

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 Manager John Moosey  
Interim City Clerk Nichole Degner

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**August 10, 2021, at 7:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

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## AGENDA

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### A. CALL TO ORDER

### B. ROLL CALL

### C. PLEDGE OF ALLEGIANCE

### D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
  - a. **Resolution No. 21-028:** Appointing Election Officials for the City of Palmer Regular Election on Tuesday, October 5, 2021 and Repealing Resolution 21-022.....Page 3
  - b. **Action Memorandum No. 21-046:** Recommendation to the City Council to allow the City Manager to Negotiate and Execute a Contract with EMC Engineering LLC, for specified testing and inspections in an amount not to exceed \$41,200.00.....Page 7
  - c. **Action Memorandum No. 21-047:** Recommendation to the City Council supporting the Palmer Rotary and Wasilla Sunrise Club project and directing the City Manager to budget \$25,000.00 in the 2022 budget to support the project .....Page 17
2. Approval of Minutes of Previous Minutes
  - a. July 13, 2021, Regular Meeting .....Page 25

### E. COMMUNICATION AND APPEARANCE REQUESTS

### F. REPORTS

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

### G. AUDIENCE PARTICIPATION

### H. PUBLIC HEARINGS

### I. UNFINISHED BUSINESS

### J. NEW BUSINESS

### K. RECORD OF ITEMS PLACED ON THE TABLE

### L. AUDIENCE PARTICIPATION

### M. EXECUTIVE SESSION

**N. COUNCIL COMMENTS**

**O. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

<b>Meeting Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Notes</b>
<b>Aug 24</b>	Regular	7 pm	
<b>Sep 14</b>	Regular	7 pm	
<b>Sep 28</b>	Regular	7 pm	
<b>Oct 11</b>	Special	6 pm	Election Certification
<b>Oct 12</b>	Special	6 pm	Budget
<b>Oct 12</b>	Regular	7 pm	
<b>Oct 26</b>	Special	6 pm	Budget
<b>Oct 26</b>	Regular	7 pm	
<b>Nov 9</b>	Regular	7 pm	
<b>Nov 23</b>	Regular	7 pm	

**City of Palmer  
Resolution No. 21-028**

**Subject:** Appointing Election Officials for the City of Palmer Regular Election on Tuesday, October 5, 2021 and Repealing Resolution 21-022.

**Agenda of:** August 10, 2021

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:** \_\_\_\_\_

**Department Review:**

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

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **3,100.00**

This legislation (√):

- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ 3,100.00
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): 01-02-10-6099
- Not budgeted

Director of Finance Signature: *[Signature]*

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager	<u><i>[Signature]</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>[Signature]</i></u>	_____

**Attachment(s):**

1. Resolution No. 21-028
2. Resolution No. 21-022

**Summary Statement/Background:**

Palmer Municipal Code 18.22.020(B) states, the clerk shall recommend election officials to the council and the council shall appoint the precinct officials. Resolution 21-028 confirms the appointment of the 2021 Election Officials, Early Voting Officials, Canvass Board, Review Board with the correct voting precincts listed and repeals Resolution 21-022.

**Administration's Recommendation:**

Approve Resolution No. 21-028

**LEGISLATIVE HISTORY**

Introduced by: City Clerk’s Office

Date: August 10, 2021

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 21-028**

**A Resolution of the Palmer City Council Appointing Election Officials for the City of Palmer Regular Election on Tuesday, October 5, 2021 and Repealing Resolution 21-022.**

WHEREAS, the City of Palmer City Council Confirms Election Officials and the Correct Precinct Locations for the City of Palmer Regular Election; and

WHEREAS, Resolution 21-022 Listed an Incorrect Polling Location; and

WHEREAS, in accordance with Section 18.22.020 of the Palmer Municipal Code, the following persons are qualified and have agreed to serve as Election Officials for the City of Palmer Regular Election on Tuesday, October 5, 2021:

Poll Election Officials:

Precinct 11-070 Mat-Su Borough Building	Precinct 11-075 Mat-Su Borough Gym
Meredith “Jo” Weller (Chair)	Cynthia Medbery (Chair)
Katherine Bishop	Verona Doyal
Cheryl Katje	Barbara Entsminger
Kathleen Shoop	Charles Geary
Virginia Sweeney	Sandra Woolsey
Early Voting Officials	Canvass Board
Temple Christiansen	Temple Christiansen
Kama Petty	Barbara Entsminger
Meredith Weller	Cindy Medbery
	Jo Weller

