

**BOARD OF ECONOMIC DEVELOPMENT  
CITY OF PALMER, ALASKA  
SPECIAL MEETING  
MONDAY, MARCH 11, 2019  
6:00 P.M. - COUNCIL CHAMBERS**

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**A. CALL TO ORDER:**

The regular meeting of the City of Palmer Board of Economic Development was called to order by Chair Silva at 6:00 p.m.

**B. ROLL CALL:**

Present and constituting a quorum were Board Members:

Dusty Silva, Chair	Kelly Turney, Vice Chair
Christopher Chappel	Lorie Koppenberg
Janet Kincaid	Barbara Hunt

Excused absence:

Peter Christopher

Ex-Officio member present:

David Fuller, Palmer City Council

Also present were:

Brad Hanson, Community Development Director  
Pam Whitehead, Recording Secretary

**C. PLEDGE OF ALLEGIANCE:** The Pledge was led by Board Member Koppenberg.

**D. APPROVAL OF AGENDA:**

The Agenda was unanimously approved as presented by all members present. There were no objections.

[Kincaid, Koppenberg, Hunt, Chappel, Turney, Silva; *Absent:* Christopher]

**E. MINUTES OF PREVIOUS MEETING(S):**

The Minutes of the **January 7, 2019 Regular Meeting** were unanimously approved as presented by all members present. There were no objections.

[Kincaid, Koppenberg, Hunt, Chappel, Turney, Silva; *Absent:* Christopher]

The Minutes of the **February 5, 2019 BED/City Council Joint Meeting** were unanimously approved as presented by all members present. There were no objections.

[Kincaid, Koppenberg, Hunt, Chappel, Turney, Silva; *Absent:* Christopher]

**F. AUDIENCE PARTICIPATION:**

There were no audience members wishing to speak on a topic not on the agenda.

**G. REPORTS:**

1. Boards and Commission Report - Director Hanson:

- Directed attention to written report in the packet reporting January-February, 2019 activities of the City Council and other Boards/Commissions; responded to questions.

- Reminded of Stantec public meeting this week at the Depot; cautioned regarding Open Meetings Act attendance restricted to three board members;
- Noted April 1, 2019 Regular Meeting – Stantec will present via teleconference.

2. Work Plan Activities Report – Moved to New Business later in meeting.

3. Manager/Staff Report – There was no additional report.

**H. UNFINISHED BUSINESS:** None

**I. NEW BUSINESS:**

1. Committee of the Whole to Discuss Economic Development Strategic Plan – 2019 Update and Work Plan Update (note: action may be taken by the board following the committee of the whole).

**Main Motion: To Enter Committee of the Whole for open and ease of discussion on the Economic Development Strategic Plan and Work Plan 2019 Update.**

Moved by:	Koppenberg
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

[The Commission entered Committee of the Whole at 6:15 p.m.; exited at 7:33 p.m.]

Director Hanson reported the current status of the Strategic Plan (see copy, packet p. 27) and requested that the Board review and make recommendations, if any, for update of the goals and objectives followed by recommendations for update of the 2019 Work Plan.

Lengthy Committee of the Whole points of discussion included:

- Discussion proposing updates to Strategic Plan goals/objectives:
  - Goals 3, 4, 6, 7 – Objectives to identify non-vehicular pedestrian/walkability pathways and bicycle elements to provide health, safety, and connectivity in Palmer.
- Discussion proposing updates for 2019 Work Plan:
  - Goal 3 – Action Step concerning Brownfields Area-Wide Planning with Stantec;
  - Goal 3 – Action Step encouraging creation of business watch programs;
  - Goal 3 – Action Step to receive frequent updates to the DOT Highway Project;
  - Goal 3 – Action Step to monthly welcome new businesses in Palmer;
  - Goal 12 – Action Step to discuss the pros and cons of legal retail marijuana business operations within city limits;
  - Goal 8 – Revise goal to “provide the necessary public infrastructure to promote, support and retain existing commercial and industrial uses and expand industrial development within the community;
  - Goal 8 -- Action Step to explore new zoning districts, i.e., Highway District, Downtown, and/or Historic District.

**Main Motion: To exit Committee of the Whole at 7:33 p.m.**

Moved by:	Turney
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

The following recommendations were made to amend the Economic Development Strategic Plan and 2019 Work Plan:

**Main Motion: 2019 Work Plan Goal 12: To add action step to assign board members monthly to visit/welcome new businesses in the City.**

Moved by:	Turney
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**Main Motion: Work Plan Goal 12: To add action step to discuss legal marijuana business operations in the city of Palmer.**

Moved by:	Turney
Seconded by:	Hunt
In favor:	Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	Kincaid
Absent:	Christopher
Action:	Motion Carried.

