



Application for Appointment to Boards, Committees, and Commissions City and Borough of Sitka

Board/Commission/Committee: Planning Commission

Name: Victor Weaver Preferred Phone: [REDACTED]

Address: [REDACTED] Alternate Phone: _____

Email Address: [REDACTED] Fax Number: _____

Length of Residence in Sitka: 8 months Registered to vote in Sitka? ☒ Yes ☐ No

Employer: SEARHC

Organizations you belong to or participate in: None currently

Explain your main reason for applying:

I was on the Planning and Zoning Commission in Valdez prior to moving to Sitka and I enjoyed it very much. I was a very active member of the commission and I believe it is my civic duty to be involved in Sitka and utilize the experience I have on this commission

What background, experience or credentials will you bring to the board, commission, or committee membership?

Valdez Planning and Zoning Commissioner

SEARHC Assistant Director of Facilities for SE Alaska

Numerous years as an Engineer and Projects Manager working with large building projects.

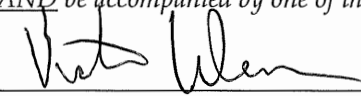
Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

None

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 11/2/2018 Signature: 

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ☐ Yes ☐ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Date: November 2, 2018

Subject: Planning Commission Seat for the City of Sitka

I would like to apply for a seat on the Planning Commission for the City of Sitka. I moved to Sitka 8 months ago from the City of Valdez. I am currently the Assistant Director of Facilities for SE Alaska at SEARHC. I served on the Planning and Zoning Commission for 1 term, up until I left Valdez earlier this year to take my current position with SEARHC. I was very involved with the Planning and Zoning Commission in Valdez and thoroughly enjoyed my time on the Commission. I would like to get more involved with Sitka and learn more about the Sitka Comprehensive plan and all of the challenges Sitka faces within Planning and Zoning.

I was involved with many rezoning challenges Valdez faced as a city. I attended the Planning Conference each year in Anchorage and learned about many topics relating to the planning and zoning laws throughout Alaska.

I have a Bachelor of Science in Engineering and have over 29 years of experience in my field including numerous building projects in which I have worked with various City's Planning and Zoning departments.

Please consider my experience and knowledge of Planning and Zoning as I would like to continue my civic duty within the current city I live.

Thank You,

A handwritten signature in black ink, appearing to read "Victor Weaver". The signature is fluid and cursive, with the first name "Victor" and last name "Weaver" clearly distinguishable.

Victor Weaver

Victor Weaver



EDUCATION

Bachelor of Science - Manufacturing Engineering – Graduated 1989
Oregon Institute of Technology, Klamath Falls, OR

BACKGROUND

26 years of experience working in various industries in Engineering, Project Management, and Maintenance Management roles. Successfully managed numerous high profile engineering and construction projects throughout my career, from design to completion within tight scheduling restraints.

Highly effective communicator at all levels and in very culturally diverse atmospheres

Highly effective field construction coordinator, managing construction crews insuring project budgets are met and timelines are strictly followed.

Very experienced with scheduling materials, equipment, and subcontractors as well as with estimates and setting up a jobsite

Hands-on” problem solver who enjoys working in the field and making challenging decisions in challenging environments.

Experience in taking technical, complex, projects from inception to completion

Enjoys working in a hands-on, fast paced environment resolving production challenges with a goal to achieve no production downtime.

Familiar with National Building, Fire, Electric, Codes, and OSHA regulations.

Area of Expertise:

- Project Management
- Project Planning
- Building Codes and Permitting (City, State, Corp of Engineers)
- Pre-construction – Submittal review/approval, RFI's, Change Orders, Shop Drawing Reviews
- Contract Management – Bidding/Bid Review, Pre-Bid Conference, Notice of Award, Notice to Proceed
- Field/Site Construction Management
- Coordinating and supervising all construction activities on-site from Notice to Proceed (NTP) to completion
- Developing Project Schedules and Budget
- Remote Construction
- Project Execution
- Management of Skilled Trade Teams (union and non-union)
- Strategic Planning & Implementation
- Organization & Time Management
- High Performance Team Building & Coaching
- Coordinating/directing independent testing and inspections
- Lean Manufacturing
- Planning and Zoning – Valdez Planning and Zoning Commissioner

EXPERIENCE

Assistant Director of Facilities SE Alaska SEARHC 3/2018 – Present

Manage all SEARHC facilities outside of Sitka, ranging from Haines to Wrangell Alaska. Manage all new construction for clinics and hospital within the consortium. Manage all facilities and maintenance crews including the Facility Managers for each of the locations. Manage all maintenance and construction contracts for each location. Oversee construction and renovation of medical, dental and behavioral health clinics throughout the consortium.

