

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introduction and Setting a Public Hearing to October 26, 2021, for **Ordinance No. 21-017:** Amending Palmer Municipal Code 4.15.060 to Modify Residency Requirements For Certain Employee PositionsPage 3
 - b. Introduction and Setting a Public Hearing to October 26, 2021, for **Ordinance No. 21-018:** Amending Palmer Municipal Code 2.04.065 to Modify the Appointment ProcessPage 7
 - c. **Resolution No. 21-035:** Requesting Purchase Order for Vehicle Under the 2022 State of Alaska Purchasing ProgramPage 11
 - d. **Action Memorandum No. 21-056:** Directing the City Manager to Notify the State of Alaska of the City Council’s Statement of Non-Objection of the Winery License Number #5985 for the Bleeding Heart Brewery located at 562 S Denali StreetPage 21
 - e. **Action Memorandum No. 21-057:** Approving a Council Community Grant to The Ice Maze, LLCPage 37
 - f. **Action Memorandum No. 21-058:** Directing the City Manager to Notify the State of Alaska of the City Council’s Statement of Non-Objection for Alaska State Fair, Inc Liquor License No. 39 of Licensed Premises Diagram Change of the Sluice BoxPage 45
 - g. **Action Memorandum No. 21-059:** Authorizing the Mayor to Execute the City Clerk’s Employment Agreement with Shelly ActesonPage 55
2. Approval of Minutes of Previous Meetings
 - a. August 24, 2021, Regular MeetingPage 63

E. COMMUNICATIONS 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

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: Legal Review regarding Potential Violation of State of Alaska Open Meetings Act Law

N. COUNCIL MEMBER COMMENTS

O. ADJOURNMENT

Tentative Future Palmer City Council Meetings

Meeting Date	Meeting Type	Time	Notes
Oct 11	Special	6 pm	Election Certification
Oct 12	Regular	7 pm	
Oct 19	Special	6 pm	Budget
Oct 26	Special	6 pm	Budget
Oct 26	Regular	7 pm	
Nov 9	Special	6 pm	Budget
Nov 9	Regular	7 pm	
Nov 23	Special	6 pm	Budget
Nov 23	Regular	7 pm	

**City of Palmer
Ordinance No. 21-017**

Subject: Amending Palmer Municipal Code 4.15.060 to modify residency requirements for certain employee positions.

Agenda of: October 12, 2021

Council Action: **Adopted** **Amended:** _____
 Defeated

Originator Information:

Originator: Mr. John Moosey, City Manager

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: \$ _____

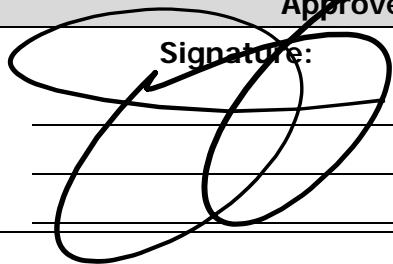
- This legislation (√):
- Creates revenue in the amount of: \$ _____
 - Creates expenditure in the amount of: \$ _____
 - Creates a saving in the amount of: \$ _____
 - Has no fiscal impact

Funds are (√):

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

Director of Finance Signature: 

Approved for Presentation By:

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

Attachment(s):

1. Ordinance No. 21-017

Summary Statement/Background:

The City of Palmer has residency requirements for certain employee positions. The City Council desires to modify that residency requirement for the City Clerk position.

Currently Municipal Code 4.15.060 states:

- A. In accordance with the Charter, the city manager shall be a resident of the city during his or her tenure in office.
- B. The city clerk shall be a resident of the city during his or her tenure in office within 180 days of hire.
- C. All department directors, fire chief, and the police chief shall reside within five miles of the city limits within 180 days of hire. (Ord. 16-010 § 3, 2016; Ord. 12-001 § 3, 2013)

The purpose of the Ordinance is to modify the City Clerk residency from within the City Corporation limits to within five (5) miles of the City of Palmer corporation limits.

Administration's Recommendation:

Adopt Ordinance No. 21-017

LEGISLATIVE HISTORY

Introduced by: City Manager Moosey

Date: October 12, 2021

Public Hearing: October 26, 2021

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Ordinance No. 21-017

An Ordinance of the Palmer City Council Enacting

WHEREAS, The City of Palmer seeks to attract the best candidates for the City Clerk; and

WHEREAS, the housing market within the City of Palmer is at its highest demand, limiting available housing opportunities; and

WHEREAS, the current five mile radius of the City of Palmer has been successful when applied to the City's director positions.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. Palmer Municipal Code Section 4.15.060 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

A. In accordance with the Charter, the city manager shall be a resident of the city during his or her tenure in office.

~~B. The city clerk shall be a resident of the city during his or her tenure in office within 180 days of hire.~~

B. C. ~~The city clerk.~~ All department directors, fire chief, and the police chief shall reside within five miles of the city limits within 180 days of hire. (Ord. 16-010 § 3, 2016; Ord. 12-001 § 3, 2013)

Section 4. Effective Date. Ordinance No. 21-017 shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this ____ day of ____, 2021.

Edna B. DeVries, Mayor

Nichole Degner, Interim City Clerk

**City of Palmer
Ordinance No. 21-018**

Subject: Amending Palmer Municipal Code 2.04.065 to modify the Appointment process

Agenda of: October 12, 2021

Council Action: **Adopted** **Amended:** _____
 Defeated

Originator Information:

Originator: Richard Best, Council Member Steve Carrington, Council Member

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: \$ _____

This legislation (√):

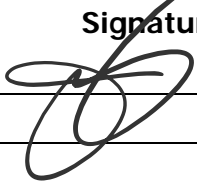
- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

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

Director of Finance Signature: _____

Approved for Presentation By:

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

Attachment(s):

1. Ordinance No. 21-018

Summary Statement/Background:

Please accept this language as a way of correcting our code language to prevent gridlock when we have a vacancy on the council. This will allow for the mayor to make an appointment and for Council to have an opportunity to override a Mayoral appointment. We had a situation a few years ago where we utilized three city Council meetings trying to find a way to get members on board with appointing somebody for six weeks. This was ineffective and did not serve the public.

2.04.065

Appointments.

- A. When a vacancy occurs, except in the case of recall, the clerk shall publish public notice of the vacancy and, for 14 days after the first publication, receive applications from persons interested in being appointed to the vacant seat. The ~~Council~~ Mayor may review the applications and/or interview applicants in any reasonable public manner. Not later than 45 days after the seat is declared vacant, the ~~council~~ (Mayor) shall appoint from among the applicants a qualified person to fill the vacant seat;
- B. If less than 30 days remain in a term, the ~~council~~ Mayor shall appoint, using the process described in subsection (A) of this section, a qualified person to fill the vacancy no later than the second regular meeting following the election. Council may object and vote to override the appointment, if a majority votes to override the mayor's appointment the appointment will not stand. The mayor would then be required to appoint another qualified candidate.
- C. If 31 or more days remain in the term and the notice of offices to be filled has already been advertised for the next regular election, the ~~council~~ Mayor shall appoint no later than the second regular meeting following the regular election. The clerk shall publish notice of the vacancy no later than 45 days prior to the first regular council meeting following the election and, for 14 days after the first publication, receive applications from persons interested in being appointed to the vacant seat. The ~~council~~ Mayor may review the applications and/or interview applicants in any reasonable public manner;
- D. Persons appointed to fill a vacancy shall serve until the next regular election, at which time a successor shall be elected to fulfill the remainder of the unexpired term of office;
- E. Notwithstanding subsection (A) of this section, if the council's membership is reduced to fewer than four council members, then the ~~remaining council members~~ Mayor shall appoint as many qualified persons to the council as are necessary to once again constitute a quorum. The ~~council~~ Mayor shall utilize any procedure which is reasonable under the circumstances in making the appointments required by this subsection and shall make the appointments not later than seven days after the quorum was reduced to less than four members;
- F. Appointees shall qualify for and assume the duties of office within 10 days after appointment, unless such time is extended by the ~~council~~ Mayor for not more than 30 days. (Ord. 11-003 § 4, 2011; Ord. 648 § 3, 2005)

Administration's Recommendation:

Adopt Ordinance No. 21-018

LEGISLATIVE HISTORY

Introduced by: Richard Best, Steve Carrington
Date: October 12, 2021
Public Hearing: October 26, 2021
Action:
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

Ordinance No. 21-018

An Ordinance of the Palmer City Council Enacting

WHEREAS, a vacancy on the council can cause voting gridlock; and

WHEREAS, the council will retain the ability to override a Mayoral appointment.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. Palmer Municipal Code Section 2.04.065 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

- A. When a vacancy occurs, except in the case of recall, the clerk shall publish public notice of the vacancy and, for 14 days after the first publication, receive applications from persons interested in being appointed to the vacant seat. The ~~Council~~ Mayor may review the applications and/or interview applicants in any reasonable public manner. Not later than 45 days after the seat is declared vacant, the ~~council~~ (Mayor) shall appoint from among the applicants a qualified person to fill the vacant seat;
- B. If less than 30 days remain in a term, the ~~council~~ Mayor shall appoint, using the process described in subsection (A) of this section, a qualified person to fill the vacancy no later than the second regular meeting following the election. Council may object and vote to override the appointment, if a majority votes to override the mayors appointment the appointment will not stand. The mayor would then be required to appoint another qualified candidate.
- C. If 31 or more days remain in the term and the notice of offices to be filled has already been advertised for the next regular election, the ~~council~~ Mayor shall appoint no later than the second regular meeting following the regular election. The clerk shall publish notice of the vacancy no later than 45 days prior to the first regular council meeting following the election and, for 14 days after the first publication, receive applications from persons interested in being appointed to the vacant seat. The

~~council~~ Mayor may review the applications and/or interview applicants in any reasonable public manner;

D. Persons appointed to fill a vacancy shall serve until the next regular election, at which time a successor shall be elected to fulfill the remainder of the unexpired term of office;

E. Notwithstanding subsection (A) of this section, if the council's membership is reduced to fewer than four council members, then the ~~remaining council members~~ Mayor shall appoint as many qualified persons to the council as are necessary to once again constitute a quorum. The ~~council~~ Mayor shall utilize any procedure which is reasonable under the circumstances in making the appointments required by this subsection and shall make the appointments not later than seven days after the quorum was reduced to less than four members;

F. Appointees shall qualify for and assume the duties of office within 10 days after appointment, unless such time is extended by the ~~council~~ Mayor for not more than 30 days. (Ord. 11-003 § 4, 2011; Ord. 648 § 3, 2005)

Section 4. Effective Date. Ordinance No. 21-018 shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this ____ day of _____, 2021.

Edna B. DeVries, Mayor

Nichole Degner, Interim City Clerk

**City of Palmer
Resolution No. 21-035**

Subject: Authorizing the City Manager to Submit Purchase Orders for Proposed New Vehicles Under the 2022 State of Alaska Purchasing Program

Agenda of: October 12, 2021

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

Originator Information:

Originator: Mr. John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
<u> X </u>	<u>Community Development</u>	<u></u>	<u>September 30, 2021</u>
<u> </u>	<u>Finance</u>	<u> </u>	<u> </u>
<u> X </u>	<u>Fire</u>	<u></u>	<u>9/30/2021</u>
<u> X </u>	<u>Police</u>	<u></u>	<u>10-1-2021</u>
<u> X </u>	<u>Public Works</u>	<u></u>	<u>9/30/2021</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Certification of Funds:

Total amount of funds listed in this legislation: \$ 382,000

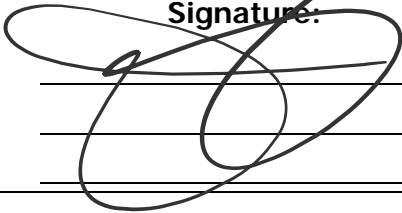
- This legislation (√):
- Creates revenue in the amount of: \$ _____
 - Creates expenditure in the amount of: \$ 382,000 (includes outfitting vehicles)
 - Creates a saving in the amount of: \$ _____
 - Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): _____
- Not budgeted Various Capital Accounts Fund 09

Director of Finance Signature: 

Approved for Presentation By:

Signature:	Remarks:
<u></u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

Attachment(s):

1. Resolution No. 21-035
2. WSJ 9/22/21 "For Auto Makers, the Chip Famine Will Persist."
3. Wraltechwire 9/28/21 "Bad News, Car Byers: Chip Shortage Chain Woes Are Worse Than We Thought."