Review Board
Jo Weller

NOW, THEREFORE BE IT RESOLVED that the Palmer City Council confirms the appointment of these individuals as Election Officials, Early Voting Officials, Canvass Board and Review Board for the October 5, 2021, City of Palmer Regular Election.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Edna B. DeVries, Mayor

\_\_\_\_\_  
Nichole Degner, Interim City Clerk

**City of Palmer  
Action Memorandum No. 21-046**

**Subject:** Authorizing the City Manager to Execute a Contract with EMC Engineering LLC, for Third Party Concrete Strength and Soil Compaction Testing and Additional Control Building and Sitework Inspections of the Wastewater Treatment Plant (WWTP) Improvements Project Phase II, in an Amount Not to Exceed \$41,200.00


**Agenda of:** Aug 10<sup>th</sup>, 2021

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:** Chris Nall, Public Works Director

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
✓	Finance		07/21/2021
_____	Fire	_____	_____
_____	Police	_____	_____
✓	Public Works		07/21/2021

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **41,200.00**

This legislation (✓):

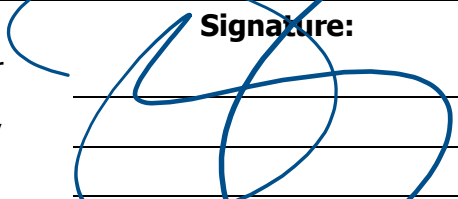
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- ✓ Creates expenditure in the amount of:                      \$ 41,200.00
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (✓):

- ✓ Budgeted                      Line item(s): 24-53-43-6227 City Funds, 24-53-42-6227 Loan (State Revolving Loan/USDA), 24-53-41-6227 USDA Grant
- Not budgeted

Director of Finance Signature: 

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager		_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. EMC Engineering LLC. quote
2. EMC Engineering LLC. Statement of Qualification

**Summary Statement/Background:**

Third party concrete strength and soil compaction testing and control building and sitework inspections are requirements for the WWTP Upgrades and Secondary Clarifier construction. Approval of this contract with EMC Engineering LLC will allow the City to efficiently continue these required activities and keep Phase II of the WWTP Construction Project on schedule.

**Administration's Recommendation:**

To approve Action Memorandum No. 21-046 allowing the City Manager to negotiate and execute a contract with EMC Engineering LLC, for specified testing and inspections in an amount not to exceed \$41,200.00.





Palmer WWTF Improvements Project Phase II Special Inspection & Testing Proposal  
 Palmer, Alaska  
 Prepared for: Ryan Moyers, P.E.; HDR Inc.  
 Prepared by: John Rego, P.E.  
 Date: 06-29-2021

Inspector/Technician		Unit	Quantity	Rates	Total Cost
Inspector/Technician	Earthwork Inspection and/or Densities	HOUR	150	\$70.00	\$10,500.00
Inspector/Technician	Concrete Inspection and/or Testing (including high strength grout)	HOUR	160	\$80.00	\$12,800.00
Inspector	Post-Installed Anchor	HOUR	40	\$80.00	\$3,200.00
Inspector	Structural Steel, Welding, High Strength Bolting-Field Only	HOUR	40	\$90.00	\$3,600.00
Inspector/Technician	Sample Pickup	HOUR	40	\$70.00	\$2,800.00
<b>Laboratory Testing - Soils &amp; Concrete</b>					
ASTM D1557	Maximum Density of Soil or Aggregate (Proctor or Vibe, includes sieve analysis)	EACH	4	\$350.00	\$1,400.00
ASTM C39	Compressive Strength Concrete (field cure and lab cure specimens)	EACH	120	\$50.00	\$6,000.00
<b>Other</b>					
	Skidmore: High Strength Bolt Testing Equipment use only, excludes labor	DAILY	1	\$100.00	\$100.00
	Lab Manager- Review and Oversight	HOUR	8	\$100.00	\$800.00
<b>Estimated Total</b>					<b>\$41,200.00</b>

If "out of scope" items occur, notification will be issued prior to billing.

The above cost represents EMC's best estimate based on as advertised documents.

Rates include work performed Monday through Friday during a 8 hour work shift. Testing/Inspection required outside of the normal 8 hour work shift will be subject to a standard overtime rate of 1.5.

Quantities provided for base bid are estimates only, subject to change depending on conditions encountered and requested changes in services requested by client.

Total amount billed based on "time and materials", only actual hours worked are billed.

Reimbursable expenses shall be the cost expenses incurred plus 10%. Excludes Per Diem.

Taxes as applicable

Proposal valid for 30 days.



