE\*:**
- 1. Prospector Outfitters (92 vouchers)
  - 2. The Fat Mermaid (39 vouchers)
  - 3. Mike's Palace (23 vouchers)

- TOP BUSINESSES FOR OUT OF STATE\*:**
- 1. Prospector Outfitters (26 vouchers)
  - 2. The Fat Mermaid (21 vouchers)
  - 3. Mike's Palace (10 vouchers)

(\*Instate and out of state top businesses data is based on survey responses)





## Legislation Text

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**File #:** 21-0436, **Version:** 1

---

**ITEM TITLE:**

City Manager's Report 9-7-2021

**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 City Manager's report will focus on two items for September 7<sup>th</sup> meeting-The Mission Statement of the City of Valdez and an update on childcare in Valdez.

**Mission Statement:**

The Mission Statement of the City of Valdez is:

"To cultivate an environment of opportunity, sustained prosperity and wellbeing for all people of Valdez."

The City Council is scheduled to conduct a workshop that discusses the Mission Statement of the City and how to better publicize the mission statement to Valdez citizens.

Staff recommend the scheduled September 16<sup>th</sup> work session on this topic be postponed to a later date to allow staff additional time to research the following topics:

- The placement of the mission statement on the City web site. The design for the web site will worked through with the IT Department and Administration.
- The development of signage to be placed in the new Council Chambers (behind the dais)
- The development of signage to be placed in 2 or 3 City buildings with high visibility (i.e. Airport building, Civic Center, Library)
- Placement on City business cards.
- Placement on City e-mails tag lines.



**Childcare:**

-Stepping Stones Learning Center has reopened, but attendance and new enrollments are currently limited until new teacher is fully trained. End of September is goal to get teacher trained and further open enrollment.

-SSLC has hired two new staff members, one for the infant room and one for the preschool. 5 PRN (as needed) positions have also been filled as support to fill in for employee lunch hours, parent pick up and drop off times, and various other times during the day where employees will need substitute staff for short periods.

-SSLC is working with the 0-3 Families Alliance and also attempting outreach in the entire community.

-Working with a consultant providing pro-bono service to the Board to assist with review of structure, organizational stability, and fiduciary responsibility.

The 0-3 Families Alliance has 3 subcommittees which are currently focused on 3 issues:

1. Assessment Study Subcommittee- The subcommittee has been exploring options for performing an assessment study to determine childcare/early childhood learning needs in Valdez. A study was examined that was performed for Kodiak Island related to childcare/early childcare learning. The group is reaching out to other State of Alaska agencies and non-profits to determine what additional resources are available.

2. Facility Subcommittee - The primary focus of the facility subcommittee is recommendations forthcoming from the Recreation facility feasibility study and hospital master plan update. The PRSC Director will be presenting recreation feasibility study on Tuesday, September 14. The feasibility study will have a childcare facility component as part of the study.

The Hospital Master Plan update proposal scheduled to be performed by Architects Alaska is being reviewed by Providence and City staff. The current plan is to place on the Council agenda for approval on September 21<sup>st</sup>. A childcare facility is part of the Hospital Master Plan update.

3. Funding Subcommittee - The primary focus of the funding subcommittee is identifying key funding partnerships upon completion of the assessment study.

**Other Topic:**

One last note. The Corps of Engineers from the Alaska District is sending staff to Valdez to meet with City officials on September 23<sup>rd</sup>. The plan is to discuss the Waterfront Master Plan and tour Ports and Harbor facilities.





## Legislation Text

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**File #:** 21-0437, **Version:** 1

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**ITEM TITLE:**

Report: City Attorney Billing Summary - July 2021

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

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and file

**SUMMARY STATEMENT:**

City attorney July 2021 billing summary attached for Council review.

# BRENA, BELL & WALKER, P.C.

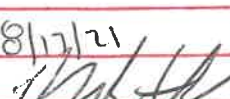
ROBIN O. BRENA, MANAGING ATTORNEY  
 JESSE C. BELL  
 WILLIAM M. WALKER  
 MICHEL D. COREY  
 DAVID W. WENSEL  
 ANTHONY S. GUERRIERO  
 LAURA S. GOULD  
 KELLY M. MOGHADAM  
 JON S. WAKELAND  
 JAKE W. STASER

ATTORNEYS AT LAW

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

August 13, 2021

City of Valdez  
 Attn: Mark Detter, City Manager  
 P.O. Box 307  
 Valdez, AK 99686