Hatchery Projects Manager Valdez Fisheries Development Association 8/2014 – 3/2018

The Hatchery Projects Manager serves as the lead coordinator for all special projects relating to the development, renovation and major maintenance of all hatchery facilities and equipment. The primary function of this position is to provide technical expertise, design, development, oversight and execution of all projects relating to the expansion and operations of Valdez Fisheries Development Association's (VFDA) hatchery and fisheries programs. Managed a successful \$2 million water expansion project and currently a \$1.8 million high pressure water upgrade project. Responsible for all phases of projects, developing scope of work, working with engineering firm on initial design, planning, bidding, award of contracts, and inspections. Coordinates and supervise all construction activities on-site from Notice to Proceed (NTP) to completion. Managed construction contracts insuring budgets are met and projects are completed within restricted time constraints. Coordinated all field design and construction changes between the construction crews, the design engineer and Valdez Fisheries Management personnel to include board members.

Planner/Scheduler Alyeska Pipeline Service Company – Valdez, AK 6/2010 – 8/2014

The Planner/Scheduler supports execution of maintenance work by receiving, planning, estimating, scheduling, and coordinating maintenance work ensuring that all required materials, equipment, and personnel are identified and available when needed for all of operations. Plan and coordinate all major projects and shutdowns for marine and utility operations at the Valdez Marine Terminal. The primary objective of the role is to improve workforce efficiency by eliminating potential delays and obstacles to efficient work execution, provide coordinated identification and availability of resources for Marine, Ballast Water, SERVS, the VMT, and Pipeline work sites with a goal to reduce operational impacts due to maintenance activities. On a regular basis, review and scrub backlog of work that may be redundant or that has been completed and not closed out. Follow-up on backlog work ensuring work gets scheduled on a regular and timely basis. Work closely with Operations ensuring work in their areas are planned and scheduled on a timely basis. Work closely with Projects and Engineering teams to plan and schedule construction projects. Train new Planner/Scheduler personnel in the use of Passport Planning/Scheduling software. Advanced skills using Passport CMMS software for maintenance planning and scheduling. Additional duties included Air Operations Branch Manager for the Incident Management Team for oil spill prevention and response management.

Facilities/Operations Manager Carlton Winemakers Studio – Carlton, OR 3/2009 to 12/2009

Manage all winery operations for a large cooperative winery in Carlton, Oregon. Responsible for training all personnel in cellar operations for making Pinot Noir, Chardonnay, and Pinot Gris wines. Cellar operations trained included: safety training, cleaning and sanitizing barrels, tanks, wine presses, grape processing line, moving barrels, pumping over wine, punching down wines during fermentation. The main focus during harvest is to teach new employees during production operations the importance of cleaning and sanitation. Duties also included all maintenance and preventative maintenance of winery equipment, planning of harvest operations, hiring and training new employees, creating an annual budget for maintenance and production. Created new maintenance work order system for winery, including writing preventative maintenance procedures and standard operating procedures. Created a confined entry space program for the winery as well as a lockout tag-out program. Spent a lot of time working with various winemakers making sure their production needs

were met on a daily basis. Maintained and managed all facility operations and capital projects for the winery. Performed various safety training classes and set up various new safety programs throughout the winery. Acted as the source of contact for all OSHA safety inspections and implementations of OSHA recommended programs. Provided MSDS and hazardous materials training for all new employees.