[Chair Silva called a break at 7:39 p.m.; the meeting resumed at 7:45 p.m.]

**Main Motion: Economic Development Strategic Plan: Add Goal 15: Identify Safe Pedestrian Connectors throughout Palmer.**

Moved by:	Hunt
Seconded by:	Turney

Following further discussion, the motion was amended to state:

**Primary Amendment: Goal 15: Identify all pedestrian connectors throughout Palmer.**

Moved by:	Hunt
Seconded by:	Kincaid
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Carried Unanimously by all persons present.

**Main Motion: Strategic Plan, Goal 15: Add Objective A: Identify the status of the pedestrian connections, and Objective B, Ensure inclusion in future developments.**

Moved by:	Hunt
Seconded by:	Chappel, Kincaid
In favor:	
Opposed:	
Absent:	Christopher
Action:	Motion Withdrawn; concurrence by Chappel, Kincaid

Following further discussion after formulating language to add Objectives A and B to Goal 15, it was determined it would be better to instead add the following action steps to the 2019 Work Plan.

**Main Motion: 2019 Work Plan: add Goal 15: Identify all pedestrian connectors throughout Palmer, and add action steps A) Identify the status of the pedestrian connections, and B) Ensure inclusion in future developments.**

Moved by:	Hunt
Seconded by:	Chappel, Kincaid
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried.

**Main Motion: 2019 Work Plan Goal 9, revise to state: Continue to grow as the industrial education and career center of the Matanuska-Susitna Borough.**

Moved by:	Hunt
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried unanimously by all persons present.

**Main Motion: 2019 Work Plan Goal 8, revise to state: Provide the necessary public infrastructure to promote, support and retain existing commercial/industrial uses and expand commercial/industrial development within the community.**

Moved by:	Turney
Seconded by:	Hunt
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**Main Motion: 2019 Work Plan Goal 8, add Action Step: Explore zoning districts within the city limits of Palmer, including a Highway District and/or a Downtown or a Historic District.**

Moved by:	Turney
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**Main Motion: 2019 Work Plan Goal 3, add Action Step: Encourage a business watch program in the city of Palmer.**

Moved by:	Turney
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**Main Motion: 2019 Work Plan Goal 3, add Action Step: Be actively involved in the Stantec Project.**

Moved by:	Turney
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**Main Motion: 2019 Work Plan Goal 3, add Action Step: Initiate frequent transportation updates on DOT projects affecting the city of Palmer.**

Moved by:	Silva
Seconded by:	Chappel
In favor:	Kincaid, Turney, Koppenberg, Hunt, Chappel, Silva
Opposed:	None
Absent:	Christopher
Action:	Motion Carried Unanimously by all persons present.

**J. BOARD MEMBER COMMENTS:**

**Board Member Koppenberg:**

- Confirmed she will attend the Stantec public meeting at the Depot;
- Noted for the record that she will be out of state for the May 2019 meeting; requested that there be no itinerant vendor discussion on the agenda during her absence, if possible;
- Looks forward to the Stantec presentation.

**Council Member Fuller:**

- Explained the City is now officially collecting sales tax for online sales (i.e. Amazon); responded to board member questions.

**Board Member Turney:**

- Commented on his recent attendance at a Neighborhood Watch/Business Watch meeting; let him know if anyone has questions or would like to discuss;
- Raised concern regarding the WLTGO event, expressing disappointment that the limited space in the Depot will be restricted to only those businesses with brick and mortar stores; thinks this is unfairly limiting and that the event should be inclusive of all those to at least have the opportunity to be part of the event.
- Thanked everyone for the good work tonight.

**Board Member Chappel:**

- Commented he is glad to be back and felt a lot of good work was done tonight.

**Board Member Kincaid:**

- Commented on the recent Lions Gun Show, noting it was dramatically down this year;
- Noted there was a lot of vendor pushback with regard to having to collect sales tax;
- Announced on a personal note that she is running for reelection to the MEA Board.

**Board Member Hunt:**

- Expressed thank you for everyone's help in formulating her motions tonight.

**Chair Silva:**

- Felt it was a good meeting;
- Noted she very much enjoyed the Business Watch meeting; thinks it can make a big difference in Palmer.

**K. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:24 p.m.

**APPROVED by the Board of Economic Development this 1st day of April, 2019.**

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Dusty Silva, Chair

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Brad Hanson, Community Development Director