Summary Statement/Background:

At the September 14, 2021 City Council Meeting, the City Council gave City Manager Moosey authorization to bypass Municipal Code purchasing timeline requirements. As of 9/29/21, an available truck has not been found.

The State of Alaska operates a purchasing program that the City of Palmer has annually used to supply its needs. This program supplies the State, boroughs, and cities with a deep discount over retail sticker price. The City Manager has been informed the 2022 program will close at the end of October 2021. This deadline creates a challenge whereupon operational timing does not coincide with code required timing.

The City Manager is requesting approval to submit purchase orders to the State of Alaska purchasing program for the City of Palmer's 2022 anticipated needs, prior to 2022 budgetary approval. The actual purchase of the vehicles will be made after City Council approves each purchase through our normal process. It is the City Manager's belief that if the City Council does not approve of the vehicle purchase(s) that there will not be a cost to canceling the order.

3.21.230 Governmental and proprietary procurements.

- A. The purchasing officer may contract, without the use of the competitive source selection procedures of this chapter, for the following supplies, services, professional services or construction:
 1. For contracts, including reimbursable agreements, with federal, state or local units of government or utility provider where the city has a financial responsibility or beneficial interest in entering into an agreement.
 2. For contracts issued pursuant to any federal, state, or local government contract where the city is an authorized user, or where the resulting contractor agrees to extend the same terms, conditions, and pricing to the city as those awarded under the original contract, all in accordance with PMC 3.21.240. Such agreements shall be limited to those contracts where the award is issued pursuant to a formally advertised solicitation.
 3. For contracts where the purchasing officer determines in writing that the city's requirements reasonably limit the source for the supplies, services, professional service or construction to one person.
- B. All contract awards under this section, and any amendments thereto, shall be subject to the applicable approval requirements of PMC 3.21.090 prior to execution.
- C. No contractor may provide supplies, services, professional services, or construction to the city before the applicable requirements of this section are first satisfied.

Administration's Recommendation:

Approve Resolution No. 21-035

LEGISLATIVE HISTORY

Introduced by: City Manager Moosey

Date: October 12, 2021

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Resolution No. 21-035

A Resolution of the Palmer City Council Authorizing the City Manager Authorizing the City Manager to Submit Purchase Orders for Proposed New Vehicles Under the 2022 State of Alaska Purchasing Program

WHEREAS, The State of Alaska operates a purchasing program that offers deeply discounted pricing for vehicle purchases; and

WHEREAS, The City has been informed the 2022 program will close on October 31, 2021; and

WHEREAS, this deadline does not coincide with City of Palmer Municipal Code timing; and

WHEREAS, not taking advantage of this program will create a significant negative financial and operational impact if the vehicles cannot be obtained.

NOW, THEREFORE, BE IT RESOLVED, the Palmer City Council authorizes the City manager to submit purchase orders in anticipation of budget approval to meet the City of Palmer's service needs.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the submission of the purchase order does not permit purchase without following normal City of Palmer purchasing procedures followed and approved by the City Council.

Approved by the Palmer City Council this 12th day of October 2021.

Edna B. DeVries, Mayor

Nichole Degner, Interim City Clerk

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<https://www.wsj.com/articles/auto-car-makers-industry-semiconductor-chip-shortage-covid-19-taiwan-vietnam-11632329226>

OPINION | COMMENTARY

For Auto Makers, the Chip Famine Will Persist

Pandemic lockdowns, a drought and a winter storm have broken links in the supply chain.

By Daniel Yergin and Matteo Fini

Sept. 22, 2021 1:22 pm ET

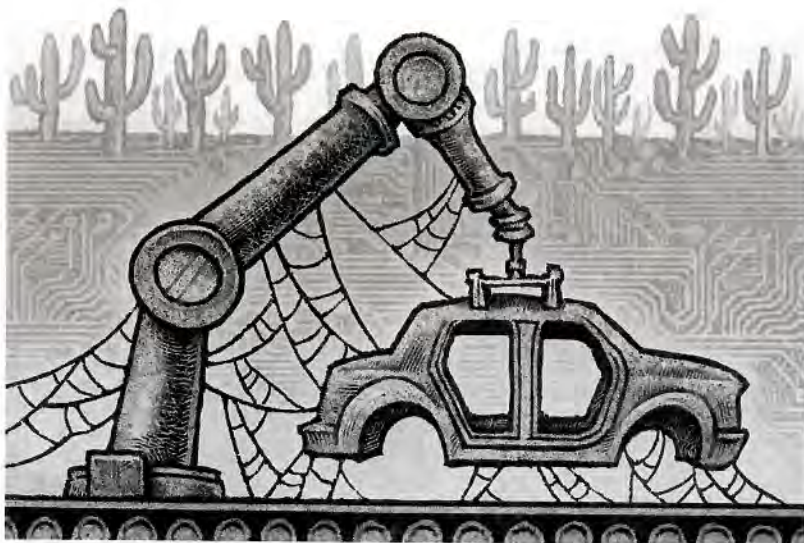


ILLUSTRATION: PHIL FOSTER

The chip famine is starving the global auto industry and putting car buyers on a strict diet. So far this year, seven million cars that were supposed to be produced haven't been, according to [IHS Markit](#) data. Auto companies are shutting down production lines for weeks at a time and furloughing employees as a result of the chip shortage. [Toyota](#) has slashed its production 40% in September.

All this is hitting consumers. Car dealers' lots across the U.S. are sparse. The inventory of new cars in the U.S. is only about 30% of pre-pandemic levels, and buyers snap up used cars as soon as they find them. The shortage doesn't end there. Rental companies reduced their inventories during the pandemic and now don't have enough cars to meet demand. So if you're renting, it will cost you more than expected—if one is even available.

The chip famine won't be solved quickly. The automotive team at IHS Markit calculates that semiconductor supply won't catch up with industry demand until late 2022, and shortfalls of some advanced-function chips will likely persist into 2023.

New cars increasingly are becoming computers on wheels, needing typically more than 1,000 computer chips for basic functions like raising and lowering windows or adjusting air conditioning and complex features like digital displays and adaptive cruise control. Mostly, cars don't need the advanced and expensive chips like those used in the latest smartphones. Instead, they use mass-produced microcontrollers. Over the past decade, fewer companies have produced these chips.

While the auto industry represents only 10% of semiconductor demand, it has borne that brunt of the supply crunch. In the summer of 2019, IHS Markit noted that the auto industry's reliance on a shrinking supply base to produce semiconductors was risky. The pandemic has turned that risk into a serious shortage. Beginning in 2020, auto makers had to compete for chips against electronics manufacturers producing goods for locked-down consumers and rising demand for 5G mobile networks.

Covid outbreaks have also shut down factories, breaking links in the supply chain. The Vietnamese plants that play a key role in fabricating chips for Asian manufacturers stopped working in August as the Vietnamese army enforced a pandemic lockdown. A drought in Taiwan disrupted water-intensive chip production; a fire at a Japanese semiconductor factory further restricted supply; and a winter storm hit semiconductor plants in Texas. As auto makers and suppliers work to replenish their inventories, some companies are reportedly paying premiums to secure chips.

Recently, semiconductor producers have given priority to the auto industry, with TSMC, the largest supplier, promising a 20% to 30% increase in chips. This renewed focus is welcome, but it doesn't address the structural imbalance in supply and demand for semiconductors.

The obvious answer to the chip famine is to increase manufacturing capacity. But that is expensive and takes time. Semiconductor companies may not want to invest in traditional chip technology when future demand likely will come from higher-value chips for applications like artificial intelligence. While the chip industry has announced nearly \$400 billion in new investment as the chip famine unfolded, only a small portion of this investment will be used to address the chip shortage afflicting auto makers.

This shortage has made companies and governments anxious about national-security concerns given that Asia dominates the semiconductor industry. Government initiatives in the U.S. and Europe have begun to reshore some manufacturing. But these initiatives

are focused on advanced chip technology and aren't expected to solve the automotive industry's woes.

An adequate supply of chips is going to become even more important for the auto industry's future. Electric and self-driving vehicles require both leading-edge and traditional chip technology, and an electric vehicle powertrain has three times as many semiconductors as a traditional internal combustion engine and transmission. IHS Markit estimates the average vehicle currently contains about \$450 worth of semiconductors, and we expect this to double by 2030.

The auto industry needs solutions. In the short term, several auto players are considering moving away from their just-in-time sourcing model and instead are providing chip suppliers more certainty about future demand. Some are giving priority to vehicles with higher profit margins. One company has reverted to mechanical dials on some cheaper models instead of digital displays so that those chips can be used for more expensive models. Auto makers and semiconductor companies are also forming strategic partnerships.

Some advice for consumers: You will likely have to wait until next year for your dream car as the supply chain straightens out. If you want a new car now, try to find an available model that works for you, or if you spy a used car you want on one of those barren lots, grab it. And if you are considering selling your car, inventory-hungry auto dealers with open checkbooks will be eager to meet you.

Mr. Yergin is vice chairman of IHS Markit and author of "The New Map: Energy, Climate and the Clash of Nations." Mr. Fini is vice president for automotive supply chain and technology at IHS Markit.

Appeared in the September 23, 2021, print edition as 'For Auto Makers, the Chip Famine Persists.'

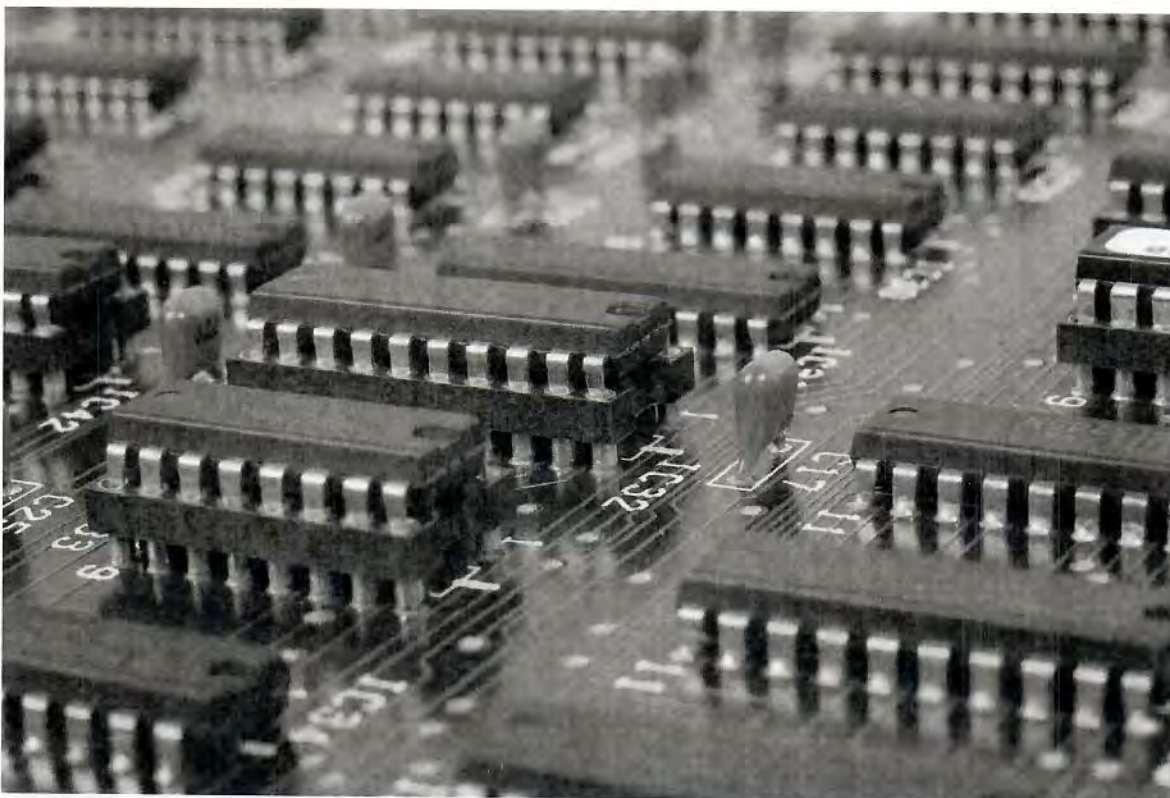
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NEWS

Bad news, car buyers: Chip shortage, supply chain woes are worse than we thought

SEMICONDUCTORS



Chips, semiconductors, motherboard

by Chris Isidore, CNN Business — September 28, 2021.