# STATEMENT OF QUALIFICATIONS, STAFF, AND PROJECT EXPERIENCE



*John Rego, PE, CPG*

*EMC Engineering*

*907-631-6047*



January 8, 2021

## Statement of Qualifications

EMC Engineering, LLC appreciates the opportunity to provide this statement of qualifications to you. We have the staff and resources to perform all the Special Inspection and Material Testing required for your project's needs. These services include:

### Inspection Services

Welding  
Structural Steel & Bolting  
Post Tension Concrete  
Reinforced Concrete  
Structural Masonry  
Pile Monitoring  
NACE Coating Inspections  
Exterior Finish Systems (EFIS)  
Earthwork  
Asphalt  
Utility  
HDPE (Fusion Welding)  
Fireproofing  
Firestop  
DICA (Drilled in Concrete Anchors/Epoxy)  
Wood

### Testing Services

NDT (Ultrasonic, Mag Particle, Visual)  
Skidmore  
Anchor Pull Testing  
Structure Scan  
Rebar and PT Cable Locates  
Concrete  
Asphalt  
Earthwork  
Floor Flatness  
Concrete Moisture

We also have the capabilities to perform related specialty testing and inspections that may be required.

Our staff is experienced and certified in all fields of special inspection and material testing. Our inspectors and technicians provide services to the State of Alaska, Doyon Utilities, the Kenai Peninsula Borough, the Kodiak Island Borough, the City of Valdez, Municipality of Anchorage, the Matanuska Susitna Borough and various private entities on infrastructure, buildings, hospitals, schools, and public recreational facility projects.

EMC's main Laboratory is an **American Association of State Highway Transportation Officials (AASHTO) accredited laboratory** and is **validated by the US Army Corp of Engineers** meeting the requirements of

- **ASTM E329** "Standard Specification for Agencies Engaged in Construction Inspection and/or Testing"
- **ASTM D 3740** "Minimum requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock"
- **ASTM D3666** "Standard Specification for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials"
- **ASTM C1077** "Standard Practice for Laboratories Testing Concrete and Concrete Aggregates"

We look forward to providing your projects with our professional services.

Sincerely,

*John Rego*

John Rego, PE, CPG  
Laboratory Manager

[johnrego@emcalaska.com](mailto:johnrego@emcalaska.com)



**EMC INSPECTORS PER CERTIFICATION**

Discipline	IBC Code Section	EMC Special Inspectors						
		John Rego	Andy Davenport	James Brown	Chris Hernandez	Kevin Moore	John Murphy	Jeff Boothroyd
Architectural Components	1705.12.5	√						
Coatings			√					
Concrete	1705.3	√	√	√	√		√	√
Drilled In Concrete Anchors	1705.3	√	√	√	√		√	√
Electrical/Mechanical Components	1705.12.6	√	√	√				
Exterior Insulation & Finish Systems	1705.16	√		√				
Firestopping	1705.16	√	√					
Floor Flatness Testing & Evaluation		√	√	√				
High Strength Bolts	1705.2.1	√	√			√		
Pier Foundations	1705.8	√	√					
Pile Foundations	1705.7	√	√					
Prestressed Concrete		√	√					
Post Tensioned Concrete		√	√					
Racks and Access Floors	1705.12	√	√	√		√	√	√
Rebar Locating		√	√					
Masonry	1705.4	√	√	√			√	√
Non-Destructive Testing (UT & MT)						√		
Soils	1705.6	√	√	√	√		√	√
Spray-Applied Fire Proofing	1705.14	√	√					
Steel	1705.2.1	√	√			√		
Welding	1705.2.1	√	√			√		
Wood	1704.6	√	√	√				



## KEY LABORATORY STAFF

### John Rego, PE, CPG, Laboratory Manager

### Alaska Resident

John has over 15 years of industry experience and is considered one of the most versatile inspectors in the State of Alaska. One of his greatest assets to any project is his meticulous and detail-oriented nature. He thoroughly reads and understands the project specifications and approved plans and is known for finding details to be addressed before work commences. This characteristic has proven to be extremely valuable to contractors and clients alike, saving both time and money.

John has acquired extensive experience in Geotechnical Engineering by leading numerous soil investigations and writing dozens of geotechnical reports. Through his experience and education, he gained his Professional Geologist qualification in 2014. John's interest in Geotechnical and Materials Engineering led him to obtain a B.S. in Civil Engineering from the University of Anchorage Alaska in 2017. He became a licensed Professional Engineer in 2018.

