

Mayor Edna B. DeVries
Deputy Mayor Sabrena Combs
Council Member Julie Berberich
Council Member Richard W. Best
Council Member Steve Carrington
Council Member Brian Daniels
Council Member Jill Valerius

City Attorney Michael Gatti
City Clerk Norma I. Alley, MMC
City Manager John Moosey

City of Palmer, Alaska
City Council Meeting
January 26, 2021, at 7:00 PM
City Council Chambers
231 W. Evergreen Avenue, Palmer
www.palmerak.org

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Resolution No. 21-006:** Authorizing the City Manager to Support the Matanuska-Susitna Borough Application for the Attraction on the Arctic Winter Games Page 3
2. Approval of Minutes of Previous Meetings
 - a. January 9, 2021, Special Meeting..... Page 9

E. REPORTS

1. City Manager’s Report
2. City Clerk’s Report
3. Mayor’s Report
4. City Attorney’s Report

F. AUDIENCE PARTICIPATION

G. NEW BUSINESS

1. **Committee of the Whole:** Strategic Planning Session..... Page 11

H. RECORD OF ITEMS PLACED ON THE TABLE

I. AUDIENCE PARTICIPATION

J. COUNCIL COMMENTS

K. ADJOURNMENT

Tentative Future Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
Feb 9	Regular	7 pm	
Feb 23	Regular	7 pm	
Mar 9	Regular	7 pm	
Mar 23	Regular	7 pm	
Apr 13	Regular	7 pm	
Apr 27	Regular	7 pm	
May 11	Regular	7 pm	
May 25	Regular	7 pm	

**City of Palmer
Resolution No. 21-006**

Subject: A Resolution of the Palmer City Council Authorizing the City Manager to Support the Matanuska-Susitna Borough Application for the Attraction on the Arctic Winter Games


Agenda of: January 26, 2021

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
X	Finance		1/11/2021
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ Unknown

This legislation (√):



- Creates revenue in the amount of: \$ Unknown
- Creates expenditure in the amount of: \$ Unknown
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager		_____
City Attorney		_____
City Clerk	<u>Norma L. Alley</u>	_____

Attachment(s):

1. Resolution No. 21-006
2. Letter from Matanuska Susitna Borough

Summary Statement/Background:

A Resolution supporting the Matanuska-Susitna Borough Application for the Attraction on the Arctic Winter Games that were held since 1970 and were attracting over 2,000 youth from Alaska and around the world.

The event is an opportunity for the youth of our community to socialize and make a friendship with the youth from a different region of the continent. The Arctic Games is also an opportunity for the City of Palmer to showcase our community and boost our local economy.

Administration's Recommendation:

Approve Resolution No. 21-006

LEGISLATIVE HISTORY

Introduced by: City Manager Moosey

Date: January 26, 2021

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 21-006

A Resolution of the Palmer City Council Authorizing the City Manager to Support of the Matanuska-Susitna Borough Application for the Attraction on the Arctic Winter Games

WHEREAS, she Matanuska-Susitna Borough (MSB) will be applying to be the host community for the 2024 Arctic Winter Games; and

WHEREAS, since 1970, the Arctic Winter Games has been held every two years, bringing over 2,000 youth from Alaska, Russia, Greenland, and Canada together for a week-long event to compete in twenty-one individual sports, including cross-country and alpine skiing, snowboarding, volleyball, hockey, speed skating, figure skating, gymnastics, and Dene Games; and

WHEREAS, the MSB has requested a partnership with the City of Palmer which includes hosting the week-long Games includes planning for the care, comfort, transportation, and meals for 2000+ visiting athletes and their chaperones, hosting the opening and closing ceremonies and cultural events, organizing 21 sporting events, and offering athletes, visitors, and the media, the opportunity to experience our unique community; and

WHEREAS, partnering with the cities will be essential to hosting the Games, as many of your facilities will be needed as event and Games locations.

NOW, THEREFORE, BE IT RESOLVED the Palmer City Council hereby supports the effort of the Matanuska-Susitna Borough’s application and will participate with assistance like city staff, city facilities, and other partnerships and activities required to see a successful Arctic Winter Games.

Approved by the Palmer City Council this ____ day of _____, 2021.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk



MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
Planning Division

350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822
www.matsugov.us

December 15, 2020

Edna DeVries, Mayor
Sebrena Combs, Deputy Mayor
Julie Berberich, Council Member
Richard Best, Council Members

Steve Carrington, Council Member
Brian Daniels, Council Member
Jill K. Valerius, Council Member

RE: 2024 Arctic Winter Games – Request to Partner

Dear Mayor DeVries and Palmer City Council Members,

The Matanuska-Susitna Borough (MSB) may be applying, pending Assembly approval, to be the host community for the 2024 Arctic Winter Games, typically held in the spring.

Since 1970, the Arctic Winter Games has been held every two years, bringing over 2,000 youth from Alaska, Russia, Greenland, and Canada together for a week-long event to compete in twenty-one individual sports, including cross-country and alpine skiing, snowboarding, volleyball, hockey, speed skating, figure skating, gymnastics, and Dene Games. The Games are essentially the youth Olympics of the Arctic. The Games also provide the host community the opportunity to showcase its world-class recreational facilities, and for visitors to explore all that our local businesses have to offer while they attend the Games, giving a boost to the economy.

To prepare a thoughtful and thorough bid proposal and successfully host the Games, the MSB will rely on community partnerships to guide our efforts. We would like to invite the city of Palmer to partner with us on this event.

Hosting the week long Games includes planning for the care, comfort, transportation, and meals for 2000 + visiting athletes and their chaperones, hosting the opening and closing ceremonies and cultural events, organizing 21 sporting events, and offering athletes, visitors and the media, the opportunity to experience our unique community. Partnering with the cities will be essential to hosting the Games, as many of your facilities will be needed as event and Games locations. We also recognize that hosting the Games will have a significant and positive impact on the local economy. In addition to the athletes, well over 1000 + visitors will attend the Games and they will be eating, shopping, staying, and playing in and around the community for the duration of the Games.

Please consider this letter a formal request for partnership. We hope you will agree that it

is a wonderful event to bring to our community and that it will have a positive impact on our local youth, our economy, and our community.

Staff from our Planning Department would welcome the opportunity to offer a brief presentation about the Arctic Winter Games at an upcoming city council meeting if that would help with your decision.

The MSB will be submitting our Bid Proposal to the Assembly on Feb 2, 2021. We hope we will be able to include a resolution of support from the council as a partner in our packet.