By Chris Isidore, CNN Business

For a year and a half, a lack of computer chips has been plaguing the auto industry, forcing plants to shut down, delaying auto shipments and sending car prices through the roof. But that's not the only problem automakers face.

Industry experts say automakers are having trouble getting all manner of parts and raw materials for a variety of reasons, including Covid-related plant shutdowns by suppliers, logistical problems involving shortages of ships, shipping containers and truck drivers, and difficulty that some suppliers are having filling jobs.



Chips “are just one of a multitude of extraordinary disruptions the industry is facing — including everything from resin and steel shortages to labor shortages,” said Mark Wakefield, global co-leader of the automotive and industrial practice at industry consultant AlixPartners. “There’s no room for error for automakers and suppliers right now.”



New \$11B Ford electric vehicle plants going to Tennessee, Kentucky

Ford Motor Co. and South Korea-based energy company SK Innovations are investing \$11.4 billion to build two new enormous manufacturing campuses for electric vehicles, creating more than 10,000 new jobs and representing Ford’s largest-ever single manufacturing investment in the company’s 118-year history. Here are the details.

 WRAL TechWire

0

Temporary shutdowns and slowed production rates are hitting auto plants around the globe, cutting into the supply of available cars. AlixPartners now forecasts that supply chain problems will cause automakers to build 7.7 million fewer vehicles globally than they would have if they could get all the parts and raw materials they need. That’s up from the 3.9 million vehicle shortfall that had been forecast in May.

That tight supply of vehicles, coupled with strong consumer demand, is a major factor driving both new and used car prices to record highs.

Plus, the lost sales from not building those vehicles will cost the automakers about \$210 billion this year, according to AlixPartner’s latest estimates. That’s nearly twice the firm’s \$110 billion estimate from May.

Those lost sales will be only partly offset by higher prices, which will bring in an additional \$90 billion in revenue on the vehicles that are sold. But the automakers will also have to pay \$150 billion in increased parts and raw material costs, or roughly \$2,000 per vehicle.

All told the industry will take a net \$270 billion hit from the various shortages, according to AlixPartners’ estimates, while car buyers will pay \$90 billion in higher prices.



suddenly, most automakers cut back on future chip orders, anticipating that demand for new cars would remain depressed for an extended period.

But when car sales bounced back much faster than expected, the automakers found they couldn't restore their chip orders because the tech industry had snatched up the supply to use in everything from laptops and tablets to phones and 5G networks.

Microchip supply had been widely expected to bottom out in the second quarter of this year, and then start to improve. But a surge in Covid-19 cases caused a new round of shortages, as chip plants were forced to temporarily shut down in some hard-hit countries, such as Malaysia.

In the meantime supplies of other key materials have also dried up.

"It's not just the chip shortage. Just about every industry ... is dealing with some kind of supply chain issue," said Cindy Jaudon, regional president for the Americas at IFS, a global enterprise software company. "Our ports are extremely full. Paint manufacturers are struggling with titanium dioxide. They layer on top of each other."

And there is little relief in sight.

"There really are no shock absorbers left in the industry right now when it comes to production or obtaining material," said Dan Hearsch, a managing director at AlixPartners. "Virtually any shortage or production interruption in any part of the world affects companies around the globe, and the impacts are now amplified due to all the other shortages."

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SUBMIT

**City of Palmer
Action Memorandum No. 21-056**

Subject: Directing the City Manager to Notify the State of Alaska of the City Council's Statement of Non-Objection of the Winery License Number #5985 for the Bleeding Heart Brewery located at 562 S Denali Street

Agenda of: October 12, 2021

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

Originator Information:

Originator: Mr. John Moosey, City Manager

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: \$ _____

This legislation (√):

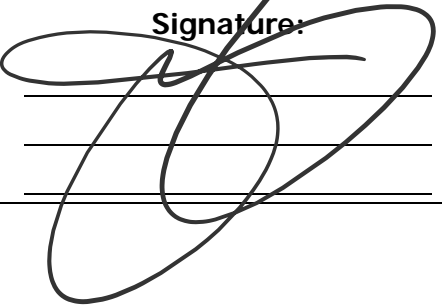
- Creates revenue in the amount of: \$ unknown
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

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

Director of Finance Signature: 

Approved for Presentation By:

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

Attachment(s):

1. City of Palmer LGB Notice #5985 Corrected
2. #5985 AB-00
3. #5985 AB-02 Diagram, Security Plan

Summary Statement/Background:

Bleeding Heart Brewery is requesting a Winery license.

Per State law, a local governing body may protest the approval of an application pursuant to AS 04.11.480 by providing the applicant with a clear and concise written statement of the reason for the protest or may voice a non-objection to a request.

Administration's Recommendation:

Approve Action Memorandum No. 21-056.



April 2, 2018

City of Palmer

Attn: City Clerk

Via Email: cityclerk@palmerak.org

Cc: adam.bradway@matsugov.us

License Type:	Winery	License Number:	5985
Licensee:	Bleeding Heart Brewery, LLC		
Doing Business As:	Bleeding Heart Brewery		
Premises Address:	562 S Denali St Palmer, AK 99645		

New Application

Transfer of Location Application

Transfer of Ownership Application

Transfer of Controlling Interest Application

We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant's proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Glen Klinkhart, Director

amco.localgovernmentonly@alaska.gov



September 8, 2021

City of Palmer
Attn: City Clerk
Via Email: cityclerk@palmerak.org
Cc: adam.bradway@matsugov.us

License Type:	Winery	License Number:	5985
Licensee:	Bleeding Heart Brewery, LLC.		
Doing Business As:	Bleeding Heart Brewery		
Premises Address:	562 S Denali St Palmer, AK 99645		

- New Application**
 Transfer of Ownership Application
 Transfer of Location Application
 Transfer of Controlling Interest Application

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AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

What is this form?

This new license application form is required for all individuals or entities seeking to apply for a new liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260 and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to be licensed.

Licensee:	Bleeding Heart Brewery LLC		
License Type:	Winery	Statutory Reference:	AS 04.11.140
Doing Business As:	Bleeding Heart Brewery		
Premises Address:	562 S. Denali St		
City:	Palmer	State:	AK ZIP: 99645
Local Governing Body:	City of Palmer		
Community Council:			

Mailing Address:	1150 S. Colony Way Ste. #3 PMB 618		
City:	Palmer	State:	AK ZIP: 99645

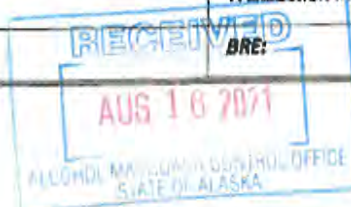
Designated Licensee:	Zack Lanphier		
Contact Phone:	760-917-2417	Business Phone:	
Contact Email:	Zack@bleedingheartbrewery.com		

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

OFFICE USE ONLY			
Complete Date:	License Years:	License #:	5985
Board Meeting Date:	Transaction #:	100821124 100094087	
Issue Date:			

[Form AB-00] (rev 10/10/2016)

Page 1 of 5



Amco Received 6/27/21



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

Section 2 – Premises Information

Premises to be licensed is:

- an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

--

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

--

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

Amco Received 6/27/21



Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

Section 4 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 5.

If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:	Zack Lanphier				
Title(s):	Member	Phone:	760-917-2417	% Owned:	50
Address:	5761 N. WildWood Dr				
City:	Wasilla	State:	AK	ZIP:	99654

Entity Official:	Stefan Marty Jr.				
Title(s):	Member	Phone:	907-775-8515	% Owned:	50
Address:	225 S. Bailey Unit B				
City:	Palmer	State:	AK	ZIP:	99645

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	



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 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10025313	AK Formed Date:	12/09/2014	Home State:	AK
Registered Agent:	ZACHARY LANPHIER	Agent's Phone:	760-917-2417		
Agent's Mailing Address:	5671 N. WildWood Dr				
City:	Wasilla	State:	AK	ZIP:	99654

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?

Section 5 - Other Licenses

Ownership and financial interest in other alcoholic beverage businesses: Yes No

Does any representative or owner named in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Lic # 5439 + Lic # 5854 - BOTH LLC PARTNERS 54/50

Section 6 - Authorization

Communication with AMCO staff: Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:

Amber Lanphier - Wife of one of the LLC Members. In case questions need to be answered or asked and either partner is unavailable, Zack's wife has permission to call AMCO and discuss any issues regarding the business.



Amco Received 6/27/21



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-00: New License Application

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee
Zack Lanphier
 Printed name of licensee

Signature of Notary Public
 Notary Public in and for the State of Alaska

My commission expires: 09/16/2024



Subscribed and sworn to before me this 14th day of May, 2021.



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

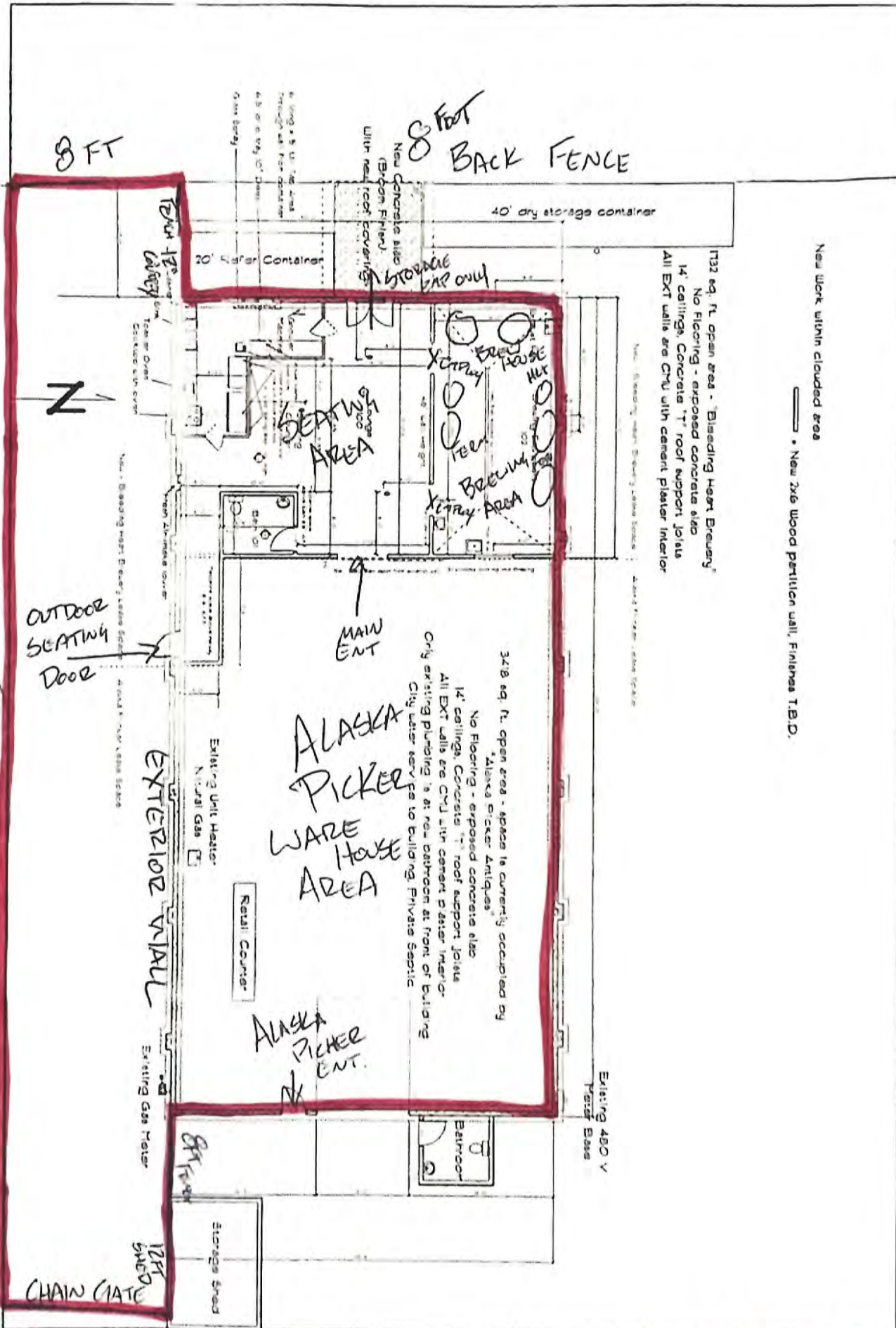
Licensee:	Bleeding Heart Brewery LLC	License Number:	5985		
License Type:	Winery				
Doing Business As:	Bleeding Heart Brewery				
Premises Address:	562 S. Denali St.				
City:	Palmer	State:	AK	ZIP:	99645

Amco Received 6/27/21

8 FT

8 FOOT BACK FENCE

8 FT FENCE



A1.0	Floor Plan New Work Plan		AXYS LLC 1000 10th St Anchorage, AK 99501 Phone: 907.561.1234 Fax: 907.561.1235	Date: 6/27/21 Project: 2021-001 Scale: 1/8" = 1'-0"	Amco Received 6/27/21
------	-----------------------------	---	---	---	-----------------------

New Work within clouded area

— • New 2x6 Wood partition wall, Finishes T.B.D.