John is an American Welding Society (AWS) Certified Welding Inspector (CWI). His recent steel inspection projects include Eklutna Generation Station, Goose Creek Correctional Center, ANTHC Building, Kenai Lowe's, Ketchikan Aquatic Center, and the Homer Hospital Expansion Phase II. Mr. Rego's responsibilities on these projects included performing visual inspection of moment frame, steel deck welding, high-strength bolting, and nelson studs. He has performed Non-Destructive Testing (NDT) of welds utilizing Ultrasonic, Magnetic Particle, Visual, and Penetrant test methods. He is also experienced in performing soils, concrete and masonry inspections. His knowledge of concrete tilt-up construction was demonstrated during the construction of the Goose Creek Correctional Center in Point Mackenzie.

#### Certifications and Licenses

- Alaska Professional Civil Engineer CE120131
- Alaska Certified Professional Geologist (CPG) GEOG703
- American Institute of Professional Geologists CPG CPG-11677
- MOA Special Inspector
- ICC Master of Special Inspections
- ICC Structural Steel & Bolting Special Inspector
- ICC Structural Welding Special Inspector
- ICC Reinforced Concrete Special Inspector
- ICC Structural Masonry Special Inspector
- ICC Spray-applied Fireproofing Special Inspector
- ICC Commercial Plumbing Inspector
- ICC Pre-stressed Concrete Special Inspector
- ICC Soils Special Inspector
- AWS Certified Welding Inspector
- International Firestop Council Special Inspector
- ACI Concrete Field Testing & Strength Testing
- WAQTC Qualified Technician Embankment & Base, In-Place Density, Aggregate, and Asphalt
- Post-Tensioning Institute Level 1 Unbonded PT
- Nuclear Density Gauge Safety

Responsibilities: John will be the contract manager and is authorized to make representations on behalf of EMC. John will primarily be involved in the review of the daily reports, general oversight of the project, be available to attend meetings, and help troubleshoot any project issues. He can also perform any of the required inspections if need arises and will be available to assist inspectors.





**Andy Davenport, Field Manager**

**Alaska Resident**

Andy has been working as a special inspector and materials technician for 17 years. His duties include performing inspections of structural steel, welding, concrete, masonry and soil. He has a solid background in construction processes, making him a versatile asset on any project. Andy is one of EMC's most requested inspectors because of his attentiveness, knowledge and commitment to successfully completing projects. He has performed inspections and managed inspectors on many projects throughout Alaska, to include the ML&P Power Plant Expansion, Eklutna Generation Station, Goose Creek Correctional Facility, Nikiski Steam Conversion Project and Alaska Native Tribal Health Consortium. In addition to his career as a special inspector, this is Andy's 18th year in the Navy. As a Seabee Engineering Aide Senior Chief his responsibilities include providing direct engineering support to the Armed Forces and advising Naval Planners on Naval Expeditionary capabilities.

Certifications and Licenses

- MOA Special Inspector
- ICC Master of Special Inspections
- ICC Structural Steel & Bolting Special Inspector
- ICC Structural Welding Special Inspector
- ICC Reinforced Concrete Special Inspector
- ICC Structural Masonry Special Inspector
- ICC Spray-applied Fireproofing Special Inspector
- ICC Pre-stressed Concrete Special Inspector
- AWS Certified Welding Inspector
- NACE Level II
- ACI Concrete Field Testing, Concrete Transportation Construction Inspector
- WAQTC Qualified Technician Embankment & Base, In-Place Density, Aggregate, and Asphalt
- AK-CESCL Certified Erosion and Sediment Control Lead
- Nuclear Density Gauge Safety

Responsibilities: Andy will be the field manager assigned to this project. He will be responsible for performing and/or coordinating the inspection and testing for this project.

**Candace Sakalaskas-Rovito, Laboratory Supervisor**

**Alaska Resident**




Mrs. Sakalaskas-Rovito has extensive knowledge of material testing in the Field and in the Lab. She has over 12 years of material testing experience. She has a BS in Environmental Science and Geology from Northern Kentucky University. She has worked as a Geologist, Field Technician, Lab Technician, and Laboratory Supervisor. Candace is responsible for maintaining accreditation for EMC's AASHTO-accredited laboratory. She is very proficient in completing all laboratory and field testing required for this project.

Certifications and Licenses

- ACI Concrete Field Testing, Aggregate, Strength, and Laboratory
- WAQTC Qualified Technician Embankment & Base, In-Place Density, Aggregate, and Asphalt
- ICC Soils Special Inspector
- Nuclear Density Gauge Safety
- OSHA 30 Hour Construction Safety

Responsibilities: Candace performs advanced and routine laboratory testing for EMC. She is responsible for receiving and logging incoming samples, training lab technicians, and proper testing procedure is carried out in accordance with ASTM or AASHTO specifications. She reviews and distributes laboratory test results and ensures laboratory equipment is within compliance.