Sincerely,

Kim Sollien, Planning Services Manager

cc: John Moosey, Palmer City Manager
Mayor Halter
Mike Brown, MSB Manger
George Hays, Deputy Manager
Russ Krafft, Director of Purchasing

A. CALL TO ORDER

A special meeting of the Palmer City Council was held on January 9, 2021, at 9:00 a.m. in the Council Chambers, Palmer, Alaska. Mayor DeVries called the meeting to order at 9:00 a.m.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Edna DeVries, Mayor	Sabrena Combs, Deputy Mayor
Julie Berberich (participated telephonically)	Brian Daniels
Richard W. Best	Jill Valerius (participated telephonically)
Steve Carrington	

Staff in attendance were the following:

John Moosey, City Manager	Michael Gatti, City Attorney (participated telephonically)
Norma I. Alley, MMC, City Clerk	Kara Johnson, Deputy City Clerk

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

City Attorney Gatti joined the meeting at 9:01 a.m.

Council Member Best joined the meeting at 9:04 a.m.

D. APPROVAL OF AGENDA

Main Motion: To Approve the Agenda

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

E. AUDIENCE PARTICIPATION

Mr. Eugene Carl Haberman testified on the public process and rights for the public to address policies and procedures.

Mr. Mike Chmielewski testified on the public process.

F. NEW BUSINESS

1. Committee of the Whole: Strategic Planning Session

City Manager Moosey informed Council the Facilitator would not be able to attend due to health concern.

Motion to Postpone: To Postpone Until a Facilitator was Available

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous
Action:	Motion Carried

G. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported no Items Placed on the Table.

H. COUNCIL MEMBER COMMENTS

No direction given to staff for legislation to be placed on a future agenda.

I. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:24 a.m.

Approved this ____ day of _____, 2021.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor

**City of Palmer
Action Memorandum No. 15-010**

Subject: Adopt City Goals and Direct City Manager to Implement 2015 Work Plan

Agenda of: January 27, 2015

Council Action: _____

Originator Information:

Originator: Joe Hannan, City Manager _____
Date: January 7, 2015 _____ **Requested agenda date:** January 27, 2015 _____

Department Information:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Public Safety	_____	_____
_____	Public Works	_____	_____

Approved for presentation by:

	Signature:	Remarks:
City Manager	<u>Joseph A. Hannan</u>	_____
City Attorney	<u>[Signature]</u>	_____
City Clerk	<u>[Signature]</u>	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ _____

This legislation (√):

Has no fiscal impact Creates a positive impact in the amount of: \$ _____
 Negative impact in the amount of: \$ _____

Funds are (√):

Budgeted Line item(s): _____
 Not budgeted Affected line item(s): _____

General fund assigned balance (after requested budget modification): \$ _____

Enterprise unrestricted net position (after requested budget modification): \$ _____

Director of Finance Signature: [Signature]

Attachment(s):

- Recommended goals and work plan for 2015

Summary statement: The City Council sets the vision for the City and adopts goals to reflect that vision to guide decision-making at all levels of City government. The goal setting process builds Council consensus on policies and projects that impact City residents, businesses and community. The Administration uses the City Council vision and goals to set priorities, direct work activities, and allocate staff and financial resources.

Attached is a restatement of City goals from the Council approved Comprehensive Plan. The Executive Management Team has identified actions for achieving these goals and measurements to determine when goals have been attained. These actions comprise the City organizational work plan. This work plan is in addition to other City visioning documents and the Capital Improvement Plan help to guide the work of the organization and define a set of actions to accomplish specific tasks in support of the goals.

Administration recommendation: Approve Action Memorandum No. 15-005 and the work plan for 2015

Vision



Keep Palmer a vital community, a place that seeks opportunities for growth, and retains what is best about Palmer's history and traditions.

Broad goals to achieve community vision

SUSTAIN

1. Continue to Ensure the City of Palmer meets its Fundamental Obligations –Water, Sewer, Police, Fire, Roads
2. Continue to Place Value on Individual Integrity through Exemplary Customer Service*
3. Retain and Strengthen Palmer's "Small Town America" Character

IMPROVE:

4. Improve the Local Economy, Expand Local Business
5. Strengthen Downtown Palmer
6. Attract Visitors by Promoting and Enhancing the Uniqueness of Palmer

BUILD:

7. Encourage High Quality, Attractive Development with Ready Access to Parks and Green Space
8. Improve Connections Within and Out of Town, by Road, Trail and Transit
9. Guide Community Growth

*Not a part of the Comprehensive Plan, but acknowledged as more recent City Council emphasis.

how do we know when we have accomplished each goal?

#	goal	measurement
1	Continue to Ensure the City of Palmer meets its Fundamental Obligations –Water, Sewer, Police, Fire, Roads	<ul style="list-style-type: none"> • All areas served with water, sewer, police, fire and roads • Federal and State Water quality standards met • Wastewater (sewer) operated within State and Federal regulations • Average response within 6 minutes for all calls 90% of time • Fire responses within 8.5 minutes 90% of time • Fire rating of 4 • Streets maintained at Pavement Mgmt. Index of 50% or greater*
2	Continue to Place Value on Individual Integrity through Exemplary Customer Service	<ul style="list-style-type: none"> • Implement online services, ongoing training for City staff, improve response times
3	Sustain and Strengthen Palmer’s “Small Town America” Character	Annual citizen opinion survey rating of acceptable by majority of Palmer residents.
4	Improve the Local Economy, Expand Local Business	<ul style="list-style-type: none"> • Annual % Increase in sales tax revenues • Net gain of businesses
5	Strengthen Downtown Palmer	<ul style="list-style-type: none"> • Majority favorable response to annual survey of Chamber and downtown businesses • Less than 1% vacancy rate
6	Attract Visitors by Promoting and Enhancing the Uniqueness of Palmer	<ul style="list-style-type: none"> • Annual increase in visitors of 1%
7	Encourage High Quality, Attractive Development with Ready Access to Parks and Green Space	<ul style="list-style-type: none"> • Improve existing parks and green spaces • Create new recreation spaces in northwest Cedar Hills area
8	Improve Connections Within and Out of Town, by Road, Trail and Transit	<ul style="list-style-type: none"> • State DOT Glenn Hwy project completed • State DOT Palmer Wasilla Hwy Project competed • Bogard Road Extension completed • At least one trail link connected each year for 5 years
9	Guide Community Growth	<ul style="list-style-type: none"> • Annexation strategy completed in by end of 2015 • Develop Central Business District Overlay and Highway Commercial District criteria

*The Federal Highway Administration (FHWA) developed a Practical Guide on Quality Management which provides for effective pavement management system based on reliable, accurate, and complete information. Having quality pavement management data is directly linked to the ability of the pavement management system to contribute to the development of reasonable and reliable recommendations and decisions regarding an agency’s pavement network. Pavement condition data are one of the key components of a pavement management system. Pavement condition data are used to model pavement performance, to trigger various actions ranging from maintenance to rehabilitation to reconstruction, to evaluate program effectiveness, and to satisfy many other purposes.