1732 sq. ft. open area - "Bleeding Heart Brewery"
No Flooring - exposed concrete slab
14' ceilings, Concrete "T" roof support joists
All EXT walls are CMU with cement plaster interior

New - Bleeding Heart Brewery Lease Space Alaska Pickler Lease Space

Existing 480 V
Meter Base

3418 sq. ft. open area - space is currently occupied by
"Alaska Pickler Antiques"
No Flooring - exposed concrete slab
14' ceilings, Concrete "T" roof support joists
All EXT walls are CMU with cement plaster interior
Only existing plumbing is at new bathroom at front of building
City water service to building, Private Septic

Bathroom

Retail Counter

Existing Unit Heater
Natural Gas

Storage Shed

Existing Gas Meter

New - Bleeding Heart Brewery Lease Space Alaska Pickler Lease Space

40' dry storage container

New Concrete Slab
(Bronze Finish)
With new roof covering

6' long x 5' tall Top Area
Through wall from container
6.5" drip tray 10" Deep
Glass Spray

20' Refriger Container

Dish Washer
3 Comp Sink

Toaster Oven
Cocktop with oven

Trash Air-tight Louver



APPROVED	DATE
DESIGNED	
SCALE	1/8" = 1'-0"
PROJECT	AXYS LLC
DATE	10/15/20
AXYS LLC	1000 W. 10th Ave, Anchorage, AK 99501
AXYS	
Floor Plan	
New Work Plan	
A.I.O	

E Dogwood Ave

E Dogwood Ave

E Dogwood Ave

E Dogwood Ave

E Dogwood Ave


S Denali St

North




Matanuska Brewery
and Tap Room, Palmer


Bleeding Heart Brewery

Moose Bites
Personal Chefs 

Hempire Co. Sana
Vos Health & Beauty 

S Denali St

S Denali St

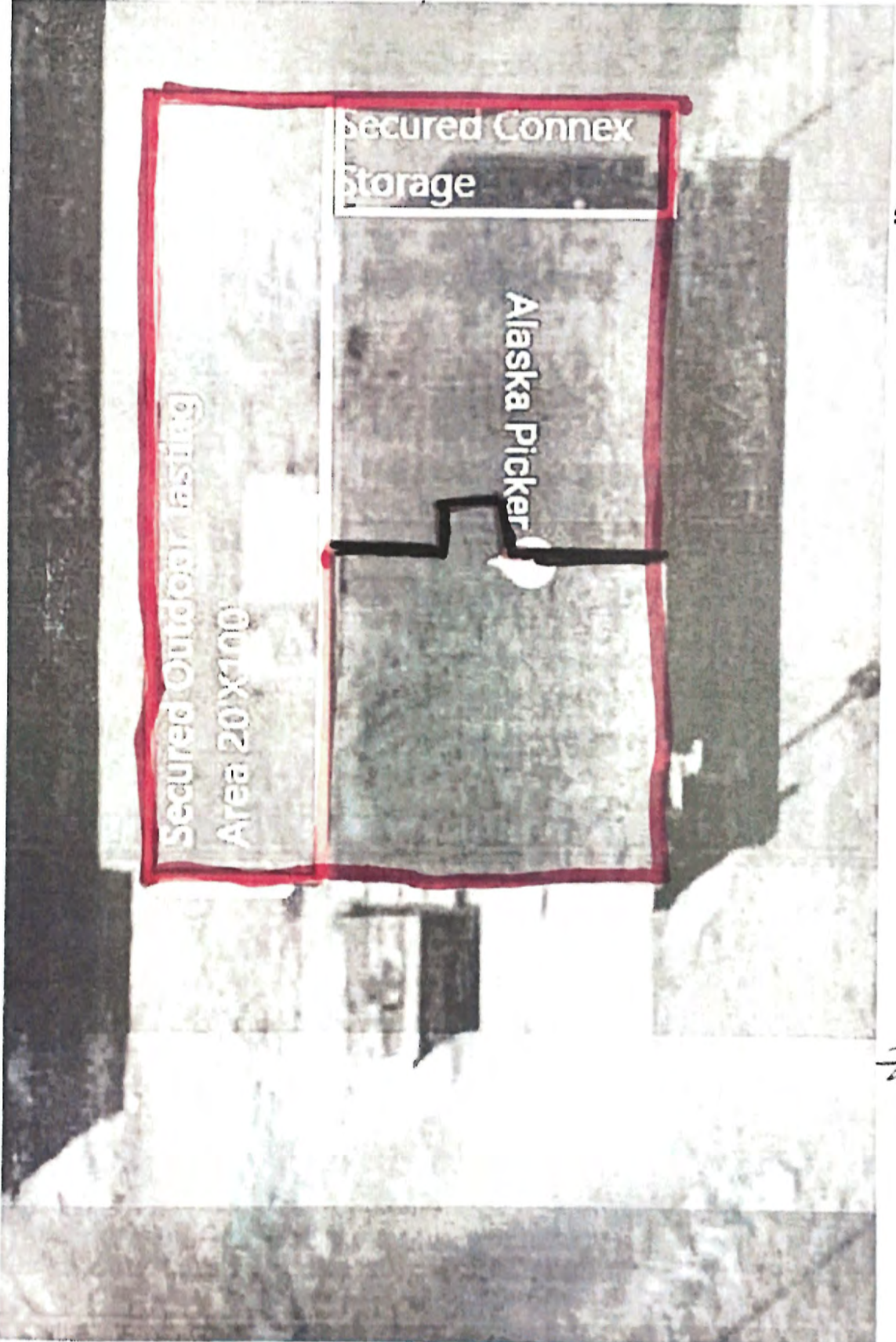
E Dahlia Ave

E Dahlia Ave

E Dahlia Ave

 Palmer Alehouse

Amco Received 6/27/21



8"
FENCED
AREA
w/
SECURED
CONNET



Bleeding Heart Brewery

Outdoor/Indoor Serving Security Plan

1. All minors must be accompanied by an adult (age over 21) while in the restricted area when any alcohol is being served/sold/consumed.
2. All new patrons are carded upon ordering alcohol in the brewery.
3. All staff is trained in the identification of fake IDs with TAPS cards on file and person.
4. Windows, security cameras, and trained staff will be used in all consumption premises to provide security and legal consumption.
5. 8 foot chain link security fence is around the outdoor consumption area.
6. Underaged persons will be monitored closely by our professionally trained alcohol servers.
7. Proper egress from the outdoor service area will always remain unobstructed.
8. AMCO mandated posters as required by law are posted inside and at the entrance of the outdoor seating area.
9. All entrances and exits will provide clear notice that NO ALCOHOL IS ALLOWED BEYOND THIS POINT.
10. Multiple cameras streaming to staff members personal devices
11. Keeping outdoor seating area viable without any increased risk to minors exposed to alcohol WILL continue to be a part of our training for our staff.
12. All safety related operations for our current liquor service will additionally be enforced in all service areas.
13. Proper signage at points of entry indicating no minors without a parent or legal guardian will be posted in accordance to state law.
14. All servers will closely monitor that only the guests that have been carded will have alcoholic beverages.
15. Our top priority continues in providing safety for all guests regarding the service of alcoholic beverages.

Amco Received 6/27/21

**City of Palmer
Action Memorandum No. 21-057**

Subject: Approving a Council Community Grant to The Ice Maze, LLC

Agenda of: October 12, 2021

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

Originator Information:

Originator: Mr. John Moosey, City Manager

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: \$ **Up to 12,000**

This legislation (√):

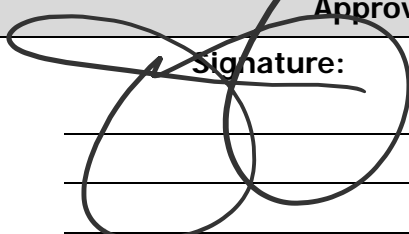
- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 01-02-10-6068 Community Council Grants Remaining Funds \$5,750
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

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

Attachment(s):

- 1. Council Community Grant Application

Summary Statement/Background:

Cory Livingood, The Ice Maze LLC, has built and managed ice attractions throughout North America at ski resorts in small remote towns, and city centers in large metropolitan areas.

The Ice Maze will be The World’s Largest Ice Maze, registered with Guinness Book of World Records. It will be .5 acre in size with 6 ft walls of solid ice. Lights will be frozen into the ice.

The Ice Maze will be constructed at the end of the Bright up the Night drive through light show held at the Alaska State Fairgrounds. Construction will begin in November and weather permitting, it will be open to the public in December. There is historical data to support that it could stay in place as late as March.

The Ice Maze has requested up to \$12,000 for this project that has the potential to bring thousands of visitors to Palmer during the winter. Increased visitors will positively impact local businesses which will have a positive impact on the economy of the City of Palmer. Cory Livingood will create the maze and be in attendance daily to talk with the guests, answering questions. The Fairgrounds will hire two employees to handle tickets.

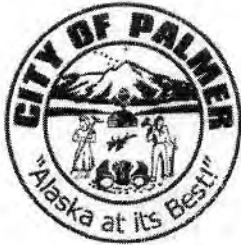
Per Palmer Municipal Code 2.04.160(F), I have reviewed the application for completeness, and am forwarding the application to City Council for Council’s consideration.

In February, 2014, the City Council adopted Ordinance No. 14-043, which established the Council Community Grant Program. The City Council approved \$12,000.00 in the Community Council Grants line item for 2021.

Legislation #	Organization	Amount Requested	Remaining	Date Approved
	Beginning Balance-2021 Budget		\$12,000.00	
AM 21-017	Hatcher Pass Avalanche Center	\$5,000.00	\$7,000.00	3/9/21
AM 21-026	Who Let the Runners Out	\$1,000.00	\$6,000.00	4/13/21
AM 21-033	Alaska Farmland Trust	\$250.00	\$5,750.00	5/11/21
AM 21-057	The Ice Maze	Up to \$12,000.00		

Administration’s Recommendation:

Approve Action Memorandum No. 21-057.



City of Palmer
City Clerk's Office
231 W. Evergreen Avenue
Palmer, AK 99645
Phone: (907) 761-1301
Fax: (907) 761-1340

Council Community Grant Application Information

The purpose of the city of Palmer Council Community Grant Program is to recognize the valued contributions being provided through the volunteer efforts of community champions on behalf of its citizens. Community grant funding demonstrates the Council's commitment to programs, services, projects, and events that are a benefit to the community while at the same time recognizing the financial constraints impacting the city's ability to provide funding.