**PROJECT EXPERIENCE**

Inspection Projects	Client	Services Performed
<p>Eklutna Generation Station Eklutna, Alaska \$304,000,000</p> 	<p>MEA <b>Tony Zellers</b> (907) 761-9358</p>	<p>180 MW multi-fuel Power Generation Plant contained on a 70-acre site with 3 main buildings. Over 30,000 yards of reinforced concrete was placed within the site. The main Power Block Building was built with a 9' SOG, with over 2 Million lbs. of structural rebar. This building houses 10 dual fuel engines which are 350 tons a piece. The stack silencers were built on over 60, 28" piles that were driven to the specified depth. EMC provided Quality Control of all structural components. Special Inspections included soils/earthwork, structural steel, reinforced concrete, structural welding, structural masonry, materials testing, pile driving, and NDT testing. EMC provided a staff of up to 8 personnel to meet the client's needs. This project was challenging due to the fast track schedule by the contractor. This was a heavy civil project that demonstrates our diverse inspection and testing abilities.</p>
<p>Goose Creek Correctional Center Goose Bay, Alaska \$220,000,000</p> 	<p>Matanuska Susitna Borough <b>Russ Kraft</b> (907) 745-4801</p>	<p>This project was comprised of two large Pre-cast concrete tilt-up buildings and a few smaller structural steel framed buildings. EMC performed soils/earthwork, structural steel, reinforced concrete, structural welding, structural masonry, materials testing, and NDT testing. We were able to mobilize a large concrete lab facility to cure and break 3,250 cylinders onsite.</p>
<p>Inspection Project: JBER Utilities QA/QC JBER, Alaska \$350,000,000</p> 	<p>Doyon Utilities <b>Steve Hatzis</b> (907) 428-5300</p>	<p>EMC maintains a term agreement with Doyon to performing QA/QC on water, sewer, gas and electrical services on over 40 JBER projects. EMC's scope of work is pre-project review of construction documents and submittals, oversight over contractors daily efforts, creating a punch list for each project, reviewing as built and data points, coordination between Doyon Utilities and contractor, monitoring the contractor's QC plan and work with the contractor and Doyon to submit final project deliverables.</p>





**City of Palmer  
Action Memorandum No. 21-047**

**Subject:** Supporting the Palmer Rotary and Wasilla Sunrise Club's Project to Resurface the Palmer Tennis Courts and Directing the City Manager to Budget Funds in the 2022 City Budget in the Amount of \$25,000.00 for the Purpose of Supporting this Project.

**Agenda of:** August 10, 2021

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:** John Moosey, City Manager

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
√	Finance		07/21/2021
_____	Fire	_____	_____
_____	Police	_____	_____
√	Public Works		07/21/2021

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **25,000.00**

This legislation (√):

- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- √ Creates expenditure in the amount of:                      \$ 25,000.00
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): Include in the 2022 Budget
- √ Not budgeted

Director of Finance Signature: 

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager		_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Palmer Rotary and Wasilla Sunrise Club Presentation (Project Overview)
2. Project Funding update 07-21
3. Resolution 21-01 Palmer Parks Recreation and Resources Advisory Board Support for the proposed project

**Summary Statement/Background:**

The City of Palmer tennis courts are owned and maintained by the City of Palmer. These court service hundreds of players during the season to include several teams (Palmer HS, etc.), clubs, and individual players alike. They also play host to numerous matches, tournaments, and classes.

Currently, the courts are in a serious state of disrepair. The Palmer Rotary and the Wasilla Sunrise Club have teamed their efforts to raise funds and plan a resurfacing and upgrade project for the Palmer tennis courts. This project is their primary service project for the 2021 and 2022 project season.

The Palmer Rotary and Wasilla Sunrise Club estimate the cost of the project at \$175,000.00 to \$200,000.00.

Palmer Rotary and Wasilla Sunrise Club expect to raise most of the funds for the project through outside sources and request the City Council support the project by planning for and appropriating funds from the 2022 budget in an amount of \$25,000.00 for the resurfacing and upgrade project.

The Palmer Rotary and Wasilla Sunrise Club project planners will work closely with Palmer Public Works and Community Development to ensure all standards, permits and requirements are met and in place for the project.

**Administration's Recommendation:**

Approve Action Memorandum No. 21-047, supporting the Palmer Rotary and Wasilla Sunrise Club project and directing the City Manager to budget \$25,000.00 in the 2022 budget to support the project.