<b>From: Administration</b>	
<b>PO/Contract #:</b>	—
<b>Account #:</b>	001-5600-43200
<b>Activity Code:</b>	—
<b>Date:</b>	8/17/21
<b>Signature:</b>	

## July 2021 Billing Summary Sheet

File No.	Description	\$ Amount
1374-007	City Council	3,085.00
1374-008	Capital Facilities	405.00
1374-009	Ports and Harbor	6,092.52
1374-010	Finance	85.00
1374-011	Administration	4,326.69
1374-012	Community Development	2,592.50
1374-014	Escaped Property, includes expert invoices totaling \$4,162.60	11,023.85
1374-014A	Escaped Property Appeal	1,705.50
1374-017	Police Department	1,330.74
1374-018	Human Resources – Confidential (general)	1,387.50
1374-030	C-Plan	5,468.00
1374-032	Economic Development	440.00
1374-033	Fire Department	820.00
1374-037	Pacific Pile & Marine Claims	7,217.50
1374-039	Boundary Change Issues	4,500.00
1374-042	Redistricting	510.00
1374-043B	Appeal of RCA Order 17 (This bill is \$10,986.90, of which \$1,345.15 is costs. The \$25,000 cap has been reached. Any unpaid fees will be payable from any award of attorneys' fees.)	1,345.15
1374-044	Alaska Trappers Association	10,322.02
1374-045	COVID-19 Response	210.00
1374-047	On-Call Claim – HR Confidential	2,225.00
	<b>TOTAL</b>	<b>65,091.97</b>



## Legislation Text

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**File #:** 21-0438, **Version:** 1

---

**ITEM TITLE:**

Upcoming Boards & Commissions Vacancies

**SUBMITTED BY:** Allie Ferko, MMC, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Receive and file

**SUMMARY STATEMENT:**

The following is a list of upcoming vacancies and application deadlines.

Interested citizens can learn more and apply for vacancies through the city's boards and commissions online portal: [www.valdezak.gov/416/boards-commissions-appointment](http://www.valdezak.gov/416/boards-commissions-appointment) <<http://www.valdezak.gov/416/boards-commissions-appointment>>. Paper applications are available at City Hall for those who have barriers to applying online.

**September 2021 Vacancies**

- Economic Diversification Commission: One vacancy due to normal term expiration. Appointee to serve a three-year term, expiring September 2024.

As outlined in Valdez Municipal Code, members of the Economic Diversification Commission shall be diversified to the maximum extent possible and appointed to represent specific industry sectors of the economy. No two members may be appointed to serve concurrently from the same industry sector.

Appointees representing the following industry sectors will be considered to fill the current Economic Diversification Commission vacancy:

1. Accommodations,
2. Commercial fisheries,
3. Healthcare,
4. Microbusiness/sole proprietor,
5. Oil & gas,

6. Seafood processing,
7. Sport fisheries,
8. Utilities, and
9. Winter tours & attractions.

- Application deadline for all September 2021 vacancies is September 15<sup>th</sup> for appointment by Council at their September 21<sup>st</sup> regular meeting.

#### **October 2021 Vacancies**

- Parks & Recreation Commission: Two vacancies due to normal term expiration. Appointees to each serve a three-year term, expiring October 2024.
- Application deadline for all October 2021 vacancies is October 13<sup>th</sup> for appointment by Council at their October 19<sup>th</sup> regular meeting.
- PVMC Health Advisory Council: Three vacancies due to normal term expiration. Appointees to each serve a three-year term, expiring October 2024.

**PLUS** one vacancy due to resignation. Appointee to serve a partial term, expiring October 2023. (Further details forthcoming on process for PVMC HAC applications, as process for this particular meeting body may change.)

#### **November 2021 Vacancies**

- Permanent Fund Investment Committee: One vacancy due to normal term expiration. Appointee will serve a three-year term, expiring November 2024.
- Planning & Zoning Commission: Two vacancies due to normal term expiration. Appointees to each serve a three-year term, expiring November 2024.
- Alaska Gasline Port Authority: One vacancy due to normal term expiration. Appointee will serve a four-year term, expiring November 2025.
- Application deadline for all November 2021 vacancies is November 17<sup>th</sup> for appointment by Council at their November 23<sup>rd</sup> regular meeting.

#### **December 2021 Vacancies**

- None

#### **January 2022 Vacancies**

- VMHA Board of Directors: Four vacancies due to normal term expiration. Appointees to each serve a three-year term, expiring January 2025.
- Application deadline TBD.



## Legislation Text

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**File #:** 21-0439, **Version:** 1

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**ITEM TITLE:**

Council Calendars & Reference Document Links

**SUBMITTED BY:** Allie Ferko, MMC, 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 and reference document links attached for Council reference.