The goal and objective of the city of Palmer Council Community Grant are:

- Goal: to provide modest levels of support and assistance to help foster and develop community programs, services, projects, and events that enhance Palmer's quality of life.
- Objective: to treat all organizations fairly and consistently while creating a minimal administrative process.

Applicant eligibility:

Preference will be given to organizations and groups that demonstrate Palmer community support and that propose a program, service, project or event having the potential for positive economic and cultural impacts and that show evidence of efficient use of resources, sound business practices/accountability, and describe the organization's or group's knowledge and skills.

An applicant organization must meet the following general criteria in order to be considered for a Council Community grant:

1. To qualify for funding, the group must demonstrate its commitment to all of the following principles:
 - a. Program, service, project or event is open – accessible – to all members of the community;
 - b. Program, service, project or event is effective in providing a community benefit to Palmer;
 - c. Applicant is accountable through sound management and financial practices;
 - d. Individuals are not eligible;
 - e. Grant funds must be spent on the sole purpose for which it was awarded;
 - f. Unspent money shall be returned to the city.
2. Funding requests can be defined as programs, services, projects and events that economically benefit Palmer by supporting, sustaining, promoting, informing, educating, celebrating, preserving and/or providing access to the arts, culture, environment, heritage, recreation and/or health activities.
3. Defined as a program, service, project, or event that the council has determined provides significant benefits to the Palmer community as a whole.



Council Community Grant Application

Program Information

Program, service, project, or event title: The Ice Maze
Date(s) of program, service, project, or event: December through March (depending on weather)

Applicant Information

Name: Cory Livingood
Address: 500 West Lazy K Lane
City: Wasilla State: AK Zip: 99654
Phone: 907-382-0223 Email: info@theicemaze.com

Organization Information

Name of organization/group: The Ice Maze
Type of organization/group: Non-profit Volunteer group Other: LLC

Funding Request

Amount of Request: \$ \$12,000
Matching funds provided by applicant: \$ \$40,000
Type of funds requesting: Cash In-Kind In-Kind Type: _____

Remittance Information

Remit Payment to: The Ice Maze LLC Cory Livingood
Address mail check to: PO Box 2227 (verify at time of mailing)
City: Homer State: AK Zip: 99603
Phone: 907-382-0223 Email: info@theicemaze.com

Eligibility

Describe how your program, service, project or event meets the eligibility guidelines.

The Ice Maze is a winter recreational event, and due to the method of construction, can also be considered an art project.

It will be open throughout the winter (weather permitting) to anyone that wants to visit it, for an admission fee. Generally, most visitors are expected to be families of the Matsu valley, Anchorage and surrounding areas. However, people of all demographics will be drawn to The Ice Maze. We expect it to bring tourism to Palmer, during a time of year that typically does not see high levels of visitors. This will positively impact local hotels, restaurants, and stores, and therefore the economy of the city of Palmer.

Cory Livingood is sole owner of The Ice Maze LLC and will be competing to build The World's Largest Ice Maze, registered with Guinness Book of World Records. This title is sure to draw in visitors to The Ice Maze. We are also hoping it will draw the attention of sponsors. The project will mostly be covered by personal funds, and we are seeking assistance of local businesses and organizations for sponsorship.

The funds will be used for equipment and supplies to build The Ice Maze. There will also be ongoing operational costs. An itemized list can be provided.

This will be an outdoor winter event, encouraging residents to spend time together outdoors. It is constructed by guiding ice to grow in a planned path, in an organic manner to form the walls of The Ice Maze. The walls will have the appearance of a natural frozen waterfall.

Project Summary Information

In the space below, provide a concise, one paragraph summary of your proposed program, service, project or event and how it benefits the community as well as how this supports the Council's strategic priorities.

I am going to build the world's largest ice maze this winter at the Alaska State Fairgrounds in Palmer. The maze will be a half-acre in size with 6ft tall walls of solid ice and lights frozen in the ice. It will be open all winter, weather permitting. The public will be able to explore the maze for an admission fee. It will potentially attract tens of thousands of guests. In addition, many of the guests will go out to eat, stay in a hotel, or shop while they are in Palmer and if it weren't for the new attraction, they may not have visited Palmer at all during the winter. It is my plan to make this an annual event.

Project Scope of Work

Please list the steps to be taken to conduct the program, service, project or event. Be sure to address issues such as: beginning and ending date, who will work to conduct the event/project, clean-up team, where is the project going to occur (location).

I, Cory Livingood, will be responsible for the project from start to finish.

October: Before I install anything onsite, I will be assembling lights, and water manifolds.

November: I will install the irrigation system and layout of the maze onsite at the Fairgrounds. Once the temperature drops low enough and stays cold consistently (at least at night), I will start growing the ice walls. I plan to grow an average of two feet in height a day. I will need to groom the trails to an even walking terrain before opening to the public.

December: The Ice Maze will hopefully open to the public in early December (depending on weather). Once open, I will do all maintenance on the maze and its trails. I have experience troubleshooting many similar and potential issues that may arise.

I will be present in the maze everyday, talking to guests, making sure everyone is having a good time, and answering any questions. The Fairgrounds will hire two employees to handle ticketing.

March: The Ice Maze will stay open as long as the weather permits, hopefully into March, which is possible according to historical weather data.

Once it closes, I will check on the site regularly as the ice melts to clean up the equipment so it can be used again next winter.

Community Benefit

Please indicate how the results of your program, service, project or event will enhance economic development or generally benefit the city of Palmer. Describe the expected number of participants to be attracted by the event or project. Please explain how your organization will evaluate the community benefit of your event. Examples might include surveys, registrations, sign-in sheets, number of people served, etc.

The Ice Maze will be located at the end of the Bright up the Night drive through light show held at the Alaska State Fairgrounds. Last year, during the one month Bright up the Night was open, they had 5,000 cars go through (typically 2+ people in each car). Ideally The Ice Maze will be open 4 months (weather dependent) and has the potential to attract tens of thousands of visitors, many of which may not visit the area if it is not for this specific attraction. The number of guests will be monitored throughout the season through ticket sales.

The Ice Maze will be a source of winter recreation for visitors and, for me, it is a large installation art piece. The guests will benefit from the fresh air and since it is outside, it will be a relatively safe covid activity. The increase of winter tourism will be apparent to local establishments in Palmer. We can discuss the best way to track that additional business.

I have previously built and managed ice attractions throughout North America. I have built these attractions at ski resorts in small, remote towns, as well as city centers in large metropolitan areas. These attractions tend to be a destination in itself that people come from near and far to see, rather than only as an additional activity that people already in the area visit. I have personally witnessed how it has transformed winter tourism in small towns. I foresee this happening in Palmer, as well.

I will use local businesses when possible, for equip. & supplies.

Detailed Budget

Revenue:

Source:	Cash	In-Kind	Total
ticket sales - adult	\$ 15 each	\$ _____	\$ _____
ticket sales - children	\$ 10 each	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Totals	\$ _____	\$ _____	\$ _____

Expenditures:

Item/Service:	Cash	In-Kind	Total
irrigation supplies	\$ 16,000	\$ _____	\$ _____
equipment rental	\$ 14,000	\$ _____	\$ _____
water (estimated)	\$ 7,500	\$ _____	\$ _____
tools / lighting	\$ 7,000	\$ _____	\$ _____
miscellaneous	\$ 5,500	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Totals	\$ 50,000	\$ _____	\$ _____

Matching Funding Source

Describe source of matching funding. Have alternate sources of funding been explored?

I will be funding the majority of the costs personally, through savings and a loan. I am looking for local and corporate sponsorship and I have an active online crowdfunding campaign.

Post Event Report

Describe how you propose to provide a post-event report with details on the economic impact, how funding was spent on the sole purpose for which it was awarded, and if any unspent money is to be returned to the city (provide an expected date).

I can give a report with a total number of guests according to ticket sales within a few weeks of The Ice Maze closing.

Most of the costs will be upfront, used to purchase equipment and supplies to build The Ice Maze. I can provide an itemized list of supplies the grant was used to purchase earlier in the season, possibly shortly after The Ice Maze opens, and by the end of the year (2021).

Applications may be submitted at any time to the address listed above. Please allow at least six weeks lead time for application review and City Council agenda scheduling.

Applicant signature:



Date:

9/17/21

For Office Use Only

Date received by City Clerk's Office:

City Council agenda date:

Action Memorandum No.:

City Council:

Approved Denied

Amount Approved:

\$ _____

Date applicant notified of request outcome:

I-9 Form Submitted (for taxable organizations only):

City of Palmer
Action Memorandum No. 21-058

Subject: Directing the City Manager to Notify the State of Alaska of the City Council's Statement of Non-Objection for Alaska State Fair, Inc Liquor License No. 39 of Licensed Premises Diagram Change of the Sluicibox.


Agenda of: October 22, 2021

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

Originator Information:

Originator: Mr. John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
<u> X </u>	Community Development		<u>October 4, 2021</u>
<u> </u>	Finance	<u> </u>	<u> </u>
<u> </u>	Fire	<u> </u>	<u> </u>
<u> X </u>	Police		<u>October 4, 2021</u>
<u> </u>	Public Works	<u> </u>	<u> </u>

Certification of Funds:

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

This legislation (√):

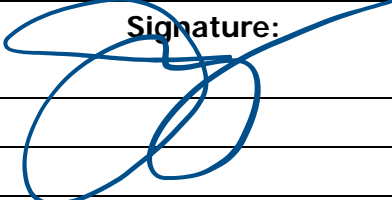
- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

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

Director of Finance Signature:  _____

Approved for Presentation By:

	Signature:	Remarks:
City Manager		<u> </u>
City Attorney	<u> </u>	<u> </u>
City Clerk	<u> </u>	<u> </u>

Attachment(s):

1. #39 AB-14 Sluicebox

Summary Statement/Background:

Alaska State Fair is requesting to alter the functional floor plan of the Sluicebox.

Per State law, a local governing body may protest the approval of an application pursuant to AS 04.11.480 by providing the applicant with a clear and concise written statement of the reason for the protest or may voice a non-objection to a request.

Administration's Recommendation:

Approve Action Memorandum No. 21-058.



Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

What is this form?

This licensed premises diagram change form is required for all liquor licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises, under 3 AAC 304.185. The required \$250 licensed premises diagram change fee may be made by check, cashier's check, money order, or credit card (VISA or MasterCard).

Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, and consumption. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

If approved, this form will replace the existing licensed premises diagram on file. All sections of the currently licensed area that you wish to remain licensed must be included in the outlined area, as described on Page 2 of this form. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form, as long as it meets the requirements listed on this form. The first and third pages must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office prior to altering the existing floor plan. The licensed premises may not be altered unless and until the AMCO director has given written approval on this form. Please note that licensees seeking to change licensed premises diagrams for multiple licenses must submit a separate completed copy of this form and pay a separate fee for each license.

Section 1 – Establishment Information

Enter information for the licensed establishment.