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
PS – Public Safety – Police, Fire, Emergency Response Services					
PS/Police	High	1	Reserve Program implementation		11/2016
PS/Police	High	1	Building repair (see below)		
PS/Police	High	1	Roof (replace/repair roof over Trooper wing and Dispatch)		
PS/Police	High	1	Generator (replace)		
PS/Police	High	1	Consolidated Dispatch (participate Borough, Wasilla and State Trooper discussions an feasibility)		
PS/Police	High	1	Employee salary survey (complete survey by end of January and report to Council in March)		
PS/Fire	High	1	Aerial Truck delivery (work with company for receipt and deployment of truck by July 30)		01/2016
PS/Fire	High	1	Turnout replacement plan (In January, order first set included in budget, determine ongoing need)		
PS/Fire	Medium	1	Cost sharing –fire hydrants in Core Area (determine costs and discuss option with Rural Fie and Borough)		
PS/Emerg. Response	High	1	Dispatch Software (seek Legislative appropriation)		
PS/Emerg. Response	Medium	1	Borough Emergency Operations Center (participate in the Request for Proposal development and selection process)		
PS/Emerg. Response	High	1	Adopt ordinance establishing a recovery organization, authorizing emergency powers for staff actions to ensure timely and expeditious post-disaster recovery per APA model ordinance distributed at EMT 4/9/14		
PW - Public Works – Water, Wastewater, Stormwater, Solid Waste, Roads, Shops, MTA Events Center, Depot					
PW/Water	High	1	Bogard Booster Station (advocate for legislative appropriation)		
PW/Water	High	1	Water well reconnaissance (submit DEC grant request and advocate for legislative appropriation)		
PW/Water	High	1	Sherrod Waterline replacement (process loan application, complete replacement in 2015)		2015

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
PW/Water	Medium	1	Tank Painting (determine cost of Glenn Highway well and recommend priority for 2016 budget)		
PW/Water	Medium	1	College Tank Painting (to be completed by 6/30/15)		6/30/15
PW/Wastewater	High	1	Master Plan (complete 4/30/2015)		4/30/2015
PW/Wastewater	High	1	Satisfy DEC compliance order in 2015		2015
PW/Stormwater	High	1	Seek funding for Stormwater Master Plan Phase II in 2015		2015
PW/Roads	Medium	1	Sherrod Area Paving (seek legislative appropriation; pave roads with available funds, implement LID)		
PW/Roads	Medium	1	Street Paving schedule (present update status of all streets to Council with prioritization recommendations)		
PW/Roads	High	1	LED Street light Installation and long range plan (order and install first group of lights authorized in budget by 4/30/15 and estimate cost to complete city wide conversion)		4/30/15
PW/Roads	High	1	Cobb Street (seek Legislative appropriation)		
PW/Roads	High	1,3.5.7	Signal – Inner Springer and Glenn Hwy at Fairground entry – DOT (schedule Council discussion in February and as appropriate advocate for moving signal construction to first phases of DOT Glenn Hwy project)		
PW/Roads	Medium	1,4	Snow removal policy (present to Council Jan 2015, implement recommendations, changes by 4/30/15)		4/30/2015
PW/Roads	Medium	1,4	Snow storage alternatives (requests ideas and explore lease or purchase of sites for 2016 winter snow season)		2016
PW/Roads	Medium	1,7	Felton Street extension (work with Borough to keep planning and design on track for 2015-16 construction)		2015/2016
PW/Roads	Medium	1,7	S. Industrial extension (determine feasibility and cost of extension, particularly if the Inner Springer/Glenn Hwy signal by Fair entrance is authorized for early installation)		
PW/Roads	Medium	1,7	Gulkana extension (determine feasibility and cost and recommend priority for 2016 budget)		2016

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
PW/Roads	High	1,7	DOT Glenn Highway (work with DOT staff to facilitate project report progress to Council and community)		Ongoing
PW/Roads	High	1,7	DOT Palmer Wasilla Highway (work with DOT staff to facilitate project and report regularly on progress to Council and community)		Ongoing
PW/Roads	Medium	1,4,5,6,7	ADA Sidewalk connection – Identify segments for 2015 construction and present priority for remaining segments by 6/30/15		6/30/15
PW/MTA Events Center	Medium	1,3,5	Improvement Implementation (present plan to Council by 2/15/15 and complete by 7/1/15)		7/1/2015
PW/MTA Events Center	Low	1,3,5	Procure chairs		
PW/MTA Events Center	High	1,3,5	Surplus Containers (from donations, i.e. Conoco or State/Federal warehouse)		
PW/MTA Events Center	Medium	1	Job Corps partnerships (expand skating events, engage students in recreation/education/intern experiences)		
PW/MTA Events Center	Low	1,3,5	Balcony area use (revisit options, costs and feasibility)		8/30/2015
PW/MTA Events Center	High	1,3,5	Work with 49 th State Street Rodders and MTA to make Car Show successful		Ongoing
PW/MTA Events Center	Medium	1,3,5	Increase number of events by 5		
Public Works	Medium	1	Systems Development Charge(Review utility revenue options and system development charges, differential rates and fire service fees)		
PW/Depot	High	1,3,4,5	Complete renovation project, sprinkler by 2/1/15. Completion for \$200k state grant and \$90k Depot expansion targeted for January 2016 or sooner		1/2016
PW/Depot	High	1,3,4,5	Storage expansion		2015

CD – Community development – Parks, Planning, Library, Visitors Center and Museum, Golf Course

CD/Parks	High	1,2,3,4,5,6	Create Park and Recreation Commission (present proposal to Council January; , if approved, advertise, appoint and seat Commission by 4/30/15)		4/30/2015
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DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
CD/Parks	Medium	1,2,3,4,5,6	Arboretum (follow-up with request to UAF Chancellor for land; explore partnership with Borough)		
CD/Parks	Medium	2,4,5,6	Purchase Kopperud Property (if invited submit full Land and Water Conservation Fund grant in April, 2015; submit proposal to Borough for approval in Jan 2015; secure other funding partners Jan-Mar, 2015)		3/2015
CD/Parks	Medium	2,5,6	Wilson Park (install sign to complete Phase I)		
CD/Parks	Medium	2,4,5,6,7	UAF Ag Building Property on Fireweed and Gulkana		
CD/Parks	Medium	2,4,5,6	Playground replacement (prioritize equipment for replacement and order by 2/28/15 with installation by 6/30/15)		6/30/2015
CD/Parks	Medium	2,4,5,6	A Moosement Park land transfer (follow-up with Borough January 2015) and tree and shrub clearing to reduce vandalism		2015
CD/Parks	Low	2,4,5	Tennis Court resurfacing (estimate cost and present for 2016 budget priority)		2016
CD/ Planning	Medium	1	Fred Meyer Construction (work with Fred Meyer and community to facilitate construction in 2015)		2015
CD/Planning	Medium	2,3,4,5,7	Downtown Master Plan (combine with wayfinding and branding proposal and prepare RFP by 1/30/15)		1/30/2015
CD/Planning	High	2,3,4,5,7	Branding and Wayfinding Signs (combine RFP with Downtown Master Plan)		
CD/Planning	Medium	2,8	Annexation Plan (schedule Council work session by 6/1/15 for staff guidance)		
CD/Planning	Medium	6,7	Continue to support Grow Palmer's project in downtown area		Ongoing
CD/Planning	Medium	2,3,5,	City Sign Policy identifying City-owned facilities		
CD/Planning	Medium	7	Improve existing parks and green spaces and create new recreation spaces in the Cedar Hills area		
CD/Planning	High	3,7,8	Complete Safe Routes to School Plans with implementation of recommended routes		2015
CD/Planning	High	2,3,5	Support Borough efforts to achieve National Historic		