Maintenance ManagerUnisea Corporation – Dutch Harbor, AK

4/08 to 12/2008

Manage, motivate, and train a team of 85 highly skilled maintenance personnel in various skill trade positions including 2 supervisors. Ensure that all internal customers of maintenance receive timely, efficient and quality service. Responsible for short and long term planning and scheduling of all maintenance activities. Analyze workload schedules, balance against employee availability, prioritize activities, prepare workload schedules, assure availability of required repair parts and review schedules to meet changing priorities. Participate in the development and application of data processing technology to assist in maintenance planning, scheduling and budgeting. Analyze workloads, availability of skilled employees, work-space and technical requirements; select and prioritize maintenance activities. Maintain capital project list with a priority rating system for approval of all capital project work. Prepare requests for parts and coordinates repair work with supply and employees. Prepare and monitor workload schedules including projections on available technicians for major repairs and overhauls and reviews compliance with projected target dates, revising schedules as required. Monitor work progress by comparing completion rates with schedules and provide reports of all active and pending jobs to Director. Plan, review, implement and monitor preventative maintenance programs on all plant equipment and buildings. Assist maintenance supervisors with short term scheduling for effective day-to-day shop management. Implement and maintain Every Day Focus culture throughout all maintenance departments. Review work records for reporting accuracy, supervise the updating and maintenance of such records in Maintenance Data Management System. Organize capital projects from inception to completion including all coordination with other internal departments as well as coordination with outside vendors and contractors. Develop clear and concise scope of work plan for proposed projects. Ensure that all capital projects and implemented processes are in strict compliance with Company, State and Federal Regulations regarding Health and Safety.

Maintenance ManagerStimson Lumber Company – Forest Grove, OR

7/06 to 7/07 – Received severance package for voluntary layoff due to decline in timber industry

Manage maintenance and engineering operations for a 7 day per week lumber mill manufacturing operation that produces over 320 million board feet of lumber annually.

Managed a highly skilled, high performance maintenance team consisting of 67 union, skilled labor personnel.

Managed and organized preventative maintenance program within the various mills to assure preventative maintenance (mechanical and electrical) of production equipment, breakdown repair, safety awareness, and new project implementation within a strict timeline schedule.

The lumber operation consists of a stud mill, dimension mill, 2 barkers, a stud planer, a dimension planer, 6 dry kilns, and a log yard, on a 300+ acre facility site.

Design and modify equipment, jigs, fixtures, safety and manufacturing processes for lumber manufacturing operations.

Successfully managed and coordinated several capital projects, including a major restructure of the Stud Mill to implement a new 3 dimensional sawing process that increased production by 35%.

Successfully managed a 5000 square foot building/construction expansion project for the Stud Mill.

Received, reviewed and investigated Occupational Safety and Health Agency (OSHA) reports of violation. Designed several safety devices to protect employees from dangerous equipment and processes. Acted as the source of contact for all OSHA safety inspections.

Maintenance Manager - ContractLand O Lakes Purina Feed, LLC, Portland, OR

7/05 to 7/06 Contract Completed

Manage day to day maintenance activities for a 24 hour a day 5 days a week feed mill, including hiring, discipline, and performance review of employees. Provided daily safety training to all employees prior to start of shift and on a regular basis for newly implemented safety programs. Manage 8 union maintenance millwrights and electricians.

Identify, write, and manage all capital projects for new equipment.

Fill in for Production Supervisor as needed. Implemented formal preventative maintenance written program for plant.

Design and modify various jigs, fixtures and carts to aid in bag and bulk feed manufacturing operations using AutoCAD LT.

Facilities and Maintenance Engineering Manager - ContractMilk Specialties Corporation, Adell, WI

6/04 to 7/05 Contract Completed

Manage all maintenance operations and capital projects in a Dairy Whey processing facility. Whey is processed and used for animal feed ingredients.

Reduced maintenance staff overtime hours from 80 hours/week to 20 hours/week with increased productivity.

Converted maintenance Work Order system from informal to formal requests and implemented preventative maintenance scheduling;

Completed daily safety inspections of facility, equipment, and employee safety programs to insure compliance to all OSHA regulations.

Designed safety devices to reduce hazards to employees. Acted as the main resource for all OSHA safety and compliance inspections. Design jigs, fixtures, machinery based on needs of manufacturing and process changes.