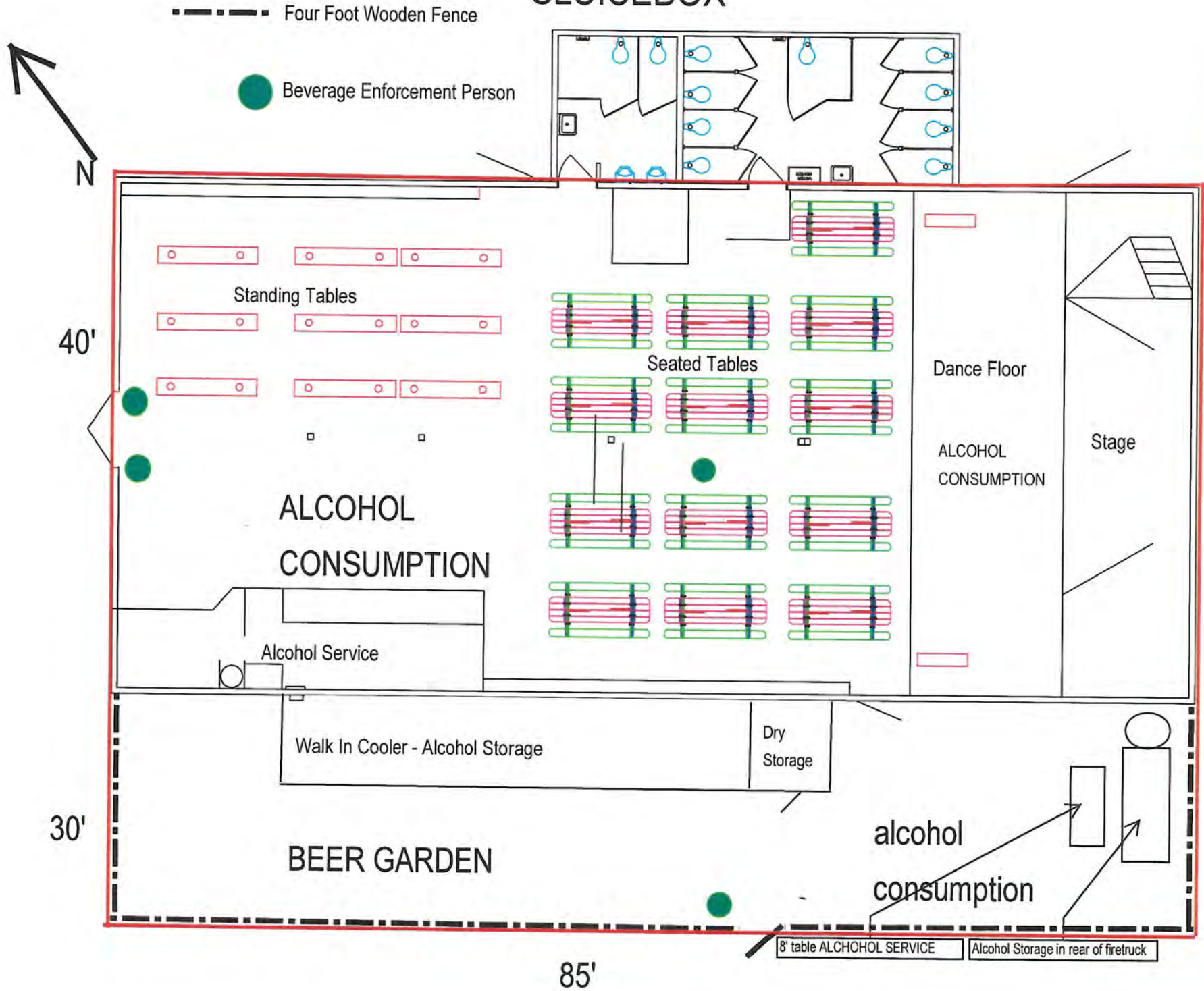
Licensee:	Alaska State Fair, Incorporated	License Number:	4320D / 39		
License Type:	Recreational				
Doing Business As:	Alaska State Fair, Inc				
Premises Address:	2075 Glenn Highway				
City:	Palmer	State:	AK	ZIP:	99645

Section 2 – Summary of Changes

Provide a summary of the changes for which you are requesting approval.

The fair is always in flux. The vendors next to the Sluicebox are permanently relocated to other locations. We would like to extend the Sluicebox Garden area to fill the area up to the walkway (Where the pork rind food booth and chainsaw artist were.) We would also like to add a "satellite" alcohol service station using a Palmer Firetruck that has six taps and refrigerated storage. There will always be one Beverage Enforcement in the garden and one also at the door from the inside of the garden. We leave the garden gate unlocked but do not allow exiting or entering at that gate. The bartender and enforcement have clear line of site of the entire area.

SLUICEBOX



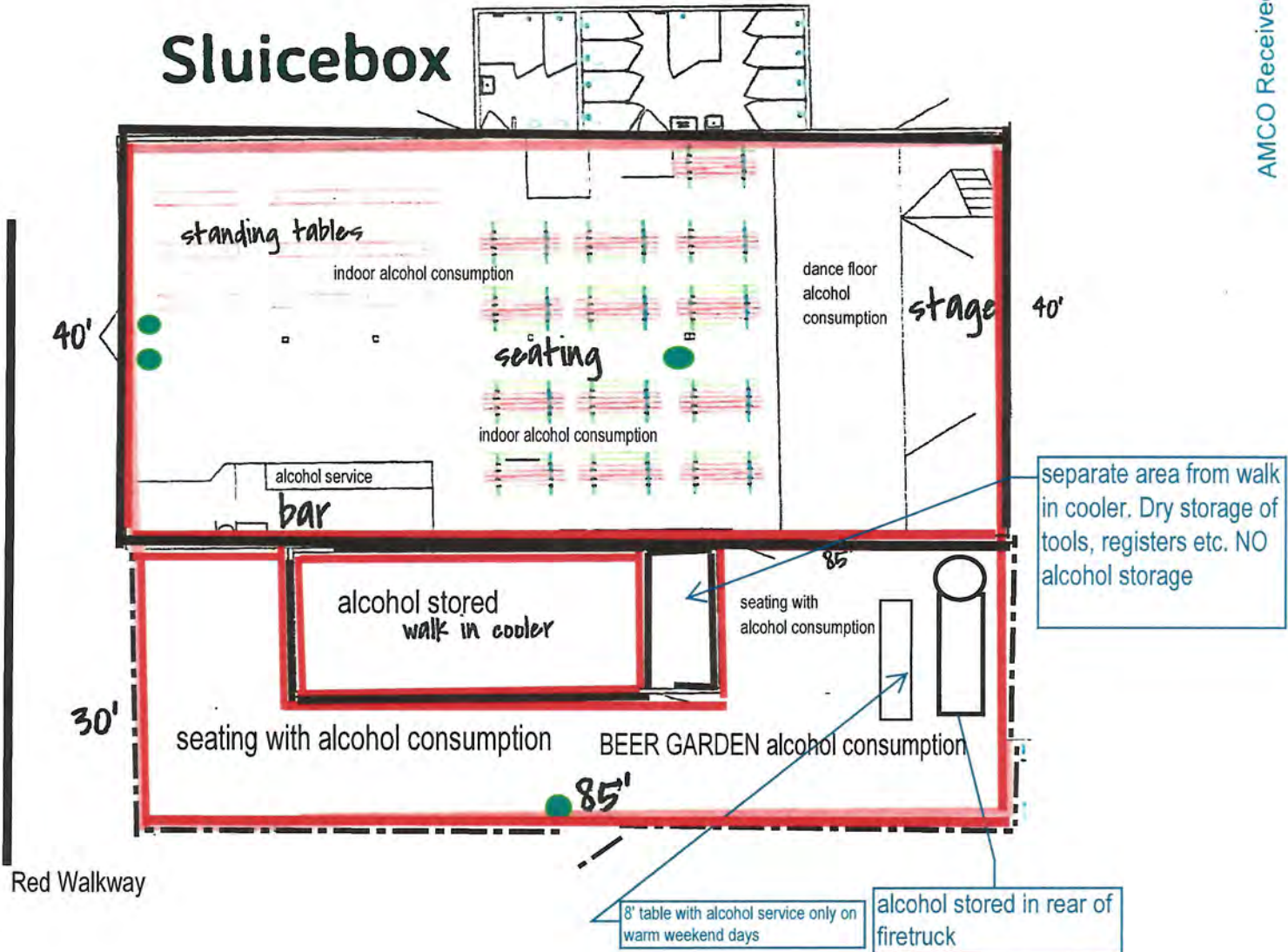
AMCO RECEIVED 09/30/21

- four foot wooden fence
- Beverage Enforcement person

AMCO Received 8/6/21

total requests changes

Sluicebox



Glenn Hwy

Red Walkway

rebarchek road

AMCO RECEIVED 9/28/21

Security Plan for Alaska State Fair, Inc.

This plan outlines the Beverage Enforcement policy during the 12 days of the annual Alaska State Fair.

General Beverage Security

We contract with a security company that specializes in event crowd management and beverage enforcement. Each year, prior to opening day of the fair, all of their Beverage Enforcement personnel attend a TAPS class, specific to them, taught by an accredited CHARR instructor. Beverage Enforcement is present during all open hours of each individual venue. All venues have Beverage Enforcement at the entrance. This is the first point of I.D. inspection. Our bartenders will ask for I.D. a second time, if deemed necessary. All venues will have Beverage Enforcement overseeing any areas not directly visible to the bar staff. Every venue keeps a daily log book maintained by the bar staff. This provides written documentation of any extraordinary issues occurring on any specific day. Alaska State Fair is vigilant in trying to prevent consumption of contraband alcohol and drugs. The "roaming" Beverage Enforcement personnel are continually on the watch for this. Any alcohol not sold by ASF is seized and disposed of immediately.

Venue Specific Security

The Sluicebox has a minimum of one Beverage Enforcement person present at the entrance door each day. On weekend days and busy evenings, this is increased to two people at the entrance. The Sluicebox has an outdoor garden area with a four foot wooden fence and one gate. There is a Beverage Enforcement person always present at the outside garden gate to ensure no drinks are passed outside of the garden or handed to underage persons inside the garden. There is a minimum of one Beverage Enforcement person inside the venue to watch the side emergency exit doors and to help keep an eye on the patrons inside. Minors accompanied by their legal guardians are welcome between the hours of 12:00 pm and 6:00 pm. After 6:00 pm no minors are allowed. The firetruck is inside the fenceline with taps is a temporary addition; used only on warm weekend days. One bartender serves the garden patrons from an 8' table. Other days the patrons must go inside to order their beer/wine and bring it outside. Always under the watchful eyes of Beverage Enforcement. The firetruck does not belong to the Alaska State Fair; we can only use it when it is available for rent.

The Oasis Beer Garden is a tent that has one entrance and an additional emergency exit behind the bar. The tent has a secured base that does not permit lifting of the walls to gain ingress. The entrance to the tent is accessible only through the outside garden area. The outside garden area has a four foot high wooden fence. The entrance to the outside garden has one Beverage Enforcement person, with an additional person scheduled during weekend days and busy evenings. This person checks I.D.s for entrance to the bar and has visibility of the entire outside garden area to prevent any drinks being passed to minors or outside of the garden fence. The bartenders have direct visibility of the entire inside tent area. No one can access the emergency exit without being seen by the bartenders. Accompanied minors are allowed in the Oasis until 9:00 pm. The Oasis is open until 12:00 midnight, but may close earlier on the slower weekdays.

The Woodlot #1 is an outdoor venue with a "dry" section of bleachers and 2 "wet" section of bleachers. The Woodlot has Beverage Enforcement at the entrance and a beverage enforcement person between the wet and dry sections of bleachers. This person has clear visibility of everyone within the Woodlot. The Woodlot has a six foot solid wood fence on three sides. On the fourth side, around the wet bleachers, there is beverage restriction signage and a 4' fence delineating the wet area. The Woodlot is open during specific show times, no later than 10:00 pm, with accompanied minors allowed at all times.

The Woodlot #2 adds the Eckart Gardens for service during one or two events at the fair. When the garden is utilized, we have Beverage Enforcement at the open gate and a roaming Beverage Enforcement as well. Map #2B is a close up of the garden bar located under the covered area.

AMCO RECEIVED 9/28/21

The Borealis Theater is an outdoor concert venue with a wet side and dry side. The Borealis is encased in a six foot chain link fence with separate entrances to the two sides. At the wet side entrance, wrist bands are placed on people with valid I.D. for alcohol consumption. Bartenders may I.D. and band attendees also at the service outlets, if needed. There is a reserved section up front and a lawn section in the back of the venue. The reserved section may be seated or standing; dictated by projected ticket sales. The division of the wet/dry sides of the lawn and reserved areas is decided prior to ticket sales, again based on projection of the attendee demographic.

The maps labeled Borealis 1, 2 and 3 are examples of the divisions. These areas have four foot fencing dividing the two sides. There are gates in this fencing manned by Beverage Enforcement to I.D. and band people that want to enter the wet side from the dry side. We have Crowd Management and Beverage Enforcement personnel at all concerts, with the quantity based on ticket sales and concert demographics. Beverage Enforcement people are always present at the fence dividing the sides, at the entrance and at emergency exit gates. There are roaming Beverage Enforcement people on both sides as well. The number of roaming Beverage Enforcement people varies based on ticket sales and demographics. Accompanied minors are welcome on the wet side during concerts, with all concerts ending between 8:30 pm and 10:00 pm. I have also included maps that are close ups of the service areas.

