

NON-CODE ORDINANCE

By: Public Works  
Introduced: 09/26/2011  
Public Hearing: 10/10/2011  
Adopted: 10/10/2011

**CITY OF WASILLA  
ORDINANCE SERIAL NO. 11-33**

**AN ORDINANCE OF THE WASILLA CITY COUNCIL ACCEPTING AND APPROPRIATING \$550,938 IN FY2012 STATE LEGISLATIVE GRANT FUNDING FOR THE DOWNTOWN WATER STATION.**

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**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Purpose.** To accept and appropriate \$550,938 in FY2012 State Legislative Grant Funding for the Downtown Water Station.

**Section 3. Appropriation.** The funds are appropriated to the following:

Downtown Water Station State/2012      320-4369-436.45-58      550,938

**Section 4. Source of Funds.**


Downtown Water Station State/2012      320-4300-334.30-84      550,938

**Section 5. Effective date.** This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on October 10, 2011.

  
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VERNE E. RUPRIGHT, Mayor

ATTEST:

  
\_\_\_\_\_  
KRISTIE SMITHERS, MMC, City Clerk

[SEAL]

VOTE: Harris, Holler, Katkus, Menard, Sullivan-Leonard, and Woodruff in favor.


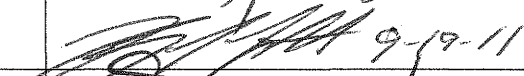
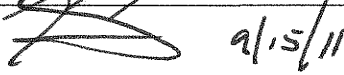



**CITY OF WASILLA  
LEGISLATION STAFF REPORT**

**ORDINANCE SERIAL No. 11-33: ACCEPTING AND APPROPRIATING \$550,938 IN FY2012 STATE LEGISLATIVE GRANT FUNDING FOR THE DOWNTOWN WATER STATION.**

**Agenda of:** September 26, 2011  
**Originator:** Public Works Director

**Date:** September 15, 2011

Route to:	Department	Signature/Date
X	Finance Director	 9/14/11
X	Interim Deputy Administrator	 9-19-11
X	Public Works Director	 9/15/11
X	City Clerk	

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** 

**FISCAL IMPACT:**  yes \$550,938

**Account name/number:** Downtown Water Station State-2012/320-4369-436.45-58  
**Attachments:** Grant (4 pages)

**SUMMARY STATEMENT:** This grant is being made available to the City to construct a water station in the downtown area. This building is proposed on Weber Drive in the undeveloped gravel corner next to the industrial area behind Wendy's Restaurant. Currently, the City sells bulk water to home owners and water haulers at its Spruce Avenue water tower. However, this is a secure area and it is not available to the public all the time. In addition, the coin operated dispenser is from the 1980's and it is difficult to use.

The new facility will be more convenient being located downtown with direct access to the Parks Highway. It will employ a card swipe system, be fully automated and be open 24 hours per day. Many residents in the area rely on hauling water for their homes using this service.

**STAFF RECOMMENDATION:** Approve the adoption of Ordinance Serial Number 11-33 accepting and appropriating \$550,938 in State Legislative Grant Funding for the downtown water station.



DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

Designated Legislative Grant Program  
Grant Agreement

Grant Agreement Number 12-RR-011		Amount of State Funds \$ 550,938.52	
Encumbrance Number/AR/Lapse Date / 8921 / 6/30/2016		Project Title Downtown Water Station	
<b>Grantee</b>		<b>Department Contact Person</b>	
Name City of Wasilla		Name Kimberly Phillips	
Street/PO Box 290 East Herning Avenue		Title Grants Administrator	
City/State/Zip Wasilla, Alaska 99654-7091		Street/PO Box 211 Cushman Street	
Contact Person Archie Giddings, P.E., Public Works Director		City/State/Zip Fairbanks, Alaska 99701	
Phone (907) 373-9010	Fax (907) 373-9011	Phone (907) 451-2718	Fax (907) 451-2742

**AGREEMENT**

The Alaska Department of Commerce, Community, and Economic Development, Division of Community and Regional Affairs (hereinafter 'Department') and City of Wasilla, (hereinafter 'Grantee') agree as set forth herein.

**Section I.** The Department shall pay the Grantee for the performance of the project work under the terms outlined in this agreement. The amount of the payment is based upon project expenses incurred, which are authorized under this Agreement. In no event shall the payment exceed \$550,938.52.

**Section II.** The Grantee shall perform all of the work required by this Agreement.

**Section III.** The work to be performed under this agreement begins 6/30/2011 and shall be completed no later than 6/30/2016.