A Hands-on position requiring daily balance of many tasks, projects and emergencies

Responsible for planning, scheduling and managing the activities of a highly skilled maintenance department based on production requirements, sales and company goals

Control strict departmental budget while ensuring activities are completed efficiently

Coordinated procurement and installation of new and used operation equipment with minimal downtime

Established inventory control system that includes spare parts and materials required for safe and efficient operations

Interact with Production, Quality, R&D, Environmental, Safety, and Office staff to ensure all their maintenance needs are met

Improved skills and understanding of pump and pipe dynamics

Managed construction projects for the facility including managing timelines for outside contractors.

Designed and modified any new equipment, fixtures, or racking as needed using AutoCAD LT.

Corporate Facilities Engineering Manager Oshkosh Truck Corporation, Oshkosh, WI

2/02 to 3/04

Managed a 50,000 square foot manufacturing facility expansion project from design to final construction.

Plan, implement and direct preventive maintenance and facilities engineering programs

Analyze, evaluate and negotiate fee proposals with contractors and consultants

Review technical specifications for construction and maintenance contracts to ensure strict adherence to contractual obligations

Evaluate submitted design/engineering drawings for code compliance specifications

Interact and correspond with contractors and procurement services regarding specifications and contractual aspects of projects.

Manage building personnel activities; including hiring, performance review and training

Oversee five maintenance/service personnel under union contract.

Analyze cost and operational data for development, submission and administration of facilities management budgets

Administer and manage buildings and grounds for all Oshkosh facilities including satellite locations

Team member for the development and implementation for the incident management program.

Sr. Manufacturing Engineer - Contract Schlumberger, Bartlesville, OK

7/00 to 1/02 – Contract Completed

Develop new processes for submersible pump and motor manufacturing operations for the oil industry.

Assists in providing input to design, manufacturing processes and manufacturing technologies to meet cost and delivery schedules.

Assists in developing and coordinating specification and delivery requirements with internal and external suppliers

Introduce and implement lean manufacturing processes (Kaizen) into the rotor manufacturing process

Justify and purchase capital equipment for assembly operations

Design and detail jigs and fixtures for assembly operations using CATIA and AutoCAD LT.

Prepare, layout and implement plant rearrangement for manufacturing operations

Communicate with product design to ensure feasibility of new products

Project Manager- 6 month Contract Boydston Metalworks, Portland, OR

1/00 to 7/00 - Contract Completed

Managed project to consolidate three manufacturing facilities into one, within a targeted \$7 million dollar budget. Responsible for contractor selection and writing construction contracts. Managed all phases of project from design to final construction. Work with various city departments for construction permitting. Project included various facilities upgrades, building construction, electrical work, equipment design, new equipment research and purchase. Designed new layout of production lines for manufacturing and material flow. Managed onsite construction crews insuring timelines and budgets were met. Coordinated all design and construction changes in the field between construction crews, engineers and Boydston Metalworks Management.

Senior Manufacturing Engineer/ Facilities Engineer Freightliner Truck, Portland, OR

05/95 to 12/99

Responsible for all capital planning and project implementation of latest truck manufacturing equipment using lean manufacturing techniques

Designed process improvements for pre-paint cab, finish cab, and chassis manufacturing

Prepare, layout and implement plant/process rearrangement for operations.

Manage numerous construction projects for plant expansions

Concept and design jigs and fixtures which included carts, assembly jigs, holding jigs, locating jigs and any other type of fixtures needed for the assembly of large trucks using CATIA

Prepare time and work sequence studies and recommend changes to manufacturing

Coordinate with corporate design and manufacturing engineering to implement changeovers for new products and custom built products

Tooling Engineer - Contract Consolidated Metco, Portland, OR

04/94 to 05/95

Design various jigs and fixtures for the manufacture of truck parts in an aluminum foundry. Jigs and fixtures designed consisted of CNC holding fixtures, assembly jigs, drill jigs for gang drills, and locating jigs for various truck parts. Responsibilities also included working with outside vendors to build and test the jigs/fixtures. All jigs and fixtures were designed using CATIA

Tooling Engineer - Contract Boeing Aerospace, Huntsville, AL

05/93 to 05/94 Contract completed

Designed assembly tooling, composite tooling, machine tooling, handling equipment, and scaffolding for the NASA managed Space Station Freedom program. Successfully designed a complex living module assembly fixture within a \$3 million dollar budget approved by NASA personnel. Worked with Boeing jig builders and outside vendors to build, test and buyoff the fixtures prior to use in the Boeing facility.