## 2021-22 Palmer Tennis Courts Refurbishment Project

**Overview-** The Palmer Rotary and Wasilla Sunrise Rotary clubs would like to refurbish the playing surface of the 3 Palmer tennis courts located on E. Elmwood Ave. and S. Gulkana St. This is a Community Service project for the citizens of the Matanuska-Susitna Valley. In addition to the removal/replacement of the hot-mix asphalt and a new acrylic playing surface, nets, & pickle ball equipment, a new 32' long backboard will be installed on one of the courts. Colors of the playing surface may be selected at a later date.

Perimeter drainage will be improved. A wind screen on the east side of the courts and new fence fabric is desired as well.

The TOTAL estimated cost of the project is **\$175,000 to \$200,000.00**

We are planning on raising funds for the next 8 months. The courts would be out of use for 2 months in 2022. The goal is to **not** interfere with High School tennis season.

**Funding Partners-** The following organizations have *committed* funds for the project:

- Wasilla Sunrise Rotary - \$5,000 (2021-'22)
- Palmer Rotary Club - \$12,000 (2020-'21 & 2021-'22)
- Rotary District 5010 - \$10,000 (matching grant)
- Rotary International - \$0.00 (matching grant)

Other organizations that have been solicited for funding the project:

- MatSu Health Foundation
- Rasmuson Foundation
- MatSu Borough Parks and Trails
- Matanuska Electric Association
- MatSu Borough School District
- MatSu Tennis Association
- US Tennis Association

**Scope of Work-** We desire to removal the existing HMA, regrade and pave new HMA. Surface the courts with 4 coats of NOVAACRYLIC sports surface (see Colony High photos.) Line the courts for regulation tennis, junior tennis, U10 tennis (cross court) and pickle ball. Install new nets and posts (if necessary.) Repair fence fabric and perimeter drainage. Install a new 32' x 10' back board (Rally Master Backboards; see attached photos). Purchase and install a wind screen with funding participant's logos.

Construction Schedule-

- Install new Rally Master Backboard – August, 2021
- Remove existing asphalt (HMA) – May, 2022
- Pave new courts – May, 2022
- Resurface playing surface and lines – June, 2022
- GRAND OPENING Ribbon cutting June 30, 2022



**Rally Master Back Board**



**Rally Master Back Board fence post connection**





Colony High School courts in 2019. NOVA Acrylic Surfacing.



Colony High School courts in 2019.

# Palmer Tennis Courts

## Funding Update

This project is a partnership between the Wasilla Sunrise & Palmer Rotary clubs as well as the Mat-Su Tennis Association, 501 C(3); President Susan Brunner & Treasure Traci Sanders.

<u>Grants</u>	<u>Rotary Year</u>	
Wasilla Sunrise Rotary Club	2021	\$ 5,000
Rotary District 5010	2021	\$ 5,000
Palmer Rotary Club	2020	\$ 6,000
Palmer Rotary Club	2021	\$ 3,000
Rotary District 5010	2021	\$ 3,000
TO DATE SECURED FUNDING		\$ 22,000

<u>Future Fundraising Forecast</u>		
City of Palmer		\$ 25,000
MatSu Borough		\$ 25,000
MatSu Health Foundation		\$ 40,000
MEA		\$ 10,000
USTA		\$ 5,000
Private Donations		\$ 20,000
		\$ 125,000

GRAND TOTAL \$ 147,000

*Mamie Kitch*  
 \_\_\_\_\_  
 7/9/21

**PARKS AND RECREATION ADVISORY BOARD**

Introduced by: PRAB Chair

Date: July 1, 2021

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Parks and Recreation Advisory Board  
Resolution No. 21-001**

**A Resolution of the City of Palmer Parks and Recreation Advisory Board Recommending the Support of the City Council for the Palmer Rotary and Wasilla Sunrise Club’s Project to Resurface the Palmer Tennis Courts.**

WHEREAS, the City of Palmer tennis courts are owned and maintained by the City of Palmer; and

WHEREAS, the City of Palmer tennis courts are used by numerous citizens, tennis groups and teams throughout the season in support of recreation and a healthy lifestyle; and

WHEREAS, the City of Palmer tennis courts are in a state of disrepair and in need of resurfacing and other additional work; and

WHEREAS, the Palmer Rotary and the Wasilla Sunrise Club have adopted the resurfacing of the Palmer tennis courts as their main service project for 2021 and 2022; and

WHEREAS, the Parks and Recreation Advisory Board supports the Palmer Rotary and Wasilla Sunrise Club’s project,

NOW, THEREFORE, BE IT RESOLVED the City of Palmer Parks and Recreation Advisory Board Recommends the Palmer City Council Support the Palmer Rotary and Wasilla Sunrise Club’s Project to Resurface the Palmer Tennis Courts.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Marilyn Bennett, Chair

\_\_\_\_\_  
Chris Nall, Director of Public Works





**A. CALL TO ORDER**

A regular meeting of the Palmer City Council was held on July 13, 2021, at 7:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor DeVries called the meeting to order at 7:00 p.m.