The Waterin' Hole #1 is a tent that has one entrance and an additional emergency exit behind the bar. The tent has a secured base that does not permit lifting of the walls to gain ingress. The entrance to the tent is accessible only through the outside garden area. The outside garden area has a four foot high fence in the front and four foot fencing in the back. The entrance to the outside garden has one Beverage Enforcement person, with an additional person scheduled during weekend days and busy evenings. This person checks I.D.s for entrance to the bar and has visibility of the entire outside garden area to prevent any drinks being passed to minors or outside of the garden fence. The bartenders have direct visibility of the entire inside tent area. No one can access the emergency exit without being seen by the bartenders. Accompanied minors are allowed in the Waterin' Hole until 9:00 pm. I've included a close up of the interior layout of the tent.

The Waterin' Hole #2 is a map of the aforementioned Waterin' Hole and the attached Events Tent when both tents are utilized for several events at the fair. During these times, when the doorway between the two tents is unlocked and open, we have Beverage Enforcement at that doorway, one at the rear, (north) garden, one at the front gate on the south side (facing the yellow trail), and roaming enforcement that stays in the tent.

The Borealis Plaza Tent is a tent that has one entrance and an additional emergency exit in the back of the tent. The tent has a secured base that does not permit lifting of the walls to gain ingress. The entrance to the tent is accessible only through the outside garden area. The outside garden area has four foot fencing. The entrance to the outside garden has one Beverage Enforcement person, with an additional person scheduled during weekend days and busy evenings. This person checks I.D.s for entrance to the bar and has visibility of the entire outside garden area to prevent any drinks being passed to minors or outside of the garden fence. There is a Beverage Enforcement person stationed at the rear emergency exit also. The bartenders also have direct visibility of the entire inside tent area. Accompanied minors are allowed in the Borealis Plaza tent until 9:00 pm.

The Grandstands has three bleachers all on the south side of the oval entertainment area. The area has 4' fencing with one gate entrance. Beverages are served out of a small building on the wet side, prior to the shows and then service is provided to the wet side bleachers during the shows. We have Beverage Enforcement staffed at the wet gate and in-between the wet and dry sides of the bleachers. All bleachers are clearly visible to the person between the wet and dry side. The wet side is clearly marked with signage and is divided with a barrier on the bleachers.

The Wine Bar at Colony Theatre is a building with an outside garden accessible only after entering the building. Beverage Enforcement is stationed outside the entrance at a point where they have clear line of sight viewing of the entire garden area.

Interim Beverage Security

This was included for information pertaining to the alternating license.

Raven Hall is utilized for alternating alcohol and non-alcohol service during the interim season, not during the fair. It is used by us for sporting events, brew tastings, and other Alaska State Fair events. It is also used as a rental facility, with some rentals that require us to serve alcohol for their event. It has differing set ups. I have attached 3 examples of these set ups. The barrier is composed of 4' stanchions with rope and signage. Beverage Enforcement is present at all alcohol service at the wet entrance, with clear view of the barrier and roaming the wet side.

Raven Hall #1 is the most common set up.

Raven Hall #1B is for events over 300 people.

Raven Hall #2 is used for sporting events and other family friendly events.

Raven Hall #3 is a map of the annual October Boo Fest set up. This is an over 21 only event. This is the only event with multiple points of service. We have at least 4 Beverage Enforcement personnel at this event.

AMCO RECEIVED 9/28/21



Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

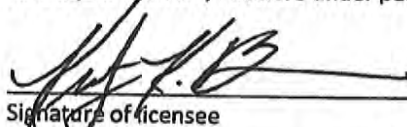
Section 4 - Declarations

Read the statement below, and then sign your initials in the box to the right:

Initials

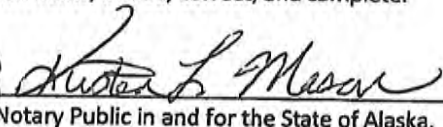
The proposed changes conform to all applicable public health, fire, and safety laws.

As a liquor licensee, I declare under penalty of perjury that this form, including all attachments, is true, correct, and complete.



Signature of licensee

KIRSTEN L MASON
Notary Public
State of Alaska
My Commission Expires
July 08, 2025



Notary Public in and for the State of Alaska.

Kristy K. Bernier

Printed name of licensee

My commission expires: 7/8/25

Subscribed and sworn to before me this 6 day of August, 2021.

Section 5 - Local Government & AMCO Review

Local Government Review (to be completed by an appropriate local government official):

Yes No Pending

The proposed changes shown on this form conform to all local restrictions and laws.

A local building permit is required for the proposed changes.

Signature of local government official

Building Permit #

Date

Printed name of local government official

Title

AMCO Review:

Approved Disapproved

Signature of AMCO Enforcement Supervisor

Signature of Director

Printed name of AMCO Enforcement Supervisor

Printed name of Director

Date

AMCO Comments:

City of Palmer • Liquor License Review Form

BUSINESS NAME: Alaska State Fair

OWNER: Alaska State Fair

LICENSE TYPE: AB-14 Licensed Premises Diagram Change for the Sluice Box, License #39

LOCATION: 2075 Glenn Highway

Route to: Department of Finance

Department of Finance

Business License/Sales Tax/
Utilities/Assessments Current:

Yes

No

If no, explain:

Other Comments:

Finance Director

Date

Route to: Department of Community Development

Department of Community Development

Code (PMC/Bldg/Fire) Compliant:

Yes

No

If no, explain:

Other Comments:

Community Development Director

Date

Route to: Police Department

Police Department

Excessive Calls:

Yes

No

If yes, explain:

Other Comments:

Chief of Police

Date

TO COUNCIL FOR AGENDA OF: September 08, 2020

City of Palmer
Action Memorandum No. 21-059

Subject: Authorizing the Mayor to Execute the City Clerk's Employment Agreement with Shelly Acteson.
Agenda of: Month Day, Year

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

Originator Information:

Originator: John Moosey, City Manager

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: \$ _____

This legislation (√):

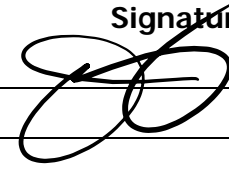
- Creates revenue in the amount of: \$ _____
- Creates expenditure in the amount of: \$ _____
- Creates a saving in the amount of: \$ _____
- Has no fiscal impact

Funds are (√):

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

Director of Finance Signature: 

Approved for Presentation By:

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

Attachment(s):

1. Employment Agreement Acteson

Summary Statement/Background:

After a comprehensive search for a city clerk and thorough interviews, the City Council has offered the position to Ms. Shelly Acteson. It is the wish of the City Council and Shelly Acteson to enter into an employment agreement. The City Council is authorizing the Mayor, on behalf of the city, to execute and do all other necessary acts to enter into an employment agreement with Ms. Acteson.

Administration's Recommendation:

Approve Action Memorandum No. 21-059.

City of Palmer Employment Agreement

This is an Agreement made and entered into by and between Shelly Acteson hereinafter called “Employee”, and the CITY OF PALMER, an Alaska municipal corporation, hereinafter call the “City”.

This Agreement is based upon the following premises:

- A. The City desires to employ the services of Shelly Acteson as City Clerk of the City of Palmer, in accordance with the terms of its Home Rule Charter and this contract.
- B. It is the desire of the City Council to provide certain benefits, establish certain conditions of employment and to set working conditions for Employee.
- C. It is the desire of the City Council to:
 - a. secure and retain the services of Employee and to provide inducement for her to remain in such employment,
 - b. make possible full work productivity by assuring Employee’s morale and peace of mind with respect to future security,
 - c. act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Employee, and
 - d. provide a just means for terminating Employee’s services at such a time as she may be unable fully to discharge her duties or when City may desire to otherwise terminate her employment.
- D. Employee desires to accept employment as City Clerk for the City.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants herein contained, the parties hereto agree as follows:

Section 1. Duties.

City hereby agrees to employ Employee as City Clerk of the City to perform the functions and duties specified in the City Charter, this Agreement, the City Code, the job description for the position of City Clerk and to perform such other legally permissible and proper duties and functions as the City Council may from time-to-time assign.

Section 2. Term.

- A. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from her position with the City, subject only to the provision set forth in Section 3, Paragraph A and B of this Agreement.

- B. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council to terminate the services of Employee at any time, subject only to the provisions set for in Section 3, Paragraph C of this Agreement.
- C. Employee agrees to remain in the exclusive employee of the City until November 1, 2024, unless sooner terminated by the City or Employee.
- D. In the event the parties agree in writing, this Agreement may be extended, by amendment, on the same terms and conditions as herein provided, for additional periods of up to three (3) years.

Section 3. Termination and Severance Pay.

- A. In the event Employee voluntarily resigns the City Clerk position with the City before expiration of the term of employment, then Employee shall give the City two (2) months' notice in advance. Such notice must consist of work hours; leave in any form, fashion, or increment, will not be counted towards the notice period. Provided that such notice is given, there will be no breach of this Agreement by reason of said resignation, and Employee shall not be responsible for any damages hereunder.
- B. In the event Employee is terminated by the City Council before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform the duties of City Clerk, then, in that event, the City agrees to pay Employee, in addition to her accrued benefits (e.g. personal leave), a lump sum cash payment equal to two (2) months' aggregate salary in lieu of any and all other damages or monies that Employee might claim, provided, however, that in the event Employee is terminated because of any illegal act involving personal gain to her, then in that event, City shall have no obligation to pay the aggregate severance sum designated in this paragraph.
- C. In the event the City at any time during the employment term reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board reduction for all City employees, then, in that event, Employee may at her option, be deemed to be "terminated" at the date of such reduction.

Section 4. Salary

- A. City agrees to pay Employee for her services rendered pursuant hereto an annual salary of \$91,000.00 payable in installments on the City's regular payroll cycle.
- B. Except as otherwise provided herein, City agrees to increase said salary and/or other benefits of Employee in such amounts and to such an extent as the City Council may determine which is desirable to do so on the basis of an annual performance review.

Section 5. Hours of Work.

It is recognized that Employee must devote a great deal of her time outside normal office hours to business of the City. Normal office hours hereunder shall be construed to mean a 40-hour work week during daylight hours, when possible.

Section 6. Dues and Subscriptions.

City shall budget and pay the professional dues and subscriptions of the Employee necessary for her continuation and full participation in professional associations and organizations necessary and desirable for her continued professional certifications, professional participation, growth, advancement, and for the good of the City.

Section 7. Professional Development.

City may budget and pay the travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions as may be authorized by the City from time to time.

Section 8. Personal Leave.

Employee shall accrue, and have credited to her personal account, personal leave at the same rate as other classified employees of the City.

Section 9. Normal Retirement System.

Employee shall be covered under the City retirement system.

Section 10. Other Terms and Conditions of Employment.

All applicable provisions of the City Charter and Code, and regulations and rules of City (except as provided in this agreement) relating to personal leave, retirement and pensions system contributions, holidays, and other fringe benefits and working conditions, except Palmer Municipal Code Chapters 4.40: Grievances and 4.50: Disciplinary Action and Termination, as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of City.

City will provide employee with a City vehicle for a period of sixty (60) days to assist with her move to the area as prescribed by City Council.

Employee has been offered a relocation lump sum payment of \$8,000.00 towards moving expenses. Payment of the relocation incentive will be made upon your establishment of a permanent residence as prescribed by City Council. If Employee resigns or is terminated within

12 months of her hire date, Employee will be required to reimburse the City of Palmer a pro-rated amount of the relocation lump sum payment.

Section 11. General Provisions.