**Section IV.** The agreement consists of this page and the following:

ATTACHMENTS

- Attachment A: Scope of Work
  1. Project Description
  2. Project Budget
  3. Project Narrative
  4. Project Management/Reporting
  5. Forms Packet
- Attachment B: Payment Method
- Attachment C: Standard Provisions

APPENDICES

- Appendix A: Audit Regulations
- Appendix B: Audit Compliance Supplement
- Appendix B2: Insurance
- Appendix C: State Laws and Regulations
- Appendix D: Special Requirements and Assurances for Federally Funded Projects (if applicable)
- Appendix E: Site Control
- Appendix F: State Fire Marshal Review

AMENDMENTS: Any fully executed amendments to this Agreement

Signature	Signature
Printed Name and Title Verne E. Rupright, Mayor	Printed Name and Title Janet Davis, Grants Administrator III
Date	Date

Reviewed by: \_\_\_\_\_

# Attachment A Scope of Work

## 1. Project Description

The purpose of this FY 2012 Designated Legislative Grant in the amount of \$550,938.52 [*pursuant to the provisions of AS 37.05.315, SLA 2011, Chapter 5, Section 42a, Page 170, Lines 15-22*] is to provide funding to the City of Wasilla for use towards the Downtown Water Station.

This project may include, but is not limited to construction of a new water station in the downtown area, at the corner of Nelson Avenue and Weber Drive. The water station will be automated and available to the public 24 hours a day for hauling water for homeowners and contractors who purchase and haul water with trucks for their residences and construction projects. This will include Engineering and Surveying, and Construction costs.

No more than five percent (5%) of the total grant award may be reimbursed for Administrative expenses for projects involving equipment purchase or repairs and no more than ten percent (10%) of the total grant award may be reimbursed for Administrative expenses for all other projects. To be reimbursed for eligible administrative costs, expenses must be reported on the Designated Legislative Grant Financial/Progress Report form.

## 2. Project Budget

Cost Category	Grant Funds	Total Project Cost
Program Funds	\$550,938.52	\$550,938.52

## 3. Budget Narrative

The Grant Funds identified above will be used to complete the project described in the above Project Description.

#### **4. Project Management/Reporting**

This project will be managed by the Grantee.

If the Grantee is a City, signatory authority for execution of the Grant Agreement and subsequent amendments is granted to the Mayor. The Mayor may delegate signatory authority for executing the Grant Agreement and amendments to others within the City government via the Signatory Authority Form. The Mayor may also designate financial and progress reporting authority via the Signatory Authority Form. Such delegation is limited to others within the City government, unless otherwise approved by the Department.

If the Grantee is not a City, signatory authority for execution of the Grant Agreement and subsequent amendments is granted to the Chief Executive Officer (CEO). The CEO may delegate authority for executing the Grant Agreement and amendments to others within the Grantee's organization via the Signatory Authority Form. The CEO may also designate financial and performance progress reporting authority via the Signatory Authority Form. Such delegation is limited to others within the Grantee's organization unless otherwise approved by the Department.

The Grantee must establish and maintain separate accounting for the use of this Grant. The use of Grant funds in any manner contrary to the terms and conditions of this Grant Agreement may result in the subsequent revocation of the grant and any balance of funds under the grant. It may also result in the Grantee being required to return such amounts to the State.

The Grantee shall submit a Designated Legislative Grant Financial/Progress Report Form (see attached) each month, or quarterly, with the concurrence of the Department, during the life of the Grant Agreement. Grant Financial/Progress Report Forms are due fifteen (15) days after the end of the month or quarter being reported. The report period is the first of the month through the last day of the month. If quarterly reporting is approved, the report period is the first day of the first month through the last day of the third month of the quarter. The final Financial/Progress Reports must be submitted within thirty (30) days following completion of the project. Under no circumstances will the Department release funds to the Grantee unless all required reporting is current.

#### **5. Grant Forms Packet**

The following page, which includes the Designated Legislative Grant Financial/Progress Report Form, is to be used by the Grantee for monthly/quarterly reporting. Additional copies of this form are available from the Department, electronically or in hard copy.

Department of Commerce, Community and Economic Development  
 Division of Community & Regional Affairs  
**DESIGNATED LEGISLATIVE GRANT FINANCIAL/PROGRESS REPORT  
 AND REQUEST FOR REIMBURSEMENT**

Grantee: <b>City of Wasilla</b>	Grant Number: <b>12-RR-011</b>
Project Title: <b>Downtown Water Station</b>	Report Number: _____ Report Period: From: _____ To: _____

*Note: Financial Report/Request for Reimbursement must include Progress Report narrative.*

Cost Category	Authorized Budget	Grant Expenditures This Period	Total Grant Expenditures To Date	Balance of Grant Funds
Program Funds	\$550,938.52			
Administration				
<b>Total This Report</b>	<b>\$550,938.52</b>			

Current Advance Balance (if any)			
Total Grant Expenditures This Period		Total Grant Award	\$550,938.52
LESS Advance Recovered This Report (if any)		LESS Total Grant Expenditures to Date	
<b>NET REIMBURSEMENT TO GRANTEE</b>		LESS Unrecovered Advance Balance (if any)	
Advance Balance Remaining (if any)		<b>TOTAL Grant Funds Remaining</b>	

**PROGRESS REPORT:** Describe activities that occurred during this report period. Identify any problems you may be experiencing. Attach additional pages if necessary.

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*Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.*

\_\_\_\_\_  
Authorized Signature Date

\_\_\_\_\_  
Name and Title

DCCED STAFF USE	
Encumbrance #:	_____
Payment Amount:	_____
GA Approval:	_____
_____ DCCED Signature	_____ Date