Tooling Engineer - Contract Cessna Aircraft, Wichita, KS

04/92 to 04/93 - Contract completed

Designed and rework assembly tooling and composite tooling for the Citation Jet program. Worked closely with Cessna fabricators and machinists to build and test jigs prior to use in the manufacturing build. All tooling was designed using CATIA V4, utilizing solid modeling. Taught various CATIA 3D modeling classes to contract personnel.

Tooling Engineer Boeing Aircraft Company, Everett, WA

06/89 to 04/92

Design and rework assembly tooling, composite tooling and machine tooling, and soft tooling for the 747 and the 767 aircraft. Fixtures included locating jigs, assembly jigs, drill jigs, etc, which included all concept, investigation, layout, rework, and design using CATIA. Develop plans and recommendations for equipment needed and correct methods of manufacturing, including sequence of operations and detailed methodology of complex assemblies and installations as well as detail components. While in the aircraft tooling group, I worked in interiors, body, interior liaison, aircraft controls, pulley brackets, and the paint group

CONTINUING EDUCATION AND TRAINING

- Numerous IMT Training Courses
- Timber Operators Conference comprehensive management training certification program
- Boiler Training for Managers
- 8 Week Jigs and Fixture Design Course
- Kaizen for Lean Manufacturing Operations
- CATIA 3-D Cad Training – Basic –Advanced Solid Modeling
- Over 1000 hours of various safety training
- Various management training courses for union and non-union personnel
- ETT – Emergency Medical Technician
- Advanced CPR – Basic Life Support
- TWIC Card Holder (Expires April 26, 2018)
- Annual Planning Conference Anchorage – 2016 & 2017

SOFTWARE SKILLS

Passport	Business Objects
Microsoft Project	Microsoft Excel
AutoCAD	CATIA V4
Microsoft	PowerPoint
Microsoft Access	Microsoft Word
Dynastar	Mainsaver
Internet Explorer	

PERSONAL:

Planning and Zoning omission – City of Valdez
Society of Manufacturing Engineers
Shriners of North America, Shrine Clown
Freemasons

REFERENCES:

Available upon request



PLANNING COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
CHRIS SPIVEY 109 Lillian Drive	738-2524 c spi3050@yahoo.com	12/11/12	2/8/14 1/28/17 1/24/20	CHAIR
DARRELL WINDSOR PO Box 1973	738-4046 c dwindsor@gci.net	6/28/11	6/28/14 6/24/17 7/25/20	VICE CHAIR
RANDY HUGHEY 220 Lakeview Drive	738-2999 c randywhughey@gmail.com	2/24/15	10/23/15 10/13/18 10/23/21	
<i>RICHARD PARMELEE 405 Hemlock Street</i>	<i>738-0606 c rjparmelee@hotmail.com</i>	<i>9/27/16</i>	<i>4/26/19</i>	<i>Parker Song's term RESIGNED 6/15/18</i>
TAYLOR COLVIN 1308 Sawmill Creek Rd	970-485-4891 taycolvin@gmail.com	7/11/17	6/14/19	<i>Pohlman's term</i>
Planning Director	747-1815			Staff Liaison
Planner I	747-1814			Secretary
Aaron Bean 103 Toivo Circle	738-8923 assemblybean@cityofsitka.org			Assembly Liaison
Kevin Knox PO Box 6415	738-4664 assemblyknox@cityofsitka.org			Alternate Assembly Liaison

5 members from public, 3-year terms

Established by Ordinance 74-118/SGC2.18 & Charter Article VIII

Must be registered to vote

First and Third Wednesday at 7:00 p.m. – Harrigan Centennial Hall, 330 Harbor Drive

CONFLICT OF INTEREST FORMS OATHS OF OFFICE

Revised: October 24, 2018