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
			Landmark designation for Colony Community Center and Agricultural Buildings in Palmer (this is the title of the application now under review by the National Park Service)		
CD/Library	High	1	Increase Borough support (request additional financial assistance by 3/30/15)		3/30/2015
CD/Visitor Center Museum	Low	2,3,4,5	New facility feasibility/plan (monitor and assist Museum Board where possible)		
CD/Golf Course	Medium	1	Contract review (in a Council work session, review with Operator and Council contract options by 5/30/15)		5/30/2015
CD/Golf Course	Low	3,5	Maintenance building (determine cost and pros and cons)		
CD/Golf Course	Low	3,5	Clubhouse feasibility (solicit operators concept, pros and cons, range of costs and seek outside investors)		
CD/Golf Course	Low	3,5	Irrigation system improvement (determine cost/priority)		
CD/Golf Course	Low	3,5	Parking lot paving (determine costs and priority)		
CD/Golf Course	Medium	3,5	Line Ponds		

F – Finance and IT Services					
F/Finance	High	1	Cost allocation Plan (draft plan to Council by 7/1/15)		7/1/2015
F/Finance	High	1	Fund Reserve Policy (recommended policy to Council by 7/1/15)		7/1/2015
F/Finance	Medium	1	Five Year Budget Planning (recommended document by 5/15/15)		5/15/2015
F/Finance	Medium	1	Sales Tax and Business License Code Review 8/1/15 On line		8/1/2015
F/Finance	Medium	1	Utilities Code Review in conjunction with Public Works 8/1/15		8/1/2015
F/Finance	High	1	Utilities billing (implement by 1/30/15)		1/30/2015
F/Finance	High	1,3	Sales Tax Collection (internal analysis 7/1/15		7/1/2015
F/Finance	Medium	1,3	Business License (internal analysis by 7/1/15		7/1/2015

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
F/Finance	Medium	1,3	Development Permits (review by Community Development and Finance by 6/15/15)		6/15/2015
F/Finance	Medium	1	Special assessments reporting (report to Council by 2/15/15)		2/15/2015
F/Information Technology	Medium	1	Replacement schedule (complete by 6/1/15)		6/1/2015
C - Clerk					
Clerk					
Clerk					
Clerk					
CM – City Manager – Airport, HR/Personnel, Legal, Economic Development, Mat Maid, Communications, State Fair, General					
CM/Airport	High	3,5,7	Master Plan completion by June, Council update 1/20/2015, Public meeting Feb 2015		1Q -2015
CM/Airport	High	3,5,7	F.A.A. Compliance (satisfy all requirements by 12/30/15)		12/30/15
CM/Airport	High	3,5,7	Security Fence (seek Legislative and FAA appropriation)		
CM/Airport	High	3,5,7	Nutrition Center transfer (work with FAA for Federal Register listing/approval of removal from Airport land)		2015-2016
CM/Airport	High	3,5,7	Helipad (Working with FAA, University of North Dakota and Senator Murkowski and Sullivan’s staff to receive approval of project with construction Fall/Winter 2015)		Fall/Winter, 2015
CM/Airport			Leases		Ongoing
CM/Airport	High	3,5,7	Hill- Woods Hangar (new lee signed by 1/30/15)		1/30/15
CM/Airport	High	3,5,7	New tenant – helicopters (meets and bounds, draft lease to potential tenant by 1/30/15)		1/30/15
CM/Airport	High	3,5,7	Alaska Fuel Haulers (draft agreement by 2/28/15)		2/28/15
CM/Airport	Medium	3,5,7	FAA Flight Service Station (revised lease by 2/28/15)		2/28/15
CM/Airport	High	3,5,7	Skydivers (draft lease agreement by 2/28/15)		2/28/15
CM/Airport	High	3,5,7	Block Heater – North ramp (bid solicitation and receipt by 3/15/15 with installation completed by 6/30/15)		6/30/15

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
CM/Airport	Medium	3,5,7	Block heater South Ramp (determine cost and present proposal to Airport Advisory Commission by 6/30/15)		6/30/15
CM/Airport	Medium	3,5,7	Security Camera installation (determine costs and prioritize for 2016 budget)		2016
CM/Airport	High	3,5,7	Utility Cost Allocation – Cruz, Woods (meet with tenants by 2/15/15)		2/15/15
CM/Airport	Medium	3	A and P Mechanics – Job Corps (explore feasibility and discuss with Airport Advisory Commission by 3/30/15)		3/30/15
CM/Airport	Medium	2,3,5	Aviation Art Show (continue planning with Valley Arts Alliance and New Horizons; stage event with FAA Fly-in June 2015)		6/2015
CM/Airport	Medium	2,3,5	Golf Fly-ins (meet with the Golf Operator and implement by 5/15/15)		5/15/15
CM/Airport	Low	2,3,5	T-Hangars (determine, pros and cons, costs and priority , address in Master Plan)		TBD
CM/Airport	Medium	2,3,5,7	Aeronautical study (seek FAA approval of RFP by 2/28/2015)		2/28/15
CM/Airport	High	2,3,7	Revisit potential for fuel flowage fee		TBD
HR/Personnel			Salary Survey (all employee completed by 6/15/15)		6/15/15
HR/Personnel	High	<u>1</u>	Wellness program (implement plan, report on 6 month results to Council 6/15/15)		6/15/15
HR/Personnel	Medium	1	Employee recognition (internal review of program by 3/1/15)		3/1/15
HR/Personnel	High	1	Recruitment strategies (internal review by 3/15/15)		3/15/15
HR/Personnel	Medium	1	Volunteer Policy Evaluation (Process, insurance, recognition internal review by 5/15/15)		5/15/15
CM/	High	1	Safety Committee (first meeting no later than 1/30/15)		1/30/15
CM/Manager/HR	High	1	Medical Plan alternatives (initial review of alternatives completed by 3/30/15)		3/30/15
CM/Manager	High	1	Risk Management Function (internal analysis by 3/15/15)		3/15/15
CM/Manager/HR	Medium	1	Volunteer Appreciation Event (pros and cons determined by 2/15/15)		2/15/15