**B. ROLL CALL**

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

Edna DeVries, Mayor	Sabrena Combs, Deputy Mayor
Julie Berberich	Brian Daniels
Steve Carrington	Jill Valerius

Council Member Best was absent and excused.

Staff in attendance were the following:

John Moosey, City Manager	Michael Gatti, City Attorney (participated telephonically)
Brad Hanson, Community Development Director	Nichole Degner, Acting City Clerk

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - a. Introduction and Setting a Public Hearing for July 27, 2021, for **Ordinance No. 21-013:** Amending Palmer Municipal Code Section 5.32.030 Standards for Marijuana Businesses and Enacting Additional Sections for Chapter 5.32 Marijuana Businesses.
  - b. Introduction and Setting a Public Hearing for July 27, 2021, for **Ordinance No. 21-014:** Amending the Zoning Map to Revise the Zoning Designation of Lot 200, Block 1, Felton Add Subdivision, from R-3, Medium Density Residential to R-4, High Density Residential.
  - c. **Action Memorandum No. 21-042:** Authorize the City Manager to Purchase Insurance Coverage for the Period of July 1, 2021, through June 30, 3022, per the Premium Quote Submitted by the City's Insurance Broker, RISQ Consulting.
  - d. **Action Memorandum No. 21-043:** Authorize the City Manager to Negotiate and Enter into a Contract with Bering Marine Corporation for the Purchase and Delivery of 180 Tons of Road Salt in the Amount of \$35,100.00.
2. Approval of Minutes of Previous Meetings
  - a. May 25, 2021, Regular Meeting Minutes
  - b. June 8, 2021, Regular Meeting Minutes

**Main Motion: To Approve Agenda, Consent Agenda, and Minutes**

Moved by:	Combs
Seconded by:	Valerius
Vote:	6 Yes, 1 Absent (Best)
Action:	Motion Carried.

**E. REPORTS**

1. City Manager's Report

City Manager Moosey reported regarding:

- Council interviews of qualified City Clerk applicants scheduled for July 27.
- Interview this week for the Public Works Director position; Manager Assistant interviews expected at the end of the month.
- Explained the Matsu Trip Call-In Center.
- Will present for Council consideration at the July 27 meeting, a Resolution in opposition to the proposed sales tax initiative by the Mat-Su Borough.
- Discussed the Memorial Service for Chief Dan Contini, 11:00 a.m., MTA Center.
- Responded to Council member questions primarily regarding interim City Clerk responsibilities.

2. City Clerk's Report – None.

3. Mayor's Report

Mayor DeVries reported on the big events happening in Palmer and spoke to the Resolution concerning the proposed Borough sales tax initiative; responded to Council member questions.

4. City Attorney's Report

City Attorney Gatti had no report; responded to Council member questions.

## F. AUDIENCE PARTICIPATION

Ms. Jackie Ivey GoForth spoke regarding postal service operations and raised concerns about election mail-out ballots.

Mr. Mike Chmielewski, brought to the Council's attention Resolution No. 07-009 (June, 2009) regarding the City's previous opposition to the Borough sales tax; noted he interviewed Borough Manager Mike Brown for broadcast on Radio Free Palmer who explained the rationale for presenting a 1.5% borough sales tax; spoke to and reflected on the 40-year career of Chief Dan Contini and his powerful influence on the City.

Matt Tomter, Matanuska Brewing Company, spoke in favor encouraging Council approval of Action Memorandum 21-044, for non-objection to renewal of the Matanuska Brewing's distillery license.

## G. PUBLIC HEARINGS

1. **Ordinance No. 21-010:** Amending Palmer Municipal Code Chapter 17.86 Allowing Accessory Dwelling Units in the Commercial Limited and Commercial General Districts and Elimination of Lot Size Requirements Within the Central Business District.

Director Hanson provided a staff report explaining the Ordinance.

Mayor DeVries opened the public hearing on Ordinance No. 21-010.

Mr. Mike Chmielewski testified in support of Ordinance No. 21-010 allowing accessory dwelling units and commended Director Hanson and staff for all the work that went into it; recommended approval.