- A. The text herein shall constitute the entire agreement between the parties.
- B. This Agreement shall become effective commencing November 1, 2021 and supersedes previous agreements between City and Employee.
- C. Except as otherwise provided, this Agreement cannot be changed or modified except by an agreement in writing signed by the Employee and duly authorized by the City Council and signed by the Mayor and Employee. This instrument and all appendices and amendments hereto embody the entire agreement of the parties.
- D. All notices, requests, demands and other communications hereunder shall be in writing, and shall be deemed to have been duly given if duly delivered, or if mailed, first class United States certified or registered mail, postage prepaid:
 - a. by the City to the Employee at such address as she may from time to time indicate in writing to the City, and
 - b. by the Employee to the Mayor at the City's address.
- E. Both parties have provided input into drafting this Agreement and agree that this Agreement shall not be construed against either party as drafter.
- F. This Agreement shall be construed and enforced in accordance with the laws of the State of Alaska and the City of Palmer, and venue shall be in Palmer, Alaska, only.
- G. This Agreement may be executed in duplicate originals, both of which when so executed and delivered shall be deemed to be an original, but such duplicate originals shall together constitute but one and the same instrument.
- H. Agreement shall be governed by the laws of the State of Alaska and the City of Palmer and any litigation brought shall be in Palmer, Alaska. Employee expressly waives any rights she might otherwise have as provided in Alaska Rules of Civil Procedures to remove any action from Palmer, Alaska.

IN WITNESS WHEREOF, the City of Palmer, an Alaska municipal corporation, has caused by proper action this Agreement to be signed and executed in its behalf by its Mayor and the Employee has signed and executed this Agreement, both in duplicate.

Date _____

Shelly M. Acteson, Employee

CITY OF PALMER, ALASKA

Date _____

Edna B. DeVries, Mayor

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on August 24, 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	Sabrina Combs, Deputy Mayor
Julie Berberich (video conference)	Brian Daniels (video conference)
Richard W. Best	Jill Valerius (video conference)
Steve Carrington	

Also in attendance were the following:

John Moosey, City Manager	Michael Gatti, City Attorney
Nichole Degner, Interim City Clerk	Kimberly Green, Human Resources
Gena Davis,	
Pam Whitehead, Recording Secretary (telephonically)	

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. **Resolution No. 21-029** AEPS Phase ## FAA Grant R1
 - b. **Resolution No. 21-031** TW November FAA Grant
 - c. **Action Memorandum No. 21-048** Professional Legal Services 2021
 - d. **Action Memorandum No. 21-049** Country Garden Farms LLC
 - e. **Action Memorandum No. 21-050** HDL Contract Amendment TW N Design Project
 - f. **Action Memorandum No. 21-051** HDL Contract Amendment AEPS Phase II R1

2. Approval of Minutes of Previous Meetings
 - a. July 27, 2021, Special Meeting
 - b. July 27, 2021, Regular Meeting

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

Moved by:	Combs
Seconded by:	Carrington
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

E. COMMUNICATION AND APPEARANCE REQUESTS: None.

F. REPORTS

1. City Manager's Report

City Manager Moosey:

- reported briefly regarding agenda item 2020 Financial Audit, commending Gina Davis and her staff on a job extremely well done;
- reported new City personnel: Jude Bilafer, Public Works Director; Jackie Andrus, Public Works Administrative Assistant; Jeannette Sinn, promoted to Deputy City Clerk; Cotton Gore, Community Development Recreational Operations Supervisor; and Kristin Elieff, Administrative Assistant to City Manager;
- advised of the need for a new city vehicle for winter plowing; following further discussion and clarification, City Manager Moosey will have an Action Memorandum on the agenda for the next meeting.
- Responded to Council Member questions.

2. Mayor's Report

Mayor DeVries:

- encouraged everyone to attend the Alaska State Fair; commended Deputy Mayor Combs for the great Parade last Saturday.

3. City Clerk's Report:

City Manager Moosey:

- Reported regarding the election equipment testing and election security;
- Spoke to the City of Palmer's purchase of five new voting machines which match the State and Borough voting equipment made by the Dominion Corporation; outlined the election process.

4. City Attorney's Report:

City Attorney Gatti:

- Spoke to options to consider on securing the purchase of a new snow plow truck.

G. AUDIENCE PARTICIPATION:

Mayor DeVries opened Audience Participation at 7:20 p.m.

Ms. Lilahlee Borland, city resident, testified raising major concerns regarding the Dominion voting machines.

Mr. Mike Coons spoke to being attacked by members of Moms for Social Justice for voicing their concerns at City Council meetings. He contributes to Palmer's economy and even though he lives outside city limits, has a right to be an advocate for conservative voices. Noted for the council members that don't listen because he is not a resident, shows good reason why they should be replaced. He will continue to speak up on issues that he feels a need to voice his opinions and will call on others to do so as well. (Mr. Coons submitted his written comments in full to the City Council)

Ms. Cindy Hutchins, testified raising major concerns over the Dominion voting machines and election integrity.

Ms. Jackie Ivey GoForth, testified about the Democrats in power not caring about the people, only power over the people; spoke to what's happening in Afghanistan and the humanitarian crisis for which they don't seem to care.

There being no others coming forward, Mayor DeVries closed Audience Participation at 7:34 p.m.

H. PUBLIC HEARINGS: None.

I. UNFINISHED BUSINESS: None.

J. NEW BUSINESS:

1. Committee of the Whole: Presentation of the 2020 Financial Audit (note: action may be taken by the Council following the committee of the whole)

Main Motion: To enter into Committee of the Whole.

Moved by:	Combs
Seconded by:	Carrington
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

[The Council entered Committee of the Whole at 7:30 p.m.; exited at 7:57 p.m.]

Presentation:

Joy Mariner, serving as the Audit Partner on the City financial statements and audit of the City award programs (CARES Act), presented the overall results of the 2020 Financial Audit. They are an independent auditing firm hired by the City to perform an independent audit. They found no problems and commended the Finance team for a phenomenal job; also commended the City Council for being careful and adhering to the rules about how they approved the use of the CARES money. She then went on to explain the Financial Statement Audit Opinion in more detail.

There being no questions, Mayor DeVries thanked Ms. Mariner on behalf of the City Council for the very thorough job.

The Council exited Committee of the Whole at 7:57 p.m. and reconvened the Regular Meeting.

Main Motion: To accept the 2020 Audit Report as presented.

Moved by:	Combs
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

2. Resolution No. 21-030, Changes to Fee Schedule MTA Events Center.

City Manager Moosey provided a staff report related to Resolution No. 21-030 and requested approval as presented.

Main Motion: For approval of Resolution No. 21-030 as presented.

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

3. Resolution No. 21-032, Appropriating CSLFRFA ARPA Funds.

Main Motion: For approval of Resolution No. 21-032.

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

K. RECORD OF ITEMS PLACED ON THE TABLE:

Ms. Degner reported the following items placed on the table: 1) 2020 Audit Book.

L. AUDIENCE PARTICIPATION:

Mr. Mike Coons, spoke to election integrity, encouraging absentee ballots are well-tracked using signature verification and making sure everything is verified before separating the envelope from the ballot.

Ms. Jackie GoForth testified regarding election integrity raising strong concerns regarding the Dominion voting machines, noting they can be entered into through the internet by anyone who has the password. She also testified concerning her research that Covid deaths are being reported at a higher number than they actually are.

Ms. Cindy Hudgins, testified that she heard FEMA is offering money (\$8,000) to individuals to pay for the funerals of family members who have died from Covid. She also testified further in opposition to the Dominion voting machines, noting she has no faith in the upcoming city election if these machines are used.

Mr. Mike Chmielewski shared conversations at the Alaska State Fair with Governor Dunleavy, Commissioner Adam Crum, and Football Player Mark Schlereth, all saying that vaccinations are the best defense against the Delta variant of the virus; recommended if you have questions about the vaccine to speak to people who are knowledgeable – AHSS booth at the Fair is offering vaccinations, but it's also a place to ask questions and address concerns.

Mr. Jason Boreland testified in opposition to the Covid vaccine because of the amount of misinformation, noting that the FDA (see website) has now deleted from the VECDER what is to be expected from these "vaccines;" spoke as someone with massive OSHA training, mask wearing will do nothing to stop the virus and suffocating are children in school in order to save them feels very wrong; encouraged the Council and our City to do everything in their power to stand against this.

Ms. Lilahlee Boreland testified concerning her and her family's personal experience with Latent TB and the lack of response from public health officials to her calls fearing a Covid co-pandemic; noted the CDC website recently stated for 2020 they are basically positive that TB went underdiagnosed, not diagnosed, and mistreated because of Covid. The problem is being fed all this information that fits one narrative and when there's a problem, no public health officials are addressing it or calling back.

Mr. Erik Anderson, spoke to Action Memorandum 21-041, noting he bids contracts for a living, and when he looked through the Contract for the Clarifiers, there are a number of things that he questions as a citizen, one being why are there a \$2.5 Million difference on the same part for the project? He encouraged the Council to read and ask questions before saying yes because sometimes yes doesn't make sense.

Ms. Lee Henrikson spoke to regarding the Cedar Park Developers being upset about the Subdivision Agreement that was presented to them and gave a deadline to have it fixed; she inquired about the status of that Subdivision Agreement.

There being no others coming forward, Mayor DeVries closed Audience Participation at 8:28 p.m.

Main Motion: To enter Executive Session for subjects that tend to prejudice the reputation and character of any person for City Clerk Recruitment.

Moved by:	Combs
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

Mayor DeVries called a break at 8:30 p.m. to clear the room for Executive Session.

M. EXECUTIVE SESSION: [Not Recorded]

1. Subjects That Tend to Prejudice the Reputation and Character of Any Person - City Clerk Recruitment (Note: All city clerk candidates may be discussed during the executive session. Personnel action regarding the City Clerk Candidates may be taken following the executive session)

[The City Council entered Executive Session at 8:40 p.m.; exited at 9:35 p.m.]

The Regular Meeting resumed at 9:40 p.m.

Main Motion: To Direct HR to repost the City Clerk position and ask the City Manager to bring forward the Ordinance for the Residence Requirements for the City Clerk for consideration.

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

Deputy Mayor Combs clarified that in the job posting to remove the resident requirement from the posting with possibly a caveat note that the Council is considering changes to that requirement.

Main Motion: To direct the City Attorney to move forward on reviewing the requirements of the position for the 2nd candidate and whether or not those requirements are met.

Moved by:	Combs
Seconded by:	Carrington
Vote:	Unanimous
Action:	Motion Carried by roll call vote.

N. COUNCIL COMMENTS:

Council Member Valerius thanked Gina and the Finance Department for doing an outstanding job on the Audit Report.

Council Member Daniels spoke in appreciation of all the City Staff for the good work they do; also extended thank you to City Clerk Candidate Glenda Worsham for coming.

Council Member Berberich reiterated what has been said about Gina and her staff for their as-always excellent work on the Audit; makes her proud to work with the City and the excellent Financial staff. Also, congratulations to all the new employees in the City. Shared meeting a gentleman from Ohio while walking her dog in the Matanuska River Park who raved about our Alaska State Fair, noting he's been to a lot of state fairs, but never one as great as this.

Deputy Mayor Combs thanked Mayor DeVries for attending the Alaska State Fair Parade on the grandstand, noting it was a short parade but also a good parade, not to mention the weather was great! She loves the State Fair and spoke to all the new things at the Fair with a lot of new vendors. Extended welcome to all the new employees.

Council Member Carrington also thanked Gina and her staff for the hard work, that to have an audit with no findings in a year of Covid/CARES money is very impressive.

Council Member Best asked for Council support with regard to AML Award Nominations for Audits to put the City of Palmer's Finance Department and Director up for any awards upcoming in this next cycle. **Deputy Mayor Combs** spoke in support, noting it would be for the November Conference.

Council Member Best spoke to the allegation at the last meeting made by the public that the City Council had breached the Open Meetings Act with members participating in a closed Facebook Group. He asked for Council support to direct the City Manager to hire an investigator to review and bring back a report to City Council as to any findings pertaining to that allegation.

Council Member Carrington spoke in support.

Mayor DeVries asked City Manager Moosey to prepare a Certificate of Appreciation for Gina Davis.

O. ADJOURNMENT:

With no further business before the City Council, the meeting adjourned at 9:50 p.m.

APPROVED this 28th day of September, 2021.

Nichole Degner, Interim City Clerk

Edna B. DeVries, Mayor