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
CM/Manager	Low	1	Farmland preservation (staff study of alternatives and other community initiatives by 9/15/15)		9/15/15
CM/Manager	Medium	1	Glenn Highway Property (Report to Council 1 st meeting in February)		2/2015
CM/Manager/HR	High	1	Employee Retention Plan (internal analysis complete by 2/15/15)		2/15/15
CM/Legal	High	1	Briggs lawsuit resolution		
CM/Legal	High	1	Beeson lawsuit resolution		
CM/Ec Development	High	1,3,4	Commercial Brokers meetings (scheduled quarterly meetings)		Quarterly
CM/Ec Development	High	1,3,4	Facilitate reuse of existing Fred Meyer		TBD
CM/Ec Development	Medium	1,3,4,	Palmer Senior Center utilization (work with Mat Su Senior Center staff and potential developers - ongoing until resolution)		Ongoing
CM/Ec Development	High	1,2,3,4,5	Coordinate Palmer Area Chamber of Commerce (ongoing)		Ongoing
CM/Ec Development	Medium	1,2,3,4,5	BRE work plan (meet with Resource Conservation District and report back to Board of Economic Development at February mtg)		2/2015
CM/Ec Development	High	1,2,3,4,5	Identify desired Business recruitment (initial recommendation by 2/15/15)		2/15/15
CM/Ec Development	High	2,3,4,5,	Small events grant program- promotion (work with Board of Economic Development)		
CM/Ec Development	Medium	3	Facilitate Entrepreneurs week (study pros and cons and priority of effort by 2/15/15)		2/15/15
CM/Ec Development	Medium	2,3	Encourage development of Veterans job/business opportunities in Palmer (study pros and cons and priority of effort by 2/15/15)		2/15/15
CM/Ec Development	High	2,3	Produce maps of available properties for development (Board of Economic Development request)		TBD
CM/Ec Development	Medium	2,3	Explore beautification program with volunteers (meet with interested agencies January 2015)		1/2015

DEPT/ AREA	REC. PRIORITY	GOAL	PROJECT & ACTION STEPS	COST	TIMELINE
CM/Ec Development	High	2,3	Visit one business monthly and report findings to Board of Economic Development and City Council; explore expansion of visits to Board of Economic Development or Council visits.		Ongoing
CM/Ec Development	High	2,3	Promote and expand farmer's market opportunities		Ongoing
CM/Ec Development	High	2,3	In cooperation with Borough and Agricultural groups explore use of existing facilities to foster and promote agricultural products research and production		Ongoing
CM/MatMaid	High	2,3,4,5	Master Development Plan proposal (study session with Council in March, 2015)		3/2015
CM/MatMaid	High	2,3,4,5	Consideration of design standard for 3 rd Floor		TBD
CM/MatMaid	Medium	2,3,4,5	State parcel- trade feasibility		TBD
CM/MatMaid	High	2,3,4,5	DEC Cleanup study		TBD
CM/MatMaid	High	2,3,4,5	Parking provision		TBD
CM/MatMaid	High	2,3,4,5	Water tower preservation (seek Legislative appropriation)		TBD
CM/MatMaid	High	2,3,4,5	Encourage property owners to motivate and facilitate development)		TBD
CM/Communications	Medium	3	Broadband expansion in Palmer (study with Board of Economic Development)		TBD
CM/Communications	Low	3	Wi-Fi initiative throughout city (study with Board of Economic Development)		TBD
CM/AK State Fair	High	2,3,4,5,7	Partner in AK State Fair development. Meet new Fair Exec. Director; offer assistance to Director and Fair Board)		2015
CM/General	High	1	Develop Equipment replacement Schedule (proposal competed by 2/15/15)		2/15/15
CM/General	High	1	Develop Vehicle replacement Schedule (proposal competed by 2/15/15)		2/15/15
CM/General	Medium	1	Develop Building replacement (study and determine next steps by 6/30/15)		6/30/15

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on January 27, 2015, at 7 pm in the council chambers, Palmer, Alaska.

Mayor Johnson called the meeting to order at 6:59 pm.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Richard Best – via teleconference	Ken Erbey
Steve Carrington	Brad Hanson
Linda Combs	DeLena Goodwin Johnson
Edna DeVries	

Also in attendance were the following:

Joe Hannan, City Manager
Janette Bower, City Clerk
Summer Rife, Deputy City Clerk
Michael Gatti, City Attorney

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Hanson.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Action Memorandum 15-011: Authorize a \$250 Donation to the Mat-Su Martin Luther King (MLK) Jr. Foundation in Support of the January 19, 2015 MLK Jr. Celebration at the Mat-Su Senior Services Facility
2. Minutes of Previous Meetings
 - a. January 13, 2015, Regular Meeting

E. REPORTS

Item 1 – City Manager’s Report

City Manager Joe Hannan:

- Highlighted his written report;
- Informed the Council that an update on the Mat-Maid property, a review of city salaries and a discussion on annexation would come before the Council soon;
- Noted a new architecture firm had moved to the City;

- Spoke to efforts to identify and communicate with businesses that could potentially occupy the old Fred Meyer building; and
- Fielded questions from Council.

Mayor Johnson directed that a report on Granite Construction be scheduled for the meeting of February 24.

Item 2 – City Clerk’s Report

City Clerk Janette Bower:

- Informed Council on the status of the repair of monitors in the Council Chambers;
- Noted work being done on an upcoming records destruct; and
- Mentioned there was one opening on the Planning and Zoning Commission.

Item 3 – Mayor’s Report

Mayor Johnson:

- Informed Council she met with the Governor’s representative who is attempting to establish an office here in Palmer; and
- Spoke to marijuana laws and issues.

Item 4 – City Attorney’s Report

Michael Gatti:

- Wished everyone a happy new year.

F. AUDIENCE PARTICIPATION

Larry DeVilbiss, Matanuska-Susitna Borough Mayor:

- Spoke about the status of the Bogard extension project;
- Informed the Council of the Borough’s approval of the Kopperud property;
- Noted that City Electric was looking for commercial space;
- Informed the Council of an open position on the Marijuana Advisory Committee for a representative from City government;
- Stated the Borough had been given an hour to speak before the House Judiciary and they were glad to share the time if others have input; and
- Spoke to various issues regarding the legalization of marijuana.

Council Member Combs:

- Voiced appreciation to Mayor DeVilbiss and Mayor Johnson for holding the Mayors’ hearing.

Council Member DeVries:

- Echoed Council Member Combs appreciations; and
- Voiced interest in serving on the Marijuana Advisory Committee.