Links to city reference documents (all documents linked below available on either the city website or the applicable stakeholder website).

- Comprehensive Plan Website: <https://valdezcompplan.blogspot.com/>
  - Draft Plan: <https://bit.ly/36imR2v>
- Waterfront Master Plan: <https://bit.ly/3ANhTZJ>
- Parks & Recreation Master Plan: <https://bit.ly/3hpogls>
- COV Natural Hazard Mitigation Plan: <https://bit.ly/3xCzrpr>
- Valdez Museum & Historical Archive Master Interpretive Plan: <https://bit.ly/2V7Je8j>
- Valdez Visitor Market Profile: <https://bit.ly/3xux2wM>
- Competitive Market Analysis & Long Range Planning for the Port of Valdez: <https://bit.ly/3qSP49q>
- Community of Valdez Strategic Plan: <https://bit.ly/3yzSAIA>
- Valdez Coordinated Community Transportation Plan: <https://bit.ly/3ywXPsr>
- Valdez Housing Market Assessment & Gap Analysis: <https://bit.ly/36hSqta>
- Valdez Pioneer Field Airport Master Plan: <https://dot.alaska.gov/nreg/valdez-airport/>
- Hospital Master Plan: <https://bit.ly/3wmJFIL>

# September 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 <b>Holiday</b> 7pm – P&H Commission Meeting	7 6pm – Council Work Session (Topic: Annual Permanent Fund Meeting)  7pm – City Council Regular Meeting	8 7pm – Planning & Zoning Commission Meeting	9	10	11
12	13 6:30pm – School Board Meeting	14 6:30pm – PVMC HAC Meeting (@PVMC)  6pm – Council Work Session (Topic: PRCS Department Report)  <del>7pm – Parks &amp; Rec Commission Meeting</del>	15 Noon – Flood Mitigation Task Force  7pm – Economic Diversification Commission	16 6:30pm – VMHA Board Meeting (@Museum)  6pm – Council Work Session (Topic: Mission Statement)	17	18
19	20 7pm – P&H Commission Meeting	21 6pm – Council Work Session (Topic: Copper Valley Electric Association)  7pm – City Council Regular Meeting	22 6:30pm – Hospital Expansion Task Force Meeting (@PVMC)  7pm – Planning & Zoning Commission Meeting	23	24	25
26	27 Noon – Beautification Task Force Meeting  6:30pm – School Board Meeting	28	29	30	27	28

Note 1: This calendar is subject to change. Contact the City Clerk's Office for the most up-to-date information. Strike-thru indicates cancellation of standing meeting.

Note 2: Unless otherwise notated, all meetings and events listed on this calendar are held in the Civic Center Conference Room (temporary meeting location June – November 2021 during Council Chambers remodel project).

Note 3: City Clerk will be out of the office for IIMC official travel 09.08.2021-09.12.2021 and 09.29.2021-10.03.2021

Updated 08.31.2021

# October 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 7pm – P&H Commission Meeting	5 6pm – VMHA Corporation Annual Meeting 7pm – City Council Regular Meeting	6 7pm – Economic Diversification Commission Meeting	7 6pm – Council Work Session (Topic: 2022 Budget #1)	8	9
10	11 6:30pm – School Board Meeting	12 6:30pm – PVMC HAC Meeting (@PVMC) 7pm – Parks & Rec Commission Meeting	13 7pm – Planning & Zoning Commission Meeting	14 6pm – Council Work Session (Topic: 2022 Budget #2)	15	16
17	18 Holiday 7pm – P&H Commission Meeting	19 6pm – Council Work Session (Topic: CDBG Grant) 7pm – City Council Regular Meeting	20 Noon – Flood Mitigation Task Force 6pm – Council Work Session (Topic: Planning Department Report)	21 6:30pm – VMHA Board Meeting (@Museum) 6pm – Council Work Session (Topic: 2022 Budget #3)	22	23
24	25 Noon – Beautification Task Force Meeting 6:30pm – School Board Meeting	26 6pm – Council Work Session (Topic: 2022 Budget #4)	27 6:30pm – Hospital Expansion Task Force Meeting (@PVMC) 7pm – Planning & Zoning Commission Meeting	28 6pm – Council Work Session (Topic: 2022 Budget #5)	29	30
31						

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Note 3: City Clerk will be out of the office for IIMC official travel 10.01.2021-10.03.2021 and 10.12.2021-10.26.2021.

Updated 08.31.2021