Hearing no objections from the Council, Mayor DeVries closed the public hearing.

Deputy Mayor Combs recused herself from voting on this issue, as she lives in the Central Business District and is the owner of an accessory dwelling unit from which she benefits financially.

### Main Motion: To Approve Ordinance No. 21-010.

Moved by:	Valerius
Seconded by:	Berberich

Vote: 5 Yes, 1 Absent (Best), 1 Recusal (Combs)  
Action: Motion Carried.

- Ordinance No. 21-011:** Amending Palmer Municipal Code Section 3.16.050 Pertaining to the Removal of Sales Tax Exemptions at the Warren "Bud" Woods Palmer Municipal Airport.

City Manager Moosey provided a staff report clarifying Ordinance No. 21-011.

Mayor DeVries opened the public hearing on Ordinance No. 21-011. Seeing no one come forward and hearing no objection from the Council, Mayor DeVries closed the public hearing.

**Main Motion: To Approve Ordinance No. 21-011.**

Moved by: Combs  
Seconded by: Carrington  
Vote: 6 Yes, 1 Absent (Best)  
Action: Motion Carried.

- Ordinance No. 21-012:** Amending Palmer Municipal Code Chapter 12.08 Pertaining to the fuel Flowage Fee for the Warrant "Bud" Woods Palmer Municipal Airport.

There being no request for a staff report, Mayor DeVries opened the public hearing on Ordinance No. 21-012. Seeing no one come forward and hearing no objection from the Council, Mayor DeVries closed the public hearing.

**Main Motion: To Approve Ordinance No. 21-012.**

Moved by: Combs  
Seconded by: Daniels  
Vote: 6 Yes, 1 Absent (Best)  
Action: Motion Carried.

## H. NEW BUSINESS

- Action Memorandum No. 21-044:** Directing the City Manager to Notify the State of Alaska of the City Council's Statement of Non-Objection for the Renewal of Liquor License Number 5966 for the Matanuska Brewing Company, LLC Located at 513 South Valley Way.

**Main Motion: To Action Memorandum No. 21-044.**

Moved by: Combs  
Seconded by: Berberich  
Vote: 6 Yes, 1 Absent (Best)  
Action: Motion Carried.

- Information Memorandum No. 21-003:** Committee of the Whole for a Presentation By Metropolitan Planning Organization.

**Main Motion: To enter Committee of the Whole.**

Moved by: Combs  
Seconded by: Carrington  
Vote: 6 Yes, 1 Absent (Best)  
Action: Motion Carried.

Committee of the Whole topic included:

- Slide presentation by Community Development Director Brad Hanson providing an update on the Metropolitan Planning Organization concept which was introduced by former City Manager Nate Wallace some months ago.
- Explained an MPO is a planning organization that develops short- and long-range plans for local governmental agencies to carry out transportation planning activities based on population and community growth.
- Described a Policy Board would determine the allocation of monies from the Federal government directed through DOT to local municipalities that have MPOs.
- Directed attention to the packet, p. 132, for considerations the City would need to determine: 1) steering committee; 2) pre-policy board, 3) policy board comprised of elected government officials.
- Director Hanson and City Manager Moosey responded to Council questions and open discussion ensued.

The Council adjourned from Committee of the Whole and reconvened the Regular Meeting.

**I. EXECUTIVE SESSION**

1. Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Public Entity and Matter which by Law, Municipal Charter, or Ordinances are Required to be Confidential – Potential Litigation Attorney Client Communication: State of Alaska City of Palmer Dispatch Agreement (note: action may be taken by the council following the executive session)

City Manager Moosey stated the Executive Session was not needed at this time.

**J. RECORD OF ITEMS PLACED ON THE TABLE**

Ms. Degner reported no items placed on the table.

**K. AUDIENCE PARTICIPATION**

Ms. Jackie Ivey GoForth clarified why she has concerns over mail-out ballots noting that she moved from Wyoming in 2001; she was able to verify that in the last election, even though she hadn't lived in Wyoming for two decades, a mail-in ballot in her name was received by the county clerk.

Mr. Mike Chmielewski spoke to the many roles of the City Clerk, one of which is Public Information Officer; inquired who in the City of Palmer would take on that role in the interim. City Manager Moosey stated it would be him under "all other duties as assigned."

**L. COUNCIL COMMENTS**

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

**M. ADJOURNMENT**

With no further business before the City Council, the meeting adjourned at 8:43 p.m.

**APPROVED this 10th day of August, 2021.**

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Nichole Degner, Acting City Clerk

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Edna B. DeVries, Mayor