Eugene Haberman:

- Thanked the Council for compliance with the Open Meetings Act;
- Spoke to the Mat-Su Borough Mayors' Hearing on the legalization of marijuana;
- Spoke of various Mat-Su Borough meetings and the lack of availability of meeting materials; and
- Noted the Matanuska Electric Association Board meeting.

G. PUBLIC HEARINGS

Item 1 – Ordinance No. 15-004: Amending Palmer Municipal 3.12.032 Residential Real Property Exemption, to Provide for a \$68,000 Optional Property Tax Exemption for Residents 65 Years of Age or Older, Disabled Veterans, or a Qualified Widow or Widower Spouse (IM 15-005)

Mayor Johnson opened the public hearing. Seeing no one come forward, the public hearing was closed.

Main Motion: To adopt Ordinance No. 15-004

Moved by:	Combs
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

Mayor Johnson:

- Asked for the total reduction to City revenue in the year 2015.

H. ACTION MEMORANDA

Item 1 – Action Memorandum 15-004: Authorize the City Manager to Enter Into and Execute a Professional Services Agreement with HDR Alaska, Inc. for an Amount Not to Exceed \$69,009 to Update the Palmer Wastewater Treatment Plant Facility Plan

Main Motion: To authorize Action Memorandum 15-004

Moved by:	Carrington
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

Council Member Hanson:

- Asked about the Ecological Engineering Group and their proposal's score.

Item 2 – Action Memorandum 15-005: Authorize the City Manager to Enter Into and Execute a Professional Services Agreement with Wolf Architecture, Inc. for an Amount Not to Exceed \$20,000 for an Initial Architectural Services Scoping Phase for the Palmer Building Improvements Project

Main Motion: To authorize Action Memorandum 15-005

Moved by:	Hanson
Seconded by:	Erbey
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

City Manager Hannan:

- Provided details and background on Action Memorandum 15-005; and
- Fielded questions from Council.

Mayor Johnson:

- Requested further information on funding for the project.

Acting Public Works Director Wickham:

- Provided information on the project; and
- Fielded questions from Council.

Council Member Hanson:

- Asked for a breakdown of funding per project.

Item 3 – Action Memorandum 15-010: Adopt City Goals and Direct City Manager to Implement 2015 Work Plan

Main Motion: To authorize Action Memorandum 15-010

Moved by:	Combs
Seconded by:	Erbey
Action:	Postponed to the March 10, Regular Meeting
In favor:	
Opposed:	

Motion to postpone: To allow staff to make changes and bring back at the March 10, 2015 regular meeting

Moved by:	Combs
Seconded by:	Best
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

City Manager Hannan:

- Spoke to the work plan and City goals;
- Spoke to the handout on economic development; and
- Fielded questions from Council.

Council Member Best:

- Stated he thought the document was a good starting point;
- Suggested it be brought back at the next meeting so the Council could take a closer look and have a more thorough discussion; and
- Voiced concern the document did not mention restoration of the railroad tracks downtown.

Council Member Hanson:

- Spoke to the document and noted use of statements from the comprehensive plan;
- Suggested revision of the Introduction Statement and noted the need for current context;
- Spoke to the use of measuring devices and noted that measuring devices, and the failure to meet them, may have an impact on the City budget;
- Noted the document was a great start and noted some items that were missing;
- Spoke to the use of the word 'downtown' and noted the word downtown might be too limiting and needed more clarification;
- Requested the Manager engage with and involve the community on issues and events relating to the airport;
- Spoke to the concept of landmark designation and noted concerns about designating buildings as landmarks; and
- Questioned the Hill-Woods hangar lease and requested information on the lease that had been approved.

Council Member Carrington:

- Agreed with Council Member Hanson's comments on the need for context;
- Suggested the document be postponed for refinement; and
- Noted how the document had refocused the Council on various items.

Council Member DeVries:

- Pointed out some areas that needed clarification;
- Voiced agreement with Council Members Hanson and Carrington;
- Noted there was nothing in the document about housing;
- Voiced an overall concern the work plan could be used as a club, or could be used to permit action or non-action on an issue without seeking Council approval; and
- Asked if City sales taxes were reviewed and collected when businesses changed hands.

Mayor Johnson:

- Noted some of the projects were not in the purview of the City;
- Spoke to the State Fair goals;
- Noted some of the items had already been approved by the Council or had been attempted in the past;
- Suggested the list be broken out into categories;
- Asked if the Board of Economic Development's goals were included in the document; and
- Requested the Manager provide the Council with pertinent comments that had been received on the document.

Council Member Combs:

- Voiced appreciation for the work that went into the document;
- Suggested it be postponed so it could be refined;
- Voiced approval for the idea that each line had a date next to it; and
- Stated she liked the flow of the document.

I. UNFINISHED BUSINESS

J. NEW BUSINESS

K. RECORD OF ITEMS PLACED ON THE TABLE

Economic Development Information

L. AUDIENCE PARTICIPATION

Eugene Haberman:

- Spoke to public process;
- Mentioned the Borough Transportation Advisory Board meeting minutes did not note Mr. Haberman had spoken at the meeting;
- Spoke about the marijuana initiative presentation;
- Spoke about the lack of meeting information available to the public prior to MTA and MEA board meetings and stated they weren't complying with their bylaws;
- Noted Palmer was more in compliance with the Open Meetings Act than the Mat-Su Borough and spoke about the Anchorage Municipality's compliance; and
- Asked the Council to change their schedule so meetings don't conflict.

M. COUNCIL MEMBER COMMENTS

Council Member Combs:

- Stated she found the joint meeting with the Airport Advisory Board very helpful and energizing; and
- Spoke to the City's formation of a new Parks and Recreation Board and how well received it had been in the community.

Council Member DeVries:

- Voiced agreement with Council Member Combs on the joint meeting with the Airport Advisory Board;
- Reminded the Council she would be in Juneau on February 10 and would be calling into the meeting;
- Noted Mayor DeVilbiss' comment about his meeting with the House Judiciary next Tuesday and suggested Commander Ketterling could have beneficial information; and
- Noted Director Owen's absence, thanked him for his service, and stated he would be missed.

Council Member Hanson:

- Voiced agreement with Council Member DeVries' comments about Director Owen and thanked him for his service.

Mayor Johnson:

- Echoed Council Member DeVries and Hanson regarding Mr. Owen;
- Noted Mayor DeVilbiss' comment that City Electric was looking for commercial space and stated she understood Palmer Machinery might not be operating at their location and suggested the location might be good for City Electric;
- Noted a citizen request that the City consider looking at the Palmer Machinery building for museum space; and
- Mentioned the possibility of making a trail along the railroad tracks from the Mountain Rose area to the golf course.

N. EXECUTIVE SESSION

Item 1 – Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Clerk (Note: Personnel action may be taken following the executive session)

Main Motion: To enter into Executive Session to discuss subjects that tend to prejudice the reputation and character of any person – City Clerk

Moved by:	Hanson
Seconded by:	Erbey
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

The Council entered into Executive Session at 9:05 pm and exited at 9:35 pm.

Upon exiting Executive Session, the Council made the following motions:

Main Motion: To increase the City Clerk's salary by 3%

Moved by:	DeVries
Seconded by:	Combs
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

Main Motion: To direct the City Clerk to email the City Manager to inform the Manager to designate an employee from each department as an administrator for Blackboard Connect and the website

Moved by:	Hanson
Seconded by:	DeVries
Action:	Motion carried by unanimous roll call vote
In favor:	Best, Combs, DeVries, Erbey, Hanson, Carrington, Johnson
Opposed:	None

O. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:37 pm.

Approved this twenty-fourth day of February, 2015.

Steven Carrington, Deputy Mayor

Janette M. Bower, MMC, City Clerk

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on March 10, 2015, at 7 pm in the council chambers, Palmer, Alaska.

Mayor Johnson called the meeting to order at 7:07 pm.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Richard Best	Ken Erbey
Steve Carrington	Brad Hanson
Linda Combs	DeLena Goodwin Johnson
Edna DeVries	

Also in attendance were the following:

Joe Hannan, City Manager
Janette Bower, City Clerk
Summer Rife, Deputy City Clerk
Michael Gatti, City Attorney

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Hanson.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introduction – **Ordinance No. 15-008:** Amending Palmer Municipal Code Section 2.04.080 Meeting to Change the Council Meeting Night (IM 15-011)
 - b. Introduction – **Ordinance No. 15-010:** Repealing Palmer Municipal Code Section 3.28.045 Community Project Development Process (IM 15-018)
 - c. Introduction – **Ordinance No. 15-011:** Amending Palmer Municipal Code Chapter 2.35 City Departments Generally, Enacting Palmer Municipal Code Chapter 2.56 Palmer Fire and Rescue, Enacting Palmer Municipal Code Chapter 2.59 Palmer Police Department, and Repealing Palmer Municipal Code 2.55 Department of Public Safety (IM 15-014)
 - d. Introduction – **Ordinance No. 15-012:** Amending Palmer Municipal Code Section 4.05.005 Definitions, to Define Department Director, 4.05.010 Application, Section 4.15.020 Selection, Section 4.50.080 Layoffs to Reflect the Palmer Fire and Rescue and Palmer Police Departments (IM 15-015)
 - e. Introduction – **Ordinance No. 15-013:** Enacting Palmer Municipal Code Chapter 8.11 Prohibiting Consumption of Marijuana in a Public Place (IM 15-016)

- f. Introduction – **Ordinance No. 15-014:** Amending Palmer Municipal Code Section 4.05.030 Equal Opportunity Employer (IM 15-017)
 - g. Introduction – **Ordinance No. 15-017:** Amending Palmer Municipal Code Section 4.60.090 Per Diem and Day Travel Allowance (IM 15-021)
 - h. **Action Memorandum 15-017:** City Council Statement of Non-objection to Liquor License #39, for the Alaska State Fair, Located 1 Mile South of Palmer
 - i. **Action Memorandum 15-018:** City Council Statement of Non-objection to Liquor License #649, for Klondike Mike’s Saloon, Located at 820 South Colony Way, Palmer
 - j. **Action Memorandum 15-019:** City Council Statement of Non-objection to Liquor License #744, for Loyal Order of Moose Lodge #793, Located at 1136 South Cobb Street
 - k. **Action Memorandum 15-020:** City Council Statement of Non-objection to Liquor License #1274, for Lou-Jacks Palmer Bar, Located at 828 South Colony Way, Palmer
 - l. **Action Memorandum 15-021:** City Council Statement of Non-objection to Liquor License #2098, for Oaken Keg #1739, Located at 644 West Evergreen Avenue, Palmer
 - m. **Action Memorandum 15-022:** City Council Statement of Non-objection to Liquor License #2931, for Mat-Su Miners, Located at Hermon Brother Field, Palmer
 - n. **Action Memorandum 15-023:** City Council Statement of Non-objection to Liquor License #3696, for La Fiesta Mexican Restaurant, Located at 132 West Evergreen, Palmer
 - o. **Action Memorandum 15-024:** City Council Statement of Non-objection to Liquor License #3767, for Peking Garden, Located at 775 West Evergreen Avenue, Palmer
 - p. **Action Memorandum 15-025:** City Council Statement of Non-objection to Liquor License #4064, for the Palmer Municipal Golf Course, Located at 1000 LePak Avenue, Palmer
 - q. **Action Memorandum 15-026:** City Council Statement of Non-objection to Liquor License #5032, for Arkose Brewery, Located at 650 East Steel Loop Road, Palmer
2. Minutes of Previous Meetings
 - a. February 24, 2015, Regular Meeting

Council Member Best:

- Questioned, with regard to item p., whether it was appropriate for the City to give permission to have a liquor license to itself.

E. COMMUNICATIONS AND APPEARANCE REQUESTS

Item 1 - Sandra Garley, Director - Department of Community Development

Community Development Director Garley:

- Highlighted her report and updated the Council on the different activities within the department; and
- Fielded questions from Council.

Mayor Johnson left the meeting at 7:30 pm, due to illness.

F. REPORTS

Item 1 – City Manager’s Report

City Manager Hannan:

- Highlighted his written report;
- Spoke of a program where the City uses a City credit card to pay utility bills and the City uses the accrued miles to offset trips taken by City employees or Council Members;
- Spoke of a letter from a resident one mile south of the airport regarding airport noise and discussed various efforts that would help address noise at the airport; and
- Fielded questions from Council.

Item 2 – City Clerk’s Report

City Clerk Janette Bower:

- Noted there would be a special meeting on March 24 regarding the goals and work plan;
- Updated the Council on the new wireless display system in the Council Chambers; and
- Fielded questions from Council.

Item 3 – Mayor’s Report

Item 4 – City Attorney’s Report

City Attorney Gatti:

- Commended the Council and Chief Remaley for their discussion of marijuana related issues at the special meeting; and
- Informed the Council of his discussions and research on how to protect the water tower as a City icon.

G. AUDIENCE PARTICIPATION

Mike Chmielewski:

- Spoke to the marijuana discussion during the special meeting; and
- Discussed and addressed the questions that arose about hemp.

Eugene Haberman:

- Spoke to the issue of conflicting meetings;
- Commented on alternate days that might work for Palmer City Council meetings and suggested Thursdays;
- Mentioned for two of the introductory ordinances there was no notation of the public hearing date; and
- Reminded the Council about MEA and the fact that they did not make their meeting materials available to the public.

Larry Clark - President and CEO of Valkyrie Security and Asset Protection:

- Informed the Council of his business and intent to address the security issues that are arising in relation to the cannabis industry; and
- Stated they provide armed guards, asset protection and transport, security, and surveillance services and would work to make sure the dispensaries and cultivation centers meet minimum requirements.

Richard Best:

- Made the Council aware that he used his City credit card to pay fees so he could access the internet while at work on the slope;
- Informed the Council of the amount charged to the credit card and explained what the internet connection allowed him to do while on the slope; and
- Asked the Council to bring forward the issue if any of them had concerns.

H. PUBLIC HEARINGS

Item 1 – Ordinance No. 15-009-Z-1: Amending the Zoning Map to Revise the Designation of a 2.46 acre portion of Tract A, Golden Glenn Estates Phase I, located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska which is Partially Zoned R-2 Low Density Residential and Partially Zoned CL Limited Commercial to CG General Commercial (IM 15-013)

Deputy Mayor Carrington opened the public hearing. Seeing no one come forward the public hearing was closed.

Main Motion: To adopt Ordinance No. 15-009-Z-1

Moved by:	Best
Seconded by:	DeVries
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

I. ACTION MEMORANDA

Item 1 – Action Memorandum 15-015: Authorize the City Manager to Renew the City's IT Services Contract with Tekmate for the Period of April 1, 2015 through March 31, 2016

Main Motion: To authorize Action Memorandum 15-015

Moved by:	Combs
Seconded by:	Erbey
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

Council Member Best:

- Stated for the record the City had been using Tekmate for a while and Tekmate had been a great partner and had provided great support.

City Attorney Gatti:

- Brought to the Council's attention that the Tekmate contract incorporated the Request for Proposals and Tekmate's services schedule.

Council Member Carrington:

- Asked the City Manager if this was an extension of the original contract.

City Manager Hannan:

- Stated the renewal was an extension of the original contract and the option for renewal would come up again in another year.

Item 2 – Action Memorandum 15-016: Authorize the City Manager to Enforce Agreement Provisions with Granite Construction, to include Department of Transportation (DOT) Crossing Permit and Construction Completion within One Year

Main Motion: To authorize Action Memorandum 15-016

Moved by:	Best
Seconded by:	Erbey
Action:	Pending to the April 14 meeting
In favor:	
Opposed:	

Motion to postpone: Authorization of Action Memorandum 15-016 until the April 14 meeting

Moved by:	DeVries
Seconded by:	Combs
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

Council Member Hanson:

- Noted there was a deadline of one year and questioned what would happen if that deadline did not coincide with the extension of the Glenn Highway.

City Manager Hannan:

- Spoke to the project timeline and the Glenn Highway extension.

Council Member DeVries:

- Asked how difficult it would be to remove the one year deadline and base the deadline on the Glenn Highway construction timeline.

City Attorney Gatti:

- Suggested an amendment to the 2009 contract that included assurances of performance;
- Suggested the Council postpone this and instruct the City Manager and City Attorney to amend the contract and bring it back to Council; and
- Fielded questions from Council.

Council Member Best:

- Voiced agreement with City Attorney Gatti;
- Stated he wanted to see a one year deadline;
- Commented there was no certainty with regard to the timeline of the Glenn Highway project; and
- Stated he did not think the action should be delayed.

Tim Potter, DOWL:

- Informed the Council he was not representing Granite Construction in this matter rather he was in the audience representing Fred Meyer; and
- Spoke to his experiences with Granite Construction and stated the company was honorable and fulfilled their responsibilities.

Item 3 – Action Memorandum 15-027: Authorize the City Manager to Negotiate and Execute a Contract for Visitors Information Services with the Palmer Museum of History and Art in an amount not to exceed \$61,440

Main Motion: To authorize Action Memorandum 15-027

Moved by:	Combs
Seconded by:	DeVries
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

Selena Ortega-Chiolero, Palmer Museum of History and Art:

- Thanked the Council for allowing them to provide visitor information services to the public.

J. UNFINISHED BUSINESS

K. NEW BUSINESS

Item 1 - Resolution No. 15-006: Approving the Disposal of City Property by Vacation to Fred Meyer Stores, Inc. and Authorizing the Mayor to Execute all Documents Required for the Vacation of Property to Fred Meyer Stores, Inc. (IM 15-022)

Main Motion:

Moved by:	Hanson
Seconded by:	DeVries
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

Item 2 – City of Palmer Pay Plan Survey

Main Motion: To move into a Committee of the Whole to Discuss the City of Palmer Pay Plan Survey

Moved by:	Combs
Seconded by:	DeVries
Action:	Motion carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

The Council entered a Committee of the Whole at 8:22 and exited at 9:05.

Upon exiting the Committee of the Whole the Council took the following action:

Main Motion: To bring back a resolution at the April 14 meeting adjusting the Fire Chief and Police Chief pay level to level 13 and in addition eliminating level 12

Moved by:	Hanson
Seconded by:	DeVries
Action:	Carried by unanimous voice vote
In favor:	Best, Carrington, Combs, DeVries, Erbey, Hanson
Opposed:	None

The City Manager:

- Requested the Council consider not eliminating level 12 from the pay plan.

L. RECORD OF ITEMS PLACED ON THE TABLE

Salary Survey Information

Comment Received Regarding Rezone

M. AUDIENCE PARTICIPATION

Eugene Haberman:

- Spoke to the concern about switching the meeting dates and discussed possible weekdays.

N. COUNCIL MEMBER COMMENTS

Council Member Combs:

- Asked if the Council needed to give direction to send a message to the Borough regarding their resolution relating to marijuana;
- Stated she has been out of action for the last couple of weeks; and
- Informed the Council she received emails and phone calls about the new parks and recreation board and there was still excitement in the community about the Board.

Council Member DeVries:

- Spoke about the email the Clerk sent out about retention of email within the City and asked if Board and Commission Members had an email account;
- Noted some of the Board and Commission recommendations come to the Council but some did not; and
- Mentioned the Borough had put in a request for the right of way on Scott Rd. and asked City Attorney Gatti if that had been negotiated.

Council Member Erbey:

- Informed Council he attended the volunteer fireman awards banquet last week and stated they were amazing people; and
- Stated he would like to see the State Fair and Palmer Golf Course showcase some local Palmer beer in their establishments to encourage local business.

Council Member Best:

- Stated he also attended the volunteer firefighter banquet and they were a good group of people;
- Informed the Council he and his father had both been volunteer firefighters;
- Noted he attended the legislative town hall meeting at the Senior Center with the Deputy Mayor;
- Voiced disappointment that, at the legislative town hall meeting, Mr. Haberman lumped the City of Palmer in with the Cities of Wasilla and Houston; and
- Stated he had no intention of changing the meeting date and listed his various reasons.

Deputy Mayor Carrington:

- Spoke to changing the meeting night.

O. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:23 pm.

Approved this tenth day of March, 2015.

DeLena Goodwin Johnson, Mayor

Janette M. Bower, MMC